



October Meeting of the White Lake Library Board of Trustees

Held at White Lake Township Library, Wednesday, October 22, 2025

Call to Order - The October 2025 meeting of the White Lake Township Library Board of Trustees was called to order by President Jennifer Schultz at 6:58 pm.

Pledge of Allegiance

Roll Call - President Jennifer Schultz, present; Vice President Eric Shotwell, present; Treasurer Gwendolyn Newton, present; Secretary Carie Francis, present; Trustees Becky Knapp, present; and Trustee William Lonsberry, absent excused. 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 (4 yes votes).

Public Comments - NA

Presentations

- Blessing Box - Lakeland High School National Honor Society - A presentation was provided by Lakeland High School National Honor Society students regarding the placement of a blessing box at the library. Presenters were Maya Trice, Matilda Hevvo, Olivia Bragg, and Geneva Willis.
- Serve A Village - Sister Library - A presentation was provided by Chris Troger and Alisa Cozzens regarding the work of their organization. They requested that the White Lake Township Library consider becoming a sister library for the SAV Library in Kenya.

Eric Shotwell made a motion to amend the agenda to include the discussion of the placement of a blessing box and adopting the SAV Library in Kenya as a sister library; Gwendolyn Newton seconded the motion. The motion carried (4 yes votes).

Approval of the Minutes (2 Sets)

Eric Shotwell made a motion to approve the September minutes as presented; seconded by Becky Knapp. The motion carried (4 yes votes).

Gwendolyn Newton made a motion to approve the October 8 budget meeting minutes; Eric Shotwell seconded. The motion carried (4 yes votes).

Officer Reports

- President's Report - None
- Vice President's Report - None
- Secretary's Report - None
- Treasurer's Report - Gwendolyn Newton made a motion to accept the September bills as presented for payment; Eric Shotwell seconded. The motion carried (4 yes votes) Gwendolyn Newton also provided an overview of the library's finances.

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

Committee Reports

- Building Committee - The report was presented by Jennifer Schultz and placed on file. The next meeting will be 11/10.
- Finance Committee - The report was presented by Becky Knapp and placed on file. The next meeting will be 11/12.
- Policy Committee - The report was presented by Eric Shotwell and placed on file. The next meeting will be 11/4.
- Strategic Planning Committee - The committee did not meet this month.

Old Business

- Millage Discussion - April provided an overview of the millage options for consideration. Discussion ensued. Board members are requested to review the information in greater detail and make a decision on which option to move forward with.
- Survey Results - April provided an overview of the survey responses.

New Business

- Lakeland High School National Honor Society Blessing Box - Gwendolyn Newton made a motion to accept the proposal from the Lakeland High School National Honor Society; Eric Shotwell seconded the motion. The motion carried (4 yes votes).
- Serve a Village Sister Library - Eric Shotwell made a motion to accept the request for the White Lake Township Library to become a sister library to the SAV Library in Kenya. The motion carried (4 yes votes).
- Polling Location Request - a discussion ensued about the possibility of the library serving as a polling location. April will ask Anthony Noble whether there would be a generator available for use at the library on election day.
- Update 5C. Service Animals in the Library - Gwendolyn Newton made a motion to accept the Service Animals in the Library policy changes from 5J to 5C; Eric Shotwell seconded the motion. The motion carried (4 yes votes).
- Update 1H. Campaigning, Petitioning, Interviewing, and Similar Activities Policy - Eric Shotwell made a motion to accept the changes to policy 1H as updated; Becky Knapp seconded. The motion carried (4 yes votes).
- New 5B. Library Violations and Appeals Policy - Eric Shotwell made a motion to accept policy 5B as updated; Becky Knapp seconded. The motion carried (4 yes votes).
- Update 5D. Security Camera Policy - Eric Shotwell made a motion to accept policy 5D as modified; Gwendolyn Newton seconded. The motion carried (4 yes votes).
- Updated 5A. Patron Behavior Policy - The policy will be tabled and will be reviewed a second time by the attorney.

Adjournment

Eric Shotwell made a motion to adjourn the meeting at 8:40 pm; Gwendolyn Newton seconded. The motion carried (4 yes votes).

**The next Regular Meeting of the White Lake Township Library Board of Trustees
Wednesday, November 19, 2025, at 6:45 pm
White Lake Township Library Gathering Place**

Minutes prepared by Secretary Carie Francis.

Carie Francis