

SAUGATUCK-DOUGLAS DISTRICT LIBRARY  
BOARD MEETING  
April 16, 2025  
Unofficial Minutes

- I. Meeting Called to order at 7:00pm by Chairman David Blatt. The following were present: Library Director (ex officio) Ingrid Boyer, Kirstin Carr representing the Friends of the Library, Trustees: David Blatt, Frank Aiello, Janice Krakowski, and Larry Blose.
- II. The Agenda (See Appendix) was passed by unanimous consent.
- III. The Minutes from the March 2025 meeting (See Appendix) were passed by unanimous consent.
- IV. No public comment
- V. Library bills were presented by Director Boyer (See Appendix). Larry Blose presented a motion to pay the bills, Frank Aiello seconded the motion. The motion was passed with 4 members voting yes and 0 members voting no.
- VI. Financial Report
  - A. Balance sheet was presented by Director Boyer (see Appendix).
  - B. Profit and Loss Statement was presented by Director Boyer (see Appendix).
- VII. The Librarian's Report was presented by Director Boyer (see Appendix).

Director Boyer had a few additions to the report:

- A. Macatawa Bank has been bought by Wintrust. There are no major changes or fees associated with this change.
- B. The Library of Michigan has scheduled an impromptu meeting to talk about federal funding and possibly floating a contingency plan. Larry Blose and David Blatt asked about the executive order – Director Boyer has filled out surveys to measure impacts. Cooperatives are in a better position, whereas statewide programs will get hit. There will likely be more to report on next month.
- C. When the gas line went down, the Library did *not* lose heat (electric), only the fireplace uses gas. We put it out on social media and our website that the Library had heat and some folks took advantage of that.

Larry Blose asked about the volunteers to help with taxes (United Way used to send out volunteers to help individuals with taxes, but they don't have the funding to provide that service anymore). Director Boyer explained there are certain requirements for a new location (Library). Fennville Library has plenty of clients, while we probably have a bigger volunteer pool. A private room is needed, which Fennville does not have, but we do. We would need a site coordinator and training for volunteers. By working together, we'll have enough clients and volunteers to make it worthwhile.

Christian Neighbors in Plainwell is currently the only Allegan County location.

VIII. Old/Ongoing Business

- A. Paid Time Off Policy and HR Manual Review – Personnel Committee
  - The Personnel Committee were unable to find a time to meet. They will have an update next month.
- B. Patio Committee Update
  - Director Boyer sent an email to HED and they said they would be in touch.

#### IX. New Business

##### X. Guest: Friends of the Library representative (Kirstin Carr)

- The Friends are getting ready for next membership drive – a letter has been drafted that will go out soon.
- New board member: Janet Eder.

##### XI. Next Meeting: May 21, 2025 at 7:00pm

XII. Larry Blose made a motion to adjourn. Adjournment by unanimous consent at 7:27pm.