

LIBRARY BOARD MEETING MINUTES GARDEN CITY, MICHIGAN APPROVED

LIBRARY BOARD MINUTES FROM **Wednesday, February 11, 2026**

CALL TO ORDER

The meeting was called to order at 7:00 PM. Present were Board President: Drew McMechan; Board Secretary: Lynn Cox; Board Members: Nancy Bailey, Barbra Reddy and Janet Smith; Library Director James Lenze.

Guest: Robbie Schan of Jan-Pro Cleaning & Disinfecting

Absent: Vice President: Paul Werhane

APPROVAL OF MINUTES

It was moved by Board Member Reddy and seconded by Board Member Smith. Resolved: to approve the minutes of the Library Board Meeting of **Wednesday, January 14, 2026**.

Vote - AYES: 5; NAYS: 0 (Passes 5-0 unanimous)

FINANCIAL REPORTS

Director Lenze presented the financial report for January 2026 and bank reconciliations for December 2025 and January 2026.

DIRECTORS REPORT

It was moved by Board Member Smith and seconded by Board Member Bailey. Resolved: to accept the Director's Report for the month as presented.

Vote - AYES: 5; NAYS: 0 (Passes 5-0 unanimous)

UNFINISHED BUSINESS

RETIREE HRA CONTRIBUTION: (Smith recused herself)

It was moved by Board Member Reddy and seconded by Board Member Bailey. Resolved: to amend the 2026 Plan Year employer contribution to the Garden City Public Library Health Reimbursement Plan for Retirees (HRA) to \$4,000.00, and the Garden City Public Library Supplemental Health Reimbursement Arrangement Plan For Retirees (Supplemental HRA) to \$6,200.00.

Vote - AYES: 4; NAYS: 0 (Passes 4-0 unanimous)

NEW BUSINESS

CLEANING SERVICES:

It was moved by Board Member Smith and seconded by Board Member Bailey. Resolved: to authorize Director Lenze to enter into a one-year contract for cleaning services with Jan-Pro for a base monthly fee of \$1,600, plus additional services as detailed in the provided quote as needed.

Vote - AYES: 5; NAYS: 0 (Passes 5-0 unanimous)

CONFIDENTIALITY POLICY:

It was moved by Board Member Reddy and seconded by Board Member Smith. Resolved: to approve the Confidentiality Policy as presented to replace the Patron Privacy Policy effective immediately.

Vote - AYES: 5; NAYS: 0 (Passes 5-0 unanimous)

LAW ENFORCEMENT RECORD REQUEST AND SEARCH PROCEDURE:

It was moved by Board Member Smith and seconded by Board Member Reddy. Resolved: to approve the Law Enforcement Record Request and Search Procedure as presented to replace the Search Warrants and Subpoena Policy effective immediately.

Vote - AYES: 5; NAYS: 0 (Passes 5-0 unanimous)

PUBLIC COMMENT

None.

ADJOURNMENT

There being no further business, the Chair adjourned the meeting at 7:50 PM

Next Meeting: Wednesday, March 11, 2026, at 7:00 PM.