

LIBRARY BOARD OF TRUSTEES

Meeting Agenda

May 4, 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. April 6, 2026	pp. 3-4	<input checked="" type="checkbox"/>
4. Correspondence a. Patron Comments for April	pp. 5-7	
5. Financial Reports a. March 2026 Revenue & Expense with Notes b. March 2026 Invoice Recap c. March 2026 Balance Sheet d. April Endowment Statement	pp. 8-11 pp. 12-13 p. 14 p. 15	<input checked="" type="checkbox"/>
6. Library Director's Report a. April 2026 b. March 2025 Infographic	pp. 16-23 p. 24	
7. Committees a. Budget and Finance: n/a b. Building and Grounds: schedule May 2026 walk c. Personnel: n/a		



HASTINGS PUBLIC LIBRARY

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d. Policy: n/a e. Marketing: n/a f. Fundraising: n/a		
8. Unfinished Business a. n/a		
9. New Business a. 2026-2027 Budget Update b. Handicap Parking Update c. Discussion on April Trustee Manual Readings	p. 25	
10. Public Comments		
11. Board Member Comments		
12. Adjourn		

Hastings Public Library Board of Trustees
DRAFT Minutes
Date: April 6, 2026 - 4:32PM
Location: Hastings Public Library, 227 E. State St., Hastings, MI 49058
Community Room/Michigan Room

1. CALL TO ORDER:

The Meeting was called to order by Cloe Oliver at 4:32 p.m.

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

2. AGENDA:

3. MINUTES: Ann Devroy motioned to approve the March 2, 2026, minutes, seconded by Rebecca Lectka. Motion approved.

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

5. FINANCIALS:

- a. February invoices and Budget Report: Carol Dwyer motioned to approve the financials, seconded by Ann Devroy. Motion approved.

6. LIBRARY DIRECTOR REPORTS

- a. March 2026
- b. February 2026 Infographic

7. COMMITTEES

- a. Budget and Finance – Met to review proposed budget.
- b. Building and Grounds – Schedule spring walk through in May
- c. Personnel – Met regarding Director's review
- d. Policy-
- e. Marketing-
- f. Endowment-

8. UNFINISHED BUSINESS: None

9. NEW BUSINESS:

- a. Carol Dwyer motioned to accept the review as presented by the committee, seconded by Sam Cale. Motion approved. The board reviewed the Director's evaluation. The personnel committee will present and discuss the review with the Director.
- b. Ann Devroy motioned to approve the budget as presented, seconded by Rebecca Lecktkka. Consider Approving the 2026-2027 Library Budget. Motion approved via roll call, Ann Devroy – Yes, Sam Cale –

Yes, Carol Dwyer – Yes, Amanda Mattson – Yes, Jane Cybulski – Yes, Rebecca Lectka – Yes, Ellyn Main – Yes.

- a. Director's Notes
- b. Budget Details
- c. Capital Improvement
- d. Carol Dwyer motioned to approve the Dissolution of the Existing Personnel Services Agreement with the City of Hastings, seconded Ann Devroy. Motion passed.
 - a. Director's Explanation
 - b. Copy of the Agreement
- e. Q1 Action Plan Update
- f. Handicap Parking Update
- g. Discuss Canceling the May 4, 2026, Board Meeting; will keep in place.
- h. Discussion on March Trustee Manual Readings
- i. May/June Board Training Reminder: Review sections of the Trustee Manual from the Library of Michigan.
 - a. Chapters 2, 4, 13 (City Library only), Appendix K (section 1 City Library)
 - b. https://mel.org/ld.php?content_id=7696554
- c. PUBLIC COMMENTS
- d. BOARD MEMBER COMMENTS
- e. NEXT MEETING Next board meeting on Monday, May 4, 2026, at 4:30 p.m.
- f. ADJOURNMENT: Meeting was adjourned at 6:30 p.m.

May 4, 2026
Library Board of Trustees Meeting

Patron Comments from April 2026

- One patron explicitly expressed appreciation to Barbara for being able to fill her water bottle at our new filler.
- On 4/13/26 a patron talked with Chloe: A patron checking out some books today really wanted to let someone on staff know how she was recently in Caledonia at an appointment for something and in conversation with three other women, they somehow got on the topic of Hastings Public Library. One woman from Middleville, the other two from Caledonia, but all were ranting and raving to each other about how much they love our library. Our patron from Hastings was telling those women that she does more than just check out books here. She told them that she will never buy a printer again, because whenever she needs to print something, she can just go to the library. And if she needs help, she is comfortable asking staff for assistance.
- Kylie took a call from a patron on 4/15: "I just had a patron call that I wanted to share with you both, as it was a very positive interaction and shows we are definitely on the right path. A gentleman called today to explain to us that about a week ago, we probably would have found a set of stapled papers in our drop box. He explained that his niece has special needs and is often here at the library, that she loves being here and loves to read. He said she wanted to make her own book while staying with him and was very insistent that it needed to come to the library. He put it in the dropbox with the intention that we could throw it away, but he wanted us to know how much that moment of putting the book in the dropbox here meant to her. He said this has been a safe space for her and her sisters and that it means a lot to their entire family that we are here as a positive force in the community. He said he wants us to know that the good we are doing is seen, and that he knows there is a lot of negativity out there right now but we should know that we are making a difference. I just wanted to share this with you as I feel it really hits the head on why we do what we do."



HASTINGS PUBLIC LIBRARY

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- A patron mailed us a nice thank you card for a recent sewing program:

Dear Library Staff,
THANK YOU for everything you do to support our community. I recently inherited a sewing machine from my Aunt who passed in 2024. She was never able to show me how to use it. Fortunately you held a FREE intro sewing machine class and I learned so much and feel confident using the machine. Thank you for everything!

- Another patron sent a nice note back on a recent email newsletter. Maybe we'll get her to a program one of these days.....: I just wanted to stop and say I don't use the library. However you have fantastic events. Your newsletter is amazing to read thru. Somehow I should incorporate this into my life. Great work library TEAM ♥

- FB post on Library of Things:

Hastings Public Library-MI's Post ×



Hastings Public Library-MI

Published by Barbara Haywood · February 27 ·

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Hastings Public Library checks out more than just books.

Puruse our Library of Things — where the stories aren't the only things with great character.

Need a tool? Check it out.
 Trying a new hobby? Check it out.
 Planning a project? You guessed it... check it out.

We like to think of it as a well-rounded collection. Some items are handy. Some are illuminating. All of them are overdue for an adventure.

Because at HPL, we believe in:

- Reading between the spines
- Thinking outside the books
- Offering novel ways to borrow

Why buy when you can borrow? Your wallet will thank you (and we promise not to shush your excitement).

Stop in and see what "things" are happening, or learn more here:
<https://www.hastingspubliclibrary.org/.../library-of-things>


HPL even uses our Library of Things items like the Sewing Machines for programs.

See insights and ads
Boost post

👍 25
💬 1
↪ 7

👍
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All comments ▾




Barbara Franzen

The Library of Things is such a creative idea! I'm excited to check it out and explore all the possibilities

⋮

5w Like Reply Hide
2 👍



Comment as Hastings Public Library-MI

😊
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HASTINGS PUBLIC LIBRARY
 DETAIL REVENUES AND EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 9 MONTHS ENDING MARCH 31, 2026
 75 % OF THE FISCAL YEAR HAS ELAPSED

FUND 271 - LIBRARY FUND

OPERATING REVENUES	Fund	THIS MONTH ACTUAL 31-Mar-26	THIS YEAR FISCAL YTD 31-Mar-26	REVISED BUDGET 2025-2026	THIS YEAR YTD % OF BUDGET	LAST YEAR FISCAL YTD 31-Mar-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%	19,651	16,320	120%	21,629
271-100-540-000	STATE AID	7,245	14,680	13,500	109%	14,235	12,750	112%	14,235
271-100-566-000	STATE GRANT - LIBRARY OF MICH	-	324	-	0%	-	-	0%	-
271-100-583-000	CONTRIBUTIONS FROM OTHR TWNShp	88,497	483,204	435,000	111%	423,083	400,000	106%	423,095
271-100-584-000	GENERAL GRANTS - OTHER	1,000	1,000	-	0%	-	-	0%	-
271-100-649-000	PRINTING/FAX FEES	1,146	8,158	8,100	101%	6,717	8,100	83%	9,460
271-100-651-000	NON-RESIDENT FEES	200	750	850	88%	1,200	850	141%	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	140	1,374	1,200	114%	1,112	1,200	93%	1,491
271-100-665-000	INTEREST EARNED ON DEP & INVST	1,320	18,015	10,000	180%	15,579	12,000	130%	22,432
271-100-667-000	FACILITY RENTALS	405	1,140	1,200	95%	1,240	1,100	113%	1,475
271-100-672-000	OTHER REVENUE	441	3,498	2,000	175%	1,804	4,000	45%	3,149
271-100-674-000	PRIVATE CONTRIBTNS & DONATIONS	8,011	30,486	18,000	169%	18,559	15,000	124%	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		108,406	766,357	709,941	108%	737,377	673,516	109%	794,126

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271-790-702-000	FULL-TIME WAGES	9,032	85,976	113,880	75%	72,349	111,059	65%	109,815
271-790-703-000	ADMINISTRATR/SUPERVSR SALARIES	4,230	39,615	50,003	79%	63,995	74,913	85%	75,534
271-790-704-000	PART-TIME WAGES	10,128	87,638	114,977	76%	86,694	102,271	85%	113,623
271-790-704-010	PART-TIME WAGES- LIBRARY MAINT	-	6,780	7,560	90%	7,865	16,119	49%	11,844
271-790-709-000	SOCIAL SECURITY TAXES	1,813	17,065	21,910	78%	17,665	23,471	75%	23,891
271-790-712-000	CASH IN LIEU OF BENEFITS	369	3,692	2,400	154%	2,400	2,400	100%	3,507
271-790-713-000	OVERTIME	13	72	50	144%	120	50	241%	133
271-790-716-000	MERS DEFINED CONTRIBUTIONS	557	5,404	6,277	86%	4,233	4,997	85%	5,914
271-790-717-000	MERS DEFINED BENEFIT PLAN	-	-	-	0%	46,464	60,505	77%	46,464
271-790-717-010	MERS DEFINED BENEFIT HYBRID PLN	811	7,803	10,111	77%	5,272	6,108	86%	7,511
271-790-718-000	HEALTH INSURANCE - PREMIUMS	2,732	22,351	53,976	41%	38,368	55,340	69%	42,702
271-790-718-010	HEALTH INSURANCE - HSA	137	1,439	2,054	70%	2,187	-	0%	2,700
271-790-719-000	DENTAL INSURANCE PREMIUM	210	2,083	3,571	58%	2,618	3,503	75%	3,180
271-790-724-000	LIFE INSURANCE	38	338	510	66%	388	485	80%	465
271-790-751-000	PROCESSING SUPPLIES	245	1,552	1,400	111%	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	26	566	438	129%	482	350	138%	706
271-790-761-000	BUILDING SUPPLIES	230	979	1,650	59%	1,970	1,500	131%	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	-	476	1,750	27%	1,292	1,300	99%	1,800
271-790-767-000	CLOTHING	-	(84)	400	-21%	43	175	25%	888
271-790-770-000	PROGRAMMING SUPPLIES	(217)	1,811	3,250	56%	2,132	2,750	78%	3,969
271-790-771-000	MAKERSPACE SUPPLIES	391	391	-	0%	-	-	0%	-
271-790-772-000	PROMOTIONS SUPPLIES	-	-	300	0%	-	300	0%	302
271-790-777-000	OFFICE SUPPLIES	37	558	850	66%	851	1,350	63%	1,091
271-790-778-000	PAPER	84	330	580	57%	490	400	122%	570
271-790-791-000	SUBSCRIPTIONS AND PUBLICATIONS	343	1,980	2,048	97%	1,656	1,900	87%	1,686
271-790-792-000	SOFTWARE SUBSCRIPTIONS	2,544	5,919	7,788	76%	5,128	7,245	71%	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	-	-	1,500	0%	686	1,200	57%	686
271-790-806-000	LEGAL SERVICES	1,495	6,556	500	1311%	7,568	500	1514%	9,758
271-790-809-000	CONTRACTED IT SERVICES	1,200	10,650	14,400	74%	9,600	14,400	67%	14,400
271-790-812-000	HR CONTRACTED SERVICES-EAP	340	340	350	97%	460	350	131%	867
271-790-813-000	DELIVERY SERVICES	-	2,274	2,700	84%	2,085	2,800	74%	2,807
271-790-816-000	SECURITY SERVICES	-	300	325	92%	300	325	92%	300
271-790-817-000	LAKELAND LIBRARY CO-OP SERVICE	-	2,212	2,900	76%	1,983	2,900	68%	2,623
271-790-818-000	MAINTENANCE CONTRACTS	-	4,240	8,603	49%	4,240	7,953	53%	8,599
271-790-823-000	OTHER CONSULTING SERVICES	-	10,724	1,750	613%	350	350	100%	2,118
271-790-825-000	LATE/SERVICE FEES	-	11	-	0%	-	25	0%	-
271-790-829-000	CUSTODIAL/CLEANING SERVICES	2,366	5,999	10,920	55%	762	-	0%	2,962
271-790-850-000	TELEPHONE	590	5,010	5,540	90%	4,485	5,485	82%	6,023
271-790-851-000	MAIL/POSTAGE	-	234	250	94%	472	225	210%	472
271-790-852-000	INTERNET/TELECOMM SERVICES	505	4,718	7,019	67%	5,145	7,020	73%	7,019
271-790-861-000	TRANSPORTATION - MILEAGE REIMB	-	317	940	34%	45	750	6%	175
271-790-879-000	WEBSITE	240	363	1,113	33%	838	935	90%	838
271-790-881-000	ADVERTISING	-	36	1,058	3%	264	1,145	23%	405
271-790-887-000	SPEAKERS/PERFORMERS	-	250	2,000	13%	435	2,500	17%	885
271-790-890-000	ILS FEES	-	9,187	14,180	65%	6,022	14,080	43%	11,855
271-790-891-000	LICENSES AND FEES	-	886	860	103%	510	1,905	27%	510
271-790-892-000	SOFTWARE LICENSES	-	123	1,905	6%	698	680	103%	1,922
271-790-900-000	PRINTING AND PUBLISHING	-	195	730	27%	358	220	163%	397
271-790-906-000	PROMOTIONS/MARKETING	-	54	500	11%	450	100	450%	900
271-790-909-000	TRAINING	80	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%	2,761	2,200	125%	3,301
271-790-912-000	MEETINGS	-	258	400	65%	-	75	0%	24
271-790-915-000	MEMBERSHIPS	100	720	1,529	47%	610	1,714	36%	1,558
271-790-916-000	DUES AND FEES	-	1,112	1,435	78%	151	1,435	11%	151
271-790-918-000	WATER/SEWER	-	-	5,500	0%	4,136	5,000	83%	5,389
271-790-918-590	SEWER	267	2,948	-	0%	-	-	0%	-

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FUND 271 - LIBRARY FUND

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271-790-918-591	WATER	178	1,554	-	0%	-	-	0%	-
271-790-919-000	WASTE DISPOSAL	65	486	602	81%	450	350	129%	601
271-790-920-000	ELECTRIC	2,461	22,159	28,035	79%	20,668	26,700	77%	26,927
271-790-921-000	NATURAL GAS	1,233	5,650	5,500	103%	4,948	3,000	165%	6,570
271-790-929-000	GROUNDS 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	-	11,991	6,150	195%	45,919	1,950	2355%	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	107	426	735	58%	717	1,100	65%	717
271-790-941-000	PRINTER/COPIER LEASE/MAINT	-	2,040	4,100	50%	2,040	4,100	50%	4,081
271-790-944-000	INSPECTION SERVICES	-	420	680	62%	530	960	55%	1,409
271-790-950-000	COLLECTION SERVICES	30	148	300	49%	207	340	61%	286
271-790-955-000	MISCELLANEOUS	-	120	-	0%	-	-	0%	-
271-790-962-000	LOST/DAMAGED MATERIALS FEES	17	147	100	147%	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	43,190	110,000	39%	-	11,000	0%	-
271-790-975-010	BLDG & BLDG IMP - NON-DEPRECBL	-	14,282	-	0%	-	-	0%	-
271-790-978-000	TECHNOLOGY - DEPRECIABLE	-	-	-	0%	405	-	0%	-
271-790-978-010	TECHNOLOGY - NON-DEPRECIABLE	-	19	3,000	1%	3,669	2,000	183%	5,650
271-790-980-000	EQUIPMENT/FURNITURE - DEPREC	-	5,455	-	0%	2,823	-	0%	-
271-790-980-010	EQUIPMENT/FURNITURE - NON-DEPR	(26)	6,697	3,400	197%	871	450	194%	8,794
271-790-982-000	COLLECTION MATERIALS - BOOKS	1,386	14,106	17,000	83%	11,205	17,000	66%	21,028
271-790-982-010	COLLECTION MATERIALS - A/V	212	1,600	2,250	71%	783	2,250	35%	1,032
271-790-982-020	COLLECTION MATS - BEYOND BOOKS	16	1,282	1,000	128%	223	1,250	18%	1,146
TOTAL LIBRARY OPERATIONS		50,283	518,715	713,969	73%	541,606	656,799	82%	712,956
TOTAL EXPENDITURES & OUT TRANSFERS		50,283	518,715	713,969	73%	541,606	656,799	82%	712,956
TOTAL REVENUE & INCOMING TRANSFERS		108,406	766,357	709,941	108%	737,377	673,516	109%	794,126
NET REVENUES OVER EXPENDITURES		58,123	247,642	(4,028)		195,771	16,717		81,169

March 2026 R&E Notes

OPERATING REVENUES	Fund	THIS MONTH ACTUAL	THIS YEAR FISCAL YTD 31-Jan-26	REVISED BUDGET 2025-2026	THIS YEAR YTD % OF BUDGET	Notes
271-100-583-000	CONTRIBUTIONS FROM OTHR TWNSH	88,497	483,204	435,000	111%	Townships are high vs. forecast; good numbers were challenging to find last FY; 2026-2027 FY budget is more in line with expected income
271-100-665-000	INTEREST EARNED ON DEP & INVST	1,320	18,015	10,000	180%	interest continues to exceed forecast
271-100-672-000	OTHER REVENUE	441	3,498	2,000	175%	exceeding forecast, largeley driven by earnings from Riverside Energy higher than average
271-100-674-000	PRIVATE CONTRIBTNS & DONATIONS	8,011	30,486	18,000	169%	generous donors continue to exceed expectations for support

LIBRARY OPERATIONS	Fund	THIS MONTH ACTUAL	THIS YEAR FISCAL YTD 31-Jan-26	REVISED BUDGET 2025-2026	THIS YEAR YTD % OF BUDGET	Notes
271-790-751-000	PROCESSING SUPPLIES	245	1,552	1,400	111%	made some purchases on sale to stock up, plus extra processign has needed additional supplies
271-790-921-000	NATURAL GAS	1,233	5,650	5,500	103%	hard to forecast; cold winter and potential price increases have cost more
271-790-975-000	BLDG & BLDG IMP - DEPRECIABLE	3,670	43,190	110,000	39%	mis-classified; have asked to move it to fund 271-790-975-010, Bldg & Bldg Imp - Non Depreciable

HASTINGS PUBLIC LIBRARY
 Invoices for March 2026
 Prepared for the May 4, 2026 Board Meeting

Account Name	Vendor	Amount	Total	Notes
Salaries & Wages			\$ 23,773.19	
Social Security Taxes			\$ 1,812.98	
Fringe Benefits			\$ 4,484.53	
Total Wages and Benefits:			\$ 30,070.70	
Supplies			\$ 796.00	
	Processing	\$ 245.46		
	Makerspace	\$ 390.54		includes \$314.67 of reclassified prior purchases
	Building/Repair/Maint	\$ 256.41		
	Programming	\$ (217.15)		negative due to reclassifying Makerspace purchases
	Office	\$ 36.56		
	Paper	\$ 84.18		
Collection Materials - Books			\$ 1,386.39	
	ALA			
	Brodart	\$ 718.46		
	Amazon	\$ 235.02		
	LLC	\$ 102.88		group buy for VOX books
	Tamarack Library	\$ 15.00		
	Cengage Large Print	\$ 315.03		
Collection Materials - AV			\$ 211.55	
Collection Materials - Library of Things			\$ 15.68	
Subscriptions & Publications			\$ 343.00	
	Book Page	\$ 105.00		partial year of shared subscription with Putname Library; have switched to LLC for better pricing
	Publishers Weekly	\$ 199.00		
	Consumer Reports Renewal	\$ 39.00		
Utilities			\$ 5,298.56	
	City - water	\$ 177.64		
	City - sewer	\$ 267.24		
	Consumers - electric	\$ 2,460.65		
	Consumers - natural gas	\$ 1,233.37		
	MEI Internet	\$ 504.95		
	MEI Phones	\$ 201.44		
	Fusion Land Lines	\$ 388.29		
	Granger Waste Services	\$ 64.98		recycling
Contracted IT Services			\$ 1,200.00	
	Clark Technical Services	\$ 1,200.00		monthly IT
Website			\$ 240.00	annual hosting
Software Subscriptions			\$ 2,544.00	
	Duo	\$ 30.00		Monthly Duo 2-factor authentication for VPN (2FA)
	Vipre Antivirus	\$ 2,164.00		Antivirus/malware annual renewal
	When2Work	\$ 350.00		Scheduling software annual renewal
Equipment/Furniture - non-depreciable			\$ (26.47)	misc needs and credit for a defective coffee maker
	Amazon	\$ (26.47)		
Custodial/Cleaning Services			\$ 2,365.83	\$15.83 will be reclassified in April, supplies put into wrong acct
	Key Cleaning			
Building Repair & Maintenance			\$ 3,669.94	
	TCS Plumbing	\$ 3,669.94		new water fountain (partially offset by grant)
Legal Services			\$ 1,494.50	city attorney for windows
HR Contracted Services			\$ 340.00	EAP - annual
	Pine Rest			
Conf/wkshop, Profess. Dev, Training			\$ 80.10	
	Diversity Audit Webinar	\$ 80.10		for Tess
Memberships			\$ 100.00	
	Michigan Historical Society	\$ 100.00		covered by Friends
Workers Comp. Insurance			\$ 106.51	

HASTINGS PUBLIC LIBRARY
 Invoices for March 2026
 Prepared for the May 4, 2026 Board Meeting

Account Name	Vendor	Amount	Total	Notes
Collection Services			\$ 29.55	
Lost/Damaged Materials Fees			\$ 17.00	patron refund
Total Invoices (without wages & benefits):			\$ 20,212.14	

CITY OF HASTINGS

BALANCE SHEET SUMMARY
AS OF MARCH 31, 2026

FUND 271 - LIBRARY FUND

	THIS YEAR FISCAL YTD 31-MAR-26	LAST YEAR FISCAL YTD 31-MAR-25
<u>ASSETS</u>		
CASH AND INVESTMENTS	841,903.72	708,763.26
RECEIVABLES	.00	.00
DUE FROM OTHER FUNDS	.00	.00
DUE FROM OTHER GOVERNMENTS	.00	.00
TOTAL ASSETS	841,903.72	708,763.26
<u>LIABILITIES</u>		
ACCOUNTS PAYABLE	.00	.00
DUE TO OTHER FUNDS	.00	.00
ACCRUED COSTS PAYABLE	.00	.00
RESERVES AND OTHER LIABILITIES	.00	.00
PERFORMANCE DEPOSITS	100.00	.00
TOTAL LIABILITIES	100.00	.00
<u>EQUITY</u>		
RESERVES	594,161.39	512,992.24
REVENUE OVER EXPENDITURES YTD	247,642.33	195,771.02
TOTAL EQUITY	841,803.72	708,763.26
TOTAL LIABILITIES AND EQUITY	841,903.72	708,763.26



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

Fund Statement: 4/1/2026 through 4/29/2026

Beginning Fund Balance		526,446.97
Revenue		
4110 Dividends		0.00
Expenses		
Total Change In Fund Balance		0.00
Ending Fund Balance		526,446.97
3000 Current Spending		17,689.95
3005 Spendable Contributions		26,140.13
3010 Investment Earnings		77,801.16
3020 NonSpendable		404,815.73
Gift Summary		
Donor:	Date:	
Grant Summary		
Grantee:	Date:	Amount:
[G/L Account No.] [Akoya Memo]	[Posting Date]	0.00
Other Expense Summary		
Vendor:	Date:	Amount:

Library Director's Report - April 2026 May 4, 2026 Board Meeting

Highlights

I feel like a broken record, but this past month was busy! Perhaps the biggest news is the more than \$14,000 in donations we received. We are developing a list of projects to accomplish with this generous support: \$1,000 is a memorial donation dedicated to the rooftop garden we are refurbishing (see the Youth Librarian's report for more information). With the other monies we're accomplishing a wide variety of projects including reupholstering the chairs in the Wi-Fi Lounge and by the fireplace (long overdue), digitizing census microfilm, purchasing more books and Library of Things items and much, much more.

I'm excited to announce that we also were awarded a federal LSTA grant through the Library of Michigan for \$1,295. With these funds we committed to increasing our support for health literacy in the community by creating multiple kits of equipment, books, and other resources. We will have blood pressure machines, pulse oximeters, kits focused on healthy eating, exercise, and more. All will be available for check-out by library patrons and will be available by the end of June.

In April we became a member at the Storehouse of Community Resources, a non-profit organization we heard about from The Ability Collective. The Storehouse receives donations of new merchandise from retailers, wholesalers, and others, that is then made available to qualifying member non-profits at low prices. We completed our first shopping trip and brought back a large number of Summer Library Program prizes at drastically reduced prices. See the Assistant Director's report for more details. Just a few things we purchased are in the included photos.



On April 14, I attended the Hastings Charter Township Board Meeting and introduced them to our new Strategic Plan and discussed the Q1 Action Plan Updates. We had a great discussion and the Board was very supportive and appreciative of what the library is doing. I will be in Rutland in May.

Project Updates

Handicap Parking: We finally got the official green light to let people know about the \$20,000 grant we received from the American Library Association to add handicap parking in front of the Library on State St. We are working through preliminary steps now and have engaged a design firm to work up the plans starting in May. Look for a community listening session on the project in late Spring or early Summer. We hope to complete the work this year before the snow flies. See the Assistant Director's report for more details.

Training and Informational Webinars

Here is what the staff did in April:

- Millages: David is attending a 6-week series from the Library of Michigan on millages. How they function, ballot language, legal questions, YES Committees and more are being covered. This is a great foundation as we begin looking at our millage renewal in 2028.
- Securing AI – David attended: An interesting informational webinar from a security group I follow. While they ultimately promoted a tool we have no use for, I picked up some information on how AI can be abused and tricked, leading to information breaches. I'll be talking with IT about mitigation and looking further at current internal AI usage.
- Perspectives on AI: David attended this 3-hour online conference and picked up more tips on working with AI in the library world. All sessions are now on YouTube and some still need to be viewed.
- New Managers Cohort: Chloe is taking part in a management series sponsored by the Library of Michigan. The kickoff session was in April.

Assistant Director Tess Allerding's Report

Another busy month is in the books! This month, I began a series of trainings that ALA is providing in preparation for the implementation period of the Libraries Transforming Communities grant that we were awarded. These trainings included an orientation webinar, a webinar on understanding disabilities, a webinar on improving services, facilities, and programs for people with disabilities, and a webinar on having accessible conversations. I have also been working on an asynchronous training ALA is providing on hosting community conversations, as we are required to host at least one community conversation during the grant implementation period. David and I are working on the logistics of hosting this community conversation, and are tentatively planning for it to be on Monday, June 15th. During this conversation, we will be hosting patrons who will be directly affected by



the library’s work to improve accessibility (folks with mobility disabilities in this case), and getting their feedback and input on how the library can continue to be more accessible. These trainings truly have been beneficial, and I am looking forward to putting the skills I am learning onto practice.

In collection news, I have continued to work on weeding adult nonfiction. As I have been working through it, I realized that we may need more formal documentation on the procedures and best practices to follow when weeding. Erin and I are collaborating on documentation for this process. I also weeded teen and adult audiobooks, so I could move the adult Spanish collection next to adult graphic novels. My goal is to make the collection more visible than it was at the beginning of adult fiction. Weeding audiobooks also provided some much-needed room to shift large print, which is continuing to grow.

Recently David made me aware of a potential resource called Storehouse in Grand Rapids, and asked that I explore it further. Storehouse is a nonprofit that collects new overstock items from their partners, and makes them available for Storehouse members to purchase at a deep discount. Storehouse members must be nonprofit organizations, and must use the items they purchase to further their missions within their communities. After communicating with their Membership Coordinator, we became members. David, Erin, Barbara, and I attended our membership orientation on April 23rd. We toured the warehouse and purchased multiple items, mostly for Summer Library Program Prizes, but also for general office use. Erin and I also got a cartload of books for free to use for giveaways. Within these books that we chose from, Storehouse had many books written for adults who are at a lower reading level. We have discussed creating a collection of books aimed at adults with low reading levels, so this will be a perfect start to that project! I plan on discussing the logistics of this with the rest of the team over the coming months, and hope to unveil the new collection before the end of the year.



Youth Librarian Erin Quada’s Report

April begins the busy season for youth services as preparations for our Summer Library Program really ramp up. I have been working on finalizing the schedule, marketing materials, setting up outreach opportunities and library visits, as well as building the reading challenges in [Beanstack](#). This spring has been extra busy with the changes we are making to the program, but we are excited to see it in action!

April is National Poetry Month and to celebrate we hosted a poetry contest, poetry workshops, and a poetry slam in partnership with the Thornapple Arts Council. We had seven entries into the contest; I am continually amazed by the talent and creativity of this community. The participants in the workshops were glad for the opportunity to learn more about poetry and try their hand and writing their own. The Poetry Slam is on April 28, after the writing of this report.

We opened the rooftop garden this month on Thursdays to start the development of a community garden. The first day was rained out, but Lake and I worked in the garden to remove weeds, discuss plans, and prepare for planting the following week. We grew some veggies last year and are hopeful to grow even more this year with help from the community. We will be adding more planting space and are hoping to offer spaces that people can claim as their own for the growing season.



I partnered with [Thornapple Credit Union](#) for Smart Money Week, having Courtney Stonehouse as a guest reader for Itsy Bitsy Book Club on April 15. The goal of Smart Money Week is to introduce money concepts to kids and get families talking about finances. Each family that attended either storytime that week was given a copy of this year's book, *How Do YOU Spend?* by Cinder McLeod, which was sponsored by the [Michigan Credit Union Foundation](#).

Marketing and Programming Coordinator Barbara Haywood's Report Programs & Events

Social & Community Events:

Breadmaking – Cinnamon Roll (4 attendees) Join us for a delicious and informative demonstration workshop with Sunday Petto, featuring her home-baked yeast cinnamon roll recipe. This session is perfect for anyone who loves baking or wants to better understand the art and science behind working with yeast dough.

Morels and Other Spring Mushrooms (12 attendees) Explore spring's most prized edible mushroom—morels—and the many other edible mushrooms you're likely to encounter each season. Learn how to spot these tasty treasures, avoid dangerous look-alikes, where and when to find them, and how to forage responsibly.



Bird Club – Birds of Brazil (45 attendees) In partnership with the Barry County Bird Club,

attendees watched Del and Gayle Bachert's photo bird tour of Brazil.

Solo Female Travel (5 attendees) Virtual program from Rick Steves' Monday Night Travel series.

From Devastation to Reforestation: Michigan's Forestry Experiment (2 attendees) Michigan Historical Society History Hounds virtual program.

Better Digs with Union Bank (3 presenters, no attendees) UB staff and I brainstormed and coordinated future partnership opportunities.

Earth Day Celebration The library hosted an Earth Day celebration featuring book displays by Sharon; window displays by Barry County Earth Alliance and BC Recycles; a Herblock Foundation stand; and a free tree giveaway. Neighborhood Forest sent 155 trees to HPL for 127 registered participants. Of those registered, 100 trees were picked up between Earth Day and Friday; the remainder were distributed at the Barry Community & Business Expo through the library display. Five of the weakest saplings are being cared for at my home.

Barry Community & Business Expo: The library joined Barry County Earth Alliance members and featured tree and seed giveaways, the Library of Things, quarterly calendars, and Summer Library Programs. HPL will partner with the Barry Conservation District to distribute the remaining native trees not given away during the Expo.



Craft & Stitching Programs:

Fused Glass Class (17 participants) Participants created colorful and unique pieces at our Fused Glass Tiny Art Class with local artist Beth Tidd, designing and crafting their own fused glass art.

Sit & Stitch Attendance has been inconsistent, and the program will be paused until fall with adjustments to scheduling, location, and marketing.

Next Stitches Embroidery (12 participants) In this second consecutive embroidery class, participants arrived early with prior work, socialized, and stitched together. They built on their skills with a more advanced pattern while learning what to look for in purchased kits and how to use them effectively.



Storytelling:

Discovering a Love for Poetry (6 participants) Celebrate Poetry Month with local author and teacher Maggie Catchick Houghton. This engaging evening invited participants of all ages and experience levels to explore poetry as a source of connection, creativity, and self-expression.

Lift Every Voice Book Club (13 participants) Featured a lively discussion of Code Talker by Chester Nez, along with conversation about the current state of the Navajo Nation.

MI Michigan Story @ the Fireplace (6 attendees) An evening of real-life storytelling where Michigan voices shared unforgettable personal experiences. MI Michigan Story is a radio show, podcast, and live storytelling series highlighting authentic narratives from across the state—focusing on heartfelt, humorous, surprising, and deeply human moments.



Bad River Movie Documentary (35 attendees) Presented in partnership with Barry County Earth Alliance and Roundtable Companions for Racial Equity, with support from Gun Lake Tribe, this Earth Day screening featured a powerful film about the Bad River Tribe. It highlighted their history, efforts to protect their remaining land, preserve the Bad River watershed, and oppose Enbridge Line 5, which continues operations despite injunctions and legal losses to date.

Women of the Mackinac (attendees) Michigan Historical Society History Hounds virtual program.
Community & Partnership Engagement:

In addition to hosting programs, I attended several community and partnership meetings in April, including Barry County Resource Network, Hastings Business Connection, Roundtable Companions for Racial Equity (Lift Every Voice Lifestories), and the Barry County Earth Alliance.

Circulation Supervisor Chloe Lewis' Report

Chloe is part of a Library of Michigan sponsored Management Cohort for new managers that just kicked off on April 16. Aside from her day job of managing multiple reports, staff scheduling, room reservations, working the desk, and assisting staff and patrons, she has spent time updating the online Beanstack Training and updating internal procedure documentation.

Upcoming Programs and Events – May 2026

- 1, Friday, 10:30am: Pre-school Storytime
- 2, Saturday, 10am: Grit, Grace, and Grandeur: The making of a Denver Diva
- 4, Monday:
 - 10am: Crafting Passions

- 4pm: Board Meeting
- 5, Tuesday:
 - 10am: Tea and Treats
 - 10am: Baby Café
 - 3:30pm: paws for Reading
 - 3:30pm: Art in the Park
 - 5pm: Mahjong
 - 5pm: Chess
- 6, Wednesday:
 - 10:30am: Itsy Bitsy Book Club
 - 2pm: Digital Literacy, Video Conferencing
 - 6pm: Digital Literacy: 3D Modeling Basics
 - 6:30pm: Writers Night
- 7, Thursday:
 - 5pm: Movie Memories
 - 5pm: Sit & Stitch Crafting Group
 - 6:30pm: Viper's Nest: Michigan in the American Revolution, 1775-1783 - America250
- 8, Friday, 10:30am: Pre-school Storytime
- 11, Monday:
 - 10am: Crafting Passions
 - 3:30pm: Taste Test – Chocolate Sandwich Cookies
 - 6pm: A Guide to Understanding Human Trafficking presented in partnership with Michigan Anti-Trafficking Program
- 12, Tuesday:
 - 10am: Tea and Treats
 - 10am: Baby Café
 - 3:30pm: Bad Art Afternoon
 - 5pm: Mahjong
 - 5pm: Chess
 - 6:30pm: Lift Every Voice Book Club
- 13, Wednesday:
 - 10:30am: Itsy Bitsy Book Club
 - 5:30pm: Music Trivia and Social
 - 7pm: Anatomy of a Murder: From the Courtroom to the Silver Screen
- 14, Thursday:
 - 5pm: Movie Memories
 - 5pm: Sit & Stitch Crafting Group
 - 5pm: Growing Up with Holocaust Survivors: Virtual Next Generation Series
- 15, Friday, 10:30am: Pre-school Storytime

- 16, Saturday:
 - 10am: Dungeons & Dragons and Warhammer
 - 1pm: Long Term Forest Management: Manage your trees for profit or tax relief
- 18, Monday:
 - 10am: Crafting Passions
 - 4pm: LEGO Club
 - 6pm: Wildside Wildlife Rehabilitation Center: Wild Encounters Live!
- 19, Tuesday:
 - 10am: Tea and Treats
 - 10am: Baby Café
 - 5pm: Mahjong
 - 5pm: Chess
 - 5pm: Dream Vacations (Budgeting & Saving for Big Goals)
- 20, Wednesday, 6:30pm: Writers Night
- 21, Thursday:
 - 1pm: Novel ideas Book Club
 - 5pm: Movie Memories and Milestones
 - 5pm: Sit & Stitch Crafting Group
- 26, Tuesday:
 - 10am: Tea and Treats
 - 10am: Baby Café
 - 2pm: Mahjong
 - 5pm: Chess
- 27, Wednesday
 - 2pm: Walk-in Tech Help
 - 5pm: Acoustic Jam
- 28, Thursday:
 - 5pm: Movie Memories
 - 5pm: Sit & Stitch Crafting Group
 - 5pm: Growing Up with Holocaust Survivors: Virtual Next Generation Series
- 29, Friday, 11:30am: Afternoon of Fun for the Last Day of School
- 30, Saturday, 1pm: The Marketing and Mayhem Machine: Surviving Generative AI

Monthly Statistics - March 2026
Net Promoter Score*: 97



Physical Library Visits**

LY Month	6,496
TY Month	5,081
YTD	57,219



Library Card Holders

	City	Hastings Twp	Rutland Twp	Non-Resident
Total	2,918	880	1,135	99
New	19	8	10	1



Volunteer Hours

LY Month	115
TY Month	92
YTD	1,491



Item Circulation

	Children's	Non-Children's	Mobile	Total
LY Month	2,658	2,664	-	5,322
TY Month	2,692	2,430	357	5,479
YTD	22,228	22,261	2,273	46,762



Wireless Sessions

LY Month	732
TY Month	765
YTD	7,817



Inter-Library Loans

	To HPL	From HPL	Total
LY Month	481	458	939
TY Month	449	502	951
YTD	3,831	4,035	7,866



Library of Things Circs

	TY Month	YTD
LoT	65	462
Hotspots	23	226
Museums	3	7



Programs

	Youth		Adult & General	
	Offered	Attendance	Offered	Attendance
TY Month	28	624	36	565
YTD	197	3,600	147	2,211



Digital Downloads

LY Month	3,029
TY Month	3,017
YTD	26,627



Computer Sessions

	Adult	Kids	Teen	MI Room
LY Month	443	115	81	1
TY Month	475	108	48	3
YTD	3,711	1,270	462	19

Miscellaneous

	TY Month	YTD
Princh Documents	403	2,730
Study Room Usage	68	465
Non-HPL Community Room Usage	45	262



Websites

		Sessions	Users	Page Views
HPL	LY Month	2,499	1,805	3,908
	TY Month	4,329	3,520	5,930
	YTD	34,463	28,418	47,441
BCHP	TY Month	1,782	1,639	3,954
	YTD	9,239	8,432	25,883

**Door count stats are understated for the month of March. North door battery died, no data recorded 3/17-3/31

* 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

2026-2027 Budget Update

May 4, 2026
Library Board of Trustees Meeting

City of Hastings HPL Funding

I mentioned during the previous budget review that the City was waiting for final numbers to calculate the amount of transfer from the City to HPL for next year's revenue. That has been finalized now and a formal calculation has been developed that accounts for the City's taxable value, DDA and Brownfield capture, and Headlee rollback. This now coordinates with similar formulas used by the townships.

For 2026-2027 the City will provide \$194,022, an increase from the previously estimated \$187,329.

ALA Grant Funding for Handicapped Parking

The ALA grant money was anticipated to be received in the next fiscal year, but was deposited in the Library's checking account on April 28, 2026. Next year's budget has been adjusted to reduce revenue by \$20,000. The library is still anticipated to finish the next year in the black, but should other unexpected expenses arise and force us to pull money from the Fund Balance, this \$20,000 will be in there to officially offset the project costs.

Total Budget

The above changes still yield a forecasted net budget surplus for next year of \$28,452.

Respectfully,

David Edelman
Library Director