PETOSKEY DISTRICT LIBRARY
Board of Trustees Meeting Minutes
Thursday, July 30, 2026

This meeting was held in the Carnegie building, and was called to order by President Kim Block at 5 pm. All Board members were present, including the new student Board member Brielle Burris.

Agenda: The agenda was approved by unanimous consent.

Public Comments: none

Approval of Minutes: The minutes of the regular meeting of June 25, 2026 were approved by unanimous consent.

Approval of Bills: In response to a question from Amy, Val explained that the annual shred it day did not have a sponsor this year, but the opportunity is very popular and she expects to find another sponsor for next year. Payment of the bills from June, 2026 was approved by unanimous consent.

Treasurer's Report on Financial Statements: Trevor stated that the financial reports continue to look good.

Reports:

- Friends of the Library - Merry Baxter reported that the Friends' summer book sale netted $3007, which is about the same as last year.
- Comments/questions from Township Representatives - No representatives were present.
- Director's Report - In addition to her written report, Val stated that four new employees are in the process of orientation and training and the quarterly library newsletter has been contracted out. Amy inquired about the work load of the staff. Val indicated that she plans to be in constant communication with staff about that. Val had spent time with

the architect earlier in the day and updated the Board on the Master Plan. She circulated printouts of a design which would include a glassed-in bump-out to increase space and light on the lower levels of the building on the west side and included an outdoor space on the second floor. There was also a plan to move the circulation department into the rotunda, with more visibility for the public and more consolidated staff space. There were many questions and much discussion about these concepts.

Board Members Comments: Kim thanked Val for all her hard work with the architects. She extended an official welcome to Brielle, attending her first meeting as the new student board member.

Unfinished Business: none

New Business:

1. New Policy - Notary Services - Val explained that there has not been an official policy for this service in the past. At this point there will be two notaries on staff. *Amy moved and Laura seconded to approve the new Notary Services Policy as presented. Motion was approved unanimously.
2. Budget Discussion - This was a preliminary discussion. Val pointed out that elevator upgrades will be necessary in 2027 and following the strategic plan will require some expense. Board members should let Val know if there is anything they would like to see added to the budget. The fund balance is on track with the current budget.

Public Comments: none

The meeting was adjourned at 5:49 pm. Board members then participated in a walk-through of the Carnegie building.

Respectfully submitted,
Ann Ingles, Secretary