**Minutes of the Thomas Township Library**

**Board of Trustees Meeting**

**April 17, 2025**

The meeting was called to order at 4:00 p.m. by Mr. Douglas Bird, President in the meeting room at the Thomas Township Library, 8207 Shields Drive, Saginaw, MI 48609.

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

**Others Present:** Mrs. Melissa McCarthy, Director (arrived at 4:15); Mrs. Stephanie Dunn, Children’s Librarian

**Absent:** none

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

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

**Finances:** The April 17, 2025 finances were reviewed. Mrs. McCarthy noted that voucher numbers 9104, 9105, and 9106 begin the new fiscal year. Vouchers 9090 to 9103 represent spending through FY 2024/2025. Three vouchers were written to Thomas Township: one for the Administration fee, another for snow removal and maintenance, and a third for furnace filters. Mrs. McCarthy noted the W.T. Cox voucher for magazine subscription renewals. Also mentioned was the payment to Reimold Printing for work on the new library logo.

Mrs. Hollis acknowledged the jump in prints and copies income ($275.00). Mrs. McCarthy stated that since those services have become complimentary, the response from the community has been positive and donations have increased.

Mrs. Marx noted the need to change the name from State Bank to Choice One Bank on the financial statements.

Mrs. McCarthy explained that the name on the Friends of Thomas Township account at Choice Bank needs to be changed to reflect Mrs. Dusek’s retirement and Mrs. McCarthy’s employment as the library director.

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

**Open to the Public:** none

**Communications:** none

**Unfinished Business:** Mrs. McCarthy stated that the website will be finished in June, 2025. The transition to the Valley Library Consortium will not take place until August 13, 2025. The delay is due to the extra time needed to weed the collection. The trustees decided to postpone the introduction of the website to coincide with the library software launch. Mrs. Kennelly noted that the library may need to close for a few days to re-barcode the collection and prepare for the software transition. Mrs. McCarthy agreed that it may be necessary but no decisions have been made until more is known about the pending workload.

Mrs. Kennelly mentioned that it would be nice to have an article written in the Thomas Township newsletter about the library and the changes that have taken place in the last year. Mrs. Marx noted that the newsletter comes out quarterly and that the Fall may be a good time for that article.

Mrs. Marx inquired about the start date for Garpiel to begin the landscaping. Mrs. McCarthy informed the trustees that work will begin the 3rd week in April, weather permitting.

Mrs. Dunn explained the National Nursery program that donates trees to families who would like to plant them in celebration of Earth Day. 67 trees were requested by library patrons. The tree chosen for our climate and region is a White Cedar.

Mrs. McCarthy updated the trustees on the summer reading program and scheduled performers. The SRP start date is Monday, June 9th with early registration available at the touch a truck event on Sunday, June 8th at Roberts Park.

Mr. Bird mentioned the One Seed, One State little finger carrot seeds available to library patrons. Mrs. Thayer noted the library donation of carrot seeds to the Nature Center.

Mr. Bird stated that there are 18 applications for the Friends of Thomas Township Library scholarships. Mrs. Windy has read through the applications and created a rubric to assist in selecting the winners. Mrs. McCarthy and Mrs. Kennelly will also read through the applications.

**New Business:** Mrs. McCarthy discussed the state minimum wage increases coming in 2026 and 2027 and the need to address the pay rate for hourly staff. A discussion was had about how to move forward. Mrs. McCarthy will create a proposal for discussion at the May, 2025 meeting.

Mrs. McCarthy offered information on having Nita Prose (author of *The Maid, The Mystery Guest, The Mistletoe Mystery, and The Maid’s Secret)* visit and present at the Swan Valley Performing Arts Center. The cost for the visit is $10,000 plus travel expenses from Canada. Mrs. Trombley suggested partnering with another library system to share the cost. Mrs. McCarthy will follow up at the May meeting.

The next meeting is scheduled for Thursday, May 15, 2025 at 4:00 p.m. The motion to adjourn the meeting was made by Mrs. Trombley and seconded by Mrs. Marx. The meeting ended at 5:05 p.m.

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Lynda Thayer, Secretary/Treasurer Melissa McCarthy, Director