

Minutes

REGULAR BOARD MEETING

Monday March 23, 2026

Approved 27Apr25

7:00 PM MEETING

CEDAR SPRINGS PUBLIC LIBRARY

107 Main Street, Cedar Springs, MI 49319

Mission Statement

The mission of the Cedar Springs Public Library is to provide quality materials and services to educate, inform, teach, and partner with our diverse community in an atmosphere that is welcoming and promotes lifelong Learning

I Call to Order 7:01pm

Meeting called to order by Chair Smith at 7:01 pm

Present: Tim Smith, Tony Owen, Michelle Gritter, John Lehmoine, Heidi Armock, Ron Howell

Absent: Mark Dykstra

The Chair verified there was a quorum present to conduct the business of the Board.

II Pledge

Chair Smith led the Board in the pledge of allegiance

The Chair suggested the Board does not need to say the pledge again or verify if there is a quorum again.

Motion by Owen 2nd by Lehmoine to strike saying the Pledge and Verifying a quorum again in agenda.

Voice Vote: Ayes: All Nays: None **Motion Passes**

III Motion to Open Budget Hearing per Notice

Motion by Owen 2nd by Gritter to open the Budget Hearing.

Voice Vote: Ayes: All Nays: None **Motion Passes**

IV. Budget Resolution 2026-01 Presentation

a. 2026-27 Library Budget

The Director read the Budget Resolution 26-01 and changes to each Revenue and Expenditure account from the Fiscal Year 2026-2027 Budget packet for tonight's Budget Hearing noting it contained projections into 28-29. The packet was submitted to the City and Township.

Discussion: Question about sufficient funds for Gas (includes electric) utility, water utility used 5% increase, \$6,000 stipend for Director and part time wages will need to be adjusted as tax amount and raises are determined.

V. Public Comment

Rose Powell-advised the Board the staff will be moving into new remodeled City Hall building by the end of April and an Open House is set for May 14th from 4-7pm and wanted to extend a personal invitation for the Board to attend. City took a heavy hit from the PFAS lawsuit and is building funds back up.

VI. Motion to Close Public Hearing

Motion by Owen 2nd by Gritter to close the Budget Hearing.

Voice Vote: Ayes: All Nays: None **Motion Passes**

VII Call to Order of Regular Meeting 7:19pm

~~a. Roll Call Verification of a quorum~~ removed by earlier motion

VIII ~~Pledge~~ removed by earlier motion.

Motion by Owen 2nd by Lehmoine to excuse Mark Dykstra from the meeting.

Voice Vote: Ayes: All Nays: None **Motion Passes**

IX Approval of Agenda

Motion by Owen 2nd by Lehmoine to approve the agenda as modified.

Voice Vote: Ayes: All Nays: None **Motion Passes**

X Consent Agenda

a. Minutes of March 2, 2026 Regular Meeting

It was noted the Minutes had misspelled the restricted \$10,000 fund title and should be changed from Close to Cowles. The Secretary will strike through and replace.

b. February Financial Reports from City

The Director circulated the Bank statement with check images for the Board to review.

The Chair noted that since the Board is approving a financial document we should use a roll call vote vs. voice.

Motion by Owen 2nd by Lehmoine to accept and affirm the consent agenda (a) Minutes of the Minutes of March 2, 2026 Special Meeting including the February Financial Reports from the City as presented.

Roll Call Vote: Ayes: Gritter, Lehmoine, Owen, Armock, Howell, Smith

Nays: None

Motion Passes

XI Directors Report-J. Pugh

Board Tasks

The Strategic Plan: The Director received the compiled data from Lakeland Director Carol Dawe. The next steps are to comprise the data into a packet to present to the board for the April Board Meeting.

The Director met with a member of the Mabie Family. Some funds have been approved to move from the restricted fund balance line item Mabie Operations Donation to the Summer Reading Donations revenue line item. The Director is in the process of meeting with other members

of the Mabie Family regarding the remaining funds.

The Director spoke with the City about the new fountain's water and power supply and it was confirmed that the water and power hook ups are connected to the Heart of Cedar Springs. The Library is not responsible for paying the water and energy use of the fountain.

Action and Information

WiFi Hotspot quotes: The Director has heard back from the third vendor for circulating WiFi hotspots. The Director included the 3 WiFi hotspot quotes from Kajeet-Total first-year cost: **\$2,172.33** Ongoing Annual-**\$1,650**; T-Mobile-Total first-year cost: **≈ \$3,570** Ongoing Annual **\$3,570** (Service fees not included); Verizon--Total first-year cost: **≈ \$4,799** Ongoing Annual-**\$4,799**

Discussion: Board Questions about tax on Kajeet quote; strategic plan comments on Hot Spots; capacity and spotty coverage.

This will be an agenda item for the April 27th meeting.

Financial Policies: No update.

Email Newsletter Capabilities: The Marketing & Communications Specialist attended a webinar showcasing the Email Newsletter capability our website vendor, Streamline, offers at no additional cost. We are working out some details, but will hopefully start an email newsletter marketing campaign in the next month or so. You can sign up for the newsletter now at the Library's website www.cedarspringslibrary.org and click on the "Join our mailing list" box on the bottom right-hand corner of the screen.

Community Engagement-

Ms. Melissa, the Program Manager, has been a featured Guest Reader for multiple school classrooms for March is Reading Month. This is a wonderful way to connect with young readers within the community. The Director included the Spring 2026 Program Flyer for all of the Library's upcoming spring programming in the packet.

Program Attendance & Usage Stats

February Door Count: 4,905

Reading Challenge SNOW Much Fun: Program Information can be found

at www.cedarspringslibrary.org/reading-is-snow-much-fun: Kids: 135 enrolled; Teens/Adults: 76 enrolled. Over 112,000 minutes read total!

Total February Program participation: 1,774

Storytimes: 356; Senior Exercise: 167; Quilters: 54 Book Club: 6 Outreach visits: 290 Writers' Group: 9 Build a Birdfeeder: 18 Indoor Bounce House: 163 Crochet Group: 9 Passive Programs (Find Dewey, ISpy, etc.): 491 Study Room Reservations: 88 (about 22/wk.) Community Room Uses: Rentals: 9 Programs/Meetings: 37

Patrons- **Cedar Springs: 1,497** **Solon Township: 1,909** **KDL: 171**-There has been a slight increase in KDL shared patrons due to the Krause Memorial Branch's (Rockford) closure for remodeling Other LLC Patrons: 65

Circulation-Adult books: 718, Youth books: 1,374, YA books: 70 Books on CD: 42 DVDs: 240 Express Items (do not go out to other libraries): 137 Other Items (including Library of Things, Hotspots, etc.): 9 Digital Content: 1,163 E-Books: 357 E-Audiobooks: 575 Digital Magazines: 231

Motion by Owen 2nd by Armock to increase the Director's purchasing limits from \$500 to \$1,250.

Discussion: How was increase amount determined, this item will part of new Financial Policy being drafted by attorney, if set by Board may conflict with Budget approval line items, large priced items and approval process, is this a By-law change vs. motion.

Owen amended the Motion to make this an agenda item for the April 27th Meeting

Voice Vote: Ayes: All Nays: None **Motion Passes**

XII Chairperson's Report-T. Smith

The Chair had nothing to report.

XIII Committee Reports.

It was noted there were no committee meetings since the last Board meeting.

- a. Personnel Committee-
- b. Policy Committee-
- c. By-laws Committee
- d. IT (Technology) Committee-
- e. Finance Committee-
- f. Strategic Plan Committee

XIV Public Comment

Rose Powell-noted that a City Council member had resigned and the council will be making an appointment in the next 60 days for a person to fill that position for the rest of the unexpired term.

XV Ongoing/New Business

- a. Approval of Fiscal Year 2026-27 Library Budget.

Roll Call Vote: Ayes-Gritter, Howell, Lehmoine, Armock, Owen and Smith

Motion Passes

Draft Minutes of 2 March 26 Regular Meeting

February 2026 Financial Report from City

Director's March Report

Spring Programs (March to May 2026) Flyer

Quotes packets (3) for WiFi Hotspot service

Written Motion by Owen

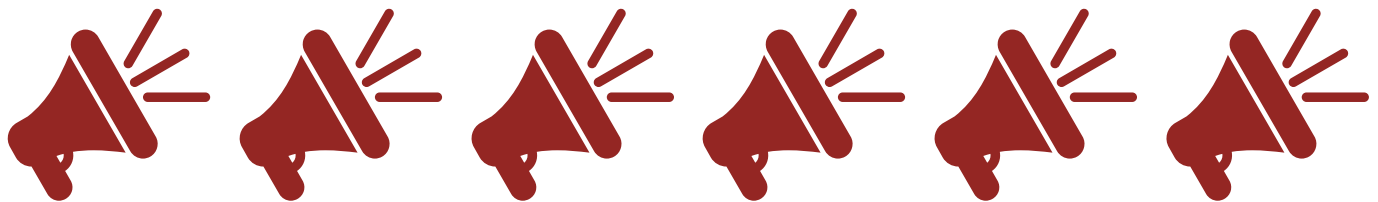
Budget Presentation packet including Resolution 2026-1, to adopt the Cedar Springs Public Library Annual Budget

NOTICE OF SPECIAL MEETING: BUDGET HEARING

The Cedar Springs Public Library Board will hold a special meeting on **Monday, March 23, 2026 at 7:00pm** regarding the **2026-27 Annual Library Budget**

The purpose of the meeting is to hold the required Public Hearing for adoption of the Annual Cedar Springs Public Library Budget in accordance with the Michigan Compiled Laws 141.412. This meeting is open to the public to attend and be heard. The approved property tax millage rates proposed to be levied to support this budget will be a subject of this hearing. A copy of the proposed Budget is available at the Library offices and online at cedarspringslibrary.org.

The Regular Library Board Meeting will begin immediately after the Budget Hearing



Minutes

REGULAR BOARD MEETING

Monday March 2, 2026

Draft

7:00 PM MEETING

CEDAR SPRINGS PUBLIC LIBRARY

107 Main Street, Cedar Springs, MI 49319

I Call to Order 7:00pm

Meeting called to order by Chair Smith at 7:00 pm

Present: Tim Smith, Tony Owen, Michelle Gritter, John Lehmoine, Heidi Armock, Mark Dykstra, Ron Howell

Absent:

The Chair verified there was a quorum present to conduct the business of the Board.

II Pledge

Chair Smith led the Board in the pledge of allegiance

III Approval of Agenda

Motion by Owen 2nd by Gritter to approve the agenda.

Voice Vote: Ayes: All Nays: None **Motion Passes**

IV Consent Agenda

a. Minutes of January 26, 2026 Regular Meeting

b. January Financial Reports from City

The Director circulated the Bank statement with check images for the Board to review.

Board member Owen noted the agenda does not include the financial reports even though the packet includes them.

Motion by Owen 2nd by Lehmoine to accept and affirm the consent agenda (a) Minutes of the Minutes of January 26, 2026 Regular Meeting and include the January Financial Reports from City as presented.

Voice Vote: Ayes: All Nays: None **Motion Passes**

V Directors Report-J. Pugh

Inventory Project: Is Complete! The Library initiated the Inventory Project during the Weeding/RFID Tagging Projects. The Library now has a more accurate count of physical items available for checkout, which is currently 27,085.

Board Tasks

The Strategic Plan: The Lakeland Director Dawe is finishing up organizing and summarizing the data from the focus groups. We are hoping to have the data compiled and share initial findings by the March 23, 2026 Board Meeting.

The Director has reached out to Consumers Energy for a free energy consultation to help reduce the cost of the Library's energy bills. A full report will be provided after the consultation.

Action and Information-

Financial Policies Update: The Director has not heard back from the Attorney regarding the edits and questions the Finance Committee brought forward. The Director will coordinate with the Finance Committee once the Attorney has responded. However, a question was raised about the library's investment capacity. Please see attached Reserve Position, Investment Capacity, and Policy Considerations document.

Discussion: It was asked if the \$73,000 of Restricted funds for operations, gifted to the library by the Mabie's, might be changed to cover a 5-year Capital improvements plan. It was noted the library also has another \$10,000 gifted by the Closes that the library can only use the interest on books. That gift was when the budget was \$145,000 but now at \$400,000 would not be necessary and might even be returned to them. The Director will contact the Mabies and report back.

Staffing and Operation Hours: A question was brought up about the current library staffing levels. The Director reviewed his separate memo, Staffing Levels in Comparison to Hours of Operation document.

Discussion: Details on the custodial position.

Wi-Fi Hotspot Offer from Kajeet: The Director was contacted by Kajeet, a company that offers Wi-Fi Hotspot services to public entities like Libraries. See the attached quote. The Director is waiting to hear back from one more Wi-Fi Hotspot vendor.

Discussion: The Kajeet Quote is one of several the Director is gathering before making a decision on our Wi-Fi Hotspot services which he described in more detail and answered various Board questions.

Community Engagement-

Tuesday, March 3, from 5:30-7:00pm, the Library will host our annual First Grade Glow Party to kick off March is Reading Month. We are partnering with Kent District Library for this special event for the first graders and their families in the community and surrounding area who attend Cedar Springs schools.

Program Attendance & Usage Stats

January Door Count: 4,460

Reading Challenge SNOW Much Fun: Program Information can be found at

www.cedarspringslibrary.org/reading-is-snow-much-fun .

Kids: 112 enrolled (up 62% from LY - 69 kids enrolled) Goal: Read 500 minutes between Jan 26 and March 28

76 kids (about 68%) have earned their first badge from reading 50 minutes

56 kids (exactly 50%) have earned their Level 5 badge from reading 250 minutes

17 kids (about 15%) have completed the challenge

Teens/Adults: 66 enrolled (up 164% from LY - 25 teens/adults enrolled) Goal: Read 1000 minutes between Jan 26 and March 28

44 participants (66.7%) have earned their first badge from reading 100 minutes

29 participants (about 44%) have earned their Level 5 badge from reading 500 minutes

13 participants (about 20%) have completed the challenge

66,024 minutes read total, (28,116 for kids and 37,908 for teens/adults) averaging 15 minutes per day per participant since the challenge launched.

Special note: This year we changed the winter reading challenge registration to *ReadSquared*, the same app we use for our Summer Reading Program. This makes it easier for patrons to register, track their challenge progress, and for us to track program stats. It is also noteworthy that the Marketing & Communications Specialist has seen a consistent spike in enrollment after every social media post about the challenge.

January Program participation: 912 Storytimes: 234, Senior Exercise: 168, Quilters: 35, Book Club: Cancelled due to weather, Outreach visits: 38, Writers' Group: Cancelled by group, Pokémon Night: 82, Passive Programs (Find Dewey, ISpy, etc.): 355, Study Room Reservations: 75 (about 15/wk.), Community Room Uses: 40-Rentals: 12, Programs/Meetings: 28

Patrons-Cedar Springs: 1,484, Solon Township: 1,889, KDL: 170

There has been a slight increase in KDL shared patrons due to the Krause Memorial Branch's (Rockford) closure for remodeling, Other LLC Patrons: 69

Circulation-Adult books: 971, Youth books: 1,485, YA books: 89, Books on CD: 57, DVDs: 153 Express Items (do not go out to other libraries): 157, Other Items (including Library of Things, Hotspots, etc.): 21, Digital Content: 1260, E-Books: 441 E-Audiobooks: 621, Digital Magazines: 198

Staffing Levels in Comparison to Hours of Operation

The Director submitted a separate Report detailing: Minimum Coverage Requirements, Documented Weekly Operational Staffing , Coverage Overlap, Alignment with State Expectations,

Public Service Hours Monday–Friday: 10:00 a.m. – 6:00 p.m. Saturday: 9:00 a.m. – 12:00 p.m.

Total: 43 hours per week

Conclusion

Current staffing reflects: The minimum required to safely operate 43 public hours per week

Necessary specialized roles that enable programming, outreach, marketing, and collection development

The ability to offer consistent programs and services

Service levels that exceed state minimum recommendations for a Class III Library.

The Director presented a Financial Reserve Position, Investment Capacity, and Policy Considerations report which addressed: Reserve Analysis, Recommended a Reserve Target, Investment Capacity, (7) Investment Strategies and recommended Board approved Reserve/Investment Policies

Conclusion- The Library is in a strong financial position with adequate reserves and the opportunity to generate additional revenue through prudent investment. With proper policy framework and Board direction, excess reserves can be leveraged strategically while maintaining fiscal stability and public accountability. It is recommended that no investment strategy be executed without formal Board approval of the updated Fund Balance and Investment Policies.

Discussion: There were additional questions about the Director's limits for signing contracts and fees for attorneys. The Director noted stays within budget limits, but the current Board policy is somewhat vague and needs to be reviewed.

VI Chairperson's Report-T. Smith

The Chair, after viewing a Michigan Library Association webinar, distributed an attorney client privilege memo from Foster Swift attorneys dated December 29, 2025 detailing recent Open Meetings Act court decisions about "round robin" interactions of less than a quorum of public body members. Enforcement of these interactions, including straw polling, is getting stricter. These decisions further restrict what used to be an individual polling of public body members.

The Chair then brought to the attention of the Board that the \$6,000 annual stipend in lieu of medical insurance that was approved last year for the Director needs to be revised because it is subject to tax withholding.

Motion by Armock 2nd by Owen to advise the City (who handles payroll) that the \$6,000 stipend is to be increased to take into account the required taxes.

Roll Call Vote: Ayes-Gritter, Dykstra, Howell, Lehmoine, Armock, Owen and Smith

Nays-none

Motion Passes

VII Committee Reports.

It was noted there were no committee meetings since the last Board meeting.

- a. Personnel Committee-
- b. Policy Committee-
- c. By-laws Committee

- d. IT (Technology) Committee-
- e. Finance Committee-
- f. Strategic Plan Committee

VIII Public Comment

Jill Owen: Noted that the proposed Budget had an increase for water utilities up to \$1,100 and wondered if that was because of the new fountain and thought that was going to be on the City?

Rose Powell: Appreciated how the Board gets along and reported the building renovations for the new City Hall should be finished about April and extended an invitation to the Board to attend the opening and noted the old city hall has been sold.

IX Ongoing/New Business

The Director noted a small budget increase in the Revenue account 271 000 569.000 of \$940.00 that was received from the State last September but was not officially recognized in the Budget..

The Director then presented an updated Draft 2026-27 Draft Budget Spreadsheet in which he increased expenses in 271-790-704.000 Part time wages by \$4,000 for a new total of \$165,000 to reflect a 3-5% increase. He also increased expenses in 271-790-999.100 Appropriation to Fund Balance of \$11,050.00 for future needs for a new total Budget of \$497,140.00. The Director requested Board approval so he can present this to the City to use as part of the City's Budget Adoption process.

Motion by Dykstra 2nd by Owen to approve the Revenue account 271-000-569.000 increase of \$940.00

Roll Call Vote: Ayes-Gritter, Dykstra, Howell, Lehmoine, Armock, Owen and Smith

Nays-none

Motion Passes

Motion by Owen 2nd by Armock to approve the revised 2026-27 Budget spreadsheet as submitted to be sent to the City.

Roll Call Vote: Ayes-Gritter, Dykstra, Howell, Lehmoine, Armock, Owen and Smith

Nays-none

Motion Passes

X Agenda Items for the March 23, 2026 Meeting

Budget hearing, possible Finance Policies With Committee review

Discussion: Contract between City and Township has a 6-month notice requirement, Director's review in April/May with Personnel Committee sending out a review form. Strategic Plan-Carol from Lakeland to be in contact soon

XI Informational Items

It was noted there were no Informational Items.

XII Public Comment

There was no public comment.

XIII Board Comments

Dykstra-

Gritter-

Lehmoine-

Owen-privilege to serve when things are going smoothly and the social media videos are very creative and other libraries are now copying us.

Howell-appreciated how the director answered the questions of finance and staffing

Armock-noted how the community is using our meeting room

Smith-Was a Book convention and a popular author noted how important books are and as his role of Chair he is honored to work with the other Board members to continue to make this library a gem in the community.

XIV Motion to Adjourn

Motion Owen 2nd by Lehmoine to adjourn the meeting at 7:43pm.

Voice Vote: Ayes: All Nays: None

Motion Passes

Respectfully submitted by Ron M. Howell, Secretary

03Mar26

Board Approved- _____

Next regular meeting scheduled for Monday March 23, 2026, at 7:00 pm at the library

Meeting Attachments:

Draft Minutes of 26 January 26 Regular Meeting

January 2026 Financial Report from City

Director's February Report

Staffing Levels in Comparison to Hours of Operation

Financial Reserve Position, Investment Capacity, and Policy Considerations

Quote from Kajeet for Wi-Fi Hotspots.

Budget Amendment

Updated Draft 2026-27 Library Budget and Fund 271 Spreadsheet

Fund 271 Library Fund

GL Number	Description	Balance
*** Assets ***		
271-000-001.110	CASH IN BANK - CHOICEONE	278,507.76
271-000-003.185	CD - CHOICE ONE	66,530.00
271-000-004.000	Petty Cash	289.14
271-000-004.100	CASH DRAWER	100.00
271-000-035.000	Certificate of Deposit-Cowles	13,000.00
271-000-035.100	Certificate of Deposit-USF Funds	6,634.34
Total Assets		365,061.24
*** Liabilities ***		
271-000-209.000	State Unemployment Tax Payable	865.81
271-000-210.000	State Withholding Payable	1,103.71
Total Liabilities		1,969.52
*** Fund Balance ***		
271-000-373.000	Assigned - USF Funds	6,629.29
271-000-375.500	RESTRICTED - CAPITAL MAINTENANCE	5,000.00
271-000-375.600	RESTRICTED - MABIE OPERATIONS DONA	73,363.70
271-000-383.300	Non-spendable - Cleo Cowles	13,000.00
271-000-390.000	Restricted - Library Operations	348,426.79
Total Fund Balance		446,419.78
Beginning Fund Balance		446,419.78
Net of Revenues VS Expenditures		(83,328.06)
Ending Fund Balance		363,091.72
Total Liabilities And Fund Balance		365,061.24

PERIOD ENDING 02/28/2026

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 02/28/2026	ACTIVITY FOR MONTH 02/28/2026	AVAILABLE BALANCE	% BDGT USED
Fund 271 - Library Fund						
Revenues						
Dept 000						
271-000-400.100	Appropriation from Fund Bal	38,100.00	0.00	0.00	38,100.00	0.00
271-000-400.600	Approp. from Cleo Cowles	50.00	0.00	0.00	50.00	0.00
271-000-402.000	Tax Collections - Ad Valorem Roll	139,980.00	145,912.96	87.79	(5,932.96)	104.24
271-000-432.000	Tax Collections - DNR PLT	50.00	0.00	0.00	50.00	0.00
271-000-437.000	Tax Collections - IFT Roll	1,240.00	853.32	0.00	386.68	68.82
271-000-451.000	Library Rev-Penal Fines	14,420.00	0.00	0.00	14,420.00	0.00
271-000-452.000	Library Revenue-Solon Twnshp	224,050.00	0.00	0.00	224,050.00	0.00
271-000-453.000	USF FUNDS-ERATE	3,090.00	4,828.93	0.00	(1,738.93)	156.28
271-000-515.000	State Aid	5,390.00	5,569.08	0.00	(179.08)	103.32
271-000-569.000	STATE GRANTS - OTHER	0.00	944.31	0.00	(944.31)	100.00
271-000-625.000	BANK FEES -FINES & SERVICES	3,600.00	2,492.23	246.24	1,107.77	69.23
271-000-664.000	Interest Earned	2,500.00	2,120.05	219.38	379.95	84.80
271-000-664.200	Investment Income	100.00	0.00	0.00	100.00	0.00
271-000-667.000	Rental Income	6,180.00	5,616.58	703.10	563.42	90.88
271-000-674.000	Donations	1,000.00	2,234.29	15.96	(1,234.29)	223.43
271-000-674.200	Book Donations	500.00	617.00	0.00	(117.00)	123.40
271-000-674.400	Summer Reading Program Donations	3,000.00	0.00	0.00	3,000.00	0.00
271-000-674.700	Area Libraries Lost & Damaged Books	210.00	440.50	72.54	(230.50)	209.76
271-000-677.000	Miscellaneous	3,090.00	141.32	0.00	2,948.68	4.57
Total Dept 000		446,550.00	171,770.57	1,345.01	274,779.43	38.47
TOTAL REVENUES		446,550.00	171,770.57	1,345.01	274,779.43	38.47
Expenditures						
Dept 790 - Library						
271-790-702.000	WAGES - FULL TIME EMPLOYEES	67,320.00	39,211.62	4,769.24	28,108.38	58.25
271-790-704.000	WAGES - PART TIME EMPLOYEES	153,470.00	84,575.19	9,955.04	68,894.81	55.11
271-790-705.000	Cleaning Service	2,100.00	930.51	77.20	1,169.49	44.31
271-790-708.000	UNEMPLOYMENT EMPLY BENEFIT EXP	4,510.00	2,754.50	363.89	1,755.50	61.08
271-790-709.000	SOCIAL SECURITY EXPENSE	15,530.00	9,469.70	1,126.43	6,060.30	60.98
271-790-721.000	GAS UTILITY EXPENSE	2,100.00	1,436.99	419.06	663.01	68.43
271-790-724.000	TELEPHONE	1,700.00	1,130.84	157.67	569.16	66.52
271-790-724.100	INTERNET	2,000.00	1,285.67	159.98	714.33	64.28
271-790-726.000	OFFICE SUPPLIES	3,990.00	1,694.55	92.53	2,295.45	42.47
271-790-734.000	Overdrive Program Expense	3,150.00	1,825.02	0.00	1,324.98	57.94
271-790-735.000	AV Expense	2,100.00	624.03	135.80	1,475.97	29.72
271-790-739.000	Area Libraries Lost & Damaged Books	1,100.00	513.29	0.00	586.71	46.66
271-790-790.000	PROGRAMS	16,000.00	10,785.17	707.32	5,214.83	67.41
271-790-792.000	BOOKS	25,000.00	12,736.94	1,703.03	12,263.06	50.95
271-790-792.100	LIBRARY OF THINGS	1,000.00	0.00	0.00	1,000.00	0.00
271-790-792.200	DIGITAL MATERIALS	3,000.00	1,915.48	553.20	1,084.52	63.85
271-790-801.000	Professional Service Expense	19,050.00	15,908.50	1,147.50	3,141.50	83.51
271-790-801.600	PROFESSIONAL SERVICE - LAWN/SNOW	6,300.00	4,115.00	742.00	2,185.00	65.32
271-790-808.000	Lakeland Support Services	26,250.00	13,215.39	0.00	13,034.61	50.34
271-790-813.000	Garbage Disposal Service	420.00	149.67	0.00	270.33	35.64
271-790-851.000	POSTAGE	530.00	346.51	96.50	183.49	65.38
271-790-861.000	TRANSPORTATION EXPENSE	2,000.00	444.13	0.00	1,555.87	22.21
271-790-905.000	COMPUTER MAINTENANCE EXPENSE	7,900.00	5,139.97	0.00	2,760.03	65.06
271-790-906.000	SOFTWARE	6,800.00	3,417.50	367.50	3,382.50	50.26
271-790-915.000	MEMBERSHIP & DUES EXPENSE	800.00	643.50	0.00	156.50	80.44
271-790-917.000	Workmens Compensation Expense	700.00	687.00	0.00	13.00	98.14
271-790-918.000	WATER UTILITY EXPENSE	1,050.00	500.76	0.00	549.24	47.69

REVENUE AND EXPENDITURE REPORT
PERIOD ENDING 02/28/2026

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 02/28/2026	ACTIVITY FOR MONTH 02/28/2026	AVAILABLE BALANCE	% BDGT USED
Fund 271 - Library Fund						
Expenditures						
271-790-926.000	Electric Expense	6,300.00	4,946.48	671.29	1,353.52	78.52
271-790-930.000	Repair & Maintenance Serv Exp	16,300.00	1,447.94	7.78	14,852.06	8.88
271-790-930.300	Education/Training Expense	2,000.00	1,048.80	0.00	951.20	52.44
271-790-935.000	INSURANCE & BONDS EXPENSE	8,070.00	4,970.00	0.00	3,100.00	61.59
271-790-955.000	Bank Fees	2,310.00	1,822.99	44.40	487.01	78.92
271-790-956.000	Miscellaneous Expense	5,250.00	2,812.94	514.91	2,437.06	53.58
271-790-968.000	Public Relations	2,100.00	1,662.67	0.00	437.33	79.17
271-790-970.000	Capital Expense	5,250.00	765.51	0.00	4,484.49	14.58
271-790-970.400	CAPITAL - TECHNOLOGY	22,910.00	20,163.87	0.00	2,746.13	88.01
271-790-999.100	APPROPRIATION TO FUND BALANCE	190.00	0.00	0.00	190.00	0.00
Total Dept 790 - Library		446,550.00	255,098.63	23,812.27	191,451.37	57.13
TOTAL EXPENDITURES		446,550.00	255,098.63	23,812.27	191,451.37	57.13
Fund 271 - Library Fund:						
TOTAL REVENUES		446,550.00	171,770.57	1,345.01	274,779.43	38.47
TOTAL EXPENDITURES		446,550.00	255,098.63	23,812.27	191,451.37	57.13
NET OF REVENUES & EXPENDITURES		0.00	(83,328.06)	(22,467.26)	83,328.06	100.00

03/03/2026 05:02 PM
User: EMILY
DB: Cedar Springs

CHECK REGISTER FOR CITY OF CEDAR SPRINGS
CHECK DATE FROM 02/01/2026 - 02/28/2026

Page: 1/1

Check Date	Check	Vendor Name	Amount
Bank LIBC1 LIBRARY MAIN CHECKING			
02/03/2026	17075	CONSUMERS ENERGY	671.29
02/03/2026	17076	FOSTER SWIFT	1,147.50
02/03/2026	17077	INGRAM LIBRARY SERVICES	357.40
02/03/2026	17078	SPECTRUM ENTERPRISE	159.98
02/03/2026	17079	STREAMLINE	367.50
02/18/2026	17080	CITY OF CEDAR SPRINGS	742.00
02/18/2026	17081	DTE ENERGY	419.06
02/18/2026	17082	INGRAM LIBRARY SERVICES	1,014.21
02/18/2026	17083	MICHIGAN LIBRARY ASSOCIATION	25.00
02/18/2026	17084	OVERDRIVE INC.	553.20
02/18/2026	17085	SUFFOLK COOPERATIVE LIBRARY SYSTEM	240.00
02/19/2026	10(E)	ELAN FINANCIAL SERVICES	1,856.13

LIBC1 TOTALS:

Total of 12 Checks:	7,553.27
Less 0 Void Checks:	0.00
Total of 12 Disbursements:	7,553.27

Director's Report

March 2026

Board Tasks

- The Strategic Plan: The Director received the compiled data from Lakeland Director Carol Dawe. The next steps are to comprise the data into a packet to present to the board for the April Board Meeting.
- The Director met with a member of the Mabie Family. Some funds have been approved to move from the restricted fund balance line item Mabie Operations Donation to the Summer Reading Donations revenue line item. The Director is in the process of meeting with other members of the Mabie Family regarding the remaining funds.
- The Director spoke with the City about the new fountain's water and power supply and it was confirmed that the water and power hook ups are connected to the Heart of Cedar Springs. The Library is not responsible for paying the water and energy use of the fountain.

Action & Information

- **WiFi Hotspot quotes:** The Director has heard back from the third vendor for circulating WiFi hotspots. Please see the attached Circulating WiFi Hotspot Service Comparison summary.
- **Financial Policies Update:** No update.
- **Email Newsletter Capabilities:** The Marketing & Communications Specialist attended a webinar showcasing the Email Newsletter capability our website vendor, Streamline, offers at no additional cost. We are working out some details, but will hopefully start an email newsletter marketing campaign in the next month or so. You can sign up for the newsletter now at the Library's website www.cedarspringslibrary.org and click on the "Join our mailing list" box on the bottom right hand corner of the screen.

Community Engagement

- Ms. Melissa, the Program Manager, has been a featured Guest Reader for multiple school classrooms for March is Reading Month. This is a wonderful way to connect with young readers within the community.
- See the attached Spring Program 2026 flyer for all of the Library's upcoming programming for the spring.

Program Attendance & Usage Stats

- February Door Count: 4,905
- Reading Challenge SNOW Much Fun: Program Information can be found at www.cedarspringslibrary.org/reading-is-snow-much-fun.
 - Kids: 135 enrolled
 - Teens/Adults: 76 enrolled
 - **Over 112,000 minutes read total!**
- Total February Program participation: 1,774
 - Storytimes: 356
 - Senior Exercise: 167
 - Quilters: 54
 - Book Club: 6
 - Outreach visits: 290
 - Writers' Group: 9
 - Build a Birdfeeder: 18
 - Indoor Bounce House: 163
 - Crochet Group: 9
 - Passive Programs (Find Dewey, ISpy, etc.): 491
- Study Room Reservations: 88 (about 22/wk.)
- Community Room Uses:
 - Rentals: 9
 - Programs/Meetings: 37

Patrons: 3,642

- Cedar Springs: 1,497
- Solon Township: 1,909
- KDL: 171
 - There has been a slight increase in KDL shared patrons due to the Krause Memorial Branch's (Rockford) closure for remodeling

- Other LLC Patrons: 65

Circulation: 2,590

- Adult books: 718
- Youth books: 1,374
- YA books: 70
- Books on CD: 42
- DVDs: 240
- Express Items (do not go out to other libraries): 137
- Other Items (including Library of Things, Hotspots, etc.): 9
- Digital Content: 1,163
 - E-Books: 357
 - E-Audiobooks: 575
 - Digital Magazines: 231

SPRING PROGRAMS

March to May 2026

Be sure to stop in the library for interactive programs!
Visit our website for more details on these and all our programs at cedarspringslibrary.org.

Babies - PreK (Ages 0 - 5)

Family Storytime

Fridays, 10:30 a.m.: Come sing, dance, read a book and do a craft. This helps children learn early literacy skills!

Music and Movement Storytime

Tuesdays, 10:30 a.m.: Ages 18 months to 4 years are welcome to join us for stretching, reading and music! *No Storytime on March 3 or 24.*

Toddler Sensory Bins

Wednesday, March 11, 10:30 to 11:30 a.m.: Let your toddler explore sensory stations in the Community Room. This event is open-house style. *No registration required.*

FAMILY

Crafty Saturdays

March 14, April 11, and May 2, 10:00 to 11:30 a.m.: Join us anytime in the morning to create a special craft. Theme changes monthly. This event is open-house style. All ages welcome. *No registration required.*

Pokémon Open House

Tuesday, March 31, 5:00 to 7:00 p.m.: Join us anytime for this open-house style trading event. Bring your devices to play Pokémon GO as the library is a PokéGym. Crafts and other activities are included. *No registration required.*

Easter Bunny Meet & Greet

Saturday, April 4, 9:30 to 11:30 a.m.: Join us in front of the fireplace to get your pictures with the Easter Bunny and take home an Easter craft! *No registration required.*

ELEMENTARY (Ages 6-11)

First Grade Glow Party

Tuesday, March 3, 5:30 to 7:00 p.m.: This special after-hours event is exclusively for first graders (and their families) within the Cedar Springs Public Schools district and at Creative Technologies Academy. Sign up for a Library Card and discover all the services you can unlock! Enjoy bounce houses, a dance party, a scavenger hunt, and more (with a glow-in-the-dark theme). Our friends from KDL will be joining us, too.

ADULTS

Seed Starting Workshop

Monday, March 30, 6:00 to 7:30 p.m.: Start preparing your garden now! Bring your own small planters. Seeds and soil provided. *Limited to 24 participants.* REGISTRATION REQUIRED.

Crushed Glass Resin Class

Friday, April 24, 6:00 to 7:00 p.m.: Create a faux stained glass lotus flower! *Limited to 24 participants.* REGISTRATION REQUIRED. *Children are restricted from attending this event.*

Senior Fitness Sessions

Mondays and Thursdays, 9:15 and 10:30 a.m.

Stitch & Chatter Sewing Group

Wednesdays, 10:00 a.m. to 4:00 p.m. (*limited seating available*)

Writer's Group

Second Monday of the Month, 6:00 p.m.

Book Club

Third Monday of the Month, 7:00 p.m.: See the circulation desk for the monthly book.

SEED LIBRARY OPENS TUESDAY, MARCH 31!

Circulating Wi-Fi Hotspot Service Comparison

Kajeet

- **Overview:** Kajeet specializes in connectivity programs for schools and libraries, with management tools designed specifically for hotspot ending programs.
- **Cost**
 - Devices: \$49.99 each × 10 = \$499.90
 - Monthly plan: \$11.99 per device
 - 12-month service total: \$1,438.80
 - Telecom admin fees: \$208.63
 - Shipping: \$25
- **Total first-year cost:** \$2,172.33
- **Approximate Ongoing Cost:** ≈ \$120/month total (~\$12 per device) + ≈ \$17.50/month for Telecom admin fees (≈ \$1,650 annually)
- **Features**
 - Unlimited data plan designed for libraries
 - Built-in content filtering and usage management
 - Device management dashboard
 - Designed specifically for patron lending programs
- **Pros**
 - Lowest overall cost
 - Library-specific management tools
 - Purpose-built hotspot lending ecosystem
- **Cons**
 - Piggybacks off of national carriers' networks – potential to be kicked off or throttled
 - Additional telecom admin fee (14.5%)
 - Device purchase required upfront

T-Mobile

- **Overview:** Established cellular carrier offering unlimited hotspot plans through the State of Michigan NASPO contract.

- **Cost**
 - Monthly service: \$29.75 per line
 - 10 lines: \$297.50/month
 - Annual service: \$3,570
 - Devices: Valued at \$264 each, but included in plan
- **Total first-year cost:** ~ \$3,570 (Service fees not included)
- **Approximate Ongoing Cost:** ~ \$3,570 annually (Service fees not included)
- **Features**
 - Unlimited hotspot data
 - Free 5G MiFi X Pro devices
 - Government pricing through NASPO
- **Pros**
 - Unlimited cellular data
 - Reliable national carrier
 - Uses Michigan cooperative purchasing contract
- **Cons**
 - Service fees not included in quote
 - No library-specific device management tools

Verizon

- **Overview:** Major national carrier offering hotspot plans under NASPO cooperative purchasing.
- **Cost**
 - Monthly service: \$39.99 per line
 - 10 lines: \$399.90/month
 - Annual service: \$4,798.80
 - Devices: \$0 with contract
- **Total first-year cost:** ~ \$4,799
- **Approximate Ongoing Cost:** ~ \$4,799 annually
- **Features**
 - Free 5G hotspot devices (specs attached)
 - 60GB high-speed data limit (then reduced speeds)

- **Pros**

- Devices included
- Strong network coverage
- NASPO cooperative contract

- **Cons**

- Most expensive monthly service
- Potential Data throttling (after 60GB high-speed)
- Device subsidy requires contract commitment

Key Operational Considerations

- **Device Management**

- Kajeet provides centralized hotspot lending management tools.
- Verizon and T-Mobile function like standard mobile plans with limited patron-lending management.

- **Data Restrictions**

- Verizon: 60GB high-speed cap may impact heavy users.
- T-Mobile: Unlimited plan.
- Kajeet: Unlimited plan, but connects to other carriers and connection not guaranteed.

- **Administrative Burden**

- Kajeet includes tools for:
 - device monitoring
 - usage tracking
 - content filtering
 - policy control
- Verizon and T-Mobile:
 - device monitoring
 - usage tracking



7901 Jones Branch Drive, Suite 350, McLean, Virginia 22102
(877) 352-5338 | fax: (240) 482-3505 | www.kajeet.com

QUOTATION

Account Name CEDAR SPRINGS PUBLIC LIBRARY
Bill To MI

Contact Name James Pugh
Email director@cedarspringslibrary.org

Prepared By Lauren Kidd
Email lkidd@kajeet.com

Created Date 2/5/2026
Quote Number Q# 202602-063878
Opportunity Number OPTY 202602-65160

Product	Product Code	List Price	Sales Price	Quantity	Total Price
KJ1 SmartSpot with smartSIM	SSKJ1	USD 49.99	USD 49.99	10.00	USD 499.90
Library Patron Unlimited Monthly Plan	LBUNL	USD 11.99	USD 11.99	120.00	USD 1,438.80

Subtotal	USD 1,938.70
Telecom Admin Fees	USD 208.63
Quote Shipping	USD 25.00
Quote Grand Total	USD 2,172.33

TERMS & CONDITIONS

- All prices are quoted in U.S. Dollars. All prices valid only through Kajeet direct sales. Quote is valid for 7 days. The amount presented in this quotation is confidential & proprietary and intended for the consideration of the Buyer. Buyer and Kajeet will sign and execute a Services Agreement prior to execution of the program. Credit card payments are subject to a 5.0% processing fee. Kajeet W-9 available upon request. Kajeet®, Arterra Mobility®, and Otarris™ products and services are protected by the following issued U.S. patents 8,929,857; 8,918,080; 8,774,755; 8,774,754; 8,755,768; 8,731,517; 8,725,109; 8,712,371; 8,706,079; 8,667,559; 8,644,796; 8,639,216; 8,634,803; 8,634,802; 8,634,801; 8,630,612; 8,611,885; 8,600,348; 8,594,619; 8,588,735; 8,285,249; 8,078,140; 7,945,238; 7,899,438; 7,881,697. Other patents are pending. Kajeet®, Kajeet SmartSpot®, Education Broadband™, SmartBus™, SmartSpot Protection™, Kajeet Complete™, Kajeet Custom™, Arterra Mobility®, and Sentinel® are trademarks of Kajeet, Inc.
- Telecom, Network and Admin Fees (TAF) defray a wide variety of Federal, State, and/or Local fees charged to telecommunications carriers and are subject to a 14.5% fee on data-related services. This is not state or federal sales tax.
- Shipping costs related to hardware only.
- Sales tax is an estimate based on your state and/or locality. The PO must contain the correct sales tax amount and is the responsibility of the PO issuer. If Sales tax line item is blank; Applicable state sales taxes are not included in this quotation.
- Prices quoted herein are based on current tariffs, and are subject to change. In the event of an increase or imposition of tariffs, duties, or other government-imposed fees on imported goods or raw materials used in the production of the quoted items, the Seller reserves the right to adjust prices accordingly. The Buyer will be notified in writing of any such changes.

Kajeet Reference 1 – Michelle Simon, Director, Office of Digital Inclusion Pima County, AZ

How long your organization has used the service

- Pima County Public Library began using Kajeet hotspots in 2020. They continue to purchase devices and accessories to date.

Your overall satisfaction with the product and vendor

- They are wonderful to work with. The sales people make sure you get what you need and train you on how to manage the devices through their portal. If I ever had an issue, I could email and get a response quickly. I also appreciate that we can use these devices on different networks. Pima County has service with Verizon, T-Mobile, and AT&T.

How responsive the company has been to support requests

- They do rely heavily on FAQs, job aids, and a training portal. Typically, support tickets took 48–72 hours. If it was something urgent, I would email our rep and it would get handled right away.

Has the service delivered the value you expected

- Their service is the reason I went with Kajeet. We needed filtered hotspots (CIPA compliance for ERate), and other providers treated filtering as an afterthought. Since Kajeet works in the K–12 space, they understand the need for appropriate filtering. They worked with us to set up the initial levels of filtering and would block or unblock sites as required.

Any challenges or considerations you think we should be aware of

- The Kajeet hotspots can be purchased through other providers (CWD) due to reseller agreements they created around 2022–2023. Purchasing the hotspots through CWD creates a level of red tape that delays response times and service overall. Hopefully you don't have to purchase through this type of contract. If you do, talk with Kajeet about how they can engage with the third-party vendor to provide excellent service.

Reference 2 – Michael Jarman, IT Coordinator, Wicomico Public Library, Salisbury, MD

“Overall, our experience has been great using Kajeet hotspots. The hotspots have seen a fair amount of usage over the years since we started lending them.”

How long your organization has used the service

- Since 2019

Your overall satisfaction with the product and vendor

- Great

How responsive the company has been to support requests

- Same-Day usually within the hour in all the times I've created support tickets. For things like, creating new administrative users, activating new hotspots to replace lost ones.

Whether the service has delivered the value you expected

- I believe it has fulfilled our goal to provide some form of internet access to more of the underserved communities. From the statistics provided in the Kajeet dashboard I can see a fair amount of data usage/online hours for the hotspots throughout the years, I think it has been worth it for us.

Any challenges or considerations you think we should be aware of

- Filtering – Kajeet hotspots come with CIPA compliant filtering, early on when we first introduced the hotspots we received patron complaints about not having access to certain websites (Social Media, Gaming Websites), patrons weren't familiar with the primary purpose of the hotspots being for educational usage.
 - Depending on what hotspot plan you have, you will either be limited to using the default Kajeet filter or you might have access to custom filters and be able to add/remove blocked websites yourself to lessen the impact of this. The default Kajeet filter is non-customizable, I believe Youtube is blocked by default but you

can request it to be unblocked, I think this is the only exception when it comes to customizing the default filter.

- Data – Originally we started out with capped amounts of data (500 megabytes per day, 5000 megabytes per month), so if a hotspot used x amount of data within a day it would lose internet for the day, if a hotspot used x amount of data for the month it would be without internet for the rest of the month.
 - This became a bit of a hassle, staff would have to make sure when a hotspot is returned (and before lending to a new patron) that there is enough data left for a new patron to actually use. The data caps would also lead to more calls from patrons saying there is an issue with the hotspot due to the loss of internet. To better serve our patrons (and staff) we eventually moved to an unlimited data hotspot plan.
- This isn't Kajeet specific but for lending hotspots in general, be prepared for how you want to handle the tech support side of things from patrons, "What's the password for the Wi-Fi?", "How do I connect to this?", "Why can't I do/access x?".
 - You could put a label/sticker with the password and maybe Wi-Fi name as well and stick it somewhere on each hotspot to make connecting easier for patrons
 - The Kajeet hotspots usually come with a little info card (quick start guide) for the hotspot that tells you what the buttons do and how to view the Wi-Fi password, we typically include this in the hotspot case when handing to patrons but sadly for us these tend to get lost when patrons return the hotspots. So I would recommend scanning that card so you can make copies of it in the future.
- Statistics – The statistics are nice, can be particularly helpful for grant reporting. You have things like, how much data was used, how many hours the hotspots have been online, top allowed/blocked websites.

Reference 3 – Hunter Consley, Assistant Director / Technology and Technical Services Librarian, Trimble County Public Library, Bedford, KY

How long your organization has used the service

- We have used the service for around 5 years, since about 2021.

Your overall satisfaction with the product and vendor

- Overall we have been satisfied with Kajeet. The online dashboard makes it easy to check devices in and out and activate them or deactivate them. This was a big improvement over the previous system (from Verizon MDM) where we had to submit requests to disconnect lines if a device didn't get returned by the due date. Kajeet will automatically disable a device once it is past due, which is a much better system. Kajeet sales and support have both been great to work with. On a couple occasions they have upgraded our devices for free or at a great discount when renewing our annual contract. When some of our devices did not get returned by patrons, Kajeet made it easy to transfer our prepaid service to new devices we ordered.

How responsive the company has been to support requests

- Responding to support requests is definitely one of Kajeet's strengths. We always get an acknowledgement from support within 5 minutes of submitting a ticket. Most issues we have had are resolved by the end of the day and more often than not they can be resolved in as little as an hour.

Whether the service has delivered the value you expected

- Overall I would say that Kajeet has delivered great value to our library by allowing us to streamline our hotspot lending program. Our county doesn't have great Internet access so this has been a great service to provide for our patrons.

Any challenges or considerations you think we should be aware of

- One challenge that we've had lately is getting information from Kajeet that we need to file for E-Rate, but if you're only considering using Kajeet for hotspots then I don't think this will affect you. Still, I find this out of

character for Kajeet as they have always been quick to respond and resolve issues in the past. One other thing that may be worth considering is that Kajeet is making "changes" to its plans for libraries on our next renewal. It wasn't clear to me what these changes actually are other than new rates based on which carrier we choose (AT&T or T-Mobile). Kajeet assured me we would still have unlimited data and the rates are close to what we have had in the past if not a little cheaper. I would just be sure to read your agreement or contract carefully to make sure you are getting the service and plan you want.



Service Agreement
State of MI - NASPO

This Document is for information purposes only is non-binding. Please see your T-Mobile representative for important plan, service and device details.

3/4/2026

Company Name	Cedar Springs Library	T-Mobile Rep	Jessica Connolly
Contact Name	James Pugh	Title	Government Account Rep
Email Address	director@cedarspringslibrary.org	Email Address	Jessica.Connolly3@T-Mobile.com
Street Address	43 WEST CHERRY STREET	Street Address	3625 132nd Ave SE
City, State & Zip	CEDAR SPRINGS, Michigan, 49319	City, State, Zip	Bellevue, WA 98006
Contact Number	6166961910	Contact Number	734-733-8020
Contract #	MA176 (State Contract #: 210000000680)	T-Mobile FED Tax ID No.	91-1983600

Rate Plans & Features								Quantities	
Rate Plan Description	Voice Minutes	Messaging	Data per Line	Hotspot Tethering	Cost Per Line	Quantity	Monthly	Total Devices	0
Government Hotspot Unlimited	0	Unlimited	Unlimited	Unlimited	\$ 29.75	10	\$ 297.50	Total Lines	10
Note:							\$ -	Total Monthly Charges	
Note:							\$ -	Monthly Cost	\$ 297.50
Note:							\$ -	Total One-Time Charges	
Note:							\$ -	Devices	\$ -
0					\$ -	0	\$ -	Total Device Discounts	\$ 2,640.00
					\$ -		\$ -	One Time Charge	\$ -
Solutions		Cost Per Line			Quantity		Monthly		
					0		\$ -		
							\$ -		
Add-On Features		Cost Per Feature			Quantity		Monthly		
							\$ -		
							\$ -		
							\$ -		
Subtotal							\$ 297.50		
Devices									
Device	Price	Discount per Device		Total Discounted Amt		Quantity	Total		
Inseego MiFi X PRO 5G	\$ 264.00	\$ 264.00		\$ 2,640.00	10	\$ -			
						\$ 0.00			
						\$ 0.00			
						\$ 0.00			
						\$ 0.00			
						\$ 0.00			
Subtotal							\$ -		

Credits

Type	Quantity	Amount
0		\$ -

Additional Details:

Quote Valid Until

3/30/2026

T-Mobile's charges are estimates and do not include the applicable Taxes and Fees. Taxes and Fees are subject to state jurisdiction and regulatory guidelines.



This T-Mobile Quote is subject to the terms and conditions of your service agreement with T-Mobile ("Service Agreement"). Additionally, Customer's use of T-Mobile Products or Services may be subject to additional terms and conditions which may include, but are not limited to, the following: (i) T-Mobile's pricing disclaimers included in the applicable Service Agreement price list and/or catalog, (ii) T-Mobile's Wireless Services Product Annex, TFG Terms and Conditions, and other applicable third-party solution product addendums ("Product Addendums"), as posted at <https://www.t-mobile.com/business/terms-and-conditions>. Additionally, since T-Mobile is not a manufacturer of products, and certain products and services being offered are developed and owned by third parties, T-Mobile is required to pass through the third party terms and conditions from our vendors via URL or click-through third party terms at point of sale or upon login to the third party application.

T-Mobile's charges are estimates and do not include the applicable taxes, fees, and/or surcharges. Any line-item for taxes and/or surcharges in the quote above is an estimate only. Federal, state, and local tax law are subject to change at all times. The applicability of current taxes, fees, and surcharges as well as additional taxes, fees, and surcharges may change without advance notice. T-Mobile will honor any applicable tax exemption(s) submitted by Customer.

The pricing contained in this T-Mobile Quote and any subsequent contract award shall be considered T-Mobile confidential and proprietary information. Customer will provide T-Mobile with prompt notice of any FOIA/sunshine/open records (or equivalent) requests or intended disclosures, and an appropriate opportunity to seek protection of T-Mobile confidential information under applicable law.

This Quote is intended to provide approximate information about T-Mobile Products and Services and does not constitute an offer/binding contract. Only a fully executed agreement or issuance of a mutually agreed upon purchase order (or equivalent) pursuant to an existing Service Agreement between T-Mobile and the Customer, which contains the terms and conditions of the transaction, will bind both parties. Addition of customer-imposed terms and conditions may impact pricing. Additional taxes, fees and other charges may apply. The estimate provided in this Quote is subject to change at any time and other conditions may apply. Certain pricing and promotions offered may have applicable expiration dates, limited availability and service term requirements.

Thank you for your interest in Verizon.
Here is your quote.



This quotation is based on the terms and conditions of the NASPO Value Point (NVLPT) #MA152-1 Contract (f/k/a WSCA) ("the Agreement"). The NVLPT Agreement, Addenda and Attachments can be found on www.naspovaluepoint.org site for your review. Please note Promotional Offers in this quote may expire prior to the quote expiration date and are subject to change at any time without notice.

Created: 03/13/2026 Expires: 05/12/2026 Quote ID: 120387256-Q-35850778

Prepared for: CEDAR SPRINGS PUBLIC LIBRARY 107 N MAIN ST CEDAR SPRINGS, MI, 49319	Prepared by: Benjamin Daniel 2317400447 benjamin.daniel@verizonwireless.com Location: 0067301
---	---

Quote overview

\$39.99/mo per line Average cost per line for 10 lines before taxes, fees, or surcharges	\$4,798.80 Total Cost Over 12 months before taxes, fees, or surcharges
--	--

Your estimated charges

With applicable discounts; additional charges, taxes, fees and surcharges apply.

Due monthly ¹	Due today ¹
\$399.90/mo	\$0.00
Plans & Features <i>* includes monthly instant savings</i>	Estimated Taxes & Fees
\$399.90/mo	\$0.00

Quote details

Plans & features

Verizon Broadband Facts

Access Verizon business broadband labels for service in your area www.verizon.com/about/broadband-facts/

Government 5G Unlimited JetPack/MIFI Device - 60GB DPR & 5G UW (\$39.99/mo)

Qty: 10 x \$39.99	\$399.90
-------------------	----------

Feature(s) / Add On(s)

Decline Device Protection

Qty: 10 x \$0.00	\$0.00
------------------	--------

International Travel Voice Select Canada

Qty: 10 x \$0.00	\$0.00
------------------	--------

Due monthly	\$399.90
--------------------	-----------------

Devices & accessories

Sonim H500 5G in Black (SONIMH500)

Retail price

Qty: 10 x \$199.99	\$1,999.90
--------------------	------------

Offer(s) Applied

For a limited time, get a Sonim H500 Jetpack on us with a 2y/1y agreement for Public Safety on select data plans \$19.99 or higher. Valid through 03/31/2026

Qty: 10 x -\$99.99	-\$999.90
--------------------	-----------

Corporate Discount

Qty: 10 x -\$100.00	-\$1,000.00
---------------------	-------------

Net price (2 yr contract)	\$0.00
---------------------------	--------

Due today

Qty: 10 x \$0.00 (price per device)	\$0.00
-------------------------------------	--------

Total due monthly
for plan & features

\$399.90
\$399.90

Taxes & fees

Total due today with tax
for device(s) & accessories
for business solution(s)

\$0.00
\$0.00
\$0.00

Additional fees for usage and coverage may apply. Offers & Coverage vary by services & equipment. See Verizonwireless.com for coverage map. Equipment and accessories are subject to availability while supplies last. Additional charges, taxes, fees and surcharges apply.

Important customer information

Prices referenced in this document are for estimating purposes only. Actual prices will be based on current equipment, calling plan and feature charges available at purchase are subject to change without notice. Equipment and accessories are subject to availability while supplies last.

Shipping cost and taxes are subject to change during checkout. Activation/upgrade fee/line up to \$40; restocking fee per device up to \$50. An Economic Adjustment Charge/line/mo may also apply; \$0.98 for basic phones & tablets; \$2.98 or \$3.97 for smartphones & data devices and for wireless business internet plan lines. Subject to business agreement, Calling Plan & credit approval. Either an Offer Recovery Fee or up to \$650 Early Termination Fee may apply. If applicable, your line's Offer Recovery Fee will be the sum of device discounts plus device credits you receive. Offers & coverage, varying by svc, not available everywhere; see vzw.com. Monthly charges are shown before taxes, and VZW surcharges/line/mo (including 37.6% Fed. Univ. Svc.; \$3.78 (voice)/\$1.60 (data-only) Machine to Machine data-only lines will remain \$0.06 Admin Chrg; \$0.21 (voice)/\$0.02 (data-only) Regulatory Chrg). Your organization may qualify for better pricing when the final price is calculated upon checkout. In some states, sales tax is calculated on the full retail price or the VZW cost of the device you purchase, and not on the discounted price you pay. Some users may not be permitted to bill charges to their account, purchase order, and/or credit card. This may prevent you from completing your order online today. CA and NV calculate tax based on full retail value of the item(s) purchased. MA calculates tax on whichever is greater: full retail value or Verizon's cost of the item(s) purchased.

Legal Disclaimer

Prices referenced in this document are for estimating purposes only. Actual prices will be based on equipment, calling plan and feature charges available at the time of purchase and are subject to change without notice. Service plans, features and offers are subject to terms and conditions. Additional fees for usage and overages may apply. Offers & Coverage vary by service & equipment. See VerizonWireless.com for coverage map. Equipment and accessories are subject to availability while supplies last. *Additional charges, taxes, fees, and surcharges apply. Offer Recovery Fee: We are able to make Equipment available to our government customers at significantly lower prices than the manufacturer's list prices by offering various subsidies in exchange for the customer meeting certain conditions. Here, if the Customer purchases Equipment from Verizon Wireless at a discounted price and then disconnects that Equipment from the Verizon network, or moves the Equipment to a Lesser Price Plan, prior to the expiration of 24 months after the date of activation, Verizon Wireless may recover an Offer Recovery Fee for the disconnected Equipment. The Offer Recovery Fee will be the difference between the full retail price of the Equipment at time of purchase and the discounted price paid by the Customer for the Equipment, plus any additional service discounts, credits, waived fees, and other offers provided, less 1/24 of that amount for each month the Equipment was connected to the line of service

Why Verizon

The network businesses rely on

If your network is down, you're down. Our award-winning network delivers the speed, reliability, coverage and performance that you need to succeed.

Superior Coverage

Our 4G LTE network covers 327 million people. That's over 99% of the U.S. population.

5G innovation

Verizon 5G Ultra Wideband is the fastest 5G in the world¹, with ultra-low lag and Massive capacity.²

Trusted security

Managing over 500,000 security network and hosting devices gives us valuable insights into the digital landscape.

Performance

Verizon is the most awarded brand for Wireless Network Quality according to J.D. Power.³

Massive capacity

We obsess over the details, analyzing millions of gigabytes of data every day.

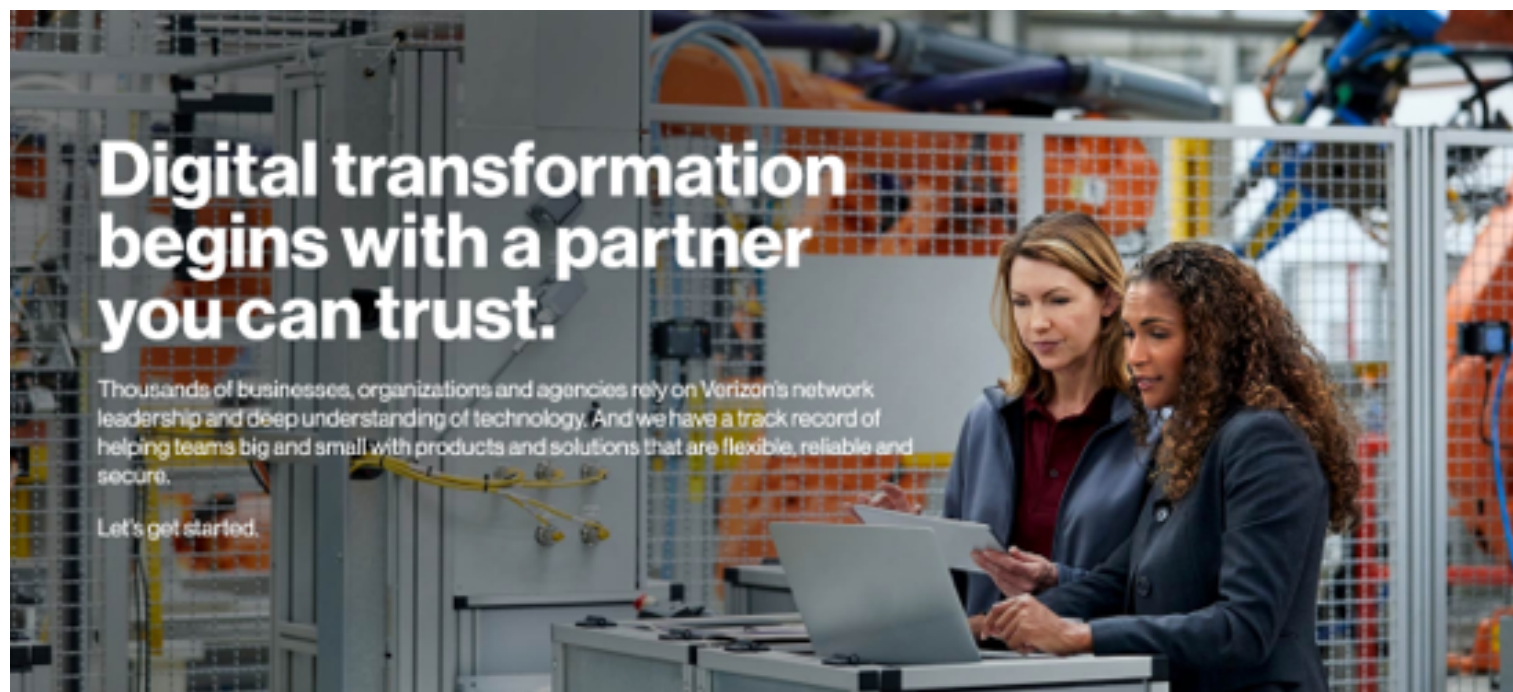
Easy integration

We've certified 900+ machine-to-machine (M2M) chipsets, modules and devices.

1 Global claim from May 2020, based on Opensignal independent analysis of mobile measurements recorded during the period January 31–April 30, 2020 © 2020 Opensignal Limited.

2 5G Ultra Wideband (UWB) available only in parts of select cities. 5G UWB access requires a 5G capable device with select voice/data & 5G UWB plans. 5G Nationwide available in 2,700+ cities.

3 Verizon received the highest number of awards in network quality for the 25th time as compared to all other brands in the J.D. Power 2003-2020 Volume 1 and 2 U.S. Wireless Network Quality Performance Studies. Network Quality measures customers' satisfaction with their network performance with wireless carriers. For J.D. Power 2020 award information, visit [jdpower.com/awards](https://www.jdpower.com/awards) for more details.

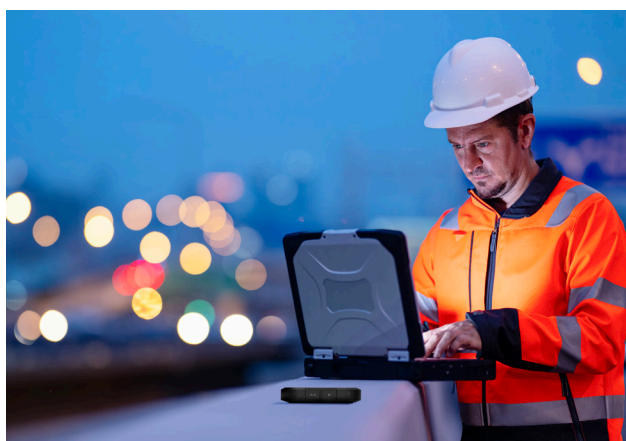


Digital transformation begins with a partner you can trust.

Thousands of businesses, organizations and agencies rely on Verizon's network leadership and deep understanding of technology. And we have a track record of helping teams big and small with products and solutions that are flexible, reliable and secure.

Let's get started.

Sonim H500 5G technical specifications



Connectivity

Cellular Technology	5G, 4G LTE, 3G UMTS
5G Features	SA*, NSA, DSS
5G Bands	n2, n5, n48, n66, n77, n78, n257, n260, n261
5G EN-DC	Supported
LTE Category	DL: Cat 19; UL: Cat 18.
LTE Bands	B1, B2, B3, B4, B5, B7, B12, B13, B17, B20, B28, B46, B48, B66
LTE CA Support	DL 5xCC CA, UL 2xCC CA
3G Technology/Bands	UMTS/HSPA+; B1/B2/B4/B5/B8
Power Class	PC2: n77/n78; PC3: All other bands
Wi-Fi Technology	Wi-Fi 6E** (802.11 a/b/g/n/ac/ax)
Wi-Fi Frequency Bands	2.4GHz, 5GHz & 6GHz**
Wi-Fi Connections	Up to 32 connected devices

OS & Chipset

OS & Version	Linux 5.4
Modem Chipset	Qualcomm SDX62-0
Wi-Fi Chipset	Qualcomm WCN6856

Memory, SIM & LED

RAM (Processor Memory)	1GB
ROM (Storage)	1GB
Battery Size	6000mAh
Battery Removable	Yes
Usage without Battery Installed	No*
Charging	USB-C, Fast Charge
SIM Type	Single 4FF SIM, Removable
Display Technology	TFT LCD with Capacitive Touch
Display Size	2.4" Color
Screen Resolution	QVGA (320x240)

Regulatory, Ports & Other Items

Regulatory Approvals	FCC
Industry Approvals	GCF/WFA
Ports	USB Type C (USB 3.1 Gen 2) 1x RJ45 1Gbps LAN 2x Test Ports
Location Services	GPS L1 & L5/s-GPS (Standalone), NMEA
Dimensions	115mm x 100mm x 22.7mm / 4.53" x 3.94" x 0.89"
Weight	308g / 10.9oz
Rugged Performance Standard & Safety	IP68, MIL-STD-810H
Device Management	Verizon MDM

Motion to amend budget

Allow Director to approve up to \$1,250.00 without board approval

Any amounts above that figure must have board approval before incurring the expense

Submitted by Trustee Owen

Cedar Springs



Public Library

Fiscal Year 2026–2027 Budget

Budget Hearing March 23, 2026 7 P.M.



Library Budget Overview

For Fiscal Years 2025-2028

Introduction

The Cedar Springs Public Library's (CSPL) budget serves as a financial blueprint that guides how resources are allocated to meet the community's needs. It ensures that funding is used efficiently to deliver essential services, including access to books, technology, programs, and staff support. A thoughtfully planned budget enables the library to maintain daily operations, support long-term objectives, and adapt to evolving community demands.

Typically, the library's budget includes revenue from diverse sources such as local government funding, grants, donations, and fines, as well as expenditures for staffing, materials, technology, programming, and facility maintenance. This budget aligns with CSPL's mission and its commitment to serving as a key community resource.

This document is a detailed analysis of Cedar Springs Public Library's predicted revenues and expenditures for Fiscal Years 2026-2029.

Revenue Overview

CSPL's revenue is derived from various sources, including local government funding, fines and fees, donations, grants, and other income. Here are the anticipated revenues for FY 2025-26:

- **Government Funding: \$463,190**
This increase is primarily due to the higher contributions from residents of Solon Township. With growing contributions in FY 2026-27, CSPL is poised for improved financial sustainability in the years ahead.
- **Fines & Fees: \$11,700**
Includes revenue from printing, copying, faxing services, and Community Room Rentals.
- **Donations: \$4,500**
CSPL is grateful for the generous support from local businesses, organizations, and residents who contribute to the library's programs, services, and collection development.
- **Grants: \$5,000**
Includes grants from the E-Rate Program, a federal initiative that provides discounts on internet services to libraries and schools, ensuring affordable access to technology.
- **Other Revenue: \$12,750**
This includes revenue from CSPL's fund balance, Certificates of Deposit (CDs), investment income, and other sources.
- **Total Revenue: \$497,140**

Revenue Sources Analysis

The following is an itemization of the expected revenue sources for FY 2026-27. All information can be found on attached **Fund 271 Library Spreadsheet**:

- **271-000-400.100 - Appropriation from Fund Balance:** Decrease to \$0.00. (Funds set aside in the library's fund balance to cover shortfalls or unexpected expenses, subject to change with Board approved budget amendments.)
- **271-000-400.600 - Appropriation from Cleo Cowles:** Maintained to \$50.00 (Interest from a Certificate of Deposit bequeathed by Cleo Cowles, used to purchase books.)
- **271-000-402.000 - Tax Collections - Ad Valorem Roll:** Increase 3% to \$156,300.00 (Based on FY 24-25 valuations and current City millage rate of 1.2087.)
- **271-000-432.000 - Tax Collections - DNR PLT:** Increase to \$60.00 (Based on final 2024-25 Activity).
- **271-000-437.000 - Tax Collections - IFT Roll:** Decrease to \$860. (Based on final 2024-25 Activity)
- **271-000-451.000 - Library Rev-Penal Fines:** Increase to \$15,000 (Based on final 2024-25 Activity, however subject to change due to actual penal revenues and potential law changes at the state level).
- **271-000-452.000 - Library Revenue-Solon Township:** Increase to \$280,070.00. (Based on FY 24-25 valuations. As of November 2025, Solon Township is contributing 1.0 millage valuation.)
- **271-000-453.000 - USF Funds-Erate:** Increase to \$5,000.00 (Based on YTD Activity as of 01/31/2026 and estimates from E-Rate representatives at Elite Fund.)
- **271-000-515.000 - State Aid:** Increase to \$10,900 (Based on final 2024-25 Activity and estimate from State Aid Coordinator at Library of Michigan.)
- **271-000-625.000 - Bank Fees - Fines & Services:** Increase to \$4,900.00 (Based on final 2024-25 Activity.)

- **271-000-664.000 – Interest Earned:** Increase to \$9,200.00 (Based on final 2024-25 Activity, however subject to change after new Financial Policies are approved.)
- **271-000-664.200 – Investment Income:** Maintained to \$100.00 (Subject to change after new Financial Policies are approved.)
- **271-000-667.000 – Rental Income:** Increased to \$6,800.00 (Based on final 2024-25 Activity).
- **271-000-674.000 – Donations:** Maintained at \$1,000.00 (These types of revenues are difficult to predict.)
- **271-000-674.200 – Book Donations:** Maintained at \$500.00 (These types of revenues are difficult to predict.)
- **271-000-674.400 – Summer Reading Program Donations:** Maintained at \$3,000.00 (These types of revenues are difficult to predict.)
- **271-000-674.700 – Area Libraries Lost & Damaged Books:** Increased to \$400.00 (Based on final 2024-25 Activity).
- **271-000-677.000 – Miscellaneous:** Maintained at \$3,000.00 (These types of revenues are difficult to predict.)

Total Revenue: \$497,140.00

Revenue Notes

The Headlee Amendment

- The Headlee Amendment (1978) requires that millage rates be rolled back if property values rise faster than inflation, unless voters approve an override. This protects taxpayers but can gradually reduce library revenues unless the original rate is restored through a ballot measure. Both Cedar Springs' direct millage and Solon Township's contribution are subject to Headlee limitations.

Expenditure Overview

Expenditures are carefully allocated to ensure that all key areas of the library's operations are fully supported. Here are the anticipated expenditures for FY 2025–26:

- **Personnel:** **\$257,440**
Personnel costs include salaries, social security expenses, and workers' compensation. Typically, between 55% and 60% of a public library's budget is allocated to personnel, and CSPL has allocated 55% of its annual budget to personnel expenses.
- **Collections:** **\$55,580**
The library continues to prioritize expanding its collections, including both physical books and digital resources, to ensure a wide range of materials is available to patrons.
- **Building & Maintenance:** **\$73,130**
This includes funds for maintaining a safe and welcoming library environment. It also covers capital technology projects, such as new public-use computers and an RFID tagging project with self-checkout equipment, as well as technology, utilities, maintenance, and facility improvements to enhance accessibility.
- **Office & Administrative:** **\$46,630**
Expenses include office supplies, marketing, and insurance to ensure the efficient operation of the library.
- **Programs & Services:** **\$64,360**
CSPL will expand its community-focused programs and services. New initiatives, especially those focusing on literacy and community engagement.
- **Total Expenditures:** **\$497,140**

Expense Categories Analysis

The following is an itemization of the expenditure line items for FY 2026-27. All information can be found on attached **Fund 271 Library Spreadsheet**:

- **271-790-702.000 - Wages - Full-Time Employees:** Increase to \$70,680.00 (Includes \$6,000 annual stipend for healthcare and retirement benefits.)
- **271-790-704.000 - Wages - Part-Time Employees:** Increase to \$165,000.00
- **271-790-705.000 - Cleaning Service (Supplies):** Increased to \$2,200.00
- **271-790-708.000 - Unemployment Employee Benefit Expense:** Increased to \$4,730.00 (To include new Unemployment Insurance costs due to Library obtaining own Tax EIN.)
- **271-790-709.000 - Social Security Expense:** Increase to \$16,300.00 (To cover increase in employee wages.)
- **271-790-721.000 - Gas Utility Expense:** Increase to \$2,820.00 (To cover estimated 3-8% increase of Natural Gas expenses for 2026-27.)
- **271-790-724.000 - Telephone:** Increase to \$1,900.00.
- **271-790-724.100 - Internet:** Increase to \$7,100.00 (To cover regular monthly internet costs as well as potential WiFi Hotspot data plans.)
- **271-790-726.000 - Office Supplies:** Increase to \$4,200.00 (Based on final 2024-25 Activity).
- **271-790-734.000 - Overdrive Program Expense:** Increase to \$3,300.00.
- **271-790-735.000 - AV Expense:** Increase to \$2,200.00.
- **271-790-739.000 - Area Libraries Lost & Damaged Books:** Increase to \$1,150.00.
- **271-790-790.000 - Programs:** Increase to \$16,800.00.
- **271-790-792.000 - Books:** Increase to \$35,500.00 (Based on preliminary Strategic Plan survey data.)
- **271-790-792.100 - Library of Things:** Maintained at \$1,000.00.

- **271-790-792.200 – Digital Materials:** Increase to \$12,430.00 (Based on cost of digital materials and increase in circulation statistics.)
- **271-790-801.000 – Professional Service Expense:** Increase to \$20,000.00 (Costs for contracted professional services such as attorney fees, library auditors, accounts payable, etc.)
- **271-790-801.600 – Professional Service – Lawn/Snow:** Increase to \$6,610.00.
- **271-790-808.000 – Lakeland Support Services:** Increase to \$27,560.00.
- **271-790-813.000 – Garbage Disposal Service:** Increase to \$440.00.
- **271-790-851.000 – Postage:** Increase to \$560.00.
- **271-790-861.000 – Transportation Expense:** Increase to \$2,100.00
- **271-790-905.000 – Computer Maintenance Expense:** Increase to \$8,500.00 (Based on final 2024-25 Activity).
- **271-790-906.000 – Software:** Increase to \$7,140.00 (Includes new DocAccess software to maintain ADA website compliance.)
- **271-790-915.000 – Membership & Dues Expense:** Increase to \$890.00 (MLA Membership will increase to \$620.00 due to budget increase, annual Chamber of Commerce membership is \$160.00, and annual Sustainable Library Initiative membership \$50.00.)
- **271-790-917.000 – Workmen’s Compensation Expense:** Increase to \$730.00
- **271-790-918.000 – Water Utility Expense:** Increase to \$1,100.00.
- **271-790-926.000 – Electric Expense:** Increase to \$9,860.00 (Based on potential budget amendment to cover estimated 3-6% increase of Natural Gas expenses for 2026-27.)
- **271-790-930.000 – Repair & Maintenance Service Expense:** Increase to \$17,100.00.
- **271-790-930.300 – Education/Training Expense:** Increase to \$2,100.00.
- **271-790-935.000 – Insurance & Bonds Expense:** Increase to \$8,470.00 (To include new Liability Insurance costs due to Library obtaining own Tax EIN.)
- **271-790-955.000 – Bank Fees:** Increase to \$2,420.00.
- **271-790-956.000 – Miscellaneous Expense:** Increase to \$5,500.00.

- **271-790-968.000 – Public Relations:** Increase to \$2,200.00.
- **271-790-970.000 – Capital Expense:** Increase to \$5,500.00.
- **271-790-970.400 – Capital – Technology:** Decrease to \$10,000.00 (The Library does not have as many Capital Technology purchases this year compared to FY 2025–26. A couple of new staff computers, WiFi Hotspot devices, and updates to security cameras are all included in this line item.)
- **271-790-999.100 – Appropriation to Fund Balance:** Increase to \$11,050.00 (Funds appropriated to transfer to Fund Balance for future needs.)

Total Expenditures: \$497,140.00

Financial Outlook and Sustainability

The FY 2026–27 budget reflects the Library’s ongoing commitment to fiscal responsibility and long-term financial stability. Expenditures are projected using a pro forma approach that assumes an overall annual increase of approximately 5% to account for inflation, rising personnel costs, vendor price increases, and expanding service demands.

Revenue growth is projected more conservatively at approximately 3% based on Fiscal Year 2024–25 activity, the increased Solon Township contributions based on updated millage valuations, and potential investment opportunities that can be explored after new financial policies are approved. This approach reduces financial risk and helps ensure that ongoing operations can be sustained without overreliance on uncertain revenue sources. Pro forma budgets are projections rather than guarantees, and any necessary budget amendments will be reviewed and approved by the Library Board as conditions change.

Maintaining a healthy fund balance remains a key component of the Library’s financial strategy. The fund balance serves as the Library’s financial safety net, supporting cash flow between tax disbursements, covering unexpected expenses, and enabling long-term planning. A strong fund balance also demonstrates

sound financial stewardship to auditors, grantors, and the public. The Board is currently reviewing and updating financial policies to support this goal and strengthen the Library's overall financial position.

The Library also remains mindful of variable and unpredictable revenues, such as state reimbursements tied to the Small Business Taxpayer Exemption (SBTE). While the Library received a reimbursement in September 2025 for the 2023 tax year, these revenues depend on annual taxpayer participation and cannot be relied upon as a consistent funding source.

Library

					2026-27
GL Number	Description	2024-25 Activity	01/31/2026 Amended Budget	YTD As Of 01/31/2026	REQUESTED
Fund 271					
--- Estimated Revenue ---					
271-000-400.100	Appropriation from Fund Bal	0.00	38,100.00	0.00	0.00
271-000-400.110	Approp. from USF Funds	0.00	0.00	0.00	0.00
271-000-400.600	Approp. from Cleo Cowles	0.00	50.00	0.00	50.00
271-000-402.000	Tax Collections - Ad Valorem Roll	151,749.72	139,980.00	145,343.33	156,300.00
271-000-432.000	Tax Collections - DNR PLT	65.10	50.00	0.00	60.00
271-000-437.000	Tax Collections - IFT Roll	836.87	1,240.00	853.32	860.00
271-000-451.000	Library Rev-Penal Fines	15,962.21	14,420.00	0.00	15,000.00
271-000-452.000	Library Revenue-Solon Twnshp	181,894.00	224,050.00	0.00	280,070.00
271-000-453.000	USF FUNDS-ERATE	3,807.22	3,090.00	4,828.93	5,000.00
271-000-515.000	State Aid	10,663.28	5,390.00	5,569.08	10,900.00
271-000-528.000	OTHER FEDERAL GRANTS	0.00	0.00	0.00	0.00
271-000-539.000	GRANTS	0.00	0.00	0.00	0.00
271-000-569.000	STATE GRANTS - OTHER	0.00	0.00	944.31	0.00
271-000-625.000	BANK FEES -FINES & SERVICES	4,910.58	3,600.00	2,024.01	4,900.00
271-000-664.000	Interest Earned	9,240.19	2,500.00	1,687.84	9,200.00
271-000-664.200	Investment Income	0.00	100.00	0.00	100.00
271-000-667.000	Rental Income	6,860.00	6,180.00	4,284.80	6,800.00
271-000-674.000	Donations	1,036.86	1,000.00	2,125.08	1,000.00
271-000-674.200	Book Donations	840.00	500.00	617.00	500.00
271-000-674.400	Summer Reading Program Donations	2,948.18	3,000.00	0.00	3,000.00
271-000-674.700	Area Libraries Lost & Damaged Books	424.84	210.00	338.38	400.00
271-000-677.000	Miscellaneous	2,622.45	3,090.00	141.32	3,000.00
Total Estimated Revenue:		393,861.50	446,550.00	168,757.40	497,140.00
--- Appropriations ---					
271-790-702.000	WAGES - FULL TIME EMPLOYEES	63,721.19	67,320.00	32,057.76	70,680.00
271-790-704.000	WAGES - PART TIME EMPLOYEES	117,055.52	153,470.00	69,277.28	165,000.00
271-790-705.000	Cleaning Service	1,450.55	2,100.00	817.86	2,200.00
271-790-708.000	UNEMPLOYMENT EMPLY BENEFIT EXP	56.17	4,510.00	2,198.23	4,730.00
271-790-709.000	SOCIAL SECURITY EXPENSE	14,071.35	15,530.00	7,752.14	16,300.00
271-790-721.000	GAS UTILITY EXPENSE	2,610.55	2,100.00	592.84	2,820.00
271-790-724.000	TELEPHONE	1,450.80	1,700.00	815.50	1,900.00
271-790-724.100	INTERNET	1,664.72	2,000.00	1,125.69	7,100.00
271-790-726.000	OFFICE SUPPLIES	4,299.40	3,990.00	1,594.02	4,200.00
271-790-734.000	Overdrive Program Expense	0.00	3,150.00	1,825.02	3,300.00
271-790-735.000	AV Expense	1,751.08	2,100.00	471.25	2,200.00
271-790-736.000	Adult Book Expense	8,783.38	0.00	0.00	0.00
271-790-736.500	TEEN BOOKS	1,124.32	0.00	0.00	0.00
271-790-737.000	Childrens Book Expense	8,462.83	0.00	0.00	0.00
271-790-738.000	Books Purchased with Donations	446.13	0.00	0.00	0.00
271-790-738.100	1,000 BOOKS BEFORE KINDERGARDEN	512.48	0.00	0.00	0.00
271-790-739.000	Area Libraries Lost & Damaged Books	1,056.03	1,100.00	497.59	1,150.00
271-790-790.000	PROGRAMS	0.00	16,000.00	8,580.89	16,800.00
271-790-792.000	BOOKS	12.99	25,000.00	9,539.36	35,500.00
271-790-792.100	LIBRARY OF THINGS	0.00	1,000.00	0.00	1,000.00

Library

271-790-792.200	DIGITAL MATERIALS	0.00	3,000.00	1,362.28	12,430.00
271-790-801.000	Professional Service Expense	3,564.50	19,050.00	14,761.00	20,000.00
271-790-801.600	PROFESSIONAL SERVICE - LAWN/SNOW	5,024.00	6,300.00	2,760.00	6,610.00
271-790-806.000	Collection Services	108.35	0.00	0.00	0.00
271-790-808.000	Lakeland Support Services	19,711.85	26,250.00	13,215.39	27,560.00
271-790-813.000	Garbage Disposal Service	297.24	420.00	149.67	440.00
271-790-851.000	POSTAGE	399.15	530.00	88.01	560.00
271-790-861.000	TRANSPORTATION EXPENSE	233.06	2,000.00	444.13	2,100.00
271-790-880.800	SUMMER READING PROGRAM	5,213.84	0.00	0.00	0.00
271-790-895.000	SENIOR PROGRAMS	0.00	0.00	0.00	0.00
271-790-905.000	COMPUTER MAINTENANCE EXPENSE	8,591.92	7,900.00	4,854.97	8,500.00
271-790-906.000	SOFTWARE	0.00	6,800.00	3,050.00	7,140.00
271-790-915.000	MEMBERSHIP & DUES EXPENSE	671.73	800.00	486.00	890.00
271-790-917.000	Workmens Compensation Expense	263.39	700.00	687.00	730.00
271-790-918.000	WATER UTILITY EXPENSE	933.55	1,050.00	434.85	1,100.00
271-790-926.000	Electric Expense	7,651.50	6,300.00	4,275.19	9,860.00
271-790-930.000	Repair & Maintenance Serv Exp	4,694.77	16,300.00	1,025.21	17,100.00
271-790-930.300	Education/Training Expense	1,750.52	2,000.00	1,048.80	2,100.00
271-790-935.000	INSURANCE & BONDS EXPENSE	1,859.50	8,070.00	4,970.00	8,470.00
271-790-955.000	Bank Fees	1,993.08	2,310.00	1,624.18	2,420.00
271-790-956.000	Miscellaneous Expense	4,807.96	5,250.00	2,188.04	5,500.00
271-790-956.400	Special Programs Expense	5,600.58	0.00	0.00	0.00
271-790-968.000	Public Relations	2,066.66	2,100.00	1,662.67	2,200.00
271-790-970.000	Capital Expense	379.96	5,250.00	765.51	5,500.00
271-790-970.400	CAPITAL - TECHNOLOGY	16,800.00	22,910.00	20,163.87	10,000.00
271-790-999.100	APPROPRIATION TO FUND BALANCE	0.00	190.00	0.00	11,050.00
Total Appropriations:		321,146.60	446,550.00	217,162.20	497,140.00
Net of Revenues & Appropriation Net of Revenues & Appropriations Fund 271:		72,714.90	0.00	(48,404.80)	0.00

**Cedar Springs Public Library
2025-2029 Budget
Summary**

	2025-26 Approved Budget	2025-26 Actual Budget*	2026-27 Proposed Budget	2027-28 Projected Budget	2028-29 Projected Budget
Revenue					
Government	\$ 385,130.00	\$ 153,279.67	\$ 463,190.00	\$ 476,290.00	\$ 489,650.00
Fees/Fines	\$ 9,780.00	\$ 8,108.81	\$ 11,700.00	\$ 11,850.00	\$ 12,000.00
Donations	\$ 4,500.00	\$ 2,851.29	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00
Grants	\$ 3,090.00	\$ 4,828.93	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
Other	\$ 27,950.00	\$ 2,701.87	\$ 12,750.00	\$ 13,290.00	\$ 13,660.00
Total	\$ 430,450.00	\$ 171,770.57	\$ 497,140.00	\$ 510,930.00	\$ 524,810.00

Expenditures					
Personnel	\$ 236,740.00	\$ 135,619.81	\$ 257,440.00	\$ 266,190.00	\$ 279,480.00
Collections	\$ 35,350.00	\$ 17,614.76	\$ 55,580.00	\$ 47,400.00	\$ 38,460.00
Building and Maintenance	\$ 74,330.00	\$ 42,013.21	\$ 73,130.00	\$ 71,360.00	\$ 74,740.00
Office/Administration	\$ 30,730.00	\$ 18,863.59	\$ 46,630.00	\$ 58,410.00	\$ 61,230.00
Services	\$ 53,300.00	\$ 39,909.06	\$ 64,360.00	\$ 67,570.00	\$ 70,900.00
Total	\$ 430,450.00	\$ 254,020.43	\$ 497,140.00	\$ 510,930.00	\$ 524,810.00

Revenue vs Expenditures	\$ -	\$ (82,249.86)	\$ -	\$ -	\$ -
Fund Balance/Deficit	\$ 60,626.44	\$ 20,466.44	\$ 20,656.44	\$ 41,746.44	\$ 63,856.44

*As of 02/28/2026

**Cedar Springs Public Library
2025-2029 Budget
Expenditures**

		2025-26 Approved Budget	2025-26 Actual Budget*	2025-26 Amended Budget	2026-27 Proposed Budget	2027-28 Projected Budget	2028-29 Projected Budget
Personnel							
271-790-702.000	WAGES - FULL TIME EMPLOYEES	\$ 67,320.00	\$ 39,211.62	\$ 67,320.00	\$ 70,680.00	\$ 74,210.00	\$ 77,920.00
271-790-704.000	WAGES - PART TIME EMPLOYEES	\$ 153,470.00	\$ 84,575.19	\$ 153,470.00	\$ 165,000.00	\$ 169,150.00	\$ 177,600.00
271-790-708.000	UNEMPLOYMENT EMPLOY BENEFIT EXP	\$ 110.00	\$ 1,676.30	\$ 4,510.00	\$ 4,730.00	\$ 4,960.00	\$ 5,200.00
271-790-709.000	SOCIAL SECURITY EXPENSE	\$ 15,530.00	\$ 9,469.70	\$ 15,530.00	\$ 16,300.00	\$ 17,110.00	\$ 17,960.00
271-790-917.000	Workmens Compensation Expense	\$ 310.00	\$ 687.00	\$ 700.00	\$ 730.00	\$ 760.00	\$ 800.00
Total Personnel		\$ 236,740.00	\$ 135,619.81	\$ 241,530.00	\$ 257,440.00	\$ 266,190.00	\$ 279,480.00
Collections							
271-790-734.000	Overdrive Program Expense	\$ 3,150.00	\$ 1,825.02	\$ 3,150.00	\$ 3,300.00	\$ 3,460.00	\$ 3,630.00
271-790-735.000	AV Expense	\$ 2,100.00	\$ 624.03	\$ 2,100.00	\$ 2,200.00	\$ 2,310.00	\$ 2,420.00
271-790-739.000	Area Libraries Lost & Damaged Books	\$ 1,100.00	\$ 513.29	\$ 1,100.00	\$ 1,150.00	\$ 1,200.00	\$ 1,250.00
271-790-792.000	BOOKS	\$ 25,000.00	\$ 12,736.94	\$ 25,000.00	\$ 35,500.00	\$ 30,320.00	\$ 26,200.00
271-790-792.100	LIBRARY OF THINGS	\$ 1,000.00	\$ -	\$ 950.00	\$ 1,000.00	\$ 1,050.00	\$ 1,100.00
271-790-792.200	DIGITAL MATERIALS	\$ 3,000.00	\$ 1,915.48	\$ 3,000.00	\$ 12,430.00	\$ 9,060.00	\$ 3,860.00
Total Collections		\$ 35,350.00	\$ 17,614.76	\$ 35,300.00	\$ 55,580.00	\$ 47,400.00	\$ 38,460.00
Building and Maintenance							
271-790-705.000	Cleaning Service	\$ 2,100.00	\$ 930.51	\$ 2,100.00	\$ 2,200.00	\$ 2,310.00	\$ 2,420.00
271-790-721.000	GAS UTILITY EXPENSE	\$ 2,100.00	\$ 1,436.99	\$ 2,100.00	\$ 2,820.00	\$ 2,970.00	\$ 3,120.00
271-790-724.000	TELEPHONE	\$ 1,700.00	\$ 1,130.84	\$ 1,700.00	\$ 1,900.00	\$ 2,000.00	\$ 2,100.00
271-790-724.100	INTERNET	\$ 2,000.00	\$ 1,285.67	\$ 2,000.00	\$ 7,100.00	\$ 7,450.00	\$ 7,820.00
271-790-801.600	PROFESSIONAL SERVICE - LAWN/SNOW	\$ 6,300.00	\$ 4,115.00	\$ 6,300.00	\$ 6,610.00	\$ 6,940.00	\$ 7,290.00
271-790-813.000	Garbage Disposal Service	\$ 420.00	\$ 149.67	\$ 420.00	\$ 440.00	\$ 460.00	\$ 480.00
271-790-905.000	COMPUTER MAINTENANCE EXPENSE	\$ 7,900.00	\$ 5,139.97	\$ 7,900.00	\$ 8,500.00	\$ 8,910.00	\$ 9,340.00
271-790-918.000	WATER UTILITY EXPENSE	\$ 1,050.00	\$ 500.76	\$ 1,050.00	\$ 1,100.00	\$ 1,150.00	\$ 1,200.00
271-790-926.000	Electric Expense	\$ 6,300.00	\$ 4,946.48	\$ 9,300.00	\$ 9,860.00	\$ 10,450.00	\$ 11,070.00
271-790-930.000	Repair & Maintenance Serv Exp	\$ 16,300.00	\$ 1,447.94	\$ 16,300.00	\$ 17,100.00	\$ 17,950.00	\$ 18,850.00
271-790-970.000	Capital Expense	\$ 5,250.00	\$ 765.51	\$ 5,250.00	\$ 5,500.00	\$ 5,770.00	\$ 6,050.00
271-790-970.400	CAPITAL - TECHNOLOGY	\$ 22,910.00	\$ 20,163.87	\$ 22,910.00	\$ 10,000.00	\$ 5,000.00	\$ 5,000.00
Total Building and Maintenance		\$ 74,330.00	\$ 42,013.21	\$ 77,330.00	\$ 73,130.00	\$ 71,360.00	\$ 74,740.00

271-790-726.000	OFFICE SUPPLIES	\$	3,990.00	\$	1,694.55	\$	3,990.00	\$	4,200.00	\$	4,400.00	\$	4,600.00
271-790-851.000	POSTAGE	\$	530.00	\$	346.51	\$	530.00	\$	560.00	\$	580.00	\$	600.00
271-790-861.000	TRANSPORTATION EXPENSE	\$	2,000.00	\$	444.13	\$	2,000.00	\$	2,100.00	\$	2,200.00	\$	2,300.00
271-790-906.000	SOFTWARE	\$	6,200.00	\$	3,417.50	\$	6,800.00	\$	7,140.00	\$	7,500.00	\$	7,870.00
271-790-915.000	MEMBERSHIP & DUES EXPENSE	\$	800.00	\$	643.50	\$	850.00	\$	890.00	\$	930.00	\$	970.00
271-790-930.300	Education/Training Expense	\$	2,000.00	\$	1,048.80	\$	2,000.00	\$	2,100.00	\$	2,200.00	\$	2,310.00
271-790-935.000	INSURANCE & BONDS EXPENSE	\$	4,950.00	\$	4,970.00	\$	8,070.00	\$	8,470.00	\$	8,900.00	\$	9,340.00
271-790-955.000	Bank Fees	\$	2,310.00	\$	1,822.99	\$	2,310.00	\$	2,420.00	\$	2,540.00	\$	2,670.00
271-790-956.000	Miscellaneous Expense	\$	5,250.00	\$	2,812.94	\$	5,250.00	\$	5,500.00	\$	5,770.00	\$	6,060.00
271-790-968.000	Public Relations	\$	2,100.00	\$	1,662.67	\$	2,100.00	\$	2,200.00	\$	2,300.00	\$	2,400.00
271-790-999.100	APPROPRIATION TO FUND BALANCE	\$	600.00	\$	-	\$	190.00	\$	11,050.00	\$	21,090.00	\$	22,110.00
Total Office/Administrative		\$	30,730.00	\$	18,863.59	\$	34,090.00	\$	46,630.00	\$	58,410.00	\$	61,230.00

271-790-790.000	PROGRAMS	\$ 16,000.00	\$ 10,785.17	\$ 16,000.00	\$ 16,800.00	\$ 17,640.00	\$ 18,520.00
271-790-801.000	Professional Service Expense	\$ 11,050.00	\$ 15,908.50	\$ 19,050.00	\$ 20,000.00	\$ 21,000.00	\$ 22,000.00
271-790-808.000	Lakeland Support Services	\$ 26,250.00	\$ 13,215.39	\$ 26,250.00	\$ 27,560.00	\$ 28,930.00	\$ 30,380.00
	Total Services	\$ 53,300.00	\$ 39,909.06	\$ 61,300.00	\$ 64,360.00	\$ 67,570.00	\$ 70,900.00

Estimated Revenue	\$ 449,550.00	\$ 497,140.00	\$ 510,930.00	\$ 524,810.00
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Carry Over Fund Balance/Deficit	\$ 20,466.44	\$ 20,656.44	\$ 41,746.44	\$ 63,856.44
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2025-26 Part Time Employee Salaries

Job Title	2025-26 Hourly Wage	2025-26 Avg hrs/wk	2025-26 Total Hours	Hourly Raise	2026-27 Hourly Wage	2026-27 Avg hrs/wk	2026-27 Total Hours	Estimated ESTA PTO**	Grand Total Hours	Estimated Salary
Assistant Director	\$19.20	26.50	1431.00	\$0.96	\$20.16	28	1456	52.00	1508.00	\$29,352.96
Collection Manager	\$18.85	15.57	841.00	\$0.95	\$19.80	16	832	41.60	873.60	\$16,473.60
Program Manager	\$18.82	20.54	1109.25	\$0.67	\$19.49	26	1352	52.00	1404.00	\$26,350.48
Marketing & Communications Specialist	\$18.00	25.98	1402.75	\$0.90	\$18.90	25	1300	52.00	1352.00	\$24,570.00
Library Assistant	\$14.75	3.05	164.50	\$0.59	\$15.34	1	52	2.60	54.60	\$797.68
Library Assistant	\$14.75	2.18	117.50	\$0.59	\$15.34	3	156	7.80	163.80	\$2,393.04
Library Assistant	\$14.75	24.67	1332.00	\$0.74	\$15.49	25	1300	52.00	1352.00	\$20,137.00
Library Assistant	\$14.75	16.46	888.75	\$0.74	\$15.49	20	1040	52.00	1092.00	\$16,109.60
Library Assistant*	\$14.00	18.07	976.00	\$0.70	\$14.70	25	1300	52.00	1352.00	\$19,110.00
Building Custodian*	\$15.00	4.06	219.25	\$0.00	\$15.00	12	624	31.20	655.20	\$9,360.00

2026-27 Total Part Time Salaries	\$164,654.36
2026-27 Total Part Time Salaries Budget	\$165,000.00
Difference	-\$345.64

*Was hired after beginning of FY 2025-26

**PTO Maxes out at 52 accumulated hours annually

**Cedar Springs Public Library
2025-2029 Budget
Revenue**

		2025-26 Approved Budget	2025-26 Actual Budget*	2025-26 Amended Budget	2026-27 Proposed Budget	2027-28 Projected Budget	2028-29 Projected Budget
Government							
271-000-402.000	Tax Collections - Ad Valorem Roll	\$ 139,980.00	\$ 145,912.96	\$ 139,980.00	\$ 156,300.00	\$ 161,000.00	\$ 165,830.00
271-000-432.000	Tax Collections - DNR PLT	\$ 50.00	\$ -	\$ 50.00	\$ 60.00	\$ 60.00	\$ 60.00
271-000-437.000	Tax Collections - IFT Roll	\$ 1,240.00	\$ 853.32	\$ 1,240.00	\$ 860.00	\$ 860.00	\$ 860.00
271-000-451.000	Library Rev-Penal Fines	\$ 14,420.00	\$ -	\$ 14,420.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
271-000-452.000	Library Revenue-Solon Twnshp**	\$ 224,050.00	\$ -	\$ 224,050.00	\$ 280,070.00	\$ 288,470.00	\$ 297,000.00
271-000-515.000	State Aid	\$ 5,390.00	\$ 5,569.08	\$ 5,390.00	\$ 10,900.00	\$ 10,900.00	\$ 10,900.00
271-000-569.000	STATE GRANTS - OTHER	\$ -	\$ 944.31	\$ 940.00	\$ -	\$ -	\$ -
	Total Government	\$ 385,130.00	\$ 153,279.67	\$ 386,070.00	\$ 463,190.00	\$ 476,290.00	\$ 489,650.00
Fees/Fines							
271-000-625.000	Bank Fees - Fines & Services	\$ 3,600.00	\$ 2,492.23	\$ 3,600.00	\$ 4,900.00	\$ 5,050.00	\$ 5,200.00
271-000-667.000	Rental Income	\$ 6,180.00	\$ 5,616.58	\$ 6,180.00	\$ 6,800.00	\$ 6,800.00	\$ 6,800.00
	Total Fines & Fees	\$ 9,780.00	\$ 8,108.81	\$ 9,780.00	\$ 11,700.00	\$ 11,850.00	\$ 12,000.00
Donations							
271-000-674.000	Donations	\$ 1,000.00	\$ 2,234.29	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
271-000-674.200	Book Donations	\$ 500.00	\$ 617.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
271-000-674.400	Summer Reading Program Donations	\$ 3,000.00	\$ -	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
	Total Donations	\$ 4,500.00	\$ 2,851.29	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00
Grants							
271-000-453.000	USF Funds -E-Rate	\$ 3,090.00	\$ 4,828.93	\$ 3,090.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
	Total Grants	\$ 3,090.00	\$ 4,828.93	\$ 3,090.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
Other							
271-000-400.100	Appropriation from Fund Bal	\$ 22,000.00	\$ -	\$ 40,160.00	\$ -	\$ -	\$ -
271-000-400.600	Approp. from Cleo Cowles	\$ 50.00	\$ -	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00
271-000-664.000	Interest Earned	\$ 2,500.00	\$ 2,120.05	\$ 2,500.00	\$ 9,200.00	\$ 9,470.00	\$ 9,750.00
271-000-664.200	Investment Income	\$ 100.00	\$ -	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00
271-000-674.700	Area Libraries Lost & Damaged Books	\$ 210.00	\$ 440.50	\$ 210.00	\$ 400.00	\$ 400.00	\$ 400.00

271-000-677.000	Miscellaneous	\$ 3,090.00	\$ 141.32	\$ 3,090.00	\$ 3,000.00	\$ 3,270.00	\$ 3,360.00
	Total Other	\$ 27,950.00	\$ 2,701.87	\$ 46,110.00	\$ 12,750.00	\$ 13,290.00	\$ 13,660.00
	Total Revenue	\$ 430,450.00	\$ 171,770.57	\$ 449,550.00	\$ 497,140.00	\$ 510,930.00	\$ 524,810.00
	Fund Balance	\$ 60,626.44	\$ 60,626.44	\$ 20,466.44	\$ 20,656.44	\$ 41,746.44	\$ 63,856.44

*As of 02/28/2026

**Based on figures presented in the Summer 2024 issue of the North Country Newsletter distributed by Solon Township.

This pro forma valuation is based on a full Fiscal Year at specific millage valuation distributions. Please note that the actual distribution timeline is listed below.

April 2023 - Oct. 2023: Old contract at 0.4 millage valuation
Nov 2023 – March 2024: New contract at 0.6 millage valuation
April 2024 – Oct. 2024: New contract at 0.6 millage valuation
Nov. 2024 – March 2025: New contract at 0.8 millage valuation
April 2025 – Oct. 2025: New contract at 0.8 millage valuation
Nov. 2025 – March 2026: New contract at 1.0 millage valuation
April 2026 – Oct. 2026: New contract at 1.0 millage valuation

Conclusion

The Cedar Springs Public Library's budget reflects our ongoing commitment to providing high-quality resources and services to the community in a fiscally responsible manner. By strategically allocating public funds, we aim to meet the evolving needs of our community and ensure that the library continues to be a vital resource for Cedar Springs and Solon Township residents. We deeply appreciate the continued support of our community and look forward to a bright future of growth and service.

Cedar Springs Public Library

Resolution 2026-1, to adopt the Cedar Springs Public Library Annual Budget

WHEREAS, the Board of Trustees of the Cedar Springs Public Library, Kent County, Michigan, has determined, prepared and adopted an estimate of the amount of money necessary for the support and maintenance of the Library for the ensuing year, July 1, 2026 through June 30, 2027, as set forth in its budget, a copy of which is attached hereto; and

WHEREAS, based upon such estimate, it is necessary that there be levied on the taxable property of the City of Cedar Springs not exceeding one and one-half (1.5) mills or less pursuant to Headlee rollback as authorized by law, a total tax of \$156,300 to be levied at 1.2087 mills; a total contribution from Solon Township of \$280,070 equivalent to a 1.000 mills valuation as per the current Agreement for Library Services; and various miscellaneous revenues shall total \$497,140 for such support and maintenance.

Estimated Revenues	Budget
Government (Tax, State Aid, etc.)	\$463,190.00
Service Fines & Fees	\$11,700.00
Grants	\$5,000.00
Donations	\$4,500.00
Other	\$12,750.00
Total Revenues	\$497,140.00

WHEREAS, based upon such estimate, general fund expenditures for fiscal year 2026-2027 for the various Library activities are as follows:

Estimated Appropriations	Budget
Personnel	\$257,440.00
Collections	\$55,580.00
Building & Maintenance	\$73,130.00
Administrative Expenditures	\$46,630.00
Additional Library Services	\$64,360.00
Total Appropriations	\$497,140.00

AND, IT IS FURTHER ORDERED, the Library Director shall perform the duties of the Chief Administrative Officer and shall be responsible for: Preparing and submitting the annual budget to the Board; Administering the adopted budget in accordance with

applicable laws and policies; Monitoring and controlling expenditures to ensure they do not exceed appropriations; Presenting monthly financial reports to the Board, including a revenue and expenditure report, balance sheet, and check register; Recommending budget amendments when necessary to prevent expenditures from exceeding estimated revenues or appropriations. The Treasurer of the Library Board shall perform a fiduciary oversight role, which includes: Reviewing the Library's financial reports and monitoring fiscal compliance; Reporting to the Board regarding the financial condition of the Library; Ensuring adherence to financial policies and procedures, in coordination with the Director; Performing such additional duties as may be delegated by the Board or required by law; and

WHEREAS, whenever it appears to the Chief Administrative Officer or the Library Board of Trustees that the actual and probable revenues in any fund will be less than the estimated revenues upon which appropriations from such fund were based, and when it appears that expenditures shall exceed an appropriation, the Chief Administrative Officer shall present to the Library Board of Trustees recommendations to prevent expenditures from exceeding available revenues or appropriations for the current fiscal year. Such recommendations shall include proposals for reducing appropriations, increasing revenues or both; and

WHEREAS, any obligation incurred or payment authorized in violation of this resolution shall be void and shall subject any responsible official or employees to disciplinary action as outlined in P.A. 621 (1978).

NOW, THEREFORE BE IT RESOLVED, to adopt the foregoing 2026-2027 Cedar Springs Public Library Budget on the 23rd day of March, 2026.

Motion made by _____, seconded by _____

Roll Call Vote

Yeas, _____

Nays, _____

Resolution Declared adopted
March 23, 2026

Ron M. Howell, Board Secretary