



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 6:59 pm on Tuesday, September 16, 2025

Members Present

 N 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: _____

Members Absent: Nancy Robison, Greta Tigner, Lyndsy Bock

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

Public Comment: None

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

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

Approval of Bills. It was moved by Thomas Coon to pay the September 2025 bills. Seconded by: Jason Lewis. All yes, motion carried.

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

Unfinished business. None

New business.

1. Discussion was held regarding upcoming website changes needed to meet ADA compliance requirements. No action needed from board at this time.

Announcements. Next Board Meeting will take place on October 21, 2025

Adjournment. It was moved by Jason Lewis to adjourn the meeting on September 16, 2025 of the Coleman Area Library Board of Trustees at 7:14 PM. Seconded by: Jeremy Longstreth. All yes, motion carried.

Respectfully submitted, Amy Comber Gross, Library Director

Director Report for September 2025 Library board meeting

Events:

1. Several fun programs and events are being scheduled for the fall, including crafts, board game nights, an Escape Room and more. The library will again be participating in “Walk Through Town” on Sept. 19.
2. September is Library Card Signup Month! We worked with local businesses on a promotion where people show their Coleman Area Library card and get a discount during September. Participating businesses include: **Bruce & Sons** (\$10 off purchases of \$75 or more), **Kenzie’s Esthetics** (15% discount), **Little Hippie Massage and Wellness** (10% off), **M&M Red Barn Produce** (10% off), **My Library Shelf Bookstore** (10% off purchases of \$50+), **Old Brick Bakery** (10% off), **Uptown Boutique** (10% off).

Building Maintenance and Grounds:

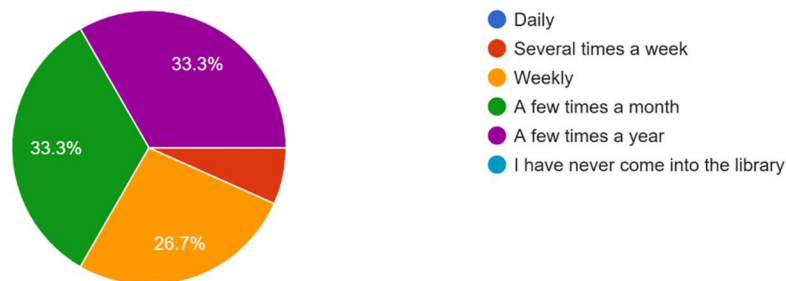
1. DeMar Electric took the old hanging lights from above the front desk to sell for scrap. The library tried to sell the used lights online without success.
2. GFL dropped off the new dumpster at the library on Sept. 11. Thank you to Warren Township for continuing this much-appreciated service for the library!

Finances, Grants & Donations:

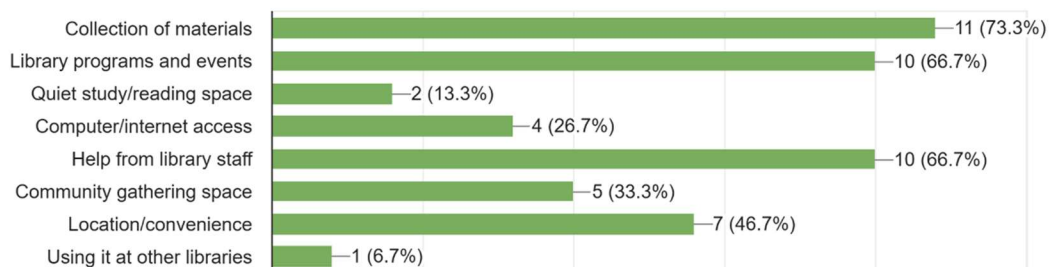
1. Amy completed the application for a Pilcrow Foundation grant. The Children’s Book Project Grant is a community supported 2-to-1 matching grant. The library is raising funds to meet Match requirements and has already reached the halfway point! We will be notified in October if we are awarded the grant.
2. Amy has been looking into possible grants that might cover costs of making our website ADA compliant.

Library Patron Satisfaction Survey. Here are some of the results from this past month:

How often do you visit the library?
15 responses

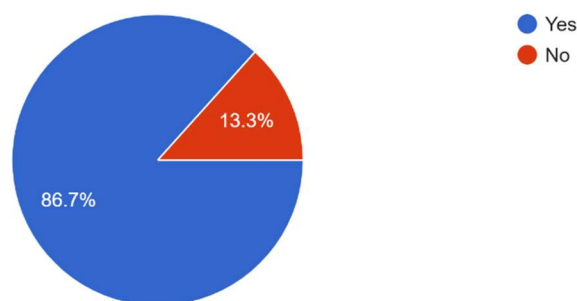


What do you value most about the library?
15 responses



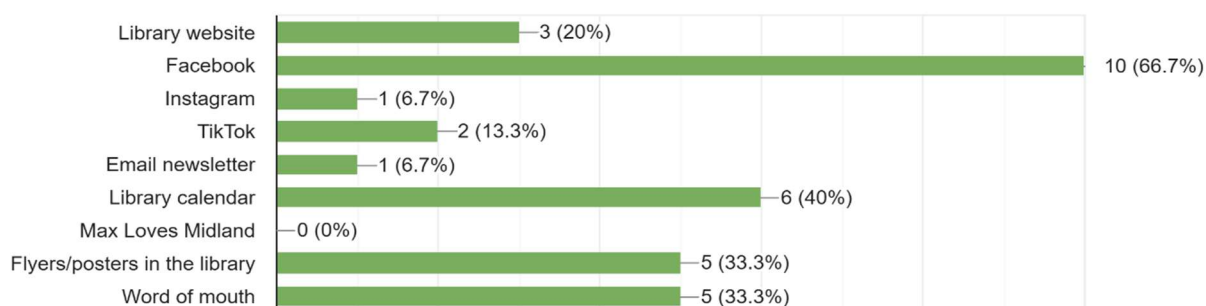
Have you attended any library programs/events in the past year?

15 responses



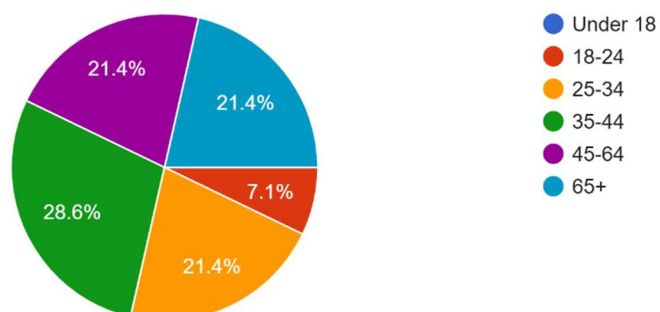
How did you learn about library programs? (Select all that apply)

15 responses



Age Group

14 responses



What times do you typically visit the library? Current Hours: Closed Sunday and Monday Tuesday, Wednesday, Friday - 9:00am-5:00pm Thursday - 10:00am-6:00pm Saturday 9:00am-12:00pm (Select all that apply)

15 responses

