**Minutes of the Thomas Township Library**

**Board of Trustees Meeting**

**March 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. Luann Marx, Trustee; Mrs. Donna Trombley, Trustee

**Others Present:** Mrs. Melissa McCarthy, Director; Mrs. Stephanie Dunn, Children’s Librarian; Mrs. Samantha Engel, Thomas Township Resident; Mrs. Denise Windy, Thomas Township Library staff member and Thomas Township Resident

**Absent:** Mrs. Janet Kennelly, Trustee

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

**Minutes:** The February 20, 2025 minutes were reviewed. Mrs. Thayer moved to accept the minutes as presented. Mrs. Marx supported the motion. All voted aye.

**Finances:** The March 17, 2025 finances were reviewed. Mrs. McCarthy noted two large vouchers: one for the final payment to Barrett Sign and another to Garpiel Landscaping for a deposit for Spring 2025 landscaping. A voucher to Summit Fire was written for new fire extinguishers. The library received a large memorial for Mary Lou Gloudemans. $765 was donated in her memory. A check from the state of Michigan for the Personal Property Replacement was received. Mr. Bird explained that the fund was created by the state to replace funds received by the personal property tax. Unfortunately, the amount received by the library gets reduced every fiscal year.

There were no further questions or comments. Mrs. Hollis motioned to accept the March 17, 2025 finances as presented. Mrs. Trombley seconded the motion and it was approved by all trustees.

**Open to the Public:** Denise Windy voiced her concerns regarding the timeframe for the former director’s retirement.

**Communications:** Mrs. McCarthy presented a thank you note from Garpiel Landscaping in anticipation of the work that will begin in the Spring. Mrs. Hollis noted that the library continues to partner with the Swan Valley Schools performing arts center for the monthly movies. Mrs. Thayer mentioned that Mrs. McCarthy presented library information to the senior luncheon at the nature center. Mr. Bird received a note from Mr. Russ Taylor commenting positively on the new sign. Mr. Bird also reiterated a “thank you” from the Swan Valley SADD organization. The library donated 100 books for the group’s library project at the Saginaw Juvenile Detention Center. Mrs. Marx noted that a celebration of life for Mr. Wayne Coleman, Mrs. Betty Coleman’s husband is scheduled for May 10. Mrs. McCarthy added that she was working on the memorial and that it would be completed in April.

**Unfinished Business:** Mrs. McCarthy introduced the new library branding package and noted the graphic designer connected with the web designer to incorporate the new logo into the new web page. A decision needs to be made regarding the introduction of the new logo. Mrs. Marx suggested introducing the new website and logo at the same time.

The new copy machine has been installed. The new policy of not charging for copies has been well received. Donations have exceeded what would have been charged for copies.

The bed bug policy was reviewed. The motion to accept the new policy was made by Mrs. Marx and supported by Mrs. Trombly and approved by all trustees.

**New Business:** Mrs. McCarthy presented the budget line-item amendments for the 2024-2025 budget. The amendments to wages/FICA, utilities, and repairs/maintenance were explained. The motion to approve the amendments was made by Mrs. Trombley and supported by Mrs. Marx and approved by all trustees.

The General Appropriations Act and the 2025-2026 budget were reviewed. The motion to approve the budget and the information in the General Appropriations Act for 2025-2026 was made by Mrs. Thayer and seconded by Mrs. Marx and approved by all trustees. All trustees present signed the document. Mrs. McCarthy noted that a copy is delivered to the township.

Mr. Bird presented a draft proposal for the “Friends of Thomas Township Library” books scholarships. After review and discussion, the decision was made to offer ten $250 scholarships to graduating seniors from Swan Valley High School. Mrs. Thayer mentioned a $2,000 donation to the Nature Center from the Friends of Thomas Township Library to support their story times.

The motion to adjourn was made by Mrs. Trombley and seconded by Mrs. Marx. The meeting ended at 4:45 p.m.

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Lynda Thayer, Secretary/Treasurer Melissa McCarthy, Director