

MEETING MINUTES
Harrison Township Public Library Board of Trustees
Monday 20 July 2026 6:30 pm
In the Harrison Township Administration Conference Room

1. **Meeting called to order** – Blake Hurley called the meeting to order at 6:34 pm.
2. **Trustees Present** – Blake Hurley, Linda Pillow, Diane Nelson, Dawn Barath, and Karla Warren. Laura Johnson, excused.
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 for the 20 July 2026. Motion carried.
5. **Approval of the Minutes for 15 June 2026** -
 - A. *Motion made and seconded to approve the minutes for 15 June 2026. Motion carried.
6. **Friends Report** –
 - A. The Lori's Lick'em Up Fundraiser on 23 June 2026 was successful.
 - B. Summer Reading Kick Off sponsorship of a Foam Party and Decompression Unit were well received.
 - C. The Used Library BOGO Sale for June was successful. There will be BOGO sales in September and December. Fiction book donations are greatly appreciated.
 - D. The Lakeshore Ukulele Strummers performed on 12 June 2026. The event was well attended. Donations for the Friends of the Library were generous.
 - E. Electronics Recycling was once again very successful.
 - F. The first concert at Miller Park was successful but soggy.
 - G. The next Dine to Donate is 8 October 2026 at Texas Roadhouse. Details to follow.
 - H. The annual Cookie Walk is 5 December 2026 from 12:00 – 2:00.
 - I. Additional upcoming events will be highlighted in the Harrison Township Public Library's Bouy/Friend of the Library Corner.
7. **Treasurer's Report** –
 - A. Review of Financial Statement for the period ending 30 June 2026. Expenses are in line with the anticipated budget spending at this time of year.
 - B. *Review of Expense Report - Reviewed Expense Report for June 2026/July 2026 with expenditures totaling \$12,945.68 Motion made and seconded to approve expenditures totaling \$12,945.68. Motion carried.

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- C. *Motion made and seconded to transfer \$100,000.00 from Michigan Class to Central Savings (271-000.000-002.000). Motion carried.

8. Committee Reports –

- A. *Bylaw & Policy Update Committee*
 - 1. *Motion made and seconded to approve Loan Renewal & Fine Policy – CIRC-02. Motion carried.
- B. *Future Planning Committee*
 - 1. Director Goins updated the board on boring findings and the impact on the future construction. These findings will require adjustments to the existing joint facility plans.
- C. *Finance Committee*
 - 1. Treasurer Barath shared the investment reports from Michigan Class and Huntington.

9. Director's Report –

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

- A. Review of the 2026 budget draft – The preliminary budget for 2027 was shared with the board. Discussion ensued on how to best use the 2027 funding to best meet the needs of the community.

12. Board Comment – None

13. Adjournment-

- A. The meeting adjourned at 7:55 pm.

Next Meeting –

- A. The next monthly meeting of the Library Board of Trustees will be held on **Monday, 17 August at 6:30 pm** at the Harrison Township Board Room.

APPENDIX

**Director's Report and Library Happenings
Usage statistics for June**

-Circulations were up in June, which is typical once Summer Reading is in

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- swing. June is historically one of our busiest months of the year (July is #1).
- Library sales were also up in June, copies/prints (\$337.90) and merchandise sales (\$226.00) were the largest contributors.
 - The Macomb Chapter of the daughters of the American Revolution presented HTPL with a donation check of \$855.00 for the purchase of digital preservation equipment at the July 6th Harrison Township Board Meeting.
 - The Electronics Recycling Day on July 11th had 117 participants.
 - The Summer Reading Kick-off was a huge success with over 250 in attendance. A big thank you to Macomb County Clerk, Tony Forlini, State Representative, Alicia St. Germaine, The FRIENDS of HTPL, the Humane Society of Macomb, the Kiwanis Club of Mount Clemens, and the Autism Society of Greater Detroit, for their contributions to a great community event!
 - The library has prepped the former staff laptops for public use. The laptops will be available for checkout by September 1. They will checkout for 14 days with a library card. The Library of Things collection is available to residents and taxpayers of Harrison Township.
 - The library has recently sprung a leak. The leak is coming from the HVAC unit at the front of the building. Service has been requested for repairs. One of the two HVAC units for the library are not working and are overloading the one working unit. Repairs are in progress and our hope is that once both units are working, the overloaded unit will no longer leak into the library.
 - Monarch habitats are up and running. The library needs swamp milkweed to keep the habitat going. Donors of swamp milkweed are desperately needed.
 - The staff have been booking programs and gearing up for the next newsletter, which will hit mailboxes the last week of August.

Submitted by: Diane Nelson, Secretary

*- denotes voting item