

## Minutes November 11, 2025

Board of Trustees  
T. A. Cutler Memorial Library  
312 Michigan Ave.  
St. Louis, MI 48880

Members present: Anita Eby, Robin Hart, Sue Vibber

Members excused absent: Mary Reed

Also present: Library Director Jessica Little

**Call to Order:** Robin Hart called the meeting to order at 5:00 p.m.

**Agenda:** The proposed agenda was reviewed. Anita Eby requested that reviewing library policies be added to the agenda. Sue Vibber moved the agenda be accepted with the addition of library policy review under New Business, item A. Anita Eby seconded. The motion passed.

**Minutes:** Minutes from the September 16, 2025, meeting were reviewed. Anita Eby moved the minutes be accepted as presented. Sue Vibber seconded. The motion passed.

**Public Comment:** None

### Reports:

Librarian's Report: The Friends book sale went well; most leftover books are available for free, while some are awaiting recycling. Jessica is establishing accounts with book vendors, since Baker & Taylor is ceasing all operations. The holiday open house is December 4 from 3:15-5:45 p.m. A surveyor working with the City is conducting a survey of the library. The library board vacancy has not been filled, and Mary Reed let Jessica know she will be stepping down from the board. Jessica received notification of a court case related to a book lent through the MeLCat system. An anonymous \$5000 donation was received from Brighthouse Financial.

Financial Report: The financial reports for September and October were reviewed. Penal fines—what they are and how they're disbursed—were discussed. Due to a new accounting requirement, there is a new line item broken out on the balance sheet. Sue Vibber moved the financial reports be accepted for file. Anita Eby seconded. The motion passed.

Statistical Report: Statistical reports for September and October were reviewed. NewsBank and Educate Station both saw significant increases in usage.

**Old Business**: The first draft of the Master Plan from MCD Architects was reviewed. Jessica listed the feedback, concerns and questions she sent to MCD Architects on behalf of the library staff. The draft, feedback, concerns and questions were thoroughly discussed. The board requested Jessica contact the city clerk to inquire about after-hours usage of the City Hall meeting rooms. The topic was then tabled pending follow-up from MCD Architects.

**New Business**: Robin Hart suggested that review of library policies be tabled until a full board is seated. Anita Eby and Sue Vibber agreed.

**Announcements**: None

**Adjournment**: Anita Eby moved the meeting be adjourned at 6:21 p.m. Sue Vibber seconded the motion. The meeting was adjourned.

Minutes respectfully submitted.

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Robin Hart, Vice President

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Anita Eby, Secretary