

Schultz-Holmes District Library Board Meeting Minutes February 17, 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, February 26, 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 February 17, 2026 meeting, with the addition of discussing property survey results with legal counsel 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 January 27, 2026 Annual Meeting. Trustee Debra Rogers made a motion to approve the minutes of the January 27, 2026 Annual Meeting. Trustee Christine Burtle seconded the motion, and the motion carried unanimously.

President Ciara McGrane called for a motion to approve the minutes of the January 27, 2026 Regular Meeting. Trustee Debra Rogers made a motion to approve the minutes of the January 27, 2026 Regular Meeting. Trustee Shelly DeVantier 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 has completed the Strategic Plan, and it will be presented during New Business.

Trustee Greg Brown reported for the Buildings and Grounds Committee. There have been complaints about the parking lot, but no repairs can be made until the weather changes. We will be requesting bids soon so it can be addressed as soon as possible. Trustee Brown has reached out to 2 additional vendors about the sign, but hasn't heard back.

No report from the Finance Committee.

No report from the Policy Committee.

Corresponding Shelly DeVantier reported that there has been no correspondence this month.

Director Bob Barringer provided the Director's report. The library will make a flyer to address concerns about the parking lot. The hallway heat is better but not fully completed -Director Barringer is following up regularly with the company. The library will be working with a new accountant, the previous accountant specialized in onboarding. The Book Sale is coming up and volunteers from the Board are needed. Trustee Shelly DeVantier mentioned that Monroe Goodwill accepts book donations, and some can be donated to a free children's library at the Courthouse. The library was named a beneficiary in a will, Director Barringer is looking into this further. Treasurer Greg Brown and Director Barringer were invited to a webinar about becoming a district library. Woodlands is helping to set up a customer service training program for staff at SHDL and other libraries in the district. Library staff will be writing reviews for books and movies, and library service highlights to be published in the Advance.

Treasurer Greg Brown provided the Treasurer's Report. There is \$9,834 in Michigan CLASS.

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

The proposed 2026-2029 Strategic Plan was presented. The library's mission and purpose have been updated, and values have been added. If the plan is approved, Action Plans will be created to begin implementation. Action Plans will be created by the parties responsible for carrying out the tasks, with assistance from the Strategic Planning Committee. Regular updates will be provided to the Board.

President Ciara McGrane called for a motion to approve the 2026-2029 Strategic Plan. Trustee Greg Brown moved to approve the Strategic Plan. Trustee Debra Rogers seconded the motion and it was carried unanimously.

The results of the property survey showed an overlap between properties. This can be a legal grey area and it may be best to consult legal counsel to discuss findings.

President Ciara McGrane called for a motion to discuss the findings of the property survey with legal counsel. Trustee Karen Waggoner moved to approve contacting legal counsel about the findings of the property survey. Trustee Debra Rogers seconded the motion and it was carried unanimously.

President Ciara McGrane called for public comment. Jackie Bates proposed scanning in articles from the Lenawee Voice into the library's database. The library would need permission for this, and the Lenawee Voice already has their publication online.

Meeting adjourned at 7:55pm