

BELLAIRE PUBLIC LIBRARY
REGULAR MEETING OF THE BOARD OF TRUSTEES
AT: 111 SOUTH BRIDGE STREET, BELLAIRE, MI
Date: Friday, June 19, 2026
MINUTES

TRUSTEES ATTENDING: Diane Bennett, Mary Edens, Mary Jo Hickey, Don Hirt, Sue Holtzmann, Director Dawn DeHeer.

EXCUSED ABSENCE: Pam Ciganick

CALL TO ORDER: President Edens called the meeting to order at 9:30 am

PUBLIC COMMENTS: none

APPROVAL OF AGENDA: **Motion by Holtzmann second by Hirt to approve the agenda. Motion carried.**

APPROVAL OF MINUTES: **Motion by Holtzmann second by Bennett to approve the May 26, 2026 minutes of regular Board of Trustees meeting. Motion carried.**

FINANCIAL REPORT:

- Financial Report update for May 2026 was presented.

Balance Sheet: As of May 31 there were total assets of \$583,260.03. There was \$583,260.03 in total liabilities and equity. Profit and Loss May 2026 showed income of \$7,129.54. Noting that Forest Home Township income has not been received as yet. Total expenses were \$18,305.53.

Motion by Bennett second by Holtzmann to renew Huntington CD for one year at 3% rate. Roll Call. Motion carried.

Motion by Holtzmann second by Hickey to accept the May Financial reports. Roll Call. Motion carried.

LIBRARIAN'S REPORT: DeHeer reports usage and circulation numbers for the month of May with some declining numbers. Regular programming continues to see great attendance. New programs included Summer Reading kick off and events well received. Volunteer and Supporters Appreciation Reception well attended. Community engagements events successfully occurred. Facilities and Operations had a cleaning and rearrangement of spacing by a team of staff and volunteers. Staffing changes and additions for summer was presented. Grants were received and Director DeHeer listed several events scheduled for coming months. Check the website for updates on events and library news.

COMMITTEE REPORTS:

- Finance Committee: none
- Policy Committee- plans to review and update our current policy handbook.

OLD BUSINESS:

- Plans to review and make recommendations for updates to handbook.
- 130th Anniversary plans for Saturday, September 12th Open House.
- Trustee training opportunities to be scheduled for online sessions.
- Director DeHeer was given a summary of her 6 month evaluation from board members by President Edens.
- Solar table move to be explored.

CORRESPONDENCE:

- Thank You letters from Lee Kerr and St.John Family.

NEW BUSINESS:

- Strategic Plan: Committee to review 2022-2026 and make recommendations for new Strategic plan for future. Meeting planned for this fall.
- Discussion in reduction of Millage from Headlee Act.
- **Motion by Holtzmann second by Hirt to approve payment of \$1003.32 to Mid Michigan Library League to Co-Op. Motion carried.**
- **Motion by Hickey, second by Holtzmann to approve payment of \$1320.00 to Biblionix annual subscription. Motion carried.**

GRANTS, MEMORIALS & DONATIONS: **Motion by Holtzmann second by Hirt to accept all donations totaling \$1,150.00 as listed. Motion Carried**

UPDATES AND REMINDERS: Need to form committee to plan Bellaire Public library 130th Anniversary Event committee to make plans.

PUBLIC COMMENTS: none

TRUSTEE COMMENTS: none

MEETING ADJOURNMENT: **Motion by Bennett second by Hickey to adjourn meeting at 11:52 am. Motion carried.**

NEXT MEETING: July 17, 2026 at 9:30 am.

Respectfully submitted, Diane Bennett

Approved
08/21/2026