

WHITE CLOUD COMMUNITY LIBRARY

BOARD OF DIRECTOR'S MEETING

July 17, 2025

MINUTES

A. Call to Order

The White Cloud Community Library Board of Director's Meeting held on the above date was called to order at 1:02PM

1. Roll Call

Board Members Present: Christine Tiernan, Judy Maike, Pat Ebenstein, Kathy Broome, Linda Trapp, Sue Redding, Keri Collins

Board Members Absent: Pamela Chaffee

Also Present: Amy Stockwell, Director; Ronald Phillips, Assistant Director

2. Oath of Office: Swearing in of Keri Collins, Wilcox Township

Pamela Chaffee arrives at 1:05PM

3. Agenda: Approval of agenda for the board meeting held on July 17, 2025 as written.

Motion: Pat Ebenstein Seconded: Kathy Broome

Vote: Yes- All No- Abstained- Absent-

B. **Minutes:** Approval of minutes from the board meeting held on June 19, 2025 as written.

Motion: Pamela Chaffee Seconded: Linda Trapp

Vote: Yes- All No- Abstained- Absent-

Motion to approve the budget hearing

Motion: Pamela Chaffee Seconded: Sue Redding

Vote: Yes- All No- Abstained- Absent-

C. Public Comment: None

D. Financial Reports: Review of Financial. \$4,500 to Midwest tapes is for Hoopla for the fiscal year. We have pre-paid and they deduct from the amount every month based on usage. Check to Ferris State University is for printing the Train Trestle Books (available now for \$15. Roughly \$12,000 will be added to the fund balance, as we ended the year under budget. Motion to accept financial documents as written:

Motion: Kathy Broome Seconded: Christine Tiernan

Vote: Yes- All No- Abstained- Absent-

E. Librarian's Report- Train trestle sign has preliminary wording chosen by the Michigan Historical Commission and we may make "suggestions" for changing. There will be a proclamation about the train trestle at the Annual Pig Roast. Yearend report has been included in the packets. Almost all stats have gone up, only three lowered, and five were at an all-time high (total circulations, ancestry access, website visits, total visits, and wifi connections). We currently have over 2 million digital resources through Hoopla and Libby. The youth services position has been posted, as Friday the 18th is Chadwick's last day. He will still attend Merrill Township Kids Day in August. Automatic door openers on the bathrooms have been delayed until mid-August. New gutters have been installed. The air conditioning unit has been connected and is now functioning. The new couches have arrived and we are receiving compliments. With Square, we were charged \$229.10 in fees for swiping cards last fiscal year. Our card reader will no longer be serviced after September. The new website will have Stripe built in, so it may be a good idea to replace the square service with a Stripe reader. It may become necessary to adjust what is acceptable documentation for proof of address for signing up for a library card. There will always be a non-resident card available for anyone that cannot bring in adequate proof of address in our service district. Cookies and drinks at the library July 18th from 3-5PM for Chadwick's last day.

F. New Business:

1. **Election of Officers-** Officer spots are open: Chair, Vice Chair, Treasurer and Secretary. There were no suggestions for changes or volunteers for positions. Pamela suggested retaining current list of officers.

Motion to retain current list of officers.

Motion: Pamela Chaffee Seconded: Judy Maike

Vote: Yes- All No- Abstained- Absent-

2. **Committee Appointments-** Appointment of members into each committee (Personnel, Budget/Finance, Endowment, Public Relations, and Buildings and Grounds). Sue and Chris volunteered for public relations. Pam was appointed to Budget/Finance as she is treasurer. Keri will join where needed. Further positions will be filled in the next board meeting.

G. Hotspot Agreement Updates- Hotspots have been mainly being taken by patrons who sign up for a card specifically to get one, and within the first few checkouts. Other Newaygo county libraries have a deposit for new patrons, and it is suggested we move to this practice as well. Since the launch of the hotspot program, about \$10,000 have been lost from stolen and damaged hotspots. The hotspot deposit would need to be high enough to discourage stealing, but low enough to make it doable by patrons. Some libraries do not rent hotspots to patrons who do not have a card at their library. It is not suggested we move to this practice, as we have many users who have cards at other libraries, such as the residents of Sherman Township. Motion to have hotspot agreements going forward require a \$50 deposit to check out a hotspot if the patron has had a library card for less than three months.

Motion: Sue Redding Seconded: Pat Ebenstein

Vote: Yes-All No- Abstained- Absent-

3. **August Meeting-** Amy will be out of state during the August meeting. Sue will be receiving surgery. Multiple board members recommended skipping this meeting. Motion to skip the August board meeting and resume on the regularly scheduled September 18th meeting.

Motion: Pamela Chaffee Seconded: Kathy Broome
Vote: Yes- All No- Abstained- Absent-

H. Old Business:

1. Grants: T-Mobile Hometown grant has been submitted. Grantees will be announced in August. ALA grant for door openers is coming along, as well as the Great Lakes Energy grant. Chadwick has one open grant that will be finished out in August.

2. Building: Gutters are up. AC is fixed. If we do not receive the T-Mobile grant for the Pavilion, it is recommended we look into local funding sources such as the Fremont Area Community Foundation to assist with cost to build. Community garden is going well; a combination lock has been put on for Gus Macker weekend to protect from the increased foot traffic in the area. The garden is ready to harvest. Produce is distributed to the library for patrons and to Benny's house. Library will be closed during Gus Macker on Saturday.

3. Donations: -

4. Public Comment: None

I. Board Comments: Monday at 5:00PM there will be a meeting at the County Commissioner's room dealing with the dam. Saturday is a free paint class at Merrill township hall from 12-3PM. There will be another August 23rd.

J. Correspondence:

K. Adjournment: Motion to adjourn at 2:10PM.

Motion: Judy Maike Seconded: Pamela Chaffee
Vote: Yes- All No- Abstained- Absent-

Respectfully submitted