White Pigeon Library Board Meeting Minutes
January 27, 2025

Call to order:
Board Vice-President Heidi Needham called the meeting to order at 5:30 p.m. Present were board members Heidi Needham, Margaret Raul, Gloria Weinberg and Jan McDowell. Library Director Perri Saunders and Assistant Director Lisa Hofmeister were also present. Lynne Kasey and Pam Shenk were absent.

Approval of Agenda:
Margaret motioned to approve the agenda and Jan seconded. The motion carried.

Approval of September Meeting Minutes: Gloria motioned to approve the minutes and Margaret seconded the motion.

Vote to approve pre-paid bills and bills to be paid: Gloria motioned to accept bills and Heidi seconded approval of the bills. A roll call vote by Heidi called for.

Heidi – yes	Pam – absent	Margaret – yes
Gloria – yes	Lynne – absent	Janet – yes

Treasurer's report: Perri presented the treasurer's report.
Perri noted the total assets of $498,838.12.
She has moved savings from SB&T (Content Improvements) to Flagstar Bank. Interest paid will be 3.39% vs .04%.
CD 1 updated 1/21/25 – 120 days 4.3%

Margaret motioned to accept the Treasure's reports and Heidi seconded. The motion carried.

Heidi – yes	Pam – absent	Margaret – yes
Gloria – yes	Lynne – absent	Janet – yes

Director's report: Perri presented the Director's report.
She reported that program numbers were really good for the month of December. We had 134 more books checked out in December 2024 than in December 2023 and our patron interactions were very good.
Margaret motioned the acceptance of the Directors report and Gloria seconded. The motion carried.

Policy discussion: None

Audit: Joe Verlin from Gabridge & Co. was scheduled to present results of our audit but did not call in as scheduled for our meeting. Report will be rescheduled. Please bring audit packet to the next meeting.

Old Business:

Bookmobile Process: Total amount raised $196,092.29
One Lobby Stop and School visit completed
Eight stops scheduled for February
Will continue to raise funds for OVIE support
Eight STEM/STEAM kits are nearly ready for circulation
Memory connection collection now ready to circulate

Welcome Baby early Literacy Bags for the Community – The materials have been paid for with part of the Innovation Grant from Woodlands Library Cooperative.
Pam suggested that the bags be available at the library and on the Bookmobile.

Staff wages – Abby and Morgan have received raises in anticipation of the Michigan minimum wage increase on February 21, 2025.

Winter Reading Program - Explore OVIE January 6th through February 8th. 20 Kids signed up so far. Grand prize is a Winter Fun Basket.

Staff Dinner – February 8th @ West on Warren

New Business:

2024-2025 Goals – Hand out given to board members.

Perri's vacation day – Perri will be allowed to carry over one vacation day to January 2, 2025 due to calling her in to cover for staff shortage on December 31, 2024 and January 3, 2025.

Judy and Pat are retiring – Judy's last day will be February 11th and Pat's last day will be March 15th.

New Hire- Erica VanZile

ESTA – Earned Sick Time Act will be in place February 21, 2025. One hour of sick time for every 30 hours worked.

Puzzle Race – February 22nd at 10:00 a.m.

Love My Library, Love My Community - Personal care items drive will take place all of February.

Gardening Basics – Master Gardener Jeff Lehman will present program March 4 at 5:30 p.m.

Lego Month - Lego activities the month of March include Bingo, movie, Lego Club, guess the number of Legos in a jar, and the community Lego structure.

Additional Topics:
Reminder to fill out evaluation form and give to Heidi

Adjournment: 7:04 p.m.

The next Library Board meeting is **Monday February 24, 2025 at 5:30.** This meeting will be held in person unless otherwise advised by executive order.

Respectfully submitted,
Janet McDowell

White Pigeon Library Board Meeting Minutes
February 24, 2025

Call to order:
Board President Pam Shenk called the meeting to order at 5:32 p.m. Present were board members Pam Shenk, Margaret Raul, Gloria Weinberg and Jan McDowell. Library Director Perri Saunders and Assistant Director Lisa Hofmeister were also present. Lynne Kasey and Heidi Needham were absent.

Approval of Agenda:
Margaret motioned to approve the agenda and Pam seconded. The motion carried.

Audit: Joe Verlin from Gabridge & Co. presented results of our audit via Zoom. The opinion of the audit was clean and unmodified as of June 30, 2024. Annual Report distributed.

Approval of last meeting's minutes: Gloria motioned to approve the minutes and Margaret seconded the motion. Pam abstained.

Vote to approve pre-paid bills and bills to be paid: Janet motioned to accept bills and Pam seconded approval of the bills. Pam called for a roll call vote.

Heidi – absent	Pam – yes	Margaret – yes
Gloria – yes	Lynne – absent	Janet – yes

Treasurer's report: Perri presented the treasurer's report.
Perri noted the total assets of $474,233.84
Perri noted that money in the WPTL Outreach Fund will be used to pay the larger expenses for OVIE, and the smaller expenses come from the general fund.

Margaret motioned to accept the Treasurer's reports and Janet seconded. The motion carried.

Heidi – absent	Pam – yes	Margaret – yes
Gloria – yes	Lynne – absent	Janet – yes

Director's report: Perri presented the Director's report.
Perri noted that there was a nice increase in circulation numbers over last year's stats. In Person program numbers were low this month, but patron interaction numbers were good (1145) and 12 new classroom cards were added.

Gloria motioned the acceptance of the Director's report and Margaret seconded. The motion carried.

Policy discussion: VIII. Personnel Policy Employee Handbook was tabled until the March meeting to give board members a chance to study the information.

Old Business:

Bookmobile Process: Total amount raised $196,185.21

- Two lobby stops and four community visits completed
- Will continue to raise funds for OVIE support
- Working on cataloging STEM/STEAM kits for circulation
- Winter Reading Program – Explore OVIE! Thirty-one kids participated.
- Staff Dinner – Held at West on Warren, staff enjoyed and said thank you!
- Welcome Baby Kits – Eight bags given our so far
- Judy and Pat are retiring – gathering at Wine About It March 6 @ 6 p.m.

ESTA – Earned Sick Time Act will be in place February 21, 2025. One hour of sick time for every 30 hours worked. This has been pushed back to July 1, 2025.

Puzzle Race – February 22nd at 10:00 a.m. 10 attended.

Love My Library, Love My Community- Personal care items drive will take place all of February.

Gardening Basics – Master Gardener Jeff Lehman will present program March 4 at 5:30 p.m.

Lego Month - Many activities during the month of March.

2024-2025 Goals – Hand out given to board members

New Business:

Judi and Pat are retiring – Judy's last day will be February 11th and Pat's last day will be March 15th.

New Hire- Seth Miller – Clerk/Outreach Specialist. Pay will start at $14.00/hr, $16.00/hr once driving

Summertime Tunes 2025

- **7/9** Kevin Wolff – country band
- 7/16 JP & the Energy – Modern pop and rock
- 7/23 The Hipposonics – Covers from the 80"s
- 7/30 The Bulldogs – 50's and 60's rock and roll

Director evaluation by staff summary – copy provided to all board members

Director self-evaluation – copy provided to all board members

Additional Topics:

Adjournment: 7:00 p.m.

The next Library Board meeting is **Monday March 24, 2025 at 5:30.** This meeting will be held in person unless otherwise advised by executive order.

Respectfully submitted,

Janet McDowell

White Pigeon Township Library Board Minutes

March 24, 2025

Call to Order Board President Pam Shenk called the meeting to order at 5:35 pm. Also present were board members Heidi Needham, Margaret Raul, and Gloria Weinberg. Director Perri Saunders and Assistant Director Lisa Hofmeister attended. Board members Jan McDowell and Lynne Kasey were absent.

Approval Of Agenda Gloria moved and Margaret seconded to approve the agenda. The motion carried unanimously.

Michael Rivera of **Streamline** Zoomed a presentation about their software to replace **Weebly** that will also make the library sites ADA compliant. They work with the MLA and have waived the start-up costs. The cost will be $2280.00, billed annually.

Approval of Last Meeting's Tabled due to lack of a voting quorum.

Vote to Approve Pre-paid Bills and Bills to be Paid Pam moved and Gloria seconded to approve the pre-paid bills and bills to be paid. The motion passed unanimously with a roll call vote.

Treasurer's Report Perri presented the Treasurer's Report. Township taxes are arriving slowly with more expected. We have completed two-thirds of the fiscal year. Perri talked about plumbing repairs to a check valve this month. Gloria moved and Pam seconded to accept the treasurer's report. The motion was approved unanimously.

Director's Report Perri noted that there have been good circulation numbers this month with circulation numbers increasing month-to month. There have been several new users of Hoopla and Libby recently. Three donations to Summertime Tunes were accepted this month. Gloria moved and Margaret seconded to approve the Director's Report. The motion carried unanimously.

Policy Discussion - VIII. Personnel Policy/Employee Handbook Revisions were reviewed. Heidi moved to accept the revised Policy/Employee Handbook. Margaret seconded the motion. Motion carried.

Old Business

Bookmobile progress – The total reported remains at $196,185.21 with more to come when reported by the SACF.

- 3 lobby stops and 7 community stops and 2 special events
- The special Events were Kindergarten Round-up at the elem. school and SJC preschool Spring enrollment
- Will continue to pursue fundraising opportunities for OVIE support

Erica is working on cataloging STEM/STEAM kits for circulation. There are many step involved in preparing the kits.

Earned Sick Time Act (ESTA) was enacted in MI Feb. 21, 2025. One hour of sick time for every 30 hours worked. The library will begin computing and allowing ESTA as of July1, 2025.

Gardening Basics with Master Gardener Jeff Lahman in March was attended by 20 and deemed a great program by attendees.

March has been *Lego Month* with many Lego-themed activities: guess the candies, Lego sculpture, Lego Club (10 attendees), Lego Movie (0 attendees), and Lego Bingo scheduled for March 26th.

New Business

Perri and Lisa are both on vacation March 28 to April 7th. The staff is ready to cover their absences.

Used Book Sale April 18th-19th. Proceeds will be added to the OVIE funds.

Friends of the Library meet April 23 at 9:30 am. All are welcome to meet new people and volunteer in projects to support the library.

Library Advocacy Day in Lansing is April 30th. Seth, Lisa and Perri will attend with Ovie. They are excited to share our truck and trailer bookmobile with other librarians.

Mother's Day Store is May 9th at 3 pm. Donations of new/slightly used items that kids might want to give to their mothers will be appreciated.

Summer Reading Program starts June 2nd to July 12th with the theme *Color Our World*. The staff is planning many exciting events including reps. from the K'zoo Symphony, a Glow Week and a chalk wall in the Children's Area.

Summertime Tunes 2025 Schedule:

7/9 Kevin Wolff – country band

7/16 JP & The Energy – modern pop and rock

7/23 The Hipposonics – covers from the 80s to today

7/30 The Bulldogs – 50s and 60s rock and roll

Perri continues to seek donations to cover the cost of Summertime Tunes.

New and more security cameras have been upgraded and replaced.

Discussion was held about a patron who has been banned from the library for 90 days for repeated conduct issues. The police have been involved with the issues. Staff has been trained about how to deal with the patron.

Director Evaluation

Staff evaluation of Director: A little more clarity in comments would be helpful to Perri and the Board.

Director Self-Evaluation**:** Discussion followed.

Board Evaluation: Heidi presented the compilation of the Boards' individual evaluations of Perri's performance. The Board is very satisfied with Perri's performance.

The next Library Board meeting will be Monday, April 28, 2025 in the Dorothy Lee Room of the Library.

Adjournment The meeting was adjourned at 7:38pm.

Respectfully Submitted,

Heidi Needham
Acting Secretary

White Pigeon Library Board Meeting Minutes
April 28, 2025

Call to order:
Board Vice- President Heidi Needham called the meeting to order at 5:35 p.m. Present were board members Heidi Needham, Margaret Raul, Gloria Weinberg and Jan McDowell. Library Director Perri Saunders and Assistant Director Lisa Hofmeister were also present. Lynne Kasey was absent and Board President Pam Shenk arrived at the 6:30 due to another commitment.

Approval of Agenda:
Margaret motioned to approve the agenda and Jan seconded. The motion carried.

Approval of last meeting's minutes: Gloria motioned to approve the minutes of March 24 and also the minutes of February 24 due to a lack of voting quorum. Margaret seconded the motion. Jan abstained on the approval of the March minutes due to absence.

Vote to approve pre-paid bills and bills to be paid: Gloria moved and Margaret seconded to accept pre-paid bills and bills to be paid. Heidi called for a roll call vote.

Heidi – yes	Pam – absent	Margaret – yes
Gloria – yes	Lynne – absent	Janet – yes

Treasurer's report: Perri presented the treasurer's report.
Perri noted the total assets of $544,352.15. Township taxes are still coming in, and should be received in full by May's meeting. Perri plans to move CD1 which matures on 5/20/25 to a short term CD so she can purchase new awnings for the library. She is currently getting quotes. Jan moved and Gloria seconded to accept the treasurer's report. The motion was approved.

Heidi – yes	Pam – absent	Margaret – yes
Gloria – yes	Lynne – absent	Janet – yes

Director's report: Perri presented the Director's report.
Perri noted that there were six new users on hoopla and ten new users on Libby this month. Perri and Lisa have been closely monitoring hoopla to keep the use within the monthly budget they have set. Margaret moved and Gloria seconded to approve the Director's Report. The motion carried.

Policy discussion: Handout – VIII. Personal Policy and Employee Handbook which were approved in March.

Old Business:

Bookmobile Process: Total amount raised $196,185.21

Four lobby stops, 21 community stops, and 3 special events to date.

Continuing fundraising for OVIE

Lego Month: Lego Club - 10

Lego Movie - 0

Lego Bingo - 8

Used Book Sale: $130.50 raised so far. Funds to go to OVIE.

Friends Meeting: Voted to donate $1,000 to Summertime Tunes and $100 toward the Summer Reading Program. Friends are thinking of disbanding if they can't find new members.

Library Advocacy Day in Lansing – April 30 Perri, Lisa, and Seth are taking OVIE to display and to talk about the library's journey to acquire and run OVIE.

Summer Reading Program – June 2 to July 12 Color our World (How art and creativity enrich our lives)

6/2 Paint the Town - participants will be given chalk and will be encouraged to decorate sidewalks around the library

6/9 Piano Fun - Stacey Deverna's student recital June 24th at 4-5p.m.

6/16 Colorful faces - Face painting all week

6/23 Musical Magic - KSO Musical Storybook June 24 at 4-5 p.m.

6/30 Celebrate Art - Student Art Display all week

7/7 Glow Week - Glow Party July 10th at 6-7 p.m.

New Business:

Thank a Hero – April 28th – May 9 collection for our firefighters

Student Art Showcase May 5 – May 17 – The Public will come in to vote for their favorite artwork done by the White Pigeon MS/HS kids.

Summertime Tunes 2025

7/9 Kevin Wolff – country band

7/16 JP & the Energy – Modern pop and rock

7/23 The Hipposonics – Covers from the 80"s

7/30 The Bulldogs – 50's and 60's rock and roll

Staff wage proposal – President Pam Shenk presided over this portion of the meeting. After review and discussion of the proposed wages document, Jan McDowell moved that the board accept the wage package as proposed for hourly staff. In the same motion, she moved to approve the wage increase for Perri as noted in the proposed wages document. Heidi Needham seconded the motion. The motion passed unanimously with a roll call vote.

The Board appreciates the staff's creativeness, professionalism and enthusiasm for their jobs and community. It is our responsibility as a board to make good financial decisions throughout the year to support good competitive wages and attract quality employees. We are pleased to work for you and our community.

Additional Topics:

Adjournment: 7:20 p.m.

The next Library Board meeting is **Monday May 19, 2025 at 5:30.** This meeting will be held in person unless otherwise advised by executive order.

Respectfully submitted,

Janet McDowell

White Pigeon Library Board Meeting Minutes
May 19, 2025

Call to order:
Board President Pam Shenk called the meeting to order at 5:31 p.m. Present were Pam Shenk, Heidi Needham, Margaret Raul, Gloria Weinberg, Lynne Kasey and Jan McDowell. Library Director Perri Saunders and Assistant Director Lisa Hofmeister were also present. Attendees at the meeting were White Pigeon Village Trustee Diane Fenner, Township Treasurer Anita Casada and Paige Willis.

Approval of Agenda:
Gloria motioned to approve the agenda and Margaret seconded. The motion carried.

Approval of last meeting's minutes: Margaret motioned to approve the minutes of April 28th meeting, Heidi seconded the motion. The motion carried.

Vote to approve pre-paid bills and bills to be paid; Heidi moved, and Margaret seconded to accept pre-paid bills and bills to be paid. Pam called for a roll call vote.

Heidi – yes	Pam – yes	Margaret – yes
Gloria – yes	Lynne – Yes	Janet – yes

Treasurer's report: Perri presented the treasurer's report.
Perri noted the total assets of $614,127.10. Township taxes are arriving steadily with more expected to come in. Perri plans to move CD1 which matures on 5/20/25 to a short-term CD. Gloria moved and Pam seconded to accept the treasurer's report. Pam called for a roll call vote.

Heidi – yes	Pam – yes	Margaret – yes
Gloria – yes	Lynne – yes	Janet – yes

Director's report: Perri presented the Director's report.
Perri noted that there were 4 users new to Hoopla and 5 users new on Libby this month. Perri and Lisa have been closely checking Hoopla to keep the use within the monthly budget they have set. Perri also noted that patrons appreciate the convenience of using their debit cards to pay for various fees at the library as shown in the Square Report. Margaret moved and Gloria seconded to approve the Director's Report. The motion carried.

Policy discussion: None

Old Business:
Bookmobile Process:

Four lobby stops, 27 community stops and 6 special events.
Special events were Kindergarten Round-up, SIC Spring Enrollment, MS and HS Sporting events, Library Advocacy Day, and Little League Kick-Off Day.
Continuing fundraising for OVIE
Bronze sponsorship coming for Mary Deisler memorial. $1,000.00
Adding a few scheduled stops to the schedule. Fish Lake, Blind Brewery, Rivercrest Subdivision.

Library Advocacy Day in Lansing – April 30 Went very well.
Summer Reading Program – June 2 to July 12 Color our World (How art and creativity enrich our lives)

6/2 Paint the Town - Participants will be given chalk and will be encouraged to decorate sidewalks around the library
6/9 Piano Fun - Stacey Deverna's student recital June 10th at 4-5p.m.
6/16 Colorful faces - Face painting all week
6/23 Musical Magic - KSO Musical Storybook June 24th at 4-5 p.m.
6/30 Celebrate Art - Student Art Display
LMH 7/7 **Glow Week** – Glow Party July 10th at 6-7 p.m.

Thank a Hero – April 28th – May 9 collection for our firefighters. Great Day! Thirteen little ones attended. The Firemen gave a great program!
Student Art Showcase May 5 – May 17 – Many viewers and voters !
Summertime Tunes 2025- Location **question** due to construction in the park.

7/9 Kevin Wolff – country band
7/16 JP & the Energy – Modern pop and rock
7/23 The Hipposonics – Covers from the 80"s
7/30 The Bulldogs – 50's and 60's rock and roll
Food trucks will be on site. 6:00-8:00!

Story Time May 9th - Firefighter Story Time Fireman/fire truck visit. 16 kids, 4 babies, lots of parents/grandparents. Great day! Thank-you to the Firemen that visited and presented a wonderful program.
Streamline Website - Will follow ADA standards. If a picture is on the library web site with font size, contrast, and other guidelines. Also, the vision impaired user will be able to get a verbal description of the pictures on the website.

New Business:
Perri and Lisa attended a yearly area director's meeting on May 13th.
Youth Employment and volunteering changes – are effective immediately. Students must register (eventually, once site is created) online and will only be allowed to work 3 hours per day.
Father's Day Store - June 14th 11:00-12:30
Flag Collection- June 9th- June 14th at the library. Flags can also be deposited in the box behind the Village Office at anytime during the year.
White Pigeon Days Car Show and Parade – OVIE will be in the parade and at the car show.

Additional Topics: none

Adjournment: 6:28 p.m.

The next Library Board meeting is **Monday June 23, 2025, at 5:30.** This meeting will be held in person unless otherwise advised by executive order.

Respectfully submitted,

Janet McDowell

White Pigeon Township Public Library
Special Meeting Regarding the Property at 104 Kalamazoo St., White Pigeon, MI 49099
June 30, 2025

Call to Order: Board President Pam Shenk called the meeting to order at 11:10am. Present also were Board members Heidi Needham, Gloria Weinburg and Lynne Kasey. Library Director Perri Saunders and Assistant Director Lisa Hofmeister also attended.

Approval of Agenda: Heidi moved to approve the agenda. Gloria seconded the motion. The motion carried.

The director informed the board that the property to the north of the library (address above) has been placed on the market. Since the library has for years been interested in expanding into that space if it became available and has been setting aside funds for future expansion, she requested the board consider making an offer to purchase.

The Board discussed the proposed use of the property for outdoor programming and educational space, pros and cons of the purchase at this time, zoning restrictions, which accounts from our assets the purchase price would come from, and additional costs for improving and caring for the space.

The board visited the property as a group.

Pam Shenk moved that we make a cash offer of $124,900 to the seller with 2 contingencies:

a. the zoning can be rezoned from residential to commercial

b. after asbestos testing (which the library will pay for), if there is a need for asbestos removal, the cost of that may be negotiated with the seller.

Lynne seconded the motion.

Discussion followed.

A roll call vote was taken. Heidi: aye, Gloria: aye, Lynne: aye, Pam: aye. The motion carried.

Adjournment: The meeting adjourned at 12:27 pm.

The next Library Board meeting will be Monday, July 28 at 5:30 pm in the Dorothy Lee Room of the library.

Respectfully submitted,
Heidi S. Needham
Acting Secretary.

White Pigeon Township Library Special Board Meeting

Agenda – June 30, 2025

Call to order
Approval of Agenda

Public comment – see back

Special Library Board meeting called to discuss the possible purchase of 104 N. Kalamazoo St., White Pigeon, Michigan to use as outdoor programming and educational space.

The next Library Board meeting will be held Monday, July 23, 2025 in the Dorothy Lee Room of the Library.

Adjournment

Public Comment

The WPTL Board encourages comments regarding the library from members of the public. The Board asks that each participant's comments pertain to library business. Remember that the Board may not discuss or act upon any issues that are not posted on the agenda. The Board will hear the public comments but will not respond except perhaps to ask questions. Matters brought forth that require a response will be addressed by the Board President as appropriate. All information received is subject to verification. The Board will take public comments into consideration, but any decisions or discussion may occur at a later meeting.

Visitors wishing to speak at the meeting must sign in and state their name and address. Those wishing to observe without comment may do so without identifying themselves.

The Public Comment segment of the Library Board meeting will not exceed 30 minutes total, with each speaker to address the board for one three-minute span per meeting. Public comments regarding items on the Board agenda shall be heard prior to public comments regarding any topics not on the Board agenda. Non-agenda items shall be heard on a first-come, first-served basis. A total of three speakers shall be allowed for each non-agenda item topic. Public comments of non-agenda items extending beyond the 30-minute time frame will be heard after all other business of the Board is conducted.

The Board has requested that no personal names, insults, abusive or profane language be used. Failure to follow this request may cause the public comment to be terminated. Disruptions during the meeting will not be tolerated, and will result in visitors being asked to leave the library grounds.

While complying with the law, the Library Board is committed to providing prompt and equitable resolution of complaints and concerns for patrons, employees, and the general public.

Library policies are available on whitepigeonlibrary.org and in print upon request.

Special Board Meeting

Perri Saunders <p.saunders@woodlands.lib.mi.us> Sun, Jun 29, 2025 at 6:08 PM

To: Margaret Raul <vic.raul@aol.com>, Heidi Needham <hsnwptlib@gmail.com>, Jan McDowell <janet.mcdowell74@yahoo.com>, Lynne Kasey <poffey4@aol.com>, Lisa Hofmeister <wptlibrary@gmail.com>, Gloria Weinberg <teitadj@gmail.com>, Pam Shenk <shenkpost@gmail.com>

There will be a special library board meeting to discuss and make a decision whether or not to purchase the house to the north of the library.

If the purchase were to take place, the goal would be to test for and abate any asbestos (if needed), demolish the house and garage, and finish the lot with grass and simple landscaping to be used as a library greenspace.

The need for more outdoor space has been discussed on and off for years and now that this chance presents itself, can we/should we seize the opportunity?

The home is listed for sale at $124,900. You'll see that the inside is in bad shape.
https://www.zillow.com/homedetails/104-N-Kalamazoo-St-White-Pigeon-MI-49099/217622299_zpid/?utm_campaign=zillowwebmessage&utm_medium=referral&utm_source=txtshare
There was a previous offer on the house, but it fell through and now is listed for sale with a realtor. Time is of the essence, there will be offers on this property (and soon). I know that there's a showing Monday afternoon.

Buying this property:
Pros:
- Opportunity for facility improvement
- Outdoor space for kids' programming and Summertime Tunes
- Community garden space (eventually) and educational opportunities for our patrons
- Avoiding the sharing of parking/property border
- Possible space to store OVIE if the township discontinues allowing us to use the garage

Cons:
- Cost
$125,000 house (full price)
$ 2,500 misc. (surveys, testing, permits, etc.)
$ 2,500 attorney fees
$ 14,000 demo
$ 12,000 asbestos abatement (If there's asbestos, we may negotiate this off the price)
$ 5,000 landscaping
$ 10,000 fencing or shrubbery around perimeter
$170,500

- Public outcry (will there be any?) We hear "It's such a cute little house" alot.
- ANOTHER huge project during a year that we were going to take it easy :)

Right now, we have a CD for $154,000 earmarked for building improvements and an unrestricted CD2 for $18,000+ that would cover the cost of the project. We do also have an excess of funds (about $60,000) in the checking account that could be used.

There are a lot of decisions to make regarding this topic - probably more than I've even thought about. I invite questions before the meeting, but please don't "reply all" as that would violate the open meetings act. Feel free to call or email me at 269-689-0991 or just hitting "reply", or contact Pam at 574-202-1989 or shenkpost@gmail.com

I encourage you to respond with questions, comments, and concerns. This is a huge decision that we're needing to make in a short amount of time.

Please call, text, or email to let me know if you can attend the meeting Monday.

Thank you for your work!
Perri

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Perri Saunders, Director
White Pigeon Township Library
102 N. Kalamazoo St., P.O. Box 399
White Pigeon, MI 49099
269-483-7409
p.saunders@woodlands.lib.mi.us

Brighten the corner where you are.

White Pigeon Library Board Meeting Minutes
June 23, 2025

Call to order:
Board President Pam Shenk called the meeting to order at 5:31 p.m. Present were board members Pam Shenk, Heidi Needham, Margaret Raul, Gloria Weinberg, and Jan McDowell. Library Director Perri Saunders and Assistant Director Lisa Hofmeister were also present. Lynne Kasey was absent.

Approval of Agenda:
Heidi motioned to approve the agenda and Gloria seconded. The motion carried.

Approval of last meeting's minutes: Pam motioned to approve the minutes of May 19, 2025 meeting, Margaret seconded the motion. The motion carried.

Vote to approve pre-paid bills and bills to be paid: Jan moved and Gloria seconded to accept pre-paid bills and bills to be paid. Pam called for a roll call vote.

Heidi – yes	Pam – yes	Margaret – yes
Gloria – yes	Lynne – absent	Janet – yes

Treasurer's report: Perri presented the treasurer's report.
Perri noted the total assets of $646.071.72. We have received $244,827.42 in Township taxes. Perri moved CD2 which matured on 5/20/25 to a short-term CD. She also noted that under professional services she paid $449.58 to ASCAP for music performances and under the insurance (2,047.59) was moved to the bookmobile expenses for better record keeping purposes. Heidi moved and Margaret seconded to accept the treasurer's report. Pam called for a roll call vote.

Heidi – yes	Pam – yes	Margaret – yes
Gloria – yes	Lynne – absent	Janet – yes

Director's report: Perri presented the Director's report.
Perri noted that numbers were very good for the month of May.
Friends of the Library did a membership drive. Fifteen new people attended the meeting.
Donations and grants were received in the amount of $4,237.02 this month.
All programs were well attended this month!

Policy discussion: None

Old Business:

Bookmobile Process:

Four lobby stops, 27 community stops and 6 special events.
Continuing fundraising for OVIE
Special events were Kindergarten Round-up, SIC Spring Enrollment, MS and HS Sporting events, Library Advocacy Day, and Little League Kick-Off Day.
Adding a few scheduled stops to the schedule. Fish Lake, Blind Brewery, River Crest Subdivision.

Summer Reading Program – June 2 to July 12 Color our World (How art and creativity enrich our lives) 95 signed up so far.
6/2 Paint the Town-participants will be given chalk and will be encouraged to decorate sidewalks around the library
6/9 Piano Fun Stacey Deverna's student recital June 24th at 4-5p.m. 46 attended
6/16 Colorful faces – Face painting all week 22 kids participating.
6/23 Musical Magic- KSO Musical Storybook June 24 at 4-5 p.m.
6/30 Celebrate Art – Student Art Display
7/7 **Glow Week** – Glow Party July 10th at 6-7 p.m. Board members are asked to help at the party.

Summertime Tunes 2025-

7/9 Kevin Wolff – country band
7/16 JP & the Energy – Modern pop and rock
7/23 The Hipposonics – Covers from the 80"s
7/30 The Bulldogs – 50's and 60's rock and roll
Food trucks will be on site. 6:00-8:00!

Streamline Website- Will follow ADA guidelines. If a picture is on the library web site, the user will be able to get a verbal description of the picture. Morgan is working hard to tweak the site to better fit our needs.

Fathers Day Store – 35 kids were served.

New Business:

White Pigeon Days Car Show and Parade – OVIE will be in the parade on Friday July 11th @7:00 and parked outside the library for car show. Community will be able to tour OVIE.

Operation Backpack collection begins- this year the library will distribute the backpacks to the children. Homeschooled kids will also be eligible for the backpacks.

Open Mic Night- Date to be announced. Morgan is organizing this event.

2024-2025 Budget Amendments

After review of the amendments Heidi Needham motioned to accept the proposed budget amendments for the 2024–2025 year. Margaret Raul seconded the motion. The motion passed unanimously.

Heidi – yes	Pam – yes	Margaret – yes
Gloria – yes	Lynne – absent	Janet – yes

2025-2026 Proposed Budget

After review of the proposed 2025-2026 budget, Heidi moved to accept the proposed budget and Margaret seconded the motion. The motion passed unanimously.

Heidi – yes	Pam – yes	Margaret – yes
Gloria – yes	Lynne – absent	Janet – yes

2025-2026 Balance Sheet Assets Earmarked

Gloria moved and Margaret seconded to earmark Flagstar CD1/$154.004.68 (Building improvements) and Flagstar CD3/$48,299.52 (Bookmobile Support). The motion passed unanimously.

Heidi – yes	Pam – yes	Margaret – yes
Gloria – yes	Lynne – absent	Janet – yes

Additional Topics:

New Equipment: A new projector and sound bar have been added to the Dorothy Lee Meeting Room!

Adjournment: 6:56 p.m.

The next Library Board meeting is **Monday July 28, 2025, at 5:30.** This meeting will be held in person unless otherwise advised by executive order.

Respectfully submitted,

Janet McDowell

White Pigeon Library Board Meeting Minutes
July 28, 2025

Call to order:
Board President Pam Shenk called the meeting to order at 5:30 p.m. Present were board members Pam Shenk, Heidi Needham, Margaret Raul, Gloria Weinberg and Jan McDowell. Library Director Perri Saunders and Assistant Director Lisa Hofmeister were also present. Lynne Kasey was absent.

Approval of Agenda:
Margaret motioned to approve the agenda and Pam seconded. The motion carried.

Approval of last meeting's minutes: Heidi motioned to approve the minutes of June 23rd. meeting, Margaret seconded the motion. The motion carried.
Approval of June 30th Special Meeting minutes regarding Project 104: Pam motioned to approve the minutes and Gloria seconded the motion. Janet abstained due to absence. The motion carried.
Vote to approve pre-paid bills and bills to be paid; Heidi moved, and Margaret seconded to accept pre-paid bills and bills to be paid. Pam called for a roll call vote.

Heidi – yes	Pam – yes	Margaret – yes
Gloria – yes	Lynne – absent	Janet – yes

Treasurer's report: Perri presented the treasurer's report.
Perri noted the total assets of $632,337.68. We have received $244,827.42 in Township taxes. Perri stated the the Flagstar CD1 (Building Improvements Fund) matured on 7/21/25. Money from that fund will be transferred to the general fund for the 104 Project. Perri also noted that Periodicals expense of $495.95 was for the yearly subscription of the Sturgis Journal and yearly magazine subscriptions. Heidi moved and Margaret seconded to accept the treasurer's report. Pam called for a roll call vote.

Heidi – yes	Pam – yes	Margaret – yes
Gloria – yes	Lynne – absent	Janet – yes

Director's report: Perri presented the Director's report.
Perri noted that circulation numbers were awesome for June! All June programs were well attended by our patrons.

Policy discussion: None

Old Business:

Bookmobile Process:

Five lobby stops, 36 community stops, and 10 special events were made with OVIE.
Recent special events were Summertime Tunes, WP Days parade, and WP Days car show
Continuing fundraising for OVIE
New scheduled stops during summer months (Blind Island Brewery, Rivercrest Subdivision, and Fish Lake (Troyer Rd.) - We will try to continue these through the year.

Summer Reading Program – June 2 to July 12 Color our World (How art and creativity enrich our lives)
6/2 Paint the Town-participants were given chalk and encouraged to decorate sidewalks around the library
6/9 Piano Fun Stacey Deverna's student recital June 24th at 4-5p.m. - 46 attended
6/16 Colorful faces – Face painting all week. – 22 kids participated.
6/23 Musical Magic- KSO Musical Storybook June 24 at 4-5 p.m. - 31 attended
6/30 Celebrate Art – Student Art Display
7/7 **Glow Week** – Glow Party July 10th - 86 attended

Summertime Tunes 2025-

7/9 Kevin Wolff – country band - 45 (in the library)
7/16 JP & the Energy – Modern pop and rock - 79 (ended early due to rain)
7/23 The Hipposonics – Covers from the 80"s - 128
7/30 The Bulldogs – 50's and 60's rock and roll

Food trucks will be on site at 6:00-8:00!
White Pigeon Days Car Show and Parade – OVIE was in the parade on Friday July 11th and parked outside the library for car show for the community to tour on July 12th.
Operation Backpack collection begins- This year, the library will distribute the backpacks and school supplies to the children. Homeschooled kids and students from other school districts will also be eligible for the backpacks. Collection of items will end August 16th.
Open Mic Night- September 9th at 6 p.m. Morgan is organizing this event.
Tech upgrades- are complete in the Dorothy Lee Room and the cost will be reimbursed by the White Pigeon Area Community Foundation. The library also purchased a projector to be used for programming in the main part of the library.
104 Project (purchase and transformation of property North of the library) -
Asbestos and Lead testing – testing moved to July 24th
Closing date unknown –
Insurance- Liability insurance will be needed for property
RFPs are planned for asbestos removal, demo, landscaping/fencing.
New Plan proposed - cement pad with a small pavilion to accommodate Summertime Tunes and library programs.
Survey has been ordered.

New Business:
Perri and Lisa discussed options for paying for the 104 Project. Discussion will continue at the next meeting.
Central Elementary Open House on August 12th. Perri and Lisa will attend.
Dick Magee Presents: *Something Wonderful.* August 21st@7:00p.m.

Additional Topics:

Adjournment: 6:40 p.m.

The next Library Board meeting is **Monday August 25, 2025 at 5:30.** This meeting will be held in person unless otherwise advised by executive order.

Respectfully submitted,

Janet McDowell