



*Creating Community Through Learning*

**Millington Arbela District Library**  
8530 Depot St., Millington, MI 48746  
**May 5th, 2025 - 5:30 pm**

### **Board Minutes**

**\*\*Please note meeting will be held at Millington-Arbela Historical Society  
8534 State Street, Millington, MI 48746**

## **Meeting Commencement**

### **Roll Call:**

President	Stacey Force	12/2026	Present ▾
Vice-President	Cindy Wilson	12/2026	Excused ▾
Treasurer	Carrie Petzold	12/2026	Present ▾
Secretary	Lori TerBush	12/2026	Present ▾
Trustee	Terry Jones	12/2026	Present ▾
Trustee	Nila Schmandt	12/2026	Present ▾
Trustee	Amy Yorke	12/2026	Present ▾

**Quorum in 4.** There are 6 Board members present.

**Also Present:** N/A

**Call to Order:** Meeting was called to order by S. Force at 5:30 pm.

**Agenda Approval:** Motion to approve the agenda made by N. Schmandt, supported by A. Yorke. Motion carried.

**Approval of Minutes:** Motion to approve the minutes of April 7, 2025 made by C. Petzold. Supported by N. Schmandt. Motion carried.

**Public Comments:** N/A

**Financial Reports:** Motion to pay the bills for May 2025 made by T. Jones. Supported by C. Petzold. Motion carried.

**Director's Report:** See notes. The programming numbers are looking good. Sharona will be taking over programming once the summer reading brochures are completed. A staff meeting was held which addressed several important topics. Staff evaluations will be held in August. A new groundskeeping service, Red's Lawn, is scheduled to mow the library grounds once a week on Sundays or Mondays with additional mowing available as needed.

The library received a check from the Millington Chamber of Commerce GAP fund. Amy secured this through a successful grant application. The funds will be used to purchase upgraded Wi-Fi devices.

The summer reading program is nearly ready to go. Sharona finished the Thriving and Surviving series which helped her to make valuable connections in the library community.

The library staff are currently weeding books. A book sale is being held the whole month of May. We are going to have to replace a lot of books and Sharona recommends increasing the book budget and will keep the board informed.

#### **Old Business:**

Personal Policy: Personnel committee will review the personnel policy one more time – Sharona to email the most recent policy to the committee. The personnel committee will complete Sharona's evaluation in the near future and again in August with the rest of the staff.

Bylaws: Change bullet point #4 under treasurer "ensure financial records are safe and secure at the library and maintain backups". Motion by N. Schmandt to accept and adopt the revised bylaws as rewritten and presented by Sharona on May 5, 2025. Supported by T. Jones. Motion carried.

Day of Board Meeting: Motion by N. Schmandt to move all board meetings to the second Tuesday of each month at 5:30 pm starting on June 10, 2025 in the conference room. Supported by A. Yorke. Motion carried.

#### **New Business:**

Summer reading prizes: Sharona has 3 grand prizes in mind using gift baskets to include local gift certificates from the Vassar Theater, Asylnot, Benny's Beirhall, and Cardinal Pizza are some options discussed.

Computer updates: Patron consoles are back. There is a back up computer which stays on all the time. This computer is not used for any other business.

Staff evaluations: Staff evaluations will now be held in August, they are currently held on the employees anniversary day.

**Adjournment:** Motion by T. Jones to adjourn the meeting at 7:19 pm. Supported by C. Petzold. Motion carried.

If you are unable to attend, please email [director@millingtonlibrary.info](mailto:director@millingtonlibrary.info) or call (989) 871-2003

Next regular meeting:

**June 10th, 2025 - 5:30 pm - Library Conference Room**

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Secretary - Lori TerBush

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President - Stacey Force