

# Seville Township Library Board Meeting Minutes

## November 18, 2025

The meeting was called to order at 4:30 p.m. with board members Judy Zimmerman, Randy Bard, Sharon Stebelton, Renee Shaver, and Library Director Justine Peterson.

2. **Motion** by Randy with support from Sharon to accept the 09/09/2025 board minutes. **Approved.**

3. **Motion** by Sharon with support from Judy to accept the Treasury Report as presented. **Approved.**

4. No public comments.

5. **Motion** by Randy with support from Judy to accept the Librarian's Report. **Approved.**

### 6. Old Business:

a. Accountant: No response

b. Window Installation Update: Miscommunication between township & Lawson. Justine contacted Lawson Glass/Door LLC who agreed to install and bill the township.

c. Window Design Update: Michele Peterson adjusting our design for spring installation.

d. Allison, Randy & Justine will meet to change the library bank signatures.

e. *Atrium* – new cataloging system for the library will be up in December.

### 7. New Business:

a. **Motion** by Sharon with support from Randy to accept holiday closings: Nov. 27-29 and Dec. 24-27, Dec. 31, 2025 and Jan. 1, 2026. **Approved.**

b. **Motion** by Randy with support from Judy to contract with Richard DeGroff for snow removal. **Approved.**

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

**Next Meeting:** January 13, 2026 at 4:30 p.m.

**Minutes by** Renee Shaver