Meeting Minutes
Pentwater District Library
Regular Meeting Agenda
Tuesday, September 22, 2026, 5:30 p.m.
Pentwater District Library, 402 E. Park Street, Pentwater, MI 49449

Call to Order: 5:30 pm by Valerie Church-McHugh

Roll Call: In attendance: Valerie Church-McHugh, Amber Jaeb, Joan LundBorg, Kendra Flynn. Absent: Jennifer Gwillim, Elly Bainbridge, Linda VanGills Also in attendance: Mary Barker, Director

Public comment on regular meeting agenda items (three minutes maximum) – none

Meeting Agenda – Review and Action: Motion by Jaeb with support from LundBorg to accept agenda as presented. *Approved*

Consent Agenda – Review and Action: Motion by Flynn with support from LundBorg to accept consent agenda. *Approved*.

The consent agenda contains all routine items or business on which no disagreement or debate is anticipated. (Upon the request of any board member, an item shall be removed from the consent agenda and placed on the regular agenda under New Business).

A. **Minutes:**
   Regular Meeting August 18, 2026
B. **Payment of Bills**
C. **Library Stats**
   August 2026
   Materials purchased FY 26-27

President's report: Nothing new to share. All updates included in planned agenda.

Treasurer's report: Included in packet and presented by Flynn. Reviewed by board members. Motion by Jaeb with support from Church-McHugh to accept the April financial report. *Approved*.

Committee reports:

Policy Committee: Second Reading of PDL Policy – Social Security Number Privacy Policy. Motion by Flynn with support from Jaeb to accept the Social Security Number Privacy Policy. *Approved*.

Advocacy/PR and communications: Flynn and Church-McHugh attended village council meeting 9/14/26. Shared that

Finance Committee: Met 9/11/26 and discussed new millage income, updating bank accounts, account designations, fund balance policy, prioritizing capital projects, and the audit.

Personnel Committee: Nothing to report

Building and Grounds Committee: Next meeting tentatively planned for October 2026.

Director's Report: Included in packet and presented by Mary.

Continued Business

Strategic Planning – Mission, Vision, Values work session planned 9/22/26 @ 5:30 pm

Canceled Generator

Board members terms ending December 2026 – Jaeb and Bainbridge

Friends group – meeting 9/21/26 @ 2pm

New Business

Audit – results back and shared with board members

Summer reading stats

RFP – capital projects – draft shared with board members

Other items from Board of trustees or Director:

Flynn shared that the library was discussed by a village resident during both the Pentwater Township and Village of Pentwater meeting. Topic was regarding the millage.

Public Comment on Pentwater District Library Matters: None

Adjournment: Motion by Flynn with support from LundBorg to adjourn.

Meeting adjourned at 6:49 pm

Draft minutes submitted 9/15/26

Amber Jaeb, Secretary