



Regular Meeting of the White Lake Library Board of Trustees

Held at White Lake Township Library, February 26, 2025

Call to Order - The February 26, 2025 regular meeting of the White Lake Township Library Board of Trustees was called to order by President Jennifer Schultz at 6:45 pm.

Pledge of Allegiance

Roll Call - President Jennifer Schultz, present (left at 7:50 pm); Vice President Eric Shotwell, present; Treasurer Gwendolyn Newton, present; 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

Becky Knapp made a motion to approve the agenda; Gwendolyn Newton seconded the motion. The motion carried (5 yes votes).

Public Comments - None

Presentations

- Mobile App Presentation - the presentation was provided by Mallory, Heather, and Chelsey

Approval of the Minutes

Eric Shotwell made a motion to approve the minutes; William Lonsberry seconded the motion. The motion carried (5 yes votes).

Officer Report

- President's Report - No report.
- Vice President's Report - No report.
- Secretary's Report - No report.
- Treasurer's Report
 - Gwendolyn Newton presented the January 2024 financial statements and bills. Gwendolyn Newton made a motion to accept the bills for payment as presented; seconded by Carie Francis. The motion carried. (5 yes votes)

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

Committee Reports

- Finance Committee - The report was presented by Becky Knapp and placed on file (Next meeting March 19).
- Strategic Planning Committee - the report was presented by Jennifer Schultz and placed on file. (Next meeting March 11).
- Policy Committee - The report was presented by Eric Shotwell and placed on file (next meeting March 18).
- Building Committee - The report was presented by William Lonsberry and placed on file (next meeting March 10).

New Business

- New Board Book Bin Quotes Review - April Stevenson presented the new board book bin quotes for discussion.
- Raise Priority ACH - April Stevenson presented a request to raise the Priority ACH limit for health care payments due to changes in staff needs. Gwendolyn Newton made a motion to approve raising the Priority ACH debt limit from \$6000 to \$8000; Eric Shotwell seconded. The motion carried (4 yes votes).
- Bylaws Update Review - William Lonsberry made a motion to accept the modifications in the bylaws as presented; Gwendolyn Newton seconded. Motion carried (4 yes votes.)

Old Business

- Library Marketing - William Lonsberry made a motion to table the discussion until President Schultz is able to be present; Becky Knapp seconded the motion. Motion carried (4 yes votes).
- Annual Report Draft - April Stevenson reviewed the draft of the annual report; feedback was provided and no additional review was requested by the board.

Adjournment - A motion to adjourn the meeting was made by William Lonsberry and seconded by Becky Knapp. Motion carried (4 yes votes). Meeting adjourned at 8:10 pm.

The next Regular Meeting of the White Lake Township Library Board of Trustees is scheduled for Wednesday, March 26, 2025, at 6:45 pm at the White Lake Township Library Gathering Place.

Minutes prepared by Carie Francis.

Carie Francis