

MINUTES OF THE FENNVILLE DISTRICT LIBRARY
BOARD OF TRUSTEES
July 17,2025

DRAFT

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

Absent: None

Staff Present: Teresa Kline

Observers Present: None

Meeting Called to Order: 4:03 pm

Approval of Agenda: *Moved by Buchler, Seconded by VandenBerg to approve the agenda. Passed 8-0.*

Approval of Minutes: *Moved by Matula, seconded by Buchler to approve minutes of June meeting. Passed 8-0.*

Public Comments: None

Correspondence: None

Financial and Budget: We are approximately \$4,000 ahead of expectations income-wise. There will be some moving of funds to meet unexpected expenses.

Director's Report: -The Credit Union next door is having problems with unhoused persons living in their cars. They are dealing with it.
-Two patrons have attempted to come through the parking lot construction zone to enter the front door!
-There is a problem with downspouts flowing into the construction area.
-Teresa has had to spend time listening to LEO grant instructional videos.

President Remarks: None

Board Member's Remarks: None

Committee Reports: None

Unfinished Business: - Parking Lot

Teresa has regular meetings with our landscape architects/designers. They are thinking we shouldn't have to close for a day for concrete. The cast concrete walls are all complete.

Problems: foam and plastic at front of building

Downspouts

Damage to column pieces

Comer grates placement is slightly off

-The Dennis Martin Memorial Porch

Teresa passed out pages of suggested furnishings, developed by Michele.

-Donated Paintings - Jody has contacted the owner of Salt of the Earth to see if they would display the paintings. No reply yet. No bids yet.

-Meeting with Beautify Pullman about improved local library access.

The meeting went well. They are interested in a kiosk-style book dispenser. FDL would seek grants to buy the kiosk and retain ownership. Beautify Pullman would provide electrical, internet etc. They will be invited to the September board meeting for further discussion.

-Credit Card reader decision - Abi not here. Topic tabled.

New Business:

-Teresa completed a FOIA request.

-Director Evaluation Form - Teresa will email them. Due 8/18

-Director/Staff Goals Report - See packet

-L-4029 Millage Request Report. 0.5457 is the maximum allowable millage rate. *Moved by Jamros, seconded by Sherwood to approve. Passed 8-0.*

-Staffing Recommendation: Teresa is interviewing applicants for a 20 hour/week library assistant position. There were 25 applicants, 4 interviewed; 1 person stood out; Teresa will check her references and make her decision. The applicant has retail and customer service experience which is an asset.

-Discussed staffing issue.

Gifts: None

Public Comments: None

Adjourned: 5:18 pm Next meeting: 8-21-25 at 4:00pm

Respectfully submitted, Kathleen Yankee, secretary