WHITE CLOUD COMMUNITY LIBRARY

BOARD OF DIRECTOR'S MEETING

October 15th, 2026

MINUTES

Call to Order

The White Cloud Community Library Board of Director's Meeting held on the above date was called to order at 1:07 PM

1. Roll Call

Board Members Present: Sue Redding, Pamela Chaffee, Pat Ebenstein, Judy Maike, Kathy Broome, Linda Trapp

Board Members Absent: Nicole Heil

Also Present: Amy Stockwell, Director; Ronald Phillips, Assistant Director; Brian Miller, Mayor for City of White Cloud

2. Agenda: Approval of agenda for the board meeting held on October 15th as written:

Motion: Pamela Chaffee Seconded: Kathy Broome
Vote: Yes- All Absent: Nicole Heil

Minutes: Kathy asked for a refresher about the ILS Migration. The Lakeland Library Cooperative will be switching from Sierra to Polaris for our Integrated Library System late 2027. We have been using Sierra for over 20 years, but staff are looking forward to the change. Approval of minutes for the meeting held on September 17th, 2026 as written:

Motion: Sue Redding Seconded: Linda Trapp

Vote: Yes- All Absent: Nicole Heil

Nicole arrives at 1:13

Public Comment: Mayor Brian Miller: Mr. Miller has had someone propose a different location for the future library to him. Mr. Miller is still interested in supporting the library in they moving to the library's other property. He has been meeting with different groups, such as the Fremont Area Community Foundation and local legislators, about how he can support the library for over a year. The general consensus was that if he could help find a first, major donor, other known groups would be more likely to contribute funds. His ultimate goal is to find 100% funding for the new building, with the hopes that the library board would consider donating the current building to the City for either their offices or for them to sell and place on the tax roles. Mr. Miller likes the library's other property because it is located closer to the

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school, like how Grant is and how Fremont was when the high school was downtown. Mr. Miller has asked about our fundraising and building plans in the past to get a better idea on how to progress as he continues looking forward. A separate brainstorming meeting was proposed, but no date was set.

FINANCIAL REPORT: Staff completed their CPR and AED training from NCES, it is significantly cheaper to train through them than through anywhere else. A noticeable amount was listed as interest for about $20,000; most of this was from a CD that does not report interest monthly. The Aflac issue from last month has been resolved; there was a duplicate charge for August. E-Rate funding is at risk. The American Library Association is asking library board members for letters of support to send to representatives and the federal committee members. **Motion to accept financial report as presented:**

Motion: Kathy Broome Seconded: Pamela Chaffee

Vote: Yes- All Absent:

LIBRARIAN'S REPORT: Some statistic numbers have been updated. A question about what MeL stood for. MeL is the Michigan eLibrary and it is the system we use to send books to Michigan libraries that are outside the Lakeland Library Cooperative. There were 56 people at the train trestle dedication. Monthly hotspots have been dropped to $30 to help ease the load on free weekly hotspot checkouts. Linda Trapp is now officially the representative for Wilcox Township. This means that the board seat for the school district is now open. Amy would like to send a large amount from our fund balance to MERS to cut the growing deficit; currently we have 3 retirees taking payments and we simply cannot replenish as fast at our current rates. Extra money beyond our monthly required contributions has been put towards this fund at the end of the last few fiscal years. The MERS report runs about a year and a half behind due to our fiscal year and theirs. The most recent report from 12-31-2025 showed that we were underfunded by $187,683. $30,000 was contributed on 6-30-26. The library currently has about one year's worth of budget in the fund balance. A large contribution from the fund balance would drop the number of years it would take to become fully funded significantly, which would drop our monthly contributions once achieved. This was brought up for informational purposes, but board members liked the idea and wanted to get the amount sent. It was recommended to have $100,000 sent so that it would only take approximately two more years if the same extra contributions are made at the end of each fiscal year. Amy will likely leave those funds in Michigan Class until mid December so we can earn a little more interest on them in the time being. Sue Redding called for the motion:

Motion to send MERS up to $100,000 towards the library's retirement from the fund balance before the end of the current calendar year.

Motion: Sue Redding Seconded: Pamela Chaffee

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Vote: Yes- All No-

NEW BUSINESS:

1. **Purchasing policy-** It was suggested that under the Standards section, that we add " Or Grant " to anywhere talking about budget. **Sealed bids the $25,000 to be determined by the finance committee or full board and voted on at that time and a vendor chosen.** Review was made and will come back next meeting for final approval**.**

OLD BUSINESS:

1. **Longevity**: At the July meeting, the milestones and amount per milestone had been approved for staff longevity. It had been brought up before about giving each employee currently employed a one-time payment for whatever their previously achieved milestone would be (For example, someone on nine years would get their 5-year amount). The amount needed for this catch up would be $2,600, in addition to the milestones achieved this year. This was brought back for a vote at this meeting.
   Motion to give each employee a one-time pay increase equal to whatever their previously achieved longevity milestone would be.

Motion: Pamela Chaffee Seconded: Sue Redding

Vote: Yes- All No-

2. **Grants**: We believe we are able to apply for the MACC grant again, so we are looking into writing it again for a new front desk. We contacted multiple local agencies about getting quotes, and all have been between $35,000 and $45,000. The grant can be written for $30,000, however, last year they awarded $21,900 to the recipients so we anticipate it being less. The grant does require a 25% match, but our contribution amount may be higher due to less funds being awarded. If we do not receive the grant, Amy will likely come back to the board and ask for consideration of spending this out of fund balance because the front desk area is original to the addition in 1997/98, so it is almost 30 years old and you can see that. Many areas are piecemealed together and it just isn't putting our best foot forward to patrons. Plus, the proposed desk area isn't built in, we can take it with us and purchased additional pieces to make it work in any space!
3. **Building**: The new retaining wall footings are being poured during the meeting; hopefully the weather cooperates to have the wall poured tomorrow or Saturday. We will try to get the parking lot replaced as quick as possible after it is done. We have once again noticed an increase in ants and spiders; in the past, the board approved hiring a company to come and spray but the situation cleared itself up. Amy will find a company and get on their schedule. Amy thanked the board for being willing to

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update, refresh, and repair the current building while we are still using it. We all know the goal is to move to a larger space, but until then, we want to provide our patrons with the best experience possible.

Correspondence: The Workman's Comp Audit requested documents have been provided, haven't heard anything back yet. Financial audit needs one piece and then first round of documents will be submitted. The State Aid Report is about 50% completed.

Board Comment: Sue Redding has donated $250 to purchase a new bench for the pavilion in memory of her granddaughter and great granddaughter. Nicole will be doing a paint class coming up in November and likely January and wanted to mention that she is not receiving the $30 from the paint class. Judy wanted to make aware that she was happy to see Mayor Miller at the meeting voicing his support for the library.

Adjournment: Motion to adjourn at 2:13 PM:

Motion: Pam Seconded: Judy
Vote: Yes- No- Abstained- Absent-

Respectfully submitted

Ronald Phillips

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