

# Bridgman Public Library Regular Board Meeting Minutes May 26, 2026 - 9:00 A.M.

## **Meeting Called to Order:**

9:00 A.M. by Kole

## **Roll Call:**

**Present:** Kole (VP), Shaver (Treasurer), Collins (Secretary), Etter, Janoskey, Noll, Valauskas, Wilk, Worcester

**Absent:** None

**Staff:** Hebert, Abele, Mantei

## **Approval of Agenda:**

Wilk motioned to add *Reopen Public Meeting after Enter Closed Session* on the Agenda . Motion seconded by Collins. Motion passed.

## **Guests:**

Julie Bernstein, Friends of the Library - President

## **Public Comments (maximum 3 minutes per person):**

None

## **Friends of the Library Representative:**

Bernstein reported that the new planters in front of the Library will be maintained and changed out seasonally by Friends members. Free books were given out to kids during Children's Book Week. The Friends are donating funds to cover the prizes at the August 1st carnival for both the kids games and the adult Bingo game. June is the annual Membership Drive. Current membership is 102.

## **Committee Reports:**

### ***Personnel and Policy Committee:***

- The Personnel and Policy Committee will review Library bylaws and finalize them this summer. Hebert is interviewing for a part-time Page position. Current personnel issues will be discussed in the Closed Session.

**Facilities Committee:**

- The Facilities Committee is reviewing and updating a document that includes scheduled cycles of maintenance required on the building. Once it is complete, the Committee will ask the Board to review and approve.

**Finance Committee:**

- The Finance Committee presented the final FY 25/26 amended budget and is seeking approval.

**Director's Report:**

- Hebert highlighted a few things from her written report. Staff evaluations will be finished by the end of the month. Hebert and Mantei have been meeting with staff to gain insight into various aspects of the budget. Hebert, Abele and Mantei have been interviewing applicants for the part-time evening/weekend Library Page position. Hebert has met with the Branch Manager of United Federal Credit Union and the External Affairs Manager of Indiana Michigan Power to deepen relationships and solicit donations to further the 60/60 Campaign. She has also met with the City of Bridgman and the City's attorney to craft the Library's election data form for November 2026.

**Approval of Board Meeting Minutes:**

- Motion made by Collins to approve the April 28, 2026 Regular Board Meeting Minutes as written. Motion seconded by Worcester. Motion passed.

**Discussion Items:**

- **Nominations of New Board Member - Peg Cichon:** Three people applied for the open Board Trustee position with a term expiring in November 2026. The top candidate is Peg Cichon. Her resume is included in the Board Packet.
- **Nominations for President of the Board thru November:** Etter nominated Kole to fill the open President of the Board position until November 2026.
- **Nominations for Vice President of the Board thru November (if vacant):** Kole nominated Etter to fill the open Vice President position until November 2026.
- **Bank Account/Financial Signature Authority:** Trustees confirmed those given authority to execute financial transactions are: Board President, Board VP, Board Secretary, Board Treasurer, Library Director, and Library Business Manager.
- **FY 25/26 Budget Amendment:** Final amended FY 25/26 budget was presented and reviewed.
- **FY 26/27 Budget Proposal:** Tabled until next month.

### Action Items:

- **Nomination of New Board Member - Peg Cichon:** Motion made by Kole to appoint Peg Cichon as Board Trustee until the term ends in November 2026. Motion seconded by Valauskas. Motion passed 9-0.
- **Nominations for President of the Board thru November:** Motion made by Etter to appoint Kole to the President of the Board position until November 2026. Motion seconded by Valauskas. Motion passed 9-0.
- **Nominations for Vice President of the Board thru November (if vacant):** Motion made by Kole to appoint Etter to the Vice President position until November 2026. Motion seconded by Noll. Motion passed 8-0, with 1 abstention.
- **Bank Account/Financial Signature Authority:** Motion made by Etter to confirm bank signatories as listed above. Motion seconded by Kole. Motion passed 9-0.
- **FY 25/26 Budget Amendment:** Motion made by Valauskas to accept the amended FY 25/26 budget as presented. Motion seconded by Worcester. Motion passed 9-0.
- **Bills for April 2026 - \$22,599.14:** Motion made by Shaver to approve April 2026 bills totaling \$22,599.14. Motion seconded by Kole. Motion passed 9-0.
- **Entered into a Closed Session:** Motion made by Collins to enter into a Closed Session at 9:50am. Motion seconded by Kole. Motion passed 9-0.
- **Reopen Public Session:** Motion made by Kole to reopen the Public Session at 11:26am. Motion seconded by Worcester. Motion passed 9-0.

### Second Public Comment (maximum 3 minutes per person):

No comments.

### Communication and Correspondence:

The library received an email from a patron who was greatly appreciative for being able to donate her used books to the library. We recently had a Southwest Michigan Cooperative employee tell us that her visit and tour of the library was very enjoyable.

### Meeting Adjourned:

Motion made by Etter to adjourn the meeting at 11:27 A.M. Motion seconded by Worcester. Motion passed 9-0.

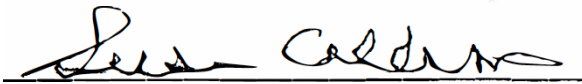
**Next Meeting:**

June 23, 2026 - 9:00 A.M. at the Library.

**Respectfully submitted by:**

Amy Abele

**Approved by the Secretary:**



A handwritten signature in black ink, appearing to read "Sean Calderin", is written over a horizontal line.

Date:

June 23, 2026

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