

**DORR TOWNSHIP LIBRARY  
BOARD OF TRUSTEES  
MEETING  
Dorr Township Library  
Time: June 16, 2025 @ 6:30 PM**

**MINUTES**

**Meeting was called to order at 6:30 PM**

**Pledge of Allegiance:** was said.

**Roll Call:** Present- Jeffrey Babbitt, Brittany Hunter, Carrie Brooks, Bruce Bendull, Michael Rydman, Gordon Lieffers, Andrea Strong. Absent - None.

**Changes to the Agenda:** None.

**Public Comment & Correspondence:** Correspondence from American Legion post was received and read. Library staff requested for director's performance to be reviewed.

**Changes to the Agenda:** Hunter motioned to approve the agenda. Brooks seconded. All yes, motion carried.

**Approval of the Minutes:** Brooks motioned to approve the minutes from April 21, 2025. Rydman seconded. All yes, motion carried.

**Treasurer's Report:** Was received. Strong made the motion to pay the credit card bill for April in the amount of \$4,551.01 for April, and for May in the amount of \$4,711.16. Brooks seconded. All yes, motion carried.

**Director's Report:** Was heard. Director reported 425 visitors for the summer reading kickoff carnival, with 100% positive feedback from Author Fair authors and attendees. Circulation statistics are strong. Patron statistics are strong. Plans are underway for improvements to flooring and lighting in the library.

**Committee Reports:** None.

**OLD BUSINESS:**

None.

**NEW BUSINESS:**

1. **Review of Year-End Fiscal Report and Financial Forecast for FYE 2025.** Report was reviewed.
2. **Discussion and approval of Revisions to FYE 2026 Budget.** Hunter motioned to approve the FYE 2026 Budget. Brooks seconded. All yes, motion carried.
3. **Discussion and approval of Copyright Policy.** Brooks motioned to approve the Copyright Policy. Lieffers seconded. All yes, motion carried.
4. **Discussion and approval of Copying/Printing/Scanning/Faxing Policies.** Policy was discussed and tabled for revisions.

5. **Discussion and approval of revisions to PTO section of Personnel manual.** Brooks motioned to approve the amendment to the policy. Strong seconded. All yes, motion carried.

**Adjournment:** Brooks motioned to adjourn at 7:25 PM. Bendull seconded. All yes, motion carried.

**Township Board Meeting:** June 26, 2025 7 pm. Babbitt will attend.

**Next Regular Meeting:** July 21, 2025 at 6:30 pm

Submitted by Brittany Hunter, Secretary.