

MINUTES OF THE FENNVILLE DISTRICT LIBRARY  
BOARD OF TRUSTEES  
December 18, 2025

Present: Donna Matula, Willow VandenBerg, Bob Sherwood, Robin Buchler, Becky Jamros, Jody Martin, Marilyn Jessup, Kathy Yankee

Absent: None

Staff Present: Teresa Kline

Observers Present: Justin Hunsberger

Meeting Called to Order: 4:00pm

Approval of Agenda: Buchler moved, Jamros seconded that the agenda be approved.  
Carried 8-0.

Approval of Minutes: VandenBerg moved, Martin seconded that minutes of November meeting be approved. Carried 8-0.

Public comments: None

Correspondence: None

Financial and Budget: Penal fines were under \$4000.00 in November. Reports Received and filed.

Director's Report: \*Teresa met with the warranty person for the parking lot.  
\*We have to use sand, not salt, on the new concrete for the first year.  
\*There are some lights out in the building. Electrician called.  
\*Elevator is fixed.  
\*Copier/fax machine fixed.  
\*There is a problem with the front door security alarm.  
\*Tyler will be back for holidays and the summer.  
\*Teresa has some vacation time left and asked that she be allowed to extend it to 2026.

President's Remarks: Jessup reminded us that holidays are difficult times for those grieving.

Board members Remarks: Yankee grateful for a good turnout and crowd management at the program by Chris Ferris of Farmhouse Deli. The generous Donation to FPS by the James/Grace Walz estate discussed.

Committee Reports: None

Unfinished Business: \*Parking Lot invoices are coming in. Will be paid from Bond monies and then cash from matured CD.  
\*Midwest Construction requested a reference letter from Teresa which she gladly provided.  
\*Ingram update: Ingram book distributors is overwhelmed by the sharp Increase in business due to the closure of Baker & Taylor. Fulfillment of orders is slower than normal.

New Business: \*We have \$304, 837.93 liquid funds in our brokerage account. It is Recommended that we split it into 3 \$100K CDs. Yankee moved, Sherwood seconded, that we place \$100,00 in a Morgan Stanley 48 month CD at 3.85%; \$100,000 in UBS Bank 48 month CD at 3.85%; \$100,000 in Bank of New York Mellon 18month CD at 3.6%. Passed 8-0.  
\*Staffing: We have two new high school pages: Isidra Espino will start 12/22/25, and Cruz Medrano starts 1/31/26. Both were previously Volunteers and are fluently bilingual. They will work 10 hours/week.  
\*Other staffing changes are going well.  
\*Tool Library: Preliminary planning is taking place to wisely use the \$2000 grant from a patron.  
\*Beautify Pullman: A 4-page response from Atty. Vince Duckworth is being reviewed about the request from Beautify Pullman to have a library kiosk in their downtown park. The report was just received a few days ago so discussion is tabled to the January meeting.

Gifts: Jamros moved, Buchler seconded to accept \$2000 gift from Karen Kalichman for the purpose of a tool library. Passed 8-0.

Public Comments: None

Meeting adjourned at 4:47

Next Meeting: January 15, 2026 at 4:00 pm

Respectfully submitted,  
Kathleen Yankee, Secretary