

MEETING MINUTES
Harrison Township Public Library Board of Trustees
Monday 16 March 2026 6:30 pm
In the Harrison Township Board Room

1. **Meeting called to order** – Blake Hurley at 6:29 pm.
2. **Trustees Present** –Blake Hurley, Linda Pillow, Laura Johnson, Diane Nelson, Dawn Barath, and Karla Warren
Also, in attendance- Melissa Goins, Director; Dianne Marvaso, Friends of the Library
3. **Public Comment**- None
4. **Approval of the Agenda** –
 - A. * Motion made and seconded to approve the agenda. Motion carried.
5. **Approval of the Minutes of 16 February 2026** -
 - A. *Motion made and seconded to approve the minutes for 16 February 2026 minutes. Motion carried.
6. **Friends Report** –
 - A. The Friends of the Library sold desserts at the annual St. Hubert Fish Fry and sold 345 treats and had 22 volunteer bakers contribute baked goods. This was a successful event.
 - B. The Game Nights at the library for the Friends of the Library have had positive responses.
 - C. The next Meet at Greet will be at the Harrison's Speakeasy on Monday 23 March 2026 at 5:30 pm.
 - D. The Friends Board Meeting is Wednesday 8 April 2026 at 5:30 pm. Games Night will follow the meeting from 6:00 – 7:30 pm.
 - E. Dine-to-Donate at Red Robin on 5 March 2026 was very successful.
 - F. The next Friends of the Library BOGO Book Sale is 1 June – 30 June 2026.
 - G. The Friends will be selling concessions at the summer concerts at Miller (Waterfront) Park.
 - H. There will be two Lori's Lick 'em Up Fundraisers. The dates are 5 May 2026 and 18 August 2026.
 - I. Additional events will be included in the spring issue of The Buoy.
7. **Treasurer's Report** –
 - A. Review of Financial Statement for the period ending 28 February 2026. Expenses are in line with the anticipated budget spending at this time of year.
 - B. *Review of Expense Report - Reviewed Expense Report for February 2026/March 2026 with expenditures totaling \$20,192.81 Motion made and seconded to approve expenditures totaling \$20,192.81. Motion carried.

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- C. *Motion made and seconded to deduct \$200,000.00 from Savings (271-000.000-002.000) to invest in Michigan Class (271-000.000-003.003). Motion carried.

8. Committee Reports –

A. *Future Planning Committee*

- 1. Director Goins updated the HTPL board with the most recent updates for the joint facility project. Meetings continue to move forward with the project. There was a bond meeting to discuss the financing for the project. Also, the plans are in the design development phase and are working with a project estimator. There was a discussion about a construction manager due to the complexity of the project.

B. *Finance Committee*

- 1. Treasurer Barath shared the investment reports from Michigan Class and Huntington. Savings continued to accrued due to the 2025 Winter Tax collection and will be invested in Michigan Class. A Huntington Investment will be reinvested on 16 April 2026 for up to twelve months to maximize the investment.

C. *Library Director Evaluation and Compensation Committee*

- 1. *The results and comments from the Library Director Evaluation instrument were shared. There was discussion regarding ways to improve the efficiency and effectiveness of the library. Motion made and seconded to raise the library director's salary to \$80,000.00 retroactive to 1 January 2026. Motion carried.

9. Director's Report –

- A. February 2026 usage and statistics, and patron tracking were shared.
- B. Library Happenings – See Appendix

10. Unfinished Business – None

11. New Business –

- A. *Motion made and seconded to change the 20 April 2026 meeting to 27 April 2026 and be held in the Administration Conference Room. Motion carried.
- B. *Motion made and seconded to accept the renewal of the Unitrends subscription for one year in the amount of \$3,163.00. Motion carried.

12. Board Comment – The library board discussed providing an appreciation dinner at the next library staff meeting. The date is to be determined.

13. Adjournment-

- A. The meeting adjourned at 7:57 pm.

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Next Meeting –

- A. The next monthly meeting of the Library Board of Trustees will be held on **Monday, 27 April at 6:30 pm** in the Harrison Township Conference Room.

APPENDIX

Director's Report and Library Happenings

Library Happenings

Usage statistics for February

- February program attendance was up by almost 300 attendees.
- Internet usage increased by about 70 uses from January.
- The library experienced a power outage at 8 a.m. on Friday, March 13. Many residents who were also without power came to the library looking to charge their devices, use the computers, or connect to the Internet had to be turned away. Many of our visitors that day recommended the library get a generator to continue help during times of great need. The library closed at 4 p.m. Power was restored around 9 p.m.
- New staff laptops have arrived and were distributed to staff. The previous staff laptops are being set up for public use. Two of those laptops will move to the Library of Things collection and will be available for at-home checkout. We hope to roll out the program in the Fall. The other three laptops will be available for the public to use in-house.
- Shred Day is scheduled for May 9th from 10 a.m. – noon.
- Electronics Recycling Day is scheduled for July 11th from 10 a.m. – noon.
- Head of Youth Services, Tina, entered a poetry contest for Toniebox and 5 Tonie figures. The Toniebox is a digital audio toy for children. Figures each contain different stories, songs, or other playtime activities. The Toniebox plays the audio associated with each activity figurine. Tina won the contest and the award. Tonies will be added to the Library of Things collection. Nice job, Tina!
- Tina, Head of Youth Services, has taken Giulia under her wing and asked her to assist with some youth programming as part of an internal internship partnership. We're excited to add Giulia's enthusiasm to our youth department while she works on her Masters of Library and Information Science degree.
- The HT Fire Department is hosting the Annual Easter Egg Hunt on Saturday, March 28 at 10 a.m. on the high school football field. Maya is working to get a library table at the event.
- The summer newsletter is well underway and is scheduled for home delivery the last week of April.

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Submitted by: Diane Nelson, Secretary

*denotes voting item