

MEETING MINUTES  
Harrison Township Public Library Board of Trustees  
Monday 18 August 2025 5:30 pm  
In the Harrison Township Board Room

1. **Meeting called to order** – Blake Hurley at 5:30 pm.
2. **Trustees Present** –Blake Hurley, Linda Pillow, Laura Johnson, Karla Warren Diane Nelson, and Dawn Barath  
**Also, in attendance**- Melissa Goins, Director; and Dianne Marvaso, Friends of the Library. Other attendees include Janina Zmurkiewicz, Don Hipp and Judy Macksoud
3. **Public Comment**- None
4. **Approval of the Agenda** –
  - A. \* Motion made and seconded to approve the agenda for 18 August 2025. Motion carried.
5. **Approval of the Minutes of 21 July 2025** -
  - A. \*Motion made and seconded to approve the minutes for 21 July 2025 minutes. Motion carried.
6. **Friends Report** –
  - A. Dine to Donate at Texas Roadhouse was very successful.
  - B. Back to School Baskets are being created and will be distributed to the eight L'Anse Creuse Schools in Harrison Township.
  - C. Friends of the Library will have their annual fundraiser at Lori's Lick 'em Up on 19 August 2025. Lori's will match all donations. The time is 3:00 – 7:00 pm.
  - D. The next Friends of the Library Meet and Greet is at Octopus Garden on 19 September 2025.
  - E. The final concert at Miller Park (Waterfront Park) is 28 August 2025 at 6:00 – 8:30 pm. The Friends of the Library will be selling concessions.
  - F. The Friends are considering future fall ideas such as a game night at Tucker Senior Center and additional Dine to Donate evening at Cloverleaf Pizza.
7. **Treasurer's Report** –
  - A. Review of Financial Statement for the period ending 31 July 2025. Expenses are in line with the anticipated budget spending at this time of year.
  - B. \*Review of Expense Report - Reviewed Expense Report for July 2025/August 2025 with expenditures totaling \$33,367.24. Motion made and seconded to approve expenditures totaling \$33,367.24. Motion carried.
8. **Committee Reports** -
  - A. *Bylaws & Policy Update Committee* – Did Not Meet

MEETING MINUTES  
Harrison Township Public Library Board of Trustees  
Monday 18 August 2025 5:30 pm  
In the Harrison Township Board Room

B. *Future Planning Committee* –

1. \*Seth Penchansky from Daniels and Zermack presented the current schematic design for the joint facility project. Motion made and seconded to accept the schematic design provided for the overall construction plans for the library and the township offices. Motion carried.

C. *Finance Committee* –

1. Michigan Class and Huntington investments were reviewed. Treasurer Barath shared the investment reports. A Huntington investment will be reinvested on 4 September 2025.

**9. Director's Report –**

- A. July 2025 usage and statistics, and patron tracking were shared.
- B. Library Happenings – See Appendix
- C. \*Presentation of the final 2026 budget draft. Motion made and seconded to approve the 2026 budget. Motion carried.
- D. 3-6-12 month goals were reviewed. Goals for the most part, are on point as we progress through the second half of the year.

**10. Unfinished Business** – None

**11. New Business** – None

**12. Board Comment** – None

**13. Adjournment-**

- A. The meeting adjourned at 7:46 pm.

**Next Meeting –**

- A. The next monthly meeting of the Library Board of Trustees will be held on **Monday, 15 September 2025 at 6:30 pm** in the Harrison Township Board Room.

## APPENDIX

### Director's Report and Library Happenings

#### Library Happenings

##### Usage statistics for July

- July is the middle of summer reading and the library is popular.
- Scholastic BookFlix had a sharp decline in usage as a resource used heavily by our local schools and will return to normal when schools resume session.
- The free Covid-19 home test kits from MDHHS have been discontinued at

MEETING MINUTES  
Harrison Township Public Library Board of Trustees  
Monday 18 August 2025 5:30 pm  
In the Harrison Township Board Room

- libraries. MDHHS has cited funding cuts as the culprit. The library still has kits available and will continue to distribute them until the stock is gone.
- The library has Monarch habitats up and running with the first eggs and caterpillars of the season.
  - The library has had record participation in all 3 of our summer reading programs. The final count is still being tallied.
  - The library is hosting a Flu Shot Clinic on September 23 from 11am-1pm. Covid boosters will also be available.
  - The Michigan Renaissance Festival has signed up to participate with the Michigan Activity Pass program (MAP) and is now offering discounted tickets through participating in MAP libraries. Discount details and QR code are available in the library.
  - The Suburban Library Cooperative has rolled out a passport program, inviting members of SLC libraries to visit other SLC libraries, get stamps, and earn prizes after visiting 8 and 21 libraries. The program runs through the end of the year.
  - Electronics Recycling Day was a successful event with 162 attendees.
  - The next newsletter has gone to the printer for an August 26th distribution date. This newsletter will cover September-December 2025.
  - The Harrison Township Public Library is ranked 4th in usage of the SLC OverDrive collection among the 16 participating SLC libraries, likely due to our large collection of added digital titles.
  - The Library has once again been invited back to school events at all of the local L'Anse Creuse Schools in our service area.
  - The library will host an information table and highlight resources for our local seniors at the Senior Expo scheduled for September 16th at the HT Senior Center.
  - The library received the Penal Fines check in the amount of \$11,756.90, a 14% decrease from last year (payments have decreased over the last several years).
  - Book Break at the Beach was a success this year with 9 storytimes for 338 visitors.
  - The library is working with Daniels and Zermack on design plans for the upcoming building expansion with the township.

Submitted by: Diane Nelson, Secretary

---

\*-denotes voting item