

**Mason County District Library
Board of Trustees Minutes
Regular Meeting
August 20, 2025
4:00 p.m.
Scottville Library**

Call to Order: Thompson called the regular meeting to order at 4:04 p.m. and read the Mission Statement.

Attendance: Board members present: April Alvarado, Jennifer Doggett, Deanne Gancarz, Seán Henne, Susan Johnson, Laura Thompson; also present: Director Eric Smith, Scottville Branch Manager Ingrid Fournier, Head of Youth Services Emily Garland
Board members absent: Natalie Grochowski

Agenda: Henne moved to approve the agenda with amendments, Johnson seconded. Approved.

Public Comment/Correspondence: None.

Approval of Minutes: Henne moved to approve the minutes of the June 25, 2025 Regular meeting with no amendments, Johnson seconded. Approved.

Treasurer's Report and Payment of Claims: Doggett moved, Alvarado seconded to pay operating expenditures of \$118,302.58 for June and \$138,529.74 for July and upcoming expenditures. Approved.

Librarian's Report: Garland and Fournier reported on June and July, 2025 statistics and the MCC Upper Elementary grant for new library books. Smith updated the Board on photocopier lease, Unbound and Humankind programs.

Committee Reports: The Vision/Policy Committee has one more meeting to consider the Circulation policy and plans to bring it to the September board meeting.
The Personnel Committee expects the Director will complete his self-evaluation and deliver it to the Board for the September meeting.

Old Business: None.

New Business: Alvarado moved, Johnson seconded to approve the use of the West Shore Bank Room of the Ludington library for celebration of life for a former employee. Approved.
Johnson moved, Gancarz seconded to move funds from the Safe Harbor account to the General Fund, as per policy. Approved and check signed.
Smith requested Board approval to close the Libraries at 3:00 p.m. on Thursday, September 25 for staff training. Henne moved, Doggett seconded. Approved.
Alvarado moved, Henne seconded to authorize Smith to investigate replacement of the broken HVAC unit in the Ludington library children's area up to \$20,000. Approved.

Additional Expressions from the Public: None.

Executive Session: None needed.

Adjournment: Alvarado moved, Gancarz seconded to adjourn the meeting at 5:30 p.m.