



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

March, 2025

1. Call to Order-Roll Call

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

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

Absent:

2. Approval of the Agenda

Sandy Sporleder moved to approve the March agenda, seconded by Peter Sagala. All ayes, motion carried.

3. Approval of the January minutes

Motion made by Ariann Lawhorn to approve the January minutes, seconded by Sandy Sporleder. All ayes, motion carried.

4. Treasurer's Report

Peter said that we just received a check from the Township for \$97,330 so now we are at 95% of our income for the Township. We also received a check from Chikaming for \$36,148 and we are at 96%. Kathie said that the checks from the City of New Buffalo are now available, so we should exceed our estimation by a little.

Julie said that the audit is completed and that the auditor can present at our April meeting. The board would like the presentation.

Becky Borglin made a motion to approve the February Treasurer's report, Nancy Mrozek seconded. Motion carried.

5. Privilege of the Audience:

6. Business:

- **Library Update:**
The fireplace is finally fixed. We are still waiting for some thermostat sensors.
The new website is underway and we should see the first draft soon.
We are planning on closing the library on April 14th for a staff training day and staff meeting. Becky suggested opening late until close, Julie agreed.
Elana wants to make a small garden with the teens. The flagpole area was decided on.
National Library Week is April 6th – 12th. Becky would like to do something special for the staff, like last year.
- **Policy changes:** the board reviewed an addition to the fulltime employee policy. Kathie made a motion to accept that fulltime employees would work or be on paid time off when absent. If their worked or PTO hours drop below 35 hours in a two-week period,



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they could lose fulltime classification and benefits. The board will review any extended absences for bereavement. Also, fulltime employees will be paid for their regular shift if the library is closed. Peter seconded, all ayes, motion carried,
The board reviewed the addition to the dress code policy. Sandy made a motion to accept the dress code expectations, Peter seconded. All ayes, motion carried.

- Elevator: After some discussion with McNally Elevator, it was determined that since Schindler does use proprietary components, we should continue service with Schindler. Julie has meeting tomorrow with the local Rep and will discuss the contract.

7. Board Comments: Sandy said that the FOL decided to hold their annual fundraiser on September 13th this year, and it would be something different. Also, since our staff could not put on the annual library tea, the FOL discussed taking this event over. Kathie told the board that we made \$350 from the Sonny D's give back day. She also said that the Dolly Pardon Imagination Library program was experiencing funding problems, so no new children are able to be enrolled. She is going to contact the Pokagon Fund to see if there is a grant possibility.

8. Adjournment:

Kathie Butler made a motion to adjourn, Becky Borglin supported.
All ayes, motion passed. The meeting ended at 4:54 pm.

Respectfully submitted,
Becky Borglin