Ionia Community Library

Library Board Meeting

2nd Floor Admin Office
126 E Main St
Ionia, MI 48846

September 17, 2025

Minutes

Call to Order: Vice President Buys called the meeting to order at 6 PM.

Members Present: Toni Ann Buys, Amy Fuller, Nancy Miller, Ashley Reisbig and Gale Yeomans (Arrived at 6:03 PM and took over presiding the meeting)

Members Absent: None.

Other Attendees: Director Dale Parus, Manager of Library Operations Paula Wood and Union Representative Shanni Kerr

Approval of Agenda: Motion by Fuller to approve the agenda with the addition as the second bullet point under New Business of the Automated Clearing House Arrangements and Electronic Transactions of Funds Policy and the Resolution to Authorize Transactions Under Public Act 738 of 2002, supported by Reisbig. Motion carried unanimously.

Previous Minutes: Motion by Fuller to accept the August 13, 2025 meeting minutes, supported by Miller. Motion carried unanimously.

Financial Reports: The August 2025 financial reports were received and filed.

Public Comment: None.

Director's Report & Statistics Report: The Director's Report and the August Statistical Report were received and filed.

Election of Officers for FY 2025-26: Motion by Miller, supported by Buys to elect the nominated slate of officers for FY 2025-2026: Yeomans-President, Buys-Vice President, Reisbig-Treasurer and Fuller-Secretary. Motion carried unanimously.

Committee Appointments for FY 2025-2026: Motion by Miller, supported by Fuller to make the appointments to the following committees for FY 2025-2026:
Personnel: Yeomans, Buys and Parus
Policy: Miller, Buys, Parus and Kerr
Building and Grounds: Fuller, Reisbig and Parus
Grant Committee: Reisbig, Yeomans and Parus
Motion carried unanimously.

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Committee Reports
--*Finance Committee (Open, Parus & Wood):* After the Committee met and reviewed the proposals from the firms for audit services, Parus provided a report to the Board, which was discussed under New Business, Audit Firm Proposals.

--*Personnel Committee (Yeomans, Buys & Parus):* After Parus' annual review in August, Parus and Wood were given the choice of a wage increase equal to that of the union staff's this year or additional vacation days. Yeomans reported that Parus and Wood both elected to forego a wage increase in favor of additional vacation days. Parus will receive three additional vacation days and Wood will receive four additional vacation days to be added to this year's vacation hours and each year going forward.

--*Policy Committee (Miller, Buys, Parus & Kerr):* No report.

--*Building and Grounds Committee (Fuller, Reisbig & Parus):* No report.

--*Grant Committee (Yeomans, Open & Parus)*: No report.

Continuing Business:

--*Ionia Community Library Foundation (ICLF):* The fundraiser dinner held on September 10 at the Olde Stone Porch was a huge success. The ICLF raised a little over $31,000. It raised more awareness about the Foundation and the need for support due to the urgency to match the $2.1 M federal grant before the March of 2027 deadline. The ICLF also introduced its new tag line, Ionia Ready, and new website IoniaReady.org. Board members were invited to suggest ideas for future fundraisers that would peak the community's interest to support and attend.

New Business:

--*Auditing Firm Proposal Review:* Parus summarized each proposal for the Board in a report. Discussion of each proposal ensued. **Motion by** Fuller, supported by Reisbig to accept the proposal from Vredeveld-Haefner LLC for auditing services and approve that Library Director Dale Parus has the authority to represent the Board in all further contract actions with Vredeveld-Haefner. Motion carried unanimously.

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--*Automated Clearing House (ACH) Arrangements and Electronic Transactions of Funds (EFT) and Resolution to Authorize Electronic Transactions Under Public Act 738 of 2002:* **Motion by** Fuller, supported by Buys to approve the Automated Clearing House (ACH) Arrangements and Electronic Transactions of Funds (EFT) Policy and the Ionia Community Library Resolution to Authorize Electronic Transactions Under Public Act 738 of 2002.
Roll Call vote: Buys-Yes, Fuller-Yes, Miller-Yes, Reisbig-Yes and Yeomans-Yes. Motion carried 5-0.

--*ICL Parking Lot Repairs:* The cement in the parking lot around the drain has sunk and may have other unknown repairs once the work has commenced, which may increase the project budget significantly. **Motion by** Buys, supported by Miller accept the Central Michigan Building Services bid to repair the parking lot and give Parus the authority to represent ICL to work with Central Michigan Building Services . Reisbig recused herself due to conflict of interest. Motion Carried.

Adjournment: **Motion** to adjourn by Fuller, supported by Reisbig. Motion carried unanimously. President Yeomans adjourned the meeting at 6:56 PM. The next regularly scheduled Board meeting is 6 PM on Wednesday, October 15, 2025.

Respectfully Submitted,

Paula Wood
Manager of Library Operations