

PROPOSED

Cromaine District Library
Regular Board Meeting
Thursday January 15, 2026

Trustees Present: Jeannine Gogoleski, Nancy Rosso, Becky Basley, Holly Naylor, Dawn Smith, Kim Armstrong

Members Absent: Bill Bolin

Staff Present: Director Sarah Neidert, Liz Welch, Community Engagement Manager

Public Present: Erin B., Karen Rex, Arrian W. Dawn Collins, Kate Mazzara

I.	Director Neidert called the meeting to order at 7:00 pm. Director Neidert took roll call: Present: Jeannine Gogoleski, Nancy Rosso, Becky Basley, Holly Naylor, Dawn Smith, Kim Armstrong Absent: Bill Bolin Pledge of Allegiance	Call to order/ roll call Pledge of Allegiance
III.	Organizational Matters A. Election of Officers Director Neidert called for nominations for President of the Board of Trustees. Trustee Basley nominated Jeannine Gogoleski for President. Director Neidert asked if there were any other nominations for President. None were given. Director Neidert called for a discussion. Trustee Basley explained why she nominated Jeannine Gogoleski.	Election of Officers

Motion: A motion was made by Trustee Basley to nominate Jeannine Gogoleski for President. Seconded by Trustee Smith.

A roll call was taken:

Ayes: Kim Armstrong, Dawn Smith, Holly Naylor, Becky Basley, Nancy Rosso,

Nayes: None Motion passed.

Director Neidert congratulated President Gogoleski and turned the remainder of the meeting over to her.

Motion: A motion was made by President Gogoleski to nominate Trustee Basley for Vice-President. Seconded by Trustee Smith. A roll call was taken:

Ayes: Kim Armstrong, Dawn Smith, Holly Naylor, Becky Basley, Nancy Rosso, Jeannine Gogoleski

Nayes: None Motion passed.

Motion: A motion was made by Vice President Basley to nominate Trustee Rosso for Treasurer. Seconded by Trustee Smith. A roll call was taken:

Ayes: Kim Armstrong, Dawn Smith, Holly Naylor, Becky Basley, Nancy Rosso, Jeannine Gogoleski

Nayes: None Motion passed.

Motion: A motion was made by Vice President Basley to nominate Trustee Armstrong for Secretary. Seconded by President Gogoleski. A roll call was taken:

Ayes: Kim Armstrong, Dawn Smith, Holly Naylor, Becky Basley, Nancy Rosso, Jeannine Gogoleski

Nayes: None Motion passed.

B. Delegation to the Library Director of the administrative and operational duties of the Secretary and Treasurer

Motion: Treasurer Rosso moved that, in accordance with Article V, Sections 3 and 4 of the Cromaine District Library Board By-laws, the Board of Trustees hereby delegates to the Library Director the administrative and operational duties of the **Secretary** and **Treasurer**, as permitted by the by-laws. The delegation includes, but is not limited to:

- Keeping or causing to be kept official records and minutes of Board meetings; (Secretary)
- Preparing and posting required notices and routine official documents; (Secretary)
- Recording all library financial transactions, including receipts, deposits, disbursements, sales, and transfers; (Treasurer)
- Monitoring expenditures for accuracy, reasonableness, and compliance with the adopted budget; (Treasurer)
- Preparing monthly financial reports for review by the Board and its committees; (Treasurer)

The elected Secretary and Treasurer shall retain all statutory authority, fiduciary responsibility, oversight, and duties not expressly delegated by this motion, including review responsibilities and check-signing authority as required by policy.

The delegation shall remain in effect until amended or rescinded by action of the board.

Motion made by Treasurer Rosso. Seconded by Trustee Smith.

Ayes: All

Nayes: None Motion Passed

C. Committee Assignments (motion needed)

President Gogoleski assigned committees as follows:

Personnel Committee: - Chair, President Gogoleski

Trustee Smith

Secretary Armstrong

Community Relations: - Chair, Trustee Smith

Vice President Basley

President Gogoleski

Finance: Chair, Treasurer Rosso

Trustee Naylor

Trustee Bolin

Motion: Vice President Basley approved the 2026 Committee Assignments. Seconded by Treasurer Rosso.

Ayes: All

Nayes: None

Motion passed.

IV.	<p>Approval of Agenda</p> <p>President Gogoleski added Item J. Book Review for title Bianca Torres Afraid of Everything. This is to be discussed and decision made. Director Neidert added in the Ad-Hoc Minutes from 1/7/26.</p> <p>Trustee Smith moved to approve the amended agenda. Seconded by Trustee Naylor.</p> <p>Ayes: All</p> <p>Nayes: None Motion passed.</p>	Approval of Agenda
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V.	<p>Approval of Consent Agenda</p> <p>President Gogoleski suggests pulling 12/18/25 minutes out and add Item K.to agenda, Minutes of 12/18/25.</p> <p>Trustee Smith moved to approve the amended consent agenda. Seconded by Vice President Basley.</p> <p>Ayes: All</p> <p>Nayes: None Motion passed.</p> <p>A. Approval of Regular Meeting Minutes 12/18/25. B. Committee Reports-no regular committees held this month C. Ad Hoc Minutes January 7, 2026</p>	Approval of Consent Agenda
VI.	<p>Directors Report-including Strategic Plan update and review of second-quarter statistics</p> <p>Director Neidert addressed the board regarding the penal fines from the state. There currently is a recommendation in the Michigan legislator of re-assigning the penal fines from libraries to the trial courts. The library has budgeted funds for 2026 of \$58,000.00. She received this notice just today.</p> <p>Treasurer Rosso suggested to write up a letter to our local state legislators as a board. Director Neidert suggested we investigate and draft something, if appropriate, in this month's finance meeting.</p> <p>Liz Welch, Community Engagement Manager, received an award at the Hartland Chamber Holiday Lunch. Liz was named the 2025 Community Impact Honoree for the outreach and engagement work Cromaine allows her to do for the Hartland Community. She is well deserved of this award.</p> <p>Director Neidert ordered two new indoor flag poles and stands for the Library's Community Room. She requested an American flag which was flown over the US Capitol Building from Senator Slotkin's office, and a State of Michigan Flag which was flown over the State Capitol Building in Lansing from Governor Whitmer's office. Director Neidert will attempt to arrange a scout ceremony for the flags once they arrive.</p> <p>Library second quarter statistics were reviewed- it is a nice year-over-year comparison. We are up in physical visits.</p>	Directors Report

<p>Vice President Basley asked how the electronic access is going? Director Neidert said the use of E-Materials is up 40% over the same quarter last year.</p> <p>There is a new item on the monthly statistics, “Total Items Withdrawn”. The total items added were 664, and items withdrawn were 623.</p> <p>The second- floor self-checkout machine broke down, but was replaced quickly due to an active warranty on these machines. Director Neidert installed the new machine about 5 days after it went out of service.</p>	<p>Strategic Plan update- Liz Welch, Community Engagement Manager gave an update of the Strategic Plan along with a visual presentation. The library is in year two of the current Strategic Plan. All the plan updates are kept in a platform, <i>Monday.com</i>.</p> <p>Liz went over the four goals of the plan and how we will reach them. She broke down the percentage of work in progress, work scheduled and work not yet started.</p> <p>Liz explained focus on work for the Cromaine Commons and the grant- funded Heritage Gardens. There will be opportunities in February for public/community engagement to provide input into this project. The main community session is scheduled for Saturday, February 7th at 1:00 pm in the community room on the third floor. Registration is required. Patrons will be asked to give their input at that time.</p> <p>This input will be ongoing for at least two weeks.</p> <p>There will be mini engagements included in this project.</p> <p>In the next three months, the Community Engagement Department will be focusing on the pre-construction phase of the outdoor project, celebrating 100 years of the library, and checking in with staff on workplace satisfaction in regard to technology.</p> <p>Treasurer Rosso commended Liz for being so organized, along with saying, “That is a huge project with a lot of moving parts”. “Good Job” was said by the entire board.</p>	
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VII.	<p>Discussions/Decision</p> <p>A. Memo regarding fund balance – Director Neidert</p> <p>Director Neidert explained after the audit is complete is a good time to re-assess these numbers. Vice President Basley suggested that if the board is in agreement with the numbers allocated as described, she recommends approving the re-classification now.</p> <p>A motion to approve the Fund Balance Classification as outlined in the memo was made by Vice President Basley. Seconded by Nancy Rosso.</p> <p>Ayes: All Nayes: None Motion passed.</p>	Fund Balance Memo
	<p>B. Bid Document Update-</p> <p>The library received two strong bids for the Cromaine Commons Project. Director Neidert met with Matt Marino, Operations Officer from Hartland Schools and Carolyn Hayes, Director of Community Education from Hartland Schools to go over details, and there were concerns with the plans that require us to table awarding the bid until these concerns are resolved, specifically the deed to the property requires a bus turnaround as long as the school is in operation. Therefore, the concept plans will need to be revised. This will delay the project. It will be approximately six to twelve weeks until we get to the actual plans ready to award the bid. The company the ad hoc committee was recommending is willing to honor the listed pricing for a few months.</p> <p>Mainly there will be re-approvals from the Road Commission and the County. Director Neidert said that it has been great to work with Sue Grissim, the Landscape Architect and that HCS staff were very helpful with their ideas about how to accomplish the goal.</p> <p>Vice President Basley commented that there will always be something in a big project like this.</p>	Bid Document Update

<p>A. Summary of Annual Board and Self-Evaluation Review</p> <p>President Gogoleski said, “We have some work to do this year.” She suggests some team building, and listening to each other more.</p> <p>Treasurer Rosso asked why Trustee Bolin is not here without communication with other trustees or the Director? Trustee Smith replied that he never mentioned stepping down. Trustee Naylor said the board will need to pay close attention to a quorum going forward. Trustee Smith suggested for the board to do something different together instead of having to talk on hot topics, maybe a coffee chat.</p>	<p>Annual Board and Self-Evaluation</p>
<p>B. Changing Signers on Bank Accounts, If warranted (Resolution)</p> <p>Discussion – With different officers, there needs to be a resolution for new signers for the bank.</p> <p>RESOLUTION:</p> <p>Treasurer Rosso moved to approve Resolution #2026-1, Designating Officers and Named Persons Authorized to Act for the Library in its Business with its Banks. Seconded by President Gogoleski. A roll call was taken:</p> <p>Ayes: Kim Armstrong, Dawn Smith, Holly Naylor, Becky Basley, Nancy Rosso, Jeannine Gogoleski</p> <p>Nayes: None Resolution passed.</p>	<p>Signers on bank account</p>
<p>C. Monthly Meeting Calendar Dates</p> <p>Discussion –</p> <p>Director Neidert left the July board meeting in red, not knowing if the July meeting would still go on, or the date for July will change. Trustee Smith believes that it should remain on the calendar for now to see where we are with the outdoor project. At that time, we can decide if we need to change it.</p>	<p>Monthly Meeting Calendar Dates</p>

RESOLUTION:

Treasurer Rosso moved to approve Resolution #2026-2, Establishing Regular Meeting Dates for 2026. Seconded by Vice President Basley. A roll call was taken:

Ayes: Kim Armstrong, Dawn Smith, Holly Naylor, Becky Basley, Nancy Rosso, Jeannine Gogoleski

Nayes: None Resolution passed.

D. Committee Meeting Dates/days

Director Neidert will reach out to newly appointed committees via e-mail to find out what works with people in that committee. We do not have to keep what days and times we have used in the past.

Committee
Meeting
Dates/days

E. Updated Policy Table of Contents

Updated through the end of 2025

Updated Policy
Table of
Contents

F. Updated Resolution Table of Contents

Updated through the end of 2025

Updated
Resolution
Table of
Contents

G. Book Challenge Appeal Process Update

President Gogoleski used this time for the purpose to keep the public informed on what books have been read. These books are listed on the website. Unfortunately, all 28 books that were to be read prior to the January 22nd special meeting have not been read by every board member, therefore the January 22nd board meeting will need to be canceled. Hopefully by the board

Book
Challenge
Appeal Process

meeting on February 19, the November books and graphic novels will have been read and at that time can be discussed.

Trustee Smith is concerned about taking the books home and reading them, which will then not be available to the other board members. A suggestion was made to take half of the books home and read half of the books in the library.

Director Neidert reminded the board that the books can be renewed. President Gogoleski has checked and the books had been able to be renewed.

Director Neidert suggests that the spreadsheet made by President Gogoleski should be shared on google drive. This will help other members of the board know which books have been read and who has already read them.

H. Book Appeal Review

There is one book that can be reviewed tonight:

1. Bianca Torres is Afraid of Everything

Treasurer Rosso – RETAIN

President Gogoleski – LABELED or MOVE

Trustee Naylor – RETAIN

Vice President Basley – RETAIN

Trustee Smith – RETAIN

Trustee Armstrong – LABEL OR MOVE

This book will be RETAINED.

President Gogoleski named one adult book to be reviewed:

1. Gender; Your Guide

Vice President Basley stated that this book is already in the adult section.

Trustee Smith agreed. All made the decision to RETAIN in the adult section.

Book Appeal
Review

	<p>I. Minutes of 12/18/25</p> <p>President Gogoleski corrected the minutes of 12/18/25, Section F. Directors Performance Evaluation, page 8, the written goals for the director. She added a timeline of every three months to report the labeling of books to the Personnel Committee which will be added to that months' board packet.</p> <p>MOTION: Vice President Basley moved to approved the added time line of three months update to the 12/18/25 minutes, Section F. Director's Performance Evaluation, page 8. Seconded by President Gogoleski.</p> <p>Ayes: All</p> <p>Nayes: None Motion passed.</p>	Minutes of 12/18/25
VIII.	<p>Information/Comments from Board</p> <p>None</p>	Board Comments
IX.	<p>Call to the Public –</p> <p>Those wishing to address the board are asked to fill out a form – if they want their comments reflected in the official board minutes, they are asked to summarize them here, to be included by the recording secretary using their own words.</p> <p>Kate Mazzara spoke</p> <p>Dawn Collins spoke</p> <p>Karen Rex spoke</p>	Public Comments

X.	<p>Upcoming Meeting Dates/Agenda Items for Next Meeting</p> <table border="1"> <tr> <td>Feb.</td><td>Personnel Committee, in person - TBD</td></tr> <tr> <td>Feb .</td><td>Community Relations Committee - TBD</td></tr> <tr> <td>Feb.</td><td>Finance Committee - TBD</td></tr> <tr> <td>Feb. 19</td><td>Board of Trustees, 7:00 pm</td></tr> </table> <p>Ad-Hoc - TBD</p> <p>Agenda Items for Next Meeting:</p> <p>Review Policies: 6020-Purchasing (Finance) 6025 – Library Credit Card (Finance) 6026 – Electronic Financial Transactions (Finance)</p> <p>Review Policies: 8000 – General Provisions of Board Membership (Personnel) 8001 – Trustee Appointment, Election and Resignation (Personnel) 8002 – Board of Trustee Meetings (Personnel) 8003 – Board of Trustee Meetings Agenda Format (Personnel)</p>	Feb.	Personnel Committee, in person - TBD	Feb .	Community Relations Committee - TBD	Feb.	Finance Committee - TBD	Feb. 19	Board of Trustees, 7:00 pm	
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Feb.	Finance Committee - TBD									
Feb. 19	Board of Trustees, 7:00 pm									
XI.	<p>Adjournment Motion by President Gogoleski seconded by Vice President Basley. Adjourned at 8:34 pm.</p> <p>Ayes : All Nayes: None</p>	Adjournment								

Nancy Rosso, SECRETARY

Cromaine District Library Board

Darlene Randolph, Recording Secretary
Cromaine District Library Board

Documents distributed to the Board for/at this meeting:

- Agenda for Board Meeting December 18, 2025
- Minutes of Regular Board Meeting November 20, 2025
- December 2025 Directors Report
- December 2025 Statistics
- Memo regarding fund balance
- Director Dec. 2025 report
- Strategic Plan Update
- Summary of Annual Board and Self-Evaluation Review
- Res. #2026-1, Designator signers on bank account
- Res. #2026-2, Monthly Board Meeting Calendar
- Updated Policy Table of Contents
- Updated Resolution Table of Contents
- Ad Hoc Committee Meeting Notes, 1/2/26
- Corrected, clean copy of Policy #6005