



March Meeting of the White Lake Library Board of Trustees

Held at White Lake Township Library, Wednesday, March 25, 2026

Call to Order - The March 2026 meeting of the White Lake Township Library Board of Trustees was called to order by President Jennifer Schultz at 6:47 pm.

Pledge of Allegiance

Roll Call - President Jennifer Schultz, present; Vice President Eric Shotwell, present; Treasurer Gwendolyn Newton, present; Secretary Carie Francis, present; Trustee Becky Knapp, absent, excused; and Trustee 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 as presented; Eric Shotwell seconded the motion. The motion carried (4 yes votes).

Public Comments - NA

Presentations - NA

Approval of the Minutes

Eric Shotwell made a motion to approve the February meeting minutes with amendments; William Lonsberry seconded the motion. 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 reported that a generous donation was made by the estate of Katherine Van Hoy. Gwendolyn Newton made a motion to approve the February bills as presented for payment; Carie Francis seconded. The motion carried (4 yes votes). Gwendolyn Newton made a motion to roll over the entire amount of the Chase CD of \$128,955 that is maturing on 5/12/26 for up to 12 months, depending on interest rates; Eric Shotwell seconded the motion; the motion carried (4 yes votes). Gwendolyn Newton made a motion to reinvest the entire amount of the Flagstar CD maturing on 5/29/26, and add up to \$15,000 from the Flagstar savings account for up to 12 months, depending on interest rates; Eric Shotwell 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 April 13, 2026.
- Finance Committee - The report was presented by Gwendolyn Newton and placed on file. The next meeting will be April 8, 2026 (moved to April 15, 2026).
- Policy Committee - The report was presented by Eric Shotwell and placed on file. The next meeting will be April 7, 2026.
- Strategic Planning Committee - The report was presented by Jennifer Schultz and April Stevenson and placed on file. The next meeting will be June 15, 2026.

Old Business

- Millage Discussion - Eric Shotwell made a motion to call a closed session to discuss the confidential memorandum from attorney Anne Seuryneck; William Lonsberry seconded the motion. Individual role call was conducted by Secretary Carie Francis. President Jennifer Schultz - no vote; Vice President Eric Shotwell - yes; Treasurer Gwendolyn Newton - yes; Secretary Carie Francis - yes; Trustee William Lonsberry - yes. The motion carried (4 yes votes). Eric Shotwell made a motion to go back into open session; William Lonsberry seconded. The motion carried (4 yes votes). Eric Shotwell made a motion to approve the Resolution to Approve Library Renewal Ballot Language Proposal; Gwendolyn Newton seconded the motion. Discussion ensued. The motion carried (3 yes votes; 1 abstention).
- Draft Annual Report - Board members reviewed the draft annual report to offer final comments.

New Business

- Update 1B. Library Holidays for 2027 - Eric Shotwell made a motion to approve the updated 1B. Holidays policy designating January 2 as a floating holiday; Carie Francis seconded. The motion carried (4 yes votes).
- Parking Lot Sealcoating Quotes - William Lonsberry made a motion to accept the A&R Sealcoating quote for a total of \$10,800; Eric Shotwell seconded the motion. The motion carried (4 yes votes).
- Window Tinting Quotes - Gwendolyn Newton made a motion to accept/approve the Window Genie quote for the 25 window tint, not to exceed a cost of \$10,000; William Lonsberry seconded the motion. The motion carried (4 yes votes).
- IRA Inherited Account Discussion - The IRA was discussed during the Finance Committee report.

Announcements - NA

Adjournment

Eric Shotwell made a motion to adjourn the meeting at 8:18 pm; Carie Francis seconded the motion. The motion carried (4 yes votes).

**The next Regular Meeting of the White Lake Township Library Board of Trustees
Wednesday, April 22, 2026 White Lake Township Library Gathering Place**

Minutes prepared by Secretary Carie Francis.

Carie Francis