



### Minutes of the Library Board Meeting, April 21, 2025

A Regular Meeting of the Board of Trustees of the Cadillac Wexford Public Library ("CWPL" or "Library"), commencing at 5:30 p.m. on April 21, 2025, was held at CWPL in Cadillac, Michigan. Trustees present included Linda Kimbel, Lindsay Rumohr, Eric Seguin and William Swank. Trustee Carol Blake was absent. Also attending the Regular Meeting were Director Tracy Logan-Walker; CWPL employee Jayne Walker; and Wexford County Commissioner Sandy Bengelink.

1. **Call to Order, Roll Call:** Chairperson Linda Kimbel called the Meeting to order at 5:30 p.m.
2. **Additions to the Agenda:** Director Tracy Logan added item 7.4 Tustin Fund Balance Adjustment. *Trustee Lindsay Rumohr moved to approved the agenda for the April 21, 2025 Board Meeting as amended. The Motion was duly seconded by Trustee William Swank and, with no further discussion, approved unanimously.*
3. **Minutes:** *Trustee Eric Seguin moved to approve the Minutes of the March 17, 2025 Board Meeting. The Motion was duly seconded by Trustee Rumohr and, with no further discussion, approved unanimously.*
4. **Public Participation:** Katrina Prohaszka attended, but gave no comment.
5. **Communications:** None
6. **Director's Report:** Director Logan shared more detailed information regarding the Gather2Grow program mentioned in her Director's Report.
7. **Financial Reports/Current Bills:**
  - 7.1 Financial Reports/Current Bills: *Trustee Swank moved to approve the financial statements and disbursements, as per the check detail reports, for March, 2025. The Motion was duly seconded by Trustee Seguin and, with no further discussion, approved unanimously.*
  - 7.2 Federal Money and Libraries: Director Logan updated the Board on the latest news regarding this issue. She also stated that she had registered to attend an online meeting with the Library of Michigan and other Library Directors. After the meeting she plans to email an update to the Board.
  - 7.3 Audit Reports: Trustee Swank asked a question about the Capitalization Policy mentioned by the Auditors in the report. Director Logan responded that it would be on the agenda for May's meeting. Financial Coordinator, Jayne Walker, highlighted the upward trend of the percentage of the funded portion of the Library's retirement funds with MERS.

7.4 Tustin Fund Balance Adjustment: After the 2024 sick time pay-out to Sandy Leach, the Tustin Library's obligation for compensated absences was reduced. *Trustee Rumohr moved to adjust Tustin's Fund Balance account "Committed for Sick and Vacation" from \$6,500 to \$5,000. The Motion was seconded by Trustee Swank and, with no further discussion, approved unanimously.*

## **8. Old Business:**

8.1 Strategic Planning: Trustee Rumohr gave a power-point presentation of the Learning Report compiled by the Strategic Planning Committee. The information was very interesting and insightful and prompted good discussion. Appreciation for the Committee's work was also expressed.

## **9. New Business:**

9.1 Lawncare Bids: After some discussion about the proposed bids, the following Motion was made: *Trustee Swank moved to accept the bid from Blessings Lawn and Outdoor Services for 2025 lawncare as presented. The Motion was duly seconded by Trustee Seguin and, with no further discussion, approved unanimously.*

9.2 Security Camera Bids for Manton Library: After some discussion about the two bids that were submitted, the following Motion was made: *Trustee Seguin moved to accept the bid from Cadillac Surveillance for cameras as presented. The Motion was duly seconded by Trustee Rumohr and, with no further discussion, approved unanimously.*

9.3 Free Little Pantry: Director Logan brought before the Board a letter from an employee asking that a pantry of hygiene products, etc. be made available at the Library for unhoused patrons which she also volunteered to maintain. After a considerable discussion, it was the Board's consensus not to have a Free Little Pantry on the premises when there were other organizations already offering similar items for free. However, the Board encouraged the Director to seek out opportunities to support local organization's efforts to serve unhoused populations within the mission of the Library.

**10. Next Meeting:** The next Regular Meeting of the Board will be Monday, May 19, 2025 at the Cadillac Library in Cadillac, Michigan at 5:30 p.m.

**11. Adjournment:** There being no further business before the Board, a *Motion by Trustee Rumohr to adjourn was duly seconded by Trustee Seguin and approved unanimously.* The Regular Meeting was adjourned at 6:40 p.m.

Recorded by Jayne Walker