**SPARTA TOWNSHIP LIBRARY BOARD MEETING MINUTES**

**APRIL 15, 2025**

President Mary-Ann Meyer called the meeting to order at 6:45pm. Also attending were Janet Hayes, Tom Lampen, Jane Ohanesian, Joy Leussenkamp, Dick Beauchamp, and Library Director Merri Jo Tuinstra.

Dick made a motion to approve the minutes from the March 18 meeting, Jane seconded. Motion passed.

Joy made a motion to approve the minutes from the March 25 special meeting, Dick seconded it. Motion passed.

* Treasurers Report: Tom
  + March 2025 Financial Report: Income from deposits during the month: $87,865.44. (Millage check of about $87,200.00 was received in late March. Next year it is budgeted at about $95,000.00} Total for the year still $4,500.00 more than budget. Total expenses during the month: $27,467.58. This included Children’s area gate and installation and a number of tech items for both children and adults. Revenue less expenses (MTD): $60,397.86. Revenue less expenses (YTD): $3,819.43. Beginning cash balance (month): $49,294.12. Ending cash balance: $108,177.09. Total YTD income ended $6,000 over budget when cash usage is excluded. Millage and memorials, donations, and grants were over budget. State aid was less than expected. Total YTD expenses ended $3,200 under budget. Computers and software and a number of other items were under budget. Repairs and maintenance were over budget. Janet made a motion to accept the treasurers report, Jane seconded it. Motion passed.
* Library Directors Report: Merri Jo
  + Circulation reports were not ready
  + Advisory Meeting report
    - Lakeland will be working on establishing common standards for being a part of the Lakeland Coop.
    - R.I.D.E.S. is paid for by Lakeland through fees from all the libraries in the coop. These fees may be affected by the recent government cuts to library funding.
    - The Library of Michigan and Lakeland are currently looking for ways to fund Mel if needed to keep this service for libraries. Cuts are not set in stone yet.
    - The Lakeland Board wanted us to know that they do not “upcharge” for any services or payroll they provide. They run a lean budget.
    - Sierra just did an upgrade. Please contact Ann if you have any questions or issues. One of the perks from this new upgrade is a “back button” option when creating a “new” patron card.
    - Biblio App is going to update soon.
    - There will be a Millage Zoom Meeting coming soon(April 29 at 10am)to share information for any libraries with Millage renew coming up.
    - A new program may be coming soon that will send out postcards to new residents in your communities.
    - Patron Point now has a new link on their online app.
  + Township Board meeting report
    - The new lights by the Large Print and a relocated outlet was approved. Northland Electric was contacted on Friday to begin the work.
    - The Board also approved for Northland to check out the light fixture in the old library outside entryway to make sure it is safe. The glove fell and broke in the recent storm.
* Personnel Committee Report
  + PTO
  + Time cards
* Policy Committee Report
  + Went through 3 policies: Material Selection; Library Cards; and Gift and Bequeathments. No changes at this time. Will approve at the May meeting.
* Old Business
  + Closing for Town and Country Days on Friday, May 16 at 1pm. and on Saturday, May 16.
* New Business
  + The Historical Commission purchased a document camera for the Genealogy Room.

Dick made a motion to adjourn the meeting, Tom seconded it. Meeting adjourned at 7:25pm.

Respectfully Submitted,

Janet Hayes, Secretary