

SAUGATUCK-DOUGLAS DISTRICT LIBRARY
BOARD MEETING
December 3, 2025
Official Minutes

I. Meeting Called to order at 7:02pm by Frank Aiello. The following were present: Library Director (ex officio) Ingrid Boyer, Janet Eder representing the Friends of the Library, Trustees: David Blatt, Demetrea Terrien, Frank Aiello, Sara Nelson, and Janice Krakowski.

II. David Blatt presented a motion to approve the agenda (see Appendix), Demetrea Terrien seconded the motion. The motion was passed by unanimous consent.

III. Demetrea Terrien presented a motion to approve the Minutes from the October meeting (see Appendix), Frank Aiello seconded the motion. The motion was passed by unanimous consent.

IV. No public comment

V. Guest: Carol Dawe from Lakeland Library Cooperative

Carol gave a presentation about what is expected of library board members, public comment, basics about millages, and strategic plans. After the presentation, Carol answered board member questions.

VI. Strategic Plan Update

The board will read and discuss at the next meeting.

VII. Library bills were presented by Director Boyer (See Appendix). David Blatt presented a motion to pay the bills, Sarah Nelson seconded the motion. The motion was passed with 5 members voting yes and 0 members voting no.

VIII. Financial Report

- A. Balance sheet was presented by Director Boyer (see Appendix).
- B. Profit and Loss Statement was presented by Director Boyer (see Appendix).

IX. The Librarian's Report was presented by Director Boyer (see Appendix).

X. Committee Reports

- A. Patio Committee – minutes attached

XI. Old/Ongoing Business

- A. Backyard Improvement Proposals
 - Outdoor Discovery Proposal: \$160,000 (not to exceed)
 - Roots Wild Proposal: \$36,000

Demetrhea Terrien presented a motion to approve the backyard improvement proposals with the Outdoor Discovery Center doing the hardscaping and playscape at \$160,000 (not to exceed) and Roots Wild for the plantings at \$36,000, Frank Aiello seconded the motion. David Blatt asked where the money is coming from. Director Boyer explained that some would come from the New Building Fund (spending down), up to \$60,000 from the Friends of the Library, individual donors who have confirmed \$15,000, and the Capital Improvement Fund. The motion was passed with 5 members voting yes and 0 members voting no.

XII. New Business

A. Website Design Proposal: Weblinx - \$10,800

David Blatt presented a motion to approve the website with Weblinx for \$10,800, Sarah Nelson seconded the motion. The motion was passed with 5 members voting yes and 0 members voting no.

XIII. Guest: Friends of the Library representative (Janet Eder)

- The FOL fundraising season has ended. The Friends raised \$7,000 from the silent auction.
- Kirstin Carr is the new vice president, Jessica Gray is secretary. Gini Cooper will stay on as president through June, 2026.

XIV. Next Meeting: January 21, 2026 at 7:00pm

XV. David Blatt presented a motion to adjourn, Demetrhea Terrien seconded the motion. Adjournment by unanimous consent at 8:24pm.