

**Regular Meeting of the Board of Trustees  
October 21, 2025  
OFFICIAL**

**1. CALL TO ORDER**

President Chambers called the meeting to order at 5:30 pm at the City Chamber Room, 28 State Road, Newaygo, Michigan 49337.

**Roll Call:**

Present: David Chambers, Samantha Kauffman, Sharon Haege, and Christian Burns. Patty Goodman arrived at 5:31 pm

Absent: Candy Wells and Cindy Blamer

**Agenda:**

Motion to approve the Agenda. Motion to approve the agenda was made by Haege with support by Burns. **AIF/MC**.

**2. MINUTES**

- Approval of the minutes of the Regular Board Meeting of September 16, 2025.  
Motion to approve the minutes was made by Kauffman and supported by Haege. **AIF/MC**.

**3. PUBLIC COMMENTS**

N/A

**4. TREASURER'S REPORT AND BILLS AND CASH DISBURSEMENTS**

- Accidental personal charge on the library Visa card. I wrote a personal check to the library to cover it, and the deposit was entered in the Pass-Thru category.
- Received \$500 Director's Gift donation from the Gerber Foundation from the request of Trustee Randy Puff.
- Received an email from Fremont Foundation. It was an early notification that we received a Grant for the Summer Reading 2026 program. We are receiving the full \$7300.00 we requested. \$6300 from the FAF and additional \$1000 provided by a donor advised fund.

Motion to approve the Treasurer's Report was made by Goodman and supported by Burns. **AIF/MC**

**5. DIRECTOR'S REPORT**

- In Service was Monday October 13<sup>th</sup>. It was nice having the County Library staff together.
  - Everyone received a kit to do some book mending.
  - We had a Library Privacy webinar from Foster Swift
  - Team from Corewell Health did a Suicide Intervention presentation
- Scarecrow Stroll is Saturday.
  - I received permission from the City Zoning Dept to pup a Big Yard Sign. Postma's Monuments donated the money for the rental.
  - Next year we are hoping to organize a little earlier and maybe be able to offer Hayrides on the back blocks - Justice -Water-Fair-Quarterline.

## 6. UNFINISHED BUSINESS

- Personnel Update -
- Kelly's Review-Contract-Raise – I did Kelly's Review this morning Oct 21, and adjusted her contract and raise to align with the rest of the staff at the end of the year. Her new contract will go to December 31, 2026.
- My Review will be at the December meeting, per the Employee Handbook. My contract and raises will also be adjusted to align with the end of the year.
- I have copies of the Evaluation form. Please look it over and email me any questions that need clarifying, changed or removed – I would like to have a corrected copy in the November Board Packet.
- My Yearly Accomplishments, will be January to Present. Some things may overlap from my Review in May, but it would be a refresh. You will have it before the November meeting.
- Circulation Desk has been ordered – will be installed November 19<sup>th</sup> or 20<sup>th</sup>. They will notify me two weeks before which date it will be. I am planning on closing the library the afternoon before to move furniture and the day of.

## 7. NEW BUSINESS

- We have a representative from C2ae in Grand Rapids coming November 12 to do a walkthrough and discuss a downstairs design. GM Wood Products will fund.

## 8. PUBLIC COMMENTS

N/A

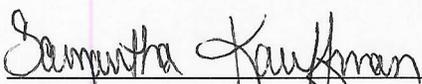
## 9. BOARD MEMBER COMMENTS

Sharon - Things are going well and exciting new projects coming up.

## 10. ADJOURNMENT

Motion to adjourn the meeting was made by Goodman with support by Haege. **AIF**/MC  
President Chambers adjourned the meeting at 6:29 p.m.

  
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NADL President  
via

  
\_\_\_\_\_  
NADL Secretary