

Meeting Minutes



Call to order. The regular meeting of the Coleman Area Library Board of Trustees was called to order at 7:00 pm on Tuesday, March 18, 2025

Members Present

 Y Board President: Nancy Robison Y Board Vice President: Thomas Coon Y Trustee: Jeremy Longstreth
 Y Treasurer: Jason Lewis Y Board Secretary: Greta Tigner Y Trustee: Lyndsy Bock
 Y Director: Amy Comber Gross

Guests: Wendy Gross

Members Absent: None

Public Comment: None

Approval of Minutes. It was moved by Thomas Coon to approve the meeting minutes from February, 2025. Seconded by: Jeremy Longstreth. All yes, motion carried.

Approval of Treasurer's Report. It was moved by Thomas Coon to approve the treasurer's report from March, 2025. Seconded by: Jason Lewis. All yes, motion carried.

Approval of Bills. It was moved by Jason Lewis to pay the March, 2025 bills. Seconded by: Jeremy Longstreth. All yes, motion carried.

Director's Report. A general library update was given. See attached report.

Unfinished business.

- a. Discussion was held regarding proposed Bed Bug & Pest Infestation Policy. It was moved by Thomas Coon to accept the policy as written. Seconded by: Jeremy Longstreth. All yes, motion carried.
- b. Discussion was held regarding updating Board By-Laws. Board asked Director to create draft of proposed by-laws for review at future meeting.

New business.

- a. Discussion was held regarding the proposed Public Comment at Meetings Policy. It was moved by Jeremy Longstreth to accept the policy as written. Seconded by: Thomas Coon. All yes, motion carried.
- b. Discussion was held regarding the proposed Credit Card and Debit Card Acceptance Policy. It was moved by Jason Lewis to accept the policy with discussed changes. Seconded by: Lyndsy Bock. All yes, motion carried.
- c. Discussion was held regarding additional Library Policies that need review or update.

Announcements. Next Board Meeting will take place on April 15, 2025

Adjournment. It was moved by Thomas Coon to adjourn the meeting on March 18, 2025 of the Coleman Area Library Board of Trustees at 8:06PM. Seconded by: Lyndsy Bock. All yes, motion carried.

Respectfully submitted, Amy Comber Gross, Library Director

Director Report for March 2025 Library board meeting

Upcoming events:

1. AARP Tax-Aide appointments are full. Tax appointments are going well, and we're pleased to have been able to offer this service to our community again this year.
2. April upcoming events include Library Egg Hunt, Blood Dive, Coleman Community Egg Hunt, One-man-play performance of "Richard Descending," and Card-making craft sessions

Staff news:

1. The Michigan Library Association Spring Conference is in Frankenmuth in April and Amy, Hannah and Ashlynn have applied for "continuing education stipends" to enable us to attend. Due to the rapidly changing federal funding rules, the Library of Michigan is carefully reviewing all current grants to see if they can continue to provide funds. Therefore, we are still awaiting the results of the stipend requests before reserving our spots for the conference.

Building Maintenance and Grounds:

1. DeMar Electric has ordered the new lights for above the front desk. They will set a date to do the work after the items have shipped. The funds for this project were made possible by the Library's Maintenance Endowment Fund held at the Midland Area Community Foundation.

Finances, Grants & Donations:

1. The library was awarded a grant from the Midland Area Community Foundation for \$6,500 to replace the Public Access Computers, to enable us to upgrade to Windows 11
2. The library was able to use MMLC Tech & Innovation Grant funds to purchase a "ThermalStrike Ranger Bed Bug Heater" to have on hand, just in case the need arises. This specialized heater will "cook" library items (books, magazines, etc.) to kill bed bugs, lice, moths and other insects.
3. The library is grateful for the continuing support of the public and appreciates the generous donations received this month.
 - a. Memorials in honor of Evelyn Vogel
 - b. Memorial in honor of Martha Hasenfratz
 - c. Memorials in honor of Dorothy & Gene Robinson
 - d. Memorials in honor of Frances Eng Lee
 - e. The library has also received substantial donations of craft and card making supplies from Mrs. Katenhus and additional craft supplies from Mrs. Gilbert
4. Tax payments have been received from the City of Coleman, Warren Township and Geneva Township.