

**AGENDA: Sebewaing Township Library (STL) Board of Trustees Meeting
January 28, 2026 at 5pm STL Community Room**

1. Call to Order
2. Attendees
3. Approval of Agenda- January 28, 2026
4. Public Comment
5. Approval of Minutes -December 3, 2025
6. Approval of Bills - December 2025- January 2025 Board Treasurer Report – Tim Heilig
7. Director's Report – Laura Nimitz
8. Unfinished Business:
 - a. Set board meeting dates for fiscal year April 1, 2026-March 31, 2027
 - b. Bay Port State Bank STL Checking account
 - i. Treasurer Tim Heilig to be added to account
 - ii. Board Bylaws Update - Treasurer role description addition (Approved 12/2025).
 - iii. Policy - New: Purchasing
 - c. Computer / IT Update: STL multiple Facebook page removal – Tim Heilig, Trustee
 - d. Historical Microfilm reel number 54 dated 1991-1992 on loan to Sebewaing Historical Society to be returned to the Library (moved from 12/3/2025).
 - e. Signage on the front of the library to communicate library information and events (Moved from 12/2025, 9/17/2025, 7/23/2025).
 - f. Long Term Goals STL (Moved from 11/2024...)
 - i. 2 ideas from each board member (Moved from 12/2025)
 - ii. Sample Library Long Term Goals – Deb Reinhardt
 - iii. Service Area Input / Survey
9. Library Property / Building Committee
 - a. Fire Inspection Follow Up
 - b. Plumbing: 1 leaking cast iron pipe in basement 11/4/2025; plan for K&K to fix (Moved from 12/2025).
 - c. Structural: Broken beam in basement under Community Room
 - d. Electrical
 - e. Environmental Remediation (examples if mold, asbestos, exit/entry door issues)
 - f. Apartment: clarification of ownership (lease agreements), rent payments go to which account, Apartment Property Manager reports to whom, and who pays for apartment repairs. MLA lawyer (Ann) and Township lawyer (Dillon) discussing. (Moved from 12/2025).
10. Human Resources Committee
 - a. Employee Wages - Michigan minimum wage increase in January 2026
11. New Business
 - a. Library Hours of Operation – Laura Nimitz, Library Director
 - b. SEBEWAING TOWNSHIP LIBRARY COMMUNITY ROOM RENTAL CONTRACT update – Laura Nimitz, Library Director

- c. Patron library cards cost – Laura Nimtz, Library Director
- d. STL Budget April 1, 2026-March 31, 2027 Proposal – Tim Heilig, Library Board Treasurer, Laura Nimtz Director
- e. Property: Library Building Remodel - Laura Nimtz
- f. STL 1/28/2026 clarify: Employee Handbook: ◦ Suggest Add “Staff may utilize PTO hours, if available” to:
 - 1. TIME OFF INCLEMENT WEATHER The Library may close for inclement weather reasons (as outlined in the policy manual). If the Library closes due to inclement weather, any employee who is regularly scheduled to work will receive full pay for that day, regardless of the length of closure for that day ◦
 - 2. HOLIDAY POLICYThe Holiday Closure schedule approved by the Board shall be recognized as the paid holidays for all full time employees. Full time employees will be paid to equal normal daily hours.

12. Public Comment

13. Next Meeting: February 18, 2026

14. Adjournment