

**Board of Trustees of the Peter White Public Library
Regular Board Meeting
Minutes
Tuesday, April 21, 2026**

A regular meeting of the Board of Trustees of the Peter White Public Library was held on Tuesday, **April 21, 2026** in the George Shiras III Room of the Peter White Public Library. The meeting was called to order by President Steve Schmunk at 5:00 PM.

Members Present: Steve Schmunk, President; Suzanne Williams, Secretary; Lori Nelson, Member; Joe Meyskens, Member.

Respectfully Excused: Heather Addison, Member.

Library Staff Present: Andrea Ingmire, Library Director; Heather Steltenpohl, Development Director; Ann Richmond Garrett, Administrative Assistant; Jamie Goodwin, Finance Director; Amanda Pierce, Teen Services Coordinator.

TAC Representatives Present: Natasha Lantz, West Branch Township.

Others present (in-person or online): None

The Agenda was approved as amended (moving Financial Report up on the agenda prior to Consent Agenda) on a motion by Meyskens and seconded by Nelson. The motion is approved 4-0.

Financial Reports – including Approval of the Bills: Goodwin addressed questions and comments related to the bills and financial reports. She reported that March was normal. Digital service increases are still being monitored. Meyskens asked about any large bills that may need to be paid between now and the end of the Fiscal Year, Goodwin said that HVAC is always a possibility. A motion was brought by Nelson and seconded by Williams to approve the bills for March 2026, in the amount of \$172,454.16. **The motion is approved 4-0.**

Consent Agenda was approved as amended on a motion by Meyskens and seconded by Nelson. The motion is approved 4-0.

Consent Items – Minutes of the March 23, 2026 Library Board of Trustees regular board meeting. Minutes listed Steve Schmunk instead of Suzanne Williams as Secretary.

Special Presentations –Amanda Pierce, Teen Services Coordinator. Pierce gave an update on new developments in the Teen Zone and Teen Services since beginning her position in 2019. Since then, the Teen Zone has expanded and changed locations. Yearly offerings for Teens include seasonal reading programs, hands-on education opportunities, and educational programming. Much of the programming is made possible by the Friends of the Library, and other donations. Pierce also manages outreach for her demographic, which includes presence at community events, as well as school visits. Meyskens asked which aspects of Teen Services are most popular, Pierce said the social aspect is a big draw, as well as the value of a third space for them to exist in. Schmunk asked

about how many staff Pierce supervises; Pierce provides Teen Services as her own department, under Administration.

TAC Report: Natasha Lantz, West Branch Township. Lantz provided three major updates from West Branch Township: 1) the Township has a new website and is keeping it current with updates for residents. 2) A resident survey is also parked on the new website. 3) Cemetery ordinances are being updated, as the current set is outdated.

Public Comment: None

Board Action Items:

- a) **Bulletin Board and Pamphlet Policy PRG-4-** Revisions to this policy were discussed at the February 23, 2026, Board Policy Committee Meeting and the March 23, 2026 Regular Meeting of the Library Board of Trustees. No revisions have been made to the policy since it's last review. On a motion by Meyskens and seconded by Nelson **the Board of Trustees of the Peter White Public Library moves to approve changes to the PRG-4 Bulletin Board and Pamphlet Policy. The motion is approved 4-0.**

Other Business:

- 1) **Strategic Plan Update:** for the next 2-3 years related to feedback received in the survey, follow-up phone calls, usage data, and previous plan information. This should be ready for the June 9, 2026 Library Board Meeting.
- 2) **Federal and State Funding Issues:** IMLS (Institute for Museum and Library Services) been threatened with elimination in the upcoming Federal Budget. The IMLS is the only federal funding that libraries receive. The IMLS distributes funding to State Libraries, and they are responsible for how IMLS funds are used. This mechanism is LSTA (Library Services and Technology Act). See the Michigan LSTA Fact Sheet 2025 for a summary of how LSTA funds were used in Michigan during the last fiscal year Locally there is a 2025 Community Report, with a digital copy available on the PWPL website: https://pwpl.info/wp-content/uploads/2026/03/2025-Community-Report_web.pdf Meyskens asked about the effective date of the upcoming IMLS changes, Ingmire said it will depend on when and if a budget is passed. Technically, the effective date of the budget is October 1, 2026. He asked about libraries and museums being listed together in the report, Ingmire said they are separate pools of money. The indirect effects of the funding changes were discussed at length. A new, potential Federal Book Banning bill was also discussed. Schmunk asked where RIDES fits into the numbers listed, Ingmire said that program falls under MeL General Funds. The Board asked how to get more information on advocacy issues, Ingmire shared a link for MI Libraries Bill tracker.

Public Comment: None

Board Member Comment

- 1) **General Comments:** Meyskens asked about the status of the April Amnesty program. Ingmire said a targeted email was sent initially, with Circ having gone through hundreds of names to get email addresses for patrons whose items were overdue. As a result, in the past few days, several items have already been returned. Meyskens asked for updates on penal fines, Ingmire said there has been no activity. Williams asked about how if the vape collection receptacles have been used, Ingmire said that they have been active.


Schmunk thanked Nelson for her service on the Board, as April 21, 2026 is her final meeting since her term is up.

2) Board Committee Reports

3) Trustee Manual: Review of Chapter 10, 2021 Edition: The Director. This chapter outlines how the library Director and the Board work together.

Adjournment: Nelson made motion to adjourn, seconded by Meyskens. The motion is approved 4-0. The meeting adjourned at 6:06PM.

Respectfully submitted,


Suzanne Williams
Secretary

Upcoming meetings:

Board of Trustees: June 9, 2026

Board of Trustees Committee Meetings: n/a

Upcoming TAC meeting: July 8, 2026, Joint Meeting with Board of Trustees