

**Spring Lake District Library
Board Meeting**

**Wednesday, August 19, 2026
Spring Lake District Library
1pm**

Agenda

1. Call to order
2. Approve the agenda
3. Public comment
4. Approve the minutes – July 15, 2026
5. Financial report and approval of bills – July 2026
6. Director's Report
7. Building Project Updates – Sunroom Addition
 - a. Financial Update
 - b. Change Order 5
 - c.
8. Old business
 - a.
 - b.
9. New business
 - a. 2027 Budget Discussion
 - b. Hoopla Discussion
10. Public Comment
11. Adjourn the meeting

Spring Lake District Library Board Minutes

Wednesday, July 15, 2026

Present and voting: Mary Eagin, Skylar Garrison, Bill Meyers, Laurie Draeger, Sheri Boon, Maria Boersma

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

Absent: Gordon Gallagher

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

The meeting was called to order at 1:00 p.m. by Mary Eagin

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

Public Comment: None

Motion to approve the minutes of June 17, 2026, made by Bill Meyers and supported by Laurie Draeger. The motion was approved unanimously.

Salary Study Presentation - Charmain Kohler from Gallagher

Charmain Kohler reviewed the salary study with the board.

Motion to approve financial reports from June 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.

Building Project Updates - Sunroom Addition

- a. Financial Update
 - i. Maggie reviewed a financial update on the Sunroom Addition project. We are planning to do our Grand Opening at the Block Party on September 17th, 2026.

Old Business:

- a.

New Business:

- a. 2027 Budget Discussion
 - i. The finance committee met and created a preliminary plan for the 2027 budget - recorded in the packet.
- b. Officers
 - i. Gordon Gallagher stepped down from the board. His replacement is Skip Lorimer.

- ii. **A motion to appoint Maria Boersma as the Treasurer of the board, appoint Bill Meyers as the Vice President of the board, and have Bill Meyers join the Finance Committee** was made by Laurie Draeger and supported by Sheri Boon. The motion was approved unanimously.

Public Comment:

- a. The Friends of the Library raised \$2,100 at the Spring Lake Heritage Festival Book Sale.
- b. The Fruitport Library took the extra books from the book sale, and they are selling them out of a space by the mall to raise money to build a new library in Fruitport.

Meeting was adjourned at 2:47 p.m.

Respectfully submitted,
Skylar Garrison, Secretary

Spring Lake District Library

Balance Sheet - Memorized for Board

As of Jul 31, 2026

	Total
Assets	
Current Assets	
Bank Accounts	
Huntington Checking	199,375.27
Michigan Class Investments	1,539,189.98
Petty Cash	230.91
Total for Bank Accounts	\$1,738,796.16
Accounts Receivable	
Accounts receivable	-63.92
Total for Accounts Receivable	-\$63.92
Other Current Assets	
Credit Card Payment Receivable	-169.07
Total for Other Current Assets	-\$169.07
Total for Current Assets	\$1,738,563.17
Total for Assets	\$1,738,563.17
Liabilities and Equity	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Accrued Deductions MERS DB	852.42
Due to Friends of the Library	973.70
EE Garnishment	195.86
MERS 457	1,524.33
MERS DC EE Portion	2,560.97
MERS Roth 457	732.74
Withheld Payroll Taxes	196.18
Total for Other Current Liabilities	\$7,036.20
Total for Current Liabilities	\$7,036.20
Total for Liabilities	\$7,036.20
Equity	\$1,731,526.97
Total for Liabilities and Equity	\$1,738,563.17

Spring Lake District Library

Budget vs. Actuals

JULY 2026

	JULY	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	~	1,147,948.92	1,148,709.00	100%
Grants,Gifts and Contributions	684.15	191,970.83	172,000.00	112%
Investment Income	4,956.38	36,729.68	61,000.00	60%
Library Fines	330.39	1,742.50	2,000.00	87%
Local Government Revenue	53,060.93	222,676.90	197,000.00	113%
Other Income	1,529.42	7,916.02	7,300.00	108%
PILOT	~	0.00	3,000.00	0%
RHFV OPEB Closeout Income	~	1,475,073.14	1,475,073.00	100%
State Revenue	~	11,943.09	16,000.00	75%
Total Income	\$ 60,561.27	\$ 3,651,786.80	\$ 4,136,587.00	88%
Expenses	JULY	YTD	Budget	% of Budget
Capital Outlay	3,063.57	11,715.01	25,000.00	47%
Materials	35,844.85	132,630.69	206,010.00	64%
Operations	29,056.78	235,466.76	397,858.00	59%
Operations Transfer Out	~	1,730,000.00	1,730,000.00	100%
Personnel	147,555.81	830,351.39	1,469,219.00	57%
RHFV OPEB Expense	~	215,000.00	215,000.00	100%
Programming	-1,026.37	23,993.46	52,500.00	46%
Technology	3,244.16	27,486.77	41,000.00	67%
Total Expenses	\$ 217,738.80	\$ 3,206,644.08	\$ 4,136,587.00	78%

**Spring Lake District Library
Bank Accounts and Investments Summary
as of July 31, 2026**

General Fund - Money Market	Avg Yield	Market Value
GF - Michigan Class Investments - 0001	3.75%	\$1,539,189.98

Capital Fund - Money Market	Avg Yield	Market Value
CF - Michigan Class Investments - 0002	3.75%	\$1,622,821.25

Bank Accounts	Balance
Huntington Checking - General Fund	\$199,375.27
Huntington Checking - Capital Projects	<u>\$236,548.36</u>
	\$435,923.63

Spring Lake District Library				
Check Detail Report - GF HNB Checking				
July 16-August 19, 2026				
Date	Num	Name	Amount	Memo
7/16/2026	22723	Jenny Geuder	200.00	
7/16/2026	22725	Sara Shambarger	150.00	
8/19/2026	22726	Ace Hardware	51.99	
8/19/2026	22727	Ann Alamy	300.00	
8/19/2026	22728	Applied Innovation	1,556.35	copy/print
8/19/2026	22729	Architectural Hardware Co.	500.50	piano hinge exterior door
8/19/2026	22730	Cengage Learning, Inc. - Gale	98.40	
8/19/2026	22731	Center Point Publishing	100.68	
8/19/2026	22732	Chase Card Services	11,276.04	* see below
8/19/2026	22733	Chubb Commercial Insurance	1,960.00	cyber insurance
8/19/2026	22734	City Farmer Lawn & Landscape	440.00	
8/19/2026	22735	Cummins	1,060.23	generator maint.
8/19/2026	22736	Ed Grafton	8.00	
8/19/2026	22737	Figen Mekik	200.00	
8/19/2026	22738	Foster Swift	80.10	
8/19/2026	22739	Friends of Spring Lake District Library	978.70	due to the friends
8/19/2026	22740	Heimler Consulting	1,845.00	IT
8/19/2026	22741	Hurst Mechanical	4,708.15	bldg maint
8/19/2026	22742	Ingram Library Services	3,054.23	books
8/19/2026	22743	Kanopy, Inc	357.00	
8/19/2026	22744	Kuerth's Disposal	110.00	
8/19/2026	22745	Lakeland Library Cooperative	8,151.53	co-op
8/19/2026	22746	Mary Ann Herbst	300.00	
8/19/2026	22747	Melanie Alm	360.00	
8/19/2026	22748	Michael McBride	700.00	block party band
8/19/2026	22749	Midwest Tape	4,053.26	digital materials
8/19/2026	22750	Newago Area District Library	28.00	
8/19/2026	22751	OverDrive, Inc.	3,666.46	digital materials
8/19/2026	22752	PM Engraving Company	154.80	
8/19/2026	22753	Quill.com	87.98	
8/19/2026	22754	Rachel Yonal	61.27	
8/19/2026	22755	School Specialty	128.61	
8/19/2026	22756	The Hartford	196.00	
8/19/2026	22757	The Sherwin Williams Co.	11.59	
8/19/2026	22758	The Standard Insurance Company	721.09	insurance
8/19/2026	22759	The Zekelman Holocaust Center	50.00	
8/19/2026	22760	TMobile	946.58	circulating materials
8/19/2026	22761	Trinity Health Workplace Health	55.00	
8/19/2026	22762	Unique Management Services	19.70	
8/19/2026	22763	Vanguard ID Systems	229.03	
8/19/2026	22764	West Michigan Construction Specialties LLC	250.00	
			49,206.27	
Chase Bill Detail				
		Operations:Library & Office Supplies	479.93	
		Operations:Maintenance/Janitorial Supply	1,664.83	
		Operations:Building Maintenance	240.50	
		Operations:Equipment Maintenance	403.89	
		Programming:All Age Programming	719.11	block party
		Programming:Youth Programming	611.07	
		Programming:Adult Programming	400.33	
		Programming:All Age Programming	2,896.40	summer reading prizes
		Operations:Professional/Contract Services	411.54	
		Technology:Software - Technology	1,366.95	
		Operations:Telephone & Internet	633.29	
		Operations:Cold Beverage Expenses	78.37	
		Operations:Hot Beverage Expenses	25.50	
		Materials:Books:Books - Adult Fiction	186.32	
		Materials:Books:Books - Adult Nonfiction	190.93	
		Materials:DVDs	176.67	
		Materials:Other Circulating Materials - Adult	140.16	
		Operations:Staff Inservice/Travel	579.45	
		Operations:Payroll (Fees)	70.80	
			11,276.04	

Spring Lake District Library

Huntington Checking, Period Ending 07/31/2026

RECONCILIATION REPORT

Reconciled on: 08/14/2026

Reconciled by: Amanda Rantanen

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

Summary

USD

Statement beginning balance	362,367.12
Service charge	-199.00
Interest earned	58.21
Checks and payments cleared (57)	-220,632.84
Deposits and other credits cleared (7)	58,704.94
Statement ending balance	200,298.43

Uncleared transactions as of 07/31/2026	-923.16
Register balance as of 07/31/2026	199,375.27
Cleared transactions after 07/31/2026	0.00
Uncleared transactions after 07/31/2026	963.91
Register balance as of 08/14/2026	200,339.18

Details

Checks and payments cleared (57)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
05/20/2026	Bill Payment	22633	Jerry Berg	-300.00
05/20/2026	Bill Payment	22644	ODC Network	-261.00
07/01/2026	Journal	0316 - Payroll		-9,922.12
07/01/2026	Journal	0316 - Payroll		-116.09
07/01/2026	Journal	0316 - Payroll		-29,052.59
07/10/2026	Journal	0330 - Electricity		-7,024.11
07/13/2026	Journal	0331 - MERS 457 JUN		-1,582.93
07/13/2026	Journal	0333 - MERS DB JUN		-8,232.28
07/13/2026	Journal	0332 - MERS DC JUN		-995.08
07/13/2026	Journal	0329 - Gas		-282.49
07/13/2026	Journal	0331 - MERS 457 JUN		-1,582.93
07/13/2026	Journal	0332 - MERS DC JUN		-997.22
07/15/2026	Bill Payment	22707	Kuerth's Disposal	-220.00
07/15/2026	Bill Payment	22717	Rachel Yonai	-19.36
07/15/2026	Bill Payment	22720	Uline	-1,803.23
07/15/2026	Bill Payment	22721	Unique Management Services	-9.85
07/15/2026	Bill Payment	22690	Ace Hardware	-267.74
07/15/2026	Bill Payment	22702	Gallagher	-4,098.00
07/15/2026	Bill Payment	22696	Center Point Publishing	-100.68
07/15/2026	Bill Payment	22703	Hastings Public Library	-20.00
07/15/2026	Bill Payment	22713	Midwest Tape	-3,946.67
07/15/2026	Bill Payment	22689	4M Building Services, LLC	-3,985.00
07/15/2026	Bill Payment	22693	Barnes & Noble	-121.10
07/15/2026	Bill Payment	22712	Midwest Collaborative for Libr...	-20,447.96
07/15/2026	Bill Payment	22711	Meteor Education	-304.94
07/15/2026	Bill Payment	22697	Chase Card Services	-10,247.19
07/15/2026	Bill Payment	22710	Maggie McKeithan	-297.98
07/15/2026	Bill Payment	22700	Evan Schumann	-28.29
07/15/2026	Bill Payment	22722	Zervas Facility Maintenance, I...	-857.50
07/15/2026	Bill Payment	22691	Applied Innovation	-1,212.69
07/15/2026	Bill Payment	22715	OverDrive, Inc.	-4,486.47
07/15/2026	Bill Payment	22716	Quill.com	-175.96
07/15/2026	Bill Payment	22708	Lakeland Library Cooperative	-375.00
07/15/2026	Journal	0326 Payroll		-28,052.81
07/15/2026	Journal	0326 Payroll		-116.09
07/15/2026	Journal	0326 Payroll		-9,552.60
07/15/2026	Bill Payment	22704	Hurst Mechanical	-1,594.77
07/15/2026	Bill Payment	22718	The Standard Insurance Com...	-719.00

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
07/15/2026	Bill Payment	22695	Cengage Learning, Inc. - Gale	-196.80
07/15/2026	Bill Payment	22714	Ottawa Area ISD	-357.30
07/15/2026	Bill Payment	22709	Loutit District Library	-26.14
07/15/2026	Bill Payment	22692	Athenaeum	-756.00
07/15/2026	Bill Payment	22701	Friends of Spring Lake District...	-2,421.90
07/15/2026	Bill Payment	22705	Ingram Library Services	-3,343.94
07/15/2026	Bill Payment	22698	City Farmer Lawn & Landscape	-2,265.00
07/15/2026	Bill Payment	22706	Kanopy, Inc	-324.70
07/15/2026	Bill Payment	22719	TMobile	-475.77
07/15/2026	Bill Payment	22694	Bartlett Tree Experts	-1,135.00
07/15/2026	Bill Payment	22699	ElectroMedia	-350.00
07/16/2026	Bill Payment	22724	Melanie Alm	-120.00
07/27/2026	Journal	0340 - WMHIP		-15,760.51
07/29/2026	Journal	0327 Payroll		-116.09
07/29/2026	Journal	0327 Payroll		-29,290.17
07/29/2026	Journal	0327 Payroll		-9,858.67
07/31/2026	Journal	0339 - ADP Fees		-208.43
07/31/2026	Journal	0339 - ADP Fees		-5.00
07/31/2026	Journal	0339 - ADP Fees		-211.70
Total				-220,632.84

Deposits and other credits cleared (7)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
06/30/2026	Journal	0324 - Square		37.04
07/24/2026	Receive Payment		OL - Loutit	27.84
07/27/2026	Journal	0334 - Cash Register		1,435.11
07/27/2026	Journal	0335 - Deposit		3,293.51
07/27/2026	Journal	0341 - Income RCD		52,796.95
07/31/2026	Journal	0336 - Cash Register		277.53
07/31/2026	Journal	0325 Square		836.96
Total				58,704.94

Additional Information

Uncleared checks and payments as of 07/31/2026

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
05/20/2026	Bill Payment	22649	Steve Laubaugh	-525.00
06/17/2026	Bill Payment	22658	Aimee Wilson	-48.16
07/16/2026	Bill Payment	22725	Sara Shambarger	-150.00
07/16/2026	Bill Payment	22723	Jenny Geuder	-200.00
Total				-923.16

Uncleared deposits and other credits after 07/31/2026

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
08/03/2026	Journal	0338 - Tax Rcd		611.41
08/10/2026	Journal	0337 - Erates		352.50
Total				963.91

SLDL Capital Projects Fund
Balance Sheet
As of July 31, 2026

	<u>Jul 31, 26</u>
ASSETS	
Current Assets	
Checking/Savings	
HNB Capital Fund Checking	236,548.36
Michigan Class Investments	1,622,821.25
Petty Cash	2.68
Total Checking/Savings	<u>1,859,372.29</u>
Total Current Assets	<u>1,859,372.29</u>
TOTAL ASSETS	<u><u>1,859,372.29</u></u>
LIABILITIES & EQUITY	
Equity	
Retained Earnings(Fund Balance)	238,131.26
Net Income	1,621,241.03
Total Equity	<u>1,859,372.29</u>
TOTAL LIABILITIES & EQUITY	<u><u>1,859,372.29</u></u>

SLDL Capital Projects Fund
Profit & Loss YTD Comparison
July 2026

	<u>Jul 26</u>	<u>Jan - Jul 26</u>
Income		
Donations	5,000.00	5,000.00
Grant Revenue	0.00	42,500.00
GrantsGHACF Expansion Fund	215,988.67	449,308.86
Interest Income	13.46	107.90
Investment Fluctuation of MV's	5,231.00	16,246.49
Operating transfers in	0.00	1,730,000.00
Other Income	0.00	772.41
Restricted Gifts	0.00	119,531.65
Total Income	<u>226,233.13</u>	<u>2,363,467.31</u>
Gross Profit	226,233.13	2,363,467.31
Expense		
Building Expenses	425.00	62,336.00
Capital outlay	1,143.87	10,868.90
Construction expense	47,376.99	651,067.73
Operating transfers out	0.00	14,113.65
Professional fees	0.00	3,840.00
Total Expense	<u>48,945.86</u>	<u>742,226.28</u>
Net Income	<u><u>177,287.27</u></u>	<u><u>1,621,241.03</u></u>

SLDL Capital Projects Fund

8/15/2026 4:39 PM

Register: HNB Capital Fund Checking

From 07/16/2026 through 08/19/2026

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
07/24/2026	027 - De...		-split-			X	220,988.67	236,534.90
07/31/2026			Interest Income	Interest		X	13.46	236,548.36
08/19/2026	1208	American Security C...	Accounts payable		229.00			236,319.36
08/19/2026	1209	Lange Flooring Center	Accounts payable	completion of l...	8,803.40			227,515.96
08/19/2026	1210	Town & Country Gro...	Accounts payable		1,600.00			225,915.96
08/19/2026	1211	Tridonn Construction...	Accounts payable	Pay App 8	95,927.08			129,988.88

2:41 PM

08/14/26

SLDL Capital Projects Fund
Reconciliation Summary
HNB Capital Fund Checking, Period Ending 07/31/2026

	Jul 31, 26	
Beginning Balance		14,492.09
Cleared Transactions		
Checks and Payments - 3 items	-48,945.86	
Deposits and Credits - 3 items	271,002.13	
Total Cleared Transactions	222,056.27	
Cleared Balance		236,548.36
Register Balance as of 07/31/2026		236,548.36
Ending Balance		236,548.36



Library Director's Report

Maggie McKeithan, Library Director

August 19, 2026

The Summer Reading Challenge finished on July 31 and we had a record year of participants. We had 2,016 Total Registrants. Of those, 1,501 participants earned ice cream as the first prize, 1,302 participants claimed macaron/slushee as the second prize, and 1,103 participants earned a free book as the third prize. This year, we also added another level and gave out 353 enamel pins for reading all 60 days.

We just received notification that our library has been selected to receive a \$20,000 LSTA Improving Access to Information grant through the Library of Michigan, which will be used to install a permanent storywalk in the Village. We are one of 11 libraries in the state to receive an LSTA grant this year. The grant period is from October 1, 2026 to September 30, 2027 and we will be reimbursed for our expenses as we submit receipts. The only thing that the grant will not pay for is the labor to install the signs, which we estimate will be less than \$1,000 and can come from our 2027 Programming budget. The next step is to meet with the Village to determine the specific location and their preference on timing.

The Personnel Committee met last week and continued working on the salary and benefits recommendations based on the recent salary study. They will meet at least one more time before bringing their recommendations to the full Board for feedback.

Context for the agenda and packet –

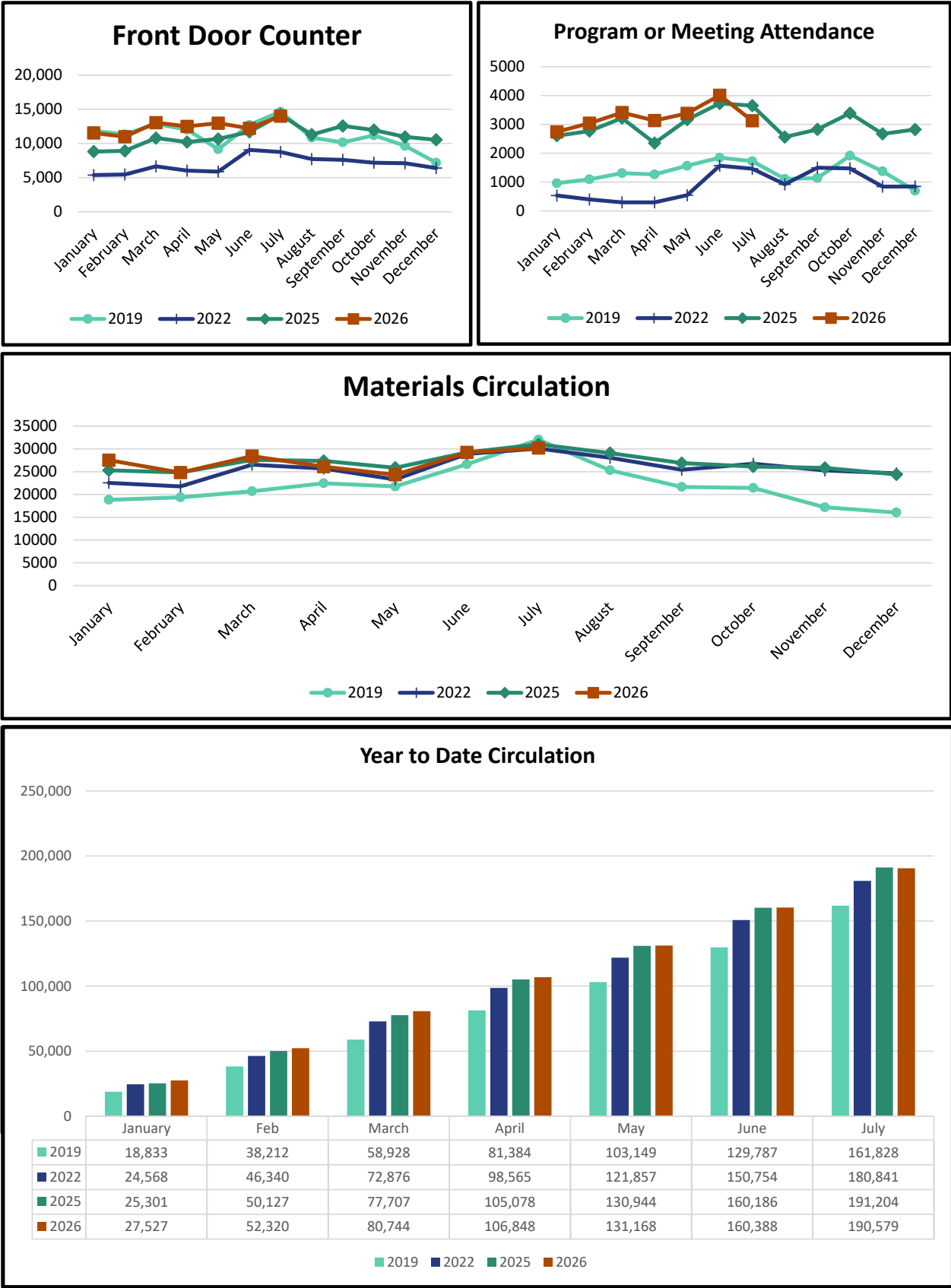
Building Project Updates – Financial Update The spreadsheet is updated to August 15, 2026.

Building Project Updates – Change Orders Bulletin 5 is nearly ready, but I have not received it yet. It sounds like it is likely that it will be ready by the time we meet on Wednesday.

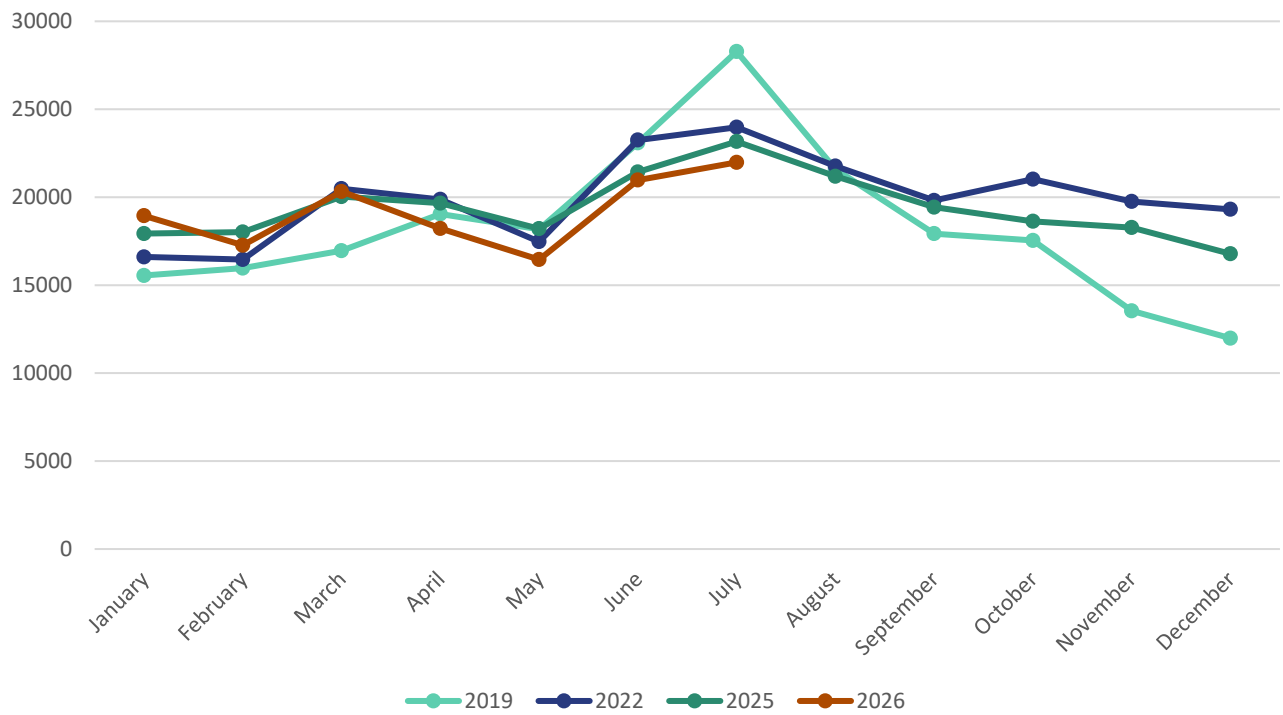
2027 Budget Discussion This is the second review of the proposed 2027 Budget. This budget assumes that we will take the full millage amount of 1.5547 mills. Ideally, we would make any changes at this meeting, so that we can pass the budget and millage at the September Board meeting.

Hoopla Discussion As we talked about at the July Board Meeting, Loutit will be discontinuing Hoopla as of September 1. In light of that, it's a good time to talk about both our Hoopla usage and our Non-Resident card policy. In the packet, I've added information on both. On the policy, the first two paragraphs are where we probably want to focus our efforts, since the remainder of the policy is regarding Non-Resident Property Owners.

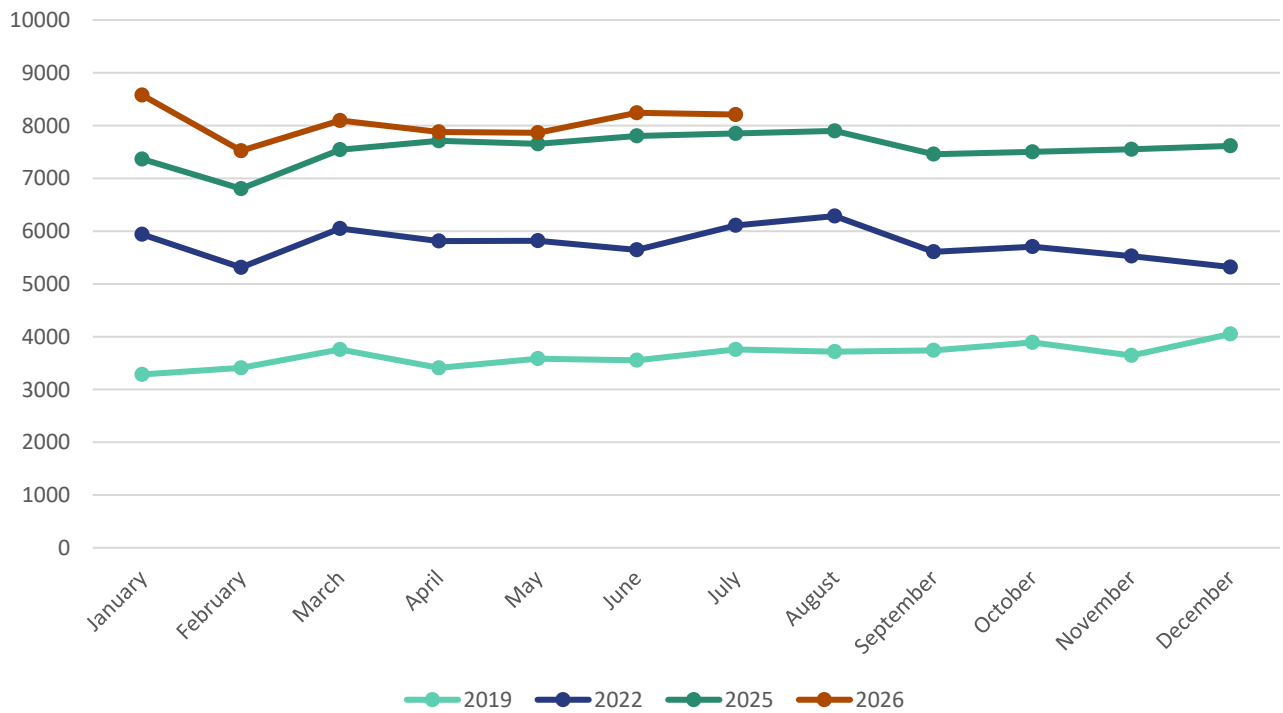
Monthly Statistics - to July 31, 2026



Print Materials Circulation



Digital Materials Circulation



Sunroom Addition - Financial Update

August 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	\$19,453.62	\$19,453.62
Library Fund Balance	\$640,000.00	\$204,535.40
Additional Grants		
Total Income	\$1,274,453.62	\$833,989.02

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
Bill 8 - Tridonn		\$95,927.08
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	\$1,600.00
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	\$2,102.00
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	\$833,989.02

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%

Hoopla Discussion

August 19, 2026

Background:

Hoopla is a digital streaming platform where patrons can access audiobooks, eBooks, television, movies, music, and comics. Hoopla is a cost per circ model, meaning that anytime a patron clicks borrow the library is charged a flat fee for the item. Fees range from 99 cents to \$3.99, depending on the item. The 12-month average for Spring Lake borrows is \$2.39 per item. In the last 12 months, there were a total of 18,397 circulations. About 2/3 of the borrows are audiobooks, with eBooks making up another 22%. Comics, movies, and televisions are almost equal percentages of the remainder.

To control the budget, we set a certain amount of money that the library will spend each month. It's currently set at \$4,000 per month. That amount is then divided by the number of days in a month to determine the daily cap amount. For July 2026, \$4,000 divided by 31 days is \$129. If you take the average cost of \$2.39 per item, that would allow approximately 54 borrows per day.

Patrons are allowed up to 8 borrows a month, but only 32 people on average actually borrow that many in a given month. In the last 12 months, 1,272 unique patrons borrowed at least one item. In contrast, 1,282 unique patrons were blocked in the last 12 months because the library had hit the daily cap.

In July 2026, 68% of those who tried to borrow something succeeded. On average, there were 62 successful borrows per day and 29 blocks. The earliest time that daily borrows were blocked was 8:35am.

Our contract with Hoopla has an annual renewal that comes up next in May 2027. Cancelling the service requires 60 days notice in advance of the renewal date. We do have the option to adjust the fee range lower at any point during our contract period. For example, if we lowered the limit to items priced \$2.89 or less, it would make our budget go further every day, but it would also limit the selection available.

Non-Resident Cards:

The Hoopla discussion is particularly relevant right now because the Loutit Library recently announced that they would end their Hoopla usage starting on September 1. We anticipate that Loutit patrons may come to our library to continue using Hoopla with a Non-Resident card. As of right now, we have 1 active non-resident with a card, but that may change soon. Now would be a good time to review the library's Non-Resident Policy and determine if any changes are necessary to the policy.

Some questions to consider as you review the policy:

-Per the policy, the fee for a Non-Resident card is \$84. Does this fee calculation need to be adjusted?

-Many libraries limit non-residents to physical items only. The current policy does not address any limits to borrowing. Should this be further defined?

Circulation Policy 201

Non-Resident Policy

Approved: April 18, 2006

Revised: June 12, 2006

Revised: April 17, 2007

Revised: September 16, 2008

Revised: December 16, 2008

Revised: August 17, 2010

Reviewed: April 13, 2018

The Spring Lake District Library issues a non-resident library card to individuals living outside the Spring Lake District Library service or contract area that do not qualify for a no-fee full service library card as described below. The fee for a non-resident card is determined by dividing operating millage income by the number of residents in the library district, rounded up to the nearest whole dollar.

The Spring Lake District Library does not honor non-resident cards originating at other libraries unless a non-resident card has been purchased at Spring Lake District Library and a SLDL non-resident sticker is on the back of the cardholder's non-resident library card.

Non-resident Property Owners

A person who does not reside in the Spring Lake District Library Service area, but who owns and pays taxes on property within the Spring Lake District Library service area is eligible for a no-fee full service library card regardless of whether or not they hold a library card from their home library in the Lakeland Cooperative.

The non-resident to whom a no-fee full service library card is issued must be an individual owner, partner, member, principal stockholder, or joint owner of taxable property within the library service area. If the parcel of land is owned by a corporation, limited liability corporation, partnership, or trust, one individual must be designated as the library borrower's card holder.

Only one no-fee full service card is issued per parcel of land. Only one such card is issued to a particular non-resident applicant, regardless of the number of parcels of land owned by the individual.

In addition to the proofs of identity and residence required for the general issuance of library cards, non-resident applicants for the no-fee full service card must show a copy of a current tax bill, tax receipt, or assessment notice for the property. Persons buying property on a land contract, who do not have a tax bill in their name, so must show a copy of the land contract.

Annual renewal by a non-resident of a no-fee full service card is required and entails providing the same proofs of identity, residence, and ownership as the original issue of the card. A non-resident renewing such a card who has not brought proof of ownership may check out a maximum of three items and a stop will be put on the card requiring proof be provided or authorization of the Library Director or Circulation Supervisor before the card may be used again.