



**April Meeting of the White Lake Library Board of Trustees**  
Held at White Lake Township Library, Wednesday, April 22, 2026

Call to Order - The April 2026 meeting of the White Lake Township Library Board of Trustees was called to order by President Jennifer Schultz at 6:46 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, present; 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; Becky Knapp seconded the motion. The motion carried (5 yes votes).

Public Comments - NA

Presentations - Proposed Youth Department Improvement Phases - EmmaLee Ridenour. EmmaLee presented her master plan for enhancements to the youth department.

Approval of the Minutes

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

Officer Reports

- President's Report - None
- Vice President's Report - Congratulations on the volunteer appreciation event; staff did a wonderful job.
- Secretary's Report - None
- Treasurer's Report - Gwendolyn Newton made a motion to approve the March bills as presented for payment; William Lonsberry seconded. The motion carried (5 yes votes). Gwendolyn Newton made a motion to roll over the entire amount of the CD at Genesys for up to 13 months, depending on interest rates. 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. The next meeting will be May 11, 2026.
- Finance Committee - The report was presented by Becky Knapp and placed on file. The next meeting will be May 13, 2026.

- Policy Committee - The report was presented by Eric Shotwell and placed on file. The next meeting will be May 5, 2026.
- Strategic Planning Committee - The report was presented by April Stevenson and placed on file. The next meeting will be June 15, 2026.

#### Old Business

- IRA Inherited Account Discussion - Becky Knapp made a motion to move the full balance (currently at \$26,317.09) of the IRA to Flagstar Bank checking account and allocating the amount to the children's area for new projects (line item 984); Carie Francis seconded the motion. The motion carried (5 yes votes.)

#### New Business

- New Personnel Policy: 5.15 Employee Use of Social Media - Eric Shotwell made a motion to accept the policy as amended; Gwendolyn Newton seconded. The motion carried (5 yes votes).
- New Public Policy: 1Y. Social Media - Eric Shotwell made a motion to accept the policy as presented; Gwendolyn Newton seconded the motion. The motion carried (5 yes votes.)
- New Personnel Policy: 5.1.6 Credit Card Use - Gwendolyn Newton made a motion to approve the credit card use policy as presented; Eric Shotwell seconded the motion. The motion carried (5 yes votes.)
- New Public Policy: 1Z. Naming Rights - The decision was made to send the policy back to the Policy Committee for additional review.

#### Announcements - NA

#### Adjournment

Becky Knapp made a motion to adjourn the meeting at 8:39 pm; Eric Shotwell seconded the motion. The motion carried (5 yes votes).

**The next Regular Meeting of the White Lake Township Library Board of Trustees  
Wednesday, May 20, 2026, White Lake Township Library Gathering Place**

Minutes prepared by Secretary Carie Francis.

***Carie Francis***