

MINUTES

From the May 18, 2026
Regular Board Meeting

I. Start of Meeting

II. Roll Call

Board Members Present: Ken Baker, Michele Behr, Cara Terry (6:30PM), and Donna VanderVries

Board Members Absent: Jeanne Friedman (excused), Tom Vance (excused), Linda Whitlock (excused)

Library Staff Present: Library Director Christy Klien, Rolfe Behrje, Ben Chee, Quyen Edwards, Rob Foti, Lawrence Kapture, Jamie McKinney, Abby Pylar, Steve Rossio, and Laura Wright

Library Staff Absent: Steve Rossio and Colin Whitehurst

III. Comments or Requests from the Public, Board Members, or Library Staff

Library Board Vice Chair Michele Behr welcomed everyone to the May 18, 2026 Library Board Meeting. She asked if anyone present had any comments and there were none.

IV. Guest Speaker

A. Presentation by Guest Speaker Dan Jaqua, Jaqua Realtors

Vice Chair Michele Behr introduced Dan Jaqua for his presentation. Jaqua Realtors recently celebrated their 50 year anniversary (founded in 1975). Jaqua said that he prepares this presentation yearly to present to anyone who is in a position to hire and bring new people to the community to understand its strengths.

The following are the 6 pillars that we believe people assess a community on when they are coming to the area:

1. Economic Development - investments in businesses in the community. Jaqua listed numerous businesses in the community who are creating new jobs

2. Community Development

Do we have a Whole Foods, a Trader Joes, or other attractive businesses.

Other community developments such as the Kalamazoo Event Center (\$515 million development), Downtown Kalamazoo updates, Indoor Youth Sports Complex in Westwood, ZapZone in Crossroads Mall, Pickle Rage - pickball facility in Portage, Portage YMCA updates, Kroger in the former BigLots, Housing and Apartment plans, senior living

3. Development Through Education

KRESA Career Connect - programs, students, teaching trades

Kalamazoo Promise celebrating 20 years and providing over 9,000 scholarships

Kalamazoo and Portage Public School improvements

WMU in the news, new President, Athletic Dept, residence Hall

4. Community Strength

Crime, mental health resources, assistance for the unhoused

5. Quality of Life

Kalamazoo Country Club, Farmers Markets Investments, Kalamazoo State Theatre, Chenery Auditorium, New restaurants

6. Real Estate Market -

Inventory is increase, morgage rates

Hopefully I've told you something you didn't know. Some things planned and why things may or may not happen. Things change, but overall there are so many things going on in our community. Things we should be talking about to build community spirit and attract people to our area.

Jaqua answered questions from trustees and staff. There was discussion about lack of retail/shopping experience in our area, but Jaqua talked about emphasizing the positive. Michigan has four seasons, outdoor activities, lakes and parks.

V. Adoption of the Agenda for the Regular Meeting of May 18, 2026

Library Board Vice Chair Behr asked if there were any changes to the agenda before its adoption and there were none. Behr asked for a motion to adopt the agenda.

MOTION: It was moved by Trustee VanderVries and supported by Trustee Baker that the Library Board adopt the agenda for the regular meeting of May 18, 2026. Vote: 4 -Yes, 0-No, 3-Absent. Motion carried.

VI. Consent Agenda

Library Board Vice Chair Behr asked if there were any changes needed to the consent agenda for the May 18, 2026 board meeting before its adoption. Trustee VanderVries requested to remove Item G. MLA Advocacy.

- A. Minutes of the regular meeting held on April 27, 2026 *(Info) Pg. 6-9*
- B. May 2026 Director's Report *(Info) Pg. 10-13*
- C. Budget Amendment for Restricted Donation *(Info) Pg. 14*
- D. Financial Condition for April 2026 *(Info) Pg. 15-16*
- E. Statistical Report for April 2026 *(Info) Pg. 17-18*
- F. June 2026 Program Calendar *(Info) Pg. 19*
- G. MLA Advocacy *(Info) Pg. 20*
- H. Review Reciprocal Borrowing Policy *(Info) Pg. 21*

MOTION: It was moved by Trustee Terry and supported by Trustee Baker that the Library Board adopt the agenda for the regular meeting of April 27, 2026. Vote 4-Yes, 0-No, 3-Absent. Motion carried.

Item G - MLA Advocacy: Trustee VanderVries led a discussion about the citizen's ballot initiatives such as Ax Mi Tax, which aim to eliminate property taxes in Michigan with no plans for replacement. This is something we should be paying attention to in the future.

MOTION: It was moved by Trustee VanderVries and supported by Trustee Terry to approve Item G - MLA Advocacy. Vote 4-Yes, 0-No, 3-Absent. Motion carried.. Motion carried.

VII. Governance

A. Patron Behavior Policy

Library Director Klien said that the changes to the Patron Behavior Policy are clarifying language requested by the library staff.

MOTION: It was moved by Trustee DVV and supported by Trustee Terry that the Library Board approve the changes to the Patron Behavior Policy as requested. Vote 4-Yes, 0-No, 3-Absent. Motion carried.

B. Memo: OrangeBoy and Savanna Contract

Library Director Klien discussed options for offering library card applications and renewals online. We have received positive feedback from other libraries who use the OrangeBoy service. OrangeBoy is matching information the patron provides to the postal service information. If the information matches, a card is issued or renewed. If the information doesn't match, the patron will have to come in to the library in-person to renew or have a new card issued.

Savanna is a service that will help us provide all the information from the Welcome Packet to patrons who sign up online for a library card. Patrons will be able to opt in to receive emails regarding library programs and services they would be interested in receiving more information about.

OrangeBoy/Savanna will not have general access to our patron database or information about book checkouts or program attendance. We will be able to automate reminder emails for when items are due and reminders that your library card is about to expire.

MOTION: It was moved by Trustee VanderVries and supported by Trustee Baker that the Library Board allow the Portage District Library to enter into a contract with OrangeBoy/Savanna to use the library's patron database for the restricted, confidential, and sole purposes of creating new library cards, updating and renewing library cards, and sending targeted emails about services and account issues to patrons as requested. Vote 3-Yes, 0-No, 1-Abstain, 3-Absent. Motion carried.

VIII. Library Director's Reports

A. Final remarks by Library Director for the May 18, 2026 Library Board Meeting.

The Annual Lego City display in the meeting rooms is coming up. Sign up if you are interested in helping to monitoring the room.

The library is in the process of hiring and Adult Services Outreach Librarian, a Library Assistant for the Circulation Department, and a Library Aid to reshelve books in Youth Services.

Klien said that she, Business Manager Foti, and HR Consultant Hemphill are working on preparing for FMLA eligibility for when the library reaches 50 employees.

Klien will be meeting with Board Chair Freidman for a mid-year review.

The library will be closed Monday for Memorial Day, June 19th for Juneteenth, and closed Sundays for summer.

Reminder that there will be Audit and Budget presentations next month.

IX. Process Evaluation

A. Suggestions for Agenda Items to be included on the June 22, 2026 Board Meeting

1. Minutes of the Regular Meeting held on May 17, 2026
2. Audit Presentation by Rehman Robson
3. Discussions about Plans for 2026 Library Board Retreat
4. Review of Heritage Room Policy
5. Review of Creation Station/Makerspace Policy
6. Presentation of Proposed Library Operating Budget for FY2027

B. Miscellaneous

X. Adjournment

Library Board Vice Chair Behr said if there was no further business to be considered, that she would accept a motion to adjourn the regular board meeting of May 18, 2026.

MOTION: It was moved by Trustee Terry and supported by Trustee Baker that the Library Board adjourn the regular meeting of May 18, 2026. Vote 4-Yes, 0-No, 3-Absent. Motion carried.

DISPOSITION: The regular board meeting of My 18, 2026 was adjourned at 7:35 PM.

Recorded and Transcribed by,



Quyên Edwards
Library Board Secretary