



DATE: Thursday, June 19, 2025 at **6:30 pm.-Public Hearing for Operating Fund Budget FY 2025-26/with Regular Board Meeting to follow at 7:00 pm**

PLACE: Hartland Township Hall Meeting Room, 2655 Clark Rd., Hartland, Mi 48353

Public Hearing: FY 2025-2026 Operating Fund Budget with **opening and closing motions**

**Call to the Public (regarding Budget Hearing)**

Short recess prior to Regular Board of Trustees Meeting at 7:00 pm.

- I. **Call to Order / Roll Call**
- II. **Pledge of Allegiance**
- III. **Roll Call**
- IV. **Approval of Agenda**
- V. **Approval of Consent Agenda**
  - A. Approval of Regular Meeting Minutes, 05/15/25 and Special Meeting Minutes of 6/3/25
  - B. Acknowledge receipt of the April Financial Reports and payment of April invoices totaling \$110,105.53 and payroll obligations totaling \$104,754.80.
  - C. Director's Report
  - D. Committee Reports

Personnel Committee	June 05
Community Relations	June 03
Finance Committee	June 10
- VI. **Director's Report-Update**
- VII. **Discussion/Decision**
  - A. Public Budget Hearing Discussion/Decision
    - Res. #2025-14, Amending the Operating Fund Budget for 2024-25
    - Res. #2025-15, Amending the Improvement Fund Budget for 2024-25
    - Res. #2025-16, Amending the Gift Fund Budget for 2024-25
    - Res. #2025-17, Adopting the Gift Fund Budget for 2025-26
    - Res. #2025-18, Adopting the Improvement Fund Budget for 2025-26
    - Res. #2025-19, Adopting the Operating Fund Budget for 2025-26
  - B. Policy #3010 Discussion/ Decision (Community Relations)
    - Res. #2025-09, Material Selection
  - C. AV for Community Room
- VIII. **Information/Board Comments**
- IX. **Call to the Public**
- X. **Upcoming Meetings**
- XI. **Agenda Items for next meeting**
- XII. **Adjournment**



PROPOSED

Cromaine District Library  
Regular Board Meeting  
Thursday May 15, 2025

Trustees Present: Bill Bolin, Jeannine Gogoleski, Becky Basley, Nancy Rosso, Holly Naylor, Dawn Smith, Kim Armstrong

Members Absent: None

Staff Present : Sarah Neidert, Darlene Randolph

Public Present : Mary Cafmeyer, Jan Nichols, David Walvs, Mary Lou Miller, Karen Gregg, Diane White, Deby Grunlund, Abigail Grandy, Terry Lee, Elizabeth Naylor, Malia Klumpp, Cary Count, Elizabeth Gauthier, Lucille Egenolf, Kathy Straitiff, Nick Balgaard, Rebecca Fedewa, Nina Butts, Kyle Edie-Johnson, Jennifer Edie-Johnson, Kate DeRosier

<b>I.</b>	President Bolin called the meeting to order at 7:00 pm.	
<b>II.</b>	<b>Pledge of Allegiance</b>	Pledge of Allegiance
<b>III.</b>	<b>Roll Call</b> President Bolin took roll call. Present: Kim Armstrong, Dawn Smith, Holly Naylor, Becky Basley, Nancy Rosso, Bill Bolin, Jeannine Gogoleski Absent: None	Roll Call
<b>IV.</b>	<b>Approval of Agenda</b> Vice President Gogoleski moved to approve the agenda, seconded by Trustee Smith. Ayes: All Nays: None Motion passed.	Approval of Agenda
<b>V.</b>	<b>Approval of Consent Agenda</b> Vice President requested the April 17 <sup>th</sup> Board Minutes be removed from the Consent Agenda and added as Item H. to Discussion Vice President Gogoleski moved to approve the consent agenda, seconded by	Approval of Consent Agenda

	<p>Trustee Armstrong.</p> <p>Ayes: All</p> <p>Nayes: None     Motion passed.</p> <p>A. Approval of Regular Meeting Minutes 04/17/25</p> <p>B. Acknowledge receipt of the March Financial Reports and payment of March invoices totaling <u>\$100,384.92</u> and payroll obligations totaling <u>\$ 100,049.10.</u></p> <p>C. Committee Reports</p> <table><tr><td>Community Relations &amp; Strategic Planning</td><td>May 07</td></tr><tr><td>Personnel</td><td>May 01</td></tr><tr><td>Finance</td><td>May 05</td></tr><tr><td>Ad-Hoc/Landscaping</td><td>Canceled</td></tr></table>	Community Relations & Strategic Planning	May 07	Personnel	May 01	Finance	May 05	Ad-Hoc/Landscaping	Canceled	
Community Relations & Strategic Planning	May 07									
Personnel	May 01									
Finance	May 05									
Ad-Hoc/Landscaping	Canceled									
VI.	<p><b>Library Directors Report</b></p> <p>Director Neidert explained the purpose of board education with the new numbers on the budget. She also went over the Headlee Amendment and how she came up with the numbers for the budget. The taxable mill is a little bit lower than the last two years. She asked if there were any questions from the board. There were none.</p> <p>It was a great week for PR on the Music Hall Organ Fundraiser. The goal of \$30,000.00 had been meant. CBS News met at the Music Hall with Director Neidert and Don Thompson to do a press release. It was an exciting moment.</p> <p>She did receive a quote for new AV in the Community Room. This can be discussed in a Discussion Item listed on the agenda.</p> <p>Director Neidert is scheduled to meet with our broker on new numbers for the employee's health insurance coverage early next week.</p> <p>Director Neidert and Sue Grissom met with the Hartland Township Site Plan Review Committee this past week in an informal meeting. They were excited to hear about this project. The committee recommended adding a lighting plan to the submission. Sue will be working on that. The draft reviews will then be sent to the Township Site Planning Committee for review. There is a \$1600.00 fee and when approved we will move forward to getting a land use permit.</p>	Library Directors Report								

	<p>Elizabeth Naylor spoke on behalf of the TAB (Teen Advisory Board). With the new Michigan Youth Employment Standards Act (YESA), in order to volunteer, the youths would have to be 14 years of age and over. The TAB currently have about 30 members. They would be losing about 28% of them. The teens will also be required to obtain a work permit, which they can get from their school.</p>	
<b>VII.</b>	<p><b>Discussion/Decision Items</b></p> <p><b>A. Budget Presented for Discussion</b></p> <p>Director Neidert received the new numbers from Livingston County to give the board a more accurate budget plan. She explained the budget numbers to the board.</p> <p>Income from investments have been high. Director Neidert brought their attention to the big amount broken out into more detail in the Draft Improvement Fund. It shows there is still plenty to fund this project and after the project, we will be able to lower it down a little. Also, the Technology line is an over estimate and we will be able to lower that down a little bit. Director Neidert asked the board if there were any questions.</p> <p>Vice President Gogoleski asked why the Liability Insurance on the Music Hall did not change much. Director Neidert said that it is just Renters Insurance.</p> <p>Trustee Armstrong asked what the amount is to rent the Music Hall? Director Neidert said \$150.00 per hour.</p> <p><b>B. Calling on Operating Fund Budget Hearing for June meeting/Resolution needed, (LCDPA notice)</b></p> <p>Resolution needed: Resolution #2025-13, Calling a Public Hearing on the Proposed 2025-26 Operating Budget of the Cromaine District Library</p> <p>Trustee Naylor moved to Approve Resolution #2025-13, Budget Hearing FY2025-26. Seconded by Treasurer Basley. A roll call was taken.</p> <p>Ayes: Kim Armstrong, Dawn Smith, Holly Naylor, Becky Basley, Nancy Rosso, Bill Bolin, Jeannine Gogoleski</p> <p>Nayes: None      Resolution passed.</p>	<p>Budget Presented for Discussion</p>

	<p><b>C. Memorial Day Parade</b>  For those walking in the parade, we will meet at the Ore Creek Middle School Parking Lot at 11:00 am. Mary Lynn Thompson is this year's Grand Marshall. She is a longtime board member of the Friends of the Library. Mary Lynn volunteers a lot of time for the library and is also a member of the Women's Club of Livingston County, as well as a member of the senior center. She was nominated by Director Neidert and four other people from the Community Council.</p> <p>Trustee Armstrong asked how we choose the theme for the poster in the parade? Director Neidert replied that the theme is actually for the library's Summer Reading Program. The theme for 2025 is "Color My World". A coloring kit of red, white and blue will be handed out in honor of Memorial Day, with the words "Land of the Free, Home of the Brave", that kids can color included with red, white and blue crayons.</p> <p><b>D. Policy #8008, Ethics Statement (Personnel)</b></p> <p>No change-Reviewed</p> <p><b>E. Policy #8009, Board Policy Development (Personnel)</b></p> <p>No change-Reviewed</p> <p><b>F. Policy #8011, Board Compensation &amp; Expenses (Personnel)</b></p> <p>No Change- Reviewed</p> <p><b>G. Policy #3010, Materials Selection (Community Relations)- discussion about labeling or sequestering materials</b>  Trustee Smith began discussing the two different versions of this policy prepared by the committee. She shared and read some court cases discussed in committee that was included in the board packet.</p> <p>President Bolin emailed the board a separate version of this policy this afternoon with changes suggested by a lawyer. Trustee Naylor asked who the lawyer was. President Bolin did not wish to share that information at this time. After some discussion, President Bolin replied that it was provided just today by a lawyer from the Alliance Defending Freedom Firm named Logan Spena.</p>	<p>Memorial Day Parade</p> <p>Policy #8008</p> <p>Policy #8009</p> <p>Policy #8011</p> <p>Policy #3010</p>
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	<p>Trustee Smith feels that we did not have a really good legal counsel to begin with and now feels like we are doing this on the fly.</p> <p>Bill Bolin responded to Secretary Rosso's question regarding the cost of the legal opinion he obtained. He stated that there is no cost and that this organization will represent Cromaine at no cost in the event the library is sued.</p> <p>There was plenty of discussion amongst the board. They feel if they want this to be right, they need more time to look it over. Treasurer Basley said that looking at all three versions needs to be sent back to the committee and combine them into one policy that is easy to understand.</p> <p>Director Neidert asked for clarification about the current book challenges she and the library staff are reviewing- will the board use the current policy that they are using to review the materials, or a new or revised policy? After much discussion, the board decided to pause this challenge process, and not accept any further or additional challenges, until policy #3010 is revised or replaced. They will then decide on how long to grant the staff to address the current 220 challenges. While this is frustrating, it may be the best method forward in the long run.</p> <p>Trustee Smith motioned to pause all book challenges until adoption of Policy #3010 or revision of Policy #3010. Seconded by Vice President Gogoleski.</p> <p>Ayes: All Nayes: None      Motion passed.</p> <p>Trustee Armstrong visited three local libraries asking and having them show how they label books. She took pictures, passed them around to the board for them to see.</p> <p>Vice President Gogleski called and spoke to library directors in Howell, Brighton and Fowlerville, asking if there is any backlash on their procedures and labeling of books? All of them said there was no backlash and have been no lawsuits.</p> <p>In conclusion #3010 will be sent back to the committee to be reviewed. Because there will be a quorum of the board present, the trustees decided to call a special meeting scheduled with Logan Spena available on zoom to field questions from board members.</p> <p>Motion:</p> <p>Vice President Gogoleski moved to hold a <b>special</b> open meeting to review and revise policy #3010 to be presented to the board for a vote. Seconded by Treasurer Basley.</p> <p>Ayes: All Nayes: None      Motion passed.</p>	
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	<p>Resolution Needed: Resolution #2025-09, Revise Policy 3010, Materials Selection Policy</p> <p>_____ moved to approve Resolution #2025-09, Policy #3010, Materials Selection Policy. Seconded by _____. A roll call was taken.</p> <p>Ayes:</p> <p style="text-align: center;">NO DECISION HAS BEEN MADE</p> <p>Nayes:</p> <p><b>H. Corrections on Minutes of April 17<sup>th</sup> Board Meeting</b> A clarification to the April 17<sup>th</sup> Board Meeting in a statement from Director Neidert should read, <i>per the library policy concerning children in the building (#2031) children seven (7) years or younger must have a parent or caregiver with them at all times in the building.</i></p> <p>Vice President Gogoleski motioned to correct the April 17<sup>th</sup> Board Minutes with the statement that children seven years or younger must have a parent or caregiver with them at all times in the building. Seconded by Trustee Naylor.</p> <p>Ayes: All Nayes: None      Motion passed.</p>	
<b>VIII.</b>	<p><b>Information/ Comments from Board</b></p> <p><b>***This space is used for any comments made from the board during the meeting. Ex: "Good job to the teens" - something in that order. It is not really an item.*****</b></p> <p>Secretary Rosso commented on how nice the newsletter was laid out and easy to follow.</p> <p>Director Neidert has a quote for a new AV System in the Community Room. President Bolin said, "We need to bring this back", it would benefit for more accuracy on the meetings.</p> <p>Vice President Gogoleski commented that it was already decided and voted on not to have this.</p> <p>Trustee Naylor suggested adding this discussion to the agenda for next month.</p>	



**IX.****Call to the Public-**

Those wishing to address the board are asked to fill out a form- if they want their comments reflected in the official board minutes, they are asked to summarize them here, to be included by the recording secretary using their own words.

Laura M. spoke.

Julie from Dunham Lake spoke.

Rebecca Fedewa spoke.

Mary Lou Miller spoke.

Abigail Grandy spoke on the policy of book removal

Kim Burger said to the board not to lose sight of a primary goal of protecting the innocence of our children from age inappropriate sexual or violent content while conducting your oversight and fiduciary responsibility to keep from unnecessary lawsuits. She also mentioned who could be against providing clarity to patrons by labeling books. It is not a violation of 1<sup>st</sup> Amendment Rights.

Nine Butts spoke.

Kate Derosier commended the staff for the Homebound Program. She is in objection to labeling books. Also, she is in objection to withdrawing the library from MLA and ALA with some board members criticizing these organizations. She told the board not to limit the public access to information and, "You are a public civic board for 27,000 people."

Sharie Pollesch spoke.

**X.****Upcoming Meeting Dates**

June 03	Special Meeting, Community Relations & Strategic Planning Committee, 7:00 pm, via zoom
June 05	Personnel Committee, in person 6:00 pm
June 10	Finance Committee 4:30 pm via zoom
June 19	Budget Hearing Meeting, Board of Trustees 6:30 pm Regular Board of Trustees Meeting 7:00 pm
TBA	Ad-Hoc/Landscaping

<b>XI.</b>	<b>Agenda Items for Next Meeting:</b> <ul style="list-style-type: none"> <li>• Public Budget Hearing preceding the meeting</li> <li>• Resolutions for adopting new budgets/amending still-current budgets</li> <li>• Employee Handbook</li> <li>• Av for Community Room</li> <li>• Policy #3010</li> </ul>	Items for next meeting
<b>XII.</b>	<b>Adjournment</b> Motion by Vice President Gogoleski seconded by Treasurer Basley. Adjourned a 9:20 pm.  Ayes : All  Nayes: None Motion passed.	Adjournment

Nancy Rosso, SECRETARY  
Cromaine District Library Board

Darlene Randolph, Recording Secretary  
Cromaine District Library Board

Documents distributed to the Board for/at this meeting:

- Agenda for Board Meeting May 15, 2025
- Minutes of Regular Meeting April 17, 2025
- May 2025 Directors Report
- March Financial Reports
- Community Relations Minutes –
- Finance Minutes -
- Resolution #2025-13, Calling for Public Hearing -
- Policy #8008, #8009, #8011, #3010
- Michigan Legislature Hearings

DRAFT



# Director's Report

June 2025

## **End of fiscal 2024-2025 year projects:**

### **Additional Shelving in Youth:**

Two additional bookshelves were added along the wall on the second floor that looks out onto the parking lot- there was one smaller shelf there that was overflowing, along with a blank wall. I ordered shelving to match the existing shelves in the department, and they are already nearly full with juvenile Graphic Novels!

### **Privacy Chairs:**

The first floor chairs with high backs that were installed this spring finally are complete, each now is wired with a standard outlet, a USB and a USB-C charging port.

### **Server Upgrades:**

I approved the quote for a new server months ago, but with the tariff situation the pricing changed wildly and then there was a delay. I heard from Applied Innovation just today that the server has arrived in their offices, and they hope to be able to install and complete that project this month, just in time to pay the bill from this fiscal year's budget. I'm hopeful it will work out.

## **Update on the outdoor improvement project (Ad Hoc Committee update):**

### **Friday May 30th update (sent via email to board):**

On Thursday, May 29th I went to the County Drain Commissioner's office in Howell for a preliminary meeting between Sue Grissim, Juilan Wargo (of Zeimet Wozniak and Associates- he completed our recent survey) and representatives from the Township and the Drain Commission. This was an informal meeting to alert us to what will be required based on feedback from the Township and the County Road Commission. I learned a lot about the process at this meeting. Next steps are:

- a soil infiltration test (to see how much drainage is required)
- a wetland delineation survey (as everything drains there now)

Mr. Wargo will aid me in preparing a document to send to the township to combine the two plots of land- that which the library sits on, and the plot we own which is currently the lawn. While we own the two, they are two separate tax plots, and I am going to send a letter with documentation requesting a combination.

**6/13 UPDATE:** I approved a work plan from Zeimet Wozniak and Associates to pull quotes for each task, which may add 8-10 weeks to our timeline (I've attached the approved RFP to this report) Depending on the timeliness of the required work, we may need to adjust our time frame for bidding and construction.

As noted in the RFP under Task 2: Land Combination:

Julian Wargo of Zeimet Wozniak has already secured a quote for the PA132 Land Survey.

For a fee of \$1350, the original surveyor (Brad Thompson) will:

- Visit the site and note any changes to the properties since 2008
- Update his previous 6-page survey as needed
- Provide an additional sheet to portray the resultant land combination

He will need at least 2-weeks to prepare the above.

For pricing for the wetlands work, Mr. Wargo contacted Barr Environmental.

He has contacted the following 4 geotech firms for prices for the infiltration tests:

I will send along updates via email to the ad hoc committee members as I get them.

## Departmental Updates

### **Adult Services Update:**

Adult Services staff were busy throughout May preparing for and hosting a very full schedule of programming; we offered 21 programs to 221 attendees! Highlights included "Digitization and Media Conversion," "Behind the Scenes of History: 300 Years of Mackinac," "Cooking Class With Chef Fran," and "DIY Windchimes." Mid-month, we opened pre-registration for the Adult Summer Reading program and were thrilled to see 89 participants register ahead of the June 1 start date! Adults will log their time spent reading throughout the challenge to earn prize drawing entry tickets. Additionally, we opened up registration for the Homebound Delivery Pilot Program and look forward to providing this new service.

### **Youth & Teen Services Update:**

May appears to be a light month for the Youth Department, based on what we see on the public events calendar. However, May is one of our busier months! We spend the month preparing for our Summer Reading Program, planning the various parts and pieces of the event, decorating

the building according to the theme of the year, and visiting schools to tell everyone about the program we have to help families continue to read during the summer and prevent the summer slide. The summer reading theme each year is chosen (years in advance) by the Collaborative Summer Library Program --a nationwide nonprofit that ensures that all participating libraries have easy to access supplies, programming ideas, and digitally available artwork designed by a nationally recognized artist (Mike Mullen this year.) This May, Cromaine librarians spoke with over 2000 students about the 2025 summer reading program during visits at local schools.

May is also when the Library hosts each second grade class in the Hartland Consolidated School District for "Hartland History Tours." Each tour includes a visit to the Hartland Museum, the Hartland Music Hall, Hartland Cemetery, and the Cromaine Library to learn about the history of the area. This tour would not be possible without the second grade teachers, the folks at the Hartland Historical Society, Don Thompson, and many of the Youth Librarians on staff here at the library. This year all four elementary schools completed these tours within two weeks, resulting in a total of 14 classes and more than 440 people visiting the library!

### **Community Engagement Updates:**

#### **Music Hall Administration**

- The Music Hall fundraiser was a success; the final \$8,000 needed to fund the last phase of organ repair was secured. Around 115 guests enjoyed the concert on May 2.
- Music Hall repair will be scheduled for Fall/early Winter, completion before Messiah in December.
- **Save the Date:** Sea Shanty Sing-Along with Ben Traverse August 22 at 7 pm in Hall

#### **hARTland Artwalk**

- Save the date, Art Walk 2025 will be held September 20-October 4.
  - Kickoff on September 20 from 1-4 pm in Settler's Park
  - Hartland Weaving Heritage Celebration September 27 from 1-3
    - Issued specifications and a call for submission for a commissioned weaving piece, fully funded by Friends of the Library. **Fiber Artist has been chosen, Gisela Bosch, a Black Sheep Weaver. Her art piece will be unveiled Sept. 27 at Hartland's Weaving History event.**
  - Closing Ceremony October 4 in Settler's Park (Time TBD)

#### **Community Engagement, Networking and Outreach:**

- May 5 Liz and Sarah had an exploratory conversation with the Community Foundation for Southeastern MI.
- May 9 - Cromaine Cares: Red Cross Blood Drive with Hartland Lions Club. 32 donors provided 28 units of blood.

- May 10-Shelby from CR and Loni from Youth hosted the Native Plant exchange alongside our partners the Hartland Home and Garden Club; 30 community members in attendance.
- May 13-Kilgen Organ Fundraiser PR sent out to 5 local news outlets.
  - Picked up by WHMI on same day: View at:  
[https://www.whmi.com/news/article/kilgen-organ-hartland-music-hall-cromaine-messiah-chorus?fbclid=IwY2xjawKq0opleHRuA2FlbQlxMQBicmlkETFPsGNnRHFkWFM4ZjVHUDh6AR70FCFdn66BJOOfZnNCO9leWqj3OkeoUuutTHLFaOLuMo1Rumd3VCtU6DkPwg\\_aem\\_PMZtoVI4Jus5W\\_EY7n-qiQ](https://www.whmi.com/news/article/kilgen-organ-hartland-music-hall-cromaine-messiah-chorus?fbclid=IwY2xjawKq0opleHRuA2FlbQlxMQBicmlkETFPsGNnRHFkWFM4ZjVHUDh6AR70FCFdn66BJOOfZnNCO9leWqj3OkeoUuutTHLFaOLuMo1Rumd3VCtU6DkPwg_aem_PMZtoVI4Jus5W_EY7n-qiQ)
  - May 14-Sarah interviewed by Elle Meyers from CBS News Detroit. We received a short video spot on the news. View at:  
<https://www.cbsnews.com/detroit/news/organ-in-hartland-receives-30000-in-repairs-thanks-to-community-fundraising/>
- May 16-Liz and Sarah had a second exploratory conversation with Ralph C. Wilson, Jr Foundation around potential granting matches
- May 19-Summer Concert Series PR went out to 14 local news outlets and grassroots support organizations.
  - May 28-Liz did an interview with Jess from WHMI about the Summer Concert Series, which will air in the next few weeks.
- May 20-Liz submitted a potential project synopsis to Ralph C. Wilson, Jr Foundation for their review and suggestions. The project could advance to a grant application if it is a good fit.
- May 20-Liz represented Cromaine at the hARTland Art Walk Committee meeting.
- May 22-Shelby attended Hartland Senior Celebration. 30 quality interactions with local Seniors.
- May 25-Liz attended Hartland Luminary hosted by Hartland Community Council held at Hartland Cemetery. More than 50 community members in attendance.
- May 26-Staff and Board marched in the Hartland Memorial Day Parade. More than 4,000 in attendance.
- May 30-Shelby and Intern Kara Cox meet with Don Thompson to interview him about the History of the Hall.
- May 31-Summer Reading Kickoff, Documentary-style photographer onsite to capture Library Stock Footage; images will be back in 2 weeks.

### **Summer Concert Series:**

- All Sponsorships are in for the series.
- See flyer for event series at the end of this report.

### **Thank You for Action or Support:**

- *Thank you to Trustees Holly Naylor, Kim Armstrong, and Beck Basley for representing Cromaine in the Memorial Day Parade. Your support is appreciated!*



We gave out double the number of marketing handouts this year and still did not have close to enough giveaways for the size of the crowd. The unexpected candy we were asked to hand out by the Township was nice but we didn't plan for it and multitasking was hard. Ideas to better prepare for next year:

- More giveaways so we don't run out so soon— bookmarks next year with candy attached so it's easier to hand out in one piece, and less cost-prohibitive.
- We will pre-stock reusable grocery bags and have enough for each person to carry their own bag—the wagon will be for additional stocked bags that can be grabbed quickly.
- We will plan for how to better reach the crowd in teams without slowing down!

## Patron Comments

**6/10/2025 Email to board, received via email by Director Neidert after a phone call with the patron:**

Dear Board of Trustees for Comaine Library:

I signed up in 1977 for the Friends of the Cromaine Library Lifetime Membership. The library has served my family and the community well all these years. I used to help with the book sales held about 4 times a year and my 6ft 7in husband, Chuck, helped to decorate the top of the Christmas Tree when they needed his height. We volunteered and were filmed reading selections of Banned Books during Banned Book week every year they needed volunteers. Since he died in July of 2017 of a brain tumor, I have stopped volunteering. I now realize that it would be good to meet my fellow neighbors in my subdivision and listen to their opinions of putting books behind glass with a key to open for certain patrons and others, maybe not. Also I'm concerned about any one group deciding what is appropriate labels to put on books. I believe in free speech and letting the Director of our library make the final decision on what books we will have in the library and the sections that will hold them. I also believe in people going thru a process with the Library if they are fearful about the book and why. We all deserve to voice our opinion and have respectful listening and not be afraid of our neighbors but happy to meet them and know their children and have a community that cares for all children's well being.

Thank you for reading this and I hope to see you on the 19th.

Sincerely,

Mares (Mary Jane E.-my medicare name) Hirschert  
Hartland, MI 48353

**6/9/2025: Lisa**

We had a patron needing help with setting up voice to text messages. Caitlyn helped her and she was so thankful. We often have elderly patrons needing help with technology and the staff is always very helpful. Good job Caitlyn!

**6/4/2025: Kelsey**

On patron EH's teen take out box request survey, EH said his current favourite book was the one librarian Kelsey included in his box last month!

**5/23/2025: Shelby**

At the Senior Celebration on May 22, I heard from two or three community members about how much they loved the previous evening's Mackinac Island program! They said that the speaker was very good and the lecture was interesting. I also heard great feedback about Ray's Digitization program— they said that Ray is just great and that they plan to contact the Library soon about digitizing their family videos/records. Much appreciation to our Adult Services Librarians!

**5/17/25: Grace**

A patron I worked with commented on how patient and kind Erin was when she helped him with technology questions during a recent visit!

**5/11/25: Liz**

Received a voicemail on 5/11/2025 from Phil MacBride:

"... just to say Thank You for your note and to applaud you for the successful fundraising for the improvement/repair of the organ. It was a lovely concert and we all enjoyed it and I'm sure everyone who was there did. So, just wanted to say hi, and thanks, and no need to call back. You're doing a good job, and keep on keeping on!"

# SUMMER CONCERT SERIES

2025

**CROMAINE**  
LIBRARY



**JULY 9**

**Toppermost**

✕ Hallboy BBQ & Kona Ice

**JULY 16**

**Just Around the Corner**

✕ Los Dos Amigos & Kona Ice

**JULY 23**

**The Detroit Drive**

✕ Sup Dogs & Kona Ice

**JULY 30**

**Miranda and the M80s**

✕ Hickory BBQ & Kona Ice

**WEDNESDAYS**

**JULY 9, 16, 23 & 30**

**7:00 - 8:30 PM**

Join us on Cromaïne's South Lawn this summer for four nights of music! Each concert is guaranteed to be great entertainment for every member of your family. Gather half an hour early to get your spot on the lawn and enjoy dinner from a local food truck!



**THANK YOU TO OUR SPONSORS!**

**GOLD**

\$2,500 & MORE



**SILVER**

\$1,000 & MORE



**ALL OTHER GIFTS:**

Belluchamp Water  
The Pokas Family  
Village Manor Retirement



Disbursement Summary April 2025

Payroll:	Pay Period End	Check Date	Amount:
	4/7/2025	4/11/2025	\$53,113.10
	4/21/2025	4/25/2025	\$51,641.70
Total Payroll:			\$104,754.80
Online Payments Made (other than pay-related):	4/17/2025	UBS Credit Card	\$8,792.83
	4/23/2025	long distance	\$0.03
Accounts Payable Checks Issued:	4/7/2025	DTE Energy	\$2,573.09
		could no longer charge on cc	
Total Checks Paid for Month:	\$	98,739.58 Transaction List	\$
		total	\$ 214,860.33
Transfers to (from) checking:	4/3/2025	Money Market to	\$150,000.00
	4/23/2025	Money Market to	\$ 150,000.00



Cromaine District Library      Investment Performance      FY2024-2025

UBS

Month Ending	31-Jul	31-Aug	30-Sep	31-Oct	30-Nov	31-Dec
<b>Beginning Value</b>	<b>4,511,159.66</b>	<b>4,356,972.98</b>	<b>4,371,387.44</b>	<b>4,077,903.23</b>	<b>4,077,111.30</b>	<b>4,005,493.68</b>
Transfers in/out	0.00	0.00	-300,000.00	0.00	0.00	4,386.19
Expenses and Other Disb.	-176,101.10	-9,362.25	-8,480.13	-13,537.83	-86,067.23	-311,989.71
Dividends and Interest	28.37	14.11	23,320.39	20.70	39,405.75	7.49
Account Appreciation	21,886.05	23,762.60	-8,324.47	12,725.20	-24,956.14	11,359.46
<b>Ending Value</b>	<b>4,356,972.98</b>	<b>4,371,387.44</b>	<b>4,077,903.23</b>	<b>4,077,111.30</b>	<b>4,005,493.68</b>	<b>3,709,257.11</b>

Month Ending	31-Jan	28-Feb	31-Mar	30-Apr	31-May	30-Jun
<b>Beginning Value</b>	<b>3,709,257.11</b>	<b>3,747,868.80</b>	<b>3,756,957.46</b>	<b>5,166,870.64</b>	<b>5,172,971.51</b>	<b>5,172,971.51</b>
Transfers in/out	32,005.18	7,808.46	1411598.96	0.00		
Expenses and Other Disb.	-6,327.97	-5,806.22	-11,065.85	-8,792.83		
Dividends and Interest	18.12	43187.79	28,436.01	30.68		
Account Appreciation	12,916.36	-36,101.37	-19,055.94	14,863.02		
<b>Ending Value</b>	<b>3,747,868.80</b>	<b>3,756,957.46</b>	<b>5,166,870.64</b>	<b>5,172,971.51</b>	<b>5,172,971.51</b>	<b>5,172,971.51</b>

FY24-25 Totals
4,511,159.66
1,155,798.79
-637,531.12
134,469.41
9,074.77
5,172,971.51





## Cromaine District Library Operating April 2025

	Apr 2025		YTD Total	
	Actual	Budget	YTD Actual	Budget
<b>Revenue</b>				
411.000 Tax Levy & Delinquent Taxes			76,147.41	0.00
403.000 Taxes - Brighton		46,956.45	550,725.68	563,477.44
403.001 Taxes - Deerfield		15,591.56	177,626.55	187,098.68
403.002 Taxes - Genoa	0.00	4,943.70	55,798.79	59,324.43
403.003 Taxes - Hartland	258.65	112,091.88	1,319,515.80	1,345,102.57
403.004 Taxes - Ocoola		17,555.44	205,536.23	210,665.33
403.005 Taxes - Tyrone		17,011.21	198,651.38	204,134.54
<b>Total 411.000 Tax Levy &amp; Delinquent Taxes</b>	<b>\$ 258.65</b>	<b>\$ 214,150.24</b>	<b>\$ 2,584,001.84</b>	<b>\$ 2,569,802.99</b>
572.000 State Aid		1,666.67	31,284.06	20,000.00
573.000 Local Community Stabilization			9,949.01	0.00
602.000 Charges for Services			0.00	0.00
607.000 Non-resident Fees		33.33	605.00	400.00
607.001 Room Use Fees		33.33	1,505.00	400.00
607.002 Fax Revenues	14.00	16.67	409.20	200.00
607.003 Print Out Fees	133.20	83.33	2,151.06	1,000.00
<b>Total 602.000 Charges for Services</b>	<b>\$ 147.20</b>	<b>\$ 166.66</b>	<b>\$ 4,670.26</b>	<b>\$ 2,000.00</b>
656.000 Penal Fines		4,416.67	61,601.03	53,000.00
659.000 Fines & Forfeits			0.00	0.00
681.000 Lost & Damaged Materials	158.86	75.00	1,801.24	900.00
681.001 Lost & Dam. Refunds		-8.33	-73.95	-100.00
681.002 Miscellaneous	35.00		602.00	0.00
681.003 ILL Lost & Damaged		41.67	734.90	500.00
681.004 ILL Lost & Damaged Refunds		-4.17	0.00	-50.00
<b>Total 659.000 Fines &amp; Forfeits</b>	<b>\$ 193.86</b>	<b>\$ 104.17</b>	<b>\$ 3,064.19</b>	<b>\$ 1,250.00</b>
670.000 Investment Income			0.00	0.00
665.000 Interest - Bank	631.10	83.33	5,970.08	1,000.00
665.001 Interest - Investment Fund	7,446.85		71,772.11	0.00
<b>Total 670.000 Investment Income</b>	<b>\$ 8,077.95</b>	<b>\$ 83.33</b>	<b>\$ 77,742.19</b>	<b>\$ 1,000.00</b>
681.006 Miscellaneous Income	24.00		1,280.72	0.00
666.000 Dividends		250.00	1,918.00	3,000.00
693.000 Sale of Fixed Assets			94.00	0.00
<b>Total 681.006 Miscellaneous Income</b>	<b>\$ 24.00</b>	<b>\$ 250.00</b>	<b>\$ 3,292.72</b>	<b>\$ 3,000.00</b>
<b>Total Revenue</b>	<b>\$ 8,701.66</b>	<b>\$ 220,837.74</b>	<b>\$ 2,775,605.30</b>	<b>\$ 2,650,052.99</b>
<b>Gross Profit</b>	<b>\$ 8,701.66</b>	<b>\$ 220,837.74</b>	<b>\$ 2,775,605.30</b>	<b>\$ 2,650,052.99</b>
<b>Expenditures</b>				
421.000 Tax Refunds			134.58	0.00
700.000 Salaries & Fringe Benefits			0.00	0.00
702.000 Salaries - Full-time	70,506.07	77,164.42	741,984.35	925,973.00
702.001 Salaries - Part-time	18,285.03	19,668.17	204,991.15	236,018.00

702.004 Sunday Staff	1,941.97	2,051.50	19,620.46	24,618.00
713.000 Life Insurance	679.48	687.50	6,678.87	8,250.00
713.001 Health Insurance	7,285.45	10,514.25	123,788.55	126,171.00
713.002 Retirement Benefits	7,131.16	7,991.75	79,198.15	95,901.00
713.003 Employer's FICA	6,890.57	7,904.00	73,465.19	94,848.00
713.004 State Unemployment Tax	201.26	416.67	268.41	5,000.00
713.005 Employee Assistance Program		41.67	470.70	500.00
713.006 Worker's Compensation		383.33	2,781.00	4,600.00
<b>Total 700.000 Salaries &amp; Fringe Benefits</b>	<b>\$ 112,920.99</b>	<b>\$ 126,823.26</b>	<b>\$ 1,253,246.83</b>	<b>\$ 1,521,879.00</b>
726.000 Supplies			0.00	0.00
727.000 Postage Expense	2,458.92	1,041.67	12,259.71	12,500.00
727.001 Office Supplies	142.50	208.33	1,287.90	2,500.00
727.004 Public Use Supplies		166.67	1,397.85	2,000.00
728.000 Library Supplies	159.48	250.00	1,838.94	3,000.00
728.001 Custodial Supplies	507.25	500.00	3,781.69	6,000.00
728.002 Equip & Furnishings, Disposable		166.67	0.00	2,000.00
<b>Total 726.000 Supplies</b>	<b>\$ 3,268.15</b>	<b>\$ 2,333.34</b>	<b>\$ 20,566.09</b>	<b>\$ 28,000.00</b>
800.000 Professional Services			0.00	0.00
801.000 Payroll & Accounting Services	1,208.98	1,200.00	14,333.54	14,400.00
801.001 Audit Fees		666.67	7,621.00	8,000.00
801.002 Legal Fees	19.50	333.33	7,436.50	4,000.00
801.003 Library Network Fees		583.33	3,620.00	7,000.00
801.004 Cataloging & Acquisitions	1,878.08	4,166.67	21,557.67	50,000.00
801.005 Other Professional Services	13,801.75	6,166.67	56,342.82	74,000.00
801.006 Managed Technology Services	6,358.51	6,000.00	36,557.46	72,000.00
<b>Total 800.000 Professional Services</b>	<b>\$ 23,266.82</b>	<b>\$ 19,116.67</b>	<b>\$ 147,468.99</b>	<b>\$ 229,400.00</b>
850.000 Technology			0.00	0.00
745.000 Technology Supplies		908.33	11,001.06	10,900.00
930.001 Technology Maintenance	10,139.92	5,708.33	61,654.91	68,500.00
<b>Total 850.000 Technology</b>	<b>\$ 10,139.92</b>	<b>\$ 6,616.66</b>	<b>\$ 72,655.97</b>	<b>\$ 79,400.00</b>
860.009 Community Relations			0.00	0.00
880.000 Marketing	413.39	1,851.67	17,736.33	22,220.00
900.000 Printing	1,066.40	1,583.33	13,495.06	19,000.00
901.002 Public Programing	1,381.63	3,791.67	31,175.52	45,500.00
901.003 Memberships - Non-library Organ	-100.00	104.17	945.00	1,250.00
<b>Total 860.009 Community Relations</b>	<b>\$ 2,761.42</b>	<b>\$ 7,330.84</b>	<b>\$ 63,351.91</b>	<b>\$ 87,970.00</b>
920.000 Utilities			0.00	0.00
850.001 Telecommunications	570.43	1,083.33	9,836.66	13,000.00
920.001 Heating Fuel	730.23	1,000.00	5,844.17	12,000.00
920.002 Electricity	2,573.09	2,500.00	19,782.45	30,000.00
920.003 Sewer Use	1,065.63	479.17	3,184.91	5,750.00
<b>Total 920.000 Utilities</b>	<b>\$ 4,939.38</b>	<b>\$ 5,062.50</b>	<b>\$ 38,648.19</b>	<b>\$ 60,750.00</b>
931.000 Repairs & Maintenance			0.00	0.00
930.000 Rep & Maint-Equip & Furnishings		125.00	0.00	1,500.00
930.002 Rep & Maint-Buildings	1,551.89	2,583.33	29,493.02	31,000.00
930.004 Rep & Maint-Grounds	184.96	1,000.00	5,726.77	12,000.00
<b>Total 931.000 Repairs &amp; Maintenance</b>	<b>\$ 1,736.85</b>	<b>\$ 3,708.33</b>	<b>\$ 35,219.79</b>	<b>\$ 44,500.00</b>

940.000 Rental	169.00	166.67	1,794.19	2,000.00
955.000 Administrative Expenses			0.00	0.00
956.000 Bank Fees	60.61	208.33	1,385.61	2,500.00
956.002 Public Notices		20.83	0.00	250.00
956.005 Misc Administrative Expense		625.00	2,687.22	7,500.00
956.006 Cash Over/Short	0.45		-1.01	0.00
Total 955.000 Administrative Expenses	\$ 61.06	\$ 854.16	\$ 4,071.82	\$ 10,250.00
955.001 Property & Liability Insurance		2,050.00	23,785.00	24,600.00
957.000 Professional Development			0.00	0.00
802.000 Professional Membership - Staff		291.67	2,885.00	3,500.00
802.001 Professional Membership - Board		166.67	1,285.00	2,000.00
860.002 Staff Development	318.00	916.67	8,737.09	11,000.00
860.003 Board Training		41.67	102.96	500.00
860.004 Mileage Reimbursement - Staff	205.94	333.33	1,751.37	4,000.00
860.005 Mileage Reimbursement - Board		20.83	0.00	250.00
860.006 Travel	578.11	1,166.67	5,224.16	14,000.00
860.007 Meals	109.79	250.00	2,609.77	3,000.00
860.008 Board Travel		41.67	0.00	500.00
Total 957.000 Professional Development	\$ 1,211.84	\$ 3,229.18	\$ 22,595.35	\$ 38,750.00
980.000 Equipment			81.15	0.00
981.000 Library Materials		22,487.50	105.99	269,850.00
980.006 Periodicals (Magazines & Newspapers)		512.50	0.00	6,150.00
982.000 Collections Adult	7,994.86		84,493.04	0.00
982.001 Collections Reference			235.43	0.00
982.002 Collections Juvenile	1,766.58		14,504.09	0.00
982.003 Collections - Databases	1,780.00		13,587.59	0.00
982.004 Collections - E-Resources	633.46		82,967.11	0.00
982.005 Collections Young Adult	48.60		1,134.81	0.00
982.006 Collections Periodicals			6,062.71	0.00
Collections Electronic	4,612.78		4,612.78	0.00
Total 981.000 Library Materials	\$ 16,836.28	\$ 23,000.00	\$ 207,703.55	\$ 276,000.00
995.000 Transfer to Improvement Fund		0.00	0.00	0.00
Total Expenditures	\$ 177,311.71	\$ 200,291.61	\$ 1,891,323.41	\$ 2,403,499.00
Net Operating Revenue	-\$ 168,610.05	\$ 20,546.13	\$ 884,281.89	\$ 246,553.99
Net Revenue	-\$ 168,610.05	\$ 20,546.13	\$ 884,281.89	\$ 246,553.99

Monday, May 19, 2025 11:00:54 AM GMT-7 - Accrual Basis



# Cromaine District Library

## GIFT April 2025

	Apr 2025		YTD Total	
	Actual	Budget	YTD Actual	Budget
<b>Revenue</b>				
675.000 Gifts - Unrestricted			0.00	0.00
674.001 General Donations	5,360.00		7,637.00	0.00
<b>Total 675.000 Gifts - Unrestricted</b>	<b>\$ 5,360.00</b>	<b>\$ 0.00</b>	<b>\$ 7,637.00</b>	<b>\$ 0.00</b>
675.001 Gifts - Restricted			-450.00	0.00
674.003 Restricted Donations-Materials			60.00	0.00
674.004 Restricted Donations-Other	2,530.00		35,440.00	0.00
<b>Total 675.001 Gifts - Restricted</b>	<b>\$ 2,530.00</b>	<b>\$ 0.00</b>	<b>\$ 35,050.00</b>	<b>\$ 0.00</b>
678.000 Grants & Related Gifts			0.00	0.00
529.000 Other Grants			4,100.00	0.00
<b>Total 678.000 Grants &amp; Related Gifts</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 4,100.00</b>	<b>\$ 0.00</b>
<b>Total Revenue</b>	<b>\$ 7,890.00</b>	<b>\$ 0.00</b>	<b>\$ 46,787.00</b>	<b>\$ 0.00</b>
<b>Gross Profit</b>	<b>\$ 7,890.00</b>	<b>\$ 0.00</b>	<b>\$ 46,787.00</b>	<b>\$ 0.00</b>
<b>Expenditures</b>				
726.000 Supplies		83.33	0.00	1,000.00
727.001 Office Supplies	-81.28		0.00	0.00
728.000 Library Supplies	229.21		229.21	0.00
<b>Total 726.000 Supplies</b>	<b>\$ 147.93</b>	<b>\$ 83.33</b>	<b>\$ 229.21</b>	<b>\$ 1,000.00</b>
850.000 Technology		166.67	0.00	2,000.00
860.009 Community Relations		1,666.67	0.00	20,000.00
880.000 Marketing			430.50	0.00
900.000 Printing			49.62	0.00
901.002 Public Programing	163.74		8,368.92	0.00
<b>Total 860.009 Community Relations</b>	<b>\$ 163.74</b>	<b>\$ 1,666.67</b>	<b>\$ 8,849.04</b>	<b>\$ 20,000.00</b>
931.000 Repairs & Maintenance			0.00	0.00
930.000 Rep & Maint-Equip & Furnishings			8,500.00	0.00
<b>Total 931.000 Repairs &amp; Maintenance</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 8,500.00</b>	<b>\$ 0.00</b>
980.000 Equipment			11.99	0.00
980.002 Furnishings - Life over 1 Year	1,731.47	833.33	1,731.47	10,000.00
981.000 Library Materials		333.33	160.00	4,000.00
982.002 Collections Juvenile			507.99	0.00
<b>Total 981.000 Library Materials</b>	<b>\$ 0.00</b>	<b>\$ 333.33</b>	<b>\$ 667.99</b>	<b>\$ 4,000.00</b>
<b>Total Expenditures</b>	<b>\$ 2,043.14</b>	<b>\$ 3,083.33</b>	<b>\$ 19,989.70</b>	<b>\$ 37,000.00</b>
<b>Net Operating Revenue</b>	<b>\$ 5,846.86</b>	<b>-\$ 3,083.33</b>	<b>\$ 26,797.30</b>	<b>-\$ 37,000.00</b>
<b>Net Revenue</b>	<b>\$ 5,846.86</b>	<b>-\$ 3,083.33</b>	<b>\$ 26,797.30</b>	<b>-\$ 37,000.00</b>

24-25 GIFT beginning is \$150,533



## Cromaine District Library IMPROVEMENT April 2025

	Apr 2025		Total	
	Actual	Budget	Actual	Budget
<b>Revenue</b>				
670.000 Investment Income			0.00	0.00
665.001 Interest - Investment Fund	7,446.85		71,772.07	0.00
<b>Total 670.000 Investment Income</b>	<b>\$ 7,446.85</b>	<b>\$ 0.00</b>	<b>\$ 71,772.07</b>	<b>\$ 0.00</b>
<b>Total Revenue</b>	<b>\$ 7,446.85</b>	<b>\$ 0.00</b>	<b>\$ 71,772.07</b>	<b>\$ 0.00</b>
<b>Gross Profit</b>	<b>\$ 7,446.85</b>	<b>\$ 0.00</b>	<b>\$ 71,772.07</b>	<b>\$ 0.00</b>
<b>Expenditures</b>				
421.000 Tax Refunds		62.50	0.00	750.00
975.002 Building Improvement		25,000.00	43,610.94	300,000.00
980.000 Equipment	5,925.66	8,333.33	38,324.70	100,000.00
980.002 Furnishings - Life over 1 Year	27,590.00	14,583.33	117,379.02	175,000.00
984.000 Public Use Hardware	30.59	3,083.33	19,429.95	37,000.00
984.001 Public Use Software		166.67	1,646.97	2,000.00
984.002 Staff Use Hardware		1,333.33	12,103.59	16,000.00
984.003 Staff Use Software		250.00	0.00	3,000.00
<b>Total Expenditures</b>	<b>\$ 33,546.25</b>	<b>\$ 52,812.49</b>	<b>\$ 232,495.17</b>	<b>\$ 633,750.00</b>
<b>Net Operating Revenue</b>	<b>-\$ 26,099.40</b>	<b>-\$ 52,812.49</b>	<b>-\$ 160,723.10</b>	<b>-\$ 633,750.00</b>
<b>Net Revenue</b>	<b>-\$ 26,099.40</b>	<b>-\$ 52,812.49</b>	<b>-\$ 160,723.10</b>	<b>-\$ 633,750.00</b>

beginning balance: \$2,701,341

Monday, May 19, 2025 11:02:39 AM GMT-7 - Accrual Basis





# Cromaine District Library Music Hall April 2025

	Apr 2025		YTD Total	
	Actual	Budget	YTD Actual	Budget
<b>Revenue</b>				
602.000 Charges for Services			0.00	0.00
607.001 Room Use Fees	1,900.00	833.33	15,134.59	10,000.00
<b>Total 602.000 Charges for Services</b>	<b>\$ 1,900.00</b>	<b>\$ 833.33</b>	<b>\$ 15,134.59</b>	<b>\$ 10,000.00</b>
675.001 Gifts - Restricted			0.00	0.00
674.004 Restricted Donations-Other			2,550.00	0.00
<b>Total 675.001 Gifts - Restricted</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 2,550.00</b>	<b>\$ 0.00</b>
<b>Total Revenue</b>	<b>\$ 1,900.00</b>	<b>\$ 833.33</b>	<b>\$ 17,684.59</b>	<b>\$ 10,000.00</b>
<b>Gross Profit</b>	<b>\$ 1,900.00</b>	<b>\$ 833.33</b>	<b>\$ 17,684.59</b>	<b>\$ 10,000.00</b>
<b>Expenditures</b>				
726.000 Supplies			0.00	0.00
728.001 Custodial Supplies		41.67	775.07	500.00
<b>Total 726.000 Supplies</b>	<b>\$ 0.00</b>	<b>\$ 41.67</b>	<b>\$ 775.07</b>	<b>\$ 500.00</b>
800.000 Professional Services			0.00	0.00
801.005 Other Professional Services		250.00	730.00	3,000.00
<b>Total 800.000 Professional Services</b>	<b>\$ 0.00</b>	<b>\$ 250.00</b>	<b>\$ 730.00</b>	<b>\$ 3,000.00</b>
850.000 Technology			0.00	0.00
930.001 Technology Maintenance		0.00	33.97	0.00
<b>Total 850.000 Technology</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 33.97</b>	<b>\$ 0.00</b>
860.009 Community Relations			0.00	0.00
880.000 Marketing			502.20	0.00
901.002 Public Programing			146.56	0.00
901.003 Memberships - Non-library Organ		83.33	0.00	1,000.00
<b>Total 860.009 Community Relations</b>	<b>\$ 0.00</b>	<b>\$ 83.33</b>	<b>\$ 648.76</b>	<b>\$ 1,000.00</b>
920.000 Utilities			0.00	0.00
850.001 Telecommunications	264.23	150.00	1,903.94	1,800.00
920.001 Heating Fuel			1,032.70	0.00
920.002 Electricity			1,612.66	0.00
920.003 Sewer Use			423.63	0.00
<b>Total 920.000 Utilities</b>	<b>\$ 264.23</b>	<b>\$ 150.00</b>	<b>\$ 4,972.93</b>	<b>\$ 1,800.00</b>
931.000 Repairs & Maintenance			468.05	0.00
930.002 Rep & Maint-Buildings		833.33	3,529.90	10,000.00
930.004 Rep & Maint-Grounds		333.33	5,999.96	4,000.00
<b>Total 931.000 Repairs &amp; Maintenance</b>	<b>\$ 0.00</b>	<b>\$ 1,166.66</b>	<b>\$ 9,997.91</b>	<b>\$ 14,000.00</b>
940.000 Rental			1.00	0.00
955.000 Administrative Expenses			0.00	0.00
956.000 Bank Fees			-52.00	0.00
<b>Total 955.000 Administrative Expenses</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 52.00</b>	<b>\$ 0.00</b>
955.001 Property & Liability Insurance		9.17	0.00	110.00
957.000 Professional Development			0.00	0.00

802.000 Professional Membership - Staff				125.00	0.00
Total 957.000 Professional Development	\$ 0.00	\$ 0.00	\$ 125.00	\$ 0.00	
980.002 Furnishings - Life over 1 Year			261.81	0.00	
981.000 Library Materials			0.00	0.00	
982.002 Collections Juvenile			11.60	0.00	
Total 981.000 Library Materials	\$ 0.00	\$ 0.00	\$ 11.60	\$ 0.00	
Total Expenditures	\$ 264.23	\$ 1,700.83	\$ 17,506.05	\$ 20,410.00	
Net Operating Revenue	\$ 1,635.77	-\$ 867.50	\$ 178.54	-\$ 10,410.00	
Net Revenue	\$ 1,635.77	-\$ 867.50	\$ 178.54	-\$ 10,410.00	

Thursday, May 15, 2025 01:21:34 PM GMT-7 - Accrual Basis

**Hartland's Cromaine Library**  
**Monthly Activity Report April 2025**

	2025	2024	% of Change
Circulation	55,357	25,125	120%
New Physical Items Added	2,014	1,426	41%
Total Physical Items	70,578	69,561	1%
Program Attendance	985	1,453	-32%
Room Use- in Library	220	47	368%
Music Hall Reservations	25	18	39%
Visits	9,416	8,500	11%
Website visits	19,463	9,105	114%
Cardholders Added	84	79	6%
Library Cards Renewed	122	150	-19%
Total Cardholders	9,127	8,509	7%
Cardholders as % of Pop.	30.73%	28.65%	7%
Total Population	29,699	29,699	0%



Hartland's Cromaine Library  
Monthly Activity Report May 2025

	2025	2024	% of Change
Circulation	26,674	24,026	11%
New Physical Items Added	1,354	811	67%
Total Physical Items	72,014	69,729	3%
Program Attendance	3,369	3,408	-1%
Room Use- in Library	175	50	250%
Music Hall Reservations	36	6	500%
Visits	9,169	7,500	22%
Website visits	36,735	11,384	223%
Cardholders Added	97	95	2%
Library Cards Renewed	155	138	12%
Total Cardholders	9,220	8,540	8%
Cardholders as % of Pop.	31.04%	28.76%	8%
Total Population	29,699	29,699	0%



PROPOSED

Cromaine District Library  
Special Board Meeting with Community Relations  
Tuesday, June 3, 2025

Trustees Present: Bill Bolin, Jeannine Gogoleski, Becky Basley, Nancy Rosso, Holly Naylor, Dawn Smith, Kim Armstrong

Members Absent: None

Staff Present : Sarah Neidert, Darlene Randolph, Liz Welch

Public Present : Dick Krueger, Kelsey Sullivan, Kay Schnabel, Alice Andrews, Donald Thompson, Mary Cafmeyer, Karen Gregg, Ashley Nolkt, Lori McDaniell, Dylan Naylor, Bill Piper, Kelly Kyle, Kate Mazzara, Cheryl Renaud, Katie Lewkovicz, Kate DeRosier, Heidi Crossman-Johnson, Ella Kociba,, Annie Klein, Sarah Lewis, Mary Morris, Terry Lee, Dan Lee, Annie King, Rene Cafmeyer, Glenn Gogoleski, Mark Johnson, Mary Kay Colainne, Ella Nikitin, Julie Sherer, Stephanie Booth, Jason Rignnette, Janet Jasenak, Susan Hough, Daniel Pfau

<b>I.</b>	President Bolin called the meeting to order at 7:00 pm.	
<b>II.</b>	<b>Pledge of Allegiance</b>	Pledge of Allegiance
<b>III.</b>	<b>Roll Call</b> President Bolin took roll call. Present: Kim Armstrong, Dawn Smith, Holly Naylor, Becky Basley, Nancy Rosso, Bill Bolin, Jeannine Gogoleski Absent: None	Roll Call
<b>IV.</b>	<b>Approval of Agenda</b> Vice President Gogoleski moved to approve the agenda, seconded by_Treasurer Basley. Ayes: All Nayes: None Motion passed.	Approval of Agenda

<p><b>V.</b></p>	<p><b>Discussion/Decision Item</b></p> <p>A. Policy #3010, Materials Selection-discussing about labeling or sequestering materials</p> <p>During discussion of Policy #3010, there were rants from the audience. Some members of the audience were asked to leave. Police were called by a few people. At approximately 8:10 pm Director Neidert asked for a pause in the meeting to speak with police. Meeting resumed at 8:24 pm. The police stayed until the conclusion of the meeting.</p> <p>No final decision was made. Community Relations Board members will compile notes together to come up with a clean copy of Policy #3010.</p> <p>B. Materials Request for Reconsideration- process and timeline</p> <p>Director Neidert asked to revisit the current book challenges that have been placed on hold until policy #3010 is revised. Assuming this policy is adopted at the next board meeting as edited, she will need to look over the each challenged material again.</p> <p>President Bolin feels it's a bridge too far to grant an additional 75 days for review- he asked Director Neidert, "With the addition of "graphic violence and sexually explicit material" to the policy, what percentage of the challenged material may be affected? Director Neidert stated that she doesn't know at this time, as graphic violence was not something she was looking for while reviewing the materials.</p> <p>Trustee Naylor asked what the board's expectation for assessing appealed challenges- for 7 individuals to read 100 or more books, what is that going to look like? There was discussion among the board members about wishing to actually read each book. The group agreed to discuss more at the next meeting after adopting policy #3010.</p>	
<p><b>VI.</b></p>	<p><b>Call to the Public</b></p> <p>Julie Sherer says the board is threatening readers. "As library card holders you are threatening our fundamental freedoms with the baseless anti LGBTQ policies which are not just about restricting access to certain material. They are tools of discrimination and erasure.</p> <p>Kate Lazara spoke</p> <p>Ella Nikitin spoke</p>	<p>Call to the Public</p>



	<p>Karen Gregg spoke</p> <p>Stephanie Booth spoke of the 1<sup>st</sup> Amendment rights</p> <p>Jason Ringuette spoke</p> <p>Janet Jasenak spoke</p> <p>Ella Kociba spoke leaving the board with a two- page note</p> <p>Susan Hough spoke</p>	
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June 19, 2025

BOARD OF TRUSTEES OF  
CROMAINE DISTRICT LIBRARY  
RESOLUTION 2025-09  
REVISE POLICY 3010 – MATERIALS SELECTION POLICY

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Minutes of a meeting of the Board of Trustees of the Cromaïne District Library, County of Livingston, Michigan, held at the Cromaïne District Library in the Township of Hartland, on the 19<sup>th</sup> day of June, at 7:00 p.m. prevailing Eastern Time.

PRESENT:

ABSENT:

The following preamble and resolution were offered by \_\_\_\_\_ and supported by \_\_\_\_\_:

WHEREAS, the Cromaïne District Library (the "Library") was established by a District Library Agreement dated November 1, 1995, entered into between the Township of Hartland and the Hartland Consolidated Schools under the provisions of Act 24, Michigan Public Acts of 1989, as Amended ("Act 24"); and

WHEREAS, the Board of Trustees has the power and obligation under Act 24 to adopt bylaws and regulations governing activities of the Board and the Library; and

WHEREAS, it is necessary from time to time to add new policies and revise existing policies;

NOW THEREFORE BE IT RESOLVED THAT the Board of Trustees hereby revises Policy 3010, Collection Development Policy, as shown in Exhibit A.

BE IT FURTHER RESOLVED THAT all resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and by the same hereby are rescinded.

AYES:

NAYS:

\_\_\_\_\_  
Nancy Rosso, Secretary

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board of Trustees of the Cromaïne District Library, County of Livingston, State of Michigan, at a regular meeting held on the 19<sup>th</sup> day of June 2025 and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, as amended, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

\_\_\_\_\_  
Nancy Rosso, Secretary



<p align="center"><b>Cromaine District Library Policy</b></p>	<p>Policy #: 3010 Page 1 of 7</p>
<p align="center">Title Materials Selection and Reader Guidance Policy <i>(formerly Materials Selection Policy)</i></p>	<p align="center"><u>Tracking Record</u> Date Approved: 4/15/03 Revised: 11/24/08; 4/17/14; 4/19/18; 4/18/19; 5/19/22 Reviewed: 10/21/09; 3/23/11; 3/28/12; 3/20/13; 4/17/14; 3/27/15; 4/14/16; 4/7/17; 5/4/20; 4/15/2021 Revised by Library Council 12/15/22; 9/21/23; 6/20/24 <b>Name Change and Revised 6/19/25</b></p>

### **Title Materials Selection and Reader Guidance Policy**

#### **I. Purpose**

The purpose of Cromaine District Library's Material Selection and Reader Guidance Policy ("Policy") is to set broad guidelines to assemble, preserve, organize, administer and promote the use of a wide range of communication media and to inform the public about the principles upon which selections are made. These functions are undertaken to further the objectives of the Cromaine District Library ("Library").

#### **II. Definitions:**

The term "Library Materials" means, books, magazines, DVD's, CD's, library programs or other synonyms as they may occur in the Policy having the widest possible meaning. This statement of Policy applies to ALL Library Materials in the collection. However, this Policy and the term "Library Materials" does not apply to Internet sites available through the library's computers or Internet collection. The library has no control over the content of the Internet. Please see the Internet Use Policy for any issues related to computer or Internet Use.

The term "selection" refers to the decision to add, withdraw or retain material in the collection.

The term "reader guidance" refers to methods to help patrons find materials, including but not limited to labeling and location of materials in the collection.

#### **III. Goals of materials Selection**

- A. To meet the individuals need for information through maintenance of a well-balanced and broad collection of materials for information, reference, and research.
- B. To help the individual attain maximum self-development through life-long intellectual and cultural growth.
- C. To support the democratic process by providing materials for the education and enlightenment of the community.
- D. To assist the individuals in their pursuit of occupational activity and practical affairs.
- E. To provide diverse recreational experience for individuals and groups.
- F. To assist institutions of formal education with services that will assist individual study.
- G. To maintain Michigan and local history collections.

#### IV. Responsibility for Selection

The responsibility for selection lies with the professional staff of the library. That staff operates within the areas of service to children, young adults, and adults. Both the public and staff members may recommend materials for consideration. The ultimate responsibility for selection, however, rests with the Library Director who operates within the framework of policies determined by the Library Board of Trustees. The Director shall be responsible for ensuring that the funds budgeted for collection development are allocated appropriately depending upon the needs of the library and the fulfillment of the above Goals of Materials Selection.

#### V. General Principles

- A. Selection of Library Materials is based on the relationship of such work to the needs, interests and demands of the community.

Selection is not made based on anticipated approval or disapproval by patrons or Library users, but solely on the merits of a work, without regard to race, nationality, political or religious view of the writer.

- B. Responsibility for the reading material of children rests with their parents or legal guardians. Selection shall not be inhibited solely by the possibility that books may inadvertently come into the possession of children.

The library respects each individual parent's or legal guardian's right to supervise his/her children's choice of reading materials. However, the Library does not have the right to act in loco parentis (in place of the parent or guardian). Therefore, a parent or legal guardian who chooses to restrict the materials his/her children select must accompany those children when they use the collection to impose those restrictions. Materials may be labeled with non-prejudicial, viewpoint-neutral labels.

- C. The Library Director is responsible for overseeing where the books are shelved and catalogued, subject to the Library Board's review of challenges to materials brought under Section IX of this policy. Materials that are appropriate for adults or older teens but may be considered harmful to minors, as defined by the Library Privacy Act, shall be shelved within the adult collection.

**See Appendix A.**

- D. Further, Library materials will not be marked or identified to show approval or disapproval of contents. Library materials may be labeled to notify patrons that materials may contain graphic violence or sexually explicit material as defined in **Appendix B.**

- E. It is the responsibility of the library to provide circulating, reference and research materials for the public and students based on the services it is expected to perform. The use of rare and scholarly items of great value may be controlled to the extent to preserve them from harm.

VI. Specific Principles for Selection

The following principles, individually or collectively, will prevail in the selection of all Library Materials. The total collection will attempt to represent a variety of points of view.

- Community needs, interest, relevance and demands
- Contemporary significance or permanent value
- Lack of bias, factual. Portrays issues sensitively
- Literary, artistic, historical, scientific, or intellectual merit
- Recommendations of reviews from professional journals or publications of national repute
- Diversity of viewpoint and availability of other information on the subject
- Reputation, authority and qualifications of the author, illustrator, publisher, or producer
- Relation of work to existing collection
- Price, format, and ease of use
- Available shelf or storage space
- Availability of material through interlibrary loan
- Popular demand: The Library will make an effort to have materials available which are in high demand by the public; however, selections by popular demand will still be guided by consideration of merit, use and the specific principles for selection.
- Duplication of materials already in the collection: ie., purchase of additional copies of materials, shall be governed by intrinsic or historical value, or immediate need
- Collection objectives

VII. Gifts

Please see the gifts to the Library Policy #6004 for any issues related to gifts. Acceptance of gifts shall be governed by the same principles and criteria applied to the selection of items for purchase. Gifts of books or other materials which do not comply with the library's objectives and policies will be refused. No conditions may be imposed relating to any item either prior to or after its acceptance by the library. All gifts and donated materials (including works of local authors) become the property of the library. The manner of disposition of any materials which are not added to the collection will be decided by the library.

VIII. Maintenance of the Collection

The collection shall be periodically examined for the purpose of eliminating obsolete, damaged, duplicate, or unneeded materials, and for binding or repair of materials, in order to maintain a balanced, attractive and useful Library Materials collection.

IX. Challenges to Materials

If a patron objects to material owned by the library, they may complete a Request for Reconsideration Form for submission to the Director. The patron submitting the request must be a resident of the Croomline District Library service area and hold a preexisting patron card. No material shall be removed from the library's collection until all steps in the following process have been completed.

- A. Patrons ("Requester") who object to Library Materials will be sent to the Director.
- B. The Director will discuss the Library Materials in question with the Requester, attempting to resolve the concern to both the Requester's and Library's satisfaction.
- C. If the Requester wishes to carry the request further, the Director will provide the Requester with a copy of the Materials Selection and Reader Guidance Policy, including the Request for Reconsideration of Library Materials ("Request for Reconsideration"). A separate Request for Reconsideration form must be completed and signed for each Library Material challenged, specifying the reasons for objection.
- D. Once a completed, signed copy of the Request for Reconsideration for each Library Material is received, the Library Director shall evaluate each request, considering the Library's Policy and any other relevant information. The Director may consult with staff or consultants when making this decision.
- E. The Library Director shall send the decision in writing to the complainant within seventy-five (75) days of the receipt of each completed request for



reconsideration form. The Director may request additional time from the Board to respond, in order to fully evaluate the material. If the decision is that the questioned material be removed from the collection, the Requestor will be notified in writing by the Library Director and all copies of the item will be withdrawn. If the material is to be retained, the Requestor will be notified in writing. If the Director determines the material may contain graphic violence or sexually explicit material (as defined in the Appendixes), the material may be: relocated within the collection, and/or labeled with "This book may contain graphic violence or sexually explicit material- Croomine District Library."

F. A written appeal of the Library Director's decision may be submitted by the Requester to the President of the Library Board within (10) business days of the written decision. The appeal must specify the library material being appealed and the reasons for requesting the reversal. The Library Board will review relevant documentation and decide within sixty (60) days of receiving the appeal, with the option to extend if necessary to fully evaluate the material.

G. The Library Board is the final authority on decisions involving retention, relocating and labeling of materials.

X. Revision of this Policy

This policy shall be reviewed and revised to remain consistent with the objectives of the library.

**Appendix A:**

Michigan Library Privacy Act-

<https://legislature.mi.gov/Laws/MCL?objectName=MCL-ACT-455-OF-1982>

**Appendix B:**

Definition of Sexually Explicit:

<https://www.legislature.mi.gov/Laws/MCL?objectName=mcl-722-673>

From Act 33 of 1978 section 722.673 section 3 part i:

"Sexually explicit visual material" means a picture, photograph, drawing, sculpture, motion picture film, video game, or similar visual representation that depicts nudity, sexual excitement, erotic fondling, sexual intercourse, or sadomasochistic abuse, or a book, magazine, or pamphlet that contains such a visual representation.

## **PERSONNEL COMMITTEE MINUTES 6/5/25**

Trustees: Dawn Smith, Kim Armstrong, Bill Bolin

Staff: Sarah Neidert, Darlene Randolph

Public: none

### **Review of Employee Handbook:**

Director Neidert went over the updated Employee Handbook drafted by EchtoHR along with a separate document that was sent to and returned by Mike Blum, the Library's employment law specialist from Foster Swift, Collins and Smith. His responses to some of the board and the staff's questions were discussed. The board discussed his comments and what they chose to specifically add or delete from the handbook. Director Neidert will finalize the draft and present the final version to the board at the next regular meeting after it is complete.

### **Health Insurance Renewal for 2025:**

A meeting was conducted on Friday, May 30<sup>th</sup> by the Library's Dempsey Benefits Broker, presenting the options for Health Insurance beginning August 1st for full time staff.

There are two options available starting in August 2025:

- The option to continue with the same insurance policy, (premium policy) BCBS PPO at an additional price of \$125.00 per month.
- The option to change to Blue Cross Network POS at no cost to the employee.
- An additional offering this fiscal year would allow an employee to add dependents. Cromaïne would pay 50% of the dependent's monthly premium.

Director Neidert will finalize the 2025-26 Budget after June 9<sup>th</sup>, when she should have all the selections of health insurance returned from the full-time staff.

### **Special Board Meeting Held on June 3<sup>rd</sup>:**

Director Neidert discussed how to deal with disturbances at board meetings. She realizes the stress placed on Library staff in the building when Livingston County Sheriffs responded to calls from the meeting, but were not met at the door by staff. In the future, if law enforcement is called, the meeting should be paused and the Director should meet them at the door. Placing board members or staff in the position of having to deal with disruptive members of the public is awkward at best, and potentially dangerous.

In order to facilitate a safer environment for Library staff, Director Neidert reached out to the Hartland Township Manager and requested use of the Township Hall for the June 19<sup>th</sup> Budget Hearing and Regular Board meeting. She is also going to request that a Sheriff be present at the meeting from the start, to keep order.

President Bolin brought a segment read from Roberts Rules, Statutory Authority MCL 750.170, Disturbing A Public Meeting. This will now be displayed or read at any open meeting. Director Neidert asked for a copy, and will consider adding it to the website section about board meetings.

Director Neidert received an FOIA request, and is working out how to best execute the request. More to follow.

Meeting Adjourned 7:05 pm  
July meeting TBA

**BOARD SHORT CUTS ROBERTS RULES FOR CONDUCT AND DECORUM  
CALL TO THE PUBLIC, MADAM CLERK**

CARD NAME & ADDRESS – ZOOM (FUTURE)  
NO STACKING – 6 CARDS IN ONLY ONE COMMENT

**BOARD=OPEN MIND**

PUBLIC MUST BE PERMITTED TO PARTICIPATE/ADDRESS **UNDER THE RULES**  
NOT A Q&A, NOT QUESTIONS – NOT SOLICITATION OF RAISED HANDS  
BOLC LISTENS – ADDRESS THE CHAIR ONLY, NOT BOARD MEMBERS OR STAFF

ROBERTS EFFECTIVELY CONTROLS – FACT-FINDING – CONCERNS – AUTHORITY  
THE CALL TO THE PUBLIC (**BOARD**) IS NOT A TIME TO YELL, BE RUDE, CRUDE  
**PUBLIC** RULES APPLY IN THE SAME: NO RUDE, CRUDE YELLING  
OR ANY OTHER CRITICISM, PETITION, PET PEEVE,  
OR REDRESS OF GRIEVANCES AGAINST THE GOVERNMENT

PLEASE SIT OR STAND NEAR THE MICROPHONE & WHEN COMFORTABLE, BEGIN

**STATUTORY AUTHORITY MCL 750.170 DISTURBING A PUBLIC MEETING 93/500**

- A) ANY BREACH OF THE PEACE  
CAN EXCLUDE FROM THE MEETING  
WORDS, GESTURES, YELLING, CHALLENGES TO FIGHT, ABUSIVE NOISE
- B) B) CERTAIN LIBEL & SLANDER LAWS STILL PROTECT PUBLIC OFFICIALS,  
STAFF, AND RESIDENTS/PATRONS
- C) UNDERSTAND THERE ARE MANY WITNESSES TO THE BEHAVIOR  
(VIDEO LEADS TO A VERY SHORT TRIAL)
- D) CRITICISM /HARSH IS OKAY  
CHAIR RESPONSE: PLEASE STOP; CALM DOWN; LOWER YOUR VOICE;  
WARNING: CEASE DISTURBING THE MEETING NOW/RESTRAIN YOURSELF  
OR FACE CONSEQUENCES.  
YOU HAVE \_\_\_ MINUTES/SECONDS LEFT
- E) CAN CALL A RECESS, CALM DOWN, TAKE A RESTROOM BREAK
- F) CALL SHERIFF FOR HELP – TEXT 911
- G) RECESS LEAVE ROOM; KEEP VIDEO RECORDING.
- H) ONCE THE OFFICER ARRIVES: DEPUTY, DO YOU HAVE REASONABLE  
SUSPICION/PROBABLE CAUSE THAT MCL 750.170 HAS BEEN VIOLATED IN  
YOUR PRESENCE?

**FREEDOM OF SPEECH CAN LAND THE SPEAKER IN CIVIL COURT**



Cromaine District Library  
Finance Committee Meeting Minutes Tuesday, June 10, 2025

**Attendees:**

Becky Basley- Treasurer  
Nancy Rosso- Trustee  
Holly Naylor-Trustee  
Sarah Neidert - Library Director

**Review of Monthly Financial Activity Statements for April 2025**

- Operating - no unusual revenue or expenses
- Improvement - no unusual revenue or expenses
- Gift - no unusual revenue or expenses
- Music Hall – no unusual revenue or expenses

**Investment Account:**

UBS Investment fund had a balance of \$ 5,172,971.51

**Bank of Ann Arbor Accounts:**

- Checking Account - ending balance \$207,663.88
- Money Market Account – ending balance \$341,558.19

Credit Cards- \$8,792.83 was paid in March. Ending balance April were \$4,866.25

**Building:** n/a

**Finance Policies:** no policies to review

**Other:**

- Reviewed Budget for presentation at the Budget meeting
- Board reviewed the new format for Budget Resolution and agreed on presenting/using at Budget Mtg
- Sarah thinking about and investigating Endowment Fund options and possibility of establishing. In beginning stages of research.
- Sarah approached by Ralph C Wilson Foundation and encouraged to apply for an additional grant. This is the foundation that funded the Library's Sport Port in the past, Sarah plans to meet and explore options.







**NOTICE OF PUBLIC HEARING,  
CROMAINE DISTRICT LIBRARY,  
COUNTY OF LIVINGSTON, MICHIGAN  
ON THE PROPOSED OPERATING  
BUDGET FOR FISCAL YEAR  
2025-2026**

PLEASE TAKE NOTICE that the Board of Trustees of the Cromaine District Library will hold a public hearing on Thursday, the 19th day of June 2025, at 6:30 p.m to consider the proposed operating budget for the fiscal year 2025-2026. **The property tax millage rate proposed to be levied to support the proposed operating budget will be a subject of this hearing in accordance with Truth in Taxation Hearing (Michigan Case Law Section 211.24e)**

Copies of the proposed operating budget are available for public inspection during normal library hours at the Cromaine District Library, 3688 North Hartland Road, Hartland, Michigan.

This notice is given by order of the Board of Trustees of the Cromaine District Library, County of Livingston, Michigan.

Nancy Rosso  
SECRETARY



**AFFIDAVIT OF PUBLICATION**

Darlene Randolph CROMAINE DISTRICT LIBRARY  
Barbara Rentola  
Cromaine District Library  
PO Box 308  
Hartland MI 48353

STATE OF WISCONSIN, COUNTY OF BROWN

The Livingston Daily Press and Argus, a newspaper published in the city of Howell, Livingston County, State of Michigan, and personal knowledge of the facts herein state and that the notice hereto annexed was Published in said newspapers in the issue:

06/01/2025

and that the fees charged are legal.  
Subscribed and sworn to before me on 06/01/2025



Legal Clerk

  
Notary, State of WI, County of Brown

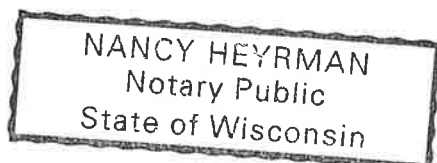
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**To:** Cromaine District Library Board of Trustees  
**From:** Sarah Neidert, Library Director  
**Subject:** **FY 2025-2026 Proposed Budget**  
**Date:** June 12, 2025

I am pleased to present a balanced budget that includes the final amendment to the Fiscal Year (FY) 2024-2025 Adopted Budget and the FY 2025-2026 Proposed Budget. This fiscal plan projects the anticipated operating expenditures that are balanced with the projected operating revenues and includes a plan for the Library's Improvement Fund Projects.

#### **OVERVIEW OF FY 2024-2025 OPERATING FUND - Adopted June 2024**

Listed below are some highlights of 2024-2025 Adopted Budget at the end of the fiscal year. These numbers were pulled as we closed out bookkeeping for May 2025 on June 12, 2025. These estimated year end numbers do not account for spending in the month of June, which will be reflected in the annual audit after we close the books on fiscal year 2024-2025.

#### **Revenues**

As of June 12, 2025, revenues increased by **\$138,115, or 5.19%** compared to the June 2024 Adopted Budget. Property tax revenue came in slightly higher than anticipated, as well as an increase in profits from charges for service, and a good return on investment income on the Library's Fund Balance.

#### **Expenditures:**

To date, Operating Expenditures are well below the budgeted amounts in each approved category, resulting in \$345,149 remaining balance in the Operating Fund, or 85.76% of the June 2024 Adopted Budget. We are on track to close out the fiscal year below budget.

#### **Summary**

Revenues exceeded expenditures therefore, the fund balance may increase \$483,264 compared to the estimate provided in the **June 2024 Adopted Budget**.

## **OVERVIEW OF FY 2025-2026 PROPOSED BUDGET – OPERATING FUND**

### **Revenues:**

The library's proposed operating revenues are estimated at **\$2,675,569**, or **6.6%** over the current FY Adopted 2024-2025 Budget. Sources for the budget include **\$2,572,569** from local property taxes levied, an estimated \$58,000 from penal fines, \$25,000 from state aid, \$12,150 from charges for services, \$2,500 miscellaneous income and \$1,350 from fines and forfeits.

### **Expenditures:**

Projected operating expenditures are **\$2,566,995**, or 6.1% over the current FY Adopted 2024-2025 Budget, as detailed in the attached spreadsheets.

### **Salary and Benefits:**

Projected salaries and fringe benefits are proposed to increase to \$1,619,300, which is \$97,421 or 6.4% over the current FY 2024-2025 Budget. These increases include a projected increase in health insurance premiums and a proposed 5% increase in staff wages. This category was impacted by the increase to minimum wage, as well as an increase in regular hours for 2 key part time positions, along with hiring of 4 part time caretakers for the Music Hall. Salaries and benefits make up **63%** of the total budget. These changes were reviewed with the Library Personnel Committee at their May and June meetings.

**Supplies** show a small decrease, as we have ceased spending from this line that purchased items for containment of COVID (masks, gloves, etc.).

**Professional Services** shows an increase based on the accepted proposal for management of the outdoor improvement project awarded to Grissim, Metz, Andriese and Associates in the spring of 2025. Our goal is to see this project completed by late spring 2026.

**Community Relations** will increase with subscription to *Savannah*, a cloud-based customer lifecycle management platform, which will help staff accomplish marketing goals set by the strategic plan, as well as annual fees for the Hartland Living app shared by the Partners in Progress.

**Utilities** for the Music Hall have been broken out for ease of monitoring expenses, although the budgeted amounts remain nearly the same. Telecommunications costs have risen significantly, with costs for WIFI at the Music Hall increasing, as well as the service plans for 10 additional hotspots for the public, to replace aging devices.

**Materials** expenditures will increase by \$10,750, or 3.9% due to the addition of digital access to Newspapers, including the online edition of the Wall Street Journal, as well as the Detroit News and Detroit Free Press along with USA Today's regional papers, including Livingston Daily. A new database for kids offering digital books in world languages (*LOTE4Kids*) will help children enjoy books and learn language through storytelling.

Budgeted expenditures are less than income, therefore this budget includes a transfer of \$108,574 to the Improvement fund for those projects.

## **Highlights of the Proposed Improvement Budget:**

### **Revenues**

This budget is sourced from transfers in from the Operating fund. Since the major renovations in 2017, the Library Board has been saving money for improvement projects each year, while spending small amounts on capital improvements. The fund stands today at \$2,701,341. As noted above, we plan to move additional unspent monies from this fiscal year's operating budget into this fund. The recently completed strategic plan will help guide plans to use these improvement funds to benefit the Library.

### **Expenditures**

The proposed capital improvement expenses are detailed in the attached spreadsheet.

**Capital outlay for Building Improvements** is budgeted at \$1,260,000 based on the rough order of magnitude estimate provided by Grissim, Metz, Andriese Associates in January of 2025 for the outdoor redevelopment project. \$66,000 of that amount is planned for site preparation (tree and pavement removals, site striping and grading, etc.), \$225,000 for hardscape (sidewalks, pavers, piers, fences), \$45,000 for identity elements (such as signs), \$275,000 for site furnishings and lighting (including the permanent pavilion) along with \$150,000 for landscape elements (including trees, hedges, lawn and irrigation system). An additional \$500,000 is included for costs to be determined for stormwater management, utilities, and work associated with the parking lot as well as angled parking along Hartland Road and School Street.

**Capital outlay for Technology** is projected to increase to \$83,000, to account for the anticipated quote for a Radio Frequency Identification (RFID) tagging project, as well as the addition of after-hours pickup lockers outside the building, an added service identified by the strategic plan.

Our goal is to complete the major outdoor redevelopment project this fiscal year, and then begin space planning for further capital improvements to the building in the following year. If we are successfully able to complete the planned improvement projects as budgeted, \$1,407,448 will remain in the Improvement Fund to accomplish goals identified in future space needs assessments. Savings each fiscal year allow these plans to proceed.

## **OVERVIEW OF FY 2025-2026 PROPOSED BUDGET – GIFT FUND**

**Revenue:** As in past years, the Adopted Gift Fund Budget does not assume revenue from gifts.

**Expenditures** are budgeted based on purchases made within the current fiscal year and gifts rolled over from the previous year. The Gift Fund is tracked in the monthly financial statements and approved at the regular monthly Library Board meetings.

### **CLOSING STATEMENT**

The development of the Library's annual budget is a time-consuming and significant task for Library staff. I truly appreciate the effort put forth by the team members who contributed towards

the development of the budget. This budget is fiscally responsible and provides the blueprint we need as a Library operation to provide exceptional services to our community while at the same time being prudent about how those services are funded. As always, library staff will continue to pursue new and creative ways to improve how we serve the community. I thank all the members of the Library Board and staff for their hard work in preparation and consideration of this budget.

**Attachments:**

2025-2026 Proposed Operating Fund

2025-2026 Proposed Improvement Fund

2025-2026 Proposed Gift Fund



<u>TITLE</u>	<u>Adopted 2024-2025</u>	<u>Estimated Year End 2024-25</u>	<u>Proposed 2025-2026</u>	Total % of 2025-2026 budget
	June 2024	6/10/2025		
<b>REVENUE</b>				
Tax Levy & Delinquent taxes	\$2,569,803	\$2,584,002	\$2,572,569	96.15%
State Aid	\$20,000	\$31,284	\$28,000	1.05%
Charges for Services	\$12,000	\$20,060	\$12,150	0.45%
Fines & Forfeits	\$1,250	\$3,680	\$1,350	0.05%
Penal Fines	\$53,000	\$61,601	\$58,000	2.17%
Investment Income	\$1,000	\$84,299	\$1,000	0.04%
Miscellaneous	\$3,000	\$13,242	\$2,500	0.09%
Transfer-in from Improvement Fund	\$0	\$0	\$0	0.00%
<b>TOTAL REVENUE</b>	<b>\$2,660,053</b>	<b>\$2,798,168</b>	<b>\$2,675,569</b>	<b>100.00%</b>
<b>EXPENDITURES</b>				
Salaries & Fringe Benefits	\$1,521,879	\$1,366,432.37	\$1,619,300	63.08%
Supplies	\$28,500	\$21,691.83	\$27,000	1.05%
Professional Services	\$232,400	\$166,314.70	\$254,250	9.90%
Professional Development	\$38,750	\$23,383.89	\$36,500	1.42%
Property & Liability Insurance	\$24,710	\$23,785.00	\$25,125	0.98%
Technology	\$79,400	\$76,999.03	\$84,500	3.29%
Community Relations	\$88,970	\$69,155.54	\$97,270	3.79%
Utilities	\$62,550	\$48,761.17	\$62,050	2.42%
Repairs & Maintenance	\$58,500	\$46,517.37	\$62,500	2.43%
Rental	\$2,000	\$1,964.19	\$2,000	0.08%
Administrative Expenses	\$10,250	\$4,108.63	\$9,750	0.38%
Library Materials	\$276,000	\$229,646.27	\$286,750	11.17%
<b>TOTAL EXPENDITURES</b>	<b>\$2,423,909</b>	<b>\$2,078,760</b>	<b>\$2,566,995</b>	<b>100.00%</b>
Transfer-out to Improvement Fund	\$236,144	\$719,408	\$108,574	



BOARD OF TRUSTEES OF  
CROMAINE DISTRICT LIBRARY  
RESOLUTION 2025-16  
AMENDING THE GIFT BUDGET ADOPTED FOR FY 2024-2025

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Minutes of a regular meeting of the Board of Trustees of the Cromaine District Library, County of Livingston, Michigan, held in Cromaine District Library Community Room in the Township of Hartland, on the 19th day of June 2025, at 6:30 p.m. prevailing Eastern Time.

PRESENT:

ABSENT:

The following preamble and resolution were offered by \_\_\_\_\_ and supported by \_\_\_\_\_:

WHEREAS, the Cromaine District Library (the "Library") was established by a District Library Agreement dated November 1, 1995, entered into between the Township of Hartland and the Hartland Consolidated Schools under the provisions of Act 24, Michigan Public Acts of 1989, as Amended ("Act 24"); and

WHEREAS, the Board of Trustees adopted Resolution 2024-20, Adopting the Gift Budget for FY 2024-2025, on the 20th day of June 2024, and

WHEREAS, the budget appropriated funds for operating expenses and fund reserves; and

WHEREAS, changes need to be made in these appropriations,

NOW THEREFORE BE IT RESOLVED THAT the Board of Trustees hereby amends the budget as shown in Exhibit A.

BE IT FURTHER RESOLVED THAT all resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and by the same hereby are rescinded.

AYES:

NAYS:

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Nancy Rosso, Secretary

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board of Trustees of the Cromaine District Library, County of Livingston, State of Michigan, at a regular meeting held on the 19th day of June 2025 and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, as amended, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

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Nancy Rosso, Secretary



BOARD OF TRUSTEES OF  
CROMAINE DISTRICT LIBRARY  
RESOLUTION 2025 -15  
AMENDING THE IMPROVEMENT FUND BUDGET ADOPTED FOR FY 2024-2025

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Minutes of a regular meeting of the Board of Trustees of the Cromaine District Library, County of Livingston, Michigan, held in Cromaine District Library Community Room in the Township of Hartland, on the 19th day of June 2025, at 6:30 p.m. prevailing Eastern Time.

PRESENT:

ABSENT:

The following preamble and resolution were offered by \_\_\_\_\_ and supported by \_\_\_\_\_ :

WHEREAS, the Cromaine District Library (the "Library") was established by a District Library Agreement dated November 1, 1995, entered into between the Township of Hartland and the Hartland Consolidated Schools under the provisions of Act 24, Michigan Public Acts of 1989, as Amended ("Act 24"); and

WHEREAS, the Board of Trustees adopted Resolution 2024-19, Adopting the Improvement Budget for FY 2024-2025, on the 20th day of June 2024, and

WHEREAS, the budget appropriated funds for capital outlay, debt repayment and fund reserves; and

WHEREAS, changes need to be made in these appropriations,

NOW THEREFORE BE IT RESOLVED THAT the Board of Trustees hereby amends the budget as shown in Exhibit A.

BE IT FURTHER RESOLVED THAT all resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and by the same hereby are rescinded.

AYES:

NAYS:

\_\_\_\_\_  
Nancy Rosso, Secretary

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board of Trustees of the Cromaine District Library, County of Livingston, State of Michigan, at a regular meeting held on the 19th day of June 2025 and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, as amended, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

\_\_\_\_\_  
Nancy Rosso, Secretary



BOARD OF TRUSTEES OF  
CROMAINE DISTRICT LIBRARY  
RESOLUTION 2025 - 14  
AMENDING THE OPERATING FUND BUDGET  
ADOPTED FOR FY 2024--2025

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Minutes of a regular meeting of the Board of Trustees of the Cromaine District Library, County of Livingston, Michigan, held in Cromaine District Library Community Room in the Township of Hartland, on the 19th day of June 2025, at 7:00 p.m. prevailing Eastern Time.

PRESENT:

ABSENT:

The following preamble and resolution were offered by \_\_\_\_\_, and supported by \_\_\_\_\_.

WHEREAS, the Cromaine District Library (the "Library") was established by a District Library Agreement dated November 1, 1995, entered into between the Township of Hartland and the Hartland Consolidated Schools under the provisions of Act 24, Michigan Public Acts of 1989, as Amended ("Act 24"); and

WHEREAS, the Board of Trustees adopted Resolution 2024-18, Adopting the Operating Fund Budget for FY 2024-2025, on the 20th day of June 2024; and

WHEREAS, the budget appropriated funds for operating expenses and fund reserves; and

WHEREAS, changes to be made in these appropriations,

NOW THEREFORE BE IT RESOLVED THAT the Board of Trustees hereby amends the budget as shown.

BE IT FURTHER RESOLVED THAT all resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and by the same hereby are rescinded.

AYES:

NAYS:

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Nancy Rosso, Secretary

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board of Trustees of the Cromaine District Library, County of Livingston, State of Michigan, at a regular meeting held on the 19th day of June 2025 and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, as amended, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

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Nancy Rosso, Secretary





BOARD OF TRUSTEES OF  
CROMAINE DISTRICT LIBRARY  
RESOLUTION 2025-17

ADOPTING THE GIFT FUND BUDGET FOR FY 2025-2026

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Minutes of a regular of the Board of Trustees of the Cromaine District Library, County of Livingston, Michigan, held at Cromaine District Library Community Room in the Township of Hartland, on the 19th day of June 2025, at 7:00 p.m. prevailing Eastern Time.

PRESENT:

ABSENT:

The following preamble and resolution were offered by \_\_\_\_\_ and supported by \_\_\_\_\_

WHEREAS, the Cromaine District Library (the "Library") was established by a District Library Agreement dated November 1, 1995, entered into between the Township of Hartland and the Hartland Consolidated Schools under the provisions of Act 24, Michigan Public Acts of 1989, as Amended ("Act 24"); and

WHEREAS, in accordance with the provisions of Act 2 of 1968, as amended, there has been presented to the Board of Trustees of the Cromaine District Library the proposed Gift Fund budget for fiscal year 2025-2026;

NOW THEREFORE BE IT RESOLVED THAT this Board hereby adopts as its 2025-2026 Gift Fund budget the proposed Gift Fund budget document dated June 19, 2025, incorporated by reference.

BE IT FURTHER RESOLVED THAT this resolution shall be the gift appropriations act of the Cromaine District Library district for the fiscal year ending June 30, 2026 to make appropriations; to provide for the expenditure of appropriations; and, to provide for the disposition of income received by the Cromaine District Library.

BE IT FURTHER RESOLVED that the total revenues estimated to be available for appropriations in the Gift Fund of the Cromaine District Library for the fiscal year ending June 30, 2026, is as follows as shown on Exhibit A.

BE IT FURTHER RESOLVED THAT no Board of Trustees' member or employee of the library district shall expend any funds or obligate the expenditure of any funds except pursuant to appropriations made by the Board of Trustees and in keeping with the budgetary policy statement hitherto adopted by the Board. Changes in the amount appropriated by the Board shall require approval by the Board.

BE IT FURTHER RESOLVED THAT the Library Director is hereby charged with general supervision of the execution of the budget adopted by the Board within the amounts appropriated by the Board of Trustees and in keeping with the budgetary policy statement hitherto adopted by the Board.

AYES:

NAYS:

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Nancy Rosso, Secretary

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board of Trustees of the Cromaie District Library, County of Livingston, State of Michigan, at a regular meeting held on the 19th day of June 2025 and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, as amended, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

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Nancy Rosso, Secretary

## Cromaine District Library GIFT Fund Budget

FY July 1, 2024-June 30, 2025 Adopted Budget

FY July 1, 2025-June 30, 2026 Proposed Budget

<u>TITLE</u>	<u>Column 1</u> 2023-2024 Audited Actuals	<u>Column 2</u> Adopted 2024-2025	<u>Column 3</u> Estimated Year End 2024-25	<u>Column 4</u> Proposed 2025-2026
<b>REVENUE</b>				
Beginning Balance	\$118,951	\$118,951	\$81,951	\$108,589
Gifts - Unrestricted	\$0	\$0	\$7,637	\$0
Gifts - Restricted	\$53,361	\$0	\$36,270	\$0
Grants & Related Gifts	\$1,600	\$0	\$4,100	\$0
Investment Income	\$0	\$0	\$0	\$0
Dividends	\$0	\$0	\$0	\$0
Miscellaneous	\$0	\$0	\$0	\$0
<b>TOTAL REVENUE</b>	<b>\$54,961</b>	<b>\$0</b>	<b>\$48,007</b>	<b>\$0</b>
Revenue + beginning balance	\$173,912	\$118,951	\$129,958	\$108,589
<b>EXPENDITURES</b>				
Supplies	\$2,075	\$1,000	\$229	\$1,000
Community Relations	\$18,734	\$20,000	\$10,240	\$20,000
Library Materials	\$68	\$4,000	\$668	\$4,000
Professional Services	\$0	\$0	\$0	\$0
Technology	\$0	\$2,000	\$0	\$2,000
Professional Development	\$77	\$0	\$0	\$0
Insurance	\$0	\$0	\$0	\$0
Utilities	\$0	\$0	\$0	\$0
Rental	\$0	\$0	\$0	\$0
Repairs & Maintenance	\$595	\$0	\$8,500	\$8,000
Furnishings- Life over 1 year	\$0	\$10,000	\$1,731	\$10,000
Staff Use Hardware	\$0	\$0	\$0	\$0
Transfer to Improvement Fund	\$0	\$0	\$0	\$0
Administrative Expenses	\$46	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0
<b>TOTAL EXPENDITURES</b>	<b>\$21,595</b>	<b>\$37,000</b>	<b>\$21,368</b>	<b>\$45,000</b>

GIFT balance (beginning balance minus expenses)

\$152,317

\$81,951

\$108,589

\$63,589



BOARD OF TRUSTEES OF  
CROMAINE DISTRICT LIBRARY  
RESOLUTION 2025-18

ADOPTING THE IMPROVEMENT FUND BUDGET FOR FY 2025-2026

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Minutes of a regular meeting of the Board of Trustees of the Cromaine District Library, County of Livingston, Michigan, held at Cromaine District Library Community Room in the Township of Hartland, on the 19th day of June 2025, at 7:00 p.m. prevailing Eastern Time.

PRESENT:

ABSENT:

The following preamble and resolution were offered by \_\_\_\_\_ and supported by \_\_\_\_\_:

WHEREAS, the Cromaine District Library (the "Library") was established by a District Library Agreement dated November 1, 1995, entered into between the Township of Hartland and the Hartland Consolidated Schools under the provisions of Act 24, Michigan Public Acts of 1989, as Amended ("Act 24"); and

WHEREAS, in accordance with the provisions of Act 2 of 1968, as amended, there has been presented to the Board of Trustees of the Cromaine District Library the proposed Improvement Fund budget for fiscal year 2025-2026;

NOW THEREFORE BE IT RESOLVED THAT this Board hereby adopts as its 2025-2026 Improvement Fund budget the proposed Improvement Fund budget document dated June 19 2025, incorporated by reference.

BE IT FURTHER RESOLVED THAT this resolution shall be the improvement appropriations act of the Cromaine District Library district for the fiscal year ending June 30, 2026 to make appropriations; to provide for the expenditure of appropriations; and, to provide for the disposition of income received by the Cromaine District Library.

BE IT FURTHER RESOLVED that the total revenues estimated to be available for appropriations in the Improvement Fund of the Cromaine District Library for the fiscal year ending June 30, 2026, is as follows as shown on Exhibit A.

BE IT FURTHER RESOLVED THAT no Board of Trustees' member or employee of the library district shall expend any funds or obligate the expenditure of any funds except pursuant to appropriations made by the Board of Trustees and in keeping with the budgetary policy statement hitherto adopted by the Board. Changes in the amount appropriated by the Board shall require approval by the Board.

BE IT FURTHER RESOLVED THAT the Library Director is hereby charged with general supervision of the execution of the budget adopted by the Board within the amounts appropriated by the Board of Trustees and in keeping with the budgetary policy statement hitherto adopted by the Board.

AYES:

NAYS:

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Nancy Rosso, Secretary

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board of Trustees of the Cromaine District Library, County of Livingston, State of Michigan, at a regular meeting held on the 19th day of June 2025 and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, as amended, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

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Nancy Rosso, Secretary

**Cromaine District Library Improvement Fund****Budget**

FY July 1, 2024-June 30, 2025 Adopted Budget

FY July 1, 2025-June 30, 2026 Proposed Budget

	Column 1 2023-2024 Audited Actuals	Column 2 Adopted 2024-2025	Column 3 Assigned Feb. 2025 see attached memo	Column 4 Estimated Year End 2024-25	Column 5 Proposed 2025-2026
<b>IMPROVEMENT FUND REVENUE</b>					
Beginning Balance	\$1,220,184	October 2024		June 10, 2025	
Transfer in from General Fund (at year-end)	\$524,376	\$1,196,559	\$1,815,484	\$2,701,341	\$2,779,209
Investment Income	\$70,924	\$250,000	\$0	\$0	\$108,574
<b>Total Revenue</b>	<b>\$1,815,484</b>	<b>\$1,446,559</b>	<b>\$2,701,341</b>	<b>\$2,779,209</b>	<b>\$2,887,783</b>
<b>IMPROVEMENT FUND EXPENSE</b>					
<b>Capital Outlay - Buildings and Grounds Improvements</b>					
Grounds: Improvements	\$0	\$0	\$0	\$0	\$1,260,000
Buildings: Improvements	\$300,000	\$300,000	\$300,000	\$46,939	\$50,000
<b>Total Capital Outlay: Buildings</b>	<b>\$300,000</b>	<b>\$300,000</b>	<b>\$300,000</b>	<b>\$46,939</b>	<b>\$1,310,000</b>
<b>Capital Outlay - Technology</b>					
Public Use Hardware	\$37,000	\$37,000	\$37,000	\$19,430	\$35,000
Public Use Software	\$2,000	\$2,000	\$2,000	\$1,647	\$30,000
Staff Use Hardware	\$16,000	\$16,000	\$16,000	\$12,104	\$15,000
Staff Use Software	\$3,000	\$3,000	\$3,000	\$0	\$3,000
<b>Total Capital Outlay Technology</b>	<b>\$58,000</b>	<b>\$58,000</b>	<b>\$58,000</b>	<b>\$33,181</b>	<b>\$83,000</b>
<b>Capital Outlay - Equipment &amp; Furnishings</b>					
Equipment	\$100,000	\$100,000	\$100,000	\$38,985	\$50,000
Furnishings/Life Over 1 Year	\$175,000	\$175,000	\$175,000	\$117,551	\$25,000
<b>Total Capital Outlay Equip &amp; Furnishings</b>	<b>\$275,000</b>	<b>\$275,000</b>	<b>\$275,000</b>	<b>\$156,536</b>	<b>\$75,000</b>
<b>TOTAL IMPROVEMENT EXPENSE</b>	<b>\$633,000</b>	<b>\$633,000</b>	<b>\$633,000</b>	<b>\$236,656</b>	<b>\$1,468,000</b>
<b>Fund balance (beginning balance minus expenses)</b>	<b>\$1,182,484</b>	<b>\$813,559</b>	<b>\$2,068,341</b>	<b>\$2,542,553</b>	<b>\$1,419,783</b>





**BOARD OF TRUSTEES  
CROMAINE DISTRICT LIBRARY**

**RESOLUTION #2025-19 TO ADOPT BUDGET AND SET MILLAGE RATE  
(GENERAL APPROPRIATIONS ACT)**

At a meeting of the Board of Trustees of the Cromaine District Library ("Board"), County of Livingston, held in the Library on the 19<sup>th</sup> day of June, 2025 at 7:00 p.m.

PRESENT:

ABSENT:

The following preamble and resolution were offered by \_\_\_\_\_ and supported by \_\_\_\_\_:

WHEREAS, the Cromaine District Library was established under the provisions of the District Library Establishment Act, 1989 PA 24, as amended ("Act 24"); and

WHEREAS, pursuant to Act 24, the Board is authorized to levy a tax upon all taxable property within the Cromaine District Library district (the "District"), provided that the districtwide tax is authorized by the electors of the District; and

WHEREAS, in 2022 the electors of the District authorized the Board to levy a districtwide property tax in an amount not to exceed 1.4313 mill to provide funds for District Library purposes authorized by law, which amount has been rolled back to 1.4129 mill to comply with the Headlee Amendment to the Michigan Constitution and MCL 211.34d ("Headlee"); and

WHEREAS, pursuant to the Uniform Budgeting and Accounting Act, 1963 PA 43, as amended, the Board has, following the required public notice, conducted a public hearing on its proposed Operating budget; and

WHEREAS, the Board has determined to hold a public hearing and adopt the budget for the July 1, 2025 to June 30, 2026 fiscal year.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

**Section 1: Title**

This Resolution shall be known as the Cromaine District Library General Appropriations Act ("Act").

**Section 2: Chief Administrative Officer**

The Library Director shall be the Chief Administrative Officer and shall perform the duties of the Chief Administrative Officer enumerated in this Act.

**Section 3: Fiscal Officer**

The Treasurer (or other designated official) shall be the Fiscal Officer and shall perform the duties of the Fiscal Officer enumerated in this Act.

#### **Section 4: Public Hearings on the Budget**

Pursuant to MCLA 141.412, notice of a public hearing on the proposed budget was published in a newspaper of general circulation on June 1, 2025, and a public hearing on the proposed budget was held on June 19, 2025 at 6:30pm.

#### **Section 5: Estimated Revenues**

Estimated library fund revenues for fiscal year July 1, 2025 to June 30, 2026 including a voter-authorized millage of **1.4129** mills; and various miscellaneous revenues shall **total \$2,675,569**. The Board appropriates the following sums to defray expenses and meet liabilities for fiscal year 25-26 for District Library purposes based on the statement of estimated revenues, all as set forth in the attached exhibit A.

#### **Section 6: Estimated Expenditures**

Estimated library fund expenditures for fiscal year July 1, 2025 to June 30, 2026, for the various library activities, **total \$2,566,995** as set forth in the attached exhibit A.

#### **Section 7: Millage Levy**

The Board hereby certifies that the electors of the District approved a districtwide property tax in the amount of 1.4313 mill at an election held on August 2, 2022. The purpose of the millages was to levy the tax for all district library purposes authorized by law.

Pursuant to Act 24, the Board hereby certifies that it shall levy on December 1, 2025 a property tax upon all real and tangible personal property within the District in the total amount of 1.4129 mills on the taxable valuation of such property to provide funds for District Library purposes.

The Board hereby certifies that the millage to be levied on all taxable property in the District has been reduced, if necessary, to comply with Headlee and the Board has complied with the requirements of the Truth-in-Taxation Act, MCL 211.24e.

#### **Section 8: 2025 Tax Rate Request**

The President and Secretary of the Board are hereby authorized and directed to provide a certified copy of this Resolution and the 2025 Tax Rate Request on Michigan Department of Treasury Form L-4029 to the Livingston County Clerk, the Livingston County Equalization Department, and to each township and city clerk included in the District.

#### **Section 9: Adoption of Budget by Reference**

The general library fund budget of the Cromaine District Library is hereby adopted in full as attached Exhibit A.

#### **Section 10: Appropriations not a Mandate to Spend**

Appropriations will be deemed maximum authorizations to incur expenditures. The Fiscal Officer shall exercise supervision and control to ensure that expenditures are within appropriations and shall not issue any order for expenditures that exceed appropriations.

#### **Section 11: Periodic Fiscal Reports**

The Fiscal Officer shall transmit to the Board a report of financial operations at each Board meeting. The Chief Administrative Officer and Fiscal Officer shall monitor the budget and if it appears the expenditures will exceed appropriations shall present to the Library Board

recommendations to keep expenditures from exceeding available revenue or appropriations for the current fiscal year. Such recommendations shall include proposals for reducing appropriations, increasing revenues or both.

**Section 12: Limit on Obligations and Payments**

No obligation shall be incurred against, and no payment shall be made from any appropriation account unless there is a sufficient unencumbered balance in the appropriation and sufficient funds are or will be available to meet the obligation.

**Section 13: Budget Monitoring**

Whenever it appears to the Chief Administrative Officer or the Board that the actual and probable revenues in any fund will be less than the estimated revenues upon which appropriations from such fund were based, and when it appears that expenditures shall exceed an appropriation, the Chief Administrative Officer shall present to the Board recommendations to prevent expenditures from exceeding available revenues or appropriations for the current fiscal year. Such recommendations shall include proposals for reducing appropriations, increasing revenues, or both.

**Section 14: Violations of This Act**

Any obligation incurred or payment authorized in violation of this Resolution shall be void and shall subject any responsible official(s) or employee(s) to disciplinary action as outlined in Public Act 621 of 1978 and any policy that may apply to any responsible employee.

**Section 15: Library Board Adoption**

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_ to adopt the foregoing Resolution.  
Upon roll call vote, the following voted:  
Ayes:

Nays:

The President declared the motion carried and the Resolution duly adopted on the 19th day of June, 2025.

RESOLUTION DECLARED ADOPTED.

STATE OF MICHIGAN )

COUNTY OF LIVINGSTON )

I, the undersigned, the duly qualified and acting Secretary of the Cromaine District Library, Livingston County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the Library Board at a meeting held on the 19<sup>th</sup> day of June 2025 at \_\_\_\_\_ p.m.

\_\_\_\_\_  
Nancy Rosso, Secretary



**Cromaine District Library Operating Fund Budget**

FY July 1, 2024-June 30, 2025 Adopted Budget

FY July 1, 2025-June 30, 2026 Proposed Budget

<b>REVENUE</b>	<b>Column 1 2023-2024 Audited Actuals as of Oct. 2024</b>	<b>Column 2 Adopted 2024-2025 June 2024</b>	<b>Column 3 Estimated Year End 2024-25 as of June 12, 2025</b>	<b>Column 4 Proposed 2025-2026 June 19, 2025</b>	<b>Column 5 % OF TOTAL REV/EXP</b>
<b>TITLE</b>					
Tax Levy & Delinquent taxes	\$2,418,300	\$2,569,803	\$2,584,002	\$2,572,569	96.15%
State Aid	\$30,117	\$20,000	\$31,284	\$28,000	1.05%
Charges for Services	\$16,168	\$12,000	\$20,060	\$12,150	0.45%
Fines & Forfeits	\$3,532	\$1,250	\$3,680	\$1,350	0.05%
Penal Fines	\$55,840	\$53,000	\$61,601	\$58,000	2.17%
Investment Income	\$152,290	\$1,000	\$84,299	\$1,000	0.04%
Miscellaneous	\$69,181	\$3,000	\$13,242	\$2,500	0.09%
Transfer-in from Improvement Fund	\$0	\$0	\$0	\$0	0.00%
<b>TOTAL REVENUE</b>	<b>\$2,745,428</b>	<b>\$2,660,053</b>	<b>\$2,798,168</b>	<b>\$2,675,569</b>	<b>100.00%</b>
<b>EXPENDITURES</b>					
Salaries & Fringe Benefits	\$1,430,770	\$1,521,879	\$1,366,432.37	\$1,619,300	63.08%
Supplies	\$24,223	\$28,500	\$21,691.83	\$27,000	1.05%
Professional Services	\$108,380	\$232,400	\$166,314.70	\$254,250	9.90%
Professional Development	\$22,225	\$38,750	\$23,383.89	\$36,500	1.42%
Property & Liability Insurance	\$22,359	\$24,710	\$23,785.00	\$25,125	0.98%
Technology	\$66,333	\$79,400	\$76,999.03	\$84,500	3.29%
Community Relations	\$97,853	\$88,970	\$69,155.54	\$97,270	3.79%
Utilities	\$48,385	\$62,550	\$48,761.17	\$62,050	2.42%
Repairs & Maintenance	\$46,601	\$58,500	\$46,517.37	\$62,500	2.43%
Rental	\$1,125	\$2,000	\$1,964.19	\$2,000	0.08%
Administrative Expenses	\$5,953	\$10,250	\$4,108.63	\$9,750	0.38%
Library Materials	\$234,575	\$276,000	\$229,646.27	\$286,750	11.17%
<b>TOTAL EXPENDITURES</b>	<b>\$2,108,782</b>	<b>\$2,423,909</b>	<b>\$2,078,760</b>	<b>\$2,566,995</b>	<b>100.00%</b>
Transfer-out to Improvement Fund	\$636,646	\$236,144	\$719,408	\$108,574	

estimate- June 2025 not accounted for

