Cedar Springs Public Library

September 28, 2026 Library Board Meeting Agenda

Purpose
The Cedar Springs Public Library is committed to supporting the growing needs of our communities through our collection, connections, and curiosity.

I. Call to Order 7:00pm
   a. Roll Call: Verification of a Quorum
II. Pledge of Allegiance
III. Approval of Agenda
IV. Consent Agenda
   a. Minutes of August 24, 2026 Regular Meeting
   b. August 2026 Financial Reports
V. Directors Report – J. Pugh
   a. Board Tasks for Director from August 24, 2026 Regular Meeting
VI. Chairperson's Report – T. Smith
VII. Committee Reports
   a. Personnel Committee
   b. Policy Committee
   c. By-laws Committee
   d. IT (Technology) Committee
   e. Finance Committee
   f. Strategic Plan Committee
VIII. Public Comment
   Thank you for joining us and taking an interest in the mission of the Cedar Springs Public Library. Anyone wishing to address the Library Board on a topic shall be recognized by the Chair and limit their comments to two minutes. The Board will not respond to or discuss public comments at this time.
IX. Ongoing/New Business
   a. Approval of Final 2025-26 Reconciled Budget - Adjusted
   b.
X. Agenda Items for September 28, 2026 Meeting
   a.

XI. Informational Items

a.

XII. Second Public Comment

Thank you for joining us and taking an interest in the mission of the Cedar Springs Public Library. Anyone wishing to address the Library Board on a topic shall be recognized by the Chair and limit their comments to two minutes. The Board will not respond to or discuss public comments at this time.

XIII. Board Comments

XIV. Motion to Adjourn

Meeting Attachments:

- Draft Minutes of 24 August 26 Regular Meeting
- August 2026 Financial Report from City
- Director's September Report
- Final 2025-26 Budget - Adjusted

Minutes

REGULAR BOARD MEETING

Monday, August 24, 2026 Draft

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 7:00 pm

Chairperson Smith called the meeting to order at 7:00 p.m.

a. Roll Call: Verification of a Quorum

Present: Dykstra, Gritter, Lehmoine, Owen, Smith, Martineau

Absent: Armock

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

**Chairperson Smith informed the Board that Armock would be late. At 7:26pm, Armock was excused from the meeting

II. Pledge of Allegiance

Chair Smith led the Board in the pledge of allegiance

III. Approval of Agenda

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

Voice Vote: Ayes: All Nays: 0 **Motion Passes**

IV. Consent Agenda

a. Minutes of July 27, 2026 Regular Meeting

b. July 2026 Financial Reports

Motion by Owen, 2nd by Dykstra, to approve the Consent Agenda consisting of the July 2026 Regular Meeting Minutes, July 2026 Financial Reports, from July 27, 2026 Meeting.

Roll Call Vote: Ayes: Dykstra, Gritter, Lehmoine, Owen, Smith, Martineau

Nays: 0 **Motion Passes**

V. Directors Report –

The Director reported:

- IT consultant - we are finalizing how to login on new credentials for email login, hopefully there will be an answer in a couple weeks

- Jerry Hall teen space - moving forward with this plan! When he passed away, he made a donation to the library and they are going to spend funds on redesigning the teen space to make it a more welcoming space - largely updating furniture - deadline October
- Expanding partnership with Senior Neighbors - they will also be taking over on Wednesdays to allow for an open house style to meet more seniors in the area; considering being a respite care spot for caregivers
- DaVita tax prep - offer free tax services; they will be here every other Saturday Feb thru March 2027
- Red Flannel committee meeting - James attended - we will do story time with the Court, book sale, trying to revitalize read-to-ride program
- Summer Reading Program final shoutout! We updated it how we did it in the past and everyone jumped on board. Staff, public, patrons, etc. all make it seem like it went well overall! Hope to expand the Feeding America partnership to be more than one day per week next year

Discussion:

- Michelle-requested mockup floor plan of teen space
- Tim-asked about phases of plan

VI. Chairperson's Report – T. Smith

- Requesting finance committee to get together to look at the Fraud Policy and update
- Requesting bylaws committee to convene to review and update as well - Tim will send invitation

VII. Committee Reports

a. Personnel Committee- None
b. Policy Committee-None
c. By-laws Committee-None
d. IT (Technology) Committee-None
e. Finance Committee-None
f. Strategic Plan Committee-None

VIII. Public Comment

- None

IX. Ongoing/New Business

a. Approval of Final 2025-26 Reconciled Budget

Discussion: Some line items are off on budget, there are a few overages - we will need to ask the City or auditors to look at this again – no action will be taken at this time. Will add to agenda next month after City / auditors have a chance to look over this before approval.

b. Approval of August 2026 Budget Amendment

Discussion: This Budget Amendment is for teen area redesign. Will need to pull $3540 from fund balance to pay for this, as donation was made prior to this fiscal year. Matching donation of $3500 made by Friends of the Library. We will only be paying $2383 out of the library budget.

Motion by Owen, 2nd by Lehmoine, to approve August 2026 Budget Amendment.

- Increase 271-000-400.100 (Appropriation from Fund Balance) by $3,540.
- Decrease 271-790-999.100(Appropriation to Fund Balance) by $3,500.
- Increase 271-790-970.000 (Capital Expense) by $7,040 to $12,540.

Roll Call Vote: Ayes: Dykstra, Gritter, Lehmoine, Owen, Smith, Martineau
Nays: 0 **Motion Passes**

c. Approval of Strategic Plan

Discussion: Board appreciates the layout of the strategic plan, easy to read and follow, had a question about the mission statement and it was discussed

Motion by Lehmoine, 2nd by Dykstra, to approve the 2026 Strategic Plan.
Roll Call Vote: Ayes: Dykstra, Gritter, Lehmoine, Owen, Smith, Martineau
Nays: 0 **Motion Passes**

d. **Motion** by Owen, 2nd by Dykstra, to excuse Armock from the meeting.
Voice Vote: Ayes: All Nays: 0 **Motion Passes**

X. Agenda Items for September 28, 2026 Meeting

a. Fraud policy update
b. More information on the teen redesign
c. Final 2025-2026 budget

XI. Informational Items

None

XII. Second Public Comment

- None

XIII. Board Comments

Dykstra- None
Gritter- Great job on the summer reading program! Likes that it was more individualized.
Lehmoine- Good job on the strategic plan - easy to plan, modern, and it’s what we are here for.
Owen- Strategic plan looked great. Concerns over procedure.
Martineau- None

Smith- Appreciate this group and the work we do together! We have a great library here and he is honored to do his part to support it!

XIV. Motion to Adjourn

Motion by Owen, 2^{nd} by Gritter to adjourn the meeting at 7:37 pm.

Voice Vote: Ayes: All Nays: 0 **Motion Passes**

Respectfully submitted by Allyssa Martineau- Board Secretary, August 27, 2026..

Board Approved-

____Board Secretary Date:________________

____Board Chair Date:________________

Next regular meeting scheduled for September 28, 2026, at 7:00 pm at the Library.

Meeting Attachments:

- Draft Minutes of 27 July 26 Regular Meeting
- July 2026 Financial Report from City
- Final 2025-26 Budget
- Director's August Report
- Teen Area Redesign Summary
- August 2026 Budget Amendment
- Strategic Plan Data Summary
- Draft Strategic Plan

Fund 271 Library Fund

GL Number	Description	Balance
*** Assets ***		
271-000-001.110	CASH IN BANK - CHOICEONE	396,456.99
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	6,634.97
Total Assets		**483,011.10**
*** Liabilities ***		
271-000-209.000	State Unemployment Tax Payable	28.98
271-000-210.000	State Withholding Payable	1,376.46
Total Liabilities		**1,405.44**
*** Fund Balance ***		
271-000-373.000	Assigned - USF Funds	6,634.97
271-000-375.500	RESTRICTED - CAPITAL MAINTENANCE	5,000.00
271-000-383.300	Non-spendable - Cleo Cowles	13,000.00
271-000-390.000	Restricted - Library Operations	348,421.11
271-000-390.100	UNASSIGNED - MABIE FUNDS DONATION	73,363.70
Total Fund Balance		**446,419.78**
Beginning Fund Balance - 25-26		**446,419.78**
Net of Revenues VS Expenditures - 25-26		**84,567.67**
***25-26 End FB/26-27 Beg FB**		**530,987.45**
Net of Revenues VS Expenditures - Current Year		**(49,381.79)**
Ending Fund Balance		**481,605.66**
Total Liabilities And Fund Balance		**483,011.10**

* Year Not Closed

GL NUMBER	DESCRIPTION	2026-27 AMENDED BUDGET	YTD BALANCE 08/31/2026	ACTIVITY FOR MONTH 08/31/2026	AVAILABLE BALANCE	% BDGT USED
Fund 271 - Library Fund						
Revenues						
Dept 000						
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	156,300.00	7,378.90	7,378.90	148,921.10	4.72
271-000-432.000	Tax Collections - DNR PLT	60.00	0.00	0.00	60.00	0.00
271-000-437.000	Tax Collections - IFT Roll	860.00	0.00	0.00	860.00	0.00
271-000-530.000	USF FUNDS-ERATE	5,000.00	1,187.42	1,187.42	3,812.58	23.75
271-000-548.000	STATE AID	10,900.00	5,576.46	0.00	5,323.54	51.16
271-000-615.000	FINES & SERVICES	4,900.00	610.14	356.58	4,289.86	12.45
271-000-626.000	LIBRARY SERVICES - SOLON TWP	280,070.00	0.00	0.00	280,070.00	0.00
271-000-655.100	PENAL FINES	15,000.00	0.00	0.00	15,000.00	0.00
271-000-665.000	INTEREST INCOME	9,200.00	696.51	317.24	8,503.49	7.57
271-000-667.000	Rental Income	6,800.00	1,144.96	501.86	5,655.04	16.84
271-000-669.000	INVESTMENT INCOME	100.00	0.00	0.00	100.00	0.00
271-000-674.000	Donations	1,000.00	133.12	132.60	866.88	13.31
271-000-674.200	Book Donations	500.00	0.00	0.00	500.00	0.00
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	400.00	176.11	100.74	223.89	44.03
271-000-677.000	Miscellaneous	3,000.00	0.01	0.01	2,999.99	0.00
Total Dept 000		497,140.00	16,903.63	9,975.35	480,236.37	3.40
TOTAL REVENUES		497,140.00	16,903.63	9,975.35	480,236.37	3.40
Expenditures						
Dept 790 - Library						
271-790-702.000	WAGES - FULL TIME EMPLOYEES	70,680.00	8,287.56	5,000.00	62,392.44	11.73
271-790-704.000	WAGES - PART TIME EMPLOYEES	165,000.00	19,322.19	11,588.06	145,677.81	11.71
271-790-708.000	UNEMPLOYMENT EMPLY BENEFIT EXP	4,730.00	13.41	8.03	4,716.59	0.28
271-790-709.000	SOCIAL SECURITY EXPENSE	16,300.00	2,112.12	1,268.99	14,187.88	12.96
271-790-719.000	WORKMENS COMPENSATION INSURANCE	730.00	656.00	0.00	74.00	89.86
271-790-726.000	OFFICE SUPPLIES	4,200.00	1,090.66	129.50	3,109.34	25.97
271-790-727.000	POSTAGE	560.00	81.12	81.12	478.88	14.49
271-790-734.000	Overdrive Program Expense	3,300.00	0.00	0.00	3,300.00	0.00
271-790-735.000	AV Expense	2,200.00	0.00	0.00	2,200.00	0.00
271-790-739.000	Area Libraries Lost & Damaged Books	1,150.00	170.47	136.88	979.53	14.82
271-790-746.000	CLEANING SUPPLIES	2,200.00	652.64	298.91	1,547.36	29.67
271-790-790.000	PROGRAMS	16,800.00	2,511.48	461.48	14,288.52	14.95
271-790-792.000	BOOKS	35,500.00	2,738.10	2,066.40	32,761.90	7.71
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	12,430.00	915.09	915.09	11,514.91	7.36
271-790-801.000	Professional Service Expense	20,000.00	6,960.00	0.00	13,040.00	34.80
271-790-801.600	PROFESSIONAL SERVICE - LAWN/SNOW	6,610.00	1,295.00	650.00	5,315.00	19.59
271-790-808.000	Lakeland Support Services	27,560.00	5,046.52	70.45	22,513.48	18.31
271-790-811.000	COMPUTER MAINTENANCE EXPENSE	8,500.00	1,107.94	570.94	7,392.06	13.03
271-790-812.000	SOFTWARE	7,140.00	735.00	367.50	6,405.00	10.29
271-790-813.000	Garbage Disposal Service	440.00	0.00	0.00	440.00	0.00
271-790-850.000	COMMUNICATIONS - TELEPHONE	1,900.00	275.36	157.67	1,624.64	14.49
271-790-852.000	INTERNET EXPENSE	7,100.00	1,909.08	101.67	5,190.92	26.89
271-790-861.000	TRANSPORTATION EXPENSE	2,100.00	46.40	46.40	2,053.60	2.21
271-790-900.000	PUBLIC RELATIONS	2,200.00	0.00	0.00	2,200.00	0.00
271-790-922.000	WATER UTILITY EXPENSE	1,100.00	232.43	124.64	867.57	21.13
271-790-923.000	GAS UTILITY	2,820.00	122.40	61.20	2,697.60	4.34
271-790-926.000	Electric Expense	9,860.00	1,811.65	1,056.05	8,048.35	18.37
271-790-930.000	Repair & Maintenance Serv Exp	17,100.00	358.07	0.00	16,741.93	2.09

REVENUE AND EXPENDITURE REPORT

PERIOD ENDING 08/31/2026

GL NUMBER	DESCRIPTION	2026-27 AMENDED BUDGET	YTD BALANCE 08/31/2026	ACTIVITY FOR MONTH 08/31/2026	AVAILABLE BALANCE	% BDGT USED
Fund 271 - Library Fund						
Expenditures						
271-790-955.000	Bank Fees	2,420.00	83.60	40.19	2,336.40	3.45
271-790-956.000	Miscellaneous Expense	5,500.00	787.23	223.98	4,712.77	14.31
271-790-957.000	MEMBERSHIP & DUES EXPENSE	890.00	745.00	0.00	145.00	83.71
271-790-960.000	INSURANCE - GENERAL LIABILITY & PROPERTY	8,470.00	5,379.00	0.00	3,091.00	63.51
271-790-961.000	EDUCATION/TRAINING EXPENSE	2,100.00	315.00	315.00	1,785.00	15.00
271-790-970.000	Capital Expense	5,500.00	0.00	0.00	5,500.00	0.00
271-790-970.400	CAPITAL - TECHNOLOGY	10,000.00	524.90	0.00	9,475.10	5.25
271-790-999.100	APPROPRIATION TO FUND BALANCE	11,050.00	0.00	0.00	11,050.00	0.00
Total Dept 790 - Library		497,140.00	66,285.42	25,740.15	430,854.58	13.33
TOTAL EXPENDITURES		497,140.00	66,285.42	25,740.15	430,854.58	13.33
Fund 271 - Library Fund:						
TOTAL REVENUES		497,140.00	16,903.63	9,975.35	480,236.37	3.40
TOTAL EXPENDITURES		497,140.00	66,285.42	25,740.15	430,854.58	13.33
NET OF REVENUES & EXPENDITURES		0.00	(49,381.79)	(15,764.80)	49,381.79	100.00

CHECK REGISTER FOR CITY OF CEDAR SPRINGS
CHECK DATE FROM 08/01/2026 - 08/31/2026

Bank LIBC1 LIBRARY MAIN CHECKING

Check Date	Check	Vendor Name	Amount
08/05/2026	17176	CINTAS CORP	153.13
08/05/2026	17177	CONSUMERS ENERGY	1,056.05
08/05/2026	17178	INGRAM LIBRARY SERVICES	1,214.66
08/05/2026	17179	LAKELAND LIBRARY COOPERATIVE	70.45
08/05/2026	17180	MELISSA DUBRIDGE	46.40
08/05/2026	17181	OVERDRIVE INC.	740.10
08/05/2026	17182	SPECTRUM ENTERPRISE	101.67
08/05/2026	17183	TURFS ARE US, INC	650.00
08/19/2026	19(E)	ELAN FINANCIAL SERVICES	1,702.03
08/19/2026	17184	BIBLIOTHECA LLC	350.94
08/19/2026	17185	CINTAS CORP	132.31
08/19/2026	17186	CITY OF CEDAR SPRINGS	124.64
08/19/2026	17187	CIVICPLUS LLC	367.50
08/19/2026	17188	DTE ENERGY	61.20
08/19/2026	17189	INGRAM LIBRARY SERVICES	353.81
08/19/2026	17190	MICHIGAN LIBRARY ASSOCIATION	315.00
08/19/2026	17191	OVERDRIVE INC.	174.99
08/19/2026	17192	SANILAC COMPUTER PRODUCTS	220.00

LIBC1 TOTALS:

Total of 18 Checks:	7,834.88
Less 0 Void Checks:	0.00
Total of 18 Disbursements:	7,834.88

Director's Report
September 2026

Board Tasks

- **The Strategic Plan:** See attached examples of possible action items for the new Strategic Plan. I would like to start including these updates quarterly to the Board.

Action & Information

- **Migrating Board Emails:** I will provide each board member with their new email addresses and log in. It is advised to add Multifactor Authentication to these accounts for added security.
- **October Michigan Library Appreciation Month and MI Right to Read Proclamation:** Kent County is planning to issue a proclamation recognizing Michigan Library Appreciation Month and MI Right to Read Week this October. The proclamation has been revised to recognize all public libraries throughout Kent County and the important role libraries play in supporting literacy, lifelong learning, digital access, and community connection. The County would like to present the proclamation with representatives from public libraries across Kent County present for the occasion. A tentative presentation has been proposed for: Thursday, October 8, 2026 at 1:00 p.m. at the Kent District Library Service Center in Comstock Park. I plan on attending.
- **Jerry Hall Teen Space Dedication:** Project is moving forward as planned. I have been coordinating with Amy Jo Hall for a plaque/dedication for the area. Dedication ceremony will be Saturday, October 17th.
- **Donna Clark Memorial:** Staff have decided to remodel/dedicate the Children's Area of the Library in Donna's memory. It occurred to us that May 13, 2027 is the 10 Year Anniversary of the building, so it would be more than fitting to dedicate the new area to Donna on that date. More info to be shared as it becomes available.
- **Preliminary Audit Results:** The 2025–26 audit presents a strong financial picture for the Library. The auditors found that the financial

statements fairly represent the Library's finances, and they did not identify any significant accounting problems, disagreements with management, or difficulties completing the audit. Revenues were substantially higher than budgeted, primarily because of increased local contributions and property tax revenue, while expenditures were below budget. The Library also remained within its legally authorized spending limits and had no outstanding debt at year-end. I will coordinate with the auditors to present their final results at a future Board Meeting.

Community Engagement

- Fall Programming began after Labor Day this month. See attached Fall Program schedule.
- The Library partnership with Senior Neighbors kicked off September 9th. They will be offering more programs and resources for the aging population in the area. See attached flyer.
- I participated in the Perry T. Hopkins Show on Thursday, September 17th, at the Kent Theatre. This variety show was a great way to let the community know about happenings and services at the Library. I focused on our upcoming events for Red Flannel Day (Red Flannel Storytime and Friends' Books Sale).

Program Attendance & Usage Stats

- August Door Count: 4,808
- Total August Program participation: 1,12
    - Summer Reading Finale: 270
    - Senior Exercise: 231
    - Book Club: 9
    - Writers' Group: 7
    - Crochet Club: 16
    - Gather 2 Grow Lunches handed out: 237
    - Passive Programs (Find Dewey, ISpy, etc.): 507
- Study Room Reservations: 103 (about 21/wk.)
    - Community Room Uses: 37
    - Rentals: 12
    - Programs/Meetings: 25

Patrons: 3,800

- Cedar Springs: 1,591
- Solon Township: 1,995
- KDL: 169
- Other LLC Patrons: 45

Circulation:

- Adult books: 985
- Youth books: 1,710
- YA books: 113
- Books on CD: 59
- DVDs: 265
- Express Items (do not go out to other libraries): 147
- Other Items (including Library of Things, Hotspots, etc.): 34
- Digital Content: 1,168
    - E-Books: 384
    - E-Audiobooks: 608
    - Digital Magazines: 176

Cedar Springs Public Library

Strategic Plan

ACTION ITEM BRIEF REPORT

Action Item Title

Category	**Details**
Sategic Commitment	
Key Deliverables	
Resources	
Responsible	
Timeline	
Status	**Not yet started**

Important Notes:

Cedar Springs
Public Library

Strategic Plan

ACTION ITEM BRIEF REPORT

Build strategic partnership with Cedar Springs Public Schools and Creative Technologies Academy

Category	Details
Sategic Commitment	Growing Our Connections
Key Deliverables	• More CSPS and CTA student participation in Library services • More resource sharing with CSPS/CTA • Foster love of lifelong learning in students
Resources	• Staff time • Budegtary resources as needed (TBD)
Responsible	• Programmer • Director
Timeline	Coordinate with CSPS and CTA
Status	**Not yet started**

Important Notes:

Cedar Springs Public Library

Strategic Plan

ACTION ITEM BRIEF REPORT

Install Permanent Wayfinding Signage

Category	Details
Sategic Commitment	Growing Our Collection/Ourselves
Key Deliverables	• A more pleasant User Experience for patrons • Materials that are easier to find • Improved Accessibility
Resources	• Budgetary: $________ • Staff Time: Library Assistants (Installation)
Responsible	• Board • Director • Library Assistants
Timeline	Begin in conjunction with Adding Shelf Space - after board approval (Winter 2026/Spring 2027)
Status	**Not yet started**

Important Notes:

Cedar Springs
Public Library

Strategic Plan

ACTION ITEM BRIEF REPORT

Add Shelf Space

Category	**Details**
Sategic Commitment	Growing our Collection
Key Deliverables	• Increased shelf space for additional materials for patron discovery
Resources	• Budgetary: $________ • Staff Time: Library Assistants (Installation, organization)
Responsible	• Board • Director • Library Assistants
Timeline	Begin purchasing extra shelves after Board approval (Winter 2026/Spring 2027)
Status	**Not yet started**

Important Notes:

Cedar Springs Public Library

Strategic Plan

ACTION ITEM BRIEF REPORT

Develop Marketing & Communication Plan

Category	Details
Sategic Commitment	Growing Our Connections
Key Deliverables	• Establishes clear and consistent messages, schedules, and advertising of library events and services.
Resources	• Staff Time: Marketing & Communication Specialist
Responsible	• Marketing & Communication Specialist • Director
Timeline	Begin drafting plan in Fall/Winter 2026
Status	**Not yet started**

Important Notes:

Cedar Springs Public Library

Strategic Plan

ACTION ITEM BRIEF REPORT

Update Security System

Category	Details
Sategic Commitment	Growing Our Curiosity; Growing Ourselves
Key Deliverables	• Update the security of Library facilities for the safety of our patrons, staff, and materials with monitored alarm system • Update cameras, servers
Resources	• Budgetary: $________
Responsible	• Director • Board
Timeline	Begin update in Fall 2026
Status	**Not yet started**

Important Notes:

AUTUMN Programs at

Cedar Springs Public Library

September to November 2026

Be sure to stop in the library for interactive programs! Visit our website to view our full calendar: cedarspringslibrary.org/events-calendar

YOUTH & FAMILY

Music and Movement Storytime
Every Tuesday, 10:30 a.m.: Ages 18 months to 4 years are welcome to join us for stretching, reading and music!

Family Storytime
Fridays, 10:30 a.m.: Come sing, dance, read a book and do a craft. Designed for children under the age of 5 to establish early literacy skills!

Red Flannel Festival Read-to-Ride
September 8 to October 2: Readers in Pre-K to 12th grade can earn a free ride ticket by reading. See the Circulation Desk to sign up.

Trading Card Event
Wednesday, September 16, 5:00 to 6:30 p.m.: Join us for a night of card trading - sports, Pokemon, Yu-Gi-Oh!, and more! *No registration required.*

Tape Town Play Day
Wednesday, October 7, 10:30 a.m. to 12:00 p.m.: Drive matchbox cars through a pretend town - right in the Library. For toddlers and preschoolers. *No registration required.*

Spooktacular Magic Show
Thursday, October 29, 2:00 p.m.: A funny-not-scary Halloween magic show with thrilling illusions, lots of humor, and mystery. *No registration required.*

Holiday Craft Night for Kids
Friday, November 20, 5:00 to 6:30 p.m.: Have fun making various holiday crafts. All materials provided. *No registration required.*

SPECIAL HOURS

Labor Day: CLOSED September 5-7
Red Flannel Festival: CLOSED October 3
Indigenous Peoples Day: CLOSED October 12
Veterans Day: CLOSED November 11
Thanksgiving: CLOSED November 26-28
EXTENDED HOURS!: Saturday, November 14, OPEN 9:00 a.m. to 2:00 p.m.

ADULT
(Ages 18+)

Fall Craft for Adults: Book Pumpkins
Thursday, September 24, 6:00 to 7:30 p.m.: Make your own fall decor using recycled library books. Limit 24 patrons. *Registration required.*

Medicare 101 Class
Wednesday, September 23, 10:00 a.m. to 12:00 p.m.: Presented by Connie Overway with CEO Medicare. Topics include Medicare enrollment periods, Medicare Parts A & B, prescription coverage, and more! *No registration required.*

Identical presentation also offered Wednesday, October 28, 10:00 a.m. to 12:00 p.m.

Friends of the Library Used Book Sale
October 1-3, Times vary daily: Shop a great selection of used books and media at bargain prices!

Friends of the Library Fall Craft Show
Saturday, November 14, 9:00 a.m. to 2:00 p.m.: Shop local vendors at this curated show. Note: the Library will be open for extended hours (9:00 a.m. to 2:00 p.m.) to accommodate the Craft Show! Kids Craft by the Fireplace from 10:00 a.m. to 12:00 p.m.

Holiday Craft for Adults: DIY Snow Globe
Saturday, November 21, 11:00 a.m.: Make your own snow globe! All supplies provided. Limit 25 patrons. *Registration required.*

NEW! **Midweek Meetup** *with Senior Neighbors*
Wednesdays, 10:30 a.m. to 2:00 p.m. beginning September 9: Special programs, social activities, refreshments, and opportunities to learn about resources available to older adults and caregivers. *No Registration Required*

Enhance Fitness *with Senior Neighbors*
Mondays & Thursdays, 9:15 or 10:30 a.m.: Complete workout for those 60 and older focusing on cardio, stretching, strengthening and balance *No registration required.*

Crochet Club
Mondays, 12:00 to 4:00 p.m.: Meets in the Classroom. *No registration required.* Must provide own materials.

Writer's Group
Second Monday of the Month, 6:00 p.m.: Meets in the Community Room. Open to writers of all genres. *No registration required.*

Book Club
Third Monday of the Month, 7:00 p.m.: See Circulation Desk for monthly titles. Meets in front of the Fireplace. *No registration required.*

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 06/30/2026	ACTIVITY FOR MONTH 06/30/2026	AVAILABLE BALANCE	% BDGT USED
Fund 271 - Library Fund						
Revenues						
Dept 000						
271-000-400.100	Appropriation from Fund Bal	40,160.00	0.00	0.00	40,160.00	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	162,774.86	4,350.48	(22,794.86)	116.28
271-000-432.000	Tax Collections - DNR PLT	50.00	66.39	0.00	(16.39)	132.78
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	15,614.14	15,614.14	(1,194.14)	108.28
271-000-452.000	Library Revenue-Solon Twnshp	224,050.00	251,339.00	0.00	(27,289.00)	112.18
271-000-453.000	USF FUNDS-ERATE	3,090.00	5,286.53	0.00	(2,196.53)	171.09
271-000-515.000	State Aid	5,390.00	10,996.08	0.00	(5,606.08)	204.01
271-000-569.000	STATE GRANTS - OTHER	940.00	2,271.51	0.00	(1,331.51)	241.65
271-000-625.000	BANK FEES -FINES & SERVICES	3,600.00	4,130.49	282.32	(530.49)	114.74
271-000-664.000	Interest Earned	2,500.00	6,767.47	376.89	(4,267.47)	270.70
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	8,883.24	684.96	(2,703.24)	143.74
271-000-674.000	Donations	1,000.00	4,427.75	1,572.50	(3,427.75)	442.78
271-000-674.200	Book Donations	500.00	640.93	0.00	(140.93)	128.19
271-000-674.400	Summer Reading Program Donations	3,000.00	3,000.00	0.00	0.00	100.00
271-000-674.700	Area Libraries Lost & Damaged Books	210.00	951.30	211.83	(741.30)	453.00
271-000-677.000	Miscellaneous	3,090.00	141.32	0.00	2,948.68	4.57
Total Dept 000		449,550.00	478,144.33	23,093.12	(28,594.33)	106.36
TOTAL REVENUES		449,550.00	478,144.33	23,093.12	(28,594.33)	106.36
Expenditures						
Dept 790 - Library						
271-790-702.000	WAGES - FULL TIME EMPLOYEES	69,420.00	71,035.84	6,400.48	(1,615.84)	102.33
271-790-704.000	WAGES - PART TIME EMPLOYEES	151,370.00	136,415.18	15,693.43	14,954.82	90.12
271-790-705.000	Cleaning Service	2,100.00	1,600.11	208.07	499.89	76.20
271-790-708.000	UNEMPLOYMENT EMPLY BENEFIT EXP	4,510.00	3,393.17	10.82	1,116.83	75.24
271-790-709.000	SOCIAL SECURITY EXPENSE	15,530.00	15,870.01	1,690.18	(340.01)	102.19
271-790-721.000	GAS UTILITY EXPENSE	2,600.00	2,244.99	86.19	355.01	86.35
271-790-724.000	TELEPHONE	1,800.00	1,801.42	197.61	(1.42)	100.08
271-790-724.100	INTERNET	2,000.00	1,925.59	159.98	74.41	96.28
271-790-726.000	OFFICE SUPPLIES	3,990.00	2,615.28	113.41	1,374.72	65.55
271-790-734.000	Overdrive Program Expense	3,150.00	2,435.74	0.00	714.26	77.33
271-790-735.000	AV Expense	2,100.00	1,414.29	399.59	685.71	67.35
271-790-739.000	Area Libraries Lost & Damaged Books	1,100.00	578.70	17.00	521.30	52.61
271-790-790.000	PROGRAMS	20,820.00	21,037.20	5,037.30	(217.20)	101.04
271-790-792.000	BOOKS	25,000.00	25,515.18	5,210.35	(515.18)	102.06
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	2,744.93	55.00	255.07	91.50
271-790-801.000	Professional Service Expense	19,050.00	17,296.90	774.30	1,753.10	90.80
271-790-801.600	PROFESSIONAL SERVICE - LAWN/SNOW	6,300.00	5,258.00	853.00	1,042.00	83.46
271-790-808.000	Lakeland Support Services	21,430.00	17,741.17	160.43	3,688.83	82.79
271-790-813.000	Garbage Disposal Service	420.00	300.39	75.36	119.61	71.52
271-790-851.000	POSTAGE	530.00	351.73	5.22	178.27	66.36
271-790-861.000	TRANSPORTATION EXPENSE	2,000.00	893.44	149.38	1,106.56	44.67
271-790-905.000	COMPUTER MAINTENANCE EXPENSE	7,900.00	5,949.96	285.00	1,950.04	75.32
271-790-906.000	SOFTWARE	7,100.00	7,096.50	367.50	3.50	99.95
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	906.71	107.79	143.29	86.35

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 06/30/2026	ACTIVITY FOR MONTH 06/30/2026	AVAILABLE BALANCE	% BDGT USED
Fund 271 - Library Fund						
Expenditures						
271-790-926.000	Electric Expense	9,300.00	7,593.52	702.27	1,706.48	81.65
271-790-930.000	Repair & Maintenance Serv Exp	15,800.00	3,644.15	2,147.46	12,155.85	23.06
271-790-930.300	Education/Training Expense	2,000.00	1,398.80	0.00	601.20	69.94
271-790-935.000	INSURANCE & BONDS EXPENSE	8,070.00	5,256.59	(1,472.41)	2,813.41	65.14
271-790-955.000	Bank Fees	2,310.00	2,002.92	40.03	307.08	86.71
271-790-956.000	Miscellaneous Expense	4,950.00	3,335.70	112.47	1,614.30	67.39
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	90.00	0.00	0.00	90.00	0.00
Total Dept 790 - Library		449,550.00	393,576.66	39,587.21	55,973.34	87.55
TOTAL EXPENDITURES		449,550.00	393,576.66	39,587.21	55,973.34	87.55
Fund 271 - Library Fund:						
TOTAL REVENUES		449,550.00	478,144.33	23,093.12	(28,594.33)	106.36
TOTAL EXPENDITURES		449,550.00	393,576.66	39,587.21	55,973.34	87.55
NET OF REVENUES & EXPENDITURES		0.00	84,567.67	(16,494.09)	(84,567.67)	100.00