

MINUTES

Southwest Michigan Library Cooperative

Board Meeting Minutes

August 27, 2026

1. Call to Order- Meeting called to order by President Rachael Wiegmann at 2:07 pm.
2. Roll Call by President

Present:

- Rachael Wiegmann – Portage District Library
- Anne Rapp – Augusta-Ross Twp District Library
- Meg Paulette – Buchanan District Library
- Cheryl Kersey – Three Oaks Township Public Library
- Mary Harrison – Coloma Public Library
- Kati Burtchett – Watervliet District Library
- Eric Hansen – Vicksburg District Library
- Andrea Estelle – Otsego District Library
- Jim France – South Haven Memorial Library

Absent:

- Terri Hebert – Bridgman Public Library

Others Present:

- Tim Wiggins – Niles District Library
- Erin Ross – Buchanan District Library
- Leesa Kowal – Otsego District Library

3. Approval of Agenda - Motion made by Eric Hansen (Vicksburg District Library), seconded by Mary Harrison (Coloma Public Library), motion carried.
4. Public Comment – NONE
5. Approval of April, 2026 Board Meeting Minutes – Motion made by Kati Burtchett (Watervliet District Library), seconded by Mary Harrison (Coloma Public Library), motion carried.
6. Communications – NONE
7. President's Report – NONE
8. Treasurer's Report – Mary reports that more funds are currently being held in the money market due to higher interest rates. The Board plans to discuss the Fund Balance Policy at the October meeting.

9. Director's Report - Director Estelle shared some interesting facts and raised questions regarding the cost of RIDES, including why the service is not put out for bid and why the totes are not cleaned or pressure washed. The Cooperative Directors are working on ways to reduce the cost of RIDES, which currently accounts for approximately 34% of the budget.

10. Unfinished Business –

- A. Refreshments Policy forms now available on website
- B. Added Wiegmann as signer on accounts

11. New Business –

- A. Budget Amendments – Meg Paulette (Buchanan District Library) made a motion to accept the budget amendments; Eric Hansen (Vicksburg District Library) seconded, motion carried.
- B. Budget 2027 – The 2027 budget was discussed. Eric Hansen (Vicksburg District Library) made a motion to approve the 2027 budget; Kati Burtchett (Watervliet District Library) seconded, motion carried.

Eric Hansen (Vicksburg District Library) made a motion to increase the treasurer's stipend; Meg Paulette (Buchanan District Library) seconded, motion carried.

- C. Auditor – Discussed retaining Joshua Gabrielse from Siegfried Crandall for another three years, 2026–2029. The board noted that they are easy to work with and provide convenient, reliable services.

Kati Burtchett (Watervliet District Library) made a motion to accept Siegfried Crandall as our auditor until 2029; Anne Rapp (Augusta-Ross Township District Library) seconded; motion carried.

- D. Director's Evaluation - A Personnel Committee is being formed to conduct the Director's evaluation. Members so far include Rachael Wiegmann, Mary Harrison, Meg Paulette, and Eric Hansen. We are looking for additional Cooperative members who are interested in joining the committee. The committee will meet via Zoom. Surveys will be provided at our October meeting for members to provide feedback.

12. Adjournment – President Rachael Wiegmann adjourned the meeting at 2:28 PM.

Next Board Meeting: October 22, 2:00 at Cass District Library – Edwardsburg Branch