

SHIAWASSEE DISTRICT LIBRARY BOARD  
REGULAR MEETING  
MINUTES  
12 NOVEMBER 2025

PRESENT: LONA OLIVER, PRESIDENT  
DALE DEGARMO, VICE PRESIDENT  
ELAINE KUCHAR  
JAMIE SEMANS  
MICHAEL HOOD

EXCUSED: MICHELLE COLLISON, SECRETARY  
LAURA SAYLES, TREASURER  
JOE PERRI

ABSENT:

STAFF PRESENT: KIMBERLY WHITE, MADISON KENNEDY

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

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

Approval of minutes from October Meeting\*:

Kuchar moved to approve the minutes from the regular October meeting with the correction of date under approval of minutes; seconded by DeGarmo; motion carried.

DeGarmo moved to approve the minutes from the October closed session; seconded by Semans; motion carried.

Citizen's Comments: None.

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

Submission of Bills for affirmation ACH through Nov 12 and Check Registers dated Oct 28, Nov 12(Treasurer)\*:

Kuchar moved to approve the submission of bills for affirmation; seconded by DeGarmo; motion carried.

Director's Report: Submitted.

Committee Reports: See under open issues.

Friends of the Library Reports:

Owosso: The Friends of the Owosso Library sponsored the 'Mysteries of the Inland Seas' program that was held on November 10th.

Durand: The Friends of the Durand Library purchased and handed out candy for trick-or-treating.

Correspondence: None.

Publicity: Passed around.

Open Issues:

- Director Evaluation:

The completed Director evaluation was passed out to board members to discuss. The next step for the evaluation committee is to work on the Director's contract.

- Personnel Manual\*:

The revised personnel handbook was passed out to board members.

DeGarmo moved to adopt the personnel handbook as presented; seconded by Hood; motion carried.

New Business:

- 2025-2026 Budget\*

DeGarmo moved to approve the salary and wage schedule with a 3% increase for full-time employees and noted hourly increases for part-time staff; seconded by Kuchar; motion carried.

Roll call:

OLIVER: Yes.

DEGARMO: Yes.

KUCHAR: Yes.

SEMANS: Yes.

HOOD: Yes.

Oliver moved to provide full-time employees a one-time \$1,000 check to offset the loss of benefits for a total of \$5,000 to be paid with the last full pay of current fiscal year; seconded by Kuchar; motion carried.

Roll call:

OLIVER: Yes.

DEGARMO: Yes.

KUCHAR: Yes.

SEMANS: Yes.

HOOD: Yes.

DeGarmo moved to adopt the 2025-2026 Budget as presented; seconded by Hood; motion carried

Roll call:

OLIVER: Yes.

DEGARMO: Yes.

KUCHAR: Yes.

SEMANS: Yes.

HOOD: Yes.

- 2025-2026 Board Officers and Committee Appointments\*:

Slate of officers: Lona Oliver as President, Dale DeGarmo as Vice President, Michelle Collison as Secretary, and Laura Sayles as Treasurer.

Semans moved to approve the slate of officers as present; seconded by DeGarmo; motion carried.

- President Lona Oliver appointed board members to committees

Finance Committee: Lona Oliver, Michelle Collison, Laura Sayles

Policy Committee: Jamie Semans, Dale DeGarmo, Joe Perri, Michael Hood

Personnel Committee: Joe Perri, Lona Oliver, Michelle Collison, Jamie Semans

Building Committee: Dale DeGarmo, Lona Oliver, Michelle Collison, Michael Hood

Discussion/Announcements/Requests for Information: There will be a special meeting on November 24th at 5:30 p.m. to discuss final budget adjustments.

Adjourn: DeGarmo moved to adjourn at 6:58 p.m.; seconded by Oliver; motion carried.



Michelle Collison  
Board Secretary

Attachments:

Attachments to Original Only: