



## **Regular Meeting of the White Lake Township Library Board of Trustees**

Held at White Lake Township Library, March 26, 2025

Call to Order - The March 26, 2025 regular meeting of the White Lake Township Library Board of Trustees was called to order by President Jennifer Schultz at 6:50 pm.

### Pledge of Allegiance

Roll Call - President Jennifer Schultz, present; 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

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

### Public Comments

Karen Borgeson, a White Lake Township resident, had questions regarding the portico that was not completed when the building was originally built. The board acknowledged her comments with a brief thank you and responded that this was due to necessary budget shifts.

### Approval of the Minutes

- Gwendolyn Newton made a motion to approve the February minutes; Eric Shotwell seconded. The motion carried. (5 yes votes)

### Officer Reports

- President's Report - No report.
- Vice President's Report - No report.
- Secretary's Report - No report.
- Treasurer's Report - Gwendolyn Newton provided an overview of library finances. William Lonsberry made a motion to accept the bills for payment as presented; seconded by Gwendolyn Newton. The motion carried. (5 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.
  - Finance Committee - The report was presented by Becky Knapp and placed on file.
- Gwendolyn Newton made a motion to roll over the full amount of the April 2025 maturing

Genysis CD in the amount of \$142,717 (plus interest) to a new 7-month CD; William Lonsberry seconded. The motion carried. (5 yes votes)

- Policy Committee - The report was presented by Eric Shotwell and placed on file. Eric Shotwell made a motion to accept the policy manual 4.5 Earned Sick Time with the edits suggested by the attorney; Gwendolyn Newton seconded. The motion carried. (5 yes votes)
- Strategic Planning Committee - The report was presented by Jennifer Schultz and placed on file.

#### Old Business

- Earned Sick Time Policy Updates - see Policy Committee report above.

#### New Business

- Website Vendor Discussion - The board discussed the preferred website vendor; Gwendolyn Newton made a motion to table the discussion for a special meeting on Thursday, April 25, 2025, at 5:30 pm; William Lonsberry seconded. The motion carried. (5 yes votes)
- Public Policy:1B. Holidays Update - Becky Knapp made a motion to approve the Holidays Update policy for 2026; Eric Shotwell seconded. The motion carried. (5 yes votes)

#### Announcements

Adjournment - A motion to adjourn the meeting was made by Eric Shotwell and seconded by William Lonsberry. Motion carried (5 yes votes). The meeting adjourned at 8:33 pm.

**The next Regular Meeting of the White Lake Township Library Board of Trustees is scheduled for Wednesday, April 23, 2025, at 6:45 pm at the White Lake Township Library Gathering Place.**

Minutes prepared by Carie Francis.

***Carie Francis***