

**Petoskey District Library
Board of Trustees Meeting Minutes
March 18, 2025**

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

Present: Kim Block, Ann Ingles, Amy Janssens, Trevor Nelson, and
Val Meyerson (Library Director)

Absent: Laura Dinon and Brady Olson (student)

Agenda: The agenda was approved by unanimous consent.

Public Comments: None

Minutes: The minutes of the February 27, 2025 meeting were approved by unanimous consent.

Approval of Bills: Payment of the February 2025 bills was approved by unanimous consent.

Treasurer's Report on Financial Statements: Trevor stated that things look good, revenue is exceeding expenses, and there was nothing much different from the last report.

Reports:

- Ethel Larsen reported from Friends of the Library that the Cabin Fever Sale in the used bookstore in early March was successful. Several committees are at work making plans for future activities of the organization.
- Comments from township representatives - No comments

Director's Report: Val had provided a written report, which included her five official goals for 2025.

She alerted the Board to the recent Executive Order affecting the Institute of Museum and Library Services (IMLS) and federal funding for MelCat, delivery for

interlibrary loans, and a variety of grants, especially to small and rural libraries. Statistics for the Petoskey District Library show that we get about 17,000 items annually from other libraries around the state. Changes in this federal funding could drastically affect the services currently provided locally. Val will keep us apprised of the situation and action that may be taken by MLA and others. Val also reported that the RFP for the new roof is out and Steve has had some appointments with possible bidders. In the meantime some extra roof patching has been done due to impending spring rain.

Board Members Comments: Kim thanked Garrett Muir of Bear Creek Township for his very helpful participation on the Strategic Planning Committee. Amy agreed and added that the final product has a very good look.

Unfinished Business:

- New Student Trustee - Kim distributed information about the program to various staff at Petoskey High School, and Brady has contacted some student clubs. There was discussion about other people who could be contacted and other methods of getting the word out.
- Director Goals - The Board agreed with the Director's goals for 2025 as listed in her report:
 1. Complete the Strategic Planning process
 2. Complete the succession plan for Library Director
 3. Complete the succession plan for Technology Manager
 4. Complete a Patron Usage study
 5. Create a prioritized, with dates and budget, list of tasks to accomplish to adapt our current space to better meet patron needs for the next three years

New Business

- By-laws Review: After discussion the Board agreed to the following changes to the By-laws:
 1. Article III, Section 2 - Strike the word "annual" from the sentence "The annual meeting schedule will be agreed upon at the regular November meeting," and the phrase "and in the local paper" at the end of Section 2
 2. Remove Article III, Section 4 entirely

*Moved by Amy and seconded by Trevor to approve the By-laws with the stated changes. The motion passed unanimously.

- Strategic Plan Approval: Val explained that the first two documents of the plan and the learning report will be public facing. The remaining are working documents tracking what actions are being taken and who is undertaking which tasks. Board members noted appreciation for the visual appeal of the Strategic Plan and the clarity of the process.

*Kim moved and Ann seconded to approve the 2025 - 2030 Strategic Plan as presented. The motion passed unanimously.

- Public Comments: None

Kim adjourned the meeting at 5:49 PM.

Respectfully submitted,
Ann Ingles, Secretary