



South Haven Memorial Library February 10, 2026 Minutes

Members:

Liz Smith –President
Jean Stein –Vice President - Absent
Marilyn Bertorelli –Treasurer
Marge Lampe -Secretary

Ida Sledge – Trustee
Gretchen Spreitzer – Trustee - Absent
Gordon Bleil- Trustee

Also Present: J. France, Director

Call to order: The meeting was called to order by president, L. Smith at 7:08 p.m.

Approval of minutes for meeting on January 13, 2026: Motion to approve by I. Sledge with following amendments: move to pay bills, M. Lampe, all support; correct spelling of tax forms (froms); add “vice” in front of president for J. Stein; all support, motion carried. A copy will be sent to city council.

Approval of agenda for February 10, 2026: Motion to approve agenda with an amendment to correct date of next board meeting to March 10, 2026 by M. Bertorelli; motion carried.

Public Comments: None

Treasurer’s report: Operations for January -**Total income:** \$9,269.85, **Total expenses:** \$66,841.10.
Vendors’ bills: \$46,844.09. Motion to pay vendor bills by G. Bleil, Lampe seconds, all supported. Motion carried.

Renovation Budget Report: Income for January: \$0.00; Total expenses: \$0.00

Investment Update: Balance invested: \$2,372,878.00 at the end of the day. Interest earned in January: \$9,947.42

Director's Report:

- Overdrive checkouts-1,147, MEL: Borrowed 241, Loaned 94; Patrons through doors: 2,371. Small meeting room uses: 51; Community Room: 166.
- Physical tax forms on order, not received. Copies are printed for patrons from online with regular printing fees.
- There have been closures due to weather. The library does not follow the schools in closing for weather.
- Issues with the furnace: France is working with heating contractor to address. Bleil suggests remote monitoring of heat to be able to more quickly identify any issues.
- Pendulum lights at both the east and west ends of the building are deteriorating due to sun exposure. Replacements have been chosen. Lampe suggests addressing poor performance of product with vendor/manufacture as these lights are relatively new.
- Applications for part time employees are being taken to prepare for the busier season.
- Summer reading program in development. Dinosaurs, paleontology and archaeology will be the theme.
- France will advise Geneva Township to contact city with request for library services. France will continue research with Library of Michigan.
- Programs:
 - April 29: Kate Hinote Trio at 6 pm

Correspondence: None

Old Business:

- **Policies Review:** Policy for Trustees/Officers unable to fulfill Board Duties, (Article V, Section 7): G. Bleil presented the following language: Every appointed member of the Board is expected to fulfill their designated role, including attendance at meetings, following up on assigned tasks and fair consideration of both their colleagues and proposals presented to the Board.
 - In the event that a Trustee is considered unable or unwilling to complete their term, AND they are unwilling to voluntarily resign, the Board has the responsibility to report the concern to the Governing Body represented by the Trustee.
 - The Trustee affected by this should be given at least 1 month notice of the concern before the report is made to their Governing Body.
 - At the time of the report, the Board will also request information from the Governing Body about the anticipated interval before a decision regarding continued participation by the Trustee would be available. This information will allow the Board to determine how business can be conducted during this interval.
 - Lampe moves, Sledge support to adopt this language into the bylaws. All support, motion carries.
- France reports that J. Stein has announced plans to retire from Library Board after 35 years of service. Township Supervisor has been informed.
- France also reports that Spreitzer requests board to discuss/decide if her frequent absences from meetings is a problem for board actions. She notes that she will step down if board requests. Discussion results in recognizing that her absences create some challenges. Also noted is that Spreitzer was instrumental in determining the best investment option for the donated funds.

New Business:

- Appoint Budget Committee: Bertorelli, Bleil, France ex-officio
- Appoint Director Evaluation Committee: Smith, Lampe, Bleil

Board Comments:

- Bleil asks about recent (last week) issue with water/sewer lines. As France was out ill, he will research this issue.

Adjournment: Motion to adjourn by Sledge, all in favor. Meeting adjourned at 8:02 PM.

Next regular meeting: March 10, 2026 – 7:00 PM

Respectfully submitted,
Margery Lampe, Secretary