# WHITE CLOUD COMMUNITY LIBRARY
## BOARD OF DIRECTOR'S MEETING
## June 18, 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 1:00 PM**

1. **Roll Call**

**Board Members Present:** Judy Maike, Linda Trapp, Pat Ebenstein, Keri Collins, Pamela Chaffee, Sue Redding

**Board Members Absent:** Mark Huff, Kathy Broome

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

2. **Agenda:** Approval of agenda for the board meeting held on June 18, 2026 as presented.

Motion: Pat Seconded: Linda
Vote: Yes-All

**Minutes:** Approval of minutes from the board meeting held on May 21, 2026 as written.

Motion: Sue Seconded: Pat
Vote: Yes- All

**Financial Reports:** On track with expenses; May is low, but expect June to be much higher as that is usually when we make most of our final year end payments. Delinquent property tax payout arrived in June so you will see those in next month's financials. There is a $100 deposit and check that was meant to go to the Foundation to be matched as a memorial. Gerber Foundation grant for the maker space has been received and spent.

**Mark Huff arrives at 1:07**

**Motion to accept financial documents as written:**

Motion: Sue Redding Seconded: Linda

Vote: Yes- All

**Librarian's Report-** Pedal Across Lower Michigan (PALM) will be arriving this upcoming Monday and will be leaving the next day. There are over 400 signups that will be coming to White Cloud. The Friends of the Library will be selling snacks and drinks. Dig Day was a big success, despite the rain. Maranda from Wood TV8 was in and there will be a small news clip to follow. She spoke with a few parents and kids in addition to Lynette, Amy, and Lola from the Foundation. Everyone raved about how fantastic of a job Lynette did, thank you for joining our team and knocking it out of the park! Summer Lunches are kicking off strong. The Summer Newsletter ended up being fantastic, despite being last minute and staff emergencies. The mailers were sent to whatever route the school uses. It ended up being about $0.43 a piece to print and mail. There were a few poop situations. Two times poop was dumped in the outdoor trash can. Cameras have been reviewed and we have an idea on who the individuals were. The trashcan was taken away for a week to show that was discouraged. A line might need to be added to the Patron Rules and Responsibilities Policy to include no dumping. Later, there was a situation where a person pooped on the floor of the men's room. The person who did it attempted to clean it up, but cleaning staff had to be called for an emergency cleaning. Ron Larson came and looked at the AC that was reportedly making noise, but we were unable to have it make noise again; we are keeping an eye on it.

**NEW BUSINESS:**

1. **Resolution to Adopt 2026/2027 Budget and Certify 2026 Tax Levy: Motion to accept**

Motion: Pam Seconded: Sue
Vote: Yes- All No- Abstained- Kathy

2. **Setting 2026/2027 Meeting Schedule: Same as current fiscal year {Third Thursday at 1 pm}, skipping December and February.**
   Motion: Pam Seconded: Linda
   Vote: Yes- All
3. **Budget Amendments 2025/2026-** We need to update our grant revenue and expenditures to match recent grants. This bit us at last year's audit and we had to file an action plan with the State. We don't want that to happen again.
   Revenue updates: SYI ODD Year- $2,500; Matching FACF Grant $39,006; Gerber Foundation $2,000.
   Expense updates: Gerber Foundation $2000; LSTA $1,000. **Motion to amend the grant budget to reflect current grants.**
   Motion: Pam Seconded: Pat
   Vote: Yes- All
4. **Patron Rules and Responsibilities Policy Update:** Due to the incident involving the trash can, it has been advised that we add to our Patron Rules that "No Dumping" is allowed. The City Police informed us that since we have a public use trash can, we can't fine someone for placing trash inside, no matter what that trash is. By adding the No Dumping policy, we would have the opportunity to trespass someone if we found them dumping poop in the trashcan again. Since our policy hasn't been updated in about 25 years, Amy requested

copies from other libraries so we can review and see if there are additional items to add. Sixty pages of other library policies have been sent in have not been reviewed yet. Tabled until July meeting.

**OLD BUSINESS:**

1. **Grants:** The solar grant mentioned last month we did not end up applying for, as the company we were working with decided not to proceed as we were too small of a project. Goodwill Project has approved to $10,000 for sensory equipment to enhance the pavilion project.
2. **Building**: Pavilion is moving along well. The original bids for the pavilion was done in June of 2025 and we were looking to find the lowest price possible as to secure it built with grant funding and we were looking to do so in a quick turnaround time because of the grant deadline; since then, we have lots of time to look at other pavilions and see what we like and don't like and have added additional needs and wants. Electrical has come in much higher than initially projected, as we have added more lighting, more outlets, a RV plug for food trucks, and a subpanel. We had originally written in $7,000 for moving lines, but we didn't end up needing to, so it will cover the electrical difference, but that doesn't leave our original budget much room to make some of the other improvements. We are hoping to increase the total pavilion budget by around $3,000 for a contingency fund for other improvements. **Motion to create a $3,000 contingency fund for pavilion improvements and to recognize Stockwell Construction as the builder who was selected in May 2025 when the first grant was written.**

Motion: Pam Seconded: Mark

Vote: Yes- All

3. **Longevity:** The Personnel Committee (Mark, Pat, and Kathy) met on Monday, June 15th to discuss longevity benefits. The committee feels that the library is incredibly fortunate to have such a great staff and recognizes that the success of the library is mostly in part because of said staff. It was suggested to implement a mix of time off and raises/bonuses. Suggested ideas: 1 year: $25 gift card; 5 years: $50 gift card, 10 years: 1% raise and a paid day off; 15 years and every 5 years after 5% raise and extra paid day off was discussed. This would mean that over 50 years, a person would get a 40% total raise and 5 extra days off. Amy was asked to project a 10-year plan and see what the estimated cost of this would be based on current salaries so that the board can have a better idea of whether or not this is sustainable. We do not want to give something and then have to take it away later. Tabled until July Meeting.

**Public Comment:** None
**Board Comments:** Thank you Mark for your time on the board! Pat would like a picture of the board members once a year. Sue recommended a photo at the pig roast.
**Correspondence:** None

**Adjournment: Motion to adjourn at 1:52PM:**

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

Respectfully submitted

Ronald Phillips