# Spring Lake District Library
# Board Meeting

## Wednesday, July 15, 2026
## Spring Lake District Library
## 1pm

## Agenda

1. Call to order

2. Approve the agenda

3. Public comment

4. Approve the minutes – June 17, 2026

5. Salary Study Presentation – Charmain Kohler from Gallagher

6. Financial report and approval of bills – June 2026

7. Director's Report

8. Building Project Updates – Sunroom Addition
   a. Financial Update
   b.

9. Old business
   a.
   b.

10. New business
    a. 2027 Budget Discussion
    b.

11. Public Comment

12. Adjourn the meeting

# Spring Lake District Library Board Minutes
# June 17, 2026

**Present and voting:** Mary Eagin, Skylar Garrison, Bill Meyers, Laurie Draeger, Gordon Gallagher, Sheri Boon
**Also present:** Maggie McKeithan, Library Director;
**Absent:** Maria Boersma

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

**The meeting was called to order at 1:03 p.m.** by Mary Eagin

**Motion to approve the agenda**, made by Bill Meyers and supported by Laurie Draeger.
The motion was approved unanimously.

**Public Comment:** None

**Motion to approve the minutes of May 20, 2026,** made by Laurie Draeger and supported by Bill Meyers. The motion was approved unanimously.

**Motion to approve financial reports from May 2026 and approve payment of bills** made by Skylar Garrison and supported by Laurie Draeger. The motion was approved unanimously.

**Director's Report**
Maggie reviewed her report as printed in the Board Packet, noting that the asphalt should be completed by the end of this week.

**Building Project Updates - Sunroom Addition**

a. Financial Update
    i. Maggie reviewed a financial update on the Sunroom Addition project. Our completion date is mid to late August due to a few unforeseen circumstances. We are still planning to do our Grand Opening at the Block Party.
b. Bulletin 4 - Change Order
    i. **Motion to approve Change Order 4 for a total payment of $24,149.00** made by Gordon Gallagher and supported by Skylar Garrison. The motion was approved unanimously.

**Old Business:**

a.

**New Business:**

a. Employee Manual Revision
    i. **A motion to approve Section 422 of the Spring Lake District Library's employee manual as presented** was made by Gordon Gallagher and supported by Laurie Draeger. The motion was approved unanimously.

**Public Comment:**

a. The Friends of the Library had their Front Porch fundraiser on May 19, and received a total of $802.
b. The Heritage Festival book sale made $1,645 for the Friends of the Library.
c. All leftover books from the book sale are sent to "Embrace," where they are donated to people in the community.

**Meeting was adjourned at 1:41 p.m.**

Respectfully submitted,
Skylar Garrison, Secretary

# Spring Lake District Library

Balance Sheet - Memorized for Board

As of Jun 30, 2026

| | Total |
|---|---|
| Assets | |
| Current Assets | |
| Bank Accounts | |
| Huntington Checking | 361,270.00 |
| Michigan Class Investments | 1,534,291.81 |
| Petty Cash | 230.91 |
| **Total for Bank Accounts** | **$1,895,792.72** |
| Accounts Receivable | |
| Accounts receivable | -63.92 |
| **Total for Accounts Receivable** | **-$63.92** |
| Other Current Assets | |
| Credit Card Payment Receivable | -411.97 |
| **Total for Other Current Assets** | **-$411.97** |
| **Total for Current Assets** | **$1,895,316.83** |
| **Total for Assets** | **$1,895,316.83** |
| Liabilities and Equity | |
| Liabilities | |
| Current Liabilities | |
| Other Current Liabilities | |
| Accrued Deductions MERS DB | 568.28 |
| Due to Friends of the Library | 2,416.90 |
| EE Garnishment | 195.86 |
| MERS 457 | 2,744.81 |
| MERS DC EE Portion | 0.01 |
| MERS Roth 457 | 490.29 |
| Withheld Payroll Taxes | 196.18 |
| **Total for Other Current Liabilities** | **$6,612.33** |
| **Total for Current Liabilities** | **$6,612.33** |
| **Total for Liabilities** | **$6,612.33** |
| Equity | |
| Sage Conversion Fund Balance | -36,047.60 |
| Retained Earnings(Fund Balance) | 1,322,431.85 |
| Net Income | 602,320.25 |
| **Total for Equity** | **$1,888,704.50** |
| **Total for Liabilities and Equity** | **$1,895,316.83** |

# Spring Lake District Library
## Budget vs. Actuals
### JUNE 2026

| | JUNE | YTD | Budget | % of Budget |
|---|---|---|---|---|
| **Income** | ~ | ~ | ~ | ~ |
| Budgetary Fund Balance Income | ~ | ~ | 469,927.00 | ~ |
| Current Property Taxes .60 mil | ~ | 555,785.72 | 584,578.00 | 95% |
| Current Property Taxes 1.12 mil | 52,951.02 | 1,147,948.92 | 1,148,709.00 | 100% |
| Grants,Gifts and Contributions | 22.40 | 191,286.68 | 172,000.00 | 111% |
| Investment Income | 4,794.03 | 31,773.30 | 61,000.00 | 52% |
| Library Fines | 30.02 | 1,412.11 | 2,000.00 | 71% |
| Local Government Revenue | ~ | 169,615.97 | 197,000.00 | 86% |
| Other Income | 950.55 | 6,386.60 | 7,300.00 | 87% |
| PILOT | ~ | 0.00 | 3,000.00 | 0% |
| RHFV OPEB Closeout Income | ~ | 1,475,073.14 | 1,475,073.00 | 100% |
| State Revenue | 1,291.75 | 11,943.09 | 16,000.00 | 75% |
| **Total Income** | $ 60,039.77 | $ 3,591,225.53 | $ 4,136,587.00 | 87% |

| **Expenses** | JUNE | YTD | Budget | % of Budget |
|---|---|---|---|---|
| Capital Outlay | ~ | 8,651.44 | 25,000.00 | 35% |
| Materials | 10,808.60 | 96,785.84 | 206,010.00 | 47% |
| Operations | 27,944.48 | 206,160.23 | 397,858.00 | 52% |
| Operations Transfer Out | ~ | 1,730,000.00 | 1,730,000.00 | 100% |
| Personnel | 110,155.15 | 682,795.58 | 1,469,219.00 | 46% |
| RHFV OPEB Expense | ~ | 215,000.00 | 215,000.00 | 100% |
| Programming | 3,406.99 | 25,019.83 | 52,500.00 | 48% |
| Technology | 2,219.24 | 24,492.36 | 41,000.00 | 60% |
| **Total Expenses** | $ 154,534.46 | $ 2,988,905.28 | $ 4,136,587.00 | 72% |

**Spring Lake District Library**
**Bank Accounts and Investments Summary**
**as of June 30, 2026**

| **General Fund - Money Market** | **Avg Yield** | **Market Value** |
|---|---|---|
| GF - Michigan Class Investments - 0001 | 3.74% | **$1,534,291.81** |

| **Capital Fund - Money Market** | **Avg Yield** | **Market Value** |
|---|---|---|
| CF - Michigan Class Investments - 0002 | 3.74% | **$1,667,590.25** |

| **Bank Accounts** | **Balance** |
|---|---|
| Huntington Checking - General Fund | $361,270.00 |
| Huntington Checking - Capital Projects | $14,492.09 |
| | **$375,762.09** |

| Spring Lake District Library | | | | |
|---|---|---|---|---|
| Check Detail Report - GF HNB Checking | | | | |
| June 18-July 15, 2026 | | | | |
| Date | Number | Name | Amount | Memo |
| 7/15/2026 | 22689 | 4M Building Services, LLC | 3,985.00 | all carpets & windows cleaned |
| 7/15/2026 | 22690 | Ace Hardware | 267.74 | |
| 7/15/2026 | 22691 | Applied Innovation | 1,212.69 | copy/print |
| 7/15/2026 | 22692 | Athenaeum | 756.00 | database |
| 7/15/2026 | 22693 | Barnes & Noble | 121.10 | |
| 7/15/2026 | 22694 | Bartlett Tree Experts | 1,135.00 | tree & soil treatments |
| 7/15/2026 | 22695 | Cengage Learning, Inc. - Gale | 196.80 | |
| 7/15/2026 | 22696 | Center Point Publishing | 100.68 | |
| 7/15/2026 | 22697 | Chase Card Services | 10,247.19 | * see below |
| 7/15/2026 | 22698 | City Farmer Lawn & Landscape | 2,265.00 | lawn care |
| 7/15/2026 | 22699 | ElectroMedia | 350.00 | |
| 7/15/2026 | 22700 | Evan Schumann | 28.29 | |
| 7/15/2026 | 22701 | Friends of Spring Lake District Library | 2,421.90 | due to the friends |
| 7/15/2026 | 22702 | Gallagher | 4,098.00 | last 2 pmts for comp study |
| 7/15/2026 | 22703 | Hastings Public Library | 20.00 | |
| 7/15/2026 | 22704 | Hurst Mechanical | 1,594.77 | bldg maint |
| 7/15/2026 | 22705 | Ingram Library Services | 3,343.94 | books |
| 7/15/2026 | 22706 | Kanopy, Inc | 324.70 | |
| 7/15/2026 | 22707 | Kuerth's Disposal | 220.00 | |
| 7/15/2026 | 22708 | Lakeland Library Cooperative | 375.00 | |
| 7/15/2026 | 22709 | Loutit District Library | 26.14 | |
| 7/15/2026 | 22710 | Maggie McKeithan | 297.98 | |
| 7/15/2026 | 22711 | Meteor Education | 304.94 | |
| 7/15/2026 | 22712 | Midwest Collaborative for Library Serv. | 20,447.96 | digital materials |
| 7/15/2026 | 22713 | Midwest Tape | 3,946.67 | digital materials |
| 7/15/2026 | 22714 | Ottawa Area ISD | 357.30 | |
| 7/15/2026 | 22715 | OverDrive, Inc. | 4,486.47 | digital materials |
| 7/15/2026 | 22716 | Quill.com | 175.96 | |
| 7/15/2026 | 22717 | Rachel Yonai | 19.36 | |
| 7/15/2026 | 22718 | The Standard Insurance Company | 719.00 | |
| 7/15/2026 | 22719 | TMobile | 475.77 | |
| 7/15/2026 | 22720 | Uline | 1,803.23 | capital assets staff furniture |
| 7/15/2026 | 22721 | Unique Management Services | 9.85 | |
| 7/15/2026 | 22722 | Zervas Facility Maintenance, Inc. | 857.50 | substitute custodial svc |
| | | | $ 66,991.93 | |
| | | | | |
| | | *Chase Bill Detail | Amount | |
| | | Library & Office Supplies | 1,026.49 | |
| | | Janitorial Supplies | 226.84 | |
| | | Building Maint | 14.34 | |
| | | Equip. Maint. | 206.20 | |
| | | Building - Outdoor | 97.87 | |
| | | Youth Programming | 445.42 | |
| | | Adult Programming | 377.45 | |
| | | Professional/Contract Services | 500.00 | Streamline Website |
| | | Professional/Contract Services | 286.75 | |
| | | Capital Outlay | 1,260.34 | Square Cash Reg. |
| | | Technology Software/Supplies | 1,324.17 | |
| | | Telephone & Internet | 633.29 | |
| | | Cold Beverage Expenses | 154.79 | |
| | | Hot Beverage Expenses | 80.63 | |
| | | Books - Adult Fiction | 229.20 | |
| | | Books - Adult Nonfiction | 44.42 | |
| | | Music/Videogames | 178.87 | |
| | | DVDs | 256.09 | |
| | | Other Circulating Materials - Adult | 947.87 | LSTA Grant Health Kits |
| | | Other Circulating Materials - Youth | 113.31 | |
| | | Membership and Dues | 230.00 | |
| | | Staff Inservice/Travel | 1,263.95 | ALA Chicago |
| | | Staff Inservice/Travel | 278.10 | Staff Online Training |
| | | Payroll (Fees) | 70.80 | |
| | | | $ 10,247.19 | |

Spring Lake District Library

**Huntington Checking, Period Ending 06/30/2026**

**RECONCILIATION REPORT**

Reconciled on: 07/09/2026

Reconciled by: Amanda Rantanen

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

**Summary**

| | USD |
|---|---|
| Statement beginning balance | 463,361.49 |
| Service charge | -198.25 |
| Interest earned | 81.75 |
| Checks and payments cleared (57) | -158,698.35 |
| Deposits and other credits cleared (4) | 57,820.48 |
| Statement ending balance | 362,367.12 |
| Uncleared transactions as of 06/30/2026 | -1,097.12 |
| Register balance as of 06/30/2026 | 361,270.00 |
| Cleared transactions after 06/30/2026 | 0.00 |
| Uncleared transactions after 06/30/2026 | -39,090.80 |
| Register balance as of 07/09/2026 | 322,179.20 |

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**Details**

Checks and payments cleared (57)

| DATE | TYPE | REF NO. | PAYEE | AMOUNT (USD) |
|---|---|---|---|---|
| 04/15/2026 | Bill Payment | 22590 | Emily May | -135.90 |
| 05/20/2026 | Bill Payment | 22621 | Brad Landcaster | -450.00 |
| 05/20/2026 | Bill Payment | 22643 | Motion Picture Licensing Corp... | -312.14 |
| 05/20/2026 | Bill Payment | 22639 | MADL | -46.68 |
| 05/20/2026 | Bill Payment | 22646 | Quill.com | -402.44 |
| 05/20/2026 | Bill Payment | 22629 | Hastings Public Library | -27.00 |
| 05/20/2026 | Bill Payment | 22638 | Loretta Constaneda | -200.00 |
| 05/20/2026 | Bill Payment | 22630 | Heimler Consulting | -360.00 |
| 05/20/2026 | Bill Payment | 22619 | Applied Innovation | -1,950.23 |
| 06/03/2026 | Journal | 0312 - Payroll | | -9,500.17 |
| 06/03/2026 | Journal | 0312 - Payroll | | -28,298.08 |
| 06/03/2026 | Journal | 0312 - Payroll | | -116.09 |
| 06/10/2026 | Journal | 0300 - Electric | | -5,852.19 |
| 06/11/2026 | Journal | 0298 - Gas | | -718.29 |
| 06/11/2026 | Journal | 0321 - MERS DB - MAY | | -8,229.91 |
| 06/17/2026 | Bill Payment | 22668 | Cornerstone University | -78.00 |
| 06/17/2026 | Bill Payment | 22678 | Kanopy, Inc | -312.80 |
| 06/17/2026 | Bill Payment | 22687 | TMobile | -464.87 |
| 06/17/2026 | Bill Payment | 22684 | TH Brands | -232.80 |
| 06/17/2026 | Bill Payment | 22662 | Bartlett Tree Experts | -230.00 |
| 06/17/2026 | Bill Payment | 22661 | Architectural Hardware Co. | -835.00 |
| 06/17/2026 | Bill Payment | 22681 | Michigan Library Association | -1,638.00 |
| 06/17/2026 | Bill Payment | 22688 | Unique Management Services | -19.70 |
| 06/17/2026 | Bill Payment | 22656 | Ace Hardware | -61.83 |
| 06/17/2026 | Bill Payment | 22673 | Gallagher | -2,049.00 |
| 06/17/2026 | Bill Payment | 22663 | Black Stone Publishing | -88.70 |
| 06/17/2026 | Bill Payment | 22665 | Center Point Publishing | -100.68 |
| 06/17/2026 | Bill Payment | 22669 | Demco, Inc. | -187.54 |
| 06/17/2026 | Bill Payment | 22670 | Dynamic Wood Solutions | -1,509.00 |
| 06/17/2026 | Bill Payment | 22682 | Midwest Tape | -3,500.02 |
| 06/17/2026 | Bill Payment | 22666 | Chase Card Services | -13,591.13 |
| 06/17/2026 | Bill Payment | 22680 | Melanie Alm | -120.00 |
| 06/17/2026 | Bill Payment | 22671 | Elite Fund | -324.00 |
| 06/17/2026 | Bill Payment | 22660 | Applied Innovation | -1,332.54 |
| 06/17/2026 | Bill Payment | 22683 | OverDrive, Inc. | -3,614.74 |
| 06/17/2026 | Journal | 0315 - Payroll | | -116.09 |
| 06/17/2026 | Journal | 0315 - Payroll | | -10,164.39 |
| 06/17/2026 | Journal | 0315 - Payroll | | -29,969.65 |

| DATE | TYPE | REF NO. | PAYEE | AMOUNT (USD) |
|---|---|---|---|---|
| 06/17/2026 | Bill Payment | 22676 | Hurst Mechanical | -1,594.77 |
| 06/17/2026 | Bill Payment | 22686 | The Standard Insurance Com... | -642.34 |
| 06/17/2026 | Bill Payment | 22664 | Cengage Learning, Inc. - Gale | -229.60 |
| 06/17/2026 | Bill Payment | 22679 | Loutit District Library | -23.93 |
| 06/17/2026 | Bill Payment | 22685 | The Hartford | -2,391.00 |
| 06/17/2026 | Bill Payment | 22659 | Andy's Plumbing | -2,406.00 |
| 06/17/2026 | Bill Payment | 22672 | Friends of Spring Lake District... | -535.30 |
| 06/17/2026 | Bill Payment | 22675 | Griffin Pest Solutions | -175.00 |
| 06/17/2026 | Bill Payment | 22677 | Ingram Library Services | -1,730.66 |
| 06/17/2026 | Bill Payment | 22657 | Action Chemical | -401.58 |
| 06/17/2026 | Bill Payment | 22667 | City Farmer Lawn & Landscape | -180.00 |
| 06/30/2026 | Journal | 0320 - MERS DC- MAY | | -988.21 |
| 06/30/2026 | Journal | 0321 - MERS 457- MAY | | -1,558.93 |
| 06/30/2026 | Journal | 0318 - ADP Fees | | -194.40 |
| 06/30/2026 | Journal | 0321 - MERS 457- MAY | | -1,552.04 |
| 06/30/2026 | Journal | 0318 - ADP Fees | | -194.40 |
| 06/30/2026 | Journal | 0318 - ADP Fees | | -5.00 |
| 06/30/2026 | Journal | 0319 - WMHIP | | -15,760.51 |
| 06/30/2026 | Journal | 0320 - MERS DC- MAY | | -995.08 |
| Total | | | | -158,698.35 |

Deposits and other credits cleared (4)

| DATE | TYPE | REF NO. | PAYEE | AMOUNT (USD) |
|---|---|---|---|---|
| 05/31/2026 | Journal | 0303 - Square | | 51.54 |
| 06/22/2026 | Deposit | | | 54,266.77 |
| 06/22/2026 | Journal | 0322 - cash register | | 2,370.94 |
| 06/30/2026 | Journal | 0324 - Square | | 1,131.23 |
| Total | | | | 57,820.48 |

**Additional Information**

Uncleared checks and payments as of 06/30/2026

| DATE | TYPE | REF NO. | PAYEE | AMOUNT (USD) |
|---|---|---|---|---|
| 05/20/2026 | Bill Payment | 22633 | Jerry Berg | -300.00 |
| 05/20/2026 | Bill Payment | 22649 | Steve Laubaugh | -525.00 |
| 05/20/2026 | Bill Payment | 22644 | ODC Network | -261.00 |
| 06/17/2026 | Bill Payment | 22658 | Aimee Wilson | -48.16 |
| Total | | | | -1,134.16 |

Uncleared deposits and other credits as of 06/30/2026

| DATE | TYPE | REF NO. | PAYEE | AMOUNT (USD) |
|---|---|---|---|---|
| 06/30/2026 | Journal | 0324 - Square | | 37.04 |
| Total | | | | 37.04 |

Uncleared checks and payments after 06/30/2026

| DATE | TYPE | REF NO. | PAYEE | AMOUNT (USD) |
|---|---|---|---|---|
| 07/01/2026 | Journal | 0316 - Payroll | | -29,052.59 |
| 07/01/2026 | Journal | 0316 - Payroll | | -9,922.12 |
| 07/01/2026 | Journal | 0316 - Payroll | | -116.09 |
| Total | | | | -39,090.80 |

# SLDL Capital Projects Fund
## Balance Sheet
### As of June 30, 2026

| | Jun 30, 26 |
|---|---|
| **ASSETS** | |
| **Current Assets** | |
| **Checking/Savings** | |
| **HNB Capital Fund Checking** | 14,492.09 |
| **Michigan Class Investments** | 1,667,590.25 |
| **Petty Cash** | 2.68 |
| **Total Checking/Savings** | 1,682,085.02 |
| **Total Current Assets** | 1,682,085.02 |
| **TOTAL ASSETS** | **1,682,085.02** |
| **LIABILITIES & EQUITY** | |
| **Equity** | |
| **Retained Earnings(Fund Balance)** | 238,131.26 |
| **Net Income** | 1,443,953.76 |
| **Total Equity** | 1,682,085.02 |
| **TOTAL LIABILITIES & EQUITY** | **1,682,085.02** |

## SLDL Capital Projects Fund
# Profit & Loss YTD Comparison
### June 2026

| | Jun 26 | Jan - Jun 26 |
|---|---|---|
| **Income** | | |
| Grant Revenue | 0.00 | 42,500.00 |
| GrantsGHACF Expansion Fund | 0.00 | 233,320.19 |
| Interest Income | 7.80 | 94.44 |
| Investment Fluctuation of MV's | 5,275.07 | 11,015.49 |
| Operating transfers in | 0.00 | 1,730,000.00 |
| Other Income | 0.00 | 772.41 |
| Restricted Gifts | 0.00 | 119,531.65 |
| **Total Income** | 5,282.87 | 2,137,234.18 |
| **Gross Profit** | 5,282.87 | 2,137,234.18 |
| **Expense** | | |
| Building Expenses | 24,932.00 | 61,911.00 |
| Capital outlay | 0.00 | 9,725.03 |
| Construction expense | 69,386.51 | 603,690.74 |
| Operating transfers out | 0.00 | 14,113.65 |
| Professional fees | 0.00 | 3,840.00 |
| **Total Expense** | 94,318.51 | 693,280.42 |
| **Net Income** | **-89,035.64** | **1,443,953.76** |

SLDL Capital Projects Fund

7/10/2026 2:53 PM

Register: HNB Capital Fund Checking

From 06/18/2026 through 07/15/2026

Sorted by: Date, Type, Number/Ref

| Date | Number | Payee | Account | Memo | Payment | C | Deposit | Balance |
|---|---|---|---|---|---|---|---|---|
| 07/10/2026 | 025-Trnsfr | | Michigan Class Invest... | transfer from ... | | | 50,000.00 | 64,484.29 |
| 07/15/2026 | 1205 | Interphase Inc. | Accounts payable | | 1,143.87 | | | 63,340.42 |
| 07/15/2026 | 1206 | Majestic Drywall & ... | Accounts payable | | 425.00 | | | 62,915.42 |
| 07/15/2026 | 1207 | Tridonn Construction... | Accounts payable | pay app 7 | 47,376.99 | | | 15,538.43 |

# SLDL Capital Projects Fund
## Reconciliation Summary
### HNB Capital Fund Checking, Period Ending 06/30/2026

| | | Jun 30, 26 |
|---|---|---|
| Beginning Balance | | 12,871.80 |
| Cleared Transactions | | |
| Checks and Payments - 6 items | -98,387.51 | |
| Deposits and Credits - 2 items | 100,007.80 | |
| Total Cleared Transactions | 1,620.29 | |
| Cleared Balance | | **14,492.09** |
| Register Balance as of 06/30/2026 | | 14,492.09 |
| New Transactions | | |
| Checks and Payments - 3 items | -48,945.86 | |
| Deposits and Credits - 1 item | 50,000.00 | |
| Total New Transactions | 1,054.14 | |
| Ending Balance | | **15,546.23** |

# Library Director's Report
# Maggie McKeithan, Library Director
# July 15, 2026

We are moving along with the Sunroom Project. Construction is scheduled to be done by the week of August 17. From there, we will schedule furniture to be delivered the week of August 24.

More than 1,800 people have signed up for Summer Reading so far, which we think is a record number for us. We just reached the Level 3 prize, which is a book of your choice. Be sure to peek in the study room closest to the front door to see our temporary prize giveaway room.

Context for the agenda and packet –
**Building Project Updates – Financial Update** The spreadsheet is updated to July 10, 2026.

**Building Project Updates – Change Orders** There will be a Bulletin 5, but we were just advised that it was not issued yet. It is likely that it will come before the Board at the August meeting.

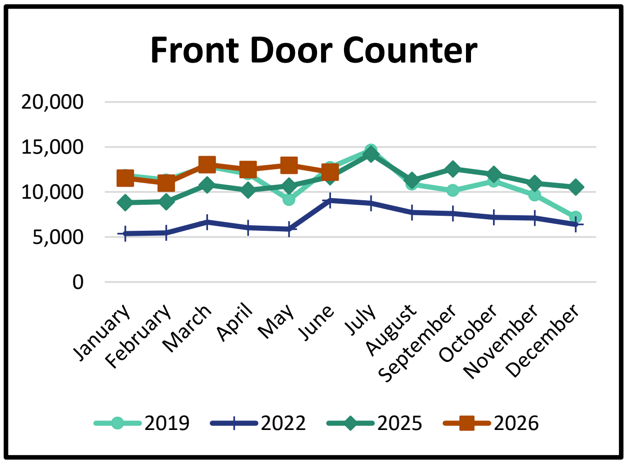
**Salary Study Discussion** The Gallagher report uses market data, local library survey data, and local cost of living data to determine how our wages and benefits align with the standard. This is important for employee retention and attracting new employees to the library. The Personnel Committee went over Gallagher's final report last week. They looked at the recommendations for both salary and benefits from the report and what the financial impacts would be. There are several possible benefits that the committee recommended pursuing, so we will work on some specifics for those options. There were also some options that the committee decided not to move forward with.

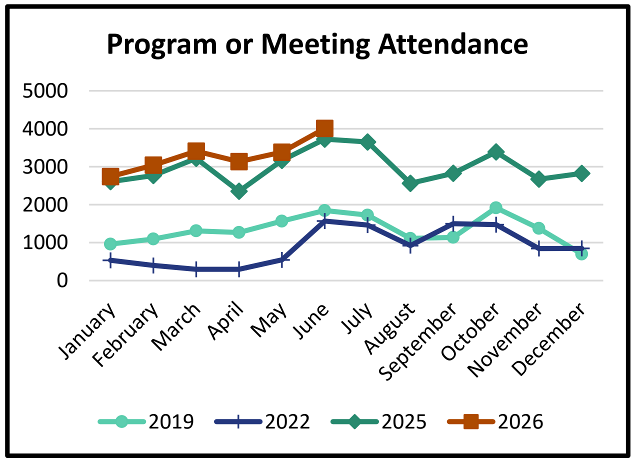
The Personnel Committee will meet again before our next Board meeting to keep discussing potential staff salary and benefits changes for 2027. Our goal would be to create a package of updates that include both the new salary steps and additional benefits to present to the Board all at the same time, so the Board can make a decision with the whole picture in mind. We would plan to vote on it this fall, with any changes to take place starting on January 1, 2027.

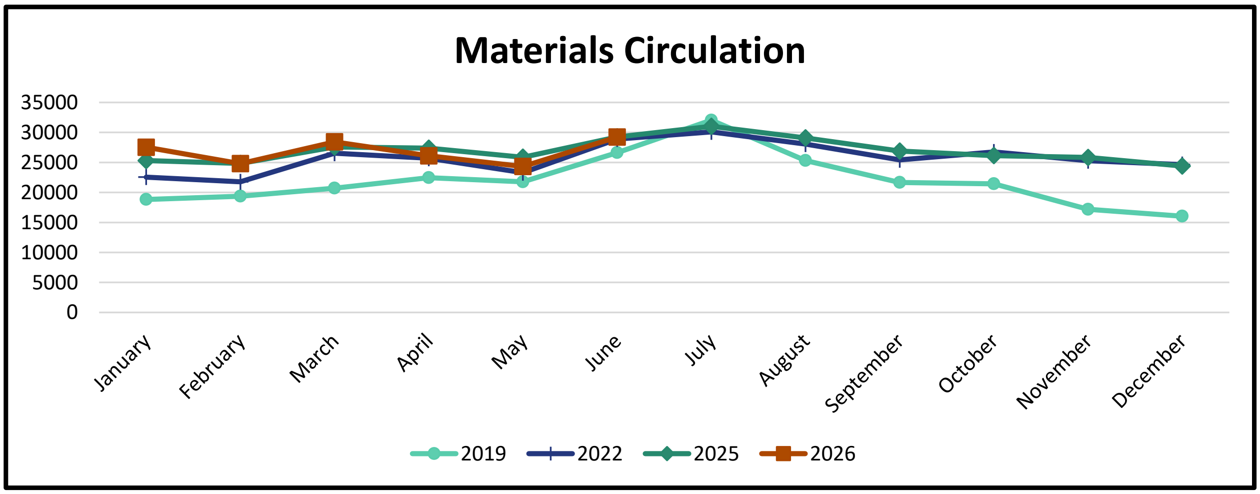
**2027 Budget Discussion** This is the first review of the proposed 2027 Budget. The Finance Committee met last week and looked through the granular detail. This budget proposal incorporates projected increases in several expense categories. The Personnel line item has increased enough for the adoption of the recommended new step system, if the Board decides that is the best course of action. It's about $50,000 more than if we kept with our current step system. Additionally, MERS has recalibrated our retirement funding, which adds another $40,000 to the Personnel line. In the Income lines, this budget assumes that we will take the full millage amount of 1.5547 mills.

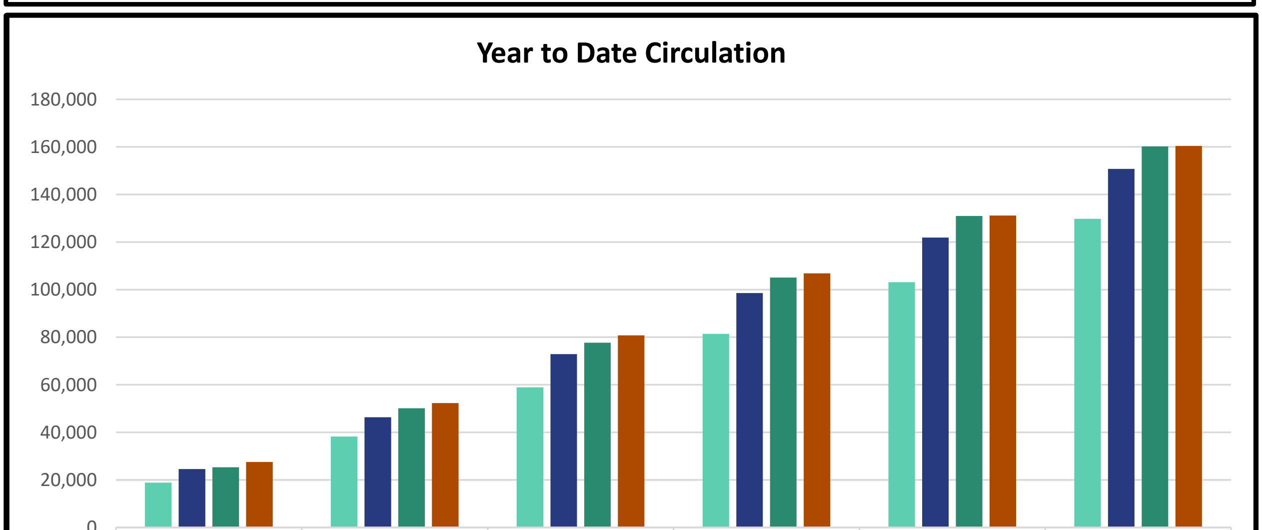
The Finance Committee felt confident that this budget is ready to present to the Board. The budget will be up for discussion again at the August Board meeting before the Board needs to officially pass a budget and a millage amount at the September meeting.

# Monthly Statistics - to June 30, 2026



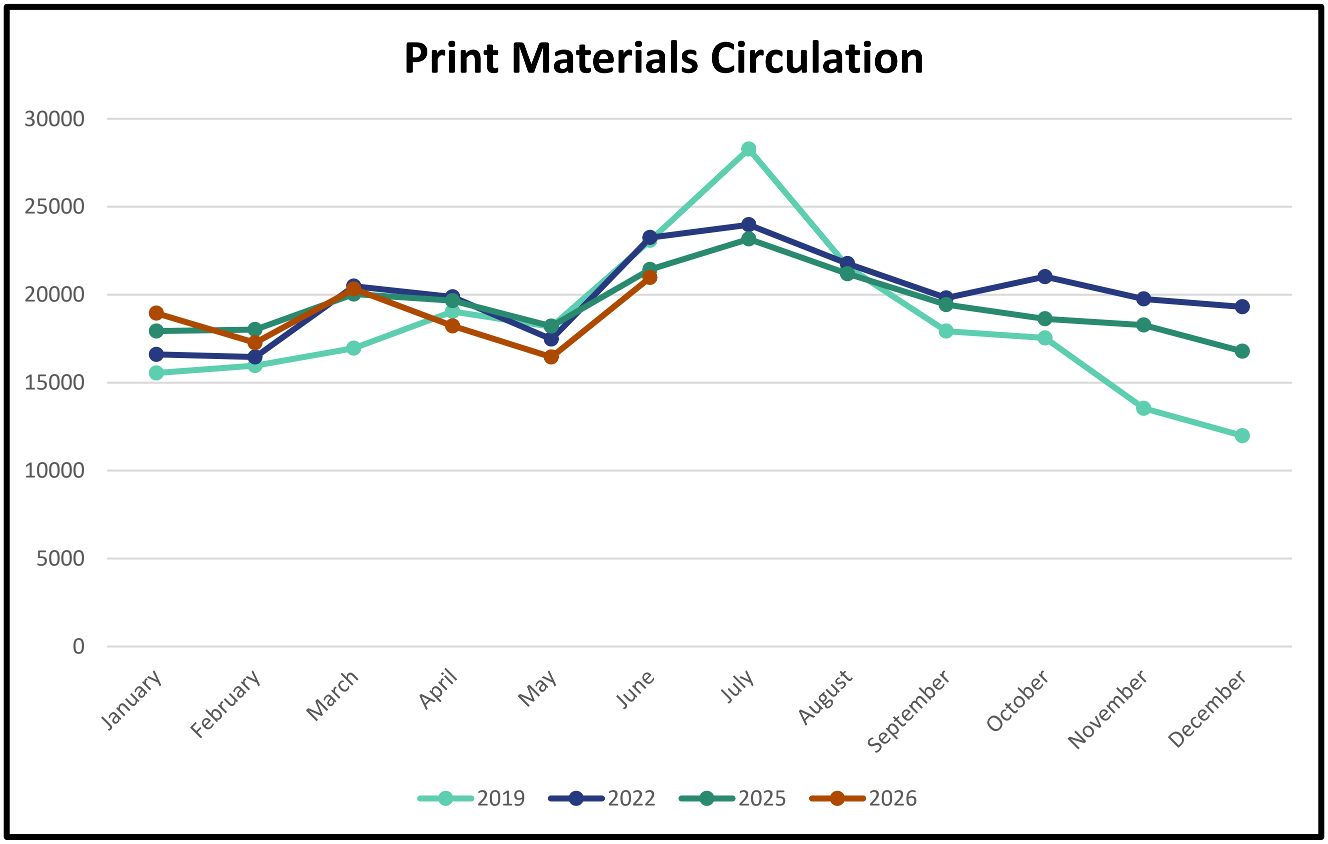



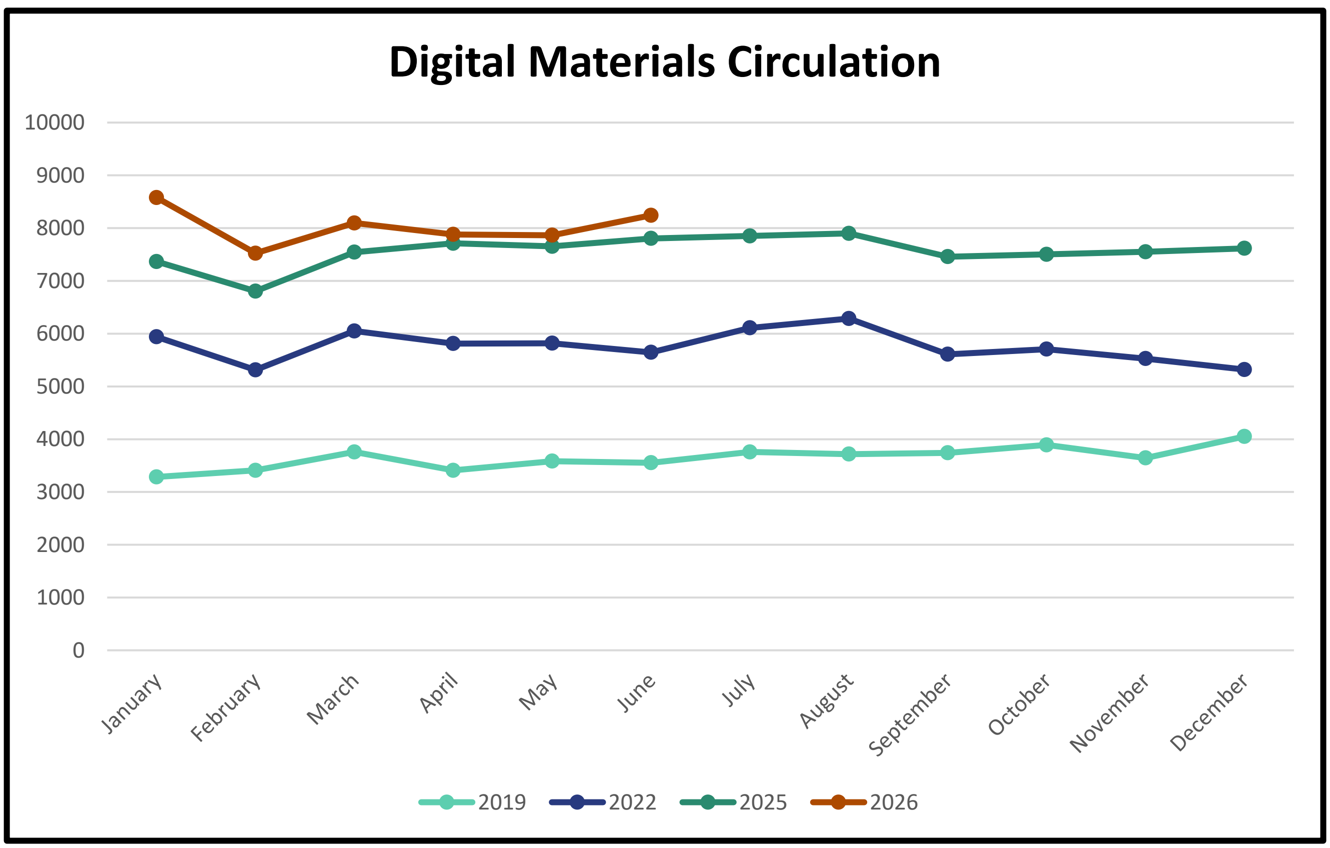




| | January | Feb | March | April | May | June |
|---|---|---|---|---|---|---|
| 2019 | 18,833 | 38,212 | 58,928 | 81,384 | 103,149 | 129,787 |
| 2022 | 24,568 | 46,340 | 72,876 | 98,565 | 121,857 | 150,754 |
| 2025 | 25,301 | 50,127 | 77,707 | 105,078 | 130,944 | 160,186 |
| 2026 | 27,527 | 52,320 | 80,744 | 106,848 | 131,168 | 160,388 |

2019 2022 2025 2026



Print Materials Circulation
30000
25000
20000
15000
10000
5000
0
January
February
March
April
May
June
July
August
September
October
November
December
2019
2022
2025
2026

Digital Materials Circulation
10000
9000
8000
7000
6000
5000
4000
3000
2000
1000
0
January
February
March
April
May
June
July
August
September
October
November
December
2019
2022
2025
2026

**Sunroom Addition - Financial Update**
**June 2026**

| Income | Anticipated Total | Actual Totals |
|---|---|---|
| Harring Donation | $500,000.00 | $495,000.00 |
| GHACF Renovation Fund | $22,500.00 | $22,500.00 |
| GHACF Anonymous Donation | $50,000.00 | $50,000.00 |
| GHACF Grant | $42,500.00 | $42,500.00 |
| M-Class Interest Income - since Sep 25 | $14,222.62 | $14,222.62 |
| Library Fund Balance | $640,000.00 | $112,010.32 |
| Additional Grants | | |
| Total Income | $1,269,222.62 | $736,232.94 |

| Expenses | Anticipated Total | Already billed |
|---|---|---|
| A/E Fees | $48,000.00 | |
| Scope of Work Revision - Change Order 1 | $1,602.50 | |
| Scope of Work Revision - Change Orders 2,3,4 | $750.00 | |
| Various fees and permits | $3,006.55 | |
| June 2025 - Architektura | | $12,375.00 |
| Nov 2025 - Architektura | | $34,156.55 |
| May 2026 - Architektura | | $3,840.00 |
| Construction | $928,248.00 | |
| Bill 1 - Tridonn | | $57,448.80 |
| Bill 2 - Tridonn | | $96,382.70 |
| Bill 3 - Tridonn | | $56,696.44 |
| Bill 4 - Tridonn | | $46,480.71 |
| Bill 5 - Tridonn | | $186,355.88 |
| Bill 6 - Tridonn | | $69,157.51 |
| Bill 7 - Tridonn | | $47,376.99 |
| Furniture | | |
| Trellis Group - bulk of furniture | $63,998.59 | |
| Custer - study tables | $7,841.40 | |
| Kentwood Office Furniture - Flip-top tables | $9,725.03 | $9,725.03 |
| Interphase - Lectern and Power Tower | $1,143.87 | $1,143.87 |
| Conveyor Belt Book Drop | $95,000.00 | $85,304.66 |
| Security Cameras | $7,424.00 | |
| Audio - speakers, mics, loop system | $33,139.13 | $26,511.30 |
| WiFi Extension | $6,000.00 | |
| Misc Owner Costs | $2,500.00 | |
| Drop Box Rental | $2,574.00 | $1,873.00 |
| Temporary Entrance Signage - Sparrow | | $1,404.50 |
| Furniture Storage until end of July | $320.00 | |
| Contingency - 5% - budgeted $47,591 | $51,364.00 | |
| Change Order 1 - $24,840 | | |
| Change Order 2 - ($10,997) | | |
| Change Order 3 - 13,372 | | |
| Change Order 4 - 24,149 | | |
| Change Order 5 - TBD | | |
| Total Expenses | $1,262,637.07 | $736,232.94 |

# Spring Lake District Library
## 2026 vs 2027 Budget

| Estimated Revenue | 2026 Budget | 2027 Proposed |
|---|---|---|
| Current Property Taxes - perpetual | $584,578 | $607,326 |
| Current Property Taxes - voted | $1,148,709 | $1,268,711 |
| Grants, Gifts, and Contributions | $172,000 | $188,000 |
| Investment Income | $61,000 | $50,750 |
| Library Fines | $2,000 | $3,000 |
| Local Government Revenue | $197,000 | $203,000 |
| PILOT | $3,000 | $2,800 |
| State Revenue | $16,000 | $20,000 |
| Other Income | $7,300 | $9,950 |
| Budgetary Fund Balance Income | | |
| | **$2,191,587** | **$2,353,537** |

| Estimated Expenditures | 2026 Budget | 2027 Proposed | Percent Increase 2026 to 2027 |
|---|---|---|---|
| Capital Expenses | $25,000 | $25,000 | 0.00% |
| Materials | $206,010 | $216,150 | 4.69% |
| Operations | $395,150 | $395,150 | 0.00% |
| Personnel | $1,469,219 | $1,613,659 | 8.95% |
| Programming | $52,500 | $52,500 | 0.00% |
| Technology | $41,000 | $45,000 | 8.89% |
| Operating Transfers Out | $2,708 | $6,078 | 55.45% |
| | **$2,191,587** | **$2,353,537** | **6.88%** |