

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

Present: Bob Sherwood, Marilyn Jessup, Robin Buchler, Jody Martin, Kathy Yankee

Absent: Becky Jamros, Donna Matula, Willow VandenBerg

Staff Present: Teresa Kline

Observers Present: Debbie Laraway, Patti Conway - Beautify Pullman

Meeting Called to Order: 4:00pm

Approval of Agenda: Moved by Buchler, seconded by Yankee to approve the agenda.
Motion carried 5-0

Approval of Minutes: Moved by Buchler, seconded by Sherwood to approve minutes of
August meeting. Carried 5-0

Public Comments: D. Laraway and P. Conway presented a history/description of the vision
and accomplishments of Beautify Pullman. Their desire is to have some
sort of 'outpost' of the library - perhaps a kiosk - for the residents of
Pullman who do not have transportation to Fennville. Board members
asked questions and thanked them for the excellent presentation.

Correspondence: Letter of commendation from Rachelle Smit, Speaker Pro Tem of the
Michigan House of Representatives for various grants received.

Financial and Budget: Reports received and filed.

Director's Report: -All staff attended the Allegan Co. Library Assoc. training day.
-Temporary entrance ramp was damaged by Lakeland Co-op truck.
Lakeland will pay for the repairs.
-1st floor Women's Restroom repairs done.
-Trane worked on HVAC maintenance.
-Paychecks were delayed due to a Quickbooks and Intuit issue.
-IRS notified Teresa that it received form 8038.
-Kendra and Teresa will be taking mandatory comp time.
-Teresa will be part of a roundtable discussion at U of M for a 500-level
class at the School of Information. Topic: Problem solving with people,
technology and information.

President's Remarks: None

Board Members' Remarks: Yankee expressed appreciation for the experience of volunteering during the period of staff shortage. Board members should all have that experience to appreciate staff more.

Committee Reports:

- Jessup read a Letter of Appreciation from the board (see attached) for Teresa's work during the extremely complicated period of parking lot Construction and staff changes.
- The Personnel Committee presented the packet of Teresa's evaluations and recommended a 5% raise (COLA and Merit) if the budget can accommodate that. Moved by Jessup and seconded by Sherwood to approve the raise which will start October 4. Carried 5-0.

Unfinished Business:

- Storm grade work on the parking lot is complete. Flag pole is installed. Work on retaining wall and sidewalks is going on now. Waiting for the expansion joint material.
- Martin reported that plans for a Big Day of Celebration for the library and the city have had to stay very flexible due to delays in the work. The possibility of a city–school-library celebration in Spring is being considered.

New Business:

- FOIA request completed promptly by Teresa.
- Budget amendments (attached) presented. Moved by Buchler, seconded by Martin to approve. Passed 5-0.
- Public meeting adjourned at 5:00. Closed board meeting called to order at 5:01. Moved by Yankee, seconded by Buchler to approve budget. Passed 5-0. Closed meeting adjourned. Public meeting opened.
- Officers for 2025-2026 will remain the same. President - M. Jessup, Vice President - R. Buchler, Secretary - K. Yankee. Moved by Sherwood, seconded Jessup. Passed 5-0
- Personnel Committee: M. Jessup, B. Sherwood, D. Matula, K. Yankee. Moved by Martin, seconded by Buchler. Passed 5-0
- Schedule of meetings (attached) for 2025-2026. Moved by Yankee, seconded by Buchler. Passed 5-0.

Gifts: None

Public Comments: None

Meeting adjourned at 5:29
Respectfully submitted,
Kathleen Yankee, Secretary

Next Meeting: October 16, 2025