

Jean Waterloo Lenox Township Library  
Board Meeting Minutes  
February 19, 2026

1. Call to Order by Oakley at 6:01pm
2. Roll Call:
  - a. Present: Beth Oakley, Melanie Cochrill, Larry Lubinski, Lee Hillis, Pat Bruen (via phone)
  - b. Absent: John Notte
  - c. Staff: Beth Bogaert, Lynn Couck, Beverly Summers, Tyler Kumaus, Debra Kitchen, Elizabeth Rose
3. Approval of the Agenda: A motion to approve the agenda was made by Cochrill, seconded by Lubinski. Motion carried.
  - a. Appoint Timekeeper: Cochrill volunteered to be time keeper.
4. Public Comments on Agenda Items: None
5. Secretary's Report
  - a. Approval of Minutes: The board reviewed the January 2026 meeting minutes. A motion to approve the minutes as submitted was made by Cochrill, seconded by Hillis. Motion carried.
6. Treasurer's Report: The board reviewed the Treasurer's Report. A motion to approve the report was made by Cochrill, seconded by Lubinski. Motion carried.
  - a. Approval of Bills: The board reviewed the bills and Bogaert answered questions. A motion to approve payment of the bills was made by Cochrill, seconded by Hillis. Motion carried.
7. Director's Report
  - a. Library Happenings
    - i. Talley-Hill revamped our 1000 Books Before Kindergarten printable documents and has added 3 other challenges: 500 Books Before Middle School, 100 Books before High School, and 100 Books before Graduation. Educate Station will be added to the library's digital offerings. The service supplies teaching aides such as worksheets, to home school families. Meaningful Moments: One of our story time littles, who has a lot of energy and curiosity, was allowed to learn the scanner wand with the help of staff. Now, he feels more comfortable asking to do it.
8. President's Reports
  - a. Old Business
  - b. Expansion Exploratory Committee
    - i. Construction Manager Proposal: The board discussed the proposals. Bogaert will reach out to Gerald McClelland at Auch regarding some preliminary questions. A motion to contract with Auch at the proposed cost of \$2,500 was made by Cochrill, seconded by Lubinski. Motion carried.
  - c. Main Street Property Updates

- i. Tree Quotes Discussion: The board reviewed quotes. Bogaert and Hillis will collaborate on ironing out details prior to the March meeting. Item is tabled until the March meeting.
      - ii. Banner: The board discussed a proposed banner/sign to be placed at 58954 Main St. to advertise the "Jean Waterloo Expansion" as well as the sale of the house. A motion to create a sign/banner at a cost no higher than \$400 was made by Lubinski, seconded by Cochrill. Motion carried.
      - iii. Architectural Firm Discussion: Oakley proposed the library hiring an architecture firm to help move forward in the expansion project. Bogaert will reach out to firms to request proposals.
      - iv. Library Staff Input on Building Expansion: The library staff gave their input on the expansion. Comments included what they'd like to see in a bigger space, how they would like to see the project progress and where everyone's focus should be, and the difficulties they face in the current space. They are all committed to helping in whatever ways they can to see the process through.
      - v. Gratiot Property Updates: None.
      - vi. Library Staff Hours and Coverage Discussion: The board discussed the current state of staffing and coverage. Bogaert addressed questions regarding hours, salaries and benefits, and how they impact the budget. The board seeks to be informed and assess staffing needs in the context of a bigger facility.
    - d. New Business
      - i. Zoom Audio Recording for Board Meetings: Producing audio recordings of the meetings was discussed. Further discussion will need to be had on the matter.
- 9. Public Comments/Announcements: A young patron, via their parent, voiced concerns about updates to the current building. The youth feels that if the board chooses to add onto the current structure as it is, they must give attention to making this space safe and secure for patrons.
- 10. Next Meeting – March 19, 2026 at 6:00pm
- 11. Meeting Adjournment: A motion was made by Cochrill, seconded by Lubinski to adjourn at 8:06pm. Motion carried.

Submitted by:

Beth Bogaert  
Library Director