

1. Call to Order

2. Attendees:

- Board Roll Call
- Staff
- Public (Sign-in form provided)

3. Approval of Agenda

- a. Request received to move up in agenda **Library Board Education** 1 hour presentation from Kate Van Auken Director White Pine Library Cooperative.

4. Public Comment

5. Approval of Minutes

- a. July 23, 2025 STL Board Meeting
- b. August 19, 2025 Special 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

b. STL Bay Port State Bank Checking account and STL Credit Card

- i. Board president and vice president to be on the STL checking account
- ii. Board president on STL credit card account .

c. Historical Documents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 meetin. Follow-up: Glenda Hallock following up with Sebewaing Historical Society.
- ii. **Newsweekly Newspapers** discovered in storage room of library. Laura Nimtzt Director contacting 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.

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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.

e. Long Term Goals for Sebewaing Township Library

- i. Identify Community / Consumer Survey questions and possible online survey platforms. Moved from 8/19/2025 and 7/23/2025 meetings; handout. 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

9. Library Property / Building Committee

a. Repairs

- i. Quotes related to updating property (examples - electrical, plumbing, roof, windows, doors, exterior).

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 / Evaluation Library Director update.** Moved from 7/23; handout.
- b. Library employee compensation; current budget for compensation \$60, 000. Moved from 8/19/2025 Special Meeting to clarify new hire pay.
- c. **Retirement Benefits** - Glenda Hallock clarifying with Township; moved from 8/19/2025 meeting.

11. New Business

- a. **Library Board Education** 1 hour presentation from Kate Van Auken Director White Pine Library Cooperative. STL is part of the Cooperative.
- b. **Hours of Operation** – Laura Nimitz presented a request to update hours of operation. Moved from 8/19/2025 meeting.
 - Monday Current 10-6pm, Proposed 12pm-6pm
 - Tuesday Current 10am-5pm, Proposed 8-5pm
 - Wednesday Current 10am-6pm, Proposed 11am-7pm

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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- Friday Current 10am-5pm, Proposed 12pm-5pm
 - Saturday Current 10am-1pm, Proposed 8am-12pm
 - Sunday, Thursday: Current CLOSED, Proposed - CLOSED

Total Hours of Operation for Current and Proposed = 33 hours

12. Public and Board Comments

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

14. Adjournment

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