



## Regular Meeting of the Board of Trustees

November 18, 2025

OFFICIAL

### 1. CALL TO ORDER

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

#### Roll Call:

Present: Cindy Blamer, Samantha Kauffman, Sharon Haege, Christian Burns and Patty Goodman. Candy Wells arrived at 5:32 pm

Absent: David Chambers

#### Agenda:

Approval of Agenda with the addition to add – Additional Purchases under “New Business”.

Motion to approve the Agenda of the November 18, 2025 Board Meeting was made by Haege with support by Burns. **AIF/MC.**

### 2. MINUTES

- Approval of the minutes of the Regular Board Meeting of October 21, 2025.

Motion to approve the minutes was made by Kauffman and supported by Goodman. **AIF/MC.**

### 3. PUBLIC COMMENTS

N/A

### 4. TREASURER’S REPORT AND BILLS AND CASH DISBURSEMENTS

- 11/08/25: Received a \$100,000.00 Gift from the Vivien Sorden Trust upon her passing. The Board would like to commemorate the gift. VP Blamer suggested a nice, framed photo recognition plaque. Director Franklin also mentioned putting it in the Times Indicator.

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

### 5. DIRECTOR’S REPORT

- Cheryl Hanna’s father passed away. The library sent a plant and a card signed by the Staff and Board.
- The Circ desk will be here Thursday. The library will be closing for the day. The staff will be working on Inventory of all the books on the shelves. Lakeland requested it be done by March, in case they want to change Catalog software.
- Director Franklin mentioned that she contacted the Museum about the original Circ Desk, and just waiting for a response.

## 6. UNFINISHED BUSINESS

- Updated September Minutes – Director Franklin explained that a page was overlooked when transcribing the original Official Minutes. She brought the original notes from Secretary Kauffman to the meeting, and the updated minutes were voted on and approved by all.
- Personnel – Self Evaluation forms have all been turned in, will start Staff Reviews after Thanksgiving.
- Scarecrow Stroll went very well. Close to 2000 people visited the library. Many were first time visitors. A few library accounts were opened, and over two hundred books were distributed to kids to build their home libraries.
- On Halloween the library gave out 78 trick or treaters were welcomed to pick out a treat and a free book of choice from NADL's "Reading Is a TREAT" book cart.

## 7. NEW BUSINESS

- Christmas Walk – Director Franklin would like to pay a few staff members to work it. In the past this has been ran by volunteer staff, which was hard to get. It would be a few hundred in additional wages. The Board agreed this would be a good incentive for staff to volunteer.
- Additional Purchases – Director Franklin verified with the Board the ability to purchase some much-needed things to help with the Staff and programming (Refrigerator and Microwave.) The Board said that if the money was available and it was under the spending limit set by the board, that permission was not necessary, but they were glad that they were informed. Director Franklin assured the Board that the cost for these items fit within the current budget.
- Director Franklin will ask for an End of Year Budget adjustment at the December Board meeting to address all the additional donations, grants and subsequent spending.

## 8. PUBLIC COMMENTS

N/A

## 9. BOARD MEMBER COMMENTS

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

VP Blamer asked if we had any information back from the design for the Children's Library. Director Franklin said that she is waiting for a design estimate, and is also having The Library Store, do up some design ideas.

## 10. ADJOURNMENT

Motion to adjourn the meeting was made by Goodman with support by Haege. AIF/MC  
President Chambers adjourned the meeting at 6:14 p.m.

  
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NADL President  
vice

  
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NADL Secretary