



**PLYMOUTH PUBLIC LIBRARY BOARD OF TRUSTEES  
MEETING MINUTES  
December 1, 2025**

Meeting was called to order by K. Murray at 6:33 pm. Present were: K. Murray, B. McKnight, M. Kaczkowski, M. Hummitzsch, S. Britt, S. Gloede, A. Matzdorf and K. Kraemer. Absent were: None. Also present: Library Director L. Jochman

There was no public comment or correspondence.

Motion by S. Britt, second by M. Hummitzsch to approve the minutes of the October 6, 2025 meeting with revisions. Motion passed unanimously.

K. Kraemer joined the meeting.

Motion by M. Hummitzsch, second by B. McKnight to approve the financial report for October and November 2025 Expenses. Motion passed unanimously.

Director L. Jochman reviewed some highlighted items on the Director's monthly report. This included increased popularity in the Outdoor Lockers, end of year spending, City Budget update, and more.

**Unfinished Business**

Director L. Jochman updated the board on the previous meeting with the ad hoc committee which took place on November 13.

**New Business**

Director L. Jochman presented the bad weather policy which will now be separate from the City Personnel Handbook. Presented were the internal staffing policy and the policy that will be published to the library website. Motion by M. Hummitzsch to approve the revised bad weather policy, second by S. Gloede. Motion passed unanimously.

Director L. Jochman presented the strategic plan activities for 2026. This includes outreach to the schools, assisted living facilities, continued technology help, and welcome letters to new residents. Motion by S. Britt to approve the

2026 strategic plan activities, second by M. Kaczkowski. Motion passed unanimously.

Director L. Jochman presented two items library staff proposed to purchase with the Carnegie grant and the annual Plymouth Library Foundation grant. The two items are a Discovery Table for the kids area and an interactive touch screen gaming table for the teen area. Motion by S. Gloede to approve the grant purchases, second by K. Kraemer. Motion passed unanimously.

#### Announcements

Director L. Jochman announced the next meeting for January 5, 2026.

Motion by B. McKnight, second by M. Hummitzsch to adjourn. Motion passed. Meeting was adjourned at 7:01 pm.

Submitted by, Leslie Jochman  
Library Board Secretary