

MINUTES

From the September 28, 2026
Regular Board Meeting

I. Start of Meeting

II. Roll Call

Board Members Present: Ken Baker, Michele Behr, Jeanne Friedman, Cara Terry, Tom Vance, and Linda Whitlock

Board Members Absent: Donna VanderVries (excused)

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

Library Staff Absent: Rolfe Behrje

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

Library Board Chair Jeanne Friedman welcomed everyone to the September 28, 2026 Library Board Meeting at 6:00 PM. She asked if anyone present had any comments.

- A. Comment from Library Director Christy Klien: Klien introduced our new Adult Services Outreach Librarian Cece Rohm. Roehm came to us from Kalamazoo Public Library and started at the end of August.

IV. Adoption of the Agenda for the Regular Meeting of September 28, 2026

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

MOTION: It was moved by Trustee Terry and supported by Trustee Vance that the Library Board adopt the agenda for the regular meeting of September 28, 2026. Vote 6-Yes, 0-No, 1-Absent (VanderVries). Motion carried.

V. Consent Agenda

Library Board Chair Vance asked if there were any changes needed to the consent agenda for the September 28, 2026 board meeting before its adoption and none were requested.

- A. Minutes of the regular meeting held on August 24, 2026
- B. September 2026 Narrative
- C. Financial Condition for August 2026
- D. Statistical Report for August 2026
- E. October 2026 Program Calendar
- F. Review of Materials Selection Policy
- G. Review of Capitalization Policy
- H. MLA Advocacy

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MOTION: It was moved by Trustee Whitlock and supported by Trustee Baker that the Library Board approve the consent agenda for the regular meeting of September 28, 2026. Vote 6-Yes, 0-No, 1-Absent (VanderVries). Motion carried.

VI. Governance

A. Initiation of Library Director's 2026 Evaluation

The Library Board had a discussion of the Library Director's 2026 evaluation. This year's Personnel Committee is made up of Board Chair Friedman, Trustee VanderVries, and Trustee Whitlock. The evaluation form will go out to trustees after the October 2026 Board Meeting and are due to Board Chair Friedman before Thanksgiving (Thursday, Nov. 26). Library Board Secretary Quyen Edwards will have a room and computer reserved at the library if you want to set up an appointment to fill out the form and submit it virtually.

VII. Ends Development

A. Report on 2026 Summer Reading Program

Head of Youth Services Laura Wright gave the Summer Reading 2026 updates. She explained that after eliminating them during Covid, Youth Staff made the decision to add Teen Volunteers back into the program. Many of these excellent volunteer came from the Book Buddies. These teens showed up and enhanced the experience for the kids when they were picking up their prizes, making buttons or passing out stickers. We are hoping to carry that momentum through to next year . We are hoping to continue having teen volunteers next year. In addition to the benefits previously mentioned, they helped monitor the prize room so that we are very confident in our participation statistics for this summer.

Adult Services Librarian Ruth Cowles runs the Adult Summer Reading reading program and has found that many local businesses are interested in participating in Summer prizes. She had a high number of participation from adult patrons this year. We also want to thank Ruth for also hosting the library staff reading program with challenges and prize drawings.

VIII. Library Director's Reports

A. Final remarks by Library Director for the September 28, 2026 Library Board Meeting.

Library Director Klien said we held a Staff Development Day last Friday. Staff appreciated the time to spend together doing training. Local artist Laura Wiler came and did a collage art project with the staff. Klien noted that there are always some patrons who are caught off guard at the closure, but we will continue to do our best to notify the community in advance of closures.

Discussion about the 2026 Board Retreat - the staff feel we should keep our current strategic plan. They are currently working on a proposal to present to the Board. We would like to include the PDL Library Board trustee candidate if possible. Klien concluded that we will check room availability and send out a poll to schedule the retreat.

IX. Process Evaluation

A. Suggestions for Agenda Items to be included on the October 26, 2026 Board Meeting

1. Minutes of the Regular Meeting held on September 28, 2026
2. Review of Donations Policy.
3. Review of Investment Policy.

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4. Review of Resident Non-Resident Policy.
5. Approval of Holiday Schedule for Library Hours of Operation in 2027.
6. Monitoring Report – Communication & Support to the Library Board.
7. Monitoring Report – Ends Focus of Grants/Contracts.
8. Update on Library Director's 2026 Evaluation Process.
9. Library Director's accomplishment of personal goals for FY 2026.
10. 3rd Quarter Financial Report for FY 2026.
11. 3rd Quarter Strategic Plan Report.

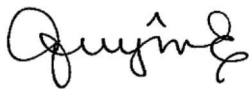
- B. Miscellaneous -** The library is hosting a plant swap table next week in the cafe co-sponsored with the Kalamazoo Plant It Forward group.

X. Adjournment

Library Board Chair Friedman said if there was no further business to be considered, that she would adjourn the regular board meeting of September 28, 2026.

DISPOSITION: The regular board meeting of September 28, 2026 was adjourned at 6:22 PM.

Recorded and Transcribed by,



Quyen Edwards

Library Board Secretary