

**Spring Lake District Library
Board Meeting Agenda**

**Wednesday, May 21, 2025
Spring Lake District Library
2pm**

1. Call to order
2. Approve the agenda
3. Public comment
4. Approve the minutes – April 16, 2025
5. Financial report and approval of bills – April 2025
6. Director's Report
7. Old business
 - a. Capital Projects – Future Planning
 - b.
10. New business
 - a. Easement – Consumers Energy
 - b.
11. Public Comment
12. Adjourn the meeting

Spring Lake District Library Board Minutes

April 16, 2025

Present and voting: Laurie Draeger, Mary Eagin, Mark Powers,, Skylar Garrison, Gordon Gallagher, Maria Boersma

Also present: Maggie McKeithan, Library Director; Amanda Rantanen, Business Manager

Absent: Sheri Boon

The meeting was held in person at the Spring Lake District Library

The meeting was called to order at 2:00 p.m. by Mary Eagin

Motion to approve the agenda, made by Gordon Gallagher and supported by Laurie Draeger. The motion was approved unanimously.

Public Comment: Question about the executive order to eliminate IMLS funding - decision to discuss later in the agenda.

Motion to approve the minutes of March 19, 2025, made by Gordon Gallagher and supported by Skylar Garrison. The motion was approved unanimously.

Motion to approve financial report from March 2025 and approve payment of bills made by Skylar Garrison and supported by Maria Boersma. The motion was approved unanimously.

2024 Audit Presentation

Doug Vredevelde reviewed the 2024 audit report as printed in the board packet.

Director's Report

Maggie reviewed her report as printed in the Board Packet - noting that she and some other staff members will be attending Library Advocacy Day and are meeting at Greg VanWorkem's office to explain the importance of MeL resources.

Old Business:

Capital Projects- Future Planning

- Maggie, Amanda, and Mary are meeting with Architektura every two weeks.
- Press release about the project will now be April 22, 2025.

New Business:

- IMLS Funding - Executive order to stop all federal funding to libraries and museums - Michigan gets about \$6 million per year in funding, but the Spring Lake District Library would be missing out on approximately \$4,000 that is typically used for sending staff to conferences or certain grants. It will be up to state and local governments to replace funding.

Public Comment:

- Friends of the Library will have a pop up book sale in June.

Meeting was adjourned at 3:17 p.m.

Respectfully submitted,
Skylar Garrison, Secretary

Spring Lake District Library

Balance Sheet

As of April 30, 2025

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Huntington Checking	181,761.76
Michigan Class Investments	2,120,223.09
Petty Cash	230.91
Total Bank Accounts	\$2,302,215.76
Accounts Receivable	\$0.00
Other Current Assets	
Accrued Interest	0.00
Credit Card Payment Receivable	-304.25
Undeposited Funds	0.00
Total Other Current Assets	\$ -304.25
Total Current Assets	\$2,301,911.51
Other Assets	\$0.00
TOTAL ASSETS	\$2,301,911.51
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	\$0.00
Other Current Liabilities	
Accrued Deductions MERS DB	537.96
Accrued Payroll	0.00
Deferred Revenue	0.00
Due to Friends of the Library	528.75
EE Garnishment	195.86
EE Portion Health Insurance	0.00
Health Savings Plan 115 Trust	152.00
MERS 457	1,315.32
MERS DC EE Portion	0.01
MERS Roth 457	695.00
Taxes for Future Period	0.00
Withheld Payroll Taxes	196.18
Total Other Current Liabilities	\$3,621.08
Total Current Liabilities	\$3,621.08
Total Liabilities	\$3,621.08
Equity	\$2,298,290.43
TOTAL LIABILITIES AND EQUITY	\$2,301,911.51

Spring Lake District Library

Budget vs. Actuals

April 2025

	April	Budget	% of Budget
Income			
Budgetary Fund Balance Income	0.00	5,262.00	0%
Current Property Taxes .60 mil	536,656.69	559,241.00	96%
Current Property Taxes 1.12 mil	1,025,769.48	1,030,609.00	100%
Grants,Gifts and Contributions	31,530.00	155,000.00	20%
Investment Fluctuation of MVs	24,529.78	60,000.00	41%
Investment Income	314.67	0.00	
Library Fines	785.22	2,000.00	39%
Local Government Revenue	147,195.15	185,000.00	80%
Other Income	3,538.40	5,850.00	60%
PILOT	0.00	3,000.00	0%
State Revenue	0.00	16,000.00	0%
Total Income	\$ 1,770,319.39	\$ 2,021,962.00	88%
Expenses			
Capital Outlay	2,372.35	25,000.00	9%
Materials	86,801.26	196,200.00	44%
Operations	167,347.34	360,400.00	46%
Personnel	466,240.43	1,353,362.00	34%
Programming	10,690.70	50,000.00	21%
Technology	17,262.35	37,000.00	47%
Total Expenses	\$ 750,714.43	\$ 2,021,962.00	37%

Spring Lake District Library
Bank Accounts and Investments Summary
as of April 30, 2025

General Fund - Money Market	Avg Yield	Market Value
GF - Michigan Class Investments - 0001	4.40%	\$2,120,223.09

Capital Fund - Money Market	Avg Yield	Market Value
CF - Michigan Class Investments - 0002	4.40%	\$254,676.66

Bank Accounts	Balance
Huntington Checking - General Fund	\$181,761.76
Huntington Checking - Capital Projects	<u>\$18,849.05</u>
	\$182,322.46

Check Detail Report - GF HNB Checking
Spring Lake District Library
April 17-May 21, 2025

Transaction date	Num	Name	Amount	Memo
05/21/2025	22127	Ace Hardware	162.43	
05/21/2025	22128	Action Chemical	361.34	
05/21/2025	22129	Alison Anderson	137.34	
05/21/2025	22130	Applied Innovation	1,188.12	copy/print
05/21/2025	22131	Baker & Taylor Books	3,514.59	books
05/21/2025	22132	Barbe Anderson	909.00	retiree benefits
05/21/2025	22133	Bartlett Tree Experts	220.00	
05/21/2025	22134	Cengage Learning, Inc. - Gale	65.58	
05/21/2025	22135	Center Point Publishing	128.24	
05/21/2025	22136	Chase Card Services	7,706.68	*see below
05/21/2025	22137	City Farmer Lawn & Landscape	1,215.00	lawn care
05/21/2025	22138	Corrine Roberts Illustration, LLC	125.00	
05/21/2025	22139	Critchlow Alligator Sanctuary	350.00	
05/21/2025	22140	Demco, Inc.	340.63	
05/21/2025	22141	EBSCO	102.30	
05/21/2025	22142	Elite Fund	131.00	
05/21/2025	22143	Friends of Spring Lake District Library	533.75	due to the friends
05/21/2025	22144	Hackley Public Library	14.89	
05/21/2025	22145	Heather Smoes	100.00	
05/21/2025	22146	Hurst Mechanical	2,674.33	bldg maint
05/21/2025	22147	In Your Element Wellness	41.00	
05/21/2025	22148	Kanopy, Inc	357.00	
05/21/2025	22149	Kendall Electric Inc.	2,835.62	lightbulbs for lobby lights
05/21/2025	22150	Kuerth's Disposal	97.00	
05/21/2025	22151	Lakeland Library Cooperative	332.64	
05/21/2025	22152	Melissa O'Sickey	268.10	
05/21/2025	22153	Michigan Library Association	1,638.00	annual membership
05/21/2025	22154	Midwest Tape	3,499.69	digital materials
05/21/2025	22155	Nick Thomas Entertainment	500.00	summer reading
05/21/2025	22156	OverDrive, Inc.	4,995.84	digital materials
05/21/2025	22157	pens.com	888.81	logo pens/ pencils
05/21/2025	22158	Quill.com	628.57	office supplies
05/21/2025	22159	RoofTech	4,865.00	bldg maint
05/21/2025	22160	TH Brands	272.00	
05/21/2025	22161	The Hartford	1,892.00	workers comp - 1 year
05/21/2025	22162	The Sherwin Williams Co.	132.82	
05/21/2025	22163	The Standard Insurance Company	567.77	life insurance
05/21/2025	22164	The Woven Trifecta	100.00	
05/21/2025	22165	Thomas Klise/Crimson Multimedia	99.34	
05/21/2025	22166	Tiptop Entertainment LLC	525.00	
05/21/2025	22167	TMobile	398.79	
05/21/2025	22168	Uline	636.25	3 patio umbrellas
05/21/2025	22169	Unique Management Services	9.85	
05/21/2025	22170	Vredeveid Haefner LLC	1,450.00	final audit pmt
TOTAL			47,021.51	

* Chase Card Services Detail

Library & Office Supplies	443.60	
Maint / Janitorial Supplies	192.57	
Programming - Youth	476.37	
Programming - Adult	218.18	
Summer Reading Prizes	444.28	
Postage	5.38	
Building Maint.	166.98	
Prof Contract Svcs	261.22	
Capital Outlay	919.99	laptop
Tech Software / Supplies	697.52	software renewals
Telephone	855.90	
Cold Bev Exp	157.75	
Hot Bev Exp	14.35	
Books - Non Fiction	51.13	
Books - Youth	147.45	
DVDs	137.03	
Other Circ Materials	123.39	
Membership / Dues	125.00	
Staff Inservice / Travel	2,197.79	Spring Inst & ALA Conf
Payroll Expense	70.80	
	7,706.68	

Spring Lake District Library

Huntington Checking, Period Ending 04/30/2025

RECONCILIATION REPORT

Reconciled on: 05/16/2025

Reconciled by: Amanda Rantanen

Any changes made to transactions after this date aren't included in this report.

Summary

USD

Statement beginning balance	304,683.88
Service charge	-182.00
Interest earned	49.02
Checks and payments cleared (56)	-161,042.65
Deposits and other credits cleared (4)	41,124.24
Statement ending balance	184,632.49

Uncleared transactions as of 04/30/2025	-3,003.55
Register balance as of 04/30/2025	181,628.94
Cleared transactions after 04/30/2025	0.00
Uncleared transactions after 04/30/2025	-46,465.32
Register balance as of 05/16/2025	135,163.62

Details

Checks and payments cleared (56)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
01/15/2025	Bill Payment	21981	Claire Sheridan	-50.00
02/19/2025	Bill Payment	22018	Ben Kolk	-700.00
02/19/2025	Bill Payment	22032	Heather Smoes	-100.00
03/14/2025	Journal	0079 - MERS DB		-7,234.96
03/19/2025	Bill Payment	22081	Zoobean	-1,044.75
03/19/2025	Bill Payment	22066	Heather Smoes	-100.00
03/19/2025	Bill Payment	22082	Applied Innovation	-1,115.21
03/31/2025	Bill Payment	22088	Bob Phillips	-200.00
04/04/2025	Journal	0056 - ADP Fees		-184.22
04/09/2025	Journal	0064 - Payroll		-139.08
04/09/2025	Journal	0064 - Payroll		-9,872.95
04/09/2025	Journal	0064 - Payroll		-16.82
04/09/2025	Journal	0064 - Payroll		-28,330.97
04/10/2025	Journal	0059 - Electricity		-5,748.35
04/10/2025	Journal	0058 - Gas		-1,663.55
04/14/2025	Journal	0077 - MERS 457		-995.16
04/14/2025	Journal	0078 - MERS DC		-934.94
04/14/2025	Journal	0078 - MERS DC		-934.94
04/14/2025	Journal	0070 - WMHIP		-15,622.30
04/14/2025	Journal	0077 - 115 trust		-150.00
04/14/2025	Journal	0077 - MERS 457		-995.16
04/16/2025	Bill Payment	22097	Center Point Publishing	-148.62
04/16/2025	Bill Payment	22089	Ace Hardware	-123.23
04/16/2025	Bill Payment	22091	Anna Marck	-372.00
04/16/2025	Bill Payment	22094	Baker & Taylor Books	-3,792.91
04/16/2025	Bill Payment	22095	Bartlett Tree Experts	-866.00
04/16/2025	Bill Payment	22096	Cengage Learning, Inc. - Gale	-262.32
04/16/2025	Bill Payment	22098	Chase Card Services	-7,198.29
04/16/2025	Bill Payment	22099	Chelsea Klipfel, DDS PLLC	-215.00
04/16/2025	Bill Payment	22100	City Farmer Lawn & Landscape	-350.00
04/16/2025	Bill Payment	22101	EBSCO	-55.00
04/16/2025	Bill Payment	22102	Friends of Spring Lake District...	-626.20
04/16/2025	Bill Payment	22103	Heimler Consulting	-810.00
04/16/2025	Bill Payment	22104	Hurst Mechanical	-5,004.34
04/16/2025	Bill Payment	22106	Kanopy, Inc	-470.90
04/16/2025	Bill Payment	22107	Kuerth's Disposal	-194.00
04/16/2025	Bill Payment	22108	Lakeland Library Cooperative	-5,891.50
04/16/2025	Bill Payment	22109	Loutit District Library	-76.86

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
04/16/2025	Bill Payment	22110	Maggie McKeithan	-42.84
04/16/2025	Bill Payment	22111	Midwest Tape	-3,500.02
04/16/2025	Bill Payment	22112	Muskegon Area District Library	-46.80
04/16/2025	Bill Payment	22113	Ottawa Area ISD	-363.60
04/16/2025	Bill Payment	22114	OverDrive, Inc.	-5,967.71
04/16/2025	Bill Payment	22115	Quill.com	-140.01
04/16/2025	Bill Payment	22118	TH Brands	-20.00
04/16/2025	Bill Payment	22119	The Library Store	-1,039.72
04/16/2025	Bill Payment	22121	The Standard Insurance Com...	-569.86
04/16/2025	Bill Payment	22122	Thomas Klise/Crimson Multim...	-176.11
04/16/2025	Bill Payment	22123	TMobile	-444.80
04/16/2025	Bill Payment	22124	Town & Country Group	-1,035.00
04/16/2025	Bill Payment	22126	Vredeveld Haefner LLC	-7,000.00
04/18/2025	Journal	0074 - adp fees		-179.22
04/23/2025	Journal	0065 - Payroll		-22.15
04/23/2025	Journal	0065 - Payroll		-27,977.88
04/23/2025	Journal	0065 - Payroll		-9,787.32
04/23/2025	Journal	0065 - Payroll		-139.08
Total				-161,042.65

Deposits and other credits cleared (4)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
04/30/2025	Journal	0067 - Erates		254.96
04/30/2025	Journal	0066 - Square		435.46
04/30/2025	Journal	0073 - cash deposit		1,769.46
04/30/2025	Journal	0072 - GF Deposit		38,664.36
Total				41,124.24

Additional Information

Uncleared checks and payments as of 04/30/2025

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
02/19/2025	Bill Payment	22016	Athenaeum	-252.00
03/19/2025	Bill Payment	22064	The Sherwin Williams Co.	-49.19
03/19/2025	Bill Payment	22065	Eastern Michigan University	-60.00
04/16/2025	Bill Payment	22116	Sara Shambarger	-150.00
04/16/2025	Bill Payment	22117	Tamarack District Library	-30.00
04/16/2025	Bill Payment	22120	The Sherwin Williams Co.	-132.82
04/16/2025	Bill Payment	22090	Acoustic Oasis	-200.00
04/16/2025	Bill Payment	22092	Applied Innovation	-1,251.27
04/16/2025	Bill Payment	22093	Athenaeum	-252.00
04/16/2025	Bill Payment	22125	Trinity Health Workplace Health	-50.00
04/16/2025	Bill Payment	22105	Junior Library Guild	-420.54
04/25/2025	Journal	0075 - adp fees		-190.11
Total				-3,037.93

Uncleared deposits and other credits as of 04/30/2025

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
04/30/2025	Journal	0066 - Square		34.38
Total				34.38

Uncleared checks and payments after 04/30/2025

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
05/07/2025	Journal	0063 - Payroll		-9,799.57
05/07/2025	Journal	0063 - Payroll		-27,616.63

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
05/07/2025	Journal	0063 - Payroll		-139.08
05/07/2025	Journal	0063 - Payroll		-18.79
05/07/2025	Journal	0076 - adp fees		-182.17
05/12/2025	Journal	0069 - Electric		-5,853.06
05/13/2025	Journal	0068 - Gas		-1,449.99
05/15/2025	Journal	0071 - Water		-309.77
05/15/2025	Journal	0071 - Water		-1,124.09
Total				-46,493.15

Uncleared deposits and other credits after 04/30/2025

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
05/15/2025	Receive Payment	1272	OL - Loutit	27.83
Total				27.83

SLDL Capital Projects Fund
Balance Sheet
As of April 30, 2025

	<u>Apr 30, 25</u>
ASSETS	
Current Assets	
Checking/Savings	
4001 · HNB Capital Fund Checking	18,849.05
4002 · Petty Cash	2.68
4005 · Michigan Class Investments	254,676.66
Total Checking/Savings	<u>273,528.39</u>
Total Current Assets	<u>273,528.39</u>
TOTAL ASSETS	<u><u>273,528.39</u></u>
LIABILITIES & EQUITY	
Equity	
4403 · Retained Earnings(Fund Balance)	328,676.51
Net Income	-55,148.12
Total Equity	<u>273,528.39</u>
TOTAL LIABILITIES & EQUITY	<u><u>273,528.39</u></u>

SLDL Capital Projects Fund
Profit & Loss YTD Comparison
April 2025

	<u>Apr 25</u>	<u>Jan - Apr 25</u>
Income		
4601 · Interest Income	5.40	29.83
4602 · Investment Fluctuation of MV's	918.39	4,067.39
4603 · Grant Revenue	<u>10,654.92</u>	<u>10,654.92</u>
Total Income	<u>11,578.71</u>	<u>14,752.14</u>
Gross Profit	11,578.71	14,752.14
Expense		
4907 · Capital outlay	6,690.80	38,016.33
4908 · Construction expense	0.00	20,202.00
4920 · Building Expenses	<u>11,681.93</u>	<u>11,681.93</u>
Total Expense	<u>18,372.73</u>	<u>69,900.26</u>
Net Income	<u><u>-6,794.02</u></u>	<u><u>-55,148.12</u></u>

SLDL Capital Projects Fund

5/18/2025 3:44 PM

Register: 4001 · HNB Capital Fund Checking

From 04/17/2025 through 05/21/2025

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
04/30/2025			4601 · Interest Income	Interest		X	5.40	18,849.05
05/21/2025	1175	Direct Electric	4200 · Accounts payable	15 new wafer li...	3,747.00			15,102.05

SLDL Capital Projects Fund
Reconciliation Summary
4001 · HNB Capital Fund Checking, Period Ending 04/30/2025

	Apr 30, 25	
Beginning Balance		19,870.66
Cleared Transactions		
Checks and Payments - 1 item	-11,681.93	
Deposits and Credits - 3 items	10,660.32	
Total Cleared Transactions	-1,021.61	
Cleared Balance		18,849.05
Register Balance as of 04/30/2025		18,849.05
Ending Balance		18,849.05



3:35 PM

05/18/25

SLDL Capital Projects Fund
Reconciliation Detail
4001 - HNB Capital Fund Checking, Period Ending 04/30/2025

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						19,870.66
Cleared Transactions						
Checks and Payments - 1 item						
Bill Pmt -Check	04/16/2025	1174	Hurst Mechanical	X	-11,681.93	-11,681.93
Total Checks and Payments					-11,681.93	-11,681.93
Deposits and Credits - 3 items						
General Journal	04/02/2025	002-D...		X	10,654.92	10,654.92
Bill Pmt -Check	04/16/2025	1173	Hurst Mechanical	X	0.00	10,654.92
Deposit	04/30/2025			X	5.40	10,660.32
Total Deposits and Credits					10,660.32	10,660.32
Total Cleared Transactions					-1,021.61	-1,021.61
Cleared Balance					-1,021.61	18,849.05
Register Balance as of 04/30/2025					-1,021.61	18,849.05
Ending Balance					-1,021.61	18,849.05

Spring Lake District Library

Balance Sheet

As of December 31, 2024

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Huntington Checking	187,347.17
Michigan Class Investments	1,095,693.31
Petty Cash	230.91
Total Bank Accounts	\$1,283,271.39
Accounts Receivable	\$1,432,916.00
Other Current Assets	
Accrued Interest	0.00
Credit Card Payment Receivable	-313.85
Undeposited Funds	0.00
Total Other Current Assets	\$ -313.85
Total Current Assets	
Other Assets	\$37,773.42
TOTAL ASSETS	\$2,753,646.96
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	\$34,311.25
Other Current Liabilities	
Accrued Deductions MERS DB	762.91
Accrued Payroll	5,831.79
Deferred Revenue	0.00
Due to Friends of the Library	-5.00
EE Garnishment	195.86
EE Portion Health Insurance	0.00
Health Savings Plan 115 Trust	195.00
MERS 457	1,782.98
MERS DC EE Portion	0.01
MERS Roth 457	1,004.82
Taxes for Future Period	1,558,858.00
Withheld Payroll Taxes	208.02
Total Other Current Liabilities	\$1,568,834.39
Total Current Liabilities	\$1,603,145.64
Total Liabilities	
Equity	\$1,150,501.32
TOTAL LIABILITIES AND EQUITY	\$2,753,646.96

Spring Lake District Library
Income Statement Compared with Budget
January through December 2024

	Jan - Dec 24	Annual Budget	% Rc'd
Income			
Current Property Taxes .60 mil	505,150.24	505,149.99	100%
Current Property Taxes 1.12 mil	949,567.61	949,567.82	100%
Grants,Gifts and Contributions	175,756.96	175,741.60	100%
Investment Fluctuation of MVs	78,874.73	74,378.38	106%
Investment Income	4,320.88	4,336.57	100%
Library Fines	3,384.45	3,220.03	105%
Local Government Revenue	203,607.05	187,279.26	109%
Other Income	9,800.34	17,277.70	57%
PILOT	3,136.93	3,136.93	100%
State Revenue	23,289.26	23,289.26	100%
Total Income	1,956,888.45	1,943,377.54	101%
	Jan - Dec 24	Annual Budget	% Rc'd
Expense			
Capital Outlay	18,501.72	25,000.00	74%
Materials	176,863.62	196,200.00	90%
Operations	318,123.08	367,100.00	87%
Personnel	1,277,080.43	1,283,077.54	100%
Programming	31,825.83	35,000.00	91%
Technology	34,897.38	37,000.00	94%
Total Expense	1,857,292.06	1,943,377.54	96%

Library Director's Report

Maggie McKeithan, Library Director

May 21, 2025

Last week, the Finance Committee and the Personnel Committee had a chance to meet. At the Finance Committee, we spoke about discontinuing positive pay and next steps for the RHFV. We also talked big picture about the 2026 Budget, which includes budgeting for a salary/benefit study and a strategic plan process. We also need to budget for losing e-rates – this is a federal reimbursement of some of our IT costs that may go away depending on what is decided on the federal budget. As a result, many of our IT costs will increase by about 40%. Additionally, the Finance Committee discussed budgeting for the Capital Fund in 2026 and making sure that we anticipate future capital costs.

The Personnel Committee discussed many of the same topics, including next steps for the RHFV and the need for a salary/benefit study in 2026. We also discussed staffing needs for 2026 and other changes that will impact the Personnel budget in 2026, including future program staffing.

Context for the agenda and packet –

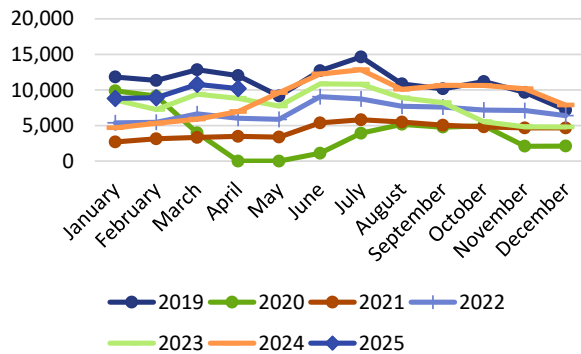
Financial Reports After the April 2025 Financial Reports, there is also a final 2024 Balance Sheet and Income Statement that matches the 2024 audit that was reviewed at the April Board meeting.

Capital Projects – Future Planning We continue to meet with Architektura every two weeks. We are very close to having a cost estimate, so we can make decisions and prioritize, if needed. The public announcement went out on April 22nd and it has been well-received by the public so far. Last week, I also had an opportunity to stand up at the Chamber Breakfast and talk about it. Save the date for the evening of Thursday, September 18, when we're planning on a Ground-breaking Block Party.

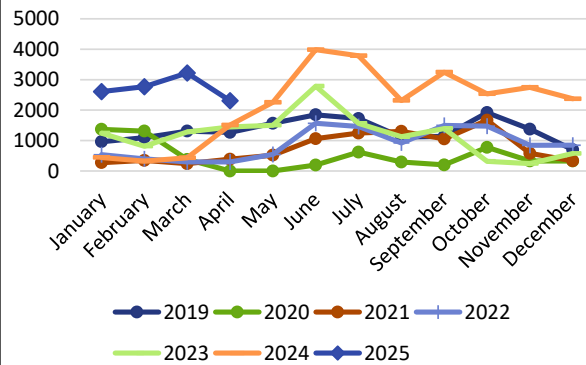
Easement – Consumers Energy We received a request from Consumers regarding the construction next door. They need to run underground power lines where the grass runs just along the edge of the employee parking. I reached out to an attorney to review the easement and provide an opinion to the Board. I've attached the easement document and the attorney and a representative from Consumers will be at the meeting to answer any questions.

Monthly Statistics - to April 30, 2025

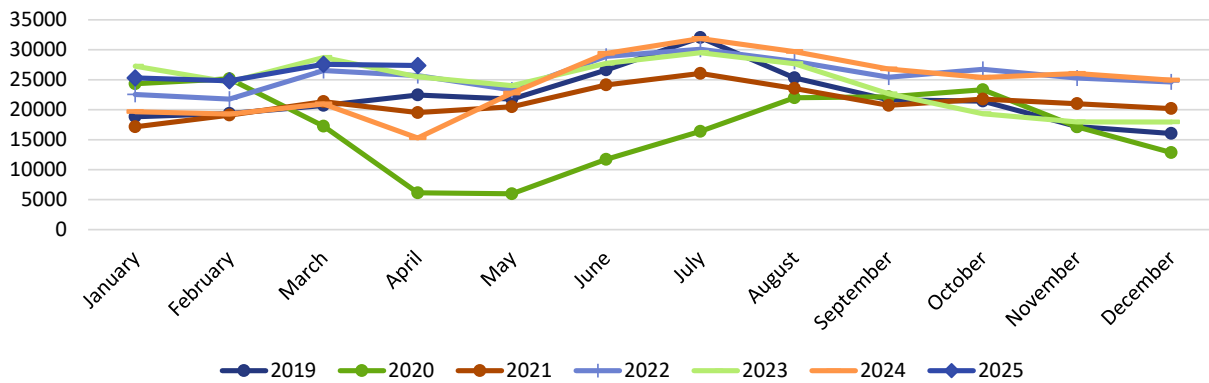
Front Door Counter



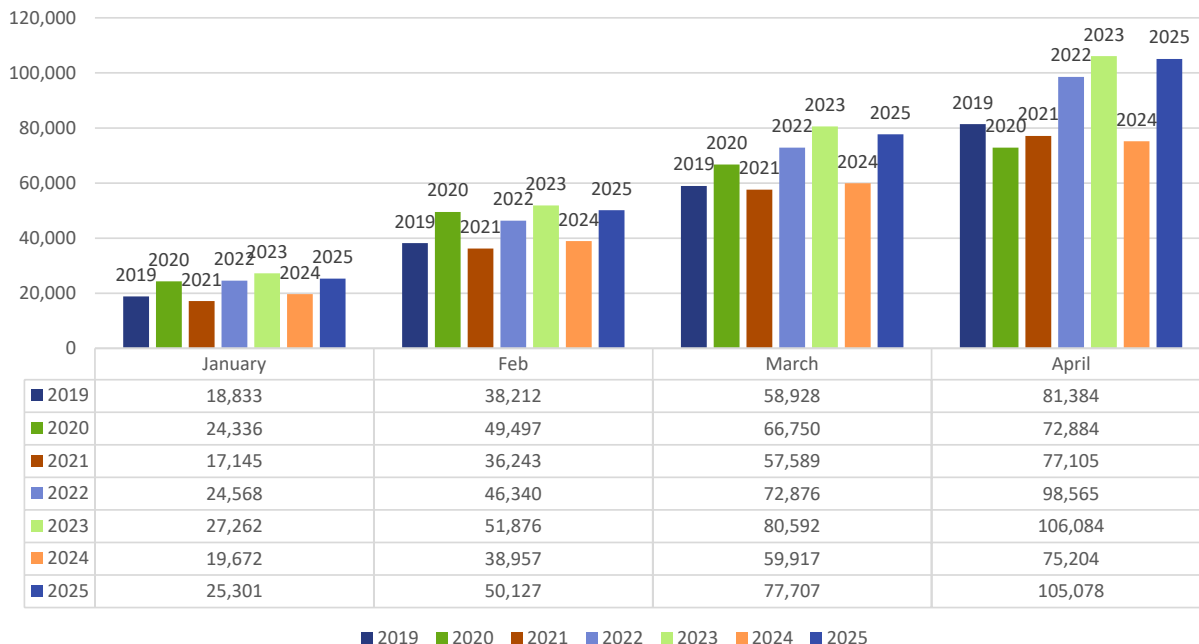
Program or Meeting Attendance



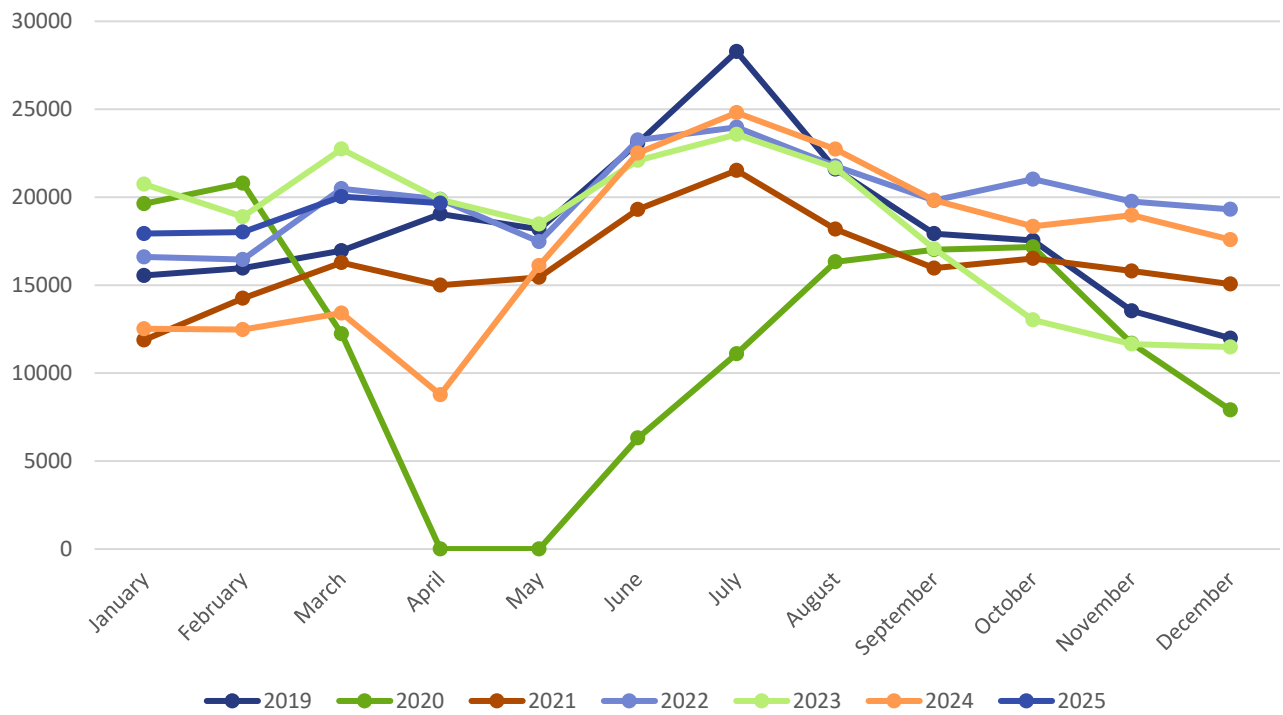
Materials Circulation



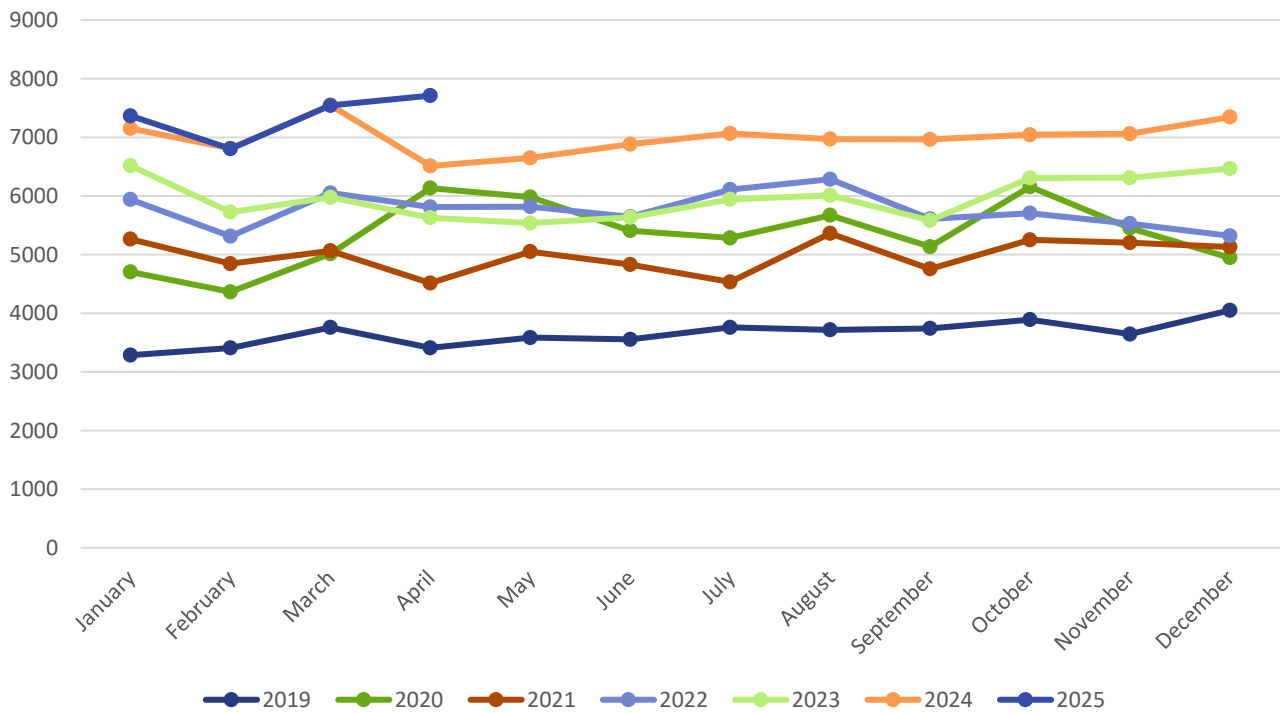
Year to Date Circulation



Print Materials Circulation



Digital Materials Circulation



EASEMENT FOR ELECTRIC FACILITIES

SAP# 1073314167
Design# 11749309
Agreement# MI00000084785

SPRING LAKE DISTRICT LIBRARY f/k/a WARNER BAIRD DISTRICT LIBRARY, a Michigan municipal corporation, whose address is 123 East Exchange Street, Spring Lake, Michigan, 49456 (hereinafter "Owner")

for \$1.00 and other good and valuable consideration [exempt from real estate transfer tax pursuant to MCLA 207.505(f) and from State real estate transfer tax pursuant to MCLA 207.526(f)] grants and warrants to

CONSUMERS ENERGY COMPANY, a Michigan corporation, One Energy Plaza, Jackson, Michigan 49201 (hereinafter "Consumers")

a permanent easement to enter Owner's land (hereinafter "Owner's Land") located in the Village of Spring Lake, County of Ottawa, and State of Michigan as more particularly described in the attached Exhibit A to construct, operate, maintain, inspect (including aerial patrol), survey, replace, reconstruct, improve, remove, relocate, change the size of, enlarge, and protect a line or lines of electric facilities in, on, over, under, across, and through a portion of Owner's Land (hereinafter "Easement Area") as more fully described in the attached Exhibit B, together with any pole structures, poles, or any combination of same, wires, cables, conduits, crossarms, braces, guys, anchors, transformers, electric control circuits and devices, location markers and signs, communication systems, utility lines, protective apparatus and all other equipment, appurtenances, associated fixtures, and facilities, whether above or below grade, useful or incidental to or for the operation or protection thereof, and to conduct such other activities as may be convenient in connection therewith as determined by Consumers for the purpose of transmitting and distributing electricity.

Additional Work Space: In addition to the Easement rights granted herein, Owner further grants to Consumers, during initial construction and installation only, the right to temporarily use such additional work space reasonably required to construct said lines. Said temporary work space shall abut the Easement Area, on either side, as required by construction.

Access: Consumers shall have the right to unimpaired access to said line or lines, and the right of ingress and egress on, over, and through Owner's Land for any and all purposes necessary, convenient, or incidental to the exercise by Consumers of the rights granted hereunder.

Trees and Other Vegetation: Owner shall not plant any trees within the Easement Area. Consumers shall have the right from time to time hereafter to enter Owner's Land to trim, cut down, and otherwise remove and control any trees, brush, roots, and other vegetation within the Easement Area. Consumers shall have the right from time to time hereafter to enter Owner's Land to trim, cut down, and otherwise remove and control any trees, brush, or other vegetation located outside of the Easement Area which are of such a height or are of such a species whose mature height that in falling directly to the ground could come into contact with or land directly above Consumers' facilities.

Buildings/Structures: Owner agrees not to build, create, construct, or permit to be built, created, or constructed, any obstruction, building, septic system, drain field, fuel tank, pond, swimming pool, lake, pit, well, foundation, engineering works, installation or any other type of structure over, under, or on said Easement Area, whether temporary or permanent, natural or man-made, without a prior written agreement executed by Consumers' Real Estate Department expressly allowing the aforementioned.

Ground Elevation: Owner shall not materially alter the ground elevation within the Easement Area without a prior written agreement executed by Consumers Real Estate Department allowing said alteration.

Restoration: Consumers shall restore to a condition that is reasonably practicable all that portion of Owner's Land damaged by Consumers during the original installation, maintenance, repair, replacement, or removal of Consumers' facilities on Owner's Land pursuant to this Easement; provided however, the provisions of this paragraph shall not apply to anything located within the Easement Area in violation of any other provisions contained in this Easement.

Exercise of Easement: Consumers' nonuse or limited use of this Easement shall not preclude Consumers' later use of this Easement to its full extent.

Ownership: Owner covenants with Consumers that they are the lawful fee simple owner of the aforesaid lands, and that they have the right and authority to make this grant, and that they will forever warrant and defend the title thereto against all claims whatsoever.

Successors: This Easement shall bind and benefit Owner's and Consumers' respective heirs, successors, lessees, licensees, and assigns.

Counterparts: This Easement may be executed simultaneously in two or more counterparts, each of which shall be deemed an original and all of which together shall constitute one and the same instrument. It is not necessary that all parties execute any single counterpart if each party executes at least one counterpart.

Date: _____

Owner: SPRING LAKE DISTRICT LIBRARY f/k/a WARNER BAIRD
DISTRICT LIBRARY, a Michigan municipal corporation

Signature

By: _____

Print name

Its: _____

Print title

Acknowledgment

The foregoing instrument was acknowledged before me in _____ County, _____,
on _____ by _____ of _____
Date Name Title

Spring Lake District Library f/k/a Warner Baird District Library, a Michigan municipal corporation, on behalf of the corporation.

Notary Public

Print Name

County, _____

Acting in _____ County

My Commission expires: _____

**PROPERTY OWNERS MAIL
SIGNED EASEMENT TO:**

Zachary Norwood
Consumers Energy Company
700 East Sternberg Road
Muskegon, MI 49441
ROW Manager: Amber Wiswell

Prepared By:
Kelsea Reichard, 04/21/25
Consumers Energy Company
One Energy Plaza
Jackson, MI 49201

**REGISTER OF DEEDS OFFICE USE
ONLY**

Return recorded instrument to:
Carrie J. Main, EP7-464
Consumers Energy Company
One Energy Plaza
Jackson, MI 49201

EXHIBIT A

Owner's Land

Land situated in the Village of Spring Lake, County of Ottawa, State of Michigan:

That part of Lots 15, 16 and 17 of Koster's Assessors Plat No. 2 and Block 12 of Bryant's Addition to the Village of Spring Lake, Southwest 1/4 and the Southeast 1/4 of Section 15, Towns North, Range 16 West, according to the recorded plat thereof, described as beginning at a point on the North line of Lot 9 of said Block 12 of Bryant's Addition which is 265.70 feet from the Northwest corner of Lot 3 of said Block 12 of Bryant's Addition: thence along the North line of Lot 9, 69.90 feet more or less to the Northeast corner of said Lot 9: thence South 5.00 feet more or less to the North line of said Lot 15 of Koster's Assessors Plat No. 2 extended to the West; thence East 162.00 feet more or less to the Northeast corner of said Lot 15; thence South 157.30 feet more or less to the Southeast corner of said Lot 17; thence west along the South line of said Lots 16 and 17 of Koster's Assessors Plat No. 2 and the South line of said Block 12 of Bryant's Addition 231.90 feet more or less to a point South of the Point of Beginning; thence North 160.00 feet more or less to the Point of Beginning;

Also known as: 123 East Exchange Street, Spring Lake, Michigan, 49456

Parcel ID: 70-03-15-383-022

EXHIBIT B

Easement Area

A 12.00-foot-wide strip of land, being 6.00 feet on each side of the facilities of the line constructed on Owner's Land, the facilities to be located approximately as shown in the attached drawing, all of which is located within the West 6.00 Feet of the South 130.00 Feet of Owners Land and the South 10.00 Feet of the West 20.00 Feet of Owners Land.

