

# **Schultz-Holmes District Library Board Meeting Minutes December 16, 2025**

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, December 16, 2025 at 7:00 pm. The meeting was called to order by President Ciara McGrane at 7:00 pm.

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

**President Ciara McGrane called for a motion to approve the minutes of the November 18, 2025 Meeting. Trustee Greg Brown made a motion to approve the minutes of the November 18, 2025 Meeting. Trustee Karen Waggoner 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 Planning Committee met in October. The Strategic Plan is underway and the committee expects to bring it before the Board in January.

Trustee Greg Brown reported on the Building and Grounds Committee. The parking lot storm drain project is mostly complete, concrete is still needed surrounding the drain. St. Peter Church next to the library is considering repaving their parking lot as well, which could help save costs and make the properties look more cohesive if done together. The property survey is still in progress. There is interest from 2 bidders for the sign project at the front of the building.

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 in December for Adopt-A-Magazine.

Director Barringer gave the Library Director Report. The Visiting Patron Program is going live 12/18. Director Barringer will look into tracking this in the monthly statistics reports, it will be included with ILL for now. The financial audit is underway. Workers' compensation audit will be in January. Hallway heat will be fixed soon. Director Barringer presented information on the dress code at a recent staff meeting. Staff are implementing more TikToks and they are getting a lot of engagement. The Wall Street Journal and The New York Times to the library website for patrons to use. Director Barringer is working on implementing HeritageQuest, a genealogy database that is available remotely. The library currently has Ancestry.com which is only available at the computers in the library. The borrow limits on Hoopla have been raised to 6 borrows per month per patron request.

Treasurer Greg Brown reported that Michigan CLASS earned over \$2,500 since October 1, and over \$7,000 since April 2025.

**President Ciara McGrane called for a motion to approve accounts payable. Trustee Karen Waggoner moved to approve the accounts payable report. Trustee Christine Burtle seconded the motion and it was carried unanimously.**

**President Ciara McGrane called for a motion to approve the Resolution for the Liquor License for an upcoming Taste the State program. Trustee Greg Brown moved to approve the Resolution for the Liquor License. Trustee Blair Meads seconded the motion and it was carried unanimously.**

**President Ciara McGrane called for a motion to approve the proposed Board Meeting Calendar. Trustee Blair Meads made a motion to approve the proposed Board Meeting Calendar. Trustee Debra Rogers seconded the motion and it was carried unanimously.**

Due to a scheduling conflict, it was proposed that the January Annual Meeting and Regular Meeting be moved to an alternate date.

**Trustee Greg Brown made a motion to reschedule the January Regular Board Meeting and Annual Meeting to January 27th, 2026, with the Annual Meeting**

**being held at 6:30pm, and the Regular Meeting being held at 7pm. Trustee Christine Burtle seconded the motion and it was carried unanimously.**

President Ciara McGrane called for public comment and none was offered.

Meeting adjourned at 7:31pm.