



LIBRARY BOARD OF TRUSTEES

Meeting Agenda

July 6, 2026 4:30pm

Community Room

Purpose: The library is dedicated to providing access to the information and resources essential for exploring the world, envisioning new possibilities, encouraging imagination, and embracing lifelong learning while fostering connections among individuals

Vision: The library strives to be a vital hub of trust and knowledge at the heart of our community, where everyone is embraced and empowered to come together for personal growth and collective enrichment.

Topic	Pages	Motion & Vote
1. Call to order		
2. Agenda	pp. 1-2	☒
3. Approval of Minutes		
a. June 1, 2026	pp. 3-4	☒
4. Correspondence		
a. Patron Comments for May	pp. 5	
5. Financial Reports		☒
a. May 2026 Revenue & Expense with Notes	pp. 6-9	
b. May 2026 Invoice Recap	pp. 10-11	
c. May 2026 Balance Sheet	p. 12	
d. June Endowment Statement	p. 13	
6. Library Director's Report		
a. June 2026	pp. 14-23	
b. May 2025 Infographic	p. 24	
7. Committees		
a. Budget and Finance:		
b. Building and Grounds: recap June walkthrough	p. 25	
c. Personnel: recap mtg w/ Director		



d. Policy: n/a e. Marketing: n/a f. Fundraising: n/a		
8. Unfinished Business a. Discuss how to use spendable endowment funds of ~\$9,663.94	p. 26	
9. New Business a. Handicap Parking Update and Community Conversation b. Q2 Action Plan Update c. Working Genius Introduction and next steps d. Discussion on phone charges	pp. 27-28 pp. 29-30 p. 31 p. 32	
10. Public Comments		
11. Board Member Comments		
12. Adjourn		

Hastings Public Library Board of Trustees
DRAFT Minutes
Date: June 1, 2026 - 4:30 PM
Location: Hastings Public Library, 227 E. State St., Hastings, MI 49058
Community Room

1. CALL TO ORDER:

The Meeting was called to order by Cloe Oliver at 4:28 p.m.

- Board members present: Jane Cybulski, Ellyn Main, Ann Devroy, Rebecca Lectka, Carol Dwyer, and Cloe Oliver. Not present were Sam Cale, Amanda Mattson, and Kelli Newberry.
- Also present was David Edelman and Tess Allering.

2. AGENDA:

3. MINUTES: Carol Dwyer motioned to approve the May 4, 2026, minutes, seconded by Ann Devroy. Motion approved.

4. CORRESPONDENCE: Received positive notes and letters from Patrons.

5. FINANCIALS:

- a. April invoices and Budget Report: Rebecca Lectka motioned to approve the financials, seconded by Carol Dwyer. Motion approved.

6. LIBRARY DIRECTOR REPORTS

- a. May 2026
- b. April 2026 Infographic

7. COMMITTEES

- a. Budget and Finance –
- b. Building and Grounds – Scheduled spring walk thru June 10, 2026
- c. Personnel – Moved to June 15, 2026
- d. Policy-
- e. Marketing-
- f. Endowment-

8. UNFINISHED BUSINESS: None

9. NEW BUSINESS:

- a. **Moved this item to unfinished business for future vote.** Discuss how to use spendable endowment funds of ~\$26,755. As of May 18, 2026, the Endowment contains \$ 26,755.72 in “spendable contributions.” This money currently contributes towards our annual endowment earnings, but could be considered for other uses. Note this “spendable” amount fluctuates slightly, so at the time of any transfer or withdrawal, it will be slightly higher or lower than indicated here.

Options include:

1. Shift it into “non-spendable” within the Endowment where it will earn more long-term investment income than leaving it in “spendable.” Rough estimates are that this could add \$1,071 to the annual payout in the short-term. As the total value compounds over time, earnings should continue to increase. Moving to “non-spendable” cannot be undone.

2. Withdraw it for current library expenses. This will reduce Endowment earnings in the long term but how much cannot be easily quantified. It should be a very small percentage. This option is not ideal as the money is not currently needed. Once window work is complete, however, it could help offset any un-recouped attorney & consultant fees. If this option is chosen, the offset will occur in whatever fiscal year the transaction happens; it cannot be delayed or back-dated.

3. Shift it to the Capital Fund. This might better protect the amount from investment loss, as the Capital Fund is more conservatively invested, and hold it for planned roof repairs. That would bring the total Capital Fund “spendable” to ~\$65,406.67, which could be withdrawn to help pay for the roof when the work is done.

- b. Handicap Parking Update – hoping to start this project in the early fall.
- c. Updated 2026 Board Training Outline
- d. July 6 & August 3 Meeting Updates – Longer Sessions
 - a. July: John McNaughton, Grand Rapids Public Library Director
 - b. August: Workplace Genius workshop with Mid Michigan Library league Director Jennifer Balcom

10. PUBLIC COMMENTS

11. BOARD MEMBER COMMENTS

12. NEXT MEETING Next board meeting on Monday, July 6, 2026, at 4:30 p.m.

13. ADJOURNMENT: Meeting was adjourned at 5:14 p.m.



July 6, 2026

Library Board of Trustees Meeting

Patron Comments from June 2026

A number of 4H kids came to the Falconry program on June 30 and loved it:

- "The presenter did a great job of keeping it interesting and they learned something that they hadn't known before about what jobs the bird can be used for."
- "Alizabeth LOVED it and wants to do it when she's older!"

HASTINGS PUBLIC LIBRARY
 DETAIL REVENUES AND EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 11 MONTHS ENDING MAY 31, 2026
 92 % OF THE FISCAL YEAR HAS ELAPSED

FUND 271 - LIBRARY FUND

OPERATING REVENUES	Fund	THIS MONTH ACTUAL 31-May-26	THIS YEAR FISCAL YTD 31-May-26	REVISED BUDGET 2025-2026	THIS YEAR YTD % OF BUDGET	LAST YEAR FISCAL YTD 31-May-25	REVISED BUDGET 2024-2025	LAST YEAR YTD % OF BUDGET	LAST YEAR FULL YEAR ACTUAL
271-100-502-000	UNIVERSAL SERVICE FUND - ERATE	-	16,368	16,367	100%	21,629	16,320	133%	21,629
271-100-540-000	STATE AID	-	14,680	13,500	109%	14,235	12,750	112%	14,235
271-100-566-000	STATE GRANT - LIBRARY OF MICH	-	324	-	0%	-	-	0%	-
271-100-581-222	COUNTY GRANTS	-	1,090	-	0%	-	-	0%	-
271-100-583-000	CONTRIBUTIONS FROM OTHR TWNSHP	24	549,755	435,000	126%	423,095	400,000	106%	423,095
271-100-584-000	GENERAL GRANTS - OTHER	-	22,090	-	0%	-	-	0%	-
271-100-649-000	PRINTING/FAX FEES	1,358	10,309	8,100	127%	8,343	8,100	103%	9,460
271-100-651-000	NON-RESIDENT FEES	200	975	850	115%	1,725	850	203%	1,900
271-100-658-000	PENAL FINES	-	7,236	7,600	95%	7,674	13,000	59%	7,674
271-100-659-000	OVERDUE FINES	136	1,684	1,200	140%	1,347	1,200	112%	1,491
271-100-665-000	INTEREST EARNED ON DEP & INVST	1,424	20,807	10,000	208%	20,312	12,000	169%	22,432
271-100-667-000	FACILITY RENTALS	140	1,255	1,200	105%	1,435	1,100	130%	1,475
271-100-672-000	OTHER REVENUE	1,011	5,072	2,000	254%	2,488	4,000	62%	3,149
271-100-674-000	PRIVATE CONTRIBTNS & DONATIONS	2,788	41,176	18,000	229%	24,672	15,000	164%	43,988
271-100-674-010	BCF CONTRIBUTIONS	-	-	16,000	0%	-	16,000	0%	17,074
271-100-677-000	INSURANCE CLAIMS/REIMBURSEMENT	-	-	-	0%	53,327	-	0%	53,327
271-100-699-101	TRANSFERS IN - GENERAL FUND	-	180,124	180,124	100%	173,196	173,196	100%	173,196
TOTAL OPERATING REVENUES		7,081	872,945	709,941	123%	753,478	673,516	112%	794,126

LIBRARY OPERATIONS	Fund	THIS MONTH ACTUAL 31-May-26	THIS YEAR FISCAL YTD 31-May-26	REVISED BUDGET 2025-2026	THIS YEAR YTD % OF BUDGET	LAST YEAR FISCAL YTD 31-May-25	REVISED BUDGET 2024-2025	LAST YEAR YTD % OF BUDGET	LAST YEAR FULL YEAR ACTUAL
271-790-702-000	FULL-TIME WAGES	9,032	104,040	113,880	91%	84,029	111,059	76%	109,815
271-790-703-000	ADMINISTRATR/SUPERVSR SALARIES	4,230	48,076	50,003	96%	71,687	74,913	96%	75,534
271-790-704-000	PART-TIME WAGES	10,233	107,680	114,977	94%	111,776	102,271	109%	113,623
271-790-704-010	PART-TIME WAGES- LIBRARY MAINT	-	6,780	7,560	90%	10,066	16,119	62%	11,844
271-790-709-000	SOCIAL SECURITY TAXES	1,821	20,673	21,910	94%	21,185	23,471	90%	23,891
271-790-712-000	CASH IN LIEU OF BENEFITS	369	4,430	2,400	185%	3,138	2,400	131%	3,507
271-790-713-000	OVERTIME	7	78	50	157%	120	50	241%	133
271-790-716-000	MERS DEFINED CONTRIBUTIONS	556	6,516	6,277	104%	5,357	4,997	107%	5,914
271-790-717-000	MERS DEFINED BENEFIT PLAN	-	-	-	0%	46,464	60,505	77%	46,464
271-790-717-010	MERS DEFIND BENEFIT HYBRID PLN	807	9,418	10,111	93%	6,770	6,108	111%	7,511
271-790-718-000	HEALTH INSURANCE - PREMIUMS	2,732	27,816	53,976	52%	39,813	55,340	72%	42,702
271-790-718-010	HEALTH INSURANCE - HSA	137	1,714	2,054	83%	2,529	-	0%	2,700
271-790-719-000	DENTAL INSURANCE PREMIUM	210	2,502	3,571	70%	2,938	3,503	84%	3,180
271-790-724-000	LIFE INSURANCE	38	414	510	81%	428	485	88%	465
271-790-751-000	PROCESSING SUPPLIES	108	1,674	1,400	120%	616	1,400	44%	938
271-790-756-000	REPAIR & MAINTENANCE SUPPLIES	-	238	350	68%	119	350	34%	119
271-790-760-000	MAINTENANCE SUPPLS - CUSTODIAL	1	633	438	145%	706	350	202%	706
271-790-761-000	BUILDING SUPPLIES	11	1,203	1,650	73%	2,481	1,500	165%	2,497
271-790-762-000	WELLNESS/MEDICAL SUPPLIES	-	7	275	3%	357	225	159%	357

HASTINGS PUBLIC LIBRARY
 DETAIL REVENUES AND EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 11 MONTHS ENDING MAY 31, 2026
 92 % OF THE FISCAL YEAR HAS ELAPSED

FUND 271 - LIBRARY FUND

LIBRARY OPERATIONS	Fund	THIS MONTH ACTUAL 31-May-26	THIS YEAR FISCAL YTD 31-May-26	REVISED BUDGET 2025-2026	THIS YEAR YTD % OF BUDGET	LAST YEAR FISCAL YTD 31-May-25	REVISED BUDGET 2024-2025	LAST YEAR YTD % OF BUDGET	LAST YEAR FULL YEAR ACTUAL
271-790-765-000	SMALL TOOLS	-	43	-	0%	-	-	0%	26
271-790-766-000	DISPOSABLE TECHNOLOGY	-	715	1,750	41%	1,646	1,300	127%	1,800
271-790-767-000	CLOTHING	673	589	400	147%	43	175	25%	888
271-790-770-000	PROGRAMMING SUPPLIES	566	2,570	3,250	79%	2,359	2,750	86%	3,969
271-790-771-000	MAKERSPACE SUPPLIES	-	408	-	0%	-	-	0%	-
271-790-772-000	PROMOTIONS SUPPLIES	-	-	300	0%	-	300	0%	302
271-790-777-000	OFFICE SUPPLIES	101	660	850	78%	915	1,350	68%	1,091
271-790-778-000	PAPER	102	510	580	88%	490	400	122%	570
271-790-791-000	SUBSCRIPTIONS AND PUBLICATIONS	-	2,175	2,048	106%	1,686	1,900	89%	1,686
271-790-792-000	SOFTWARE SUBSCRIPTIONS	30	7,675	7,788	99%	6,169	7,245	85%	6,199
271-790-793-000	OVERDRIVE	-	9,002	9,002	100%	9,144	8,961	102%	9,144
271-790-802-000	PROFESSIONAL SERVICES	-	717	1,500	48%	686	1,200	57%	686
271-790-806-000	LEGAL SERVICES	242	7,106	500	1421%	9,459	500	1892%	9,758
271-790-809-000	CONTRACTED IT SERVICES	1,600	13,450	14,400	93%	12,000	14,400	83%	14,400
271-790-812-000	HR CONTRACTED SERVICES-EAP	-	340	350	97%	618	350	177%	867
271-790-813-000	DELIVERY SERVICES	-	3,050	2,700	113%	2,807	2,800	100%	2,807
271-790-816-000	SECURITY SERVICES	-	300	325	92%	300	325	92%	300
271-790-817-000	LAKELAND LIBRARY CO-OP SERVICE	-	2,999	2,900	103%	2,623	2,900	90%	2,623
271-790-818-000	MAINTENANCE CONTRACTS	1,475	8,780	8,603	102%	8,599	7,953	108%	8,599
271-790-823-000	OTHER CONSULTING SERVICES	-	11,056	1,750	632%	638	350	182%	2,118
271-790-825-000	LATE/SERVICE FEES	-	11	-	0%	-	25	0%	-
271-790-829-000	CUSTODIAL/CLEANING SERVICES	2,450	10,783	10,920	99%	762	-	0%	2,962
271-790-850-000	TELEPHONE	586	6,186	5,540	112%	5,515	5,485	101%	6,023
271-790-851-000	MAIL/POSTAGE	78	312	250	125%	472	225	210%	472
271-790-852-000	INTERNET/TELECOMM SERVICES	505	5,728	7,019	82%	6,514	7,020	93%	7,019
271-790-861-000	TRANSPORTATION - MILEAGE REIMB	241	558	940	59%	139	750	18%	175
271-790-879-000	WEBSITE	-	2,163	1,113	194%	838	935	90%	838
271-790-881-000	ADVERTISING	-	36	1,058	3%	405	1,145	35%	405
271-790-887-000	SPEAKERS/PERFORMERS	-	250	2,000	13%	485	2,500	19%	885
271-790-890-000	ILS FEES	-	12,276	14,180	87%	9,032	14,080	64%	11,855
271-790-891-000	LICENSES AND FEES	-	886	860	103%	510	1,905	27%	510
271-790-892-000	SOFTWARE LICENSES	-	1,371	1,905	72%	1,922	680	283%	1,922
271-790-895-000	REGISTRATION FEES/ANNUAL CERT	23	68	-	0%	-	-	0%	-
271-790-900-000	PRINTING AND PUBLISHING	30	225	730	31%	388	220	177%	397
271-790-906-000	PROMOTIONS/MARKETING	-	504	500	101%	900	100	900%	900
271-790-909-000	TRAINING	49	129	600	22%	204	550	37%	204
271-790-910-000	PROFESSIONAL DEVELOPMENT	-	404	300	135%	-	300	0%	-
271-790-911-000	CONFERENCES	-	1,782	2,850	63%	3,301	2,200	150%	3,301
271-790-912-000	MEETINGS	-	258	400	65%	24	75	32%	24
271-790-915-000	MEMBERSHIPS	-	1,581	1,529	103%	1,558	1,714	91%	1,558
271-790-916-000	DUES AND FEES	-	1,420	1,435	99%	151	1,435	11%	151

HASTINGS PUBLIC LIBRARY
 DETAIL REVENUES AND EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 11 MONTHS ENDING MAY 31, 2026
 92 % OF THE FISCAL YEAR HAS ELAPSED

FUND 271 - LIBRARY FUND

LIBRARY OPERATIONS	Fund	THIS MONTH ACTUAL 31-May-26	THIS YEAR FISCAL YTD 31-May-26	REVISED BUDGET 2025-2026	THIS YEAR YTD % OF BUDGET	LAST YEAR FISCAL YTD 31-May-25	REVISED BUDGET 2024-2025	LAST YEAR YTD % OF BUDGET	LAST YEAR FULL YEAR ACTUAL
271-790-918-000	WATER/SEWER	-	-	5,500	0%	4,972	5,000	99%	5,389
271-790-918-590	SEWER	267	3,534	-	0%	-	-	0%	-
271-790-918-591	WATER	178	1,945	-	0%	-	-	0%	-
271-790-919-000	WASTE DISPOSAL	65	616	602	102%	551	350	157%	601
271-790-920-000	ELECTRIC	2,245	26,535	28,035	95%	24,747	26,700	93%	26,927
271-790-921-000	NATURAL GAS	463	6,940	5,500	126%	6,323	3,000	211%	6,570
271-790-929-000	GROUPS REPAIR AND MAINTENANCE	157	1,744	4,500	39%	5,210	1,800	289%	5,210
271-790-929-010	SNOWPLOWING/SNOW REMOVAL	-	770	900	86%	450	1,500	30%	450
271-790-930-000	BUILDING REPAIR & MAINTENANCE	489	13,291	6,150	216%	48,569	1,950	2491%	49,254
271-790-931-000	EQUIPMENT REPAIR & MAINTENANCE	-	57	1,200	5%	1,043	2,300	45%	1,043
271-790-933-000	SOFTWARE MAINTENANCE AGREEMENTS	-	521	-	0%	-	-	0%	-
271-790-935-000	PROPERTY LIABILITY INSURANCE	-	7,782	14,400	54%	13,792	12,000	115%	13,792
271-790-939-000	WORKERS COMPENSATION INSURANCE	-	426	735	58%	717	1,100	65%	717
271-790-941-000	PRINTER/COPIER LEASE/MAINT	-	3,061	4,100	75%	3,061	4,100	75%	4,081
271-790-944-000	INSPECTION SERVICES	-	583	680	86%	530	960	55%	1,409
271-790-950-000	COLLECTION SERVICES	10	177	300	59%	236	340	70%	286
271-790-955-000	MISCELLANEOUS	-	120	-	0%	-	-	0%	-
271-790-962-000	LOST/DAMAGED MATERIALS FEES	38	215	100	215%	128	100	128%	128
271-790-965-000	PROPERTY TAX REIMBURSEMENT	-	217	100	217%	114	100	114%	114
271-790-975-000	BLDG & BLDG IMP - DEPRECIABLE	-	39,520	110,000	36%	-	11,000	0%	-
271-790-975-010	BLDG & BLDG IMP - NON-DEPRECIABLE	-	17,952	-	0%	-	-	0%	-
271-790-978-000	TECHNOLOGY - DEPRECIABLE	-	-	-	0%	405	-	0%	-
271-790-978-010	TECHNOLOGY - NON-DEPRECIABLE	-	1,639	3,000	55%	5,245	2,000	262%	5,650
271-790-980-000	EQUIPMENT/FURNITURE - DEPREC	-	5,455	-	0%	2,823	-	0%	-
271-790-980-010	EQUIPMENT/FURNITURE - NON-DEPR	1,236	7,933	3,400	233%	8,631	450	1918%	8,794
271-790-982-000	COLLECTION MATERIALS - BOOKS	2,188	18,987	17,000	112%	17,744	17,000	104%	21,028
271-790-982-010	COLLECTION MATERIALS - A/V	132	2,005	2,250	89%	961	2,250	43%	1,032
271-790-982-020	COLLECTION MATS - BEYOND BOOKS	1,840	3,290	1,000	329%	1,023	1,250	82%	1,146
TOTAL LIBRARY OPERATIONS		48,353	628,282	713,969	88%	651,156	656,799	99%	712,956
TOTAL EXPENDITURES & OUT TRANSFERS		48,353	628,282	713,969	88%	651,156	656,799	99%	712,956
TOTAL REVENUE & INCOMING TRANSFERS		7,081	872,945	709,941	123%	753,478	673,516	112%	794,126
NET REVENUES OVER EXPENDITURES		(41,272)	244,663	(4,028)		102,321	16,717		81,169

May 2026 R&E Notes

OPERATING REVENUES	Fund	THIS MONTH ACTUAL 31-May-26	THIS YEAR FISCAL YTD 31-May-26	REVISED BUDGET 2025-2026	THIS YEAR YTD % OF BUDGET	Notes
271-100-649-000	PRINTING/FAX FEES	1,358	10,309	8,100	127%	

LIBRARY OPERATIONS	Fund	THIS MONTH ACTUAL 31-May-26	THIS YEAR FISCAL YTD 31-May-26	REVISED BUDGET 2025-2026	THIS YEAR YTD % OF BUDGET	Notes
271-790-767-000	CLOTHING	673	589	400	147%	over budget because we ordered extra SLP shirts for staff which they are paying for. Offset will be under Misc income.
271-790-806-000	LEGAL SERVICES	242	7,106	500	1421%	windows
271-790-829-000	CUSTODIAL/CLEANING SERVICES	2,450	10,783	10,920	99%	trended slightly higher than budget, partially due to additional bathroom floor cleaning in winter.
271-790-850-000	TELEPHONE	586	6,186	5,540	112%	over buidget as previously discussed due to unbudgeted rise in sosts; will discuss options at July Board meeting
271-790-851-000	MAIL/POSTAGE	78	312	250	125%	postage went up, as did our need; will be buying stamps early July for next year before announced USPS july increase takes effect
271-790-930-000	BUILDING REPAIR & MAINTENANCE	489	13,291	6,150	216%	unplanned lock repairs
271-790-980-010	EQUIPMENT/FURNITURE - NON-DEPR	1,236	7,933	3,400	233%	2 standing desks for staff and community garden furniture - all covered by patron donations (plus small misc)
271-790-982-020	COLLECTION MATS - BEYOND BOOKS	1,840	3,290	1,000	329%	\$700 new LoT items (patron donation), \$996 health literacy kits (grant funded via pending reimbursement)

Account Name	Vendor/Category	Amount	Total	Notes
Salaries & Wages			\$ 23,871.27	
Social Security Taxes			\$ 1,820.57	
Fringe Benefits			\$ 4,480.51	
Total Wages and Benefits:			\$ 30,172.35	
Supplies			\$ 967.42	
	Processing	\$ 108.37		
	Building/Repair/Maint	\$ 11.99		
	Programming	\$ 565.59		
	Office	\$ 101.49		
	Postage	\$ 78.00		
	Paper	\$ 101.98		
Collection Materials - Books			\$ 2,188.30	
	ALA	\$ 58.28		
	Brodart	\$ 1,265.68		
	Amazon	\$ 530.66		
	Junior Library Guild	\$ 252.78		
	Cengage Large Print	\$ 80.90		
Collection Materials - AV			\$ 131.77	
Collection Materials - Library of Things			\$ 1,840.47	Health literacy kits, new LoT items; covered by donations and a grant
Utilities			\$ 4,309.41	
	City - water	\$ 177.64		
	City - sewer	\$ 267.24		
	Consumers - electric	\$ 2,244.97		
	Consumers - natural gas	\$ 463.20		
	MEI Internet	\$ 504.95		
	MEI Phones	\$ 201.44		
	Fusion Land Lines	\$ 384.64		
	Granger Waste Services	\$ 65.33		recycling
Contracted IT Services			\$ 1,600.00	
	Clark Technical Services	\$ 1,200.00		monthly IT
	Clark Technical Services	\$ 400.00		setup for 2 new laptops
Software Subscriptions			\$ 30.00	
	Duo	\$ 30.00		Monthly Duo 2-factor authentication for VPN (2FA)
Equipment/Furniture - non-depreciable			\$ 1,236.25	LEGO storage, covered by donation
	Amazon	\$ 1,216.25		furniture for garden; paid from donation
	Misc	\$ 20.00		
Custodial/Cleaning Services	Key Cleaning		\$ 2,450.00	
Building Repair & Maintenance			\$ 489.49	
	Locksmith	\$ 489.49		
Maintenance Contracts			\$ 1,475.00	
	DHE Plumbing & Mechanical	\$ 1,475.00		quarterly maintenance
Grounds Repair and Maintenance			\$ 157.19	
	Kenowa Companies	\$ 157.19		irrigation system spring startup
Legal Services			\$ 242.00	city attorney for windows
Clothing			\$ 673.00	summer reading t-shirts and library logo shirts
Transportation - mileage reimburs.			\$ 241.15	
Printing Expense			\$ 30.00	Labor Law Poster
Conf/wkshop, Profess. Dev, Training			\$ 49.00	
	webinar	\$ 49.00		Sensory friendly libraries
Dues & Fees			\$ 22.67	
	Misc Registration Fees	\$ 22.67		notary renewal fees (reimbursed by Friends)

Account Name	Vendor/Category	Amount	Total	Notes
Collection Services			\$ 9.85	
Lost/Damaged Materials Fees			\$ 37.99	patron refund(s)
Total Invoices (without wages & benefits):			\$ 18,180.96	

CITY OF HASTINGS

Packet Page 12 of 32

BALANCE SHEET
AS OF MAY 31, 2026*FUND 271 - LIBRARY FUND*

		<i>FISCAL YTD</i> <i>31-MAY-26</i>	<i>FISCAL YTD</i> <i>31-MAY-25</i>
ASSETS			
271-000-001-001	CHECKING ACCOUNT - COMMON CASH	232,657.47	31,524.38
271-000-001-002	CHECKING ACCOUNT - PAYPAL CONT	.00	500.00
271-000-004-000	PETTY CASH	468.00	468.00
271-000-017-000	INVESTMENTS - AMERICN DEP MGMT	64,152.73	61,906.97
271-000-017-050	INVESTMENTS - MI CLASS POOLED	541,596.45	520,914.38
	TOTAL ASSETS	838,874.65	615,313.73
LIABILITIES AND FUND BALANCE			
LIABILITIES			
271-000-255-000	SECURITY DEPOSITS PAYABLE	50.00	.00
	TOTAL LIABILITIES	50.00	.00
FUND BALANCE			
271-000-375-000	FUND BALANCE - RESTRICTED	294,161.39	212,992.24
271-000-380-000	COMMITTED FUND BALANCE	300,000.00	300,000.00
	REVENUE OVER EXPENDITURES - YTD	244,663.26	102,321.49
	TOTAL FUND BALANCE	838,824.65	615,313.73
	TOTAL LIABILITIES AND FUND BALANCE	838,874.65	615,313.73



Summary of Fund Activity
Paul & Rosellen Siegel Fund for the Hastings Public Library - # 00104

Fund Statement: 6/1/2026 through 6/30/2026

Beginning Fund Balance		589,020.57
Revenue		
4110 Dividends		0.00
Expenses		
5010 Grants Expense		(17,074.36)
Total Expenses		(17,074.36)
Total Change In Fund Balance		(17,074.36)
Ending Fund Balance		571,946.21
3000 Current Spending		615.59
3005 Spendable Contributions		26,122.71
3010 Investment Earnings		140,392.18
3020 NonSpendable		404,815.73
Gift Summary		
Donor:	Date:	
Grant Summary		
Grantee:	Date:	Amount:
5010 Hastings Public Library	06/23/26	(17,074.36)
		(17,074.36)
Other Expense Summary		
Vendor:	Date:	Amount:



Library Director's Report - June 2026 July 6, 2026 Board Meeting

Highlights

June was another busy month full of small projects and efforts to wrap up the fiscal year. Here is a laundry list of key happenings:

- All 10 Wi-Fi Lounge/Fireplace chairs were recovered with donated funds.
- Erin helped plan the whole event, and Barbara & Lake ran the library's booth at Very Barry on June 6.
- Tess and Chloe interviewed for the new Processing Assistant who will start in early July. Kylie also gave notice for a job change, so her replacement has also been hired from the same candidate pool. See Tess and Chloe's reports for more information.
- We purchased a new mini 3D printer, laptop, a Cricut craft machine, heat press, and mug press with donated funds for the Makerspace.
- Sr. Staff held a half-day offsite discussing strategy for the second half of 2026.
- Tess ran a library booth at the annual Pride Festival.
- Tess and Chloe started the process of upgrading our scheduling software to a new, more modern application. See Tess's report for more information.



In June, I signed up HPL for a newsletter service that emails registered patrons every week with a list of all new items at the library. Initial setup and testing is now complete. I will soon contact all patrons with valid emails letting them know about Wowbrary, and plan for them to receive their first newsletter by July 15.



In June, I also signed up HPL to be a work location for West Michigan Works' Summer Youth Career Readiness Program. This program to help local youth get real-world work experience, but the employers do not have to manage the HR functions. All is handled for us for the six-week program; West Mi Works even pays them! Our teen started on June 29 and is spending the summer helping digitize content for eventual upload to the history portal.

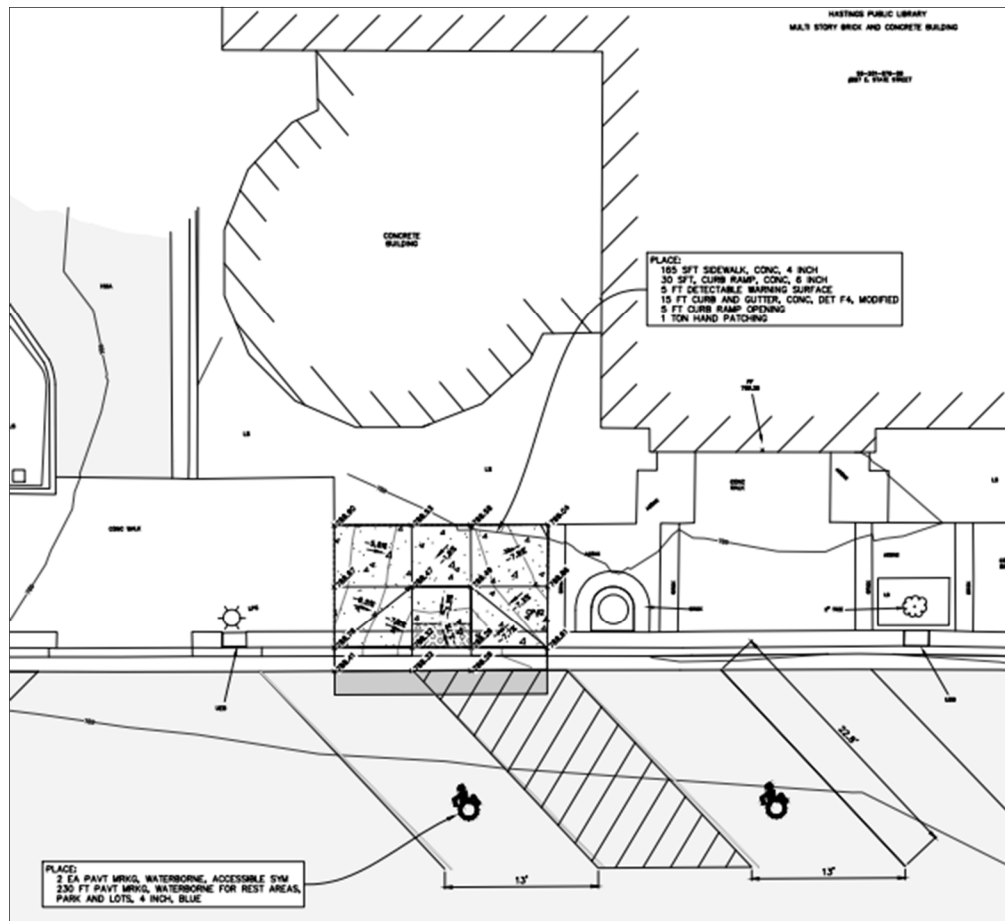
A big change is coming to all libraries in the Lakeland Library Cooperative in September 2027. The LLC Board voted in June to upgrade the integrated library system (ILS) that member libraries use to manage all patron data and materials. The new system comes from the same vendor as the current ILS, but is much more modern, web-based, and offers lots of new functionality. When the



upgrade happens, we will also have a new online interface to the catalog and a new mobile app. More updates will come in 2027 as the change gets closer to rolling out. We will be training all staff and providing lots of information to patrons to prepare them.

Project Updates

Handicapped Parking: Final engineering drawings have been received and Tess is working on the RFP to find a contractor to do the work. See her report for more information on our Community Conversation.



Makerspace: The RFP for needed remodeling is nearly finished and will soon be issued to find a contractor for the work.

Training and Informational Webinars

Here is what the staff did in June:

- **Honoring and Understanding Juneteenth:** Barbara attended this session to help us prepare to better prepare to honor this holiday next year. Elizza LeJeune from Pine Rest



discussed the history behind the holiday and why it still matters today. She explored its significance and discussed practical ways to support inclusion in both personal and professional settings.

- **Management Training:** Chloe continues to work through this training cohort offered through the Library of Michigan and attended an in-person session in Lansing.

Assistant Director Tess Allarding's Report

June has been another busy month, specifically in the workforce realm. We posted the Processing Assistant job toward the beginning of the month, and received over 60 applications for it. Chloe and I had five viable candidates, four of whom we interviewed, and one who dropped out after accepting another position. I extended an offer to one on June 27th, and she accepted on June 29th.

We also learned halfway through the month that Kylie accepted a full-time position with another company. While we are sad to lose her, we are excited for her future endeavors, and her resignation was very timely. Rather than opening up another job posting for Kylie's replacement, we were able to offer to one of the candidates we interviewed for the Processing Assistant position, and she accepted as well. Both new hires should begin training the week of July 6. I am hoping to have more news to share at the Board Meeting.

In other workforce news, Chloe and I met with part of Humanity's Implementation Team to get our new scheduling software set up. We have another meeting scheduled to finish getting us trained on the back end of the software. Once Chloe and I are up to speed, we will train the rest of the staff and get them acclimated to the new interface.

As part of the ALA grant we received to create handicap-accessible parking on State Street, we are required to hold at least one Community Conversation with our target demographic (those with mobility disabilities) to get their input on the project. With David's assistance, I attempted to hold that conversation on June 15th. While we had two attendees from the BISD and had great conversations about how the library can increase accessibility, we unfortunately did not have any attendees who fit our target demographic. Therefore, we will have to try to have another conversation. I have been in communication with The Ability Collective to see if we can get something organized prior to August 31st, when my Interim Report for the project is due.

I hosted a table at Hastings Pride on June 27th to share information about the library. I had a blast spending the day outside and interacting with the community on such a beautiful day! I was approached by numerous community members, thanking me for the library's presence at the event. I spoke with multiple families who were new to the area, and encouraged them to get signed up for library cards once they get settled.



Youth Librarian Erin Quada's Report

Summer Library Program (SLP) is in full swing. I was gone the first two weeks of the month and I appreciate all the help and hard work that the



highlighting some of the changes we have made and has a variety of the final prizes on display.

Programs are also off to a great start with a wonderful response to our teen programs! We have had fantastic members of the community contribute to our programs: Kara O'Hearn from Prismatic Sparkles (The Art of Face Painting) and Megan Baker from Tuff Love Arts (Temporary Tattoo Workshop). Participants also appreciated the chance to hang out and get creative while enjoying some treats at Cookies & Crafts.

Shenanigan's Petting Zoo did a wonderful job for kids and families and it was an overall great experience. Unfortunately, we ended up having to cancel our Explore-a-Vehicle event due to the weather. The individuals and



staff put in for a successful start to the summer! We have had a lot of excitement from patrons with the new points system and changes to SLP. Decorations are up and the display case is



organizations that planned to provide vehicles and activities were appreciative of the early cancelation and many commented that they will plan on next year!



We had a financial literacy program with Thornapple Credit Union and learned all about the penny, polished a few, and raced cars weighted with pennies down a track. Diggin' for Dinos: Storyteller and Craft provided an entertaining experience for the many attendees. Each child left with a "fossilized" dinosaur and helped create murals that will be hung in the Library for a bit.



Beyond continuously working on SLP, I have been spending the last of my book budget, keeping up with regular programs, planning for fall, and hosting interviews with David. I also visited the Hastings Community Education and Recreation Center (CERC) day care for the first time. I spent time with the toddlers and preschoolers, kindergarten and first graders, and ended my time with the second through fifth graders. It was a great to see the excitement for summer in all the kids.

Marketing and Programming Coordinator Barbara Haywood's Report

Programs:

- Illustrated History of the Soo Locks (America250), June 2, Attendance: 8
 - Chief Park Ranger Michelle Briggs gave an excellent presentation on the history of the Soo Locks, using historic photographs and sharing an update on the new ninth lock. Attendees were engaged, and feedback was very positive. The audience included three couples with a balanced mix of men and women.



- Don't Take the Bait: How to Spot and Stop Financial Scams Date: June 9, 2026 Attendance: 5 (Partner: Union Bank)
 - Attendees were highly engaged and expressed concerns about scams and online safety. Union Bank representatives shared practical tips for recognizing and avoiding common phone, email, text, and social media scams. Participants found the information useful and appreciated the opportunity to ask questions.
- Growing Up with Holocaust Survivors: Virtual Next Gen Series, June 11, Attendance: 1
 - One attendee participated in this virtual presentation hosted by the Zekelman Holocaust Center. The program shared a powerful personal account of growing up in a family of Holocaust survivors and was well received by the attendee.
- Lessons in Low Vision, June 23, Attendance: 11 (Partner: Envision CDCS & BTB)
 - Attendees received practical tips for living independently with vision loss and learned about resources available through Envision CDCS and the Michigan Braille and Talking Book Library (BTBL). Participants appreciated the opportunity to ask questions and learn strategies for everyday tasks.
- Owl Pellet Exploration (Adult program), June 17, Attendance: 11 (Partner: Barry County Bird Club)
 - Participants enjoyed a hands-on owl pellet dissection led by Anne Klein of the Barry County Bird Club. Attendees learned about owl diets, food chains, and ecosystems while identifying bones from owl prey. The interactive format was well received and sparked curiosity and discussion throughout the program. Many attendees made plans to join the next Bird Club outing.
- Trade & Grow: HPL Community Plant Swap, June 22, Attendance: 15
 - The Community Plant Swap attracted 15 attendees of all ages, including teens, elementary-aged children, and young adults. Participants enjoyed exchanging plants, gardening tips, and conversation. The event received positive feedback, with attendees voting to make it an annual tradition.
- Up, Up, and Away: The History of Hot Air Ballooning in the United States (America250), June 24, Attendance: 14 (Partner: Friendship Hot Air Ballooning team)
 - Attendees explored the history of hot air ballooning in America, from early flights in the 18th century to modern recreational use. The presentation highlighted ballooning's cultural impact and historical roles, including Civil War reconnaissance.
- Learn Your Local Trees: Guided Walk & Tree Identification, June 27, Attendance: 10





- Participants began in the Michigan Room with a brief introduction to tree ID basics and resources from the Barry Conservation District. The group then explored local sites, including the Plaza, the Riverwalk, and Tyden Park, identifying trees and shrubs. Attendees included a mix of adults and children and engaged well with the hands-on outdoor learning experience.
- The Cliff Revealed: Uncovering America's First Great Copper Mine, June 29, Attendance: 3
 - Attendees participated in a virtual America250 History Hounds program exploring the history of America's first great copper mine. The presentation highlighted the significance of early copper mining and its role in U.S. industrial development.
- Falconry with Angle Green, June 30, Attendance: 34
 - Attendees ages 4 to 80, enjoyed this engaging, hands-on program about birds of prey and modern-day falconry. Angel Green introduced participants to the training, care, and legal requirements of becoming a falconer while answering lots of questions from the audience. Attendees also learned about local wildlife rehabilitation resources and how to safely transport an injured bird. The opportunity to see a live raptor up close made this one of the month's most interactive and well-received programs.



Circulation Supervisor Chloe Lewis' Report

Management Training: On June 4th, I traveled to Lansing to attend the Library of Michigan Management Cohort Session number two, in person. It was a day filled with valuable information and meeting new people!

Hiring: June 15th I began assisting Tess with Interviews for the Library Materials Processing Assistant Position. This position will include some desk shifts, which is why it was agreed that I should take part in the hiring process.

June 26th, our Library Assistant Kylie put in her two weeks' notice as she found a better opportunity elsewhere. Because of this, Tess and I were able to decide on two candidates out of the four interviews we conducted, and we were able to offer one of the candidates the Library Assistant Position.

Weeding: After pulling some items and reviewing them with Tess this month, as well as reviewing the process, I have begun to work on slowly weeding old and damaged books from the Adult Fiction collection. While I will be dedicating at least an hour a week to this, I will be taking the opportunity to do some much-needed shifting.



Behind the Scenes: This month I've been assisting Tess and Erin with small tasks to clear their plates. I continue to sift through our training as well as other training modules and webinars that we may add to our onboarding.

Upcoming Programs and Events – July 2026

The Summer Library Program is in full swing in July and ends on July 31. Be sure to participate in the Adventures Around Town Scavenger Hunt from July 26 through July 31.

- 1, Wednesday:
 - 10:30am: Itsy Bitsy Book Club
 - 2pm: Unearth a Story – Fossils!
 - 5:30pm: America 250 Ice Cream Celebration from the Friends of HPL
 - 6:30pm: Writers Night
- 2, Thursday:
 - 11am: America 250: Crafts and Creations
 - 12pm: Rooftop Garden Open Hour
 - 5pm: Movie Memories
- 3, Friday: Library CLOSED
- 4, Saturday: Library CLOSED
- 6, Monday:
 - 10am: Crafting Passions
 - 4:30pm: Library Board Meeting
- 7, Tuesday:
 - 10am: Tea and Treats
 - 2pm: Google Forms: A Basic Introduction – Digital Literacy
 - 5pm: Mahjong
 - 5pm: Chess
- 8, Wednesday:
 - 10:30am: Itsy Bitsy Book Club
 - 2pm: Block Party – Yard Games and Ice Cream Social
 - 6pm: America 250: Let's Talk About Our National Scenic Trails and History
- 9, Thursday:
 - 12pm: Rooftop Garden Open Hour
 - 5pm: Movie Memories
- 10, Friday, 10:30am: Pre-school Storytime
- 11, Saturday:
 - 9am: Paws for Reading
 - 10:30am: Pressed Flower Bookmarks
- 13, Monday:
 - 10am: Crafting Passions
 - 1pm: Stuffed Animal Taxidermy



- 14, Tuesday:
 - 10am: Tea and Treats
 - 2pm: Bingo! Wants vs. Needs Financial Literacy with TCU
 - 5pm: Mahjong
 - 5pm: Chess
- 15, Wednesday:
 - 10:30am: Itsy Bitsy Book Club
 - 2pm: Mr. Jim's Magic Show
 - 6pm: Air Dry Clay Wildflower Ornament
 - 6:30pm: Writers Night
- 16, Thursday:
 - 12pm: Rooftop Garden Open Hour
 - 1pm: Novel Ideas Book Club
 - 5pm: Movie Memories
- 17, Friday, 10:30am: Pre-school Storytime
- 18, Saturday, 10am: Dungeons & Dragons and Warhammer
- 20, Monday:
 - 10am: Crafting Passions
 - 1pm: Swordcraft
 - 4pm: LEGO Club
- 21, Tuesday:
 - 10am: Tea and Treats
 - 12pm: Smooth as Silk: The Working Women of Belding's Silk Mills
 - 5pm: Mahjong
 - 5pm: Chess
- 22, Wednesday
 - 10:30am: Itsy Bitsy Book Club
 - 2pm: Journey Beneath Our Feet
 - 5pm: Acoustic Jam
- 23, Thursday:
 - 12pm: Rooftop Garden Open Hour
 - 5pm: Movie Memories
- 24, Friday, 10:30am: Pre-school Storytime
- 25, Saturday:
 - 9am: Paws for Reading
 - 10:30am: Rockin' Tots
- 27, Monday:
 - 10am: Crafting Passions
 - 6pm: Pictured Rocks and Brockway Mountains: Exploring the UP Virtual Event
- 28, Tuesday:



- 10am: Tea and Treats
- 5pm: Mahjong
- 5pm: Chess
- 29, Wednesday:
 - 10:30am: Itsy Bitsy Book Club
 - 2pm: Walk-in Tech Help
 - 6:30pm: Writers Night
- 30, Thursday:
 - 9am-6pm: Friends of HPL Book Sale
 - 12pm: Rooftop Garden Open Hour
 - 6pm: MI Michigan Story Open Mic Night
- 31, Friday:
 - 9am-6pm: Friends of HPL Book Sale
 - 10:30am: Pre-school Storytime

Monthly Statistics - May 2026

Net Promoter Score*: 96



Physical Library Visits

LY Month	6,413
TY Month	6,602
YTD	71,823



Library Card Holders

	City	Hastings Twp	Rutland Twp	Non-Resident
Total	2,962	895	1,143	100
New	16	4	6	1



Volunteer Hours

LY Month	116
TY Month	114
YTD	1,853



Item Circulation

	Children's	Non-Children's	Mobile	Total
LY Month	2,463	2,642	-	5,105
TY Month	2,258	2,269	412	4,939
YTD	26,997	26,773	3,087	56,857



Wireless Sessions

LY Month	908
TY Month	732
YTD	9,343



Inter-Library Loans

	To HPL	From HPL	Total
LY Month	397	366	763
TY Month	413	408	821
YTD	4,631	4,890	9,521



Library of Things Circs

	TY Month	YTD
LoT	56	581
Hotspots	20	267
Museums	1	12



Programs

	Youth		Adult & General	
	Offered	Attendance	Offered	Attendance
TY Month	11	339	25	328
YTD	226	4,323	209	3,024



Digital Downloads

LY Month	2,957
TY Month	2,844
YTD	32,174



Computer Sessions

	Adult	Kids	Teen	MI Room
LY Month	338	119	99	1
TY Month	399	36	57	2
YTD	4,614	1,415	593	26

Miscellaneous

	TY Month	YTD
Princh Documents	394	3,576
Study Room Usage	56	592
Non-HPL Community Room Usage	26	310



Websites

		Sessions	Users	Page Views
HPL	LY Month	2,097	1,435	3,729
	TY Month	3,635	2,990	4,915
	YTD	41,922	34,429	57,868
BCHP	TY Month	1,447	1,354	3,180
	YTD	11,757	10,727	32,555

* Net Promoter Score based on patron feedback on weekly email survey (started week of 8/15/21); 80+ = world class, 50-79 = excellent, 20-49 = favorable, 0-19 = good

HPL Board Building & Grounds Committee

Building Walk Recap, Wednesday 6/10/2026

Unresolved notes/issues from April 2025:

- Need new bee houses in the rain garden or remove the poles
 - Talk with Friends about house purchase
- Some bent flashing above the 2nd floor men's room window at the roof line
- Wasp nest on the children's rotunda, east side
- Clean out the light fixtures in the north and south entrance lobbies
- Stained ceiling tile above ATM in north lobby
- Clean the wall by picture books of old leak stains
- Wipe down all window frames in the building after windows are fixed
- Need a chair-foot on a bench in children's, screw sticking out and scraping on carpet
- Floor electrical box by children's emergency exit loose
- Tops of light fixture covers in workroom appear loose
- Emergency light outside children's emergency exit off? Need bulb?
- Clean the metal edges on all main stairwell risers
- Clean the study room chairs
- Fix the underside of the upstairs workroom table
- Trim baseboard by ATM
- Goo-gone the foyer bulletin boards
- Look at recovering, or at least cleaning, the children's rotunda benches – Friends are considering paying to recover children's and teen benches as of June 2026)
- Fix electrical outlet cover plate in south lobby
- Can we refresh/recover tables in teen room?
- Several cushions in teen rotunda fraying
- Clean light over the inside of employee entrance
- Check and replace all stained/crooked/cracked ceiling tiles
- Can we fill in holes in tile in 1st floor women's restroom at the storage closet?
- Consider new curtains in employee lounge
- Clean the entrance overhangs if possible, look dirty; both tops and undersides
- Re-grout above urinal in 2nd floor men's room – added August 2025

New notes from June 2026:

- Replace missing ceiling tiles in children's and by Admin office
- Replace stained ceiling tiles by picture books
- Clean Community Room carpet – scheduled July 9
- Clean blue furniture in kids – scheduled July 9
- Pull bindweed
- Fix bent door on outside sign
- Outside sign letters peeling off
- Prune bush left of solar table; improve line of sight for cars coming around curve
- Can/should we clean the stone above the building entrances?
- Cobwebs at entrances, upper windows (staircase)
- Light out in kids near LoT
- Check on water in employee entrance
- Change sink aerators to stop splashing?
- Fix lattice trim on concrete patio
- Check all external lights for functionality



Library Endowment – Spendable Funds

July 6, 2026
Library Board of Trustees Meeting

Updated balance as of June 30, 2026: \$9,663.94

While working with Bonnie Gettys at the Barry Community Foundation to better understand how our Endowment functions, I have become aware of some money that the Board may wish to consider shifting.

As of May 18, 2026, the Endowment contains ~~\$26,755.72~~ in “spendable contributions.” This money currently contributes towards our annual endowment earnings, but could be considered for other uses. Note this “spendable” amount fluctuates slightly, so at the time of any transfer or withdrawal, it will be slightly higher or lower than indicated here. Options include:

1. Shift it into “non-spendable” within the Endowment where it will earn more long-term investment income than leaving it in “spendable.” Rough estimates are that this could add \$1,071 to the annual payout in the short-term. As the total value compounds over time, earnings should continue to increase. Moving to “non-spendable” cannot be undone.
2. Withdraw it for current library expenses. This will reduce Endowment earnings in the long-term but how much cannot be easily quantified. It should be a very small percentage. This option is not ideal as the money is not currently needed. Once window work is complete, however, it could help offset any un-recouped attorney & consultant fees. If this option is chosen, the offset will occur in whatever fiscal year the transaction happens; it cannot be delayed or back-dated.
3. Shift it to the Capital Fund. This might better protect the amount from investment loss, as the Capital Fund is more conservatively invested, and hold it for planned roof repairs. That would bring the total Capital Fund “spendable” to ~~~\$65,406.67~~ ~\$48,413.09, which could be withdrawn to help pay for the roof when the work is done.

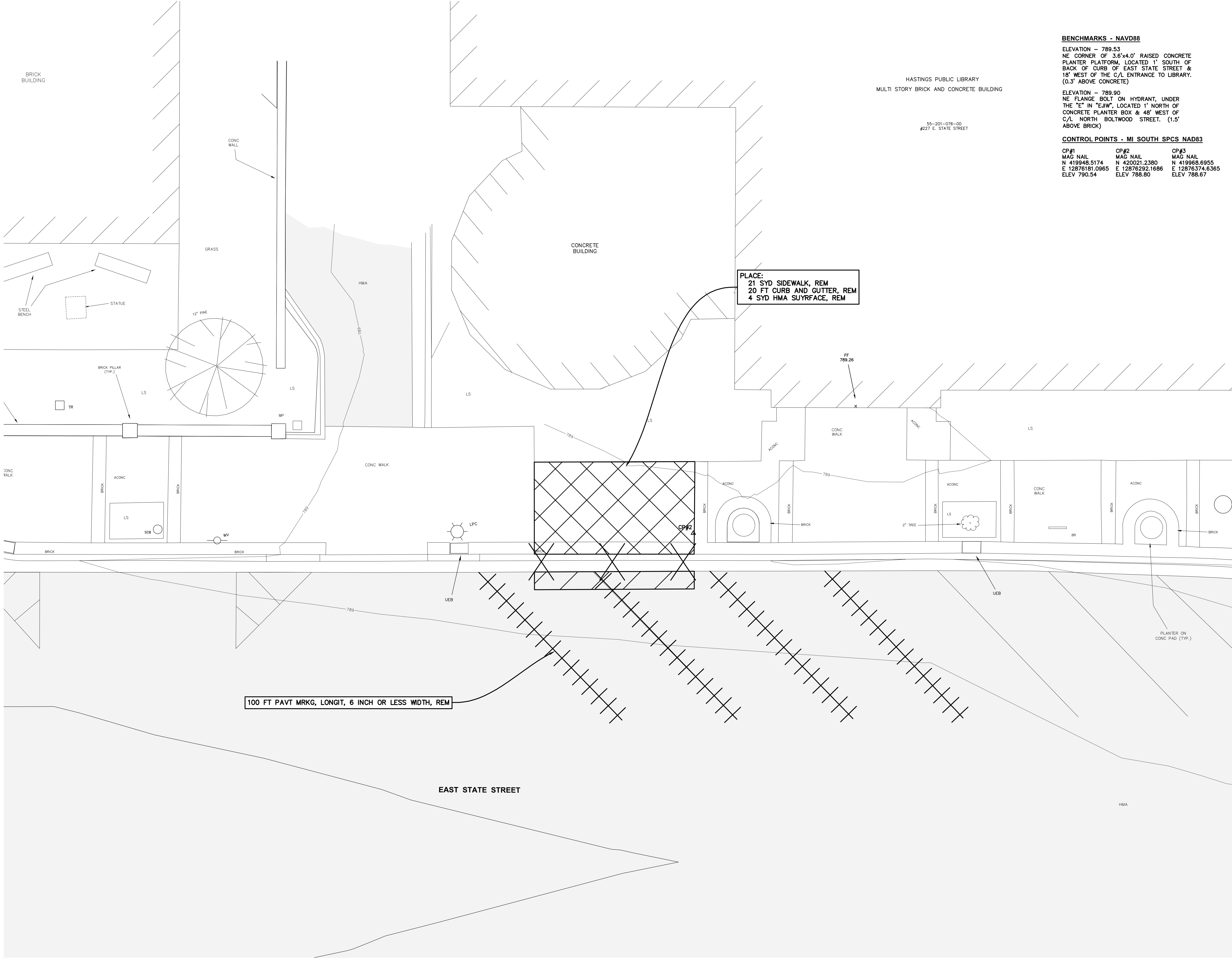
Recommendation

While I am a strong proponent of growing the endowment to protect the library’s future financial sustainability, my recommendation is to shift the money to the Capital Fund to help cover what we expect to be over \$200,000 in expense. We may be able to raise some roof funding through donations and grants, but the capital fund is intended for projects like this. It also minimizes the amount of money we will need to pull from the fund balance which will decrease by up to \$60,000 once the window project is complete and BCG is fully paid in 2026.

Respectfully,

David Edelman
Library Director

P:\260158.01 Hastings Public Library ADA Parking\CADD\DWG\260158 DESIGN.dwg_6/17/2026 3:44:15 PM JAMES VANHEKKEN



BENCHMARKS - NAVD88
ELEVATION - 789.53
NE CORNER OF 3.6'x4.0' RAISED CONCRETE PLANTER PLATFORM, LOCATED 1' SOUTH OF BACK OF CURB OF EAST STATE STREET & 18' WEST OF THE C/L ENTRANCE TO LIBRARY. (0.3' ABOVE CONCRETE)
ELEVATION - 789.90
NE FLANGE BOLT ON HYDRANT, UNDER THE "E" IN "EJW", LOCATED 1' NORTH OF CONCRETE PLANTER BOX & 48' WEST OF C/L NORTH BOLTWOOD STREET. (1.5' ABOVE BRICK)
CONTROL POINTS - MI SOUTH SPCS NAD83
CP#1
MAG NAIL
N 419948.5174
E 12876181.0965
ELEV 790.54
CP#2
MAG NAIL
N 420021.2380
E 12876292.1686
ELEV 788.80
CP#3
MAG NAIL
N 419968.6955
E 12876374.6365
ELEV 788.67



0 2.5 5
PLAN SCALE: 1" = 5'

811
Know what's below.
Call before you dig.

PLAN REVISIONS

Moore+Bruggink
Consulting Engineers
2020 Monroe Ave.
Grand Rapids, MI 49505
(616) 363-9801
mailto:mbs@mbce.com



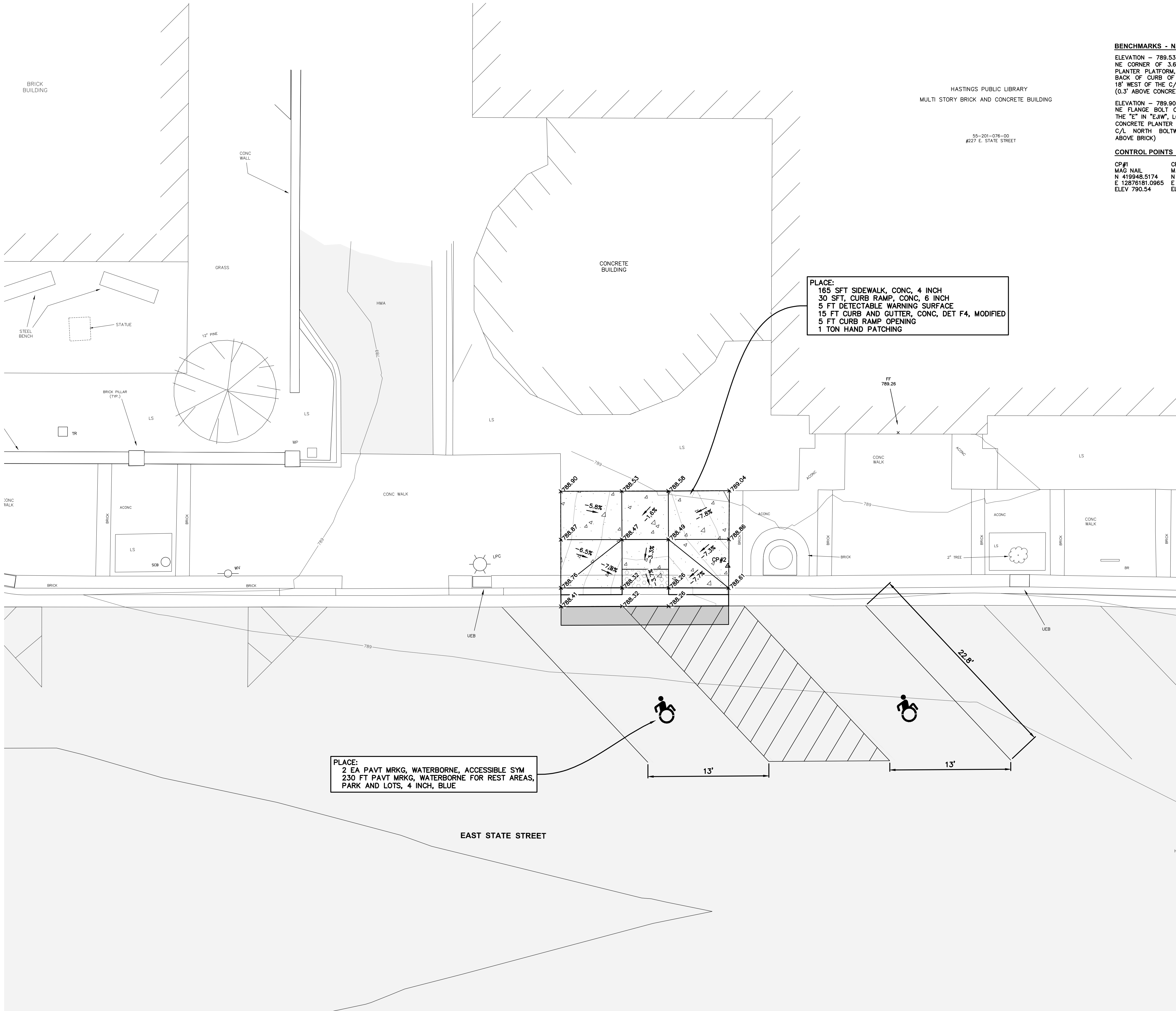
BARRIER FREE PARKING
FOR
HASTINGS PUBLIC LIBRARY
CITY OF HASTINGS, BARRY COUNTY, MICHIGAN

FIELD SURVEY / DATE
CJB-TMC/5-8-2026
PROJECT NO.
260158.01
DESIGN DRAWN BY:
JPV
DESIGNED BY:
JPV
CHECKED BY:
RMA
PLAN DATE:
JUNE 15, 2026

SHEET NUMBER
1 OF 2

PREPARED FOR:
HASTINGS PUBLIC LIBRARY
227 E STATE ST.
HASTINGS, MI 49058
(269) 945-4263
TALLERDING@HASTINGSPUBLICLIBRARY.ORG

P:\260158\01 Hastings Public Library ADA Parking\CADDWG\260158 DESIGN.dwg_ 6/17/2026 3:44:14 PM JAMES VANIEKKE



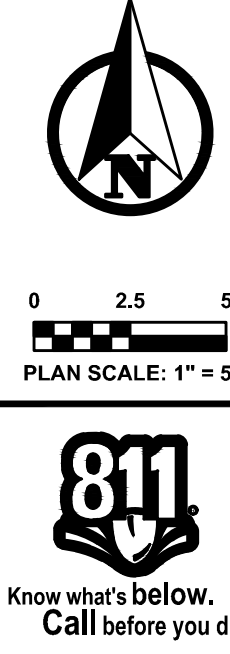
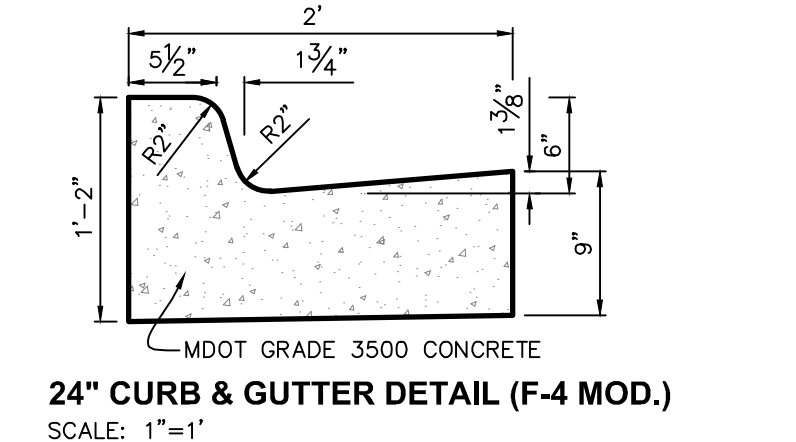
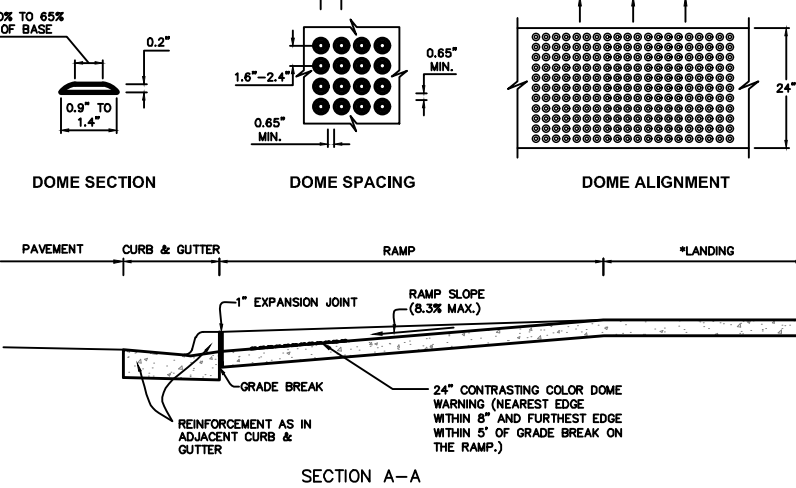
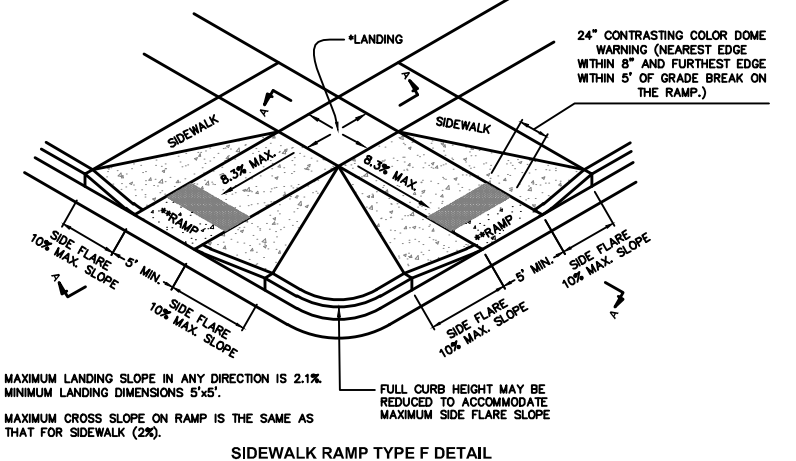
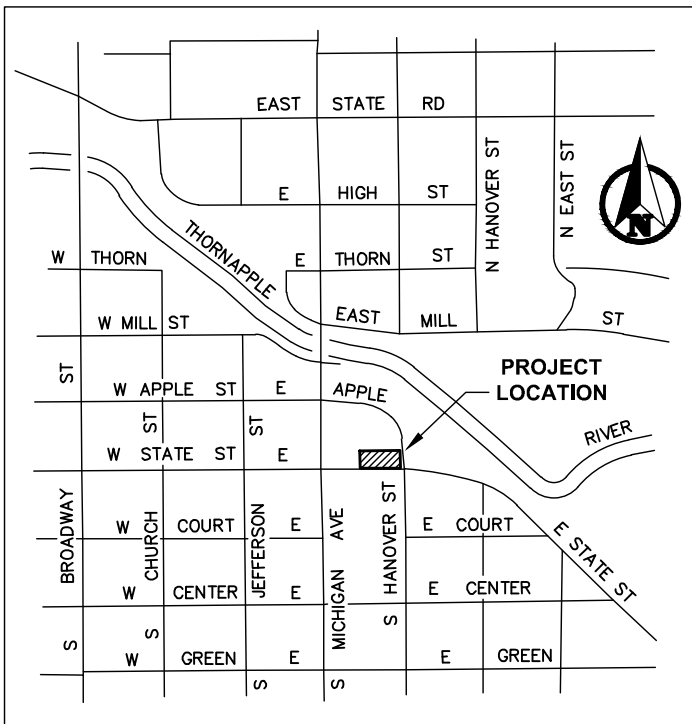
BENCHMARKS - NAVD88

ELEVATION - 789.53
NE CORNER OF 3.6'x4.0' RAISED CONCRETE PLANTER PLATFORM, LOCATED 1' SOUTH OF BACK OF CURB OF EAST STATE STREET & 18' WEST OF THE C/L ENTRANCE TO LIBRARY. (0.3' ABOVE CONCRETE)

ELEVATION - 789.90
NE FLANGE BOLT ON HYDRANT, UNDER THE "E" IN "EJW", LOCATED 1' NORTH OF CONCRETE PLANTER BOX & 48' WEST OF C/L NORTH BOLTWOOD STREET. (1.5' ABOVE BRICK)

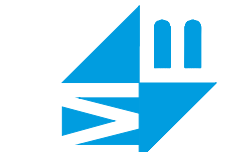
CONTROL POINTS - MI SOUTH SPCS NAD83

CP#1	CP#2	CP#3
MAG NAIL	MAG NAIL	MAG NAIL
N 419948.5174	N 420021.2380	N 419968.6955
E 12876181.0965	E 12876292.1686	E 12876374.6365
ELEV 790.54	ELEV 788.80	ELEV 788.67



PLAN REVISIONS

Moore+Bruggink
Consulting Engineers
2020 Monroe Ave.
Grand Rapids, MI 49505
(616) 363-9801
mailto:info@mbce.com



BARRIER FREE PARKING FOR
HASTINGS PUBLIC LIBRARY
CITY OF HASTINGS, BARRY COUNTY, MICHIGAN

FIELD SURVEY / DATE
CJB-TMC/5-8-2026
PROJECT NO.
260158.01
DESIGN DRAWN BY:
JPV
DESIGNED BY:
JPV
CHECKED BY:
RMA
PLAN DATE:
JUNE 15, 2026
SHEET NUMBER
2 OF 2

PREPARED FOR:
HASTINGS PUBLIC LIBRARY
227 E STATE ST.
HASTINGS, MI 49058
(269) 945-4263
TALLERDING@HASTINGSPUBLICLIBRARY.ORG

Strategic Plan 2026 – 2029

Q2 2026 Action Plan Update

Packet Page 29 of 82



Resources: Enrich the resources available to the community

Completed

Physical Collection:

- Using a \$1,200 grant from the Institute of Museum and Library Services through the Library of Michigan, we added 5 new circulating kits aimed at promoting health literacy in the community, focusing on health monitoring, nutrition, aging well, and fitness.
- Added 194 adult/general interest books, 260 youth books, and 20 DVDs to the collection.

Digital Collection:

- Subscribed to the digital version of BookPage, giving patrons another option for book reviews and finding new authors.
- Subscribed to Wowbrary, a service that generates weekly newsletters to patrons showcasing every new item added to the collection in the previous week.

Building:

- Used a patron donation to recover 10 chairs from the fireplace and Wi-Fi lounge seating areas.
- Launched a Community Garden on the green roof above the Teen room and purchased furniture & supplies for it with a patron donation.

See the Appendix for details on each Strategic Commitment and its goals.

Strategic Plan 2026 – 2029

Q2 2026 Action Plan Update

Packet Page 30 of 82



Innovation: Explore innovative approaches to educate, entertain, and inform the varied communities we serve

Completed

Programming/Makerspace:

- Launched the new and improved Summer Library Program with generous donations of time, funding, and prizes from across the community.

Technology:

- Used a patron donation to purchase two additional Wi-Fi hotspots for patron use.
- Used a patron donation to purchase an additional 3D printer for the makerspace.
- Used a patron donation to purchase a Cricut craft cutting machine, heat press, and mug press for the makerspace.

Outreach:

- Created a Spanish language flyer for distribution at events, in the library, and with partners to promote the Spanish collection.

Operations: Expand organizational capacity to support future growth and lasting community impact

Completed

Staff Support:

- Utilized a patron donation to provide new office chairs for the main circulation desks and several other staff desks, replacing original ones in use since 2007.

See the Appendix for details on each Strategic Commitment and its goals.



Working Genius Introduction

July 6, 2026
Library Board of Trustees Meeting

What Is It?

Working Genius is a model along the lines of Meyers Briggs or DISC that “distills any kind of work down to six fundamental activities,” and “helps people identify the type of work that makes them thrive.”¹



“Working Genius is part personality assessment and part productivity tool for teams.”¹

Why Are We Doing This?

The Board, Library Director, and Assistant Director are doing this exercise to help everyone get to know each other better, understand where strengths lie, and help inform who might be best suited for future projects and initiatives based on what drives them.

This is not as rigorous as most other personality tools and is more work-focused.

How Does it Work?

Everyone will receive an email invitation later in July to complete a roughly 40 question survey. It should take no more than 10-15 minutes. Soon after completion, you may receive a reply with your results and some documentation you can review to help understand it.

At the August 3 Board Meeting, the Director of the Mid-Michigan Library League will facilitate a 90-minute session for all of us to learn about the results and learn more about how we may best work together. The goal is to get a little personal insight, but mostly insight into our peers to learn how the Board can function at its highest levels of efficiency and effectiveness.

Everyone’s participation is greatly appreciated to maximize the potential of this exercise for the betterment of the library.

Respectfully,

David Edelman
Library Director

¹ <https://www.workinggenius.com/about#meetings>



Landline Phone Charges

July 6, 2026

Library Board of Trustees Meeting

Background

The phone industry is phasing out traditional copper phone lines, commonly called POTS (plain old telephone service). HPL still has three POTS lines, one each for the FAX, elevator, and security system. This equipment has traditionally had challenges using internet-based phone systems, but current technologies minimize this issue.

Issue

Our current vendor for the three POTS lines in question, raised prices last year, with monthly bills increasing from roughly \$290-\$300 per month, to \$380+ per month.

They have also confirmed via email that they will decommission POTS lines as of November 15, 2026, and we must have a new solution in place prior, or we will lose the phone numbers.

Solutions

1. Our current vendor offers a VOIP solution at ~\$60 per month, plus fees and taxes.
2. MEI, who already provides our main VOIP phone lines and internet, offers a similar solution at ~\$40 per month, plus fees and taxes.

Our current POTS contract just auto-renewed in April and specifies that we cannot break it without paying a penalty equivalent to the regular monthly costs for the remainder of the contract, totaling nearly \$3,000. For this reason, I have not yet made a change.

Next Steps

After re-reviewing the contract, I conclude that it is for a specific service, POTS, which the vendor is discontinuing through no fault of HPL. I believe this means we can exit the contract, at least as of November, and pay no penalty, or a minimal one.

The City Attorney could not definitively confirm my logic as the contract does not clearly state what happens if the vendor cancels the indicated service, and suggests we consider negotiating.

My intent is to inform the vendor that we will not sign a new contract for the new service. If this is challenged, I do not see that they can force us to change to a different service or incur penalties and want to discuss this further at the July meeting.

Respectfully,

David Edelman
Library Director