



LEARN READ EXPLORE

COLEMAN AREA
— Library —

Meeting Minutes

Call to order. The regular meeting of the Coleman Area Library Board of Trustees was called to order at 7:01 pm on Tuesday, May 19, 2026

Members Present

 Y Board President: Nancy Robison Y Board Vice President: Thomas Coon Y Trustee: Jeremy Longstreth

 Y Treasurer: Jason Lewis Y Board Secretary: Greta Tigner N Trustee: Lyndsy Bock

 Y Director: Amy Comber Gross

Guests: None

Members Absent: Lyndsy Bock

Approval of Agenda. It was moved by Jason Lewis to approve the agenda. Supported by: Jeremy Longstreth. All yes, motion carried.

Public Comment: None

Approval of Minutes. It was moved by Thomas Coon to approve the meeting minutes from April 2026. Supported by: Jeremy Longstreth. All yes, motion carried.

Approval of Treasurer’s Report. It was moved by Greta Tigner to approve the treasurer’s report from May 2026. Supported by: Thomas Coon. All yes, motion carried.

Approval of Bills. It was moved by Jeremy Longstreth to pay the May 2026 bills, including ACH payments made in May related to the breakroom flooding. Supported by: Jason Lewis. All yes, motion carried.

Director’s Report. A general library update was given. See attached report.

Unfinished business. None

New business.

Discussion was held to set Special Board Meeting to review roofing bids. It was moved by Thomas Coon to set a Special Board Meeting on June 4, 2026, at 5:00pm to review and discuss roofing bids. Supported by: Jeremy Longstreth. All yes, motion carried.

Announcements. Next regular Board Meeting will take place on June 16, 2026

Adjournment. It was moved by Jason Lewis to adjourn the meeting on May 19, 2026, of the Coleman Area Library Board of Trustees at 7:27 PM. Supported by: Jeremy Longstreth. All yes, motion carried.

Respectfully submitted, Amy Comber Gross, Library Director

Director Report for May 2026 Library board meeting

Events:

1. In May, Delilah and Amy represented the library at the Coleman Elementary Sparks STEM Night. Coming up on May 22 we will host both kindergarten classes for a tour of the library.
2. Roar with the Dinosaurs and DIG into Reading this summer at the library! Our summer reading program theme is "Unearth a Story." Patrons of all ages are invited to join us to learn about paleontology, archeology, geology, genealogy, and more.

Staff news:

1. We're excited to welcome Karen to the library team!

Building Maintenance and Grounds:

1. The library has received proposals/estimates so far from 6 different roofing companies. The deadline to submit a bid is May 29, 2026.
2. On Saturday, May 2, 2026, the toilet in the staff breakroom overflowed water and flooded the restroom, breakroom, and computer server room. Water seeped under the walls into the director's office, the SciFi/Mystery book area and out through the breakroom door onto the carpet near the New Books display. Many thanks to Dennis Lewis and Tom Coon for coming out quickly to assist!
3. ServPro Cleanup and Restoration Services began the drying and clean-up process on May 5, 2026. They placed 14 "air mover" fans and 2 large capacity dehumidifiers around the area. They returned 48 hours later to check moisture levels again. On May 7, moisture levels were determined to be low enough and they removed their equipment.
4. Hasenfratz Plumbing removed the old toilet. There was damage to several floor tiles and those were replaced with tiles we had in storage (from initial construction of the building). He completed that work on May 6, 2026.
5. Andrew Gross re-installed the wood baseboard trim throughout the affected public areas and installed new vinyl trim in the staff breakroom/restroom areas. He also replaced the motor for the server room exhaust fan, which failed during this event.
6. Total costs to date: \$3778.83.

Finances, Grants & Donations:

1. The annual audit was conducted on May 11, 2026 by Weinlander Fitzhugh. A final report is expected in early June.
2. The library received \$10,000 in grant funding from the American Library Association "LTC:Round 4" Grant to support making our website ADA compliant.
3. During Give Local Midland, the library received \$890 in support to go directly to our Maintenance Endowment Fund held at the Midland Community Foundation.
4. Tax payment was received from Warren Township.
5. The library has received many wonderful donations from local businesses and organizations for the upcoming Summer Reading Program. Thank you!