

1 **PAW PAW DISTRICT LIBRARY**  
2 **BOARD OF TRUSTEES MEETING**  
3 **October 21, 2024**  
4

5 President Brian Wiersma called the regular monthly meeting of the Paw Paw District Library  
6 Board of Trustees to order at 7:00 PM at the Paw Paw District Library.

7  
8 Board members present: Brian Wiersma, Suzanne Miller, Julie Pioch, Krystal Seibert, Sherry  
9 Bennett, Jeremy Davison. Absent: Catey Bolton

10  
11 Staff Present: Gretchen Evans  
12

13 **SPECIAL GUEST:** Andrea Estelle, Director of the Southwest Michigan Library Cooperative.  
14 Director Estelle gave a presentation about the cooperative operations, services, training,  
15 and initiatives.  
16

17 **PUBLIC COMMENT**

18 Jim Miller from Friends of the Library reported that the book sale made about \$1600 during  
19 the sale on October 16, 17, and 18<sup>th</sup>.  
20

21 **MINUTES**

22 A motion was made by Miller and seconded to approve the regular meeting minutes of  
23 September 16, 2024. The motion was adopted.  
24

25 **FINANCIAL REPORT**

26 The monthly financial report included:

- 27 • A custom summary report for September 2024 showing total income of \$21,697.74  
28 and total expenses of \$76,851.62 for a net income of -\$55,153.88
- 29 • Profit & Loss Budget vs. Actual income and expenses through September 2024.
- 30 • Balance sheet as of September 30, 2024 showing total liabilities and equity of  
31 \$1,660,594.27
- 32 • A custom summary report for September, 2024 of the PPDL Debt Fund showing net  
33 income of -\$28,012.76
- 34 • Balance sheet as of September, 2024 of the PPDL Debt Fund showing total liabilities  
35 and equity of \$79,938.09.
- 36 • Report of T-Bill maturity date and yield February 2024 through September 2024.
- 37 • A list of bills to paid for the period of 9/1/2024 to 9/30/2024 with total expenditures  
38 to be paid \$76,851.62. Included in the list were wages of \$36,763.32 and fringe  
39 benefits of \$7596.75.  
40

41 A motion was made by Davison and seconded to pay the bills as presented for the period of  
42 9/1/2024 to 9/30/2024 with total expenditures to be paid of \$76,851.62. The motion was  
43 adopted with a roll call vote (Yes: Suzanne Miller, Jeremy Davison, Brian Wiersma, Krystal  
44 Seibert, Sherry Bennett, Julie Pioch; No: None).  
45

46 **LIBRARY DIRECTOR REPORT**

47 Director Evans provided a written report of her activities for the month, an update on  
48 library operations and programs, and PPDL Statistics for the month of September. Included  
49 in the packet was a letter regarding two gifts designated to the library from the John and  
50 Ann Kimmel Stewart Trust and Victor M. Kimmel Trust.

51

52 **COMMITTEE REPORTS**

53

54 **Buildings and Grounds:** The committee met on October 11, 2024, at the library. They  
55 discussed snow removal bids from Hals Lawn Care and Vander Galien. The committee  
56 recommended that the board approve the proposal from Hals Lawn Care. Pioch moved, and  
57 it was seconded to approve the bid from Hals Lawn Care. Motion was adopted with a roll  
58 call vote (Yes: Suzanne Miller, Jeremy Davison, Brian Wiersma, Krystal Seibert, Sherry  
59 Bennett, Julie Pioch; No: None)

60 The committee also discussed a prescribed burn for the prairie and ongoing issues with  
61 getting one approved by the local fire department, had continued discussion about program  
62 room chair replacement and discussed a recommendation they received to consult with a  
63 mason to inspect the buildings weep holes.

64

65 **Finance:** No report

66 **Personnel and Nominating:** No report

67 **Policy and Bylaws:** No report

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69 **BOARD MEMBER REPORTS**

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71 Seibert reported that she attended the MLA Conference.

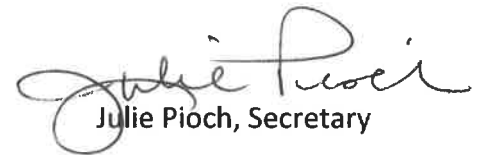
72 Bennett received a call that the Van Buren District Library is doing some bilingual storytime  
73 at various libraries around the county.

74

75 **UNFINISHED BUSINESS**

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77 The meeting was adjourned by Chair Wiersma at 7:59 PM.

  
Julie Pioch, Secretary

Date Approved: 11/18/24