Bridgman Public Library
Regular Board Meeting Minutes
September 22, 2026 - 9:00 A.M.

Meeting Called to Order:
9:02 A.M. by Kole

Roll Call:
Present: Kole (President), Etter (VP), Collins (Secretary), Shaver (Treasurer), Cichon, Janoskey, Wilk, Worcester

Absent: Noll, Valauskas

Staff: Hebert, Abele, Mantei

Approval of Agenda:
Cichon motioned to approve the agenda as written. Motion seconded by Kole. Motion passed 8-0.

Invited Guests:
None

Public Comments (maximum 3 minutes per person):
None

Friends of the Library Representative:
President Julie Bernstein shared several updates from the Friends:

- Karl Fricke has stepped up as the organization's new Treasurer and will be officially confirmed during the October meeting.
- The recent book sale raised $669 and successfully debuted a new electronic payment option through Zeffy.
- Thanks to a recent generous donation, the Friends were able to give $5,000 as a matching gift to the library's Upton Grant.
- Additionally, the group fully funded the 2026 summer reading program, covering expenses totaling $2,226.

Committee Reports:

Personnel and Policy Committee:

- The Committee is currently reviewing library policies and procedures.
- The employee dispute has been resolved and is closed.
- The Work From Home (WFH) Policy is being finalized.

Facilities Committee:

- Two masonry bids have been received to power wash, seal and correct any areas on the building.

Finance Committee:

- Reviewed reports. The annual audit is scheduled for the end of October.

Ambassador's Report*:*

- Collins distributed cards and treats to three staff members—celebrating Abele and Mantei for their work anniversaries, and welcoming Holt to the team. Additionally, she plans to coordinate a farewell gift for Valauskas to recognize the conclusion of his term on the Board.

Director's Report:

- Hebert highlighted a few items from her report:
    - While August was a bit slower than July due to our children's programming taking a one-month hiatus, we continued to be busy prepping for fall - including planning the annual Halloween Party and preparing for the upcoming millage ballot proposals.
    - We received funding through Berrien Community Foundation for the "Shared Stories: Accessible Reading, Connection, and Community for Older Adults and Individuals with Visual Impairments" program. This program will expand accessible reading through large-print materials, audiobooks, accessibility kits, and outreach to senior communities. We are required to match the Foundation's $10,000 grant with donations.
    - Two new hires have joined us to manage front desk duties and divide tasks across ILL, book processing and repair, and lost/overdue materials. We are also finalizing the hire of another team member to support circulation and train as a cataloger.

Approval of Board Meeting Minutes:

- Motion made by Cichon to approve August 25, 2026 Regular Board Meeting Minutes as amended. Motion seconded by Wilk. Motion passed 8-0.

Discussion Items:

- **Masonry Work:** Two bids were received to do masonry work. The Facilities Committee recommends awarding the bid to Murphy Masonry. Murphy Masonry advised that the work needed is at a critical point and should be taken care of before winter.

Action Items:

- **Bills for August 2026 - $29,793.48:** Motion made by Janoskey to approve August 2026 bills totaling $29,793.48. Motion seconded by Worcester. Motion passed 8-0.

- **Approve Masonry Work:** Motion made by Etter to approve awarding the masonry bid to Murphy Masonry. Motion seconded by Wilk. Motion passed 8-0.

Second Public Comment (maximum 3 minutes per person):

No comments.

Communication and Correspondence:

None

Meeting Adjourned:

Motion made by Wilk to adjourn the meeting at 9:40 A.M. Motion seconded by Kole. Motion passed 8-0.

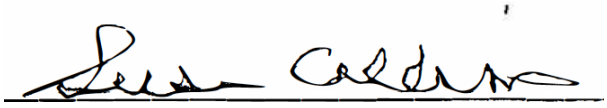
Next Meeting:

October 27, 2026 - 9:00 A.M. at the Library

Respectfully submitted by:

Amy Abele

Approved by the Secretary:



Date:
October 27, 2026