

**PAW PAW DISTRICT LIBRARY
BOARD OF TRUSTEES MEETING
June 16, 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

PRESENTATION

The C2AE team (Keith Torro, Jess Spencer, and Marie Arrington) were in attendance via Zoom to present conceptual design options for the outdoor space project.

PUBLIC COMMENT

No Comment

MINUTES

A motion was made by Pioch and seconded to approve the minutes of the regular meeting of May 19, 2025. The motion was adopted.

FINANCIAL REPORT

The monthly financial report included:

- A custom summary report for May 2025 showing total income of \$10,562.91 and total expenses of \$93,554.77 for a net income of -\$82,991.86.
- Profit & Loss Budget vs. Actual income and expenses January 2025 through May 2025.
- Balance sheet as of 5/31/2025 showing total liabilities and equity of \$2,062,993.06.
- A custom summary report of the PPDL Debt Fund for May 2025 showing net income of \$239.41.
- Balance sheet as of 5/31/2025 of the PPDL Debt Fund showing total liabilities and equity of \$90,271.18
- Report of T-Bill maturity date and yield August 2024 through May 2025.
- A list of bills to paid for the period of 5/1/2025 to 5/31/2025 with total expenditures to be paid of \$93,554.77. Included in the list were wages of \$52,995.77 and fringe benefits of \$9,566.83.

A motion was made by Bolton and seconded to pay the bills as presented for the period of 5/1/2025 to 5/31/2025 with total expenditures to be paid of \$93,554.77. The motion was adopted with a roll call vote (Yes: Julie Pioch, Suzanne Miller, Sherry Bennett, Catey Bolton, Krystal Seibert, Brian Wiersma; No: None).

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 a PPDL Statistics for the month of May.
49 Director Evans provided some additional information about the success rate of millage
50 votes from 2019 and 2024 in the State of Michigan.
51

52 **COMMITTEE REPORTS**

53 **Buildings and Grounds:** The committee met in June to review conference room chair quotes
54 and physically try out the different style of chairs. The committee recommended the
55 purchase of 80 new conference room chairs and storage carts from Interstate Office
56 Interiors at a cost of \$7,270.00. They also reviewed quotes for painting the staff area,
57 bathroom, and breakroom, and recommended awarding the contract to WOW Painting at a
58 cost of \$1,568.90 for the staff area and \$990.46 for the bathroom and breakroom. There
59 was no objection to the committee's recommendations by the Board and the purchases
60 were approved.

61 **Finance:** No report

62 **Personnel and Nominating:** No Report

63 **Finance:** No report

64 **Policy & Bylaws:** No report
65

66 **Board Member Reports:** Seibert reported on the success of the History Tour and gave some
67 suggestions for improvement for the next one; Bolton reported that she has heard people
68 are excited about the trunk sale.
69

70 **NEW BUSINESS**

71
72 **Review of 2025 L-4029**

73 A motion was made by Seibert and seconded to increase the Library's operating tax millage
74 rate levied on property in 2025 by .0503 mills to 1.6751 mills, to set its 2021 Library Building
75 and Site Bond levy to 0.185 subject to a truth in taxation hearing and that a truth in taxation
76 hearing be set for July 21, 2025 at 6:55 PM at the Paw Paw District Library, Paw Paw
77 Michigan.
78

79 Motion was adopted with a roll call vote (Yes: Julie Pioch, Suzanne Miller, Sherry Bennett,
80 Catey Bolton, Krystal Seibert, Brian Wiersma; No: None).
81

82 **Outdoor Space Phase I Design**

83 The board discussed design options presented by C2AE. There was agreement for design
84 option A; an octagon shaped pavilion with metal roof, directing the consultants to include a
85 small amphitheater in the phase I design, low path scale lighting, and a 6-foot outer
86 sidewalk.
87


Julie Pioch, Secretary

Date Approved: 7/21/25