

DOROTHY HULL LIBRARY – WINDSOR TOWNSHIP

April 16, 2026 BOARD MEETING held at  
405 W. Jefferson St., Dimondale, MI 48821

**DRAFT MINUTES**

**Present:** Gould, Iverson, Meade, Reznick, Sabourin

**Excused:** Allen

Pledge of Allegiance led by President Reznick. President Reznick called the meeting to order at 6:01pm.

**Public Comment:** None.

**Consent Agenda:** Motion to approve consent agenda and March financial reports pending audit made by Reznick, second by Iverson, unanimously approved.

**Director’s Report:** Director Gillham reported on library operations.

**Committee Reports:**

Finance Committee – No report.

**President’s Report:**

1. **Comprehensive Master Plan** - Reznick reported progress on tasks. Let the record show that Kate’s emergency contact list will satisfy item 11 on the CMP. Discussion on communications item. Discussion on potable water item. Recommendation to ask plumbers about feasibility of installing softener during plumbing project.
2. **DBA – Name:** Reznick reported on progress for project.

**Unfinished Business:**

1. **MERS**
  - a. Marketing – Reznick recommended marketing about MERS should come after MERS sign up is complete. Trustees in agreement.
2. **Contingency Funding** – Sabourin offered the Resolution 2026-001 Resolution to Create a Committed Contingency Fund, seconded by Iverson. Sabourin read the resolution aloud.

Roll Call Vote:	Allen	Absent
	Gould	Yes
	Iverson	Yes
	Meade	Yes
	Reznick	Yes
	Sabourin	Yes

## **New Business:**

1. **Circulation Policy** - Gillham presented proposed edits to the circulation policy. Discussion on ID requirements for signing up for a library card. Discussion on residency. Trustees recommend including “at director’s discretion” to determine unique residency situations. Discussion on policy for library of things. Recommendation to lower the barrier to entry for patrons accessing the library of things. Discussion on fines for lost items. Discussion on consequences for overdue items and when an item is considered lost. Discussion on when a refund can be made for payment of lost item. Discussion on excluding closed days and holidays in loan period; trustees recommend keeping the current procedure for the policy. Discussion on refund period again, including application to different types of library materials. Recommendation to leave policy for refund period as is for all materials, except hotspots; any payment for lost hotspots will not be refunded. Discussion on “claims returned” amount for each patron. Recommendation to include claims returned process for a lifetime allowance of three in the policy. Discussion of requirements for children’s cards, particularly about requirement of writing name. Recommendation to leave this as is. Gillham presents on lines she proposes to strike and add; trustees in agreement. Gillham recommends adding line that library is not in loco parentis; trustees agree. Discussion on patron monopoly on hotspots. Gillham recommends including legal liability statement for hotspot use. Discussion on replacement fine for items that do not have a price listed in library system. Recommendation to raise it to \$25. Support to include statement on lost cards.
2. **Director’s Evaluation** – Reznick reported on 2026 goals set for the Director and stated Gillham will report on goal progress in her Director’s Report.
3. **Go Fund Me** – Reznick reported on Finance Committee’s discussion on the current GoFundMe account. The Committee recommends moving the money in the account to the general fund. Discussion on how people can donate to the library. Trustees support the committee’s recommendation. Motion to move the balance of the GoFundMe account to the general fund and delete the GoFundMe made by Sabourin, second by Gould, unanimously approved.
4. **Full vs Part Time** – Reznick reported on issue that came up during MERS application regarding full-time employee classification. Discussion ensued. Recommendation to give part-time employees the option to participate in the same MERS retirement accounts as full-time employees.

**Public Comment:** None.

Motion to adjourn made by Sabourin, second by Iverson, unanimously approved at 7:18pm.

Minutes prepared by Molly McBride.