

Indian River Area Library
Board of Trustees meeting
February 17, 2026
3:30 p.m.

I. Pledge

II. Call to order and roll call

Call to order at 4:09 p.m.

Present: Helen Miller, Kristina Moutrie, Sherry Brzezinski, Greg Rotter

Excused: Elinore Barney, Kris Olson

III. Public comments on Agenda items

None

IV. Approval of Agenda

Helen moved to approve the agenda as presented. Kristina seconded. All in favor.

V. Approval of Minutes

Helen moved to approve January minutes with the corrections made in Directors report #7 change "Cricket" to "Cricut", and #10 "over do" to "overdue". Kristina seconded. All in favor.

VI. Financial Report

- A. 14 bills were presented for a total of \$3635.19. Expenses included Demco bill for book covering materials, Library Store bill for new table. Kristina moved to approve expenses as presented. Sherry seconded. All in favor.
- B. Kelsey submitted the enhancement grant to NLC to cover the cost of new shelving.
- C. Kelsey plans to attend a meeting with Plante Moran set up by the Township Supervisor. She hopes to learn ways to manage the budget more efficiently.
- D. Investments continue to do well. Reports attached in the board packet.

VII. Friends of the Library

- A. FOL approved giving Kelsey \$10,000 for programming.
- B. Had a new person attend the meeting!
- C. Continue to put communication with the Community a priority.
- D. Presented a drawing of the proposed Reading Garden to the Board.

VIII. Director's Report

- A. The Library won the "Outstanding Promotion of the Indian River Area" award for the second year in a row.

- B. The Winter Olympics program ended February 7th with an increase in participation from last year.
- C. Eight people were interviewed for the Youth Librarian position. Out of those eight four strong candidates were chosen. Kelsey plans to do second interviews next week.
- D. Kelsey would like the Board to consider increasing the staff number to five. She will write up a mock budget with an additional staff member to present to the Board at the March meeting.
- E. The March programs will be a beginners chess program, Rosie the Riveter program for Women's History Month, two programs will be with the Humane Society; Kitten Cuddles and a pet educational class.
- F. A job fair will be done in April with the IR Chamber.
- G. The newsletter is completed and will be mailed out the first week in March.
- H. Mobile Office coming twice in March.
- I. Carpets steam cleaned!

IX. Old Business

- A. Pool Account
 - 1. Kelsey received a response from the lawyer i.e. retainer fees. Kelsey will reach out to her again to talk specifically about the fiscal agency agreement between the Library and Township and how to implement that to protect Library funds.
 - 2. Kelsey and Helen plan to meet with the Township Clerk and Township Treasurer to discuss the pool account matter.
- B. Library of MI Certification Upgrade
 - 1. Kelsey wrote a letter to be submitted to the Library of MI Certification Upgrade and presented it to the Board for approval.
 - a. Sherry moved to authorize the President to sign and send the letter. Kristina seconded. All in favor.

X. New Business

- A. Assistant Librarian Performance Evaluation
 - 1. Evaluation in board packet
 - 2. Kelsey does not recommend a raise be given to this employee. Has given her an action plan to improve performance over a 30 day period beginning Feb. 16th. Kelsey plans to meet with her weekly to evaluate progress.
- B. State Aid Report
 - 1. The report is completed and a copy is in board packet
- C. Northland Library Cooperative Services/Payments FY 24-25
 - 1. Copy in board packet
 - 2. The Library receives many benefits from NLC.

X. Public Comment

Jon Webb would like the Board to remember how valuable Kelsey is when her annual evaluation is undertaken.

XI. Board Comment

None

XII. Adjournment

Helen moved to adjourn at 5:10 p.m. Kristina seconded. All in favor.

Respectfully submitted,
Sherry Brzezinski, Secretary