Pentwater District Library
Regular Meeting Agenda
Tuesday, June 16, 2026, 5:30 p.m.
Pentwater District Library, 402 E. Park Street, Pentwater, MI 49449

Call to Order: 5:32 pm by Valerie Church-McHugh

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

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

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

Consent Agenda – Review and Action: Motion by Jaeb with support from Church-McHugh 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: Board of Trustee meeting April 21, 2026**
- **B. Payment of Bills**
- **C. Library Stats**

President's report: Presented by Church-McHugh – discussed if committee members would prefer a paper packet vs electronic. Each board member will share their preference with the director.

Treasurer's report: Included in packet and presented by Church-McHugh. Discussed moving the total budget amount to one account vs having it divided up among multiple accounts. Will continue to discuss. Motion by LundBorg with support from VanGills to accept the April financial report. *Approved*.

Committee reports:

Policy Committee:

Animals in the Library Policy- second reading. Motion by Gwillim with support from Bainbridge to approve the policy with revisions. *Approved*.

Fund Balance Policy- second reading: will require a third reading. Ongoing discussions and interpretations to be continued next month.

Investment Policy- second reading. Motion by Bainbridge with support from Gwillim to approve the policy. *Approved*.

Harassment and Discrimination Policy- second reading. Motion by Gwillim with support from Bainbridge to approve the policy with revisions. *Approved*.

Whistleblower Policy – second reading. Motion by Gwillim with support from VanGills to approve the policy with revisions. *Approved*.

Advocacy/PR and communications: Nothing to report

Finance Committee: Nothing to report

Personnel Committee: Nothing to report

Strategic Planning Committee: Changes to strategic plan suggested and adopted from two board members. Will continue to edit and revise as needed.

Building and Grounds Committee: Nothing to report. Will resume discussions during August meeting.

Director's Report: Included in packet.

Continued Business

Millage – Attorney, ballot language, planning. Discussed outreach activities and planned for a special board meeting for July 28th at 5:30.

Strategic Planning Committee – Update. Idea sharing on how the Friends group can continue to support the library. Work session and second reading of strategic plan set for July 28th at 5:30

New Business

Memorandum of Understanding/Borrowing Agreement – agreement has been updated with our new name. Agreement is between Pentwater, Hart, and Shelby libraries. Motion by Gwillim with support from Jaeb to approve updated Memorandum of Understanding/Borrowing Agreement

Adjournment Motion by Bainbridge with support from VanGills to adjourn.

Meeting adjourned at 7:05 pm

Draft minutes submitted 6/18/26

Amber Jaeb, Secretary