

# Patmos Library Board of Trustees

## Board Meeting Minutes

### May 11, 2026 – 6:30 p.m.

#### **1. Call to Order**

##### **Roll Call**

Present: Bridgette Leyendecker, Alaina Kwiatkowski, Sonja DeJong, Tahnee Mitchell, and Donna Rotman.

A motion to excuse Betty Besteman was made by Bridgette Leyendecker and seconded by Alaina Kwiatkowski. The motion passed 5-0.

##### **Approval of Agenda**

A motion was made by Bridgette Leyendecker and seconded by Tahnee Mitchell to approve the agenda. The motion passed 5-0.

#### **2. Minutes**

A motion was made by Bridgette Leyendecker and seconded by Donna Rotman to approve the minutes from April 13, 2026. The motion passed 5-0.

#### **3. Public Comments**

No comments.

#### **4. Treasurer's Report**

A motion was made by Bridgette Leyendecker and seconded by Donna Rotman to approve the April bills and cash disbursements. The motion passed 5-0.

#### **5. Library Report**

##### **Statistics**

- Door Count –3,197, compared to 2025- 2,536
- Circulation – 4,672

- New Library Cards – 22

### **Children's Services**

- Total participation – 1,228

### **Adult Services**

- Total participation – 262

### **Highlights**

- The Summer Reading Program plans are well underway.
- The Patmos Library Facebook page has seen 137,268 views over the last three months.
- The Spring Book Sale generated proceeds of \$331 which will go to Children's Programming/Summer Reading.
- Upcoming implementation of Gather 2 Grow in June will provide meals twice a week to students while school is out of session. The partnership expands the library's support of local families.
- The library will host a fall field trip from special needs students at Hudsonville High School. The field trip will provide an opportunity to engage in hands-on activities and learn more about library operations.

## **6. Old Business**

- Staff Vacation Policy Review and Discussion

Not all board members received the document prepared for initial discussion.

As a result, a motion was made by Alaina Kwiatkowski and seconded by Bridgette Leyendecker to table the discussion to the June meeting. The motion passed 6-0.

## **7. New Business**

- Staff Wage Proposal and Discussion

The library director presented proposed wage rate increases for current staffing tied to annual review dates according to their date of hire. The board discussed the tension of maintaining a balanced budget while recognizing that several employees were hired at a lower rate, their work has been outstanding, and the State of Michigan is raising the minimum wage rate to \$15 per hour in January.

Following additional conversation, the board decided to review the wage proposal for the four employees who have annual reviews within the next 30 days.

A motion was made by Alaina Kwiatkowski and seconded by Tahnee Mitchell to increase Rachel's wage rate of \$14.27 per hour to \$16.00 per hour. The motion

passed 5-0.

A motion was made by Alaina Kwiatkowski and seconded by Tahnee Mitchell to increase Lori's wage rate of \$14.27 per hour to \$16.00 per hour. The motion passed 5-0.

A motion was made by Alaina Kwiatkowski and seconded by Tahnee Mitchell to increase Aimee's wage rate of \$14.50 per hour to \$18.00 per hour. The motion passed 5-0.

A motion was made by Alaina Kwiatkowski and seconded by Tahnee Mitchell to increase Heather's wage rate of \$18.25 per hour to \$22.00 per hour. The motion passed 5-0.

A motion was made by Alaina Kwiatkowski and seconded by Tahnee Mitchell to change Heather's title to Adult Services Librarian. The motion passed 5-0.

Following up on the January board meeting minutes, the board discussed whether to confirm the January motion to make the pay increase in April for the Library Director retroactive to January 1 when the promotion went into effect. The board members remained in agreement with the January motion. A motion was made by Alaina Kwiatkowski and seconded by Tahnee Mitchell to approve a retroactive wage increase for the director beginning January 12, 2026. The motion passed 5-0.

Discussion is tabled until June to discuss whether Heather's position will remain hourly or change to salary.

#### •Millage Postcard Draft Review

Board members provided input on the postcard information and edits to the flier for the August millage vote. The "Did You Know" section on the postcard is recommended to be replaced with edited FAQ bullets from the flier and the opposite side of the postcard were suggested to be the exact millage wording. A motion to table the millage postcard approval until the June meeting was made by Alaina Kwiatkowski and seconded by Bridgette Leyendecker. The motion passed 5-0.

## **8. Board Member Comments**

No comments.

## **9. Adjournment**

A motion was made by Bridgette Leyendecker and seconded by Donna Rotman to adjourn the meeting at 7:37 p.m. The motion passed 5-0.