

SPARTA TOWNSHIP LIBRARY BOARD MEETING MINUTES

AUGUST 19, 2025

Meeting was called to order by President Mary-Ann Meyer at 6:00pm. Also attending were Joy Leussenkamp, Dick Beauchamp, Jane Ohanesian, Tom Lampen, Janet Hayes and Library Director Merri Jo Tuinstra.

Jane made a motion to accept the June 17 meeting minutes, Joy seconded it. Motion passed.

❖ Treasurers Report: Tom

- June 2025 Financial Report: Income from Deposits during the month: \$4,367.74. (\$2,700 was from delinquent millage.) Total expenses during the month: \$26,094.27. Three items were noted as being higher than normal. Revenue less expenses (MTD): \$(21,726.53). Revenue less expenses (YTD): \$(26,682.82). Beginning cash balance (month): \$104,821.56. Ending cash balance: \$81,528.02. Total YTD income--\$11,500 over budget. Last year's state aid payment received in April and higher than anticipated funds raised for summer reading program. Total YTD expenses--\$5,000 over budget. Liability insurance cost higher than anticipated, one time purchases of computer hardware and security software, timing of summer reading program purchases. Total YTD net: \$6,500 good.
- July 2025 Financial Report: Income from deposits during the month: \$57,892.22. \$51,300 from quarterly Township support. \$5,200 from final state aid check. Total expenses during the month: \$27,458.87. Revenue less expenses (MTD): \$30,433.35. Revenue less expenses (YTD): \$3,750.53. Beginning cash balance (month): \$81,528.02. Ending cash balance: \$112,013.15. Total YTD income: \$14,600 over budget. Total YTD expenses: \$3,000 over budget. Total YTD net: \$11,600 good.
- Joy made a motion to accept both June and July's financial reports, Jane seconded it. Motion passed.

❖ Library Directors Report: Merri Jo

- Library Information Flyers: Merri Jo has made flyers to get accurate information about the library out to the public. These will be available at the library and at different businesses as well as on the library website page and on Facebook.
- July Advisory Board meeting report: Lakeland is still looking at new ILS possibilities. Keep checking Bibliosuggest. We could lose funding for MeL as soon as Oct 1. Lakeland is looking into other options for keeping this service for our patrons.
- August Advisory Board meeting report: Nothing new for other options for MeL funding if we lose funding. Some libraries are experiencing lower circulation numbers this year. Our numbers have gone up from last year. A patron purge is coming—anyone not active for 3 or more years will be purged. If we changed or use any new I-types, we need to contact Ann. This change could mess with circulation reports. Watch for people putting out Ax My Tax info at the library. This is not good—it is anti- library. Make sure we have a No Soliciting policy in place. The Advisory Board voted to approve Lakeland’s 2025-26 budget.
- July Township Board Meeting Report: Larry Carter gave an update from the Friends of the Historical Commission. They are planning to organize a Young Historians Club. Historical Commission and the Township Board are interested in obtaining the Civic Center. The Village Council now has to vote on it. The Township Board voted to change their attorney to Mike Omire from Foster Swift. The Fire Department is taking steps to become their own authority. They would have control over their own budget. Elizabeth Morse asked if the “Social District” could be extended to Library Park. The Township Supervisor asked what the Library Director thought. I asked if they were going to supply trash cans for the park and be responsible for emptying them. Elizabeth said

they (the Village and DDA) would be responsible for this. I gave the approval to the Township Board and they also approved it.

- August Township Board Meeting Report: Much discussion about the village becoming a city. If the village becomes a city, the township would not be able to fund us as they currently do. Library hours would be cut drastically. Two village council members addressed the township board in a very negative direct manner.
- Circulation Report: Quarterly for April, May, June; June and July monthly reports. Circulation is up.
- Policies: The following policies were up to be voted on:
 - Patron Records Confidentiality
 - Patron Registration
 - Code of Conduct
 - Patron (Clover) Credit/Debit Card Use
 - Material Weeding PolicyTom made a motion to accept any revisions/changes to the policies, Dick seconded it. Motion passed.
- Drinking Fountain: is 40 years old. A new one would cost \$1,749 plus installation.

❖ Personnel Committee: no report

❖ Policy Committee: no report

❖ Old Business

- Old shelves: Old shelves from the Youth area are to be put in the main part of the library.

❖ New Business

- Rick Romanowski is a U tuber visiting Carnegie Libraries around the country and would like to film ours on August 29. Dale Bergman would dress up as Andrew Carnegie. Mary Ann and Janet would dress up as early 1900s librarians.

- MelCat: is 20 years old. A Flat Stanley like doll named Mittens the Cat +-+is coming around the different libraries and would like a video visiting the staff to send to MelCat.

Janet made a motion to adjourn, Joy seconded it. Meeting adjourned at 8:00pm.

Respectfully Submitted,

Janet Hayes, Secretary