**Minutes of the Thomas Township Library**

**Board of Trustees Meeting**

**June 19, 2025**

The meeting was called to order at 4:00 p.m. by Mrs. Lynda Thayer in the meeting room at the Thomas Township Library, 8207 Shields Drive, Saginaw, MI 48609.

**Present:** Mr. Douglas Bird, President (arrived at 4:10 pm); Mrs. Jodi Hollis, Vice President; Mrs. Lynda Thayer, Secretary/Treasurer; Mrs. Janet Kennelly, Trustee.

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

**Absent:** Mrs. Luann Marx, Trustee; Mrs. Donna Trombley, Trustee.

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

**Minutes:** The May 15, 2025 were reviewed. Mrs. Hollis moved to accept the minutes as presented. Mrs. Kennelly supported the motion. All voted aye.

**Finances:** The June 19, 2025 finances were reviewed. Mrs. McCarthy mentioned the vouchers for summer reading program performers, Thomas Township, and Joletec as computer upgrades are continuing. The voucher for MCLS paid for RIDES for interlibrary loan for the year. The price will stay the same along with scheduled pick-ups three times per week.

Mrs. Kennelly inquired about costs for cleaning and maintenance and how that compares to having had Jim on staff. Mrs. McCarthy stated that the cost is comparable. Mrs. Hollis mentioned that it is beneficial to have a good connection to the township.

The Friends CD ($25,000) has been renewed at Choice One Bank for 9 months at 4% interest.

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

**Communications:** Mrs. McCarthy presented thank you notes received for the Friends of Thomas Township Library scholarships. Mrs. Hollis mentioned hearing good things about the summer reading program.

**Unfinished business:** Mrs. McCarthy stated she was still waiting for Garpiel to come out for a quote on landscaping improvements.

Mrs. McCarthy also presented new library card choices. 3500 cards were ordered from Rainbow Printing and noted that it will be easy to reorder when necessary. The cost for the cards was $1,211.

Mrs. Kennelly mentioned getting receipt printers installed at the circulation desk. These will replace the due date cards and will be installed prior to the change from Destiny to Horizon in mid-August. A note on the bottom will give the patron a “You saved” message letting the patron know how much they saved by using the library.

Mrs. McCarthy reiterated the new cataloging computers installation. They will not come online until the transition to Horizon is complete in August.

SRP update: 500 kids, approximately 70 teens, and 200 adults have picked up reading logs. Mrs. McCarthy mentioned the importance of having a large number of finishers. Mr Bird suggested sending email reminders midway through the program. Mrs. McCarthy noted that will be possible with the new website and newsletter. The library has also been extremely busy with an average of 100 patrons visiting the library per day in June. All children received a book when they signed up and a stuffed animal as a final prize. Teens and adults received a gift card for a coffee, movie ticket, or food. Great Lakes Ice cream provided free ice cream cone coupons for all kids who picked up reading logs.

**New business:** Leddy Electric came out and repaired the parking lot lighting. Now, the lights work and are coordinated with other buildings on the campus. The also addressed the lights that need repair inside the library. They will provide a quote for LED light replacement.

Mrs. McCarthy noted the new website will go live on August 19, 2025. Fall programming includes a focus for teen only programming. MSU extension will be scheduled for a soup program and teen cookie jar program. The library is also planning for an offsite book club at Loggers. A library newsletter will be introduced.

The group discussed the possibility of having one less board meeting over the summer months and having enough members present for a quorum.

The next meeting was scheduled for July 17, 2025. The motion to adjourn was made by Mrs. Hollis and seconded by Mrs. Kennelly. The meeting ended at 4:30 p.m.

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Lynda Thayer, Secretary/Treasurer Melissa McCarthy, Director