

**PAW PAW DISTRICT LIBRARY
BOARD OF TRUSTEES MEETING
April 21, 2025**

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

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

Staff present: Gretchen Evans, Director

PUBLIC COMMENT - None

MINUTES

A motion was made by Seibert and seconded to approve the minutes of the regular meeting of March 17, 2025. The motion was adopted.

A motion was made by Seibert and seconded to approve the minutes of the Special meeting of April 4, 2025. The motion was adopted.

AUDIT REPORT

The Paw Paw District Library 2024 Financial Audit report was presented by Jeff Rood from Siegfried, Crandall, PC. The library was given an unmodified opinion which is the highest rating the library can receive. Income and expenditures were comparable to the previous year. There is an appropriate fund balance in the debt fund and consistent general fund balance from previous years. Overall, the audit showed that the library is financially healthy.

FINANCIAL REPORT

The monthly financial report included:

- A custom summary report for March 2025 showing total income of \$305,411.30 and total expenses of \$90,650.31 for a net income of \$214,760.99.
- Profit & Loss Budget vs. Actual income and expenses January 1, 2025 through March 31, 2025.
- Balance sheet as of 3/31/2025 showing total liabilities and equity of \$2,159,419.91.
- A custom summary report of the PPDL Debt Fund for March 2025 showing net income of \$-70,346.93.
- Balance sheet as of 3/31/2025 of the PPDL Debt Fund showing total liabilities and equity of \$83,606.73
- Report of T-Bill maturity date and yield May 2024 through March 2025.

- 45 • A list of bills to paid for the period of 3/1/2025 to 3/31/2025 with total expenditures
46 to be paid of \$90,650.31. Included in the list were wages of \$35,428.85 and fringe
47 benefits of \$7,305.06.

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49 A motion was made by Bolton and seconded to pay the bills as presented for the period of
50 3/1/2025 to 3/31/2025 with total expenditures to be paid of \$90,650.31. The motion was
51 adopted with a roll call vote (Yes: Julie Pioch, Suzanne Miller, Sherry Bennett, Catey Bolton,
52 Krystal Seibert, Brian Wiersma. No: None).

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54 **LIBRARY DIRECTOR REPORT**

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56 Director Evans provided a written report of her activities for the month, an update on
57 library operations and programs and a PPDL Statistics for the month of March. Director
58 Evans included a report on progress made in implementing the Strategic Plan for 2024 and
59 reviewed that with the board.

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61 **COMMITTEE REPORTS**

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63 **Buildings and Grounds:** No Report

64 **Finance:** No report

65 **Personnel and Nominating:** No Report

66 **Finance:** No report

67 **Policy & Bylaws:** No report

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69 **NEW BUSINESS**

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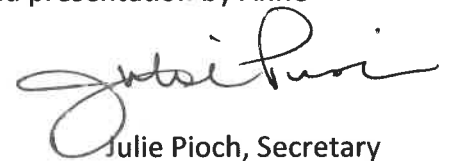
71 **2023 Audit:** It was moved by Pioch and seconded to adopt the PPDL Financial Audit report
72 and recommendations for year ending December 31, 2024, as prepared by Seigfried,
73 Crandall, PC. The motion was adopted with a roll call vote (Yes: Sherry Bennett, Suzanne
74 Miller, Julie Pioch, Catey Bolton, Krystal Seibert, Brian Wiersma No: None).

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76 The meeting was adjourned by Chair Wiersma at 8:01 PM.

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78 Members stayed to watch "Millage Law for Libraries" a recorded presentation by Anne
79 Seurnyck of Fosters Swift Collins, LLC.


Julie Pioch, Secretary

Date Approved: 5/19/25