

Minutes September 8, 2026

Board of Trustees

T. A. Cutler Memorial Library

312 Michigan Avenue

St. Louis, MI 48880

Members present:

Anita Eby, Robin Hart, Cole Smith, Sue Vibber

Members excused absent:

Michael Hart

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. Sue Vibber moved the agenda be approved. Anita Eby seconded. The motion passed.

Minutes:

The minutes from the regular July 14, 2026, meeting were reviewed. Cole Smith moved the minutes be accepted as presented. Anita Eby seconded the motion. The motion carried.

Public Comment:

None

Reports:

Librarian's Report:

Jessica updated the board about the conclusion of the summer reading program, the resumption of fall programming, the Friends of the Library board and their upcoming book sale, the retirement of the current White Pine Library Cooperative director and the newly hired director, the conclusion of the Mid-Michigan Industries student summer work

experience, the advent of Ambient Reciprocal Lending in Overdrive, and the annual rate increase from Soutron for the Auto-Graphics integrated library system hosted service.

Financial Report:

The financial reports for July and August were reviewed. Jessica mentioned penal fines have been received and are only down slightly from last year. Anita Eby inquired about line-item 271.790.000.956.000 Miscellaneous Expense. Jessica said it is the line-item used for lost or damaged MeLCat items, and the expense is most often billed to the patron account the item was borrowed on or the delivery service, depending on when the loss/damage occurred. Sue Vibber inquired about the static nature of line-item 271.000.000.385.000 FB-Assigned-Capital Improvements and whether interest accrues on that amount. Jessica said all interest accrued is recorded in line-item 271.790.000.665.000. Since 271.000.000.385.000 is a fund balance line-item, maybe increases occur after the audit. She will ask Bobbie for more information.

Statistical Report:

Statistics for July and August were reviewed, with extra discussion regarding the summer reading program completion rates and lack of teen participation. Jessica explained the most recent reading challenge--to read a nominal amount for thirty days during the summer--and discussed past challenges--specific number of hours or specific number of books. Board members suggested possible activities to increase teen usage of the library, such as staying open later some evenings, hosting an after-hours lock-in event, holding a crafting activity—particularly one not already covered by the schools, having weekly challenges or incentives to visit or read, and hosting book to movie book clubs/viewing parties.

Old Business:

The information received while visiting Briggs District Library on August 18 was discussed, including their timeline, who they worked with, and their funding sources. The current progress and next steps for our expansion project were reviewed. Jessica highlighted information from a webinar on planning library renovations and expansions hosted by the Library of Michigan on August 18th that both she and Robin Hart attended. The board brainstormed ways to address the most pressing problems as identified in the space utilization study, and the solutions recommended in the master plan, while staying within scope of the prospective budget. The primary concern is addition of programming space adjacent to the children's area on the west side. Renovations to the current building could be made to address other concerns. Jessica will check with Keith Risdon regarding the possibility of an L-shaped expansion to deepen the wall of the current children's wing to

match that of the south wall of the body of the library and then expand the entire space to the west to create the programming room. She will follow up with the board.

Announcements:

Robin Hart mentioned there are a lot of children in the community using e-bikes, and to please be extra cautious while driving around town and in parking lots. The Police Department is actively working to educate people about e-bike safety and regulations.

Adjournment:

Cole Smith moved the meeting be adjourned. Sue Vibber seconded. The meeting was adjourned at 7:44 p.m.

Minutes respectfully submitted.

Robin Hart, President

Jessica Little, Library Director