

**Mason County District Library
Board of Trustees Minutes
Regular Meeting
September 17, 2025
4:00 p.m.
Ludington Library**

Call to Order: Thompson called the regular meeting to order at 4:01 p.m. and read the Mission Statement.

Attendance: Board members present: Jennifer Doggett, Deanne Gancarz, Natalie Grochowski, 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: April Alvarado

Agenda: Johnson moved to approve the agenda with no amendments, Gancarz seconded. Approved.

Public Comment/Correspondence: None.

Approval of Minutes: Gancarz moved to approve the minutes of the August 20, 2025 Regular meeting with no amendments, Johnson seconded. Approved.

Treasurer's Report and Payment of Claims: Henne moved, Doggett seconded to pay operating expenditures of \$119,839.00 for August 2025. Approved.

Librarian's Report: Garland and Fournier reported on August, 2025 statistics and donations to the Scottville Children's Area. Smith updated the Board on the beginning of the Unbound program for this school year, retirement plans, IMLS & LSTA funding at the State of Michigan level, and the library training on Thursday, September 25.

Committee Reports: The Vision Committee chair Johnson presented the updated Circulation policy. Henne detailed the process of the Personnel Committee with Smith's annual review.

Old Business: Henne moved, Doggett seconded to replace the HVAC unit with Premier Heating. Approved.

New Business: Circulation policy was tabled until next meeting to allow Board members to read it. Director's Annual Review was tabled until next meeting.

Additional Expressions from the Public: None.

Executive Session: None needed.

Adjournment: Doggett moved to adjourn the meeting, Grochowski seconded at 5:14 p.m.