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WHITE CLOUD COMMUNITY LIBRARY

BOARD OF DIRECTOR'S MEETING

July 16, 2026

MINUTES

<u>Call to Order</u>

The White Cloud Community Library Board of Director's Meeting held on the above date was called to order at 1:05 PM

1. **Oath of Office:** Swearing in of Nicole Heil for the City of White Cloud seat previously held by Mark Huff, previously held by Christine Tiernan; term ending June 30, 2027.
2. **Roll Call**

Board Members Present: Judy Maike, Pat Ebenstein, Pamela Chaffee, Sue Redding, Nicole Heil, Kathy Broome

Board Members Absent: Keri Collins, Linda Trapp

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

3. **Agenda:** Approval of agenda for the board meeting held on July 16, 2026 as presented.

Motion: Kathy Broome Seconded: Pat Ebenstein
Vote: Yes-All

Minutes: Approval of minutes from the board meeting and budget hearing held on June 18, 2026 and the special meeting held on June 22, 2026 as written.

Motion: Pamela Chaffee Seconded: Kathy Broome
Vote: Yes- All

Financial Reports: There was a $200 royalty check that came in for the Arcadia book; they paid all authors that to allow Ai to review the books. Revenue was at about 90% and expenses were at 87% for the end of the fiscal year. Kajeet check is for our new hotspot service company. It will cost us about $2 more a month per hotspot, but gives us much more control over the hotspots that become overdue. Streamline check is for our website for the year. Midwest Tape is for our Hoopla account. An additional MERS contribution was made to help reach 100% funding as we have continued to in previous years to catch up.
Motion to accept financial documents as written:

Motion: Pat Ebenstein Seconded: Pamela Chaffee

Vote: Yes- All

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Librarian's Report- Skyfest was very well attended. They are estimating 1500 attendees. The foam party looked like disaster when we didn't have a water hook up, but thankfully our local fire department was to the rescue once again and it was well enjoyed by the kids. ILS systems will change in 2027 from Sierra to Polaris. We had been using Sierra (previously Millenium) since 2005. Polaris will be a web-based system. Carpets were cleaned over the weekend. The historical marker is in and the Road Commission will be installing. The dedication is planned for the 150 + 1 birthday on September 24. Amy met with the County about the parking lot and retaining wall; they do not want any liability for anything that happens on the few feet we requested, so once their survey is complete, they will decide on how they would like to proceed. Lunches are going well; we gave out 200 more this June than we did last year for June; averaging 400 per week. We watched the Maranda WoodTV8 coverage.

NEW BUSINESS:

1. **Election of Officers: Motion to retain same officer positions.**
   President: Judy Maike; Vice President: Sue Redding;
   Secretary: Kathy Broome; Treasurer: Pamela Chaffee

Motion: Pamela Chaffee Seconded: Kathy Broome
Vote: Yes- All

2. **Committee Appointments:** Tabled until more board members are available.
3. **Parking Lot Bids:** We received 2 bids for the full parking lot removal from Wolfgang Paving and Fenstermacher Asphalt and Paving and replacement. Bid 1 had recently done a local businesses lot and offered two options, one with a single 2-inch lift and one with a double lift. Bid 2 had 2 1.5 inch lifts and came in between the cost of the two options. Both companies were very professional and easy to work with. Kathy checked out reviews of both companies and Bid 1 had all positive reviews; Bid 2 had a few negative, but many positive as well. Bid 1 is a newer company and Bid 2 has been in business for many years. Bid 1 would be 4 total inches and bid 2 would be 3 total inches**. Motion to go with bid 1 with the double layer option. Contract Wolfgang Paving to do 2 lifts on the parking Lot for $47,000.00**
   Motion: Sue Redding Seconded: Kathy Broome
   Vote: Yes- All

   All board members were concerned that the sinking issue may be beyond what is covered under the bid. Judy recommended giving permission to allow for extra expenses, up to a certain cost, without needing to bring the issue back to the board prior in order to streamline the replacement if extra work is needed to fix

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the sinking. **Motion to allow an additional budget of $5,000 if needed for addition sinking repair.**
Motion: Kathy Broome Seconded: Sue Redding
Vote: Yes- All

OLD BUSINESS:

1. **Longevity:** Amy ran a 13-year projection based on the suggestions provided at the last meeting and it was not a feasible option so she continued with those numbers and worked backwards to attempt to find a feasible option. All 5 longevity proposals were offered. Some options are based on percent and some are based on flat amounts. Most board members like option 5 (flat rate that is the same for part time and full time), but were interested in also recognizing some past milestones that were missed. **Motion to choose option 5 as a flat rate layout and to ask the personnel committee to look into options for recognizing past milestones and rate options. $50 per year one time pay increase at milestones 1, 5, 10, 15, 20, 25, 30, 35, 40, 45, 50, etc. given the pay period after their anniversary date.**

   Motion Pamela Chaffee Second: Sue Redding

   Vote: Yes-All

2. **Grants:** Pavilion grant money has been spent and we will look into what is needed to submit grant wrap up. Goodwill project money is in and we will work on purchasing now that the pavilion is mostly done. Gerber Foundation and LSTA grant money is all spent; Gerber was provided prior to purchase and we need to submit for reimbursement for LSTA
3. **Building:** Pavilion is almost complete; the electrician will finish the electrical on Tuesday and we are awaiting the gutter installation. We are contacting companies now for signage ideas. We would like to install Bookend Pavilion on the west side and our logo on the east side since it is very visible in town and we would like everyone to know that it belongs to us and not the County complex. Due to parking lot and finishing of the pavilion it is understood that we will need to use fund balance to finish these projects.

Public Comment: None

Board Comments: Sue will begin teaching someone in Muskegon to crochet and has purchased a lot of guides. She is offering to come into the library to start a crochet club and help teach others to crochet. Nicole commented that the Makerspace program will make for excellent programming and that it has been a huge hit in other libraries.

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Currently we are having issues with the 3D printer and awaiting new parts to attempt to move forward.

Correspondence: None

Adjournment: Motion to adjourn at 2:36PM

Motion: Pat Ebenstein Seconded: Kathy Broome
Vote: Yes- All No- Abstained- Absent-

Respectfully submitted

Ronald Phillips