

MINUTES OF THE FENNVILLE DISTRICT LIBRARY
BOARD OF TRUSTEES
March 20, 2025

Present: Willow VandenBerg, Donna Matula, Becky Jamros, Bob Sherwood, Marilyn Jessup,
Jodi Martin, Kathy Yankee
Absent: Robin Buckler

Staff Present: Teresa Kline, Abi Avery

Observers Present: Elise VanKampen, Larry Yankee

Meeting called to order: 4:00pm

Approval of Agenda: *Yankee moved, VandenBerg seconded approval of the agenda.*
Passed 7-0

Approval of Minutes: *Sherwood moved, Matula seconded approval of the minutes of 3-20-25.*
Passed 7-0

Public comments: None.

Correspondence: Letter from Michigan Department of the Treasury stating that we are in compliance with state standards and are authorized to issue securities.

Financial and Budget: Millage is coming in. Penal fines still low. First State Aid check arrived. We are at 90% on Capital budget line. Will need to transfer funds. Reports received and filed.

Director's Report: -EGL Tech reported that an evaluation of our cybersecurity placed our library among the highest scoring ones.
-Microfilm archives of the Fennville Herald have been sent to the Clarke historical Library for digitization. They will be accessible through the Clarke library website.
-Decker Insurance stopped by. Would like our business.
-Problem with heating system fixed. The boiler is old and going to need more work or replacement.
-Recent power interruption was due to a county truck hitting a power pole.
-Problem patrons: middle school students continue to be disruptive. Since they didn't respond to staff discipline, Officer Matt was called. If they return, trespassing charges will be considered.

President's Remarks: M.Jessup commends Teresa and Abi for dealing with the complexities of the parking lot project.

Board Members Remarks: None

Committee Reports: None

Unfinished Business: Parking Lot Construction Update -

- We will get two weeks notice of when construction will begin.
- Entire existing parking lot and front of library will be inaccessible to patrons during construction. West entrance will be used after a bridge / ramp is built over the 'ditch' between the CU and the library.
- Patrons may use some of the CU parking spots, street or city parking.
- Curbside service at the CU will be available.
- Staff may park at the restaurant across the street.
- Abi and Michele are working on publicizing the parking options so patrons are not taken by surprise.
- A new door and CC camera will be installed at the west door.
- Teresa has a chart of stage-of-work timeline

Donated Paintings: Christie's said they are not valuable enough for them to deal with. The artist says they are worth about \$5000 each. Louis Painting - no reply yet.

Earned Sick-Leave Time Act: We don't have to do anything until Oct.

New Business:

- Audit - Elise Van Kampen of DeLong & Brower guided us through the printed report. No fraud found. Teresa commended for working with new and difficult software program. We are in good financial condition. *Motion to accept the audit by Matula, seconded by VandenBerg, Passed 7-0.*
- Annual Report handed out by Abi. Details summarized.
- Maturing CD: We will keep as a 'liquid' balance due to construction.
- Solicitation for bids for bond: *Jamros moved, Yankee seconded, to seek \$300,000 for 10 years. Passed 7-0.* Request for bids will go out 3/30, Bids opened 4/14, decision made at Board meeting 4/17/25.
- Friends of the Library fundraiser: plans are underway to raise \$50,000 through sales of puzzle pieces depicting the new parking lot. Price of pieces will depend on how many pieces/puzzle.
- Institute of Museum and Library Services: the threatened cancellation of Federal support will mean the loss of services such as MelCat, and grants to library programs and librarians. We need to write to our representatives to strongly object. Abi will send out a contact list.
- Trane Heating/Cooling: our contract for annual maintenance (which costs \$4,000) is up in December. It has been very difficult to get service

(New Business cont.)

techs out when heating failed. Abi will research to see if there are some competitive companies we could get bids from.

-Abi and Vanessa are going to a Feeding America training meeting 4/22.

Gifts: *Matula moved, Jamros seconded to receive gifts as presented.*
Passed 7-0

Public Comments: None

Adjournment: 5:25 pm

Next Meeting April 17, 2025

Respectfully submitted,

Kathleen Yankee, secretary