



*Creating Community Through Learning*

**Millington Arbela District Library**

8530 Depot St., Millington, MI 48746

**DATE - 5:00 pm**

**Board Minutes**

**Meeting Commencement**

**Roll Call:**

President	Carrie Petzold	12/2028	Present ▾
Vice-President	Amy Yorke	12/2028	Present ▾
Treasurer	Nila Schmandt	12/2026	Present ▾
Secretary	Lori TerBush	12/2028	Present ▾
Trustee	Linda Leach	12/2026	Present ▾
Trustee	Cindy Willson	12/2026	Present ▾
Trustee	Stacey Force	12/2026	Present ▾

**Quorum in 4. There are 7 Board members present.**

**Also Present:** N/A.

**Call to Order:** Meeting was called to order by C. Petzold at 5:07 p.m.

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

**Approval of Minutes:** Motion to approve the minutes of February 10, 2026, made by A. Yorke, supported by S. Force. Motion carried.

**Public Comments:** N/A.

**Financial Reports:** Motion to pay the bills for March 2026 made by A. Yorke, supported by L. Leach. Motion carried.

**Director's Report:** The library's programming continues to be successful. The Valentine craft event was particularly well received. Additionally, trivia nights held at Benny's Bierhalle remain popular, consistently drawing a strong turnout of participants.

Regarding staff development, there was no expressed interest in the training opportunities previously presented to staff members. In response, Sharona will implement a different strategy by organizing a mandatory staff training day to ensure all staff members receive necessary training.

Sharona is actively preparing a grant proposal for the Tuscola County Grant as part of the Fall Cycle Applications. Sharona and Amy are scheduled to travel to Bad Axe on March 25<sup>th</sup> to attend the

Traveling Librarians event. This will provide an opportunity for them to network and socialize with other cooperative members. When the library returns to normal hours, Sharona will continue to tally patrons from 6-7 and 7-8 pm.

### **Old Business:**

Budget approval: The approval of the budget was postponed and will be addressed at the next meeting. Prior to that meeting, both the finance and personnel committees will meet to review and discuss the budget in detail.

Material shifting update: The junior non-fiction section has undergone a thorough weeding process to ensure that the collection remains current and relevant. As part of this reorganization, graphic novels have been relocated and now all shelves in the area are of uniform length, creating a more consistent appearance. Additionally, the junior biographies have been shifted to promote a smoother and more logical flow within the section. To further improve traffic flow, some of the rollaway shelves are being moved to help create a smoother navigation throughout the library.

### **New Business:**

Additional cleaning June and July: To help maintain cleanliness during the busy summer months, Sharona has arranged for additional cleaning services to be provided by Lust for Dust. These extra cleanings are scheduled for Tuesday nights throughout June and July. The purpose of these extra sessions is to ensure that the library is clean and welcoming for story time events held on Wednesday mornings and the Concert in the Parks on Thursdays.

Bylaws: The amended bylaws were reviewed. Specifically, under Article II: Duties and Responsibilities of a Board Member, it was clarified that the Library Director, Board President, and Treasurer are authorized to sign on the library's bank accounts for the duration of their respective terms. Additionally, it was noted that when new officers are elected in January, the change in titles must be recorded in the meeting minutes. Motion to approve the amended bylaws was made by N. Schmandt, supported by A. Yorke. Motion carried.

Circulation policy: The Board reviewed the library's circulation policy. Updates were made to the wording to ensure clarity and accuracy. Additionally, the annual fee for Out-Of-District members was revised. A motion to approve the revised circulation policy, including all changes, was made by N. Schmandt, supported by C. Willson. Motion carried.

**Adjournment:** Motion to adjourn made by A. Yorke at 6:12 pm, supported by S. Force. 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:

**DATE April 14, 2026 5:00 pm - Library Conference Room**

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Secretary - Lori TerBush

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President - Stacey Force