

PETOSKEY DISTRICT LIBRARY
Board of Trustees Meeting Minutes
February 26, 2026

The meeting was called to order at 5:00 PM by President Kim Block.

Present: Kim Block, Laura Dinon, Ann Ingles, Trevor Nelson, Moira Donahoe (student) and Val Meyerson, Library Director

Absent: Amy Janssens

Agenda: Val requested that a discussion about the Carnegie windows be added to New Business. The agenda was approved by unanimous consent with that addition.

Approval of Minutes: The minutes of the regular meeting of January 22, 2026 were approved as presented by unanimous consent.

Approval of Bills: Moira inquired about a bill for “outdoor maintenance” and Val explained that we contract for snow plowing. Payment of the bills for January 2026 was approved by unanimous consent.

Treasurer’s Report on Financial Statements: Trevor stated that everything is looking straightforward.

Reports:

- Friends of the Library - There was no representative present from the Friends.
- Township Representatives - Garrett Muir, representing Bear Creek Township, was present but had no questions or comments.
- Director’s Report - Val had provided a written report and added a few items at the meeting. Stacy is working on a partnership with the Straits Area Amateur Radio Club with the goal of developing a scout merit badge. The Chess Club will be playing against a group from Interlochen which will visit Petoskey. The League of Women Voters Northern Lower Michigan would like to plant a native plant demonstration garden at the library, partnering with Wild Ones of Northwest Lower Michigan. Val reviewed the monthly statistics and highlighted the services we receive from the Co-op,

Board Member Comments: Ann had attended a virtual MLA meeting on proposed changes in the distribution of penal fines. The take-away was that it is early days yet, a long process, and the MLA will keep everyone informed. Their advice is to get to know your state lawmakers. Kim reported running into a staff member who was very enthusiastic about the recent staff in-service day and the escape room activity.

Unfinished Business: none

New Business:

- Director Evaluation - Kim provided print copies of the aggregated board member evaluation forms. The Board was unanimous in rating Val's performance as "excellent" in all categories and approved the following four goals for the coming year:
 1. Create a long-term building use plan with a Formal Master Plan
 2. Work with programming staff to plan civil discourse programming
 3. Hire new IT Manager
 4. Work with Marketing Manager to review current marketing process and set a plan in place for review every six months
- Review of RFP for Master Plan - This Request for Proposals will go out to architectural firms. Val estimates that the cost for a Plan will be about \$35,000 to \$40,000. The Friends have agreed to help pay for it. Discussion.
*Laura moved and Trevor seconded to approve putting out the RFP for a Master Plan. The motion carried unanimously.
- Policy Review -
 1. Credit Card Policy - The proposed change is to add Reg Smith to the user list.
*Laura moved and Kim seconded to accept the credit card policy with the proposed change. The motion carried unanimously.
 2. Social Media Policy - There was discussion on the proposed changes.
*Trevor moved and Laura seconded to amend the Social Media policy as presented. The motion carried unanimously.
- New Student Trustee - discussion - Kim reminded everyone that the search process for the next student trustee starts in March. Val will put together information/application packets which Kim and Moira will distribute at the high school. Kim and Amy will interview candidates, and Trevor will handle the exit interview for the current student representative.
- Carnegie Windows - At their March 2 meeting the city council will be discussing finding more funding in order to refurbish all the old Carnegie windows at once. The library has already designated the \$10,000 grant from the Carnegie Foundation to help with the window project. Discussion.
*Laura moved and Kim seconded that the library board will also provide up to \$10,000 from the building fund (fund balance - reserved) for the Carnegie windows. The motion carried unanimously.

Public Comments: Garrett Muir stated that he is part of the Big Brother program and brought his buddy to the library during a bad weather day and had a wonderful time. Trevor noted that he has done the same and that there are so many activities available.

Adjournment: Kim adjourned the meeting at 5:48 PM.

Respectfully submitted, Ann Ingles, Secretary