



**LIBRARY BOARD OF TRUSTEES**

**Meeting Agenda**

June 1, 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	<input checked="" type="checkbox"/>
3. Approval of Minutes a. May 4, 2026	p. 3	<input checked="" type="checkbox"/>
4. Correspondence a. Patron Comments for May	p. 4	
5. Financial Reports a. April 2026 Revenue & Expense with Notes b. April 2026 Invoice Recap c. April 2026 Balance Sheet d. May Endowment Statement	pp. 5-8 pp. 9-11 p. 11 p. 12	<input checked="" type="checkbox"/>
6. Library Director’s Report a. May 2026 b. April 2025 Infographic	pp. 13-22 p. 23	
7. Committees a. Budget and Finance: b. Building and Grounds: reminder, HPL walk on June 10, 4:15pm		



**Hastings Public Library Board of Trustees**  
**DRAFT Minutes**  
**Date: May 4, 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 Kelli Newberry at 4:30 p.m.

- Board members present: Kelli Newberry, Jane Cybulski, Sam Cale, Amanda Mattson, Ellyn Main, Ann Devroy, Rebecca Lectka, Carol Dwyer, and Cloe Oliver.
- Also present was Tess Allerding.

2. AGENDA:

3. MINUTES: Carol Dwyer motioned to approve the April 6, 2026, minutes, seconded by Ann Devroy. Motion approved.

4. CORRESPONDENCE: Received positive notes and letters from patrons

5. FINANCIALS:

- a. March invoices and Budget Report: Cloe Oliver motioned to approve the financials, seconded by Sam Cale. Motion approved.

6. LIBRARY DIRECTOR REPORTS

- a. April 2026
- b. March 2026 Infographic

7. COMMITTEES

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

8. UNFINISHED BUSINESS: None

9. NEW BUSINESS:

- a. Budget Update – final amount from the City came in above expected
- b. Handicap Parking Update – Funds have arrived early
- c. Discussion on April Trustee Manual Readings

10. PUBLIC COMMENTS

11. BOARD MEMBER COMMENTS

12. NEXT MEETING Next board meeting on Monday, June 1, 2026, at 4:30 p.m.

13. ADJOURNMENT: Meeting was adjourned at 5:18 p.m.



June 1, 2026  
Library Board of Trustees Meeting

## Patron Comments from May 2026

- As related by Lake: “We got another wonderful response from a patron just yesterday that I hadn’t written up yet. Her son had brought her from Delton to show her his favorite library, and she was very impressed with everything we offer here! She was delighted to learn that our programs are open to anyone regardless of service area, and asked if we would consider running ASL classes here. Apparently, she had heard about us offering them some years ago, wasn’t able to attend at the time due to work, and was hoping it’s a regular class we offer so she could attend now that she’s retired.”
- A presenter who worked with Barb on an April program emailed and said “We ran into many issues with new “updated” PowerPoint and made numerous trips to meet with Barbara. She was such a patient and knowledgeable help to us on every occasion. We were so frustrated so many times. LOL ... Funny to look back on but not funny at the time. We just wanted you to know what a wonderful, knowledgeable and helpful staff member you have at the library we love and use constantly. Also through our Bird Club, friends and Barb’s advertising, we had 45 people show up for our presentation!! Thank you for your leadership and incredible staff that provides a great service to our community.

HASTINGS PUBLIC LIBRARY  
 DETAIL REVENUES AND EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 10 MONTHS ENDING APRIL 30, 2026  
 83 % OF THE FISCAL YEAR HAS ELAPSED

FUND 271 - LIBRARY FUND

OPERATING REVENUES	Fund	THIS MONTH ACTUAL 30-Apr-26	THIS YEAR FISCAL YTD 30-Apr-26	REVISED BUDGET 2025-2026	THIS YEAR YTD % OF BUDGET	LAST YEAR FISCAL YTD 30-Apr-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	1,090	-	0%	-	-	0%	-
271-100-583-000	CONTRIBUTIONS FROM OTHR TWNSHP	66,527	549,731	435,000	126%	423,095	400,000	106%	423,095
271-100-584-000	GENERAL GRANTS - OTHER	21,090	22,090	-	0%	-	-	0%	-
271-100-649-000	PRINTING/FAX FEES	793	8,951	8,100	111%	7,761	8,100	96%	9,460
271-100-651-000	NON-RESIDENT FEES	25	775	850	91%	1,450	850	171%	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	174	1,548	1,200	129%	1,334	1,200	111%	1,491
271-100-665-000	INTEREST EARNED ON DEP & INVST	1,356	19,371	10,000	194%	17,990	12,000	150%	22,432
271-100-667-000	FACILITY RENTALS	(25)	1,115	1,200	93%	1,425	1,100	130%	1,475
271-100-672-000	OTHER REVENUE	563	4,062	2,000	203%	2,179	4,000	54%	3,149
271-100-674-000	PRIVATE CONTRIBTNS & DONATIONS	7,903	38,389	18,000	213%	24,359	15,000	162%	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		99,495	865,852	709,941	122%	749,655	673,516	111%	794,126

LIBRARY OPERATIONS	Fund	THIS MONTH ACTUAL 30-Apr-26	THIS YEAR FISCAL YTD 30-Apr-26	REVISED BUDGET 2025-2026	THIS YEAR YTD % OF BUDGET	LAST YEAR FISCAL YTD 30-Apr-25	REVISED BUDGET 2024-2025	LAST YEAR YTD % OF BUDGET	LAST YEAR FULL YEAR ACTUAL
271-790-702-000	FULL-TIME WAGES	9,032	95,008	113,880	83%	78,189	111,059	70%	109,815
271-790-703-000	ADMINISTRATR/SUPERVSR SALARIES	4,230	43,845	50,003	88%	67,841	74,913	91%	75,534
271-790-704-000	PART-TIME WAGES	9,809	97,447	114,977	85%	99,809	102,271	98%	113,623
271-790-704-010	PART-TIME WAGES- LIBRARY MAINT	-	6,780	7,560	90%	8,918	16,119	55%	11,844
271-790-709-000	SOCIAL SECURITY TAXES	1,788	18,853	21,910	86%	19,466	23,471	83%	23,891
271-790-712-000	CASH IN LIEU OF BENEFITS	369	4,061	2,400	169%	2,769	2,400	115%	3,507
271-790-713-000	OVERTIME	-	72	50	144%	120	50	241%	133
271-790-716-000	MERS DEFINED CONTRIBUTIONS	556	5,960	6,277	95%	4,795	4,997	96%	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	808	8,611	10,111	85%	6,008	6,108	98%	7,511
271-790-718-000	HEALTH INSURANCE - PREMIUMS	2,732	25,084	53,976	46%	36,923	55,340	67%	42,702
271-790-718-010	HEALTH INSURANCE - HSA	137	1,577	2,054	77%	2,358	-	0%	2,700
271-790-719-000	DENTAL INSURANCE PREMIUM	210	2,293	3,571	64%	2,915	3,503	83%	3,180
271-790-724-000	LIFE INSURANCE	38	376	510	74%	437	485	90%	465
271-790-751-000	PROCESSING SUPPLIES	13	1,565	1,400	112%	594	1,400	42%	938
271-790-756-000	REPAIR & MAINTENANCE SUPPLIES	-	238	350	68%	119	350	34%	119
271-790-760-000	MAINTENANCE SUPPLS - CUSTODIAL	66	632	438	144%	482	350	138%	706
271-790-761-000	BUILDING SUPPLIES	213	1,192	1,650	72%	1,994	1,500	133%	2,497
271-790-762-000	WELLNESS/MEDICAL SUPPLIES	-	7	275	3%	357	225	159%	357

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271-790-765-000	SMALL TOOLS	-	43	-	0%	-	-	0%	26
271-790-766-000	DISPOSABLE TECHNOLOGY	239	715	1,750	41%	1,591	1,300	122%	1,800
271-790-767-000	CLOTHING	-	(84)	400	-21%	43	175	25%	888
271-790-770-000	PROGRAMMING SUPPLIES	193	2,004	3,250	62%	2,204	2,750	80%	3,969
271-790-771-000	MAKERSPACE SUPPLIES	18	408	-	0%	-	-	0%	-
271-790-772-000	PROMOTIONS SUPPLIES	-	-	300	0%	-	300	0%	302
271-790-777-000	OFFICE SUPPLIES	-	558	850	66%	851	1,350	63%	1,091
271-790-778-000	PAPER	78	408	580	70%	490	400	122%	570
271-790-791-000	SUBSCRIPTIONS AND PUBLICATIONS	195	2,175	2,048	106%	1,686	1,900	89%	1,686
271-790-792-000	SOFTWARE SUBSCRIPTIONS	1,726	7,645	7,788	98%	5,740	7,245	79%	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	717	1,500	48%	686	1,200	57%	686
271-790-806-000	LEGAL SERVICES	308	6,864	500	1373%	9,109	500	1822%	9,758
271-790-809-000	CONTRACTED IT SERVICES	1,200	11,850	14,400	82%	10,800	14,400	75%	14,400
271-790-812-000	HR CONTRACTED SERVICES-EAP	-	340	350	97%	618	350	177%	867
271-790-813-000	DELIVERY SERVICES	776	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	786	2,999	2,900	103%	2,623	2,900	90%	2,623
271-790-818-000	MAINTENANCE CONTRACTS	3,066	7,305	8,603	85%	4,240	7,953	53%	8,599
271-790-823-000	OTHER CONSULTING SERVICES	333	11,056	1,750	632%	350	350	100%	2,118
271-790-825-000	LATE/SERVICE FEES	-	11	-	0%	-	25	0%	-
271-790-829-000	CUSTODIAL/CLEANING SERVICES	2,334	8,333	10,920	76%	762	-	0%	2,962
271-790-850-000	TELEPHONE	590	5,600	5,540	101%	5,002	5,485	91%	6,023
271-790-851-000	MAIL/POSTAGE	-	234	250	94%	472	225	210%	472
271-790-852-000	INTERNET/TELECOMM SERVICES	505	5,223	7,019	74%	5,650	7,020	80%	7,019
271-790-861-000	TRANSPORTATION - MILEAGE REIMB	-	317	940	34%	139	750	18%	175
271-790-879-000	WEBSITE	1,800	2,163	1,113	194%	838	935	90%	838
271-790-881-000	ADVERTISING	-	36	1,058	3%	335	1,145	29%	405
271-790-887-000	SPEAKERS/PERFORMERS	-	250	2,000	13%	435	2,500	17%	885
271-790-890-000	ILS FEES	3,088	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	1,248	1,371	1,905	72%	1,922	680	283%	1,922
271-790-895-000	REGISTRATION FEES/ANNUAL CERT	45	45	-	0%	-	-	0%	-
271-790-900-000	PRINTING AND PUBLISHING	-	195	730	27%	358	220	163%	397
271-790-906-000	PROMOTIONS/MARKETING	450	504	500	101%	450	100	450%	900
271-790-909-000	TRAINING	-	80	600	13%	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	0	258.43	400	65%	24.23	75	32%	24.23
271-790-915-000	MEMBERSHIPS	861	1,581	1,529	103%	767	1,714	45%	1,558
271-790-916-000	DUES AND FEES	307	1,420	1,435	99%	151	1,435	11%	151

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271-790-918-000	WATER/SEWER	-	-	5,500	0%	4,136	5,000	83%	5,389
271-790-918-590	SEWER	318	3,267	-	0%	-	-	0%	-
271-790-918-591	WATER	213	1,768	-	0%	-	-	0%	-
271-790-919-000	WASTE DISPOSAL	65	551	602	92%	501	350	143%	601
271-790-920-000	ELECTRIC	2,131	24,290	28,035	87%	22,631	26,700	85%	26,927
271-790-921-000	NATURAL GAS	827	6,477	5,500	118%	5,757	3,000	192%	6,570
271-790-929-000	GROUPS REPAIR AND MAINTENANCE	-	1,587	4,500	35%	130	1,800	7%	5,210
271-790-929-010	SNOWPLOWING/SNOW REMOVAL	-	770	900	86%	450	1,500	30%	450
271-790-930-000	BUILDING REPAIR & MAINTENANCE	810	12,801	6,150	208%	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 AGREEMNTS	-	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	1,020	3,061	4,100	75%	3,061	4,100	75%	4,081
271-790-944-000	INSPECTION SERVICES	163	583	680	86%	530	960	55%	1,409
271-790-950-000	COLLECTION SERVICES	20	167	300	56%	236	340	70%	286
271-790-955-000	MISCELLANEOUS	-	120	-	0%	-	-	0%	-
271-790-962-000	LOST/DAMAGED MATERIALS FEES	30	177	100	177%	123	100	123%	128
271-790-965-000	PROPERTY TAX REIMBURSEMENT	-	217	100	217%	114	100	114%	114
271-790-975-000	BLDG & BLDG IMP - DEPRECIABLE	(3,670)	39,520	110,000	36%	-	11,000	0%	-
271-790-975-010	BLDG & BLDG IMP - NON-DEPRECBL	3,670	17,952	-	0%	-	-	0%	-
271-790-978-000	TECHNOLOGY - DEPRECIABLE	-	-	-	0%	405	-	0%	-
271-790-978-010	TECHNOLOGY - NON-DEPRECIABLE	1,620	1,639	3,000	55%	4,446	2,000	222%	5,650
271-790-980-000	EQUIPMENT/FURNITURE - DEPREC	-	5,455	-	0%	2,823	-	0%	-
271-790-980-010	EQUIPMENT/FURNITURE - NON-DEPR	-	6,697	3,400	197%	1,268	450	282%	8,794
271-790-982-000	COLLECTION MATERIALS - BOOKS	2,693	16,799	17,000	99%	14,457	17,000	85%	21,028
271-790-982-010	COLLECTION MATERIALS - A/V	273	1,873	2,250	83%	917	2,250	41%	1,032
271-790-982-020	COLLECTION MATS - BEYOND BOOKS	168	1,449	1,000	145%	856	1,250	69%	1,146
<b>TOTAL LIBRARY OPERATIONS</b>		<b>61,214</b>	<b>579,929</b>	<b>713,969</b>	<b>81%</b>	<b>591,158</b>	<b>656,799</b>	<b>90%</b>	<b>712,956</b>
<b>TOTAL EXPENDITURES &amp; OUT TRANSFERS</b>		<b>61,214</b>	<b>579,929</b>	<b>713,969</b>	<b>81%</b>	<b>591,158</b>	<b>656,799</b>	<b>90%</b>	<b>712,956</b>
<b>TOTAL REVENUE &amp; INCOMING TRANSFERS</b>		<b>99,495</b>	<b>865,852</b>	<b>709,941</b>	<b>122%</b>	<b>749,655</b>	<b>673,516</b>	<b>111%</b>	<b>794,126</b>
<b>NET REVENUES OVER EXPENDITURES</b>		<b>38,281</b>	<b>285,923</b>	<b>(4,028)</b>		<b>158,497</b>	<b>16,717</b>		<b>81,169</b>

April 2026 R&E Notes

OPERATING REVENUES	Fund	THIS MONTH ACTUAL 31-Jan-26	THIS YEAR FISCAL YTD 31-Jan-26	REVISED BUDGET 2025-2026	THIS YEAR YTD % OF BUDGET	Notes
271-100-584-000	GENERAL GRANTS - OTHER	21,090	22,090	-	0%	\$20K ALA handicapped parking funds were distributed TY vs. anticipated next year
271-100-672-000	OTHER REVENUE	563	4,062	2,000	203%	Riverside Energy checks continue to be double anticipated due to energy sector volatility

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271-790-806-000	LEGAL SERVICES	308	6,864	500	1373%	window related
271-790-813-000	DELIVERY SERVICES	776	3,050	2,700	113%	LLC fees are determined months after budget finalization; we estimated too low
271-790-817-000	LAKELAND LIBRARY CO-OP SERVICE	786	2,999	2,900	103%	LLC fees are determined months after budget finalization; we estimated too low
271-790-823-000	OTHER CONSULTING SERVICES	333	11,056	1,750	632%	window related
271-790-879-000	WEBSITE	1,800	2,163	1,113	194%	New ReciteMe accessible toolbar; offset by grant and donation
271-790-975-000	BLDG & BLDG IMP - DEPRECIABLE	(3,670)	39,520	110,000	36%	Reclassified new drinking fountain as non-depreciable
271-790-975-010	BLDG & BLDG IMP - NON-DEPRECBL	3,670	17,952	-	0%	Reclassified new drinking fountain as non-depreciable
271-790-982-000	COLLECTION MATERIALS - BOOKS	2,693	16,799	17,000	99%	will be over budget, offset by donations
271-790-982-020	COLLECTION MATS - BEYOND BOOKS	168	1,449	1,000	145%	will be over budget, some offset by donation, some by underspends in other accounts

Account Name	Vendor/Category	Amount	Total	Notes
<b>Salaries &amp; Wages</b>			\$ 23,440.48	
<b>Social Security Taxes</b>			\$ 1,787.56	
<b>Fringe Benefits</b>			\$ 4,481.03	
<b>Total Wages and Benefits:</b>			\$ 29,709.07	
<b>Supplies</b>			\$ 580.51	
	Processing	\$ 13.42		
	Makerspace	\$ 17.58		
	Building/Repair/Maint	\$ 278.83		
	Programming	\$ 192.69		
	Paper	\$ 77.99		
<b>Collection Materials - Books</b>			\$ 2,692.58	
	Brodart	\$ 1,158.83		
	Amazon	\$ 993.45		
	ABDO	\$ 306.45		
	Cengage Large Print	\$ 233.85		
<b>Collection Materials - AV</b>			\$ 273.44	
<b>Collection Materials - Library of Things</b>			\$ 167.63	
<b>Subscriptions &amp; Publications</b>			\$ 195.29	
	LLC	\$ 174.29		Book Pages print & digital
	Real Simple Renewal	\$ 21.00		
<b>Utilities</b>			\$ 4,649.82	
	City - water	\$ 213.04		
	City - sewer	\$ 318.24		
	Consumers - electric	\$ 2,131.49		
	Consumers - natural gas	\$ 826.58		
	MEI Internet	\$ 504.95		
	MEI Phones	\$ 201.44		
	Fusion Land Lines	\$ 388.75		
	Granger Waste Services	\$ 65.33		recycling
<b>Contracted IT Services</b>			\$ 1,200.00	
	Clark Technical Services	\$ 1,200.00		monthly IT
<b>Disposable Technology</b>			\$ 238.58	2 new laptop docks
<b>Technology - non-depreciable</b>			\$ 1,619.72	2 new staff laptops
<b>Website</b>			\$ 1,800.00	ReciteMe Toolbar (covered by grant and donation)
<b>Software Subscriptions</b>			\$ 1,725.75	
	Duo	\$ 30.00		Monthly Duo 2-factor authentication for VPN (2FA)
	Princh	\$ 1,695.75		5 year pre-payment for Princh (\$300 savings)
<b>Software Licenses</b>			\$ 1,248.48	annual self-check license renewal
<b>Printer/Copier Lease/Maint</b>			\$ 1,020.24	quarterly
<b>Custodial/Cleaning Services</b>	Key Cleaning		\$ 2,334.17	
<b>Building Repair &amp; Maintenance</b>			\$ 810.00	
	Town & Country	\$ 810.00		security system repair (patio door)
<b>Maintenance Contracts</b>			\$ 3,065.56	
	Schindler	\$ 3,065.56		annual payment
<b>Bldings &amp; Blding Imp. Depreciable</b>			\$ (3,669.94)	reclassifying water fountain to non-depreciable
<b>Bldings &amp; Blding Imp. Non-Depreciable</b>			\$ 3,669.94	reclassifying water fountain to non-depreciable
<b>Lakeland Lib. Co-op Services</b>			\$ 4,650.35	Quarterly costs
	Delivery charges	\$ 776.00		
	Admin. services	\$ 786.10		
	ILS Fees	\$ 3,088.25		
<b>Legal Services</b>			\$ 308.00	city attorney for windows

Account Name	Vendor/Category	Amount	Total	Notes
<b>Consulting Services</b>			<b>\$ 332.50</b>	
	dbHMS	\$ 332.50		window consultant
<b>Professional Services</b>			<b>\$ 716.69</b>	Digitizing 2025 Banner and Sun & News
<b>Promotions/Marketing</b>			<b>\$ 450.00</b>	Additional Summer Reading graphics
<b>Memberships</b>			<b>\$ 860.99</b>	
	MLA	\$ 791.00		HPL and Director renewal
	Quill	\$ 69.99		
<b>Dues &amp; Fees</b>			<b>\$ 352.25</b>	
	Rotary	\$ 156.00		
	Kiwanis	\$ 151.25		
	Notary Bond	\$ 45.00		Friends covered
<b>Inspection Services</b>	Fire Fighter Sales & Service		<b>\$ 162.75</b>	Fire extinguisher inspection
<b>Collection Services</b>			<b>\$ 19.70</b>	
<b>Lost/Damaged Materials Fees</b>			<b>\$ 29.98</b>	patron refund(s)
<b>Total Invoices (without wages &amp; benefits):</b>			<b>\$ 31,504.98</b>	

# CITY OF HASTINGS

BALANCE SHEET  
AS OF APRIL 30, 2026

## FUND 271 - LIBRARY FUND

	<i>FISCAL YTD</i> <i>30-APR-26</i>	<i>FISCAL YTD</i> <i>30-APR-25</i>
<b>ASSETS</b>		
<hr/>		
271-000-001-001 CHECKING ACCOUNT - COMMON CASH	275,353.68	89,604.09
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	63,818.81	61,473.71
271-000-017-050 INVESTMENTS - MI CLASS POOLED	540,494.38	519,025.96
	<hr/>	<hr/>
<b>TOTAL ASSETS</b>	<b>880,134.87</b>	<b>671,071.76</b>
	<hr/> <hr/>	<hr/> <hr/>
 <b>LIABILITIES AND FUND BALANCE</b>		
<hr/>		
<b>LIABILITIES</b>		
<hr/>		
271-000-202-000 ACCOUNTS PAYABLE	.00	( 417.66)
271-000-255-000 SECURITY DEPOSITS PAYABLE	50.00	.00
	<hr/>	<hr/>
<b>TOTAL LIABILITIES</b>	<b>50.00</b>	<b>( 417.66)</b>
 <b>FUND BALANCE</b>		
<hr/>		
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	285,923.48	158,497.18
	<hr/>	<hr/>
<b>TOTAL FUND BALANCE</b>	<b>880,084.87</b>	<b>671,489.42</b>
	<hr/>	<hr/>
<b>TOTAL LIABILITIES AND FUND BALANCE</b>	<b>880,134.87</b>	<b>671,071.76</b>
	<hr/> <hr/>	<hr/> <hr/>



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

Fund Statement: 1/1/2026 through 5/29/2026

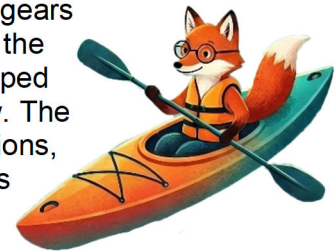
<b>Beginning Fund Balance</b>		<b>537,962.92</b>
<b>Revenue</b>		
4020 NonSpendable Contributions		300.00
4120-4130 5470 Investment Gains/Losses		29,454.93
4110 Dividends		1,307.16
<b>Total Revenue</b>		<b>31,062.09</b>
<b>Expenses</b>		
5040 Fund Administrative Fee		(1,142.01)
5220...5225 Bank Service Charges		(3.20)
<b>Total Expenses</b>		<b>(1,145.21)</b>
Total Change In Fund Balance		29,916.88
<b>Ending Fund Balance</b>		<b>567,879.80</b>
3000 Current Spending		17,689.95
3005 Spendable Contributions		26,122.71
3010 Investment Earnings		119,251.41
3020 NonSpendable		404,815.73
<b>Gift Summary</b>		
<b>Donor:</b>	<b>Date:</b>	
4110 Joint Investment Allocation	01/31/26	31,101.53
4020	02/19/26	100.00
4020	03/04/26	200.00
		<b>300.00</b>
<b>Grant Summary</b>		
<b>Grantee:</b>	<b>Date:</b>	<b>Amount:</b>
[G/L Account No.] [Akoya Memo]	[Posting Date]	0.00
<b>Other Expense Summry</b>		
<b>Vendor:</b>	<b>Date:</b>	<b>Amount:</b>
5220 Credit Card	02/19/26	(3.20)
5040 Fund 00104; AverageDailyBalance: 446206.3500; AverageDailyHistoric: 394217.9300; FeePercent: 0.0100;	03/31/26	(1,142.01)
		<b>(1,145.21)</b>



## Library Director's Report - May 2026 June 1, 2026 Board Meeting

### Highlights

May is always busy as the staff, especially Erin, the Youth Librarian, gears up for the Summer Library Program. I want to commend everyone for the hard work, attention to detail, and thoughtfulness as we have revamped the former Summer Reading program into something familiar but new. The community has been very generous with experiential grand prize donations, as well as financial support, and I am excited to see how our patrons respond.



The Friends held their annual membership meeting on May 13 where they approved the library's requests for just over \$10,000 in expense reimbursements during the Friends' 2026-2027 fiscal year. We are grateful for the group's support, both in volunteering and through financial aid, and highly value their partnership.

Ken, our 3D printing wizard, has been working on new templates for internal signing to replace the original gray & green squares at the end of each shelving aisle. We expect to soon start printing new signs to match the black & white headers to create a more cohesive signing message across the building. Watch for new signs in the coming months.

On May 13, Tess, Chloe, and I all participated in an LLC Onboarding Webinar where we walked participants through how we turned the reading challenge app Beanstack into a training platform to replace old Excel grids. The process has been working well for us and is now led by Chloe and Tess. They did a great job and I think our content was well received.

I recently spoke with Alice Dykstra from the Southwest Michigan Land Conservancy about their Hike Our Preserves (HOP) program. We've been a partner on this for years, but the program has been largely dormant. They are now reinvigorating it and we will help promote it where appropriate to encourage kids and families to get outdoors. Check it out on their [website](#). Register and you can get a free hiking stick from HPL!



We added a new digital service this month via electronic access to Book Page. We've long had hardcopies of this popular, library focused roundup of new titles each month, but now patrons can access it online as well. Cost was low through a group purchase by enough Lakeland Library Cooperative libraries. See the access link on our home page.



One quick note, our Seed Library is growing into a huge success. According to Lake, who oversees the program with Sharon, as of early May last year, about 300 seed packets had been taken by



patrons. This year, we've had over 1,000 packets taken! Look for lots of native plants and more fruit & veg in your neighbors' gardens.

## Project Updates

**Handicapped Parking:** Design work continues. We will soon start building an RFP in hopes of having the work done near the end of the summer or early fall. A Community Conversation with impacted patrons is also in the works for June. Tess elaborates more in her report.

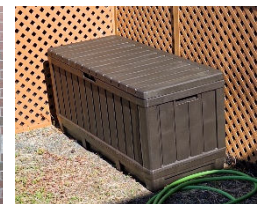
**Health Literacy Kits:** All materials have been purchased and we will soon submit for the grant reimbursement. The kits are now being processed to hopefully be out for patron use by mid-June. The five kits are Health Monitoring (2), Fitness, Nutrition, and Aging Well.

**Community Resource Center:** One of HPL's commitments in the Community Health Improvement Plan led by the health department, is to create a space for other organizations to display flyers to help people connect with resources. We have identified a location in the building (next to magazines by the fireplace), and are collecting partner information to create the display.

**Community Garden:** Erin speaks more to this in her report, but we are now ready to start offering some space to community members to grow their own plants on our rooftop garden. We have two raised beds for library provided items, and patrons will be able to bring their own pots/raised beds for their own space. With a generous patron donation in memory of a recently deceased garden



club member, we also purchased two convertible picnic benches/tables, a large umbrella, the second raised bed, and a storage box. Remaining donated funds are planned for a bird bath.



## Training and Informational Webinars

Here is what the staff did in March:

- The Human Factor | Real-Time Mental Health Response and the Business Impact: I attended this online conference sponsored by Pine Rest, our EAP provider. While I did not walk away with concrete to-dos, it was a good reminder of how to potentially identify when people might be struggling, and provided suggestions on how to approach concerns to help, vs. hurting a situation.
- Collection Development (Weeding and Diversity Audits): Tess attended both webinars and discusses them in her report.



- Neurodiversity: Tess attended this webinar and discusses it in her report.
- Marketing Made Simple and Scalable: Barbara attended this webinar offered by our CRM provider. There was a lot to digest, but she came away with lots of ideas we hope to implement or improve over time.
  - The session focused on practical, sustainable approaches to library marketing. Key themes included knowing your audience, maintaining consistent communication, telling stories rather than only sharing facts, and making better use of resources and content the library already has available. Presenters encouraged us to start small, track results, and build on strategies that are effective. The session also emphasized tailoring messaging to specific community audiences and increasing visibility through outreach booths and community engagement opportunities.

## **Assistant Director Tess Allerdig's Report**

I have had a pretty training-heavy month. I attended two webinars regarding collection development this month – one on weeding popular materials collections, and one on conducting a diversity audit on the collection. I found both quite helpful, especially as I am working through weeding our adult nonfiction collection. I hope to start crafting a plan for conducting a diversity audit on the collection in the fall, and to carry the plan out in the winter and into the new year. The goal of a diversity audit is to make sure that our community and the various parts of their identities are appropriately represented in the collection. This will help us identify gaps in the collection, and work to build those areas up more. I also attended an Introduction to Neurodiversity webinar. While a lot of the basic concepts were review for me, the webinar provided a lot of tips for interacting with neurodivergent individuals, and was an excellent reminder to approach all interactions with staff and patrons from a place of curiosity and seeking to understand.

I also helped with conducting a bit of training this month. On May 13th, David, Chloe, and I presented to Lakeland on our use of Beanstack for onboarding new hires. The attendees seemed interested in our approach, and it was a great opportunity for us to review our training process and make some changes to it. I appreciated the opportunity to present to a larger audience.

Planning for the 2026 Holiday Market is officially underway! The event will be Friday, December 4th from 5 pm until 8 pm. Since Chloe was out on maternity leave last year, I retained ownership of the event, but she is assisting with planning this year in hopes that she may be able to take over for next year. I have sent out the early invite letters to vendors who have shown with us before, and have already received multiple responses! I'm excited to have a great event again this year, and take care of some of my own holiday shopping!



We allocated \$700 from a generous donation to expanding our Library of Things offerings, and I have been happily working on spending that money. The items likely will not be processed and patron ready until mid-summer, but I am



excited to have them in hand! We purchased replacements of some popular items that have either broken or not been returned, such as the fort kit and the Roku Express. Some of the new items include a HappyLight therapy lamp, a lighted interchangeable crochet hook set, a Doodle Projector, and the yard game KanJam. I feel like we did a good job of purchasing for both the adult and children's collections, and I'm thrilled to provide new offerings to our patrons!



A requirement of the accessibility grant we received from ALA is to conduct at least one Community Conversation with the target audience who will be directly affected by the work we complete via the grant, which is those with mobility disabilities. We will be hosting the Community Conversation on Monday, June 15th, and have reached out to community partners like the COA, the ISD, and the Ability Collective to assist with recruiting participants. I will be facilitating the conversation, and David will provide support. Board members are welcome and encouraged to attend!

### Youth Librarian Erin Quada's Report

May has been a whirlwind of activity in preparation for the Summer Library Program (SLP)! I have been busy preparing marketing materials, visiting schools and daycares, hosting visits to the Library, getting the reading challenges set up with the new point system, finalizing prizes, ordering supplies, and the list continues. I want to give a big thank you to Lake, who has gracefully accepted all of the tasks I have randomly asked them to complete to help me manage the load, as well as Tess and David, who have repeatedly acted as sounding boards and helped me think through processes, among other things. I am in the home stretch of preparations now, finalizing details, getting organized, and making sure the staff has the information and training necessary to make this first year of our revamped SLP a success.

We hosted some very fun programs in May, too! Lake and I jumped into some outdoor programming with Science Storytime, Art in the Park, and our Open Garden Hours. Plus, a new book is available on the Jane Arnold Storybook Walk!

- LeeAnn Busson with Pierce Cedar Creek Institute helped me host Science Storytime and we had a huge crowd with 29 kids! I had to run back into the Library for more supplies but



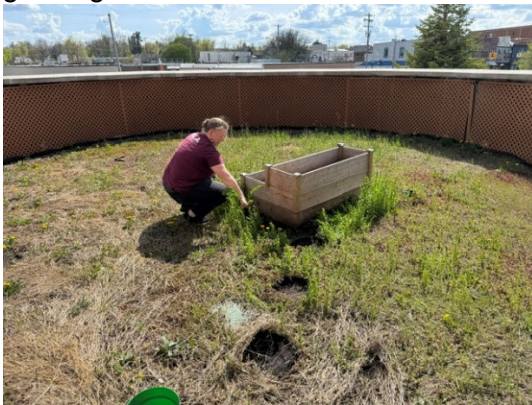
# HASTINGS PUBLIC LIBRARY

Explore • Imagine • Grow

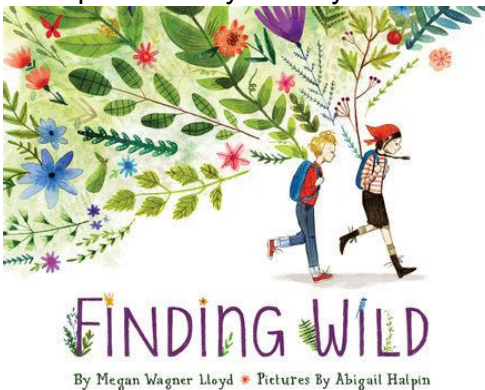
everyone had a great time and enjoyed the change of scenery.



- Lake and I have been working in the garden weekly, trying to prepare for more raised beds, the new benches, storage box, and umbrella. It started with lots of weeding but we are making progress and are excited to get some things planted and see where the growing season takes us!



- The new book on the Jane Arnold Storybook Walk, *Finding Wild* by Megan Wagner Lloyd, was sponsored by Tammy Wilde in memory of her sister, Debby Coenen.



- My favorite event in May was in partnership with the Barry County Commission on Aging. We hosted a Music Trivia and Social event as an intergenerational program. We had seniors, adults,



teens, and kids all mingling together and teamed up for the trivia portion. Everyone had a wonderful time and asked about future events where the generations could mix!

## Marketing and Programming Coordinator Barbara Haywood's Report

### Programs & Events:

In May, the library offered a wide variety of engaging programs that fostered learning, creativity, historical exploration, and community connection across a range of interests. Several programs were presented as part of the America250 initiative, highlighting Michigan and American history through unique local and statewide partnerships.

- May 2:** Local author and musician Maggie Murphy presented *Grit, Grace, and Grandeur: The Making of a Denver Diva* as part of the America250 series. 12 attendees, many from Maggie's book club, enjoyed a presentation exploring the remarkable life of Gladys Hagee Mathew, an opera singer whose career spanned New York and Europe. The program featured historical artifacts and antiques from the family collection and highlighted themes of survival, musical excellence, and family story preservation.
- May 7:** The Library of Michigan's America250 virtual presentation, *Viper's Nest: Michigan in the American Revolution, 1775–1783*, was shown in the Michigan Room. The program explored Michigan's often-overlooked role in the Revolutionary War, including the involvement of Detroit, Mackinac, and Indigenous nations in the conflict that shaped the United States.
- May 11:** Community education and awareness programming continued with *A Guide to Understanding Human Trafficking*, presented in partnership with the Michigan Anti-Trafficking Program. 18 attendees participated in this important educational event focused on awareness, prevention, and community resources.
- May 13:** Seven attendees gathered in the Michigan Room for the virtual America250 presentation *Anatomy of a Murder: From the Courtroom to the Silver Screen*, televised live by Michigan History Hounds followed by an intense discussion lead by Terry Dennison and Movie Memories & Milestones members. The presentation explored the Michigan roots of the classic film and its connection to author and Michigan Supreme Court Justice John D. Voelker.
- May 16:** The library hosted Long Term Forest Management with Barry Conservation District Forester. Unfortunately, no one attended, but it did generate community interest in the district's tax abatement program through promotional outreach associated with the event.
- May 18:** The library partnered with the Barry County Bird Club to present *Wild Encounters Live!* featuring the Wildside Wildlife Rehabilitation Center. 45 attendees enjoyed stories of wildlife rescue and rehabilitation from across Michigan and had the opportunity to meet a live ambassador Northern Saw-whet Owl, one of Michigan's smallest owl species.
- May 19:** Financial literacy programming continued through a partnership with Union Bank. *Dream Vacation: Financial Literacy Workshop*. Since attendance was limited to a family of 3, the session evolved into a highly personalized and impactful discussion centered on





basic financial survival skills for a single mom, 10-year old's youth entrepreneurship dreams, and beginning banking education for the young adult attendee.

**Community & Partnership Engagement:**

Community and partnership meetings in May included Barry County Resource Network, Hastings Business Connection, Roundtable Companions for Racial Equity (Lift Every Voice Lifestories), and the Barry County Earth Alliance. I also set fall meetings/programs with the BC Bird Club and Barry Conservation District including the Forestry Series.

**Circulation Supervisor Chloe Lewis' Report**

The Month of May felt busy in the best way!

On May 7<sup>th</sup>, I attended the Library of Michigan Management Cohort Session One Webinar.

Library of Things Storage Organization: Another project that has been on the back burner, but that I feel was much needed, has been organizing our ever-growing Library of Things collection stored in the workroom.

After brainstorming and gathering input from many staff members, it was agreed that the organization system for the Library of Things needed to be simple. I ran with the idea of organizing items by color, and a staff member later suggested adding shelf numbers as well. I'm happy to say that the Library of Things items in the workroom are now organized!

This new system will hopefully help staff locate items for patrons more quickly while also keeping the space neat and organized. At the same time, it remains simple enough to avoid overwhelming staff when retrieving or returning items.



Our display in May was all about Toy Trains as loaned by the Iron Rails Club in Hastings.



## Upcoming Programs and Events – June 2026

- 1, Monday:
  - 10am: Crafting Passions
  - 4pm: Board Meeting
  - 6pm: Community Art Project – Canvas Mosaic
- 2, Tuesday:
  - 10am: Tea and Treats
  - 5pm: Mahjong
  - 5pm: Chess
  - 6pm: Illustrated History of the Soo Locks
- 3, Wednesday:
  - 10:30am: Itsy Bitsy Book Club
  - 3pm: Community Art Project – Canvas Mosaic
  - 6pm: How to Use AI – Digital Literacy
  - 6:30pm: Writers Night
- 4, Thursday:
  - 12pm: Rooftop Garden Open Hour
  - 5pm: Movie Memories
- 5, Friday, 10:30am: Pre-school Storytime
- 8, Monday:
  - 10am: Crafting Passions
  - 1pm: Face Painting for Teens
- 9, Tuesday:
  - 10am: Tea and Treats
  - 5pm: Mahjong
  - 5pm: Chess
  - 5:30pm: Don't Take the Bait: How to Spot Financial Scams
- 10, Wednesday:
  - 10:30am: Itsy Bitsy Book Club
  - 2pm: Shenanigans Petting Zoo
- 11, Thursday:
  - 12pm: Rooftop Garden Open Hour
  - 5pm: Movie Memories
  - 5pm: Growing Up With Holocaust Survivors
- 12, Friday, 10:30am: Pre-school Storytime
- 15, Monday:
  - 10am: Crafting Passions
  - 1pm: Temporary Tattoo Workshop
  - 4pm: LEGO Club



- 16, Tuesday:
  - 10am: Tea and Treats
  - 5pm: Mahjong
  - 5pm: Chess
- 17, Wednesday:
  - 10:30am: Itsy Bitsy Book Club
  - 2pm: Explore a Vehicle
  - 6:30pm: Writers Night
  - 6:30pm: Owl Pellet Exploration with the Barry County Bird Club
- 18, Thursday:
  - 12pm: Rooftop Garden Open Hour
  - 1pm: Novel Ideas Book Club
  - 5pm: Movie Memories
  - 6pm: MI Michigan Story Open Mic Night
- 19, Friday (Jazz Fest), 10:30am: Pre-school Storytime
- 20, Saturday, 10am: Dungeons & Dragons and Warhammer
- 22, Monday:
  - 10am: Crafting Passions
  - 1pm: Cookies and Crafts – Friendship Bracelets
  - 5:30pm: Community Plant Swap
- 23, Tuesday:
  - 10am: Tea and Treats
  - 2pm: Penny Racers – Financial Lit with TCU
  - 3pm: Lessons in Low Vision
  - 5pm: Mahjong
  - 5pm: Chess
- 24, Wednesday
  - 10:30am: Itsy Bitsy Book Club
  - 2pm: Walk-in Tech Help
  - 2pm: Diggin' for Dinosaurs Storyteller & Craft
  - 5pm: Acoustic Jam
  - 6pm: Up, Up and Away – The History of Hot Air Ballooning in the US
- 25, Thursday:
  - 12pm: Rooftop Garden Open Hour
  - 5pm: Movie Memories
- 26, Friday, 10:30am: Pre-school Storytime
- 27, Saturday:
  - 10:30am: Rockin' Tots
  - 10:30am: Learn Your Local Trees – Guided Walk & Tree Identification
- 29, Monday:



- 10am: Crafting Passions
- 1pm: Candy Sushi
- 6pm: The Cliff Revealed – Uncovering America’s First Great Copper Mine
- 30, Tuesday:
  - 10am: Tea and Treats
  - 12pm: Festive Fourth: How Michiganders Celebrated Independence
  - 5pm: Mahjong
  - 5pm: Chess
  - 6pm: Sky Hunters – Up Close with Birds of Prey and Modern Falconry



## Monthly Statistics - April 2026

### Net Promoter Score\*: 96



#### Physical Library Visits

LY Month	7,788
TY Month	8,002
YTD	65,221



#### Library Card Holders

	City	Hastings Twp	Rutland Twp	Non-Resident
Total	2,947	891	1,138	99
New	28	11	4	-



#### Volunteer Hours

LY Month	116
TY Month	154
YTD	1,739



#### Item Circulation

	Children's	Non-Children's	Mobile	Total
LY Month	2,657	2,609	-	5,266
TY Month	2,511	2,243	402	5,156
YTD	24,739	24,504	2,675	51,918



#### Wireless Sessions

LY Month	852
TY Month	794
YTD	8,611



#### Inter-Library Loans

	To HPL	From HPL	Total
LY Month	433	364	797
TY Month	387	447	834
YTD	4,218	4,482	8,700



#### Library of Things Circs

	TY Month	YTD
LoT	63	525
Hotspots	21	247
Museums	4	11



#### Programs

	Youth		Adult & General	
	Offered	Attendance	Offered	Attendance
TY Month	18	384	37	485
YTD	215	3,984	184	2,696



#### Digital Downloads

LY Month	2,881
TY Month	2,703
YTD	29,330



#### Computer Sessions\*\*

	Adult	Kids	Teen	MI Room
LY Month	-	-	-	-
TY Month	504	109	74	5
YTD	4,215	1,379	536	24

#### Miscellaneous

	TY Month	YTD
Princh Documents	452	3,182
Study Room Usage	71	536
Non-HPL Community Room Usage	22	284



#### Websites

		Sessions	Users	Page Views
HPL	LY Month	2,323	1,671	3,874
	TY Month	3,824	3,021	5,512
	YTD	38,287	31,439	52,953
BCHP	TY Month	1,071	941	3,492
	YTD	10,310	9,373	29,375

\*\*No computer usage data was documented for April 2025.

\* 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



## Library Endowment – Spendable Funds

June 1, 2026

Library Board of Trustees Meeting

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, 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.

Respectfully,

David Edelman  
Library Director



**Summary of Fund Activity  
Hastings Public Library Capital Fund - # 00089**

Fund Statement: 1/1/2026 through 5/29/2026

<b>Beginning Fund Balance</b>		<b>66,198.01</b>
<b>Revenue</b>		
4120-4130 5470 Investment Gains/Losses		(155.81)
4110 Dividends		279.07
<b>Total Revenue</b>		<b>123.26</b>
<b>Expenses</b>		
5040 Fund Administrative Fee		(694.38)
<b>Total Expenses</b>		<b>(694.38)</b>
Total Change In Fund Balance		(571.12)
<b>Ending Fund Balance</b>		<b>65,626.89</b>
3000 Current Spending		(739,440.89)
3005 Spendable Contributions		761,439.43
3010 Investment Earnings		16,703.22
3020 NonSpendable		26,925.13
<b>Gift Summary</b>		
<b>Donor:</b>	<b>Date:</b>	
4110 Joint Investment Allocation	01/31/26	140.78
<b>Grant Summary</b>		
<b>Grantee:</b>	<b>Date:</b>	<b>Amount:</b>
[G/L Account No.] [Akoya Memo]	[Posting Date]	0.00
<b>Other Expense Summary</b>		
<b>Vendor:</b>	<b>Date:</b>	<b>Amount:</b>
5040 Fund 00089; AverageDailyBalance: 277571.7700; AverageDailyHistoric: 26743.0700; FeePercent: 0.0100;	03/31/26	(694.38)
		<b>(694.38)</b>



# 2026 Board Training Outline

## Purpose

To ensure HPL Board of Trustees members both fully understand their role on the board and their commitment to the Library, and have access to training and resource material.

## Methodology

- Most material will be organized online via Beanstack, the system used for reading challenges and staff training.
- Board members can access it at any time and proceed at their own pace, plus refer back at any time for a refresh.
- As new or updated material becomes available, Beanstack will be updated.
- Some training and discussions will be conducted live at board meetings.

## 2026 Schedule (subject to change)

- February 2, 2026:
  - Request Board to register for the two new overview webinars and watch in next 30-60 days if not attending live.
    - Note: webinars were cancelled by LoM.
- March 2, 2026:
  - For April: Review sections of the Trustee Manual from the Library of Michigan.
    - Chapters 1, 5, 6,
    - [https://mel.org/ld.php?content\\_id=76965541](https://mel.org/ld.php?content_id=76965541)
- April 6, 2026:
  - For May: Review sections of the Trustee Manual from the Library of Michigan.
    - Chapters 2, 4, 13 (City Library only), Appendix K (section 1 City Library)
    - [https://mel.org/ld.php?content\\_id=76965541](https://mel.org/ld.php?content_id=76965541)
  - Introduction to Beanstack for training resources and tracking (live at Board Meeting)
- May 4, 2026: no assigned training
- June 1, 2026: no assigned training
- July 6, 2026:
  - (John McNaughton, Grand Rapids Public Library Director, and GRPL Board President Rachel Anderson meet with the Board to discuss their perspectives and experiences.
  - Introduce and assign Workplace Genius for the August meeting.
- August 3, 2026:
  - Workplace Genius Workshop with Jennifer Balcom, Director of the Mid-Michigan Library League
- August 31, 2026:



- For October: Review sections of the Trustee Manual from the Library of Michigan.
  - Chapters 3, 9, 14
  - [https://mel.org/ld.php?content\\_id=76965541](https://mel.org/ld.php?content_id=76965541)
- October 2026
  - Roll out new Board Member Agreement
    - Clearer explanation of expectations and responsibilities than in prior years.
    - Intended to take effect for new terms starting Jan 1, 2027.
  - Watch appropriate fundraising webinars/trainings as background before Bonnie returns in November (TBD)
- November 2026
  - Fundraising with Bonnie from BCF
    - Strategies, goals, tactics
  - For December:
    - Review chapter 7 (Advocacy) of the Trustee Manual from the Library of Michigan.
      - [https://mel.org/ld.php?content\\_id=76965541](https://mel.org/ld.php?content_id=76965541)
    - Watch specific videos/webinars on library advocacy from WebJunction and/or United for Libraries (TBD)
- December 2026
  - Discuss Library Board Advocacy