



MANISTEE COUNTY LIBRARY
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Manistee County Library Board of Trustees - Meeting Minutes
Manistee County Library, 95 Maple Street - January 27, 2026

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

Board Absent: Lynn Williams was absent with prior notice.

Others Present: Executive Director Julie Herringa, Assistant Director Christina Streeter.

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

Pledge of Allegiance

Consent Agenda - Agenda and Minutes

Motion: Evans moved to approve the consent agenda and minutes as presented.

Support: Supported by Fedder.

Result: Approved.

Election of Officers - 2026:

Gilmore nominated herself for Treasurer, Fedder seconded.

No other nominations. Vote: unanimous.

Fedder nominated Evans for Secretary, Mortensen seconded.

No other nominations. Vote: unanimous.

Fedder nominated himself for Vice President, Gilmore seconded.

No other nominations. Vote: unanimous.

Mortensen nominated himself for President, Fedder seconded.

No other nominations. Vote: unanimous.

Officers 2026:

President: Ralph Mortensen

Vice President: Mark Fedder

Secretary: Pam Evans

Treasurer: Raini Gilmore

Trustee: Lynn Williams

Committees 2026:

Technology and Marketing: Raini Gilmore and Ralph Mortensen

Personnel: Mark Fedder and Pam Evans

Facilities: Mark Fedder and Lynn Williams

Policy: Ralph Mortensen and Pam Evans

Finance: Lynn Williams and Raini Gilmore

2026 Holiday Schedule Approval:

Motion: Evans moved to approve the 2026 holiday schedule as presented.

Support: Supported by Gilmore.

Result: Approved.

Board Meeting Schedule:

Motion: Fedder moved to approve the 2026 board meeting schedule as presented, with the April meeting moved up to April 21, 2026.

Support: Supported by Evans.

Result: Approved.

Public Comment: None.

Meet the Staff: Next month.

Correspondence: The library sent an accounting report to PNC Bank for the Selma Johnson money for 2025. The library also received donations from Kay Miller and Dick Blue.

Personnel Committee: No report.

Financial Report: Dave Richards will present financial reports in February.

Director's Report: Director Herringa completed the State Aid report, and met with vendors regarding our elevator modernization and parking lot resurfacing projects. She attended meetings with the Friends of the Library, Ralph Mortensen, and the leadership team at the library. She also researched immigration policies and met with the collection development committee.

Committee Reports

- **Facilities Committee:** Schedule as needed.
- **Finance Committee:** Schedule as needed.
- **Personnel Committee:** Schedule as needed.

- **Policy Committee:** Schedule as needed.
- **Technology Committee:** Schedule as needed.

Old Business

Audit: Draft audit report will be completed in early February, per UHY.

Staff bathrooms: Pat has made extensive improvements to the staff bathrooms in the basement, including fresh paint and new toilets.

New Business

Motion: Evans moved to approve the bid for the parking lot from Al Bufka construction, at a cost not to exceed \$123030.

Support: Supported by Fedder.

Roll Call Vote: Mortensen- Yes, Fedder- Yes, Gilmore-Yes

Result: Approved.

Motion: Gilmore moved to approve the purchase of a new book drop for the main branch, at a cost not to exceed \$20000.

Support: Supported by Fedder.

Roll Call Vote: Mortensen- Yes, Fedder- Yes, Gilmore-Yes

Result: Approved.

Public Comment: None.

Board Training: Next month.

Future Agenda Items: TBD

Adjournment

Motion: Fedder moved to adjourn the meeting at 10:50 a.m.

Support: Gilmore.

Result: Approved.

Rebecca Barker

Recording Secretary: Rebecca Barker, Business Manager

Approved on: February 24, 2026