

**Highland Township Public Library
Board Meeting Minutes
Tuesday, January 6, 2026**

Members Present: C. Dombrowski, J. Gaglio, C. Hamill, J. Matthews, K. Rea,
L. Symons and Director B. Dunseth

Members Absent: None

Guests: None

The meeting was called to order at the Highland Township Public Library at
5:30 pm by J. Matthews.

Motion: C. Hamill moved and L. Symons seconded to approve the agenda. Unanimous vote;
motion carried.

Motion: J. Matthews moved and L. Symons seconded to approve the Board Meeting minutes
for December 2, 2025. Roll call - unanimous vote; motion carried.

Bills: Total bills for December, 2025 are \$77,264.79. Total bills for January, 2026 are
\$52,335.15 with the addition of Consumers Energy, DTE Energy, Kraft Business Systems, when
received.

Motion: L. Symons moved and J. Gaglio seconded to approve the December, 2025 and
January, 2026 bills. Roll call - unanimous vote; motion carried.

FYI: Budget report available for review.

Director's Report: Available for review.

Communications: K. Given expressed her appreciation for a used book she purchased from the
book cart. Ooma, a provider of advanced communications services, and utilized by the Library,
won the Ellies Award from Elevator World Magazine for leadership in POTS replacement.

UNFINISHED BUSINESS

Library Network: Closely watching the court case which could determine whether books can legally be removed from a public library. A report from the Government Accountability Office shows that many library buildings are reported in poor condition.

Building Maintenance: Countryside Plumbing eradicated the sewer smell plaguing the Library for several days. A sensor in the heat tape needed to be removed. A plastic foldable barrier was purchased to keep patrons out of the youth area after hours. Boiler combustion and chiller glycol issues were corrected.

NEW BUSINESS

Annual Report: The Annual Report is complete. New legislation may redirect penal fines, from libraries, to trial courts.

Policies: An AI policy template has been purchased from our lawyers.

Personnel: The Milford Library approved a salary increase for staff, who must now contribute 20% toward their health care.

February Meeting: The February 3, 2026 Library Board Meeting will be held in the Community Room, at 5:30 pm.

Public Comment: None

Adjournment: J. Gaglio moved and L. Symons seconded to adjourn. The meeting adjourned at 6:05 pm.

Respectfully Submitted,

Cindy Dombrowski