

# Seville Township Library Board Meeting

**May 13, 2025**

The meeting was called to order at 4:30 p.m. Present were board members Sharon Stebleton, Allison Dunlap, Randy Bard, Becky Fleury, Judy Zimmerman, Renee Shaver; Library Director Justine Peterson and guests Doug and Brenda Brecht.

2. **Motion** by Allison with support from Becky to approve the 2025 Annual Meeting minutes as presented. **Approved.**

**Motion** by Randy with support from Sharon to accept March 2025 board meeting minutes as presented. **Approved.**

**Motion** by Allison with support from Randy to accept the minutes from the April Special Meeting. **Approved.**

3. **Motion** by Randy with support from Sharon to accept financial report with new payroll setup. **Approved.**

4. *Public Comment:* Doug Brecht confirmed that the library has a flag pole.

5. **Motion** by Sharon with support from Becky to accept the librarians report. **Approved.**

6. *Old Business:*

a. BS&A data extraction to be completed in June; reducing the township workload.

b. The Payroll update has been implemented ; including direct deposit for staff.

c. Information not received from the township regarding their proposed changes to the Fiscal Agency Agreement, or questions for the lawyers.

d. StoryWalk locations are finalized—to be installed by the end of July. The library will change the story monthly. Justine to confirm our insurance includes StoryWalk. Skyline removes and stores StoryWalk equipment over *the winter*.

7. *New Business:*

a. **Motion** by Allison with support from Becky to develop a procedure policy to Bed Bugs. **Rollcall vote taken and Approved.**

b. Discussion to continue at July board meeting on Fund Balance policy.

c. Upstairs renovation to start after Memorial Day.

d. Summer Reading Program and Book Sale from June 16 to August 16, 2025.

8. Agenda Additions: NoBull Graphics. Discussion at July meeting.

**Motion** by Randy with support from Judy to adjourn at 5:26 p.m. **Approved.**

**Next Meeting:** July 15, 2025 at 4:30 p.m.

**Minutes by** Renee Shaver