

**Chelsea District Library Board of Trustees
Minutes of Regular Meeting**

Tuesday, August 18, 2026 6:45 p.m.
Meeting Location: McKune Room

Trustees in Attendance: W. Reinhardt, A. Fox, B. Swistock, J. Carr, P. Garcia & C. Sandler.

Trustees Absent: TJ Helfferich.

Staff: Director L. Coryell, Asst. Director L. Ballard, C. Berggren, S. Powers, V. Krueger, A. Zoran, & K. Ballard.

Guests: None

Welcome and Call to Order

W. Reinhardt called the meeting to order at 7:17 p.m.

Consent Agenda

MOTION made by B.Swistock, SECONDED by J. Carr to approve the Consent Agenda with the July minutes and financials. Discussion: None

All Ayes: 6-0

Agenda Review, Additions, and Approval

MOTION made by J. Carr, SECONDED by A. Fox to approve the agenda, as presented. Discussion: None

All Ayes: 6-0

Director's Report Update:

L. Coryell update:

- August is usually a period of very few library programs, but programming this month has done remarkably well and may lead to a reevaluation of August programming.
- The Holmes Family Park facility is opening Friday and L. Coryell and S. Powers will be there on Saturday with Mobee.

Friends Report Update:

- Friends will be adding a free little library at Holmes Family Park.
- The Book Sale netted over \$950 in August, which is historically a very slow book sale month.

Public Comment: None

Action Item #1: Donations

MOTION made by B. Swistock, SECONDED by C. Sandler to approve the July donations. Discussion: None

All Ayes 6-0

Action Item #2: Policy 555 Credit Card Policy

MOTION made by A. Fox, SECONDED by P. Garcia to approve the revisions to policy 555 Credit Card Policy. Discussion: None

All Ayes 6-0

Discussion Item #1: Policies 440 Emergency Procedures and 441 Inclement Weather

J. Carr read through the changes that the Policy Committee has recommended for both policies.

Discussion Item #2: Retirement of Policy 420 Signs

The library's management team and the Policy Committee have agreed that it makes sense to retire policy 420 Signs and move the guidelines for signs to policy 422 Display and Solicitation in the Library, which will be renamed Displays and Signage.

Committee Reports:

Policy Committee –

Finance Committee –

Director Oversight Committee –

Governance Committee –

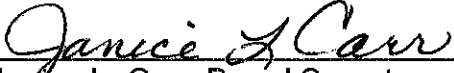
Community Outreach Committee –

Communications: None

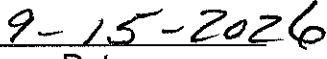
Adjournment:

MOTION made by B. Swistock, SECONDED by P. Garcia to adjourn the meeting at 7:34 p.m.

All Ayes, 6-0



Janice L. Carr, Board Secretary



Date

