



33 N. Thompson St
New Buffalo, MI 49117
269-469-2933

June 10, 2025

1. Call to Order-Roll Call

President Kathie Butler called the meeting to order at 4:15.

Present: Kathie Butler, Mary Donnelly, Becky Borglin, Peter Sagala, Nancy Mrozek, Sandy Sporleder, Sarah Biggs, Ariann Lawhorn and Breckie Church.

Absent: None

2. Approval of the Agenda

Sandy Sporleder moved to approve the June agenda, seconded by Mary Donnelly. All ayes, motion carried.

3. Approval of the May minutes

Motion made by Sandy Sporleder to approve the May minutes, seconded by Nancy Mrozek. All ayes, motion carried.

4. Treasurer's Report

Julie said that the salaries and wages are a little higher compared to last year at this time. This is the first year with fulltime employees, so we will have a better idea of what to budget next year. Julie is transitioning to QuickBooks online, and it's been an adjustment.

We received delinquent tax income from the City and Township. Kathie asked about Chikaming delinquent tax, and it wasn't received yet.

Breckie Church made a motion to approve the May Treasurer's report, Sandy Sporleder seconded. All ayes, motion carried.

5. Privilege of the Audience:

6. Business:

- Tax Rate Request 2025: the Equalization Department calculated our rate as .3091 which will generate \$381,229 from the Township and the City for our library. Peter made a motion to accept the 2025 tax rate request, seconded by Sandy Sporleder. All ayes, motion carried.
- Bulletin Board Policy – The new policy will state that allowed postings will be non-profit announcements from community organizations for cultural, educational, or civic purposes, library related notices, and will be no larger than 8x10 in size. The policy also outlines prohibited postings. Ariann Lawhorn made a motion to accept the policy, seconded by Breckie Church. All ayes, motion carried.
- Pokagon Room Policy: The Pokagon Room fees were updated to local governments and non-profit 501-C3 organizations in the library service area of New Buffalo City and Township and Chikaming Township. No charge for under 25 people, and over 25 people



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will be \$25 for two hours and \$25 per each additional hour. The \$50 fee for equipment use and cleaning if food is served, will remain the same. Peter made a motion to accept the Pokagon Room Fee change, seconded by Becky. All ayes, motion carried.

- Parking Lot/Survey: Kathie told the board she felt an official survey was needed since the one we had from our architect wasn't very clear. This could tell us if we have more parking and how to mark it if we do purchase parking signs. The survey quote Julie received from Wightman is \$1600 for drawings and land markings. Peter made a motion to order the survey, seconded by Sandy. All ayes, motion carried.
- Parking signs: Wording and examples were provided for the board from Art & Image. There was discussion about the wording and Sarah Biggs will research this and let Julie know what she finds. Sandy made a motion to accept the sign purchase with changes, seconded by Becky. All ayes, motion carried.
- Library update: The cost of the fence repair was \$1820 and the insurance will reimburse \$820.

The new website is now live and the staff had training today.

We received the flat files for the History Room and Tom is organizing the space.

7. Board Comments: Sandy told the board that the Friends of the Library Fundraiser will be on September 13th and she encouraged the board to attend.

8. Adjournment:

Sandy made a motion to adjourn, Peter supported.

All ayes, motion passed. The meeting ended at 5:10 pm.

Respectfully submitted,
Becky Borglin