

DOROTHY HULL LIBRARY – WINDSOR TOWNSHIP

November 20, 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

Pledge of Allegiance led by Trustee Reznick.

Call to Order by Reznick at 6:00pm.

Public Comment: None.

Consent Agenda: Discussion on status of retirement contributions for staff. Discussion on October minutes. Motion to approve consent agenda with changes to minutes made by Reznick, discussion, second by Gould, unanimously approved.

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

Committee Reports:

1. Ad Hoc HR Committee – Committee reported on activity. Discussion on the process of evaluating the Director, setting yearly goals, and compensation. Motion to approve the process as presented by the committee, approve the 1% increase as proposed, and approve the midterm payment to direct made by Reznick, second by Iverson, unanimously approved.
2. Ad Hoc Attorney Committee – Committee reported on activity. Will report in January.
3. Finance Committee – Director Gillham reported on activity. End of year budget amendment will happen next month.

President's Report: President Reznick reported on her planned activities and disbanded the ad hoc HR Committee.

Unfinished Business:

1. Director Goals: Per new evaluation process, Director Gillham and President Reznick will determine goals.
2. 75th Anniversary Celebration – Discussion on planning process.

3. Comprehensive Master Plan – Review of work completed and discussion on next projects. Reznick proposes to create an ad-hoc committee to create a landscaping plan in January for January board meeting, with Allen and Gould. Trustee Meade requests the record show that she believes we should increase accessibility and reduce risk in assessing the parking lot.
4. Secure Contingency Funding Level – Reznick reported on activity for this to happen in finance committee.
5. Thank You Letter – Reviewed a letter to send to Gov Whitmer.

New Business:

1. 2026 Holidays – Discussion on 2026 holiday schedule. Motion to close on 12/26/2026, remain open on Juneteenth, and grant one floating holiday to each staff made by Allen, second by Iverson, unanimously approved.
2. 2026 Board and Finance Meetings – Motion to approve 2026 meeting schedule made by Reznick, second by Meade, unanimously approved.
3. Marketing – Board will talk about ideas in January.
4. Director's Contract – Discussion over the Director's contract and the Personnel Policy. Motion to approve contract as amended by made by Sabourin, second by Gould, unanimously approved.

Public Comment: None.

Motion to adjourn at 7:30pm made by Gould, second by Sabourin, unanimously approved.

Minutes prepared by Molly McBride, approved by Trustee Sabourin.