

MEETING MINUTES
Harrison Township Public Library Board of Trustees
Monday 17 August 2026 6:30 pm
In the Harrison Township Board Room

1. **Meeting called to order** – Blake Hurley called the meeting to order at 6:33 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 17 August 2026. Motion carried.
5. **Approval of the Minutes for 20 July 2026** -
 - A. *Motion made and seconded to approve the minutes for 20 July 2026. Motion carried.
6. **Friends Report** –
 - A. The next Lori's Lick'em Up Fundraiser is 18 August 2026 from 3:00 – 7:00 pm.
 - B. A calendar of events distributed to the Library Board including upcoming events.
 - C. The last concert of the summer will be held at Miller Park on 27 August 2026 from 6:00 – 8:30 pm.
 - D. The next BOGO book sale is 1 – 30 September 2026.
 - E. Back to School Baskets are being prepared for the local schools for distribution at the beginning of the school year.
 - F. The next Meet and Greet is at Octopus Garden on 10 September 2026 from 5:30 – 8:00 pm.
 - G. The next Dine to Donate is at Texas Roadhouse in Roseville on 8 October 2026 from 3:00 – 10:00 pm.
 - H. Volunteer Picnic Thank You (by invitation) at Tucker Park on 6 September 2026.
7. **Treasurer's Report** –
 - A. Review of Financial Statement for the period ending 31 July 2026. Expenses are in line with the anticipated budget spending at this time of year.
 - B. *Review of Expense Report - Reviewed Expense Report for July 2026/August 2026 with expenditures totaling \$128,754.54 Motion made and seconded to approve expenditures totaling \$128,754.54. Motion carried.

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- C. *Motion made and seconded to transfer \$150,000.00 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 reviewed the proposal from Comprehensive Design Group for interior design services.
2. The subcommittee will reconvene for the continuation of the joint construction project. These members include Dawn Barath, Laura Johnson, Blake Hurley and Melissa Goins.
3. *Motion made and seconded to move \$170,005.96 from 271-000.000-981.001 to 271-000.000-981.002 (per accounting recommendation). Motion carried.

C. *Finance Committee*

1. Treasurer Barath shared the investment reports from Michigan Class and Huntington.

9. Director's Report –

- A. July 2026 usage and statistics, and patron tracking were shared.
- B. Library Happenings – See Appendix
- C. *Presentation of the final 2027 budget. Motion made and seconded to approve the 2027 budget. Motion carried.
- D. The 2025 Annual Report was shared with the Library Board. The informative and colorful 2025 Annual Report compared information with other Michigan Class IV libraries, detailing library revenues and expenditures, services population, service hours and facilities, operating revenue per capita, library resources check out, and programming attendance.

10. Unfinished Business – None

11. New Business – None

12. Board Comment

- A. A sympathy card will be sent to the family of Mary Oberliesen from the Library Board.

13. Adjournment-

- A. The meeting adjourned at 8:26 pm.

Next Meeting –

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- A. The next monthly meeting of the Library Board of Trustees will be held on **Monday, 21 September at 6:30 pm** at the Harrison Township Board Room.

APPENDIX

Director's Report and Library Happenings Usage statistics for July

- July is typically the busiest month of the year. Website visits, circulations and door counts were higher than average.
- BookFlix usage was extremely low, which is also typical this time of year.
- An article about the Macomb Chapter of the Daughters of the American Revolution donation presented to HTPL was featured in a C&G Journal article in the July 29, 2026 issue.
- Summer Reading is wrapping up and numbers are higher than ever. The final numbers aren't in, but so far, we have 200 children, 38 teens, and 212 adults participate.
- The township received notice of award for a wood innovations grant from the National Forestry Service for our construction project. We don't have the fine details and parameters yet, but they should be coming soon.
- Leak update: The leak is coming from the HVAC unit at the front of the building as it worked very hard when the second unit was broke. The unit at the back of the building was repaired, which we had hoped would stop the front unit from leaking. However, the unit is still slowly leaking. Maintenance has provided a temporary fix to stop the leak from coming into the library. Once summer is over the leaking AC will not be an issue.
- The ramp into the township boardroom has been closed. The ramp has several rotted sections making it no longer safe to use. The township installed a temporary aluminum ramp that will remain until after construction and the elevator is running.
- The next library newsletter covering September through December is scheduled to hit mailboxes the last week of August.
- The library is switching phone carriers. Wow! is our current Internet provider and will now provide service for our phones as well. All phone numbers will remain the same. The switch includes an upgraded Internet package and will save the library around \$90 a month with the bundled pricing. We will experience limited phone downtime as we make the switch, but disruptions will be limited to a single day.
- The Monarch habitats are up and running. The library needs swamp milkweed to keep the habitat going. Donors of swamp milkweed are desperately needed.
- One of our founding members, Mary Oberliesen, passed on Friday, August 7. She was a long-time volunteer and part of the team that moved books from the Macomb County Library to our current location. She continued to volunteer up

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until her passing. Her light will truly be missed.

Submitted by: Diane Nelson, Secretary

*- denotes voting item