



MANISTEE COUNTY LIBRARY
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Manistee County Library Board of Trustees - Meeting Minutes Manistee County Library, 95 Maple Street - May 27th, 2025

Board Present: Pam Evans, Lynn Williams, Ralph Mortensen, Raini Gilmore, and Mark Fedder.

Board Absent: None.

Others Present: Dave Richards from Richards & McDougall, Assistant Director Christina Streeter, Executive Director Julie Herringa, and Business Manager Rebecca Barker.

Call to Order : Meeting was called to order at 9:45 am.

Pledge of Allegiance

Consent Agenda - Agenda and Minutes

Motion: Mark Fedder motioned that the agenda and minutes be accepted as submitted. Pam Evans seconded.

Public Comment: None.

Meet the Staff: The board was introduced to David Gillespie.

Correspondence: Director Herringa received a complimentary note from Representative Curt Vanderwall after he read her interview in the Manistee News Advocate. Board President Ralph Mortensen received a letter from the director of the Muskegon Library after he participated in Library Advocacy Day on April 30, 2025. The library also received a quarterly statement from the Manistee County Community Foundation.

Financial Report: Dave Richards presented financial reports for the months of February, March, and April 2025. Penal fines and property taxes are down slightly due to timing. Capital projects are up due to the amount of maintenance the library building has required, and funds have been transferred from the capital improvement account to pay for the aforementioned services. The snow removal line for this budget year is slightly over due to more intense winter weather. Designated gifts are up this year. Budget adjustments will occur when all taxes are collected.

Mark Fedder motioned that the board accept the financial reports as submitted. Pam Evans seconded. Roll call- all yes. Approved.

Director's Report: Director Herringa facilitated the installation of a food box at the Manistee Main branch, in partnership with the United Way of Manistee County. She met with the Friends of the Library and Marian Jarvinen, along with eight patrons. She attended the Library of Michigan special meeting regarding funding and presented at the Strong Connections, Strong Libraries virtual conference. The library was awarded a grant of \$3000 from the Family Dollar corporation. Assistant Director Christina Streeter secured a donation of \$500 for a summer reading program where the library will welcome Newberry Award-winning author Gary Schmidt as a guest.

Committee Reports

- **Facilities Committee:** Schedule as needed.
- **Finance Committee:** Schedule as needed.
- **Personnel Committee:** Schedule as needed.
- **Policy Committee:** Meeting May 27th to discuss updating circulation policy.
- **Technology Committee:** Schedule as needed.

Old Business

Director Cirone spoke to the board about the upcoming summer reading program and the library's 120th birthday celebration, scheduled for June 7th.

-Motion to use Selma Johnson funds to pay for the remaining \$947 owed on the library cell phone.

Motion: Evans moved to approve.

Support: Supported by Williams.

Result: Roll call- all yes. Approved.

New Business

Director Herringa presented a Request for Proposal for the parking lot repair work needed at Main.

-Motion to use Selma Johnson funds to purchase a TV, not to exceed \$3000.

Motion: Evans moved to approve the purchase.

Support: Supported by Gilmore.

Result: Roll call- all yes. Approved.

-Improvements to the Wellston branch by Norman Township

Motion: Mortensen moved to approve the updates as presented.

Support: Supported by Williams .

Result: All yes. Approved.

Public Comment: None.

Board Training: Director Herringa presented information regarding the Patmos Library closure.

Future Agenda Items: Updated executive director contract, motion to request full millage from Manistee County.

Adjournment

Motion: Fedder motioned to adjourn the meeting.

Support: Supported by Evans .

Result: Approved. Meeting adjourned at

A handwritten signature in black ink that reads "Rebecca Barker". The script is cursive and fluid, with the first name "Rebecca" and last name "Barker" clearly distinguishable.

Recording Secretary: Rebecca Barker, Business Manager

Approved on: June 24, 2025