White Pigeon Library Board Meeting Minutes
October 27, 2025

Call to order:
Perri called the meeting to order at 5:40 p.m. Present were board members Margaret Raul, Gloria Weinberg and Jan McDowell. Library Director Perri Saunders and Assistant Director Lisa Hofmeister were also present. Board members Pam Shenk, Lynne Kasey and Heidi Needham were absent. There was not a quorum. All voting will take place at the November Board Meeting.

Approval of Agenda:
No approval
Approval of last meeting's minutes:
No approval
Vote to approve pre-paid bills and bills to be paid:
Bills were reviewed/no vote until Nov. meeting

Treasure's report: Perri presented the treasure's report.
Perri noted the total assets of $585,764 Perri noted also, that Property and Equipment 104 project is not a liquid asset and will be corrected on the balance sheet when the new bookkeeper is in place. Listed in expenses, 104 Project Expense $5,408.00 testing.

Director's report: Perri presented the Director's report.
Perri noted that circulation numbers were really good! Circulation was up by 200 and we had eight new users on Libby and seven new users on Hoopla.

Policy discussion: None

Old Business:
Bookmobile Process:
Seth attended the ABOS conference in St. Louis, MO on October 7-10. The conference cost was covered by a stipend. He is excited to implement some of the ideas learned to improve outreach.
104 Project:
Property tax exemption applied for and approved. The Library will pay the Winter 2025 taxes but will be exempt after that.
SEMCO gas line was retired as of 10/1/2025 – cost $400.00
AEP – requested the meter to be removed on 10/20/2025 – service will come from the library by directional boring.

Michelle Morris is working to get the remaining quotes for electrical, irrigation, and the pavilion. Once quotes are complete, we will then sign the contract and move forward.

Irrigation well will be driven on the 104 property and feed 104 and the library irrigation systems by directional boring. This will save money because we will not be using the city water meter for irrigation on either property.

Ned Bale memorial – $960.00 currently. The family would like two benches placed near the sidewalks on the 104 property.
Sourdough Bread class was a success! 18 attended
Family Glow Night – Tues. October 21 at 6:30 180 attended
Gather and Grace charcuterie program Tues. Nov. 4
In person financial audit was done October 16th. Report to follow in November or January.

New Business
Christmas Raffle tickets on sale
Used Book Sale – Nov. 14 – 15. Money to benefit OVIE
Library will be closed on Thanksgiving, but open on Friday and Saturday, November 28th and 29th.
Library will be closed December 24th and 25th. It will also be closed January 1, 2026.
Gift wrapping station will be offered to patrons December 1st to the 23rd.

Additional Topics:
Bookkeeper interviews- we may need to change to Quickbooks.

Adjournment: 6:15 p.m.

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

Respectfully submitted,

Janet McDowell