



Regular Meeting of the White Lake Library Board of Trustees

Held at White Lake Township Library, Wednesday, September 24, 2025

Call to Order - The September 2025 regular meeting of the White Lake Township Library Board of Trustees was called to order by President Jennifer Schultz at 6:48 pm.

Pledge of Allegiance

Roll Call - President Jennifer Schultz, present; Vice President Eric Shotwell, present; Treasurer Gwendolyn Newton, present; Secretary Carie Francis, absent, excused, 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; William Lonsberry seconded the motion. The motion carried (4 yes votes).

Public Comments - No comments

Presentation

- Summer Reading 2025 Recap - EmmaLee provided a presentation on the results of the 2025 summer reading program and a preview of the themes for 2026-2029.
- Library Mascots - EmmaLee provided a presentation on the benefits of having a mascot for the library.

Approval of the Minutes

Gwendolyn Newton made a motion to approve the regular meeting minutes as amended; Eric Shotwell 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 Gwendolyn Newton and placed on file. Gwendolyn Newton made a motion to accept the August bills for payment as presented; William Lonsberry seconded. The motion carried (4 yes votes). Gwendolyn Newton made a motion to roll over the entire amount of the Chase CD maturing on 11/12/25 (\$129,900) for 3-9 months, depending on interest rates, in another Chase account; William Lonsberry seconded the motion. The motion carried (4 yes votes). Gwendolyn Newton made a motion to reinvest \$140,000 of the Genesys 7-month CD maturing on 11/22/25 (\$147,961.71); interest will be deposited into the checking account, and \$140,000 will be deposited for 7-13

months, depending on interest rates, in another Genisys account; William Lonsberry seconded the motion. 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 10/13/25.
- Finance Committee - The report was presented by Becky Knapp and placed on file. The next meeting will be on 9/30/25.
- Policy Committee - The report was presented by Eric Shotwell and placed on file. The next meeting will be 10/7/25.
- Strategic Planning Committee - The report was presented by Jennifer Schultz and placed on file. The next meeting will be 12/15.

Old Business

- Millage Discussion - April provided the board with the library's current millage and past millage verbiage. Discussion ensued in relation to the library millage and possible strategies for millage renewal. The board discussed the possibility of becoming a polling location and asked for more information. April will research options.

New Business

- Add ACH Vendor: Square on Addendum 1 of 1T. Financial Policy - Gwendolyn Newton made a motion to accept the Addendum 1 - EFT/ACH Approved Vendors List to include Square for patron credit card services as presented; Eric Shotwell seconded the motion. The motion carried (4 yes votes).
- Snow Removal Quotes - William Lonsberry made a motion to sign the 3-year contract with Jake Ryan for snow removal as presented; Eric Shotwell seconded the motion. The motion carried (4 yes votes).
- 2026 Friends Contribution List Review - A discussion ensued about possible additions to the Friends Contribution List. Adding the Ancestry database was discussed. April will review.
- Preliminary survey results - Jennifer Shultz recommended reviewing the full results at the October meeting.

Announcements - N/A

Adjournment - A motion to adjourn the meeting was made by Eric Shotwell, and Gwendolyn Newton seconded. The motion carried (4 yes votes). The meeting was adjourned at 8:31 pm.

The next Regular Meeting of the White Lake Township Library Board of Trustees

Wednesday, October 22, at 6:45 pm

White Lake Township Library Gathering Place

Minutes prepared by Becky Knapp and amended by Secretary Carie Francis.

Becky Knapp/Carie Francis