



Regular Meeting of the White Lake Library Board of Trustees

Held at White Lake Township Library, April 23, 2025

Call to Order - The April 23, 2025, regular meeting of the White Lake Township Library Board of Trustees was called to order by President Jennifer Schultz at 6:46 pm.

Pledge of Allegiance

Roll Call - President Jennifer Schultz, present; Vice President Eric Shotwell, present; Treasurer Gwendolyn Newton, absent, excused; Secretary Carie Francis, present; and Trustees Becky Knapp and William Lonsberry, present. Director April Stevenson and Assistant Director Amy Rosen were also in attendance.

Approval of the Agenda

William Lonsberry made a motion to approve the agenda; Becky Knapp seconded the motion. The motion carried (4 yes votes).

Public Comments - NA

Approval of the Minutes

Becky Knapp made a motion to approve the regular meeting minutes; Eric Shotwell seconded the motion. The motion carried (4 yes votes).

Approval of the Special Meeting Minutes

Eric Shotwell made a motion to approve the special meeting minutes from April 3, 2025; Becky Knapp seconded the motion. The motion carried (4 yes votes).

Officer Reports

- President's Report - No report.
- Vice President's Report - No report.
- Secretary's Report - No report.
- Treasurer's Report - The report was presented by Becky Knapp and placed on file. Carie Francis made a motion to accept the April bills for payment as presented; Eric Shotwell seconded; The motion carried (4 yes votes).

Library Director's Report - The report was presented by April Stevenson and placed on file.

Committee Reports

- Building Committee - The report was presented by William Lonsberry and placed on file. The next meeting will be on 4/28.
- Finance Committee - The report was presented by Becky Knapp and placed on file. The next meeting will be on 5/7.

- Policy Committee - The report was presented by Eric Shotwell and placed on file. The next meeting will be on 6/3.
- Strategic Planning Committee - The report was presented by April Stevenson and placed on file.

Old Business

- Branding Guidelines Draft 2 Review - April Stevenson led the discussion regarding the branding guidelines. The Board agreed to the final modifications. The matter is closed.

New Business

- 4.4 Part-Time Paid Time Off Policy Review - Eric Shotwell made a motion to approve the policy as written; Becky Knapp seconded the motion. The motion carried (4 yes votes).
- 4.8 Paid Closed Holidays Policy Review - Eric Shotwell made a motion to accept the policy as written; William Lonsberry seconded the motion. The motion carried (4 yes votes).

Adjournment - A motion to adjourn the meeting was made by Eric Shotwell and seconded by Becky Knapp. The motion carried (4 yes votes). The meeting was adjourned at 7:24 pm.

The next Regular Meeting of the White Lake Township Library Board of Trustees is scheduled for Wednesday, May 28, at 6:45 pm at the White Lake Township Library Gathering Place.

Minutes prepared by Carie Francis.

Carie Francis