

**Cass District Library  
Regular Board of Trustees Meeting  
February 18, 2026  
Minutes**

President Eileen Toney called the meeting to order at 6:00 p.m. followed by the Pledge of Allegiance.

**Present:** President Eileen Toney, Treasurer Andrew Churchill, Trustees Sandra Asmus, Ron McAdam, Laura Hughes, and Tabitha Schafer, Director Christopher Korenowsky, Recorder Stephanie Knepple, Guests Amelia Barker-King of Barton Group, Jon Wuepper of Cass District Library.

**Absent:** Vice President Rebecca Crocker and Trustee Joe Gross.

**Agenda:** Tabitha Schafer moved to approve the agenda, supported by Andrew Churchill. Motion carried.

**Minutes:** Ron McAdam moved to approve the January 2026 Minutes, supported by Sandra Asmus. Motion carried.

**Public Comment:** None to report.

**The Barton Group - Edwardsburg Branch Update:** Amelia Barker-King, a representative from The Barton Group, provided a comprehensive report detailing the final stages of the construction project for the new Edwardsburg branch library. Her update focused on the remaining tasks necessary to achieve full completion of the building phase. She expressed the team's strong anticipation and excitement regarding the upcoming Grand Opening ceremony, which will formally introduce the new facility to the community. The specifics of the remaining build-out included final inspections, completion of interior fixtures and furnishing placement, and addressing any minor punch-list items to ensure the facility meets all necessary standards and is fully prepared for public use. The report reinforced the project's progress and the expected timeline leading up to the inaugural event.

**Treasurer's Report:**

- Total Assets \$3,579,928.21, Total Income \$204,953.28, Total Administration Expenses \$2,441.12, Total Books/Periodicals/Videos/Audio \$11,075.76, Total Contracts/Professional Fees \$7,402.88, Total Miscellaneous Expenses \$6,734.86, Total Payroll Expenses \$73,693.23, Total Programs and Promotions \$894.20, Total Repairs & Maintenance \$8,852.57, Total Telephone/Utilities \$7,502.67, Total Expenses \$118,597.29, Net Income \$86,355.99.
- Edwardsburg Capital Fund: Total Assets \$607,092.65, Total Accounts Payable \$218,398.61, Total Liabilities \$431,256.61, Total Equity \$175,836.04, Total Liabilities and Equity \$607,092.65, Total Revenue \$2,300.71, and Total Expenditures \$314,587.20, Net Revenue \$-312,286.49.

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Ron McAdam moved to approve the expenditures, supported by Laura Hughes .

Roll Call:

Sandra Asmus	Yes	Ron McAdam	Yes
Joe Gross	Absent	Laura Hughes	Yes
Andrew Churchill	Yes	Rebecca Crocker	Absent
Eileen Toney	Yes	Tabitha Schafer	Yes

Motion carried.

**Director's Report  
February 2026**

The following was completed during the month of January:

- Formalized twice-a-month meetings with Howard Branch manager Kendra Truesdale to stay in touch on staffing concerns, operations in the branch, and outreach ideas. This is important as Kendra is new to CDL and new to branch management.
- Continued to work on the final pieces-and-parts of the Pokagon Band of Potawatomi mural installation anchoring one side of the great room in the new Edwardsburg branch.
- Submitted Dollar General Summer Reading grant, with Stephanie Kneppel as the major author of the narrative, in the requested amount of \$3,000.00. Applicants will find out their funding status on May 8, 2026.
- Co-facilitated a tour of the new branch with several members of the Cass County Board of Commissioners which resulted in positive press and support for the new location.
- Submitted the final documentation to the State Library of Michigan for the annual State Aid statistical report. This was a true team effort with multiple CDL staff helping in the process. State aid accounts for roughly \$40,000 in budget revenue annually.
- Confirmed the opening day art exhibit for the new branch with artist Mara Magyarosi-Laytner. Her work can be found at [www.maramagyarosilaytner.com](http://www.maramagyarosilaytner.com). Ms. Magyarosi-Laytner is an artist who pairs multiple experimental lens based methods to explore identity through a symbolic and poetic viewpoint. A graduate of both College for Creative Studies (BFA | Photography, 2012) and Savannah College of Art and Design (MA | Arts Administration, 2016, MFA | Photography, 2022), she is an artist, educator, and curator in the Detroit and Marcellus areas of the state.
- Co-presented two sessions entitled *Reflections on Church Street* with Local History Branch Manager Jon Wuepper at both Council on Aging locations (Cassopolis and Dowagiak). This public program was presented on October 9, 2025 at the Edwardsburg Branch, and then updated with new information to honor the Church Street branch, as well as generate excitement about the new branch on Main Street.



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**Local History Presentation:** Local History Branch Manager Jon Wuepper presented a comprehensive report to the Library Board, detailing the current activities, progress, and future initiatives at the Branch. His presentation highlighted the significant work being done behind the scenes to preserve and digitize local historical records, ensuring these valuable resources remain accessible to the community. Furthermore, Mr. Wuepper shared a preview of several exciting upcoming programs and projects designed to engage the public and promote local heritage. The report underscored the Branch's commitment to serving as a vital hub for historical research and community connection.

**Edwardsburg Grand Opening:** Director Christopher Korenowsky reported that the old sign that is located outside of the Edwardsburg Building on Church Street will go on display at the Edwardsburg Museum.

**Church Street FFE Excise Plan:** A silent auction will be held for surplus items from the former Edwardsburg Branch on Church Street. Bids will be scheduled to be opened at the Board Meeting.

**Branch Reports:** Reports will be filed with the Board Packet.

**Committee Reports:**

- **Facilities:** Tabitha Schafer informed the board that anticipation is notably high for the Grand Opening of the Edwardsburg Branch.
- **Finance:** Andrew Churchill reported that the committee convened with a MERS representative and noted the current funding level is 89%. He expressed optimism regarding the surplus funds account.
- **Personnel:** Christopher Korenowsky reported new hires part time shelver and Circulation Assistant for the Edwardsburg Branch. Current staff weekly hours at Edwardsburg Branch is 192 hours and 132 hours for the Main Library. Feeling comfortable with being well staffed. Potential to hire an archivist for the Local History Branch for the summer.

**Correspondence:**

- Patron Adam Tarwacki: Graciously offered to volunteer his time to produce a video during the Edwardsburg Branch Grand Opening.
- Carnegie Corporation of New York: Grant Award of \$10,000.00 has been received.

**Unfinished Business:**

- Committee Appointments:  
Sandra Asmus: Personnel & Policy Committee & Facilities Committee  
Andrew Churchill: Finance Committee Chair, Facilities Committee  
Rebecca Crocker: Personnel & Policy Committee  
Joseph Gross: Facilities Committee  
Laura Hughes: Finance Committee  
Ronald McAdam: Finance Committee  
Eilen Toney: Facilities, Finance, and Personnel & Policy Committee Ex-Officio  
Tabitha Schafer: Facilities Committee Chair

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- Edwardsburg Lease Agreement Termination: Ron McAdam moved to approve the Edwardsburg Lease Agreement Termination on June 2, 2026, supported by Andrew Churchill.

Roll Call:

Sandra Asmus	Yes	Ron McAdam	Yes
Joe Gross	Absent	Laura Hughes	Yes
Andrew Churchill	Yes	Rebecca Crocker	Absent
Eileen Toney	Yes	Tabitha Schafer	Yes

Motion carried.

**New Business:**

- Term Amendment for Ron McAdam through 12/31/2026  
Laura Hughes moved to approve the term amendment for Ron McAdam through 12/31/2026, supported by Andrew Churchill.

Roll Call:

Sandra Asmus	Yes	Ron McAdam	Yes
Joe Gross	Absent	Laura Hughes	Yes
Andrew Churchill	Yes	Rebecca Crocker	Absent
Eileen Toney	Yes	Tabitha Schafer	Yes

Motion carried.

**Adjournment:**

7:07 p.m.

Laura Hughes, moved.

Tabitha Schafer, supported.

Motion carried.

Respectfully submitted,  
Stephanie Knepple