



LEARN READ EXPLORE

COLEMAN AREA
Library

Meeting Minutes

Call to order. The regular meeting of the Coleman Area Library Board of Trustees was called to order at 7:00 pm on Tuesday, August 19, 2025

Members Present

Y Board President: Nancy Robison Y Board Vice President: Thomas Coon Y Trustee: Jeremy Longstreth
Y Treasurer: Jason Lewis Y Board Secretary: Greta Tigner Y Trustee: Lyndsy Bock
Y Director: Amy Comber Gross

Guests: None

Members Absent: None

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

Public Comment: None

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

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

Approval of Bills. It was moved by Thomas Coon to pay the August 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.

- a. **Approval of Form L-4029 to Levy the Millage.** It was moved by Thomas Coon to approve the L-4029 and levy the millage. Seconded by: Lyndsy Bock. All yes, motion carried.
- b. **Request for 50¢ per hour raise for employee Martha Dennis.** It was moved by Jeremy Longstreth to approve the requested raise, bringing her hourly rate to \$13.50. Seconded by: Thomas Coon. All yes, motion carried.
- c. **Review bids for Lawn Maintenance.** The board reviewed two bids for lawn care. No action was taken.
- d. **Request for closure of library on Sept 23 for staff training on new Circulation software.** It was moved by Jason Lewis to approve the library closure for staff training day on Sept. 23, 2025. Seconded by: Jeremy Longstreth. All yes, motion carried.

Announcements. Next Board Meeting will take place on September 16, 2025

Adjournment. It was moved by Jason Lewis to adjourn the meeting on August 19, 2025 of the Coleman Area Library Board of Trustees at 7:26 PM. Seconded by: Lyndsy Bock. All yes, motion carried.

Respectfully submitted, Amy Comber Gross, Library Director

Director Report for August 2025 Library board meeting

Events:

1. The Summer Reading Program has concluded. We had a great turnout this year! 141 youth enrolled and 134 (95%) of those actively participated. Thanks to the generous support from local businesses and other donors, the library was able to positively impact the lives of families in the Coleman area.
 - a. Kids in the Sparks & Ignite programs from Coleman schools visited weekly.
 - b. A total of 490 people attended the 31 events that were held (this includes the craft programs created for Sparks).
 - c. We are very grateful for the support from local organizations who helped with our events this summer. These include Midland Center for the Arts, Coleman Early HeadStart, Delta PBS Kids and Michigan Learning Channel.
 - d. The 2026 theme is "Unearth a Story" - about Dinosaurs, Archaeology, Paleontology
2. In September we will be re-starting our Comet Club Book Totes to the schools as well as our LEAP Homeschool Club at the library. These programs help us connect with students all year long and help support literacy in our community.
3. Several fun programs and events are being scheduled for the fall, including crafts, game nights and a series of classes for older adults called "Lifelong Learning." The library will once again be participating in the "Walk Through Town" event on Sept. 19.

Staff news:

1. Amy & Hannah represented the library at last night's School Open House.
2. Sheri will be starting employment with the library tomorrow, Aug. 20, 2025, to help cover the Wednesday lunch period.

Building Maintenance and Grounds:

1. Amy donated large outdoor pots and artificial plants for the gravel area in front of the library. We've already noticed fewer stones are being kicked out onto the sidewalk.
2. The Coleman DPW used the library as a water testing location to evaluate the safety of the city water system.
3. Republic picked up the library's dumpster on Aug 6. For many years the dumpster has been provided courtesy of Warren Township. Linda Anthony, Warren Twp Clerk, has arranged for a new dumpster from GFL to be dropped off at the library.

Finances, Grants & Donations:

1. The library received our second State Aid payment for the year and payment to the MMLC 16(4) fund is now due.
2. The library is thankful for a very generous donation from Huhtamaki.
3. The library received delinquent tax payments from Warren Township, Geneva Township and the City of Coleman. Also received was the Pilot payment from the City of Coleman.