

# SPARTA CARNEGIE TOWNSHIP LIBRARY BOARD

## MEETING MINUTES

**MAY 19, 2026**

President Mary-Ann Meyer called the meeting to order at 6:02pm. Also attending were Dick Beauchamp, Tom Lampen, Joy Leussenkamp, Janet Hayes and Library Director Merri Jo Tuinstra. Absent was Jane Ohanesian. Guests also present were Ricky Johnson, Christina Owens, Ashley Johnson, Alexandra Hyde, Jody Hyde, Rob Steffens, Jim Lower, and Robert Whalen.

Joy made a motion to accept the minutes of April 21, 2026. Dick seconded it. Motion passed.

### ❖ Treasurers Report: Tom

- April Financial Report: Income from deposits during the month: \$55,233.77. First quarter of Township support--\$215,000 for the year. Total expenses for the month: \$27,289.56. Revenue less expenses (MTD): \$27,944.21. Revenue less expenses (YTD): \$27,944.21. Beginning cash balance (month): \$125,096.11. Ending cash balance: \$153,679.75. Total YTD income: right at budget. Total YTD expenses: \$8,200 under budget, primarily due to timing of insurance payment. Total YTD net: \$8,200 better than budget. Janet made a motion to accept the April Financial Report, Joy seconded it. Motion passed.

### ❖ Library Directors Report: Merri Jo

- Tile and book return project: Estimate from Stephan Kline is \$2,850 for work done. Funds will come out of the maintenance fund. Book cart will be \$1,630.46 which includes shipping and handling. Funds for that will come out of the Other Equipment fund. Tom made a motion to pay for the tile and book return project and the new book cart, Joy seconded it. Motion passed.
- Improved exit signs and smoke detectors: The back hallway on the east of the building exit sign needs to have more light to it. Also need to get new CO2 /smoke detectors. Cost will be around \$250.
- Village Council meeting on May 18, 2026: Merri Jo and Janet attended it. Funding for the library was discussed if Sparta becomes a city.
- Parking lot: The new remodel of the parking lot has made it difficult for our patrons that use the handicap area. There are rocks in places where they are getting out of their vehicles. Hard for wheelchairs etc. to get over. Liz Morse came over to look at it.

- ILS report: Changing from Sierra to Polaris. Merri Jo talked to staff about it and they are positive for it. Lakeland will be voting on it on Thursday. Lakeland will be paying the fund start up. We will be paying part of it in our yearly fees to Lakeland.
- Circulation Report: 4,595 items circulated in April. Tom and Merri Jo are working on a new format.
- ❖ Personnel Committee Report: none
- ❖ Policy Committee Report
  - Genealogy Room Policy: Tom made a motion to accept the policy, Janet seconded it. Motion passed.
- ❖ Old Business
  - Millage Renewal: Committee met on May 2, 2026. Plans to march in the Town and Country Days parade on May 9. A flyer is being made up to be mailed/given out.
- ❖ New Business
  - There was a lot of community support for the library at the parade.
- ❖ Public Comment
  - Jim Lower presented a document about funding the library if Sparta becomes a city. He would like feedback from it.
  - Robert Whalen asked when the flyer for the millage is done if he could get some to hand out.

Joy made a motion to adjourn, Dick seconded it. Meeting adjourned at 6:40pm.

Respectfully submitted,  
Janet Hayes, Secretary