

Agenda: Sebewaing Township Library (STL) Board of Trustees Meeting - Wednesday, July 23, 2025

5:00 pm in Sebewaing Township Library Community Room

*(Changes to AGENDA made on 7/23 shown in **BOLD** font)*

1. Call to Order
2. Attendees
3. Approval of Agenda
3. Public Comment
4. Approval of Minutes for May 21, 2025 and **July 15, 2025**
5. Approval of Bills May-July 20, 2025
6. Director's Report
7. Unfinished Business
 - A. Policy
 1. "Annual Leave" received from Angela Pike 5/21/2025
 2. "Computer Use and Internet" being updated by law group (Foster, Swift...)
 - B. Bay Port State Bank STL Checking account Board member Paula Nicholas added
 - C. Historical Documents
 1. Historical Society to return Microfilm reel number 54 dated 1991-1992 and provide Newspapers.com FREE login for people logging in from inside the library.
 - D. STL Board of Trustees Bylaw Language Updates
 1. February: Order of Business Public Comment after Approval of Agenda, Public and Board Comments prior to Adjournment.
 2. May: Change all wording related to who is responsible for Board meeting documents or communications change from "Library Director" to "Board President or their designee"
 - E. Long Term Goals for Sebewaing Township Library
 1. Identify Community / Consumer Survey questions.
 2. Signage on the front of the library to communicate library information and events.
1. Library Property / Building Committee
 - A. Repairs –
 - 1) Apartment 1:
 - i. Valley Carpet, Bay City MI for carpet in 2 bedrooms and living room, and vinyl flooring replacement in kitchen, bathroom, and laundry.
 - ii. Kunderling and Kroll, Sebewaing MI for new faucet, toilet, baseboard heat but not bathtub replacement.
 - iii. New Finish LLC to refinish the bathtub (white) and extensive repair around drain.
 - B. Miscellaneous
 1. **Light and Water Bill overdue from former Apartment 1 tenant**
 2. **Exterior Paint**
9. HR Committee
 - A. Library Director
 - B. Job Description Library Director update
 - C. **Statement of Board's Appreciation of STL staff Dawn Stewart and Heather Shepherd**
10. New Business
 - A. Rummage Sale
 - ~~B. Library Director position~~
 - C. Bylaw - add Board Meeting agenda and meeting information packets available by mail or email prior to meeting
 - D. **Sebewaing Cops and Bobbers youth fishing event Saturday 8/9/2025 Request**
 - E. **White Pine training conference at SVSU on Wednesday 10/1/2025 Request**
11. Public and Board Comments
12. Adjournment

Next meetings: September 17, November 12, January 28, and February 18