



220 South Main Street, Eaton Rapids, Michigan 48827

November 12th, 2025 Regular Board Meeting Minutes

Call To Order:

November meeting called to order at 6:34pm by Jan Denton.

Attendance:

Present: Jan Denton, Emily Bodkin, Kathy Priesman, Bryonna Barton, Matthew Swan-Badgero, Diana Hayter, Robin Buysse, Dee Halsey.

Absent: None

Approval of Agenda:

Matthew moved to approve. Robin seconded. All approved with no further discussion.

Approval of October 9th, 2025 Meeting Minutes:

Kathy approved. Matthew seconded. All approved with no further discussion.

Financial Report

Financials in good standing. Everything as it should be. Property taxes coming in January. Low in the checking and money market as it is the end of the year. Won't have to tap into the CDARS account. Still looking into Federal Michigan Tax Liability issue. No big expenses. Self-checkout up and running. On track for the budget this year. Additions made to income lines in language used. Thumb drives and Collection Replacement Income line items to be added. Kathy made the motion to add the two new line items to the budget with thumb drives at \$50.00 and Collection Replacement Income at \$500.00. Robin seconded. No further discussion and all in favor.

Directors Report:

Door count was at 3,537. New library cards at 29 this past month. Emmy completed Homeschool Hangouts with Consumers Energy and had good attendance and ordered and cataloged books for Teen and Juvenile collections. Teresa attended the Friends meeting and made out the schedule for December to February. Jeremy is overseeing the installation of the

self-check kiosk and working with vendors to start the quoting process for a new printer. Jessi completed the MeL reports and helped with Monster Mash. Raynah attended the MLA conference and ran the Halloween Costume Swap which was a success. Bryonna completed the audit work and added Kathy Priesman to accounts and attended the MLA conference. Matt and Adam came out from the Library of Michigan to review our archival areas upstairs. Discussed items and papers in the archival area as a board. Will table discussion until a later meeting. Carrie from Transparent Bookkeeping offered to come out to and educate the board on the financial reports. Looking at March for the education class. The Community Foundation is interested in providing the library with a healthcare grant for \$33,000.

Committee Reports:

Friends Group:

No meeting this month and will fill positions at the next meeting. Getting a committee together for the 5K to start preparation early. The Friends Group needs to discuss ways of adding new members and reaching new members. Book sale this Saturday and will put flyers in the books with information on joining the Friends Group. Next meeting first Thursday of December at the library.

Old Business:

Eaton Rapids Township Board position not filled yet and waiting to hear back from a couple of candidates. Discussed the possibility of Matthew doing another term on the board. Matthew in agreement to stay on for another 4-year term. Emily made a motion to renew Matthew's term to the library board for another 4 years. Kathy seconded. No further discussion and all in favor.

New Business:

Discussed brief changes to the Financial Policy and recommended board review policy for next meeting. Discussed 2026 Holiday closure dates. Board subcommittee appointments to be discussed further in the new year. Emily made a motion to accept the 2026 Holiday Hour schedule with adjustments and Matthew seconded. No further discussion with all in favor. Matthew made a motion to accept the 2026 Board Meeting dates. Kathy seconded with all in favor. Matthew made a motion to accept the committee meeting dates for 2026 and Kathy seconded. No further discussion and all in favor.

Board Comment: None

Public Comment: None

Adjournment: Meeting adjourned by Jan Denton at 8:15pm.

Next Meeting: December 11th, 2025 Regular Meeting

