MANISTEE COUNTY LIBRARY
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Manistee County Library Board of Trustees - Meeting Minutes
Manistee County Library, 95 Maple Street - June 23, 2026 9:45 am

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

Board Absent: None

Others Present: Executive Director Julie Herringa, Assistant Director Chrissy Streeter, and Business Manager Rebecca Barker. Dave Richards and Richard Schmidt also present.

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

Pledge of Allegiance

Consent Agenda - Agenda and Minutes
Motion: Fedder moved to approve the consent agenda as presented.
Support: Supported by Williams..
Result: Approved.

Public Comment: None

Correspondence: The library received a thank you from the family of Erin Guillen for the tribute in her memory in the Story Park. Part of a donation made in Erin's name was used to purchase a special book in her memory, which is currently on display in the park. Director Herringa also received emails from the Bear Lake library board asking to see the expenses for that branch. The library board signed a thank you card for Tom Quinn, who donated $5000 towards the library's elevator modernization project.

Financial Report: Dave Richards of Richards and McDougall presented the May financial reports for the library. Penal fines are up from last year slightly, and expenditures are in line with last year's.
Motion: Gilmore moved to the financial reports as presented.
Support: Supported by Evans.
Result: Approved.

Director's Report: Director Herringa had meetings with Marian Jarvinen from the Friends of the Library and the Library Board President. She assisted with a summer reading program, coordinated landscaping services and book donations ahead of the Friends sale, and provided the library's tentative budget to the county. The library was awarded a $25,000 grant to be used for digital literacy from the Association for Rural and Small Libraries (ARSL).

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

Schindler confirmed the order for the elevator modernization and the library is currently in queue waiting for the start date.

The millage ballot language is currently being reviewed by the library attorney.

Orkin came to the library during the Juneteenth closure and inspected all facilities for bedbugs. Kenny Bigger from Orkin stated that he did not see any reason to treat any of the buildings for bedbugs.

New Business

- Proposed library budget for FY 26-27

  Motion: Evans moved to approve the tentative library budget as presented.
  Support: Supported by Williams.
  Williams: Yes **Evans: Yes** **Fedder: Yes** **Gilmore: Yes** **Mortensen: Yes**
  Result: Approved.

- Proposed guardrail quote from Al Bufka in the amount of $8495.00

  Motion: Evans moved to approve the quote as presented, subject to paint color requirements.
  Support: Supported by Gilmore.
  Williams: Yes **Evans: Yes** **Fedder: Yes** **Gilmore: Yes** **Mortensen: Yes**
  Result: Approved.

- Proposed landscaping quote from Jason Thompson in the amount of $6353.75

  Motion: Fedder moved to approve the quote as presented.
  Support: Supported by Evans.

Williams: Yes **Evans: Yes** **Fedder: Yes** **Gilmore: Yes** **Mortensen: Yes**
Result: Approved.

- Director Herringa asked for one day to close the library in August (exact date to be determined) for staff development, to coincide with the parking lot resurfacing project.
  Motion: Fedder moved to approve the closure.
  Support: Supported by Gilmore.
  Result: Approved.

Public Comment: None

Board Training: None

Future Agenda Items: None

Adjournment
Motion: Fedder moved to adjourn the meeting at 10:55 am.
Support: Supported by Williams.
Result: Approved.

Rebecca Barker

Recording Secretary: Rebecca Barker, Business Manager
Approved on: