**Minutes of the Thomas Township Library**

**Board of Trustees Meeting**

**August 21, 2025**

The meeting was called to order at 4:00 p.m. by Mr. Douglas Bird in the meeting room at the Thomas Township Library.

**Present:** Mr. Douglas Bird, President; Mrs. Jodi Hollis, Vice President; Mrs. Lynda Thayer, Secretary/Treasurer; Mrs. Janet Kennelly, Trustee; Mrs. Luann Marx, Trustee

**Others Present:** Mrs. Melissa McCarthy, Director; Mrs. Stephanie Dunn, Children’s Librarian

**Absent:** Mrs. Donna Trombley, Trustee

**Agenda:** Mrs. Marx motioned to approve the agenda as presented. The motion was seconded by Mrs. Kennelly and approved by all.

**Minutes:** The July 17, 2025 minutes were reviewed. Mrs. Thayer moved to accept the minutes as presented. Mrs. Hollis supported the motion. All voted aye.

**Finances:** The vouchers were reviewed by the board members. Mrs. McCarthy noted the vouchers for book purchases, consumers energy, and Stanley Steemer (for carpet and tile cleaning scheduled for Saturday, August 30, 2025).

The Choice One CD for $300,000 has matured and is pending renewal. Mrs. McCarthy is waiting on interest rates and terms from the township.

The second half of the library’s state aid has been received as well as a check from the county for penal fines. Mr. Bird inquired about payment to the White Pine Cooperative. The library is billed annually. The cost for membership is built into the budget

Donations for copies and prints continue to come in daily. It’s well received throughout the community.

There were no further questions or comments. The motion to accept the finances as presented was made by Mrs. Marx and supported by Mrs. Hollis.

**Public:** None

**Communications:** Mrs. Thayer noted a conversation she had with Thomas Township manager Mrs. Frollo. They discussed the positive changes happening at the library. Mr. Bird mentioned a local Facebook posting about the Thomas Township Library as a home library for Freeland residents.

**Unfinished Business:** Mrs. Marx asked about the decision to put up a gate along the driveway between the library and the township offices. Mrs. McCarthy explained there are a large number of children and families that use the playground, pickle ball courts, and the library. It quickly has become a safety issue.

Mrs. Dunn informed the board of the final summer reading program numbers: 1200 people all together (650 babies and children) summer reading program materials. 376 children (over 50%) finished the program. Overall, it was a great success.

Mrs. McCarthy informed the board that the VLC transition is complete. The materials collection and all patrons have migrated to Horizon and we are now using the new software. As a member library of the Valley Library Consortium, patrons now have access to over 1.2 million items. The new website is scheduled to go live on August 23, 2025.

The 2025 tax levy was discussed. Mrs. McCarthy looked back for five years to see how much has been levied. She recommended a small increase of .4 and .25 mills. Mrs. Kennelly discussed the need for a strategic plan to get a better idea of the financial needs of the library over the next 3-5 years. Mrs. Kennelly and Mr. Bird suggested a strategic planning committee meet in January, 2026. Mrs. McCarthy stated that she will begin that planning process. The motion to accept the 2025 tax levy request as presented was made by Mrs. Thayer and seconded by Mrs. Marx.

**New Business:** Mrs. McCarthy noted upcoming Fall programming events that included an open house, additional book clubs, partnership with MSU Extension, puzzle competitions, and winter reading program planning. Mr. Bird discussed the possibility of having Swan Valley students volunteer for a teen tech help program.

Mr. Bird mentioned purchasing new t-shirts for library staff. Mrs. Hollis suggested creating branded options from the Workwear Store. Mrs. McCarthy will follow up with both.

The book sale dates are set for September 25, 26, and 27, 2025.

The next meeting is scheduled for Thursday, September 18, 2025. The motion to adjourn was made by Mrs. Thayer and seconded by Mrs. Hollis. The meeting ended at 5:10 p.m.

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Lynda Thayer, Secretary/Treasurer Melissa McCarthy, Director