

## Nottawa Township Library Board Minutes

July 27, 2026

Cara Arver called the meeting to order at 10:33 a.m.

Cara Arver, Connie Heidbrink, Michelle Brokaw, Carmita Hunter, Mary Webb, and Robert (Bob) Klar were present. Ruth Rowe was absent.

Carmita motioned to approve the agenda, seconded by Connie. A vote was held. The motion was approved.

Discussion was held on the minutes from the June 22, 2026 meeting. Michelle motioned to approve the minutes of the previous meeting, seconded by Cara. A vote was held. The motion was approved.

### **Old Business**

None

### **New Business:**

- Mary has completed her Library of Michigan Level 3 certification
- The Association of Rural and Small Libraries (ARSL): This group provides resources and education focused on the needs of smaller libraries. Nottawa Library has joined ARSL for \$275 per year
- Library employee Megan has graduated High School and will stay on at the library while attending college locally. As with past students, a gift card was authorized to celebrate this milestone.
- AED machine. The board discussed the condition and age of the current AED machine. Mary has received a quote from HeartAED that includes a credit for a trade-in of our old unit. Cara made a motion to authorize the purchase of a new AED machine, seconded by Michelle. A vote was held. The motion was approved.
- Groundhog burrowing under the building: This has become a yearly occurrence. Terminex has provided a quote for Wildlife Pest Exclusion. The board had some questions concerning the process. Mary will clarify and present at a future meeting.

- Entryway windows: Heat is building up in the entryway on sunny days. The board discussed the ventilation fan and window tinting. Mary will continue to research tinting options and discuss at a future meeting.
- The Streamline service was discussed. Mary will request tools for a website refresh.
- The board discussed the Homebound delivery service. Mary will research a delivery by mail system and present at a future meeting.
- Mary requested that the board approve the reimbursement of the cost of the Flea Market signs. The cost will be paid to Julia Turner using funds in the Library Printing budget.
- Pay increases and work anniversaries were discussed.

The June 2026 Director's report was given. The blind-bag craft for teens was well liked

Public Comment: None

The next meeting is scheduled for September 28, 2026 at 4:00pm. Doodle Poll for quorum confirmation will be sent.

Adjourn motion by Michelle, second by Cara. The meeting adjourned at 11:25pm.

Secretary: Robert L. Klar

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