

# WHITE CLOUD COMMUNITY LIBRARY

## BOARD OF DIRECTOR'S MEETING

September 25, 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 1:11 PM

##### 1. Roll Call

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

**Board Members Absent:** Chris Tiernan, Sue Redding, Keri Collins

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

**2. Agenda:** Adjustment of date due to rescheduled board meeting lead to the approval of agenda for the board meeting held on September 25, 2025

Motion: Kathy Broome      Seconded: Linda Trapp

Vote: Yes-**All**    No-    Abstained-    Absent- Chris Tiernan, Sue Redding, Keri Collins

**B. Minutes:** Approval of minutes from the board meeting held on July 17, 2025 as written.

Motion: Pat Ebenstein      Seconded: Kathy Broome

Vote: Yes- **All**    No-    Abstained-    Absent- Chris Tiernan, Sue Redding, Keri Collins

**C. Financial Reports:** Review of Financials for July and August 2025. Most of the ALA grant has been spent. Nothing out of the ordinary on the financials. Our penal fines took a drastic cut with over a 50% decrease this year. (2024 amount: \$23,089.12; 2025 amount: \$11,988.81) Motion to approve financial report:

Motion: Pamela Chaffee      Seconded: Kathy Broome

Vote: Yes- **All**    No-    Abstained-    Absent- Chris Tiernan, Sue Redding, Keri Collins

**Librarian's Report-** Between Chadwick leaving in the middle of Summer Reading and passing out summer lunches, this summer was insanely busy, but the staff handled it like champs. We passed out over 3,400 in 2025 summer. The Pig Roast is completely sold out! The Friends told the Caterer 200 tickets and we started selling tickets in July and we sold out last Thursday morning. We have installed a staff server. All of our computers were replaced in 2022 through an ALA grant and it is appearing that they may have had bad hard drives installed. We have lost 4 hard drives in the last few weeks, leading to the installation of the staff server. This way none of the important documents can be lost. This will also allow the staff members to save documents that need to be shared between them saved into it and everyone will have access all the time to the documents. There was discussion regarding appropriate procedures for closing due to staff/board passings. Due to the drastic cut in penal fines, we are going to have to have a difficult conversation with Home Township. A contract was signed in 2013 granting them library access in return for their penal fines, we cannot agree to contracts like this anymore. It isn't fair to our patrons who pay our library millage because we get millage and penal fines for them. Current penal fines:  $\$11,988.81 \div 8,766 \text{ patrons} = \$1.3676 \text{ per patron}$ . Home Township has 238 patrons.  $\$325.50$  is the revenue for Home Township from July 1, 2024 to June 30, 2025. Unfortunately, the cost of many of the services that we provide here at the library are determined by the total patron count rather than active patron count so even though Home Township only has 11 active library cards (2 cards have significant fines), we are still paying for all 238 patrons. The same goes for all of our townships, we pay based on the population, not active card holders. For comparison, Monroe Township is our next smallest township population wise, they have 328 residents. Penal fines are  $\$448.57$  and the millage collected in 2024 was  $\$18,969.73$ . This breaks down to roughly  $\$59.20$  per person. Amy is working to get information from Lakeland and then Judy offered to sit down for a meeting with Home Township Supervisor to discuss further.

**D. New Business:**

- 1. Committee Appointments-** Suggested committees were sent in board packets, but due to Chris's passing and a new board member coming, this is tabled.
- 2. Part Time Benefits-** In an attempt to keep current part time staff members, it was suggested that we could add a stipend to allow them to purchase supplemental insurance or saving for health care issues. Full time staff are provided with life insurance, short term disability and long-term disability through the Standard, they could offer it to part time employees as well, but with the fluctuation of wages due to time off and coverages, it would be very

difficult to report and essentially not over pay for benefits not likely to be used. The library currently offers access to supplemental insurance with Aflac and Globe Life and staff has the option to purchase Life, STD, and LTD through them so if we offered a stipend and staff could chose to purchase that for themselves. For staff members who do not utilize the supplemental insurance programs, they could opt into having the stipend deposited into the MERS Health Care Savings Program account instead. Discussion ensued on whether or not other libraries did anything similar, how much is appropriate vs what is affordable for the library. Because the current charge is roughly \$50 per month for each of the full-time members for these types of benefits, it was decided that \$50 per month would be appropriate for the part time staff as well. We currently have 5 part time staff members  $\$50 \times 5 \times 12 = \$3,000$  per year. This seemed affordable for a benefit to have part time staff feel valued. Amy will work on the details with Payroll and MERS. Motion to allocate \$50 per month to part time staff members for either supplemental insurance or into the MERS HCSP.

Motion: Pam Chaffee      Seconded: Kathy Broome

Vote: Yes-All    No-    Abstained-    Absent- Chris Tiernan, Sue Redding, Keri Collins

#### **E. Old Business:**

- 1. Grants:** We were not chosen for the 2<sup>nd</sup> Quarter 2025 T Mobile Grant, but were encouraged to reapply. Deadline for 3<sup>rd</sup> Quarter 2025 is September 30, 2025 and Ron will have it submitted.
- 2. Building:** On September 16, a large gust of wind picked up two of our picnic tables and blew them through the air into the tree where they slammed to the ground. Thankfully the tree was there so it didn't hit a car. We will need to anchor those for next year. We need more space! The Friends purchased us a foam cannon and it has been delivered, we are not going to store it at the garage due to freezing issues so that is even less space within the library.
- 3. Donations:** Chris's family has kindly chosen the library for her memorial contributions.

**F. Public Comment:** None

**G. Board Comments:** We are all deeply saddened by Chris's passing. Judy will not be able to attend the October meeting so we are hoping Sue will be here to lead the meeting.

H. **Correspondence:** Packets included a flyer for the Decluttering Workshop on October 3, it is free and all are invited. The library's 70<sup>th</sup> birthday is Sunday, October 12 and because the library is closed on Monday the 13<sup>th</sup> for a staff in service, we will be celebrating on Saturday, October 11.

I. **Adjournment: Motion to adjourn at 2:14 PM**

Motion: Judy Maike

Seconded: Linda Trapp

Vote: Yes-All      No-    Abstained-    Absent- Chris Tiernan, Sue Redding, Keri Collins

Respectfully submitted,



Ronald Phillips