

SPARTA TOWNSHIP LIBRARY BOARD MINUTES

JUNE 17, 2025

President Mary-Ann Meyer called the meeting to order at 6:15pm. Also attending were Joy Leussenkamp, Janet Hayes, Dick Beauchamp, and Library Director Merri Jo Tuinstra. Absent were Tom Lampen and Jane Ohanesian.

Joy made a motion to accept the minutes of May 20, Dick seconded. Motion passed.

Treasurers Report: Dick

- May 2025 Financial Report: Income from deposits during the month: \$2,459.98. There were very good fundraising results for the summer reading program. Total expenses during the month: \$32,754.94. We had 3 payrolls in May. The spending for summer reading program offset some of the funds raised. Revenue less expenses (MTD): \$(30,194.96). Revenue less expenses (YTD): \$(4,956.29). Beginning cash balance (month): \$134,171.98. Ending cash balance: \$104,821.56. Total YTD income-\$7,800 over budget. Last year's state aid payment received in April and higher than anticipated funds raised for summer reading program. Total YTD expenses-\$1,200 over budget. Liability insurance cost higher than anticipated. Janet made a motion to accept the treasurers report, Joy seconded it. Motion passed.

Library Directors Report: Merri Jo

- Library Assistant: Kim is moved into the position of Library Assistant. She is doing a great job.
- High School Helper: We have a high school volunteer here until July 31. She will work Monday thru Friday 4 hours a day.
- Choice One accounts addition/deletion: Deleted Deb Poling and added Dick Beauchamp.
- Advisory Meeting Report
 - Lakeland 2025-26 budget will stay the same as last year as much as possible with changes at the government level
 - Lakeland Circulation Policy was updated.
 - Lakeland does not require registration cards any longer. This is due to Patron Point and the lack of signatures.
 - We should think about putting the "LLC-Kent" and "LLC-All" on our website. We are beginning with LLC-Kent to start with.
- Township Board Meeting Report

- The Historical Commission has been approached by the Village Council to see if they are interested in trading the Historical Research Facility for the Civic Center. The Commission and the Township are interested but would like more information and a tour of the Civic Center.
 - There was a discussion about the Nash Creek Intercounty Drain Project. There is a meeting on June 26 from 7am to 4pm for the community.
 - Summer Reading Update
 - 293 signed up which includes 91 adults and 35 teens.
 - Many activities including Read with Miss Kim on Monday afternoons and Read with Miss Nicole on Friday mornings; Create Art on Canvas; Tween Book Tasting; Book Swap; Uno Tournament; Alligator Program and many others.
 - Community Event with Sparta United Methodist Church: This is a family fun night on Wednesday, July 16 from 5-7. Kim and Janet will be representing the library.
 - Circulation Report
 - Policy Review
 - Grievance Policy/Procedure for Patrons: Janet made a motion to accept this policy, Dick seconded it. Motion passed
 - Purchase Policy: Dick made a motion to accept this policy, Janet seconded it. Motion passed.
 - Photo/Video Disclaimer for Public Use: Janet made a motion to accept this policy, Dick seconded it. Motion passed.
 - ✚ Personnel Committee Report: No report
 - ✚ Policy Committee Report: Went over 5 policies and made minor changes. Will present at August meeting.
 - ✚ Old Business: Shelves for Youth area: Order from Demco. Price quoted is good for 90 days.
 - ✚ New Business: None
- Joy made a motion to adjourn, Dick seconded it. Motion passed. Meeting adjourned at 7:30p.m
- Respectfully Submitted,
Janet Hayes, Secretary