

Sebewaing Township Library (STL) Board of Trustees Meeting

**AGENDA Wednesday, September 17, 2025**

5:00 pm in Sebewaing Township Library Community Room

***UNapproved***

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1. Call to Order
2. Attendees:
  - Board Roll Call
  - Staff
  - Public (Sign-in form provided)
3. Approval of Aenda
4. Public Comment
5. Approval of Minutes - July 23, 2025 STL Board Meeting
6. Approval of Bills July 21-September 2025
7. Director's Report
  - Huron County Community Foundation Grant deadline August 15.
8. Unfinished Business
  - a. Policy
    - i. "Annual Leave" received 5/21/2025. HR Committee to present
    - ii. Employee Compensation HR Committee to present
  - b. Bay Port State Bank STL Checking account and Credit Card - HR Committee to present
  - c. Historical Documents
    - i. 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 - moved from 7/23 board meeting  
Follow-up: Glenda Hallock following up with Sebewaing Historical Society.
  - d. STL Board of Trustees Bylaw Language Updates
    - i. Handout regarding Bylaw updates provided at 7/23 meeting to be read prior 9/17 board meeting. Updates approved from previous meetings -
      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".
      3. July: Change wording related to Board Meeting agenda and meeting information packets available by mail or email prior to meeting.

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- e. Long Term Goals for Sebewaing Township Library
    - i. Identify Community / Consumer Survey questions and possible online survey platforms - Moved from 7/23 meeting.  
Follow-up: Brian Schwartz, Sue Eastman
  - f. Signage on the front of the library to communicate library information and events.  
Moved from 7/23.  
Follow-up: Laura Nimitz Library Director
  - g. Library Treasures Rummage Sale Monday-Saturday 8/18-23.
    - Setup Thursday-Saturday 8/14-16.
9. Library Property / Building Committee
- a. Repairs
    - i. STL payment of Apartment 1 Light and Water Bill overdue from former tenant (expecting less than or equal to \$850).  
Follow-up: Glenda Hallock
  - b. Exterior Paint
    - i. 7/23 approved up to \$1,000 for painting the lower exterior of the library building, planters, and door or door trim.  
Follow-up: Property Committee Sue Eastman, Paula Nicholas Chair
10. HR Committee
- a. Job Description Library Director update.Moved from 7/23; handout.
  - b. Library employee compensation Moved from 7/23 to 7/26 HR Committee Meeting.
11. New Business
12. Public and Board Comments
13. Adjournment

Next regular board meetings: November 12, January 28, and February 18