

Schultz-Holmes District Library Board

Meeting Minutes

January 27, 2026

Trustees present: Ciara McGrane, Blair Meads, Greg Brown, Shelly DeVantier, Christine Burtle, Debra Rogers, Karen Waggoner

Also present: Bob Barringer

Trustees absent:

A meeting of the Schultz-Holmes District Library Board was held on Tuesday, January 27, 2025 at 7:00 pm. The meeting was called to order by President Ciara McGrane at 7:01 pm.

President Ciara McGrane called for a motion to approve the agenda for the January 27, 2026 meeting, with the addition of new furniture and appointing of committees in New Business. Trustee Greg Brown made a motion to approve the agenda with the additions. Trustee Karen Waggoner seconded the motion, and the motion carried unanimously.

President Ciara McGrane called for a motion to approve the minutes of the December 16, 2025 Meeting. Trustee Debra Rogers made a motion to approve the minutes of the December 16, 2025 Meeting. Trustee Christine Burtle seconded the motion, and the motion carried unanimously.

President Ciara McGrane called for public comment. There was no public comment offered.

President Ciara McGrane reported that the Strategic Plan is nearly completed, but the committee needs additional time due to the holidays. The committee expects to bring the plan to the February meeting.

Trustee Greg Brown reported on the Building and Grounds Committee. The parking lot project is still in progress, work cannot continue due to the weather. Trustee Greg Brown is still waiting on further communication regarding updates for the sign. The property survey results were received right before the start of the meeting.

There is no report from the Finance Committee.

There is no report from the Policy Committee.

Corresponding Secretary Shelly DeVantier reported that 1 Thank You note was written for a resident who donated wreaths for prizes for Bingo.

Director Barringer provided the Director's Report. The audit was completed, and found no material errors or misrepresentations. A few structural changes were requested, which have already been made by the accountant. The accountant requires a new agreement for the new fiscal year, which will not require as much clean up as the past fiscal year. Director Barringer is also working on new reports to replace/supplement existing reports. The heat in the hallway is still being worked on, it has been delayed to prioritize homes and business without any heat. Employee benefits are moving to Empower.

Treasurer Greg Brown reported that Michigan CLASS has a balance of over \$305,000, and has made over \$9,000 since the account was created in April 2025.

President Ciara McGrane called for a motion to approve accounts payable. Trustee Blair Meads moved to approve the accounts payable report. Trustee Greg Brown seconded the motion and it was carried unanimously.

Assistant Director Autumn Smith addressed needing volunteers for a Farmer's Market over the summer. The Stable is hosting the Farmer's Market throughout the Summer, and the Library was asked to participate and do children's activities monthly. The library staff will be very busy at that time with the Summer Reading Program, and has asked for volunteers to help. The Friends of the Library Committee have covered many spots, but additional volunteers are needed. President McGrane will send out information to sign up.

The library has several door knobs that are not ADA compliant, it has been suggested to change these to handles.

President Ciara McGrane called for a motion to approve the purchase and installation of new handles and locks. Trustee Debra Rogers moved to approve up to \$1,750 for the purchase and installation of new door handles and locks. Trustee Karen Waggoner supported the motion and it was carried unanimously.

President McGrane suggested purchasing new tables for Board Meetings, as well as new chairs for the auditorium.

A motion was made by Trustee Karen Waggoner to refer purchase of new furniture to the Building and Grounds Committee. Trustee Shelly DeVantier seconded and the motion carried unanimously.

President Ciara McGrane appointed committees for 2026 as follows:

Finance Committee: Greg Brown, Shelly DeVantier, Blair Meads

Buildings and Grounds: Karen Waggoner, Greg Brown, Shelly DeVantier

Policy: Ciara McGrane, Blair Meads, Christine Burtle

Strategic Planning: Blair Meads, Ciara McGrane, Debra Rogers

President Ciara McGrane called for public comment. There was no public comment offered.

Meeting adjourned at 7:51