Meeting Minutes

LEARN READ EXPLORE
COLEMAN AREA Library

Call to order. The regular meeting of the Coleman Area Library Board of Trustees was called to order at 7:00pm on Tuesday, October 21, 2025

Members Present

__Y__ Board President: Nancy Robison __Y__ Board Vice President: Thomas Coon __Y__ Trustee: Jeremy Longstreth

__Y__ Treasurer: Jason Lewis __N__ Board Secretary: Greta Tigner _N__ Trustee: Lyndsy Bock

__Y__ Director: Amy Comber Gross

Guests: Hannah Karl, Casen Longstreth

Members Absent: Greta Tigner, Lyndsy Bock

Approval of Agenda. It was moved by Jeremy Longstreth to approve the agenda. Seconded by: Thomas Coon. All yes, motion carried.

Public Comment: None

Approval of Minutes. It was moved by Jason Lewis to approve the meeting minutes from September 2025. Seconded by: Thomas Coon. All yes, motion carried.

Approval of Treasurer's Report. It was moved by Thomas Coon to approve the treasurer's report from October 2025. Seconded by: Jeremy Longstreth. All yes, motion carried.

Approval of Bills. It was moved by Jason Lewis to pay the October 2025 bills. Seconded by: Jeremy Longstreth. All yes, motion carried.

Director's Report. A general library update was given. See attached report.

Unfinished business. None

New business.

1. **Snow Plowing Bid/Estimate.** It was moved by Thomas Coon to accept the estimate from Harsh Construction for snow plowing services for the upcoming winter season. Seconded by: Jeremy Longstreth. All yes, motion carried.

Announcements. Next Board Meeting will take place on November 18, 2025

Adjournment. It was moved by Thomas Coon to adjourn the meeting on October 21, 2025 of the Coleman Area Library Board of Trustees at 7:15PM. Seconded by: Jason Lewis. All yes, motion carried.

Respectfully submitted, Amy Comber Gross, Library Director

Director Report for October 2025 Library board meeting

Events:

1. The Library partnered with the Coleman Family Center for Neighboring Week and held a "Friendly Neighborhood Scavenger Hunt" between the two locations.
2. Amy will be representing the library at the upcoming "Lights On After School" event, with the SPARKS groups at Coleman Elementary.
3. Upcoming October events include a College Application Night, and an Escape Room themed around the popular TV show "Stranger Things." In November we'll have a presentation on "Understanding Native American Heritage," featuring authentic Native American dishes to taste. We'll also have a Michigan Trivia Night and a Bedazzling Books craft.

Staff news:

1. Hannah earned her "Level 4 Library Staff Certification" from the Library of Michigan. Congratulations, Hannah!

Building Maintenance and Grounds:

1. Amy reached out to Harsh and received an estimate for snow plowing services this winter.
2. Amy reached out to Lewis Brothers for scheduling annual preventative maintenance.

Finances, Grants & Donations:

1. In late September the library received our Penal Fine distribution from Midland County.
2. The library received our annual payment from Edenville Township for library services.
3. The library was successful in our grant application to the Pilcrow Foundation. Our community raised $400 and The Pilcrow Foundation will match that with an additional $800. This will equal approximately 70-75 new kid's books for local families to enjoy. Thank you to everyone who donated to support early literacy in Coleman!
4. Amy completed a grant application from the Rollin M. Gerstacker Foundation for "Enhancing Accessibility and Community Engagement through Website Redevelopment and LED Signage." We will find out in December if our request was approved. If granted, this will cover the costs of the 3-year contract for updating the website to comply with federal regulations and will pay for a new exterior LED sign in front of the library, to be used for sharing library hours, events and community updates.
5. Amy completed the annual State Aid Report for fiscal year 2024. A copy of the final report has been provided to the Library Board members.
6. Due to two large libraries leaving the MidEastern Michigan Library Cooperative (MMLC), the 2026 Technology and Innovation grant funds available to Coleman will decrease by $4,000. In 2025, this totaled $11,000 and for 2026 it will be $7,000. Technology costs are continually rising, and this is a significant upset to our budget. In addition to other services, these MMLC funds cover our growing Overdrive/Libby eBook collection and the Hoopla digital service for patrons, which was newly started in 2025. Amy is reviewing the options to either discontinue Hoopla or see if it can be funded by a different grant.