

MEETING MINUTES
Harrison Township Public Library Board of Trustees
Monday 27 April 2026 6:30 pm
In the Harrison Township Administration Conference Room

1. **Meeting called to order** – Karla Warren called the meeting to order at 6:34 pm.
2. **Trustees Present** – Linda Pillow, Laura Johnson, Diane Nelson, Dawn Barath, and Karla Warren. Blake Hurley, excused.
Also, in attendance- Melissa Goins, Director
3. **Public Comment**- None
4. **Approval of the Agenda** –
 - A. * Motion made and seconded to approve the amended agenda to include a meeting location change to the Administration Conference room for the 27 April 2026 meeting and add the approval of the 6 April 2026 minutes. Motion carried.
5. **Approval of the Minutes for 16 March 2026 and 6 April 2026** -
 - A. *Motion made and seconded to approve the minutes for 16 March 2026. Motion carried.
 - B. *Motion made and seconded to approve the minutes for 6 April 2026 minutes. Motion carried.
6. **Friends Report** –
 - A. The basket assembly for the L'Anse Creuse Public Schools teachers will be 28 April 2026. These baskets will be delivered to the local schools by the library staff.
 - B. The next Games night will be 5 May 2026 in the Administration Board Room.
 - C. There will be a Lori's Lick 'em Up Fundraisers on 5 May 2026. Lori's generously doubles all donations received at this event.
 - D. Shred Day is 9 May 2026 from 10:00 – 12:00.
 - E. The next Meet at Greet will be at the Harrison's Speakeasy on Monday 11 May 2026 from 6:00 – 8:00.
 - F. Beverly Ortman has secured \$500.00 (\$50.00 increments) in gift cards from Meijer for future projects.
 - G. Beverly Ortman and Sylvia Arakelian are also securing the donation of Detroit Zoo passes for future projects.
7. **Treasurer's Report** –
 - A. Review of Financial Statement for the period ending 31 March 2026. Expenses are in line with the anticipated budget spending at this time of year.
 - B. *Review of Expense Report - Reviewed Expense Report for March 2026/April 2026 with expenditures totaling \$25,465.90 Motion made

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and seconded to approve expenditures totaling \$25,465.90. Motion carried.

8. Committee Reports –

A. *Bylaw & Policy Update Committee*

1. *Motion made and seconded to approve Jury Duty and Civic Duty, and Military Leave Policy – **BEN-06**. Motion carried.

B. *Future Planning Committee*

1. Director Goins shared with the HTPL board that there are no new developments.

C. *Finance Committee*

1. Treasurer Barath shared the investment reports from Michigan Class and Huntington. Huntington Investments will be reinvested on 14 May 2026 and 15 May 2026 for up to twelve months to maximize the investments.

9. Director's Report –

- A. March 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 purchase five public PC's from Tech Soup not to exceed \$7,000.00. Motion carried.

12. Board Comment – The library board discussed providing an appreciation dinner at the next library staff meeting which will be 3 June 2026.

13. Adjournment-

- A. The meeting adjourned at 7:24 pm.

Next Meeting –

- A. The next monthly meeting of the Library Board of Trustees will be held on **Monday, 18 May at 6:30 pm** in the Harrison Township Board Room.

APPENDIX

Director's Report and Library Happenings

Library Happenings

Usage statistics for March

- Wireless usage was high with 518 uses in March.
- Door counts were higher than normal. Possibly the additional tax prep days this year, though program attendance over all was up by over 300 attendees

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- from last year and 100 from last month.
- The library will be a drop-off location for an upcoming pet supply drive sponsored by the Kiwanis Club of Mount Clemens and benefiting the Humane Society of Macomb. The collection drive takes place May 4-29.
 - 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.
 - Egg hatching is back again this year. The type of eggs was a surprise this year and we learned at the opening program that we're hatching turkeys this year. It's the library's first-time hatching turkeys. They should arrive around the 2nd week of May.
 - The library participated in a food drive for Gleaners from March 30-April 17.
 - The library attended RaptorFest at the Nature Center, the HT Egg Hunt, and the YMCA Healthy Kids Day in April.
 - The Tonies and Tonie boxes have arrived. They are now part of the Library of Things circulating collection.
 - The Suburban Library Cooperative is seeking topics for upcoming Trustee Workshops. Please submit ideas to Melissa by May 13th.
 - Three HTPL employees will attend the American Library Association Annual Conference in Chicago June 25-29. It's the first time for HTPL employees to attend the conference. We're happy it's within driving distance this year!
 - Two of our librarians, Tina and Brittany were featured in a C&G article about our summer reading programs. The article is in the April 22, 2026 issue of the Journal.
 - The summer newsletter is scheduled for delivery this week.
 - Review 2026 3-6-12 month goals

Submitted by: Diane Nelson, Secretary

*- denotes voting item