

SHIAWASSEE DISTRICT LIBRARY BOARD
REGULAR MEETING
MINUTES
22 OCTOBER 2025

PRESENT: LONA OLIVER, PRESIDENT
DALE DEGARMO, VICE PRESIDENT
MICHELLE COLLISON, SECRETARY
LAURA SAYLES, TREASURER
ELAINE KUCHAR
JOE PERRI
JAMIE SEMANS
MICHAEL HOOD

EXCUSED:

ABSENT:

STAFF PRESENT: KIMBERLY WHITE, NANCY FOLARON, MADISON KENNEDY

Oliver called the meeting to order at 6:03 p.m.

Additions/Deletions/Approval of Agenda: DeGarmo moved to approve the agenda; seconded by Kuchar; motion carried.

Approval of minutes from September Meeting Minutes*:

Collison moved to approve the minutes from the September meeting; seconded by Sayles; motion carried.

Citizen's Comments: None.

Financial Report: DeGarmo moved to approve the financial report; seconded by Kuchar; motion carried.

Submission of Bills for affirmation Oct ACH through Oct 15 and Check Registers dated Oct 1, Oct 14 (Treasurer)*:

Collison moved to approve the submission of bills for affirmation; seconded by Perri; motion carried.

Director's Report: Submitted.

Committee Reports - Set dates for finance committee and evaluation committee meetings.
Finance committee: October 27, 5:30 p.m.

Evaluation committee: October 27, following the finance committee.

Friends of the Library Reports:

Owosso: The Friends of the Owosso Library will be assisting with concessions at the October 25th movie night. They are also sponsoring the November 10th 'Mysteries of the Inland Seas' program.

Durand: The Friends of the Durand Library will be decorating a tree at the Durand Union Station for their holiday display.

Correspondence: The Carnegie Corporation sent emails to all active Carnegie Libraries letting them know that each library will receive a \$10,000 gift in celebration of America's 250th anniversary.

Publicity: Passed around.

Open Issues:

- Director Evaluation:

All board members completed the Director evaluation tool that was sent out via email. The evaluation committee will be meeting in October to compile the results.

- Personnel Manual:

Sick Leave Policy:

Degarmo moved to eliminate the current sick leave policy and replace it with the ESTA policy making sick leave the same for all employees with the exception of the following: Add to ESTA policy: Effective Jan 1, 2026, upon retirement, full-time employees will be paid for ½ of the maximum accumulation allowed of unused sick leave at their current rate of pay. Employees covered under a previously adopted sick leave policy shall retain their existing balance with new accrued sick leave earned at the rate outlined in the current ESTA policy; seconded by Sayles; motion carried.

Longevity Policy:

Oliver moved to eliminate the current longevity policy; seconded by Collison; motion carried.

New Business:

- 2025-2026 Holiday Closing Schedule

DeGarmo moved to adopt the 2025-2026 holiday closing schedule; seconded by Kuchar; motion carried.

- 2025-2026 Board Meeting Schedule

DeGarmo moved to adopt the 2025-2026 board meeting schedule with the change of removing the March and July dates; seconded by Semans; motion carried.

Closed session to discuss potential real estate acquisition

Oliver moved to start the closed session at 7:09 p.m.; seconded by Collison; motion carried.

DeGarmo moved to end the closed session and return to the open session at 7:40 p.m.; seconded by Collison; motion carried.

Discussion/Announcements/Requests for Information:

Adjourn: DeGarmo moved to adjourn at 7:51 p.m.; seconded by Semans; motion carried.

A handwritten signature in black ink, reading "Michelle Collison". The signature is written in a cursive, flowing style.

Michelle Collison
Board Secretary

Attachments:

Attachments to Original Only: