

ADDISON TOWNSHIP PUBLIC LIBRARY BOARD
MEETING MINUTES Tuesday, November 18, 2025 @ 7:00 p.m.

Call to Order: The library board president called the meeting to order at 7:00 p.m. in the Addison Public Library 1400 Rochester Road, Leonard, MI 48367

Board Members Present: J.Baldiga-yes, J.Elsarelli-yes, C.Meininger-yes, J.Newby-yes, W.Pack-yes, M.Szost-yes

Pledge of Allegiance Most in audience participated.

Approval of Agenda: J.Baldiga moved to accept the agenda, J.Newby-2nd. All in favor, none opposed, motion carried.

Call to Audience: none

Consent Agenda:

- Approval of October 21, 2025 meeting minutes
- Approval of October 2025 bills and expenses as paid

J.Elsarelli moved to accept the consent agenda except for the October 2025 bills and expenses paid which will be approved at the Jan, 2026 meeting, J.Baldiga 2nd. Roll call vote- J.Baldiga-yes, J.Elsarelli-yes, C.Meininger-yes, J.Newby-yes, W.Pack-yes, M.Szost-yes. Motion carried.

Financial Report: Operating budget is within estimates. New building accounting still needs to be done; information needed, but has not yet been provided. \$67,000 needs to be moved from the LGIP to the savings account for expected expenses in the next few months.

J. Baldiga moved to approve the financial report as well as moving \$67,000 from the LGIP to the savings account, C.Meininger 2nd. Roll call vote- J.Baldiga-yes, J.Elsarelli-yes, C.Meininger-yes, J.Newby-yes, W.Pack-yes, M.Szost-yes. All yes, motion carried.

Director's Report: Directors report was given. J.Baldiga moved to accept the Director's report as given, M.Szost 2nd. All in favor, none opposed, motion carried.

Committee Reports:

New Building:

- Progress update

Concrete work for approaches are in progress, masonry brick work started, basement will require fire suppression, DTE scheduled to provide main electrical hook up, and interior wall construction has begun.

Public Information: none

Policy: none

Finance: none

Capital: J.Baldiga announced that the \$500,000 HUD donation has been used. We also need to recognize major donors to the library; details to follow.

Directors Evaluation: Since the Director's evaluation has been completed, J.Newby moved to dissolve the Director's Evaluation Committee, J.Baldiga 2nd. All in favor, none opposed, motion carried.

Communications: none

Old Business: none

New Business:

- Review audit and tax return services
Need tax return for 2024 to be filed; J.Baldiga to follow up with auditor. Add item to the Jan, 2026 meeting.
- Acceptance of board member resignation letter
M.Szost submitted her resignation from the board effective Dec 31, 2025. J.Elsarelli moved to accept resignation, J.Baldiga 2nd. Roll call vote-J.Baldiga-yes, J.Elsarelli-yes, C.Meininger-yes, J.Newby-yes, W.Pack-yes, M.Szost-yes. All yes, motion carried.
- Officer Nominations and Elections for President, Vice President, Secretary and Treasurer
J.Newby nominated J.Elsarelli for president.
J.Elsarelli nominated J.Baldiga for vice president.
J.Elsarelli nominated C.Meininger for secretary.
J.Elsarelli nominated W.Pack for treasurer.
M.Szost moved to accept the nominees, J.Elsarelli 2nd. All approved.
- Approval of 2026 regular scheduled meeting dates
The 2026 meeting times at 7:00 p.m. have been proposed for Jan 20, Feb 17, Mar 17, Apr 21, May 19, Jun 16, Aug 18, Sep 15, Oct 20, and Nov 17 at the Addison Township Public Library. J.Elsarelli moved accept the dates and times, J.Baldiga 2nd. All approved.
NOTE-the location of the library is expected to change in 2026.

Public Forum: Linda Hodges thanked the board for their help during the Friends flavorfest. She also noted that the Friends will be making a \$10,000 donation to the library when the new building is completed.

Next Meeting: January 20, 2026 @ 7:00 p.m. (unless otherwise posted)

Adjournment: J.Elsarelli moved to adjourn the meeting a 8:31 p.m., W.Pack 2nd. All approved.

ADDISON TOWNSHIP PUBLIC LIBRARY BOARD SPECIAL
MEETING MINUTES Tuesday, January 13, 2026 @ 6:00p.m.

Call to Order: The library board president called the meeting to order at 6:00 p.m. in the Addison Public Library 1400 Rochester Road, Leonard, MI 48367

Board Members Present: J.Baldiga-yes, J.Elsarelli-yes, C.Meininger-yes, J.Newby-yes, W.Pack-yes.

Approval of Agenda: J.Baldiga moved to accept the agenda, W.Pack-2nd. All in favor, none opposed, motion carried.

Order of Business:

- Applicant appointment to fill vacant Library Board Trustee position.
J.Newby moved to accept the recommendation by the interview committee to appoint Alex Coulombe to fill the vacant Library board trustee position, J.Elsarelli 2nd. Roll call vote-J.Baldiga-yes, J.Elsarelli-yes, C.Meininger-yes, J.Newby-yes, W.Pack-yes. Motion carried.

Next Meeting: January 20, 2026 unless otherwise posted.

Adjournment: J.Elsarelli moved to adjourn the meeting at 6:24 p.m, J.Baldiga 2nd. All approved: meeting adjourned.

ADDISON TOWNSHIP PUBLIC LIBRARY BOARD

MEETING MINUTES Tuesday, January 20, 2026 @ 7:00 p.m.

Call to Order: The library board president called the meeting to order at 7:01p.m. in the Addison Township Public Library 1400 Rochester Road, Leonard, MI 48367

Board Members Present: J.Baldiga-yes, J.Elsarelli-yes, C.Meininger-yes, J.Newby-yes, W.Pack-yes

Pledge of Allegiance Most in audience participated

Approval of Agenda: J.Baldiga moved to accept the agenda, J.Newby-2nd. All in favor, none opposed, motion carried.

Call to Audience: no comments

Consent Agenda:

- Approval of November 18, 2025 meeting minutes
- Approval of January 13, 2026 special meeting minutes
- Approval of October 2025 bills and expenses as paid
- Approval of November 2025 bills and expenses as paid
- Approval of December 2025 bills and expenses as paid

J.Elsarelli moved to accept the consent agenda, J.Baldiga 2nd. Roll call vote-J.Baldiga-yes, J.Elsarelli-yes, C.Meininger-yes, J.Newby-yes, W.Pack-yes. All yes, motion carried.

Financial Report:

- Transfer of account funds for operational expenses. Discussed end of 2025 operational funds and allocation to 2026. J.Elsarelli moved to take \$120,000 from the end of 2025 operational funds and move them to the 2026 operational funds with the remainder going to the new building fund. J. Baldiga 2nd. Roll call vote-J.Baldiga-yes, J.Elsarelli-yes, C.Meininger-yes, J.Newby-yes, W.Pack-yes. All yes, motion carried.

Due to the above transfer of funds to the 2026 operational funds, operational expenses for the library are expected to be covered until April, 2026. D.Lamsa predicted that \$157,000 mileage money is expected to be transferred to the library bank account later this month. J.Baldiga moved to allow D.Lamsa to move this \$157,000 mileage money from the bank account to the LGIP account, J.Elsarelli 2nd. Roll call vote-J.Baldiga-yes, J.Elsarelli-yes, C.Meininger-yes, J.Newby-yes, W. Pack-yes. All yes, motion carried.

- Approval to remove Marilyn Szost and add Wesley Pack to the Addison Township Public Library operational and new building bank accounts. J.Elsarelli moved to to remove Marilyn Szost and add Wesley Pack to the Addison Township Public Library operational and new building bank accounts **and LGIP account**, J.Newby-2nd. All in favor, motion carried.

- Approval of signers for audit and tax return documents. W.Pack moved to allow Director to sign audit and tax returns for the 2024 and 2025 years, J. Baldiga-2nd. Roll call vote-J.Baldiga-yes, J.Elsarelli-yes, C.Meininger-yes, J.Newby-yes, W. Pack-yes. All yes, motion carried.

J.Baldiga moved to accept and file the financial report as presented, J.Elsarelli 2nd. Roll call vote-J.Baldiga-yes, J.Elsarelli-yes, C.Meininger-yes, J.Newby-yes, W. Pack-yes. All yes, motion carried.

Director's Report: J.Baldiga moved to accept the Directors report as given, J.Newby 2nd. All in favor, motion carried.

Committee Reports:

New Building:

- Progress update-progress continues on building. Permits for HeVAC and plumbing provided. Electrical service is wired in basement, but is waiting DTE hook up. Builder to provide projected timeline for completion

Public Information: none

Policy: Director to review policy for recommended updates.

Finance: none

Capital: none

Interview Committee: Purpose of interview committee is now complete. J.Elsarelli moved to dissolve the interview committee, W.Pack-2nd. All in favor, committee dissolved.

Communications:

none

Old Business:

- Review audit and tax return services. J.Baldiga reported that the audit and tax return services have still not been completed. J.Baldiga to follow up again with provider. D.Lamsa to research other auditors.

New Business: none

Public Forum: none

Next Meeting: February 17, 2026 @ 7:00 p.m. (unless otherwise posted)

Adjournment: J.Elsarelli moved to adjourn the meeting at 8:21p.m., W.Pack 2nd. All in favor, meeting adjourned.