

Alvah N. Belding Memorial Library
302 East Main Street, Belding, Michigan 48809
Regular Meeting of the Alvah N. Belding Library Board
Library Board Minutes from August 25, 2025

Library Board Members Present: Ron Gunderson, Jan Lamborne, Jennifer Mierendorf, Cynthia Miller.

Director: Britney Dillon

City Council Liaison: Bonita Steele

Guests Present: Betty Jenkins

1. **Call to Order and Roll Call:** Meeting was called to order by Ron Gunderson at 5:31. A motion was made by Jan Lamborne and supported by Ron Gunderson to excuse Andy Hurst's absence. Roll was called and motion passed.
2. **Approval of the Agenda:** A motion was made by Jan Lamborne and supported by Jennifer Mierendorf to accept the agenda, as presented. Roll was called and motion passed.
3. **Approval of the Minutes:** A motion was made by Ron Gunderson and supported by Jennifer Mierendorf to approve the June 23 minutes. Roll was called and the motion passed.
4. **Public Comment:** None
5. **Library Reports:** Director's Report, Youth Services Report, Adult Programs Report, Circulation Report, and Monthly Financial Report were all reviewed. These reports were received for filing.
 - a. **Comments on Reports:**

Director's Report: The roofing project is complete, but still waiting for a tile to replace the water damaged one. The walkway was also examined for structural integrity.

The G&D Quote regarding anything that might need to be added or replaced was reviewed and discussed, as well as an explanation for using decorative artificial rocks instead of the usual cage system. G&D is currently working on a quote to change the library to LED lights.

A motion was made by Ron Gunderson and supported by Jan Lamborne to accept the G&D quote, as presented. Roll was called and the motion passed.

The Lakeland Patron Privacy Policy will be ready to review in September.
The Feeding America program was a success, with plans to participate again next year if the program continues to be fully funded.
Summer Reading finished with the largest number of participants to date, up 20% from last year. A winter reading program is being considered.
The library will be closed next week for inventory.

Youth Services Report: The therapy dogs visited a few times in June and July.

Storytime continues to have good attendance, with old families as well as new families participating.

July was the final Destination Storytime for the summer.

Adult Programs Report: Lots of fun Summer Reading activities took place, with good participation from the adults. Craft programs were also well attended.

Circulation Report: Only July numbers are available due to the start of the new fiscal year.

Monthly Financial Report: On file.

6. **Notice of Paid Bills:** A motion was made by Jennifer Mierendorf and supported by Jan Lamborne to pay the bills for July. Roll was called and the motion passed.
 - a. **Comments on Bills:** None
7. **Communication and Correspondence:**
 - a. Betty's news articles
8. **Unfinished Business:** The Strategic Plan was reviewed and discussed. After a few minor changes to some wording, it will be ready to present to the public.

Updates to the Employee Handbook, Sections 1 & 2 were ready to review. Two specific areas were discussed in depth:

a. **Section 2.6 Continuous Service and Longevity**

The current policy reads: "After an employee's fifteenth (15) year of service with Alvah N. Belding Library, the employee will be eligible to receive longevity payments equal to \$5.00 times the employee's years of continuous service with the library".

This will be replaced with the new policy: Upon completion of five (5) years continuous service, \$5.00 per month in addition to their regular pay. Upon completion of ten (10) years of continuous service, \$10.00 per month in addition to their regular pay. Upon completion of fifteen (15) years of continuous service, \$15.00 per month in addition to their regular pay. Upon completion of twenty (20) years of continuous service, \$20.00 per month in addition to their regular pay. Upon completion of twenty-five (25) years of continuous service, \$25.00 per month in addition to their regular pay. A maximum of \$25.00 per month for employment over twenty-five (25) years.

A motion to support these changes was made by Ron Gunderson and supported by Jan Lamborne, as presented. Roll was called and the motion was passed.

b. Section 2.5f Personal Business Day Leave

The current policy allows three and one-quarter (3.25) hours paid for part-time employees eligible personal business day leave; six and one-half (6.5) hours paid for full-time employees eligible personal business day leave; and eight (8) hours paid for salaried employees eligible personal business day.

The new policy will allow five (5) hours paid for part-time employees eligible personal business day leave; seven (7) hours paid for full-time employees eligible personal business day leave; and eight (8) hours paid for salaried Library Directors eligible personal business day leave.

A motion to support these changes was made by Jennifer Mierendorf and supported by Jan Lamborne, as presented. Roll was called and the motion was passed.

9. **New Business:** The Library Director Evaluation was handed out to review for any questions to be addressed at the next meeting. The completed evaluations will need to be turned in at the October meeting.
10. **Public Comment:** Bonita Steele, the City Council Liaison, gave a detailed report regarding the City Council. Highlights included City Manager Keven Krieger resigning his position, along with details about grants written by Bonita and Keven to fix the tornado siren, buy new playground equipment for Water Street Park, add benches in strategic places, and ways to add little splashes of art around town.
11. **Trustee Comments:**
 - a. **Ron Gunderson:** Appreciates all of us
 - b. **Jan Lamborne:** Appreciates the hard work on the Strategic Plan
 - c. **Jennifer Mierendorf:** None
 - d. **Cynthia Miller:** None
 - e. **Andy Hurst:** Absent

12. **Motion to adjourn** at 7:32 p.m. was made by Jennifer Mierendorf and supported by Jan Lamborne. Roll was called and the motion passed.

Our next scheduled Library Board meeting will be on **September 22, 2025**, at 5:30 p.m.

Respectfully submitted,
Cynthia Miller
Library Board of Trustees Secretary