

MEETING MINUTES
Harrison Township Public Library Board of Trustees
Monday 19 May 2025 6:30 pm
In the Harrison Township Board Room

1. **Meeting called to order** – Blake Hurley at 6:30 pm.
2. **Trustees Present** –Blake Hurley, Karla Warren, Diane Nelson, Dawn Barath, and Linda Pillow
Also, in attendance- Melissa Goins, Director; Laura Johnson, Friends of the Library
3. **Public Comment**- None
4. **Approval of the Agenda** –
 - A. * Motion made and seconded to approve the amended agenda to include the date change for the 19 May 2025 agenda. Motion carried.
5. **Approval of the Minutes of 17 March 2025** -
 - A. *Motion made and seconded to approve the amended minutes to include the day change for the 22 April 2025 minutes. Motion carried.
6. **Friends Report** –
 - A. "Dine to Donate" at Ike's Restaurant on 15 May 2025 was a success. The Friends are still awaiting the total. It is hopeful that more events like this will be quarterly.
 - B. Two new Book Nooks are coming soon. Installation will be by McDonald's and Tucker Park.
 - C. There will be a Buy One, Get One (BOGO) used book sale from 1- 30 June.
 - D. Summer Reading Kick off is 21 June 2025.
 - E. The Friends will soon be presenting their study room donations that will further enhance the library's newest renovation.
 - F. Summer Concerts begin on 26 June at Waterfront Park. The Friends will be selling concessions during the concert.
7. **Treasurer's Report** –
 - A. Review of Financial Statement for the period ending 30 April 2025. Expenses are in line with the anticipated budget spending at this time of year.
 - B. *Review of Expense Report - Reviewed Expense Report for April 2025/May 2025 with expenditures totaling \$24,082.62. Motion made and seconded to approve expenditures totaling \$24,082.62. Motion carried.
8. **Committee Reports** -
 - A. *Bylaws & Policy Update Committee* –
 1. Motion made and seconded to approve **Life Insurance Policy-BEN-02**. Motion carried.

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B. *Future Planning Committee* –

1. Director Goins updated the Library Board on the joint facility progress. The township has secured a survey consultant contract that will be a shared expense between the township and the library. Director Goins also shared the staff “wishlist”. Also, the furniture has arrived for the study rooms.

C. *Finance Committee* –

1. Michigan Class and Huntington investments were reviewed. Treasurer Barath shared the investment reports. A Huntington investment will be reinvested 15 June 2025.
2. *Motion made and seconded to approve moving \$2250.00 from Library Automation & Website (271-000.000.806.002) to Library Director (271-000.000.704.000). Motion carried.

D. *Board Member Replacement Committee* –

1. There have been no applicants for the Harrison Township Public Library open library board opening. Director Goins will extend the posting for another month.

9. Director's Report –

- A. April 2025 usage and statistics, and patron tracking were shared.
- B. Library Happenings – See Appendix

10. Unfinished Business –

- A. Director Goins shared the new mission statement, vision statement and values.

*Motion made and seconded to accept the mission, vision and value statements as written. Motion carried.

Mission Statement: Our mission is to connect people to information, inspiration, and opportunities.

Vision Statement: We envision Harrison Township Public Library as a central hub of lifelong discovery where every person is welcome to gather, learn, share and create.

Values: *Integrity:* We choose honesty, fairness, and accountability in every action.

Accessibility: We are people-centered and aim to enhance the quality of all lives.

Collaboration: We engage in strong partnerships to advance our community through meaningful connections and shared growth.

Innovation: We embrace new ideas and resources.

Care: We prioritize the well-being of all people, including their security, confidentiality, and freedom of thought.

Knowledge: We serve as an educational and playful learning space for people of all ages.

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*Respect: We treat every person with kindness, compassion
and dignity.*

11. New Business – None

12. Board Comment –

- A. Trustee Talk - Linda Pillow shared her recent visit to Harrisville, Michigan and the aesthetics of the Harrisville branch of the Alcona County Library.

13. Adjournment-

- A. The meeting adjourned at 8:01 pm.

Next Meeting –

- A. The next monthly meeting of the Library Board of Trustees will be held on **Monday, 16 June 2025 at 6:30 pm** in the Harrison Township Board Room.

APPENDIX

Director's Report and Library Happenings

Library Happenings

- Nothing of significance to report for April in library usage.
- Free Covid-19 home test kits from MDHHS are back in stock; nearly 3000 already distributed since we began as a distribution site.
- The new furniture for the renovation project has been delivered; 4 tables have the wrong tops and it will be remedied by the vendor.
- The TVs and whiteboards have been mounted in the new study rooms.
- Now that the rooms are ready, staff training is taking place and the target launch date for room reservations is June 1st .
- The library new program reservation software was launched on May 1st and has gone well with the public.
- The Friends sponsored Teacher Appreciation baskets for the library to distribute to local teachers during Teacher Appreciation Week May 5-9. Thank you, Friends!
- Community Shred Day took place on Saturday, May 17 and had 207 attendees.
- The library will close early on Thursday, May 29th for a staff meeting.
- The summer newsletter was distributed to HT mailboxes.
- The library is selling the special Summer Reading t-shirts to the public this year. T-shirts must be prepaid and ordered by Friday, June 13th at 3pm and will be sold at our cost of \$25.
- We are closely watching the situation with the federal budget. The Institute of Museum and Library Services (IMLS) is a federal agency that provides funding

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through the Museum and Library Services Act of 2018 (LSTA) to the states. The Library of Michigan uses these resources to benefit school, public, and academic libraries, as well as library users and all Michigan residents directly. The premier programs funded by LSTA resources are the Michigan eLibrary (MeL) and MeLCat, the statewide reciprocal borrowing system that allows HTPL to borrow materials from over 300 libraries statewide. In 2024, HTPL used MeLCat services almost 6,000 times. The statewide impact could be significant. On Friday, March 14, 2025, President Trump signed an Executive Order to dismantle the Institute of Museum and Library Services. On May 1st, the U.S. District Court for the District of Columbia issued a temporary restraining order to stop the dismantling of IMLS and release the funding. On May 6th, Chief Judge John J. McConnell, Jr. of the U.S. District Court for the District of Rhode Island issued a preliminary injunction in the case of State of Rhode Island et al. v. Trump et al., halting the implementation of Executive Order 14238 as it pertains to the Institute of Museum and Library Services (IMLS), the Minority Business Development Agency (MBDA), and the Federal Mediation and Conciliation Service (FMCS). The library will continue to watch the situation and circumstances surrounding it.

Minutes submitted by: Diane Nelson, Secretary

*-denotes voting item