

DOROTHY HULL LIBRARY – WINDSOR TOWNSHIP

July 17, 2025 BOARD MEETING held at

405 W. Jefferson St., Dimondale, MI 48821

MINUTES

**Present:** Susanne Allen, Carol Gould, Jacob Iverson, Lynda Meade, Linda Reznick, Gloria Sabourin.

**Public Present:** Director Kate Gillham, Molly McBride.

Pledge of Allegiance led by President Reznick.

Call to Order at 6:00pm by President Reznick.

**Public Comment:** None

**Consent Agenda:**

Motion to approve June Minutes and financial statements made by Iverson, second by Gould, unanimously approved. Motion to approve July 9, 2025 Special Meeting minutes with changes made by Reznick, second by Allen, unanimously approved.

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

**Financial Report:**

Director Gillham reviewed committee activity and the draft 2026 Budget. Discussion ensued on 2026 budget. Motion to give all staff a 3.5% raise in 2026 made by Sabourin. Meade opposed before a second was made. Discussion ensued. Motion to give 3.5% raise to Gillham and McBride and a 4% raise to Eastman made by Meade, with a need to put a process in place for determining merit raises in 2026, second by Iverson, unanimously approved.

**Facilities Report:** No update.

**Human Resource Committee:** President Reznick reported on committee activity.

**Strategic Committee:** No report given.

**President's Report:** President Reznick reported on board activity.

**Unfinished Business:**

Motion to change order of unfinished business to Volunteer Letter, Comprehensive Master Plan, then Bylaws first made by Reznick, second by Gould, unanimously approved.

1. **Volunteer Letter:** Motion to reassign the task of determining Volunteer Policy exceptions will be decided to Kate made by Reznick, second by Iverson, unanimously approved. Board reviewed

written response to Jacqueline Wood's letter. Motion to accept and send the response letter made by Sabourin, second by Allen, unanimously approved.

2. **Comprehensive Master Plan:** Board reviewed synthesized data from CMP priority process. Next steps in CMP creation discussed.
3. **Bylaws/ Committee Structure and Internal Communication Plan:** President Reznick reviewed changes to bylaws following proposal on committee structure presented at last month's board meeting. Motion to accept the second draft of the bylaws as is made by Reznick, second by Sabourin, unanimously approved.
4. **Board and Director Evaluations:** Board reviewed Director Gillham's evaluation. Board asked for feedback from Director Gillham on her reflection. Discussion ensued.
5. **Board and Director Goals:** No update.
6. **75<sup>th</sup> Anniversary Celebration:** McBride reported on update.
7. **Strategic Plan:** no update.

**New Business:**

1. **Audit:** Director Gillham reported on results of 2025 audit. Discussion ensued.
2. **Insurance:** President Reznick reviewed the 2026 insurance plan. Discussion ensued.
3. **Lease:** Motion to retain the 2026 lease with the Windsor for \$8000 with revision that we request they pay 25% of building maintenance and improvement made by Reznick, second by Gould, unanimously approved.
4. **Millage Resolution:** Reznick reviewed millage resolution for 2026. Discussion ensued with proposed changes to be voted on at the budget hearing.

**Public Comment:** none.

Motion to adjourn made by Gould, second by Sabourin, unanimously approved at 7:13pm.

Minutes prepared by Molly McBride and approved by Secretary Gloria Sabourin.