

Southgate Veterans Memorial Library Commission
Meeting Minutes
Wednesday, September 10, 2025

Meeting called to order at 4:16 p.m. by: Beth Altizer

In attendance: Don Priest. **Commission Members:** Beth Altizer, Mary Lamos, Miranda Wieman, Cathy Nowicki, and Suzanne Straub

Excused: Kim Guenter

Absent: Hailey Zayac

Additions to the Agenda: None

Approval of minutes: Cathy Nowicki motions to approve the minutes of the last meeting. Miranda Wieman seconds. Motion carries unanimously.

Director's Report given by Don Priest: A copy of the report was given to all members at the meeting and emailed to those members who were absent.

Financial Report: None

New Business

- **Library Policy Updates** – Don suggested that we make changes to the Donation Policy, The Teen Room Policy, and the Patron Behavior Policy. Please see the attached document for details. Suzanne Straub makes a motion to accept all policy updates as written to be presented to legal and/or City Council. Miranda seconded the motion. The motion carried unanimously.
- **Budget Amendment** – The budget will be amended to carry forward unexpended funds from the 2024/25 fiscal year. Cathy Nowicki moves to approve the proposed budget amendment for Don to take to City Council. Miranda seconded the motion. The motion carried unanimously.

Old Business

- **Furniture update** – All of the new furniture has been delivered.
- **Penal Fines** – We received the overpayment of \$83,231.00 from Wayne County.
- **Parking Lot** – The parking lot and the entrance should be open on Monday, September 15th
- **Member's comments "for the good of the order" – None**
- **Public Comments or questions** – Mary Frazier attended to request a change in the cell phone use policy. She stated that she needed to use the library computer while working on renewing her cosmetology license. In the process, she needed to be on the phone. She has requested that we allow the use of cell phones in the computer room. Beth communicated that we would discuss the matter further and it may take up to a few months to get back to her with an answer. Karen George was in attendance and stated she would be running for her last term on City Council and would be happy to be the Library Commission liaison.

Adjournment: Mary Lamos motions to adjourn at 4:55. Miranda Wieman seconds. All were in favor. Motion carries unanimously.

Respectfully Submitted on September 11, 2025, by Mary Lamos