

## LIBRARY BOARD MEETING AGENDA

DATE: Thursday, December 18, 2025 at 7:00 p.m.

PLACE: Community Room, Cromaine Library

- I. Call to Order / Roll Call
- II. Pledge of Allegiance
- III. Approval of Agenda
- IV. Approval of Consent Agenda
  - A. Approval of Regular Meeting Minutes, 11/20/25
  - B. Acknowledge receipt of the October Financial Reports and payment of October invoices totaling \$60,657.54 and payroll obligations totaling \$110,548.69.
  - C. Committee Reports
    - Community Relations & Strategic Planning December 10
    - Personnel Committee December 04
    - Finance Committee December 11
- V. Library Director's Report
- VI. Discussion/Decision Items
  - A. Resolution Regarding Health Care/Res. #25-21, Exemption from Michigan Public Act 152 of 2011
  - B. Board/Self Evaluation
  - C. Discussion of January Board Organizational meeting – distribution of Draft Annual Board Calendar (Motion needed)
  - D. Committee Questions for Legal Counsel-Update from Personnel Committee
  - E. Review Policies:
    - #6004 – Investment of Library Funds (Finance), Resolution if needed
    - #6015 – Budget (Finance), Resolution if needed
  - F. Directors Evaluation (Motion needed)
  - G. Book Challenge Appeal Process (List of books read-attached)
- VII. Comments from Board
- VIII. Call to the Public
- IX. Agenda Items for Next Meeting/Dates
- X. Adjournment

## LIST OF BOOKS READ IN NOVEMBER

### Teen Books

1. Beyond Magenta 920 Kuklin
2. Bianca Torree is Afraid of Everything Winans

### Picture Books

1. Being You, A First Conversation About Gender Madison B.
2. Big Wig Hillman
3. Daddy and Dada Brocking
4. Family Book Parr
5. I'm Not a Girl, A Transgender Story Lyone
6. Love Violet Wild
7. Peanut Goes for Gold Vaness
8. Plenty of Hugs Manushki
9. What Are Your Words, A Book About Pronouns Locke
10. Worm Loves Worm Austrian

PROPOSED

Cromaine District Library  
Regular Board Meeting  
Thursday November 20, 2025

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

Members Absent: Bill Bolin

Staff Present : Sarah Neidert, Darlene Randolph

Public Present : Ailie Tomlinson, Sue Grissim, Shauna Brida, Carlos, Erin McKenna, Elaine C. Mares Hirchert, Karen, Kate Mazzara, Chris, Amber, Ryan, Kaerigan Peart, Maurean Peart, Karen Rex, Dawn Collins, Eris Boyer, Arrian W.

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

V.	<p><b>Approval of Consent Agenda</b></p> <p>Treasurer Basley moved to approve the consent agenda, seconded by Trustee Smith.</p> <p>Ayes: All Nayes: None Motion passed.</p>	Approval of Consent Agenc								
	<p>A. Approval of Regular Meeting Minutes 10/16/25.</p> <p>B. Approval of Special Meeting Minutes, 11/06/25.</p> <p>C. Acknowledge receipt of the September Financial Reports and payment of September invoices totaling <u>\$105,542.17</u> and payroll obligations totaling <u>\$103,997.64</u>.</p> <p>D. Committee Reports</p> <table> <tr> <td data-bbox="341 709 608 753">Special Meeting</td><td data-bbox="608 709 1354 753">November 06</td></tr> <tr> <td data-bbox="341 753 608 796">Personnel</td><td data-bbox="608 753 1354 796">November 06</td></tr> <tr> <td data-bbox="341 796 608 838">Finance</td><td data-bbox="608 796 1354 838">November 11</td></tr> <tr> <td data-bbox="341 838 608 882">Community Relations</td><td data-bbox="608 838 1354 882">No Meeting</td></tr> </table>	Special Meeting	November 06	Personnel	November 06	Finance	November 11	Community Relations	No Meeting	
Special Meeting	November 06									
Personnel	November 06									
Finance	November 11									
Community Relations	No Meeting									
VI.	<p><b>Library Directors Report</b></p>	Library Directc								
	<p>Please refer to the Directors October Report for updates from each department. With a few presentations included in the meeting, Director Neidert chose to move directly into the discussion of the Annual Report.</p>	Report								
VII.	<p><b>Discussion/Decision Items</b></p> <p><b>A. Presentation of Annual Report</b></p>	Annual Repor								
	<p>Director Neidert presented the 2024-2025 Annual Report. The report always comes out after the yearly audit is complete. This report shows an increase in usage. The number of cardholders has increased from the previous year. She said, "This is a report we should be proud of, and what staff was able to accomplish to make this happen." We are within the strategic plan goals and ready to celebrate our 100- year anniversary in 2027.</p>									

## **B. Presentation from Auditor**

Director Neidert introduced the auditor, Ailie Tomlinson, from Maner Costerisan. Ailie presented the audit of the FY ending June 30, 2025. She thanked Director Neidert and Darlene for all their help in making the process go very smoothly. Ailie explained the purpose of an audit and highlighted some of the important financial information and reports. Secretary Rosso noted that the board did not receive the letter dated August 15, 2025 outlining the scope and timing of the audit. Treasurer Basley commented that this looks like a positive audit and thanked the staff for successfully fulfilling their fiduciary responsibility.

Presentation o  
Audit

## **C. Sue Grissim of Grissim, Metz, Andrise Associates – update on Cromaine Commons project**

Director Neidert introduced Sue Grissim, the landscape architect of Grissim, Metz, Andrise.

Sue presented drawings for the Cromaine Commons project. Sue refreshed the timeline that started back in January 2025. She spoke step-by-step on what has taken place and what needs to take place going forward.

Sue presented some of the material used for the pavilion as well as the brick and pavers that will be used for this project. She explained the two different types of materials for the pavilion (columns), being vinyl vs. steel and the cost difference.

She explained the lighting plans and presented a picture of lights in the pavilion.

The next step going forward is sending out these drawings for bid at the beginning of December to General Contractors. There will be meetings inviting the public. The General Contractor chosen will be required to give us a timeline of the work being done. This project should be starting in March of 2026 and completed approximately June of 2026.

Sue explained the different permits needed.

Trustee Armstrong asked about the warranties on some of the pavilion material. Sue responded by saying that most warranties are 10 years.

Treasurer Basley feels that this project will be exciting for everyone in the community.

Trustee Smith stated by using taxpayer funds, we are not just deciding as a board, but also for the taxpayers.

Trustee Naylor commented that the board has always done things carefully, saved up money, and is able to pay for this in cash. This helps control costs.

Cromaine  
Commons proje

Director Neidert said that she spoke with President Bolin and that he is all for the project moving forward.

As a board, they all agreed to have Sue Grissim move this project forward and take it out for bid.

Secretary Rosso moved to re-install the AdHoc committee to oversee the bids and details of the Cromaine Commons project. Seconded by Vice President Gogoleski.

Ayes: All

Nayes: None      Motion passed.

#### **D. Distribution of Library Director evaluation forms**

Director Neidert said the evaluation forms are ready to go out tomorrow. They are not physical forms. She will send out the link to the board members. The Personnel Committee will work to collate them out, talk about this at the committee meeting and should be complete and ready for the December board meeting.

Distribution of Library Director

#### **E. Recommendations of alternative legal firms – update from Personnel Committee**

A list of the possibilities were presented at the Personnel Committee meeting. Trustee Smith reached out to one firm and was sent their prospectus. She will send that to the board for the next board packet. Trustee Naylor asked Trustee Armstrong if she received any physical documents from the names she provided. Trustee Armstrong responded that they have not yet responded back to her.

Trustee Smith said that not yet choosing a different firm means staying with our current lawyer, if needed, until one is chosen.

Trustee Naylor presented documents and their experience on our current lawyers, Foster, Swift, Collins & Smith.

Vice President Gogoleski suggested consolidating the list of questions at the personnel meeting and bringing that back to the board.

Recommendatio  
of legal firms

#### **F. Communication from Michigan Library Association**

A letter was sent to Secretary Rosso and Director Neidert in regards to pulling out of the membership of MLA. Secretary Rosso assumed all the board members had received the letter. She apologized for not knowing that it was not.

Trustee Smith still believes pulling out of MLA is a good idea. "They are completely partisan unless they have changed. They cannot be partisan to

one party.” Director Neidert responded by saying that there is a new person in charge of MLA. Trustee Smith is hoping there is a drastic change in leadership at MLA.

Tabled until after the January Organization Meeting- Nancy will respond to the letter.

#### **G. Review Policies:**

#8012 – Board Continuing Education (Personnel)

No Changes – Reviewed

#8013 – Response to Correspondence (Personnel)

No Changes - Reviewed

#8014 – Board Use of the Library and its Resources (Personnel)

No Changes – Reviewed

Trustee Smith moved to accept policies #8012, #8013, #8014 as written. Seconded by Trustee Armstrong. A roll call was taken.

Ayes: Holly Naylor, Dawn Smith, Becky Basley, Kim Armstrong,  
Nancy

Rosso, Jeannine Gogoleski

Nayes: None      Motion passed.

#8002 – Board of Trustee Meetings (Naylor)-Resolution if Needed

Trustee Naylor suggested adding a line at the end of paragraph three: The board member who calls a special meeting, must be in attendance at the meeting, so that members can ask why they are there and get an answer.

Vice President Gogoleski needed Trustee Naylor to verify what she meant.

A resolution was adopted for this policy.

Trustee Naylor moved to approve Resolution #2025-20, Policy #2002, Board of Trustee Meeting. Seconded by Secretary Rosso. A roll call was taken.

Ayes: Holly Naylor, Dawn Smith, Becky Basley, Kim Armstrong, Nancy Rosso, Jeannine Gogoleski.

Nayes: None Resolution passed.

#### **H. Process Procedure for Book Challenge Appeal**

Vice President Gogoleski explained the procedures for locating and reading these books and the number of books that the board should read on a monthly basis. The books should be listed on the board meeting agenda for the next month's board meeting and will be discussed then.

Trustee Naylor said that we made a commitment to the public on what books are to be discussed at a meeting.

Director Neidert said it is good to say 20 books and to list them because there is an interest and the public may want to read them as well.

Vice President Gogoleski responded that it is good to be transparent. We as a board will be reading these books. If they are not available at that time, that is where we may run into a problem. She explained the procedure to the board as to what will happen monthly.

Trustee Naylor agreed that we need a check & balance of what, and who read these books.

Recording Secretary Darlene Randolph asked what actually will be put into the next month's agenda. Trustee Naylor responded that it will be the actual list of books that are read for that month.

Director Neidert staff is super stressed about this. The procedure, now, should relieve some of that stress to staff in regards to the checkout procedure.

Vice President Gogoleski confirmed that the November books that we read will then be discussed by the board at the December board meeting.

As you fill out the forms, please place one in President Bolin's box and Darlene's mailbox (for Director Neidert). Discussion of why have two forms? What should be on the spreadsheet? How detailed should it be?

Public record and what to put into the packet? Director Neidert said she can easily scan things into the packet, but either way things should be public record on file at the library. The vote will be made by roll call after discussion.

Book Challenge  
Appeal Procedu  
Discussion

	<p>For the first month, please keep submitting two forms. Discussion of how to share books if desired- they will be checked out to one Trustee. Hopefully that will help.</p> <p><b>VIII. Information/Comments from Board</b></p> <p>Vice President Gogoleski thanked staff for working on this book challenge and never intended for the staff to be stressed on this. She made a shout out to the Vintage Christmas that is coming up the weekend after Thanksgiving, and another shout out for the positive presentation on the landscape project. She is proud to be a part of it.</p> <p><b>IX. Call to the Public –</b></p> <p><b>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.</b></p> <p>Vice President Gogoleski informed the public the Public Conduct of Open Meeting during the Call to the Public</p> <p>Shauna from Brighton spoke and is against the subject of Alliance Defending Freedom representing the library.</p> <p>NOV 20, 2025 Cromaine Library Board Meeting - Public Comment Shauna --- Brighton Twp</p> <p>.Good evening. I'm here to express deep concern about the Board's consideration of Alliance Defending Freedom (ADF) as legal counsel. ADF is a Christian legal group advancing religious liberty, the Christian Nationalist Project 2025 agenda, and opposing LGBTQ+ rights. The Southern Poverty Law Center and Global Project Against Hate and Extremism classify ADF as an anti- LGBTQ hate group for supporting laws that criminalize, imprison, and sterilize transgenders.</p> <p>ADF also represents Moms for Liberty, known for book bans and anti-inclusion campaigns. It is incompatible with the library's mission of inclusion and intellectual freedom to be represented by a group defending</p>
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censorship, exclusion, and intolerance. ADF serves on the advisory board of Project 2025 which accuses librarians of "peddling pornography," seeks to eliminate federal library funding, and even proposes criminalizing librarians, publishers, and educators.

ADF's nomination raises a clear conflict of interest and is completely inappropriate for a secular, non-partisan public library.

Michigan libraries rely on respected firms like Foster Swift Collins & Smith, Mika Meyers, and Bloom Sluggett, with deep expertise in municipal and library law. Choosing ADF because they offer free services is unacceptable and highly questionable. Taxpayers fund this library well enough to afford representation from a reputable Michigan firm. The Director's recommendations have gone ignored, and I see no evidence of evaluation criteria or due diligence. The Board must be transparent about why it would abandon Foster Swift—a firm known for integrity and library law expertise—for a controversial out of state interest group advancing political and religious agendas against libraries, staff, and the gay community.

ADF lacks specialization in Michigan library law, FOIA, the Open Meetings Act, and municipal governance. They do not align with the ALA Code of Ethics, and their strategies increase risks of First Amendment lawsuits and Establishment Clause violations. Choosing ADF will invite scrutiny from watchdog agencies and put the library's reputation, legal standing, and financial integrity at risk.

Your ethical duty as a Board is to serve the library's mission and the entire district, not special interest groups or personal political and religious agendas. I strongly urge the Board to trust the Director's legal recommendations and eliminate ADF from consideration.

Erin McKenna spoke

Elaine Clap spoke

Mares Hirschert spoke

Karen Gregg spoke

Kate Mazzard spoke

Chris Kady spoke

Amber from Hartland spoke

I'm here because protecting our fundamental freedoms is not just a constitutional principle—it is our civic duty. Protecting the First Amendment

is a value that transcends politics; it's a value a public library is meant to safeguard.

The board's suggestion to involve Alliance Defending Freedom or the firm proposed at the last meeting Rickard, Denney, et al. is deeply concerning—according to their own website, the firm describes its work as “advising and assisting individuals, churches, and other religious organizations in defending and taking full advantage of their religious freedom under federal and state law.” That mission is explicit—and it is not compatible with the obligation of a public library to remain neutral, inclusive, and accountable to all patrons. Legal counsel for this board should support neutrality, not promote a specific religious or ideological agenda. **The community deserves a transparent, clear answer. I am asking directly for an explanation of why these particular ideological firms were proposed?**

I also want to address the recent special meeting. The board president called that meeting, yet did not attend. Again, the community is owed transparency. **I am requesting a direct explanation for why that meeting was called in his absence and what purpose the timing served?** When leadership calls a meeting on a sensitive topic and then does not appear, it creates the impression of directing the outcome without accepting responsibility for it. Whether intended or not, it undermines trust and contradicts the duty of this board to be present, transparent, and accountable to the public.

As you re-review LGBTQ-themed books for possible restriction, I urge you to consider the precedent being set. Once a board establishes that it may censor or limit access based on disagreement with the identities or viewpoints represented, that authority does not stay narrow. Today, it may be LGBTQ materials; tomorrow, it may be political ideas, historical interpretations, or even religious texts that some find objectionable. This is not a theoretical concern—history shows that censorship, once allowed, expands.

Public libraries are not just buildings with books they are one of the few civic institutions specifically designed to protect intellectual freedom and ensure equal access to ideas. I am asking the board to do its job to protect that. When neutrality is compromised, the entire community loses something essential.

Kaerigan Peart spoke

Erin from Hartland spoke

**Speakers notes that were read at Call to the Public:**

Marisol Payero, the President of the Kennesaw Pride Alliance, died Oct. 27.,

The 22-year-old was a senior at Kennesaw State University studying History Education. She helped lead the opening of the KPA Pride Center after the university shuttered the LGBTQ+ resource center due to DEI cutbacks earlier this year. Lia died by suicide. She was a student who had left the women's swimming and diving team at Middlebury College, citing the pressure and isolation she felt as a trans athlete. Friends said to call her death merely a suicide misses the larger truth — no suicide happens in a vacuum. Policies designed to make life unlivable for transgender people bear responsibility too; every trans suicide is a murder by those in power.

Tiara was originally from Saginaw, Michigan. She relocated to Charlotte, North Carolina in 2021. In the past years, she worked in the healthcare industry at Novant Health Forsyth Medical Center. Tiara attended Arthur Hill High School and Delta College. Tiara's feeds are filled with music, dancing, and lots of humor and satire. She was a regular participant in KiKi balls with a lot of trophies and seems to have had a large number of ballroom family both in Michigan and North Carolina, Tiara was involved with her local Black Pride events. "

Her name was Scarlett she was 21

I've grieved and accepted that she has moved on but Scarlett had such a loving and caring soul she was the most caring and nice person I knew, and she was so alone in this world.

out at the gym, productive yard work, traveling, studying keyboard and drums, and living life to the fullest.

Kasi was open about her struggle with depression. She professed herself a woman of faith.

As recently as August 2023, she had her pick of three job offers including one she genuinely wanted. It also appears she was a talented and highly sought-after hair stylist

Friends remember Onyx as an "inspiration" and a "light in everyone's life. " Onyx cared deeply for others, and they would drive around their town with food for local unhoused folks and even help them rent motels for the night. They were very creative, loved alternative and the fashion and makeup, and used their online platform to educate others about progressive causes. Onyx was shot by their stepfather.

#### Alexa and Luna

I'm writing to report the death of a member of the trans community. On August 18, 2025, police came to my house to tell me they had found her body in an abandoned house in the woods in Lawnside, New Jersey (USA). They came to me because the only identification on her still had my address. They were unable to determine the date or cause of death.

Blair Sawyer was riding her bicycle when she was hit by a moving car, then fell off her bike with fatal injuries.

Rosa Machuca was found dead in a parking lot in Austin, Texas, a shooting at a local Target where she reportedly worked. She was just 24.

Faith, Rosa's co-worker at Target, said that Rosa was "always so helpful and kind with everyone at work. " Rosa attended UT Austin and aspired to be a journalist.

Sadly, Rosa was misgendered after her passing due to recent changes in Texas law

Dream was dearly loved by her family. Her mother, Iris, said that "my baby 's life mattered to me, and to everyone. If she wasn 't loved by the world, she was loved by us, and we accepted her for who she was. " Vanna, Dream's aunt, encouraged others to "stay true to yourself, and embrace who you are" - just like Dream did.

Arty had recently moved to Portland with his fiancé in search of a safer political environment for trans people. They used both he and they pronouns.

We want to recognize Nathaniel Pab6n Cruz for his work during his years of collaboration and conspiracy with LSC and Gesta Amatista. His contributions were invaluable, and his perspectives were always precious to our team. His passing is deeply-felt, and we embrace all those who knew him and were close to him. We want to honor his memory today and always.

Kamora's mother described her as "very loved, " an animal-lover who could make anyone laugh

Someone with a big heart and a life cut far too short. "

Kia Leigh

Shy but sweet, Kia-Leigh was known for her warmth, her intellect, and her desire to connect with others. She was a friend to many.

Gabrielle "Cam" Nguyen (they/them) was an agender lesbian college student who loved Speech and Debate. They planned to become a Speech and Debate coach post pursuing a graduate degree in Communications. Gabrielle also loved anything pink, LOONA, cooking authentic Vietnamese food, and had a knack for writing—

Lily-Dawn Harkins "Chi/L Nguyen" (She/Her) was a transgender woman who recently graduated with her degree in supply chain management. Recognized as a genius for her IQ of over 140, she loved Magic the Gathering, cooking (and burning) food for her loved ones, volunteering for local organizations, and giving back to others in any way she could

Christina Hayes, 28, from Taylor, was found dead behind a laundromat in the 17600 block of Woodward Avenue on June 21, 2025, at around 3 p.m. with injuries to her face and neck.

"This case represents a continuing pattern of vicious attacks and murders on trans women of color. Every single citizen of Wayne County has the right to lead their lives and be safe. We will bring the alleged murderer of Christina Hayes to justice, " said Wayne County Prosecutor Kym Worthy.

JJ was reported missing on 19th June. Several weeks later police charged their boyfriend with homicide.

the day before her death, Kelsey posted a heart wrenching tribute to her transition.

"Yall my Transition was so epic it was a surprise to me but a surprise to you it some I always wanted to do In now I'm happy enough to embrace It took a lot for me get here in a couple years but hey I did I'm proud of my life in so many ways it just shocks me when I look back like I was that dude now that Girl but yea moral of story love your life"

She didn't know that might be her last post, but it is a humbling tribute to the resiliency and self-awareness of this young woman. I'm still not sure if it's a comfort that she gets to have the final say, however unintentional. It is heartbreakingly that her final words came at such a young age.

She deserved to be loved by someone who would respect and value her. Kai was killed during an attempted carjacking in which her brother was also shot. Her murder took place on the Trans Day of Visibility.

We remember Katelyn, who left us too soon. A teenager with a passion for writing, computer games, music, gardening, and baking, she searched for happiness through creative outlets. Kat also immensely enjoyed the art of fashion and thrifting as well as "borrowing" clothes from her mother to create new outfits. Charlene was shot by her stepfather. Charles Garry Reifers, 76, was arrested on charges of first-degree murder.

She cherished days spent swimming at the lake, and quiet moments spent sitting in the sand watching the sunrises and sunsets. These peaceful moments spent in nature always provided Charlene with a sense of calm.

She was a city girl at heart and hoped to move back to New York to become a stylist.  
her long after she'd left.

Linda died in hospital after being shot by the police sent to help her. She had called 911 because she was being held captive and may have been a victim of sex trafficking-Linda was an independently minded devout Catholic who had previously been helped by the Sidewalk Project when she was homeless and fleeing from sexual abuse.

Amyri died after being shot. Her killer is being sought by police.

"No matter who she came in contact with, she was always a good soul. I just don't understand why, " cousin Jakiala Jenkins said. "She was always truthful with her life. She was just too loving. "

Ryan enjoyed being a member of the ROHS Cross Country and Track teams and was always supportive of his teammates. He was also a proud member of the

RATS, working on the technical crew for theatrical productions and concerts. Outside of school, Ryan was a member of Stagecrafters Youth Theater, working in the lighting department. He also volunteered at the Royal Oak Public

Library and the Detroit Zoo summer camp.

Ervianna's body was found near a pond not far from her home on Sunday 16th February, Ervianna lived with her birth family and worked at a hotel and as a digital content creator. Her social media paints a vivid picture of a woman full of life, which makes her

murder even more tragic days after she had gone missing. Ten days later her death was ruled a homicide.

Sam died after being horrifically tortured over an extended period by a group of several people. Reportedly they even coerced two children into torturing Sam.

Seven people were charged in connection with his murder.

Tahiry's Aunt described her as "Funny, smart like one of those people that can walk into the darkest room and find some light in it",

Aubrey was a two-spirit Cherokee trans woman who had been missing for nearly 6 years. Her remains were positively identified five days after being found on Friday 31st January. "My immediate thought is that it's a hate crime. That was my very first thing, " said her uncle.

Elisa died by suicide outside Syracuse VA Medical Center. She was a trans veteran and at the time she passed her body was draped with the trans flag.

There was a death in our community who goes by Parker Savarese. They passed away January 8th, 2025, from what I believe to be suicide. They were a 10th grader that was passionate about theater, Spider-man, and Marvel. They were born May 7th, 2009, and used they/them pronouns.

Parker was a student at Melville High School and was closely involved with the school's theatre program. Their obituary misgenders them and uses their deadname.

Jonathan "Jonny" Adamow, 29, was a beautiful person who loved all living beings. Jonny's life was tragically taken on the morning of December 31st, 2024, on the streets of Seattle, Washington.

"River" will be missed dearly for their beautiful smile, contagious laugh and spunky attitude. River loved art, gaming, Star Wars, and family. "I am me. "

Meka died by suicide. She was an accomplished dancer, community activist, teacher, and mentor who taught Afro Caribbean dance and GED courses and actively mentored young people.

We asked Maneice to describe her niece:

"A beautiful smile, very contagious smile," she noted, "loved fashion and the beauty industry. "

Thompson, who was a transgender woman, had just completed Job Corps training and had a bright future ahead of her.

"All these plans she had, she was getting ready to try to go to college, buy a new car, that they had just wiped away in the blink of an eye, a senseless act, " Maneice added.

Television writer Aziza "Z" Barnes, whose work included an upcoming Game of

Thrones spinoff series, has passed away. Barnes was just 32 years old.

"She loved her friend's, she loved her family. She just wanted to make sure everyone was good. As long as you didn't mess with her, there were no issues, " Lieng said. "Ra 'Lasia did have some ongoing social media issues but that's just her. '

Cocoa was part of the ballroom community and well-known from her participation around the Southern states of the US. According to her social media,

My beautiful sister was struck by a vehicle and killed in a hit and run in Austin, TX on Sunday. When she transitioned, she was ostracized by everyone in our religious family. But not me, she became mine.

She was the most brilliant human I've ever encountered a fierce advocate for the weird and wonderful that made up her found family. I'm utterly devastated and she leaves a hole in my heart that will never be filled.

No name

The victim died by suicide two days after the 2024 US presidential election. Reportedly she was fearful of what the Trump presidency would mean for trans people.

My cousin committed suicide two days after Trump was elected. Her family loved her and accepted her trans identity. She had a wife and a dog. Still, she feared whatever Trump had in store would be un-survivable.

A friend said of her: "I will never know anyone quite like Sydney again. She was truly one of a kind, and a dear friend. I'll carry our many memories. Rest easy Syd."

Spencer passed away on 31st October. Although his death was initially reported to have been by suicide, a relative subsequently confirmed that his death was accidental.

JJ was very popular in the regional LGBTQ community — supporting causes and local businesses as well as standing with the victims of the Pulse nightclub shooting and supporting transgender rights. JJ was considered an excellent makeup artist, was named to the homecoming court in high school and may have been in the band.

Emma was the sweetest girl I've ever met, and that's all I ever knew her as. her energy lit up every room she entered. You could tell her anything and she would listen to you without judgement. It's a shame this world and the people in it treated her the way they did.

Laura was shot just down the street from her home. Laura loved animals, was well known in the LGBTQ+ community and had attended a friend's birthday party the night before she was killed. Her loss came as a huge shock to those who knew her.

Hope Lyca

"She was an avid record collector, a talented visual artist and writer, an absolute shredder on guitar, a cigar connoisseur, and a proud trans woman.

'Jax's body was found just under two months after she had gone missing on 15th April. Her death is considered suspicious, but a coroner was unable to determine her cause of death. Gratton's mother wrote in a post on Facebook. "There are no words strong enough for the grief we are feeling. The light she carried, the love she gave so freely, and the joy she brought into our lives have been taken from this world far too soon. "

Her name was Tessa June. She died on June 4th, 2025.

We don't hold any harsh judgments of her for what happened; I feel like she wasn't even herself in the moment. Her father and I take solace in knowing that she felt safe and supported here at home to be her true self, but there are still so many "should have could have" thoughts that will plague our minds from now on, I'm afraid. We miss her like hell, and I don't think I'll ever be the same without her here.

The husband of Jonathan Joss, the "King of the Hill" actor-fatally shot by a neighbor in San Antonio, thanked Joss for saving his life in the Sunday altercation. He explained that the actor, whom he had just married on Valentine's Day, pushed him out of the line of fire at the site of their former home, which had burned down following repeated threats. He also explained that during the two years he and Joss had lived at the site, that "people in the area ... repeatedly told us they would set it on

fire. We reported these threats to law enforcement multiple times and nothing was done. "

He added that they were "harassed regularly by individuals who made it clear they did not accept our relationship"

Charlotte was a vibrant and creative teenager navigating life as a transgender girl in a world that too often failed to show her the kindness she so deeply deserved. She was last seen on the evening of May 1 and reported missing soon after. Her final public messages, posted the next morning, offered a heartbreakingly farewells from a high bridge—an image that now haunts everyone who knew and cared for her.

"Charlotte's tweets, which quietly said goodbye—'it's a pretty view' and 'long way down'—were viewed millions of times in the hours after her death. But what should have been a space for grief and remembrance became a mirror of society's cruelty. The response from parts of the internet was callous, transphobic, and dehumanizing—a tragedy in its own right.

Karmin died in her home. Police suspect that her killer was a man she arranged to meet on a date, and that he shot her before robbing her. Her aunt is quoted "I just want everyone to know that Karmin meant everything to us, to our family, the LGBT community family, and she didn't deserve this, " Bibb said. "Whoever did this, quit running, quit hiding. "

Shy'Parius loved his dog, Bella. He and his wife just celebrated their daughter's 12th birthday. They also parented a son. In February, Shy'Parius celebrated his third wedding anniversary with his wife, Lola.

Adeline's kindness, playful spirit, and intellect touched many lives during her short time here. She saw the world in a unique and

thoughtful way, bringing a special creativity and sensitivity to everything she did. The weight of cruelty, injustice, and despair in this world became unbearable. Adeline died by suicide, leaving behind her mother, sister, and community devastated by the loss of her bright and beautiful presence.

Reports indicate Balle-Mason called 911 from the gas station to claim he was armed and planning violence against the establishment and responding officers. Despite the alert that the teen wanted to shoot officers, the police discovered posthumously that the teen was unarmed.

The day before Charlie Kirk was killed, a 19- year -old trans girl named Lillia Holland disappeared, after tweeting out her suicide note.

Her phone and shoes were found on the St. Johns Bridge in Portland, where a 17 -year- old trans girl named Charlotte Fosgate had ended her life earlier this year.

Charlotte 's suicide was most widely known for being spread around as a transphobic right-wing meme.

Blake Sturm, a vibrant member of the LGBTQ+ community, whose body was discovered outside his home earlier this week. Blake, 25, had been reported missing on 30 August and was found deceased on Tuesday, 2 September.

Police have stated that the death does not appear suspicious, though an investigation remains ongoing.

Lynn was a caring and loving person, and having her gone has made every day without her felt as if something is always missing now. Lynn lived in Arizona with her grandparents who she was not open to, but often voiced their disapproval of the trans community.

Robyn James Post, His close friends which nicknamed him Buzz were very important to him. Throughout life Robyn enjoyed art culture especially Dia De Los Muertos.

X.	<p><b>Upcoming Meeting Dates/Agenda Items for Next Meeting</b></p> <table border="1"> <tr> <td>Dec. 04</td><td>Personnel Committee, in person</td></tr> <tr> <td>Dec. 10</td><td>Community Relations Committee</td></tr> <tr> <td>Dec. 11</td><td>Finance Committee</td></tr> <tr> <td>Dec. 18</td><td>Board of Trustees, 7:00 pm</td></tr> </table> <p><b>Agenda Items for Next Meeting:</b>  Report of Director's Evaluation  Resolution Regarding Health Care, if warranted  Review Policies:  #6004 – Investment of Library Funds (Finance)  #6007 – Investment Charter (Finance)  #6015 – Budget (Finance)</p>	Dec. 04	Personnel Committee, in person	Dec. 10	Community Relations Committee	Dec. 11	Finance Committee	Dec. 18	Board of Trustees, 7:00 pm	
Dec. 04	Personnel Committee, in person									
Dec. 10	Community Relations Committee									
Dec. 11	Finance Committee									
Dec. 18	Board of Trustees, 7:00 pm									
XI.	<p><b>Adjournment</b></p> <p>Motion by Treasurer Basley, seconded by Trustee Armstrong. Adjourned at 9:39 p.m.</p> <p>Ayes: All</p> <p>Nayes: None Motion passed.</p>	Adjournment								

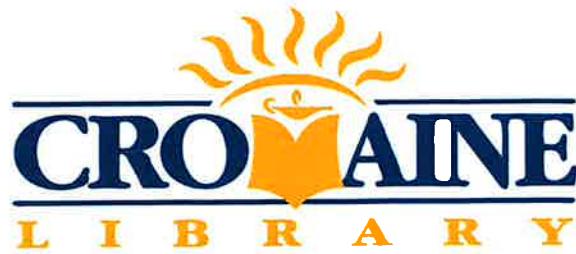
Nancy Rosso, SECRETARY  
Cromaine District Library Board

Darlene Randolph, Recording Secretary  
Cromaine District Library Board

Cromaine District Library – Board Meeting  
November 2025

Documents distributed to the Board for/at this meeting:

- Agenda for Board Meeting November 20, 2025
- Minutes of Regular Board Meeting October 16, 2025
- Minutes of Special (CR) Meeting November 06, 2025
- November 2026 Directors Report
- September Financial Reports
- Finance Meeting Minutes – November 11, 2025
- Personnel Meeting Minutes – November 06, 2025
- Audit Report
- Cromaine Commons project drawings
- Letter from MLA
- Policies #8012, 8013,8014, 8002
- Res. #2025-20 for Policy #8002



## **Director's update: Professional Development:**

I had the opportunity to attend ALA's CORE conference in Denver, Colorado from November 12-14. I chose to attend this as it brought together library leaders, architects, technologists, designers, and community engagement specialists to explore how libraries can transform their spaces, teams, systems, and services to meet evolving community needs. Across sessions, speakers emphasized accessibility, collaboration, resilience, and intentional design as guiding forces shaping the libraries of the future. I was able to attend many sessions, and will attempt to highlight them very briefly below. I have slides and notes from each session, if anyone is interested in learning more.

### **Designing Public Spaces with Community Voice**

Architectural and renovation-focused sessions showed how universal design, safety, and community engagement can guide successful capital projects. Salt Lake City Public Library's renovation process illustrated how listening to residents—whether they preferred gardens or active spaces, moments of lingering or quick circulation—creates public spaces that feel genuinely community-owned.

### **Environmental Graphics & Intuitive Wayfinding**

Environmental graphics were presented as powerful, affordable tools to reduce confusion, increase inclusivity, and strengthen brand identity. Best practices included high-contrast design, clear typefaces, better signage, and journey mapping to understand user pain points. Before-and-after examples demonstrated how graphics transform spaces into welcoming, intuitive environments.

### **Team Leadership & Organizational Effectiveness**

Sessions on teamwork emphasized psychological safety, trust, shared purpose, and clear structures as essential for high-performing teams. Leaders were encouraged to cultivate collaboration, provide coaching, and create conditions that support healthy team dynamics—especially in interdisciplinary or rapidly changing environments.

### **Cybersecurity & Digital Resilience**

Given recent high-profile ransomware attacks on major libraries, this session underscored the critical need for proactive cybersecurity. Lessons from Toronto Public Library, the British Library, and others revealed that outdated systems, lack of MFA, and limited IT staffing dramatically increase risk. Speakers urged libraries to adopt cloud hosting, enforce robust security standards, and partner with institutional IT departments to build modern, secure infrastructures.

### **System-wide Planning & Facilities Transformation**

Cleveland Public Library's master plan demonstrated how libraries can align buildings, services, and goals across an entire system. Through community feedback, facility assessments, and data analysis, CPL reimagined branches as Neighborhood, Hub, and Regional Anchor libraries—each with clear service roles. Lessons learned included the value of staff collaboration, flexible design principles, and thoughtful construction phasing.

### **Ecological Literacy & Community Gardens**

The final sessions explored how seed libraries, gardening programs, and community green spaces expand ecological literacy and build community resilience. Gardens and seed-sharing initiatives offer opportunities for mutual learning, cultural exchange, food sovereignty, and intergenerational engagement—reinforcing libraries as both ecological and intellectual commons.

### **Tour of Denver Area Libraries**

I was particularly excited to attend the preconference day-long tour of area libraries, and spent the day on a tour with a bus full of librarians and architects that work with libraries touring the [Auraria Campus University of Denver](#), an academic library serving the students, faculty, and staff of three leading urban institutions, the [Denver Public Library Central Library](#), where we focused on the recent renovations to the architecturally significant Central Library, the [Blair-Caldwell African-American Research Library](#), where I heard the unique perspective of an existing public library branch designed to provide access to library collections and services with a museum and research collection focused on the African-American experience in Denver and throughout the Rocky Mountain West, and we ended the day at the [Denver Public Library Athmar Park](#), tour of a newly completed Denver Public Library branch honoring the legacy of a local advocate dedicated to education and community work. Public libraries are finding ways to serve their communities, ever mindful of the customer experience, in both new and existing buildings and locations.

### **Youth Department:**

November was quite busy this year! We wrapped up all of our recurring programs for the season--everyone enjoyed their series and is looking forward to when we return after the holidays. Three of the Saturdays in November had events, and all of these events went well. We had PaleoJoe present on all things dinosaurs and fossils for Dino-ember, we hosted a Pokemon tournament that taught several new folks how to play the game, and we wrapped up November with our Old Fashioned Christmas, hosted on the same day as Vintage Christmas. This annual event is quite fun, and we had over 50 families visit with Santa, create some awesome Christmas ornaments, and enjoy stories with Mrs. Claus.

### **Adult Department:**

Cromaine offered 17 adult programs in November , attended by 179 people. Highlights included Charcuterie in a Nutshell With Keegan Rodgers, The Mayflower, CPR training, and DIY Dried Flower Ornaments. Additionally, as the majority of the annual Medicare open enrollment period falls in November, we were pleased to welcome MI Options Medicare Assistance Program counselors to the library, where they hosted a day of appointments to help folks with open enrollment.

Librarian Erik attended the quarterly TLN eContent Users Group Virtual Meeting, an opportunity to connect with other library workers in our cooperative to discuss current topics and best practices for managing OverDrive content. Librarian Erin celebrated four years of working at Cromaine; patrons and staff alike benefit from her creativity, patience, and expertise, and we're grateful to have her on the Adult Services team!

### **Community Engagement Department:**

#### **Heritage Gardens - Ralph C. Wilson, Jr Foundation Grant**

- We are expecting a tentative design from Grissim, Metz and Andriese for the Heritage Gardens area in the first few weeks of December!



#### **Grant Sweet Memorial Essay Contest**

Reading held on November 11, 2025 in the Community Room.

~15 in attendance.

Thank You Becky, Jeannine, Nancy and Holly for attending!

## **Christmas at Cromaine/Vintage Christmas in the Village of Hartland**

Events held November 29, 2025.

- 224 visitors to Santa and Mrs. Clause during our event.
- 40 visitors to Mrs. Claus during Vintage Christmas in the Village
- Thank You Becky, Jeannine, and Holly for volunteering to make this pair of great community events possible for so many local families!



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

- Liz attended the Hartland Chamber Fire and Flannel annual event on November 6, 20 business members in attendance. (Director Neidert planned to attend, but the special board meeting date caused a conflict)
- Liz attended Hartland Township Winterfest Planning Meeting on November 12; 5 members in attendance.
- Lions Club and Red Cross Hosted a Blood Drive on November 14, yielding 24 donors and 22 usable units of blood.
- Friends of Cromaine Library Pie Sale was held November 26, 40 pies sold!
- Cromaine provided Hartland Township an additional 40 brochure and keychain sets for new residents (anticipate these pieces will reach around 200 families per year)

## **Patron Comments**

**12/9/25**

**Staff submitting: Liz**

From Steve Rumble who booked the Music Hall for a private Christmas charity concert on 12.6.25:

Liz,

Our event went great. I want to thank you for making this an effortless event for us. You and your crew were great to work with and your professionalism was very refreshing.

**11/15/25**

**Staff submitting: Grace**

A patron submitted the following through our website: "Hello, I don't actually have a question; it was just the best choice for this message. I just wanted to take a minute to thank the Library for making Hoopla available. I use it regularly and enjoy it very much for audiobooks. Since discovering audiobooks, I have listened to sooo many because of Hoopla. Although I do wish it had current best sellers a little sooner, the selection is still fantastic and I have discovered books I might not have ever come across because of it. So THANK YOU!"

**Disbursement Summary October 2025**

<b>Payroll:</b>	<b>Pay Period End</b>	<b>Check Date</b>	<b>Amount:</b>
	10/6/2025	10/10/2025	\$ 54,819.52
	10/20/2025	10/24/2025	\$ 55,765.17
<b>Total Payroll:</b>			<b>\$ 110,584.69</b>
<b>Online Payments Made (other than pay-related):</b>			
	10/20/2025	\$ 10,561.92	UBS Credit Card
<b>Accounts Payable Checks Issued:</b>			
	10/21/2025	\$ 1,312.35	DTE Energy
		\$ 48,783.27	Transaction List
<b>Total Checks Paid for Month:</b>		<b>\$ 171,242.23</b>	<b>total</b>
<b>Transfers to (from) checking:</b>			
	10/2/2025	\$150,000.00	UBS to checking
			Ralph C. Wilson Jr.
			Foundation Grant
			Transfer to
			Checking (credited
			to GIFTS Other
	10/28/2025	\$250,000.00	Grants)

## Cromaine District Library Investment Performance FY2025-2026

Month Ending	July	August	September	October	November	December
UBS						

<b>Beginning Value</b>	<b>5,031,280.43</b>	<b>4,878,886.73</b>	<b>4,739,980.99</b>	<b>4,738,335.31</b>	<b>4,591,639.63</b>	<b>4,591,639.63</b>
Transfers in/out	-150,000.00	-150,000.00	0.00	-150,000.00		
Expenses and Other Disb.	-12,854.66	-9,618.92	-13,634.40	-10,561.92		
Dividends and Interest	13,454.28	11,397.37	16,002.49	19,722.86		
Account Appreciation	-2,993.32	9,315.81	-4,013.77	-5,856.62		
<b>Ending Value</b>	<b>4,878,886.73</b>	<b>4,739,980.99</b>	<b>4,738,335.31</b>	<b>4,591,639.63</b>	<b>4,591,639.63</b>	<b>4,591,639.63</b>

FY25-26 Totals

5,031,280.43  
-450,000.00  
-46,669.90  
60,577.00  
-3,547.90  
4,591,639.63

**Cromaine District Library**  
**Operating October 2025**

	Oct 2025		YTD Total	
	Actual	Budget	YTD Actual	Budget
<b>Revenue</b>				
411.000 Tax Levy & Delinquent Taxes			1,734.31	0.00
403.000 Taxes - Brighton		47,211.33	55.36	566,536.00
403.001 Taxes - Deerfield		15,561.83	0.00	186,742.00
403.002 Taxes - Genoa		4,863.75	0.00	58,365.00
403.003 Taxes - Hartland	847.98	112,199.08	847.98	1,346,389.00
403.004 Taxes - Oceola		17,481.75	0.00	209,781.00
403.005 Taxes - Tyrone		17,062.92	0.00	204,755.00
403.006 Livingston Cty.		0.00	0.00	0.00
420.000 Delinquent Property Taxes		0.00	0.00	0.00
<b>Total 411.000 Tax Levy &amp; Delinquent Taxes</b>	<b>\$ 847.98</b>	<b>\$ 214,380.66</b>	<b>\$ 2,637.65</b>	<b>\$ 2,572,568.00</b>
572.000 State Aid		2,333.33	16,338.66	28,000.00
602.000 Charges for Services			0.00	0.00
607.000 Non-resident Fees		33.33	0.00	400.00
607.001 Room Use Fees	385.00	41.67	1,379.48	500.00
607.002 Fax Revenues	14.00	20.83	227.08	250.00
607.003 Print Out Fees	149.45	83.33	795.20	1,000.00
<b>Total 602.000 Charges for Services</b>	<b>\$ 548.45</b>	<b>\$ 179.16</b>	<b>\$ 2,401.76</b>	<b>\$ 2,150.00</b>
656.000 Penal Fines		4,833.33	64,735.39	58,000.00
659.000 Fines & Forfeits			0.00	0.00
681.000 Lost & Damaged Materials	181.83	83.33	868.75	1,000.00
681.001 Lost & Dam. Refunds		-8.33	-14.99	-100.00
681.002 Miscellaneous			2.00	0.00
681.003 ILL Lost & Damaged		41.67	17.95	500.00
681.004 ILL Lost & Damaged Refunds		-4.17	0.00	-50.00
<b>Total 659.000 Fines &amp; Forfeits</b>	<b>\$ 181.83</b>	<b>\$ 112.50</b>	<b>\$ 873.71</b>	<b>\$ 1,350.00</b>
670.000 Investment Income			0.00	0.00
665.000 Interest - Bank	191.37	83.33	851.92	1,000.00
665.001 Interest - Investment Fund	6,933.12		28,514.55	0.00
<b>Total 670.000 Investment Income</b>	<b>\$ 7,124.49</b>	<b>\$ 83.33</b>	<b>\$ 29,366.47</b>	<b>\$ 1,000.00</b>
675.001 Gifts - Restricted			0.00	0.00
674.004 Restricted Donations-Other	295.00		295.00	0.00
<b>Total 675.001 Gifts - Restricted</b>	<b>\$ 295.00</b>	<b>\$ 0.00</b>	<b>\$ 295.00</b>	<b>\$ 0.00</b>
681.006 Miscellaneous Income			49.54	0.00
666.000 Dividends		208.33	1,905.00	2,500.00
<b>Total 681.006 Miscellaneous Income</b>	<b>\$ 0.00</b>	<b>\$ 208.33</b>	<b>\$ 1,954.54</b>	<b>\$ 2,500.00</b>
<b>Total Revenue</b>	<b>\$ 8,997.75</b>	<b>\$ 222,130.64</b>	<b>\$ 118,603.18</b>	<b>\$ 2,665,568.00</b>
<b>Gross Profit</b>	<b>\$ 8,997.75</b>	<b>\$ 222,130.64</b>	<b>\$ 118,603.18</b>	<b>\$ 2,665,568.00</b>
<b>Expenditures</b>				
421.000 Tax Refunds		437.94	1,093.53	0.00

<b>700.000 Salaries &amp; Fringe Benefits</b>			0.00	0.00
<b>702.000 Salaries - Full-time</b>	72,944.94	80,083.33	296,874.77	961,000.00
<b>702.001 Salaries - Part-time</b>	20,460.83	21,000.00	94,875.74	252,000.00
<b>702.002 Wages - O.T. / Substitute</b>		2,000.00	0.00	24,000.00
<b>702.004 Sunday Staff</b>	2,554.72	2,000.00	3,832.92	24,000.00
<b>713.000 Life Insurance</b>	650.61	708.33	3,895.48	8,500.00
<b>713.001 Health Insurance</b>	8,917.43	11,916.67	48,111.64	143,000.00
<b>713.002 Retirement Benefits</b>	7,413.59	8,258.33	30,766.31	99,100.00
<b>713.003 Employer's FICA</b>	7,191.16	8,175.00	29,768.02	98,100.00
<b>713.004 State Unemployment Tax</b>	-40.72	416.67	9.94	5,000.00
<b>713.005 Employee Assistance Program</b>		0.00	0.00	0.00
<b>713.006 Worker's Compensation</b>		383.33	2,662.00	4,600.00
<b>Total 700.000 Salaries &amp; Fringe Benefits</b>	<b>\$ 120,092.56</b>	<b>\$ 134,941.66</b>	<b>\$ 510,796.82</b>	<b>\$ 1,619,300.00</b>
<b>726.000 Supplies</b>			0.00	0.00
<b>727.000 Postage Expense</b>	3,500.00	1,041.67	3,995.69	12,500.00
<b>727.001 Office Supplies</b>		208.33	290.47	2,500.00
<b>727.004 Public Use Supplies</b>		166.67	534.95	2,000.00
<b>728.000 Library Supplies</b>	1,316.09	250.00	2,472.90	3,000.00
<b>728.001 Custodial Supplies</b>	305.91	541.67	1,494.17	6,500.00
<b>728.002 Equip &amp; Furnishings, Disposable</b>		0.00	0.00	0.00
<b>Total 726.000 Supplies</b>	<b>\$ 5,122.00</b>	<b>\$ 2,208.34</b>	<b>\$ 8,788.18</b>	<b>\$ 26,500.00</b>
<b>800.000 Professional Services</b>			0.00	0.00
<b>801.000 Payroll &amp; Accounting Services</b>	1,304.04	1,333.33	6,030.66	16,000.00
<b>801.001 Audit Fees</b>		687.50	10,426.00	8,250.00
<b>801.002 Legal Fees</b>	58.50	833.33	1,822.50	10,000.00
<b>801.003 Library Network Fees</b>		583.33	125.00	7,000.00
<b>801.004 Cataloging &amp; Acquisitions</b>	408.75	4,166.67	7,242.26	50,000.00
<b>801.005 Other Professional Services</b>	1,150.20	7,333.33	21,375.70	88,000.00
<b>801.006 Managed Technology Services</b>	7,133.14	6,250.00	26,794.30	75,000.00
<b>Total 800.000 Professional Services</b>	<b>\$ 10,054.63</b>	<b>\$ 21,187.49</b>	<b>\$ 73,816.42</b>	<b>\$ 254,250.00</b>
<b>850.000 Technology</b>			0.00	0.00
<b>745.000 Technology Supplies</b>	14.99	1,250.00	149.00	15,000.00
<b>930.001 Technology Maintenance</b>	1,378.03	5,791.67	22,892.57	69,500.00
<b>Total 850.000 Technology</b>	<b>\$ 1,393.02</b>	<b>\$ 7,041.67</b>	<b>\$ 23,041.57</b>	<b>\$ 84,500.00</b>
<b>860.009 Community Relations</b>			0.00	0.00
<b>880.000 Marketing</b>	2,109.64	2,276.67	13,212.92	27,320.00
<b>900.000 Printing</b>		1,537.50	4,024.93	18,450.00
<b>901.002 Public Programming</b>	2,203.59	4,041.67	21,700.23	48,500.00
<b>901.003 Memberships - Non-library Organ</b>		166.67	0.00	2,000.00
<b>Total 860.009 Community Relations</b>	<b>\$ 4,313.23</b>	<b>\$ 8,022.51</b>	<b>\$ 38,938.08</b>	<b>\$ 96,270.00</b>
<b>920.000 Utilities</b>			0.00	0.00
<b>850.001 Telecommunications</b>	1,770.10	1,166.67	6,104.18	14,000.00
<b>920.001 Heating Fuel</b>	167.56	708.33	1,310.60	8,500.00
<b>920.002 Electricity</b>	1,312.35	2,166.67	6,496.53	26,000.00
<b>920.003 Sewer Use</b>		416.67	1,051.32	5,000.00
<b>Total 920.000 Utilities</b>	<b>\$ 3,250.01</b>	<b>\$ 4,458.34</b>	<b>\$ 14,962.63</b>	<b>\$ 53,500.00</b>
<b>931.000 Repairs &amp; Maintenance</b>		650.00	1,310.00	0.00

<b>930.000 Rep &amp; Maint-Equip &amp; Furnishings</b>		125.00	0.00	1,500.00
<b>930.002 Rep &amp; Maint-Buildings</b>	649.42	2,916.67	5,128.09	35,000.00
<b>930.004 Rep &amp; Maint-Grounds</b>		1,000.00	1,676.18	12,000.00
<b>Total 931.000 Repairs &amp; Maintenance</b>	<b>\$ 1,299.42</b>	<b>\$ 4,041.67</b>	<b>\$ 8,114.27</b>	<b>\$ 48,500.00</b>
<b>940.000 Rental</b>	169.00	166.67	677.00	2,000.00
<b>955.000 Administrative Expenses</b>			0.00	0.00
<b>956.000 Bank Fees</b>	98.47	208.33	754.08	2,500.00
<b>956.002 Public Notices</b>		20.83	0.00	250.00
<b>956.005 Misc Administrative Expense</b>	314.00	583.33	828.51	7,000.00
<b>956.006 Cash Over/Short</b>		0.00	-0.62	0.00
<b>Total 955.000 Administrative Expenses</b>	<b>\$ 412.47</b>	<b>\$ 812.49</b>	<b>\$ 1,581.97</b>	<b>\$ 9,750.00</b>
<b>955.001 Property &amp; Liability Insurance</b>		2,083.33	24,491.00	25,000.00
<b>957.000 Professional Development</b>			0.00	0.00
<b>802.000 Professional Membership - Staff</b>		62.50	525.00	750.00
<b>802.001 Professional Membership - Board</b>		0.00	0.00	0.00
<b>860.002 Staff Development</b>	1,040.31	1,083.33	1,903.31	13,000.00
<b>860.003 Board Training</b>	120.00	20.83	120.00	250.00
<b>860.004 Mileage Reimbursement - Staff</b>	46.62	375.00	548.24	4,500.00
<b>860.005 Mileage Reimbursement - Board</b>		0.00	0.00	0.00
<b>860.006 Travel</b>	50.00	1,166.67	2,657.40	14,000.00
<b>860.007 Meals</b>	244.75	333.33	559.87	4,000.00
<b>860.008 Board Travel</b>		0.00	0.00	0.00
<b>Total 957.000 Professional Development</b>	<b>\$ 1,501.68</b>	<b>\$ 3,041.66</b>	<b>\$ 6,313.82</b>	<b>\$ 36,500.00</b>
<b>981.000 Library Materials</b>		0.00	0.00	0.00
<b>980.006 Periodicals (Magazines &amp; Newspapers)</b>		512.50	26.45	6,150.00
<b>982.000 Collections Adult</b>	7,297.98	6,875.00	35,424.01	82,500.00
<b>982.002 Collections Juvenile</b>	3,760.91	4,666.67	9,281.95	56,000.00
<b>982.003 Collections - Databases</b>		1,841.67	10,873.09	22,100.00
<b>982.004 Collections - E-Resources</b>	6,930.76	8,666.67	39,564.19	104,000.00
<b>982.005 Collections Young Adult</b>	2,409.23	1,333.33	4,534.52	16,000.00
<b>982.006 Collections Periodicals</b>	6,061.27		6,511.22	0.00
<b>Collections Electronic (deleted)</b>			1,323.00	0.00
<b>Total 981.000 Library Materials</b>	<b>\$ 26,460.15</b>	<b>\$ 23,895.84</b>	<b>\$ 107,538.43</b>	<b>\$ 286,750.00</b>
<b>995.000 Transfer to Improvement Fund</b>		9,047.83	0.00	108,574.00
<b>Total Expenditures</b>	<b>\$ 174,506.11</b>	<b>\$ 220,949.50</b>	<b>\$ 820,153.72</b>	<b>\$ 2,651,394.00</b>
<b>Net Operating Revenue</b>	<b>-\$ 165,508.36</b>	<b>\$ 1,181.14</b>	<b>-\$ 701,550.54</b>	<b>\$ 14,174.00</b>
<b>Net Revenue</b>	<b>-\$ 165,508.36</b>	<b>\$ 1,181.14</b>	<b>-\$ 701,550.54</b>	<b>\$ 14,174.00</b>

## Cromaine District Library Improvement October 2025

	Oct 2025		YTD Total	
	Actual	Budget	Actual	YTD Budget
<b>Revenue</b>				
670.000 Investment Income			0.00	0.00
665.001 Interest - Investment Fund	6,933.12		28,514.55	0.00
<b>Total 670.000 Investment Income</b>	<b>\$ 6,933.12</b>	<b>\$ 0.00</b>	<b>\$ 28,514.55</b>	<b>\$ 0.00</b>
<b>Total Revenue</b>	<b>\$ 6,933.12</b>	<b>\$ 0.00</b>	<b>\$ 28,514.55</b>	<b>\$ 0.00</b>
<b>Gross Profit</b>	<b>\$ 6,933.12</b>	<b>\$ 0.00</b>	<b>\$ 28,514.55</b>	<b>\$ 0.00</b>
<b>Expenditures</b>				
421.000 Tax Refunds			0.00	0.00
975.001 Building Additions			0.00	0.00
975.002 Building Improvement			4,166.67	50,000.00
975.132 Grounds Improvements	9,430.30	105,000.00	47,223.06	1,260,000.00
980.000 Equipment			4,166.67	50,000.00
980.002 Furnishings - Life over 1 Year			2,083.33	25,000.00
984.000 Public Use Hardware			2,916.67	35,000.00
984.001 Public Use Software	596.00	2,500.00	596.00	30,000.00
984.002 Staff Use Hardware			1,250.00	15,000.00
984.003 Staff Use Software			250.00	3,000.00
<b>995.000 Transfer to Improvement Fund</b>			<b>0.00</b>	<b>0.00</b>
<b>Total Expenditures</b>	<b>\$ 10,026.30</b>	<b>\$ 122,333.34</b>	<b>\$ 60,481.86</b>	<b>\$ 1,468,000.00</b>
<b>Net Operating Revenue</b>	<b>-\$ 3,093.18</b>	<b>-\$ 122,333.34</b>	<b>-\$ 31,967.31</b>	<b>-\$ 1,468,000.00</b>
<b>Net Revenue</b>	<b>-\$ 3,093.18</b>	<b>-\$ 122,333.34</b>	<b>-\$ 31,967.31</b>	<b>-\$ 1,468,000.00</b>

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**Cromaine District Library**  
**GIFT October 2025**

	Oct 2025		YTD Total	
	Actual	Budget	YTD Actual	Budget
<b>Revenue</b>				
675.000 Gifts - Unrestricted			0.00	0.00
674.001 General Donations	20.00		1,220.00	0.00
Total 675.000 Gifts - Unrestricted	<b>\$ 20.00</b>	<b>\$ 0.00</b>	<b>\$ 1,220.00</b>	<b>\$ 0.00</b>
675.001 Gifts - Restricted			0.00	0.00
674.003 Restricted Donations-Materials			268.07	0.00
674.004 Restricted Donations-Other			740.00	0.00
Total 675.001 Gifts - Restricted	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 1,008.07</b>	<b>\$ 0.00</b>
678.000 Grants & Related Gifts			0.00	0.00
529.000 Other Grants	250,000.00		250,000.00	0.00
Total 678.000 Grants & Related Gifts	<b>\$ 250,000.00</b>	<b>\$ 0.00</b>	<b>\$ 250,000.00</b>	<b>\$ 0.00</b>
<b>Total Revenue</b>	<b>\$ 250,020.00</b>	<b>\$ 0.00</b>	<b>\$ 252,228.07</b>	<b>\$ 0.00</b>
<b>Gross Profit</b>	<b>\$ 250,020.00</b>	<b>\$ 0.00</b>	<b>\$ 252,228.07</b>	<b>\$ 0.00</b>
<b>Expenditures</b>				
726.000 Supplies			83.33	724.74
727.001 Office Supplies	-43.99		-77.98	0.00
Total 726.000 Supplies	<b>-\$ 43.99</b>	<b>\$ 83.33</b>	<b>\$ 646.76</b>	<b>\$ 1,000.00</b>
850.000 Technology			166.67	0.00
860.009 Community Relations			1,666.67	2,000.00
880.000 Marketing			684.00	0.00
900.000 Printing			600.00	0.00
901.002 Public Programing	1,340.95		7,705.88	0.00
901.003 Memberships - Non-library Organ			1,000.00	0.00
Total 860.009 Community Relations	<b>\$ 1,340.95</b>	<b>\$ 1,666.67</b>	<b>\$ 9,989.88</b>	<b>\$ 20,000.00</b>
931.000 Repairs & Maintenance			666.67	0.00
930.000 Rep & Maint-Equip & Furnishings			5,000.00	0.00
930.004 Rep & Maint-Grounds			127.44	0.00
Total 931.000 Repairs & Maintenance	<b>\$ 0.00</b>	<b>\$ 666.67</b>	<b>\$ 5,127.44</b>	<b>\$ 8,000.00</b>
980.002 Furnishings - Life over 1 Year			833.33	0.00
981.000 Library Materials			333.33	0.00
986.000 Purchases from Gifts			5,000.00	0.00
<b>Total Expenditures</b>	<b>\$ 1,296.96</b>	<b>\$ 3,750.00</b>	<b>\$ 20,764.08</b>	<b>\$ 45,000.00</b>
<b>Net Operating Revenue</b>	<b>\$ 248,723.04</b>	<b>-\$ 3,750.00</b>	<b>\$ 231,463.99</b>	<b>-\$ 45,000.00</b>
<b>Net Revenue</b>	<b>\$ 248,723.04</b>	<b>-\$ 3,750.00</b>	<b>\$ 231,463.99</b>	<b>-\$ 45,000.00</b>

**Cromaine District Library**  
**Music Hall October 2025**

	Oct 2025		YTD Total	
	Actual	Budget	YTD Actual	Budget
<b>Revenue</b>				
<b>602.000 Charges for Services</b>			0.00	0.00
<b>607.001 Room Use Fees</b>	675.00	833.33	4,293.75	10,000.00
<b>Total 602.000 Charges for Services</b>	<b>\$ 675.00</b>	<b>\$ 833.33</b>	<b>\$ 4,293.75</b>	<b>\$ 10,000.00</b>
<b>Total Revenue</b>	<b>\$ 675.00</b>	<b>\$ 833.33</b>	<b>\$ 4,293.75</b>	<b>\$ 10,000.00</b>
<b>Gross Profit</b>	<b>\$ 675.00</b>	<b>\$ 833.33</b>	<b>\$ 4,293.75</b>	<b>\$ 10,000.00</b>
<b>Expenditures</b>				
<b>726.000 Supplies</b>			0.00	0.00
<b>728.001 Custodial Supplies</b>			41.67	500.00
<b>Total 726.000 Supplies</b>	<b>\$ 0.00</b>	<b>\$ 41.67</b>	<b>\$ 0.00</b>	<b>\$ 500.00</b>
<b>800.000 Professional Services</b>			0.00	0.00
<b>801.005 Other Professional Services</b>			0.00	0.00
<b>801.006 Managed Technology Services</b>			0.00	0.00
<b>Total 800.000 Professional Services</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>
<b>850.000 Technology</b>			0.00	0.00
<b>930.001 Technology Maintenance</b>			0.00	0.00
<b>Total 850.000 Technology</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>
<b>860.009 Community Relations</b>			0.00	0.00
<b>901.003 Memberships - Non-library Organ</b>			83.33	1,000.00
<b>Total 860.009 Community Relations</b>	<b>\$ 0.00</b>	<b>\$ 83.33</b>	<b>\$ 0.00</b>	<b>\$ 1,000.00</b>
<b>920.000 Utilities</b>			0.00	0.00
<b>850.001 Telecommunications</b>	264.59	266.67	1,057.54	3,200.00
<b>920.001 Heating Fuel</b>	89.58	166.67	89.58	2,000.00
<b>920.002 Electricity</b>	953.29	208.33	953.29	2,500.00
<b>920.003 Sewer Use</b>	118.85	70.83	118.85	850.00
<b>Total 920.000 Utilities</b>	<b>\$ 1,426.31</b>	<b>\$ 712.50</b>	<b>\$ 2,219.26</b>	<b>\$ 8,550.00</b>
<b>931.000 Repairs &amp; Maintenance</b>			0.00	0.00
<b>930.002 Rep &amp; Maint-Buildings</b>	155.97	833.33	1,457.53	10,000.00
<b>930.004 Rep &amp; Maint-Grounds</b>			333.33	4,000.00
<b>Total 931.000 Repairs &amp; Maintenance</b>	<b>\$ 155.97</b>	<b>\$ 1,166.66</b>	<b>\$ 4,293.50</b>	<b>\$ 14,000.00</b>
<b>955.001 Property &amp; Liability Insurance</b>			10.42	125.00
<b>980.000 Equipment</b>			127.62	0.00
<b>980.002 Furnishings - Life over 1 Year</b>			944.57	0.00
<b>Total Expenditures</b>	<b>\$ 2,654.47</b>	<b>\$ 2,014.58</b>	<b>\$ 7,584.95</b>	<b>\$ 24,175.00</b>
<b>Net Operating Revenue</b>	<b>-\$ 1,979.47</b>	<b>-\$ 1,181.25</b>	<b>-\$ 3,291.20</b>	<b>-\$ 14,175.00</b>
<b>Net Revenue</b>	<b>-\$ 1,979.47</b>	<b>-\$ 1,181.25</b>	<b>-\$ 3,291.20</b>	<b>-\$ 14,175.00</b>

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

	<b>2025</b>	<b>2024</b>	<b>% of Change</b>
<b>Circulation</b>	18,901	25,444	<b>-26%</b>
<b>New Physical Items Added</b>	653	1,355	<b>-52%</b>
<b>Total Physical Items</b>	72,224	70,629	<b>2%</b>
<b>Program Attendance</b>	1,090	786	<b>39%</b>
<b>Room Use- in Library</b>	200	152	<b>32%</b>
<b>Music Hall Reservations</b>	25	37	<b>-32%</b>
<b>Visits</b>	8,222	8,572	<b>-4%</b>
<b>Website visits</b>	25,339	21,124	<b>20%</b>
<b>Cardholders Added</b>	59	63	<b>-6%</b>
<b>Library Cards Renewed</b>	84	107	<b>-21%</b>
<b>Total Cardholders</b>	9,397	8,763	<b>7%</b>
<b>Cardholders as % of Pop.</b>	31.64%	29.51%	<b>7%</b>
<b>Total Population</b>	<b>29,699</b>	<b>29,699</b>	<b>0%</b>

## **PERSONNEL COMMITTEE MINUTES 12/4/25**

Trustees present: Dawn Smith, Kim Armstrong

Trustee absent: Bill Bolin (Chair)

Staff present: Sarah Neidert, Darlene Randolph

No public present

### **Evaluations of the Board and Individual Board Members:**

These evaluations will be sent out to board members before the January meeting, we are reviewing them at this meeting to evaluate if it needs any changes or updates.

There was conversation if this assessment needs to be every year or every other year, depending if there is no board turnover.

Trustee Armstrong asked if the self-evaluation be turned in or something to keep ourselves?

Trustee Smith added that the compilation of these would be interesting to know how other board members feel. This will be discussed at the whole board meeting to find out how they feel.

Trustee Armstrong suggests that this be discussed in a closed session. Director Neidert will check the By-laws regarding closed session rules.

One suggestion for both this evaluation and the Directors evaluation- add page and section numbers to aid discussion among members.

### **Director's Evaluation:**

Six Trustees submitted written evaluations of the Library Director. The committee went over the comments and discussed goals for the coming year. The goals and evaluation will be discussed at the December board meeting. Director Neidert wishes to remain in-session during the discussion of the evaluation this year, (Policy 8002 states that the employee must request going into closed session). Progress toward these goals will be reviewed by the Personnel Committee mid-year, in June or July.

### **Healthcare Resolution:**

This is an annual resolution to exempt the library from the Michigan Public Act 152 of 2011. Director Neidert listed the three choices for public boards that qualify under this act.

- Hard Capping contributions based on a yearly formula
- 80/20 option
- Exemption from the requirements.

A public body may vote to exempt itself from PA 152 in order to avoid excessive employee cost increases, stay competitive with other employers, maintain flexibility and reduce total costs. The Library switched to a lower tier health plan this year in order to keep the health care premium increase to a manageable amount for the budget.

The board has voted to exempt the library from the Michigan Public Act 152 of 2011 since its inception. It is the recommendation of the committee to vote for exemption again this year.

**Legal Representation for Collection Development (Policy 3010):**

Trustees Smith and Armstrong brought information sent by law firms, Rickard, Denney, Leichliter, Childers & Bosch from Lapeer, Michigan and Murphy & Spagnuolo from Okemos, Michigan. Director Neidert asked if the other members of the committee have received any additional information from or about Logan Spena or Alliance Defending Freedom? President Bolin has not responded to requests. After some discussion, Trustee Armstrong suggested having Anne Seurynck, included in the interview process as well. The committee read over the list of questions made by different members of the board, and narrowed them down. This will be brought to the whole board. The committee would like an update from President Bolin.

**Staff Update:**

Youth Services Intern Nina is moving to the west side of the state after finishing her MLIS degree- We wish her all the best.

Liz Welch, Community Engagement Manager, was awarded the Community Impact Award from the Hartland Chamber of Commerce.

Meeting Adjourned 7:40 pm

Suggest no meeting in January 2026 – the regular meeting would fall on 1/1/26 or 1/8/26 if items added to agenda at meeting, however, this is a quick turnaround for the board packet the next day.

Cromaine District Library Finance Committee Meeting Minutes  
Date Thursday, December 11, 2025

**Attendees:**

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

**Review of Monthly Financial Activity Statements** for October 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 - ending balance of \$ \$4,591,639.63

Bank of Ann Arbor Accounts:

- Checking Account - ending balance \$330,249.15
- Money Market Account – ending balance \$12,567.03

Credit Cards- \$10,561.92 was paid in September. Charges in October were \$14,178.66

**Building:**

There is a water leak in the roof of the Music Hall. Scott Wren is attempting to get someone to come out to assess it. We have alerted the Messiah chair, and they will not seat people in the 3 seats at the back that are affected.

- The Pre-Bid meeting on 12/10 was attended by 3 contracting firms.
- Next steps:
  - GMAA will address any questions asked in an addendum by Monday, 12/15
  - Bids are due on 12/19.
  - Award date is 1/19/26.

**Finance Policies: No significant changes**

- 6005 Investment of Library Funds – update heading to match (updated January 2025 after legal review)
- 6015 Budget - no changes (updated January 2025 after revision by Director and legal review)

**Other:**

With the completion of the 24-25 audit, the committee requests that the Director review the unassigned fund balance and bring recommendation(s) for levels to assign capital projects in the Improvement fund to the February committee meeting for review.

Transaction date	Name	Memo/Description	Account full name	Amount
07/10/2025	B.F. Thompson P.C.	Updating survey/FY25-26	975.132 Grounds Improvements	1,350.00
07/25/2025	Barr Engineering Michigan LLC		975.132 Grounds Improvements	1,293.50
07/31/2025	Hartland Township	CHECK 29495	975.132 Grounds Improvements	175.00
08/04/2025	McDowell Associates		975.132 Grounds Improvements	3,935.00
08/20/2025	Zeinat Wozniak & Associates	Invoice #25-287	975.132 Grounds Improvements	10,800.00
	Grissim Metz Andriese Associates, P.C.	Landscape Architectural Service for June 01-July 31, 2025	975.132 Grounds Improvements	3,276.26
08/26/2025	Hartland Township		975.132 Grounds Improvements	1,200.00
09/01/2025	Dukes Tree Service Llc.	removal of tree	975.132 Grounds Improvements	800.00
09/03/2025	Zeinat Wozniak & Associates	Invoice #25-315	975.132 Grounds Improvements	3,549.00
09/11/2025	Livingston City Dept of Bldg & Safety Eng	LIVINGSTON COUNTY TREASUR - SARAH NEIDERT - 3887	975.132 Grounds Improvements	33.00
09/15/2025	Grissim Metz Andriese Associates, P.C.	Landscape Architectural Service for Aug 01-Aug. 31, 2025	975.132 Grounds Improvements	9,771.50
09/18/2025	Barr Engineering Michigan LLC	Wetland Services/outdoor project	975.132 Grounds Improvements	1,609.50
10/16/2025	Grissim Metz Andriese Associates, P.C.	Landscape Architectural Service for Sep. 01-Sept. 30, 2025	975.132 Grounds Improvements	9,430.30
				<u>\$47,223.06</u>

<b>Cromaine District Library Policy</b>	Policy #6005
<b><i>Investment of Library Funds/Investment Policy</i></b>	<u>Tracking Record</u> Revise and Adopted: 2/20/25 Reviewed: 12/10/25

## **INVESTMENT POLICY**

### **I. Purpose.**

It is the policy of the Cromaine District Library (“Library”) to invest public funds in a manner which will provide the highest investment return with the maximum security while meeting the daily cash flow demands of the entity and conforming to all state statutes and Library policies governing the investment of public funds.

### **II. Scope.**

This Investment Policy (“Policy”) applies to all transactions involving the financial assets and related activity of the library except for any financial asset or money that is otherwise subject to a public act or bond authorizing ordinance or resolution that permits investment in fewer than all the investment options listed in this Policy or imposes one or more conditions upon an investment listed in this Policy. Further, this Policy does not apply to any funds which are governed by an act other than 1943 PA 20, the Investment of Surplus Funds of Political Subdivisions Act (“Act 20”).

### **III. Objectives.**

Funds of the Library will be invested in accordance with Act 20, as amended, and in accordance with the following objectives in order of priority:

- A. Safety - Safety of principal is the foremost objective of the investment program. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital and preservation of investment in the overall portfolio.
- B. Diversification - The investments shall be diversified by specific maturity dates, individual financial institution(s) or a specific class of securities in order that potential losses on individual securities do not exceed the income generated from the remainder of the portfolio.
- C. Liquidity - The investment portfolio will remain sufficiently liquid to meet all operating requirements which might be reasonably anticipated.

D. Return on Investment - The investment portfolio shall be designed with the objective of obtaining a rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and cash flow characteristics of the portfolio.

<b>Cromaine District Library Policy</b>	Policy #6005
<b><i>Investment of Library Funds/Investment Policy</i></b>	<p style="text-align: center;"><b><u>Tracking Record</u></b></p> <p>Revise and Adopted: 2/20/25 Reviewed: 12/10/25</p>

#### **IV. Authority; Delegation of Authority.**

Authority to manage the investment program is derived from state law, including Act 20, as amended, and the District Library Establishment Act, 1989 PA 24. Management responsibility for the investment program is hereby delegated to the Finance Committee, which shall establish procedures and internal controls for the operation of the investment program, consistent with the Investment Policy. No person may engage in investment transactions except as provided under the terms of this Policy and the procedures established by the Finance Committee. The Director shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials. The Library Board, after approval by the Finance Committee, may hire consultants, including a bookkeeper, to assist with Library investments. The Director shall be the Investment Officer.

#### **V. Authorized Instruments.**

In accordance with Act 20, as amended, the Finance Committee authorizes the Investment Officer to invest the surplus funds of the library as follows:

- A. Bonds, securities, and other obligations of the United States or an agency or instrumentality of the United States.
- B. Certificates of deposit, savings accounts, deposit accounts, or depository receipts of a financial institution, but only if the financial institution is eligible to be a depository of funds belonging to the state under a law or rule of this state or the United States. In addition, the Library Board by resolution may authorize its investment officer to invest the funds of the library in certificates of deposit or depository accounts in accordance with all of the following conditions:
  - 1. Certificates of deposit in accordance with all of the following conditions:
    - a. The funds are initially invested through a financial institution that is not ineligible to be a depository of surplus funds belonging to this state under section 6 of 1855 PA 105, MCL 21.146.
    - b. The financial institution arranges for the investment of the funds in certificates of deposit in one (1) or more insured depository institutions, as defined in 12 USC 1813, or one (1) or more insured credit unions, as defined in 12 USC 1752, for the account of the public corporation.

c. The full amount of the principal and any accrued interest of each certificate of deposit is insured by an agency of the United States.

d. The financial institution acts as custodian for the public corporation with respect to each certificate of deposit.

e. At the same time that the funds of the library are deposited and the certificate or certificates of deposit are issued, the financial institution receives an amount of deposits from customers of other insured depository institutions or insured credit unions equal to or greater than the amount of the funds initially invested by the public corporation through the financial institution.

2. Deposit accounts of a financial institution that meet all of the following conditions:

a. The funds are initially deposited in a financial institution that is not ineligible to be a depository of surplus funds belonging to this state under section 6 of 1855 PA 105, MCL 21.146.

b. The financial institution arranges for the deposit of the funds in deposit accounts in one (1) or more insured depository institutions, as defined in 12 USC 1813, or one (1) or more insured credit unions, as defined in 12 USC 1752, for the account of the public corporation.

c. The full amount of the principal and any accrued interest of each deposit account is insured by an agency of the United States.

d. The financial institution acts as custodian for the public corporation with respect to each deposit account.

e. On the same date that the funds of the Library are deposited under subdivision b) above, the financial institution receives an amount of deposits from customers of other insured depository institutions or insured credit unions equal to or greater than the amount of the funds initially deposited by the Library in the financial institution.

C. Commercial paper rated at the time of purchase within the two (2) highest classifications established by not less than two (2) standard rating services and that matures not more than 270 days after the date of purchase.

D. Repurchase agreements consisting of instruments listed in subdivision A. above. Repurchase agreements must be executed by the bank or dealer, and shall be negotiated only with dealers or financial institutions with whom the Library has negotiated a master repurchase agreement approved by the Library's legal counsel.

E. Bankers' acceptances of United States Banks.

F. Obligations of the State of Michigan or any of its political subdivisions that at the time of purchase are rated as investment grade by not less than one (1) standard rating service.

G. Mutual funds registered under the Investment Company Act of 1940, Title I of chapter 686, 54 Stat. 789, 15 U.S.C. 80a-1 to 80a-3 and 80a-4 to 80a-64, with authority to purchase only investment vehicles that are legal for direct investment by a public corporation. The authorization to invest in mutual funds includes securities whose net asset value per share may fluctuate on a periodic basis. However, a mutual fund is not disqualified as a permissible investment solely by reason of the following:

1. The purchase of securities on a when-issued or delayed delivery basis.
2. The ability to lend portfolio securities as long as the mutual fund receives collateral at all times equal to at least 100% of the value of the securities loaned.
3. The limited ability to borrow and pledge a like portion of the portfolio's assets for temporary or emergency purposes.

H. Obligations described in 5A through 5G above if purchased through an interlocal agreement under state law (Urban Cooperation Act of 1967) e.g., the MBIA Michigan CLASS program.

I. Investment pools organized under the Local Government Investment Pool Act, 1985 PA 121 and the Surplus Funds Investment Pool Act, 1982 PA 367.

## **VI. Safekeeping and Custody.**

All security transactions, including collateral for repurchase agreements and financial institution deposits, entered into by the Library shall be on a cash (or delivery vs. payment) basis. Securities may be held by a third-party custodian designated by the Finance Committee and evidenced by safekeeping receipts as determined by the Finance Committee.

## **VII. Prudence.**

Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation but for investment, considering the probable safety of their capital as well as the probable income to be derived.

## **VIII. Reports**

The Finance Committee may elect to have certificates and other evidence of investments held by a financial institution and sufficient documentation and acknowledgment of investments held on behalf of the library, provided that such documentation is provided on a quarterly basis. The Finance Committee shall provide, at a minimum, a quarterly report to the governing body concerning the investment of funds.

## **IX. Conflict**

The Finance Committee, Director and Library Board Members shall comply with all statutes related to public fund investments. Any provision of this Policy in conflict with state law, as amended from time to time, is void.

## **CROMAINE DISTRICT LIBRARY**

### **CERTIFICATION**

I hereby certify that I have received the Investment Policy of the Cromaine District Library, have personally read the Investment Policy, and agree to comply with the terms of the Investment Policy regarding the investment of the Cromaine District Library funds.

Any investment not conforming with your Investment Policy will be disclosed promptly.

We also pledge to exercise due diligence in informing you of all foreseeable risks associated with financial transactions conducted with our firm.

\_\_\_\_\_  
Institution

\_\_\_\_\_  
Address

\_\_\_\_\_  
Authorized Official & Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

POLICY APPROVED: \_\_\_\_\_

EFFECTIVE: \_\_\_\_\_

PRESIDENT: \_\_\_\_\_

<b>Cromaine District Library</b> <b>Policy</b>	Policy #: 6015
<b>BUDGET</b>	<p style="text-align: right;"><b>Tracking Record</b></p> <p>Date Approved: 11/19/98 Revised: 1/15/09; 12/10/09; 6/17/10; 12/8/10; 1/15/15; 12/10/15; 2/20/25 Reviewed: 12/13/11; 12/12/12; 12/11/13; 12/7/16; 12/12/17; 12/13/18; 1/9/2020; 12/10/2020; 12/08/22; 12/14/23; 12/10/25</p>

### **Introduction:**

Accountability and stewardship of public funds, including the fiscal responsibility of a balanced budget, are the objectives of the Cromaine District Library Board of Trustees, Library management and staff. Accounting records are to be maintained in accordance with generally accepted accounting principles and the annual operating budget will be prepared in accordance with the Uniform Budgeting and Accounting Act (MCL 141.421 to 141.440a). The budget shall be balanced for each budgeted fund. Total anticipated revenues plus that portion of the fund balance that is designated as a budget funding source shall equal total estimated expenditures for each fund. In keeping with this stewardship, the library will strive to maintain monies designated for anticipated maintenance of the building throughout its life, and for unanticipated emergencies. All budgets shall be adopted at the legal level of budgetary control which is the functional category within a fund (i.e., expenditures may not exceed the total appropriation for any function within a fund without the Library Board's approval). All budgets shall be adopted on a basis consistent with Generally Accepted Accounting Principles as promulgated by the Governmental Accounting Standards Board.

### **Budget Process & Timeline:**

The responsibility for the adoption of an annual budget for the operation and maintenance of the library rests with the Board of Trustees. The Finance Committee, a standing committee of the Board of Trustees, is responsible to review, consider, and recommend for Board action an annual budget and any amendments to it as proposed by management. It is the responsibility of the Library Director to develop and submit the annual budget. The Finance Committee will work with the Library Director to prepare a proposed budget to present to the Board at its May meeting for review. A public hearing will be held on the proposed Operating Fund Budget before the regularly scheduled board meeting in June. Prior to the meeting, notice of such public hearing will be published as required by law. The Board must approve the Operating Fund Budget at the regularly scheduled June meeting, before the beginning of the fiscal year (July 1), by adopting a budget resolution

1. The annual budget will include:
  - a. Estimated revenues by source for ensuing fiscal year;
  - b. Most recent and current fiscal year surpluses and deficits;
  - c. Amounts needed for deficiency purposes and to pay maturing principal and interest in ensuing year;
  - d. Proposed capital outlay expenditures;
  - e. Informational summary of projected revenues and expenditures of special assessment funds, public improvement or building and site funds, intragovernmental service funds or

- enterprise funds, including capital projects costs and financing three years beyond the budget
- f. sufficient funds (a minimum of seven months' operating expenditures) as fund balance in the Operating Fund to support the operating budget until December taxes are paid and
- g. other financial needs of the local unit.

2. The Board will identify funding goals for Improvement Fund so that monies will be available, when needed, for capital projects and will designate amounts to be transferred into these accounts at the end of the fiscal year.

**Budget Adjustment Process:**

A system of budgetary controls shall be maintained to assure adherence to the budget. Timely monthly financial reports shall be prepared comparing actual revenues, expenditures and encumbrances with budgeted amounts. The budget is a dynamic rather than static spending plan which requires adjustment from time to time as circumstances change. Approval by the Library Board is required for increases in total functional area budgets. The Library Board shall authorize funding sources increases or decreases as well as associated changes in the expenditure budget at the legal level of authority by adopting a budget resolution.

BOARD OF TRUSTEES OF  
CROMAINE DISTRICT LIBRARY  
RESOLUTION 2025-21

EXEMPTION FROM MICHIGAN PUBLIC ACT 152 OF 2011  
"THE PUBLICLY FUNDED HEALTH INSURANCE CONTRIBUTION ACT"

---

Minutes of a regular meeting of the Board of Trustees of the Cromaine District Library, County of Livingston, Michigan, held on the 18th day of December 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");

NOW THEREFORE BE IT RESOLVED THAT the Board of Trustees hereby votes to exempt the Cromaine District Library from Michigan Public Act 152 of 2011, consistent with Section 8 of said Act, and

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 18th day of December 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 ASSESSMENT

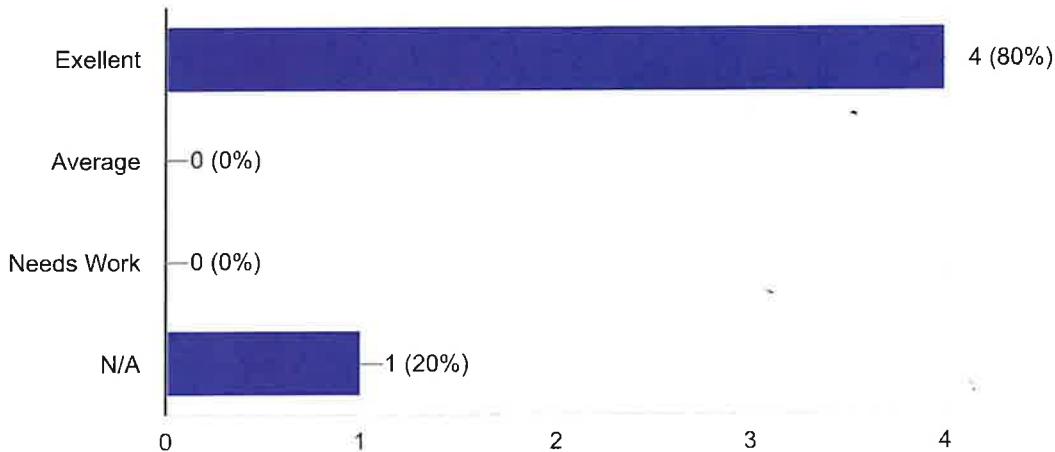
5 responses

[Publish analytics](#)

Attending Board meetings, including retreats, training sessions and committee meetings.

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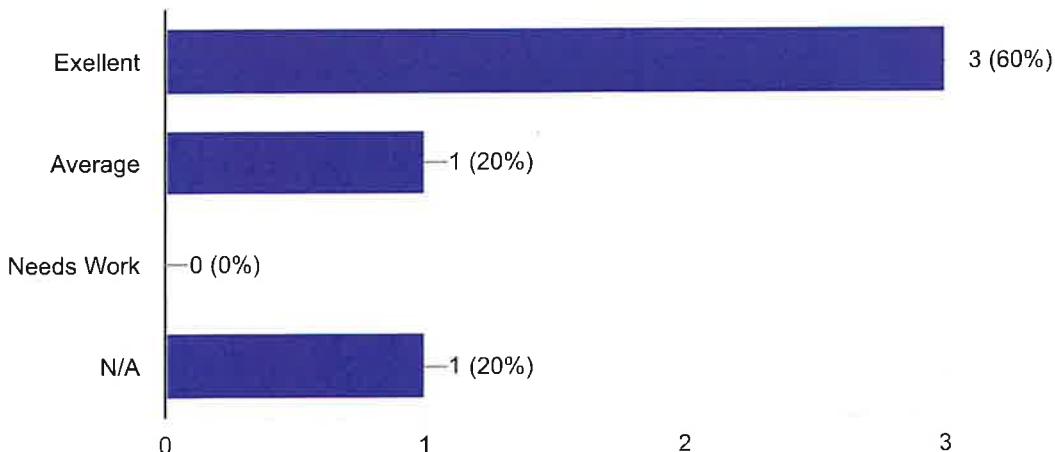
5 responses



Completing assignments and coming prepared to meetings.

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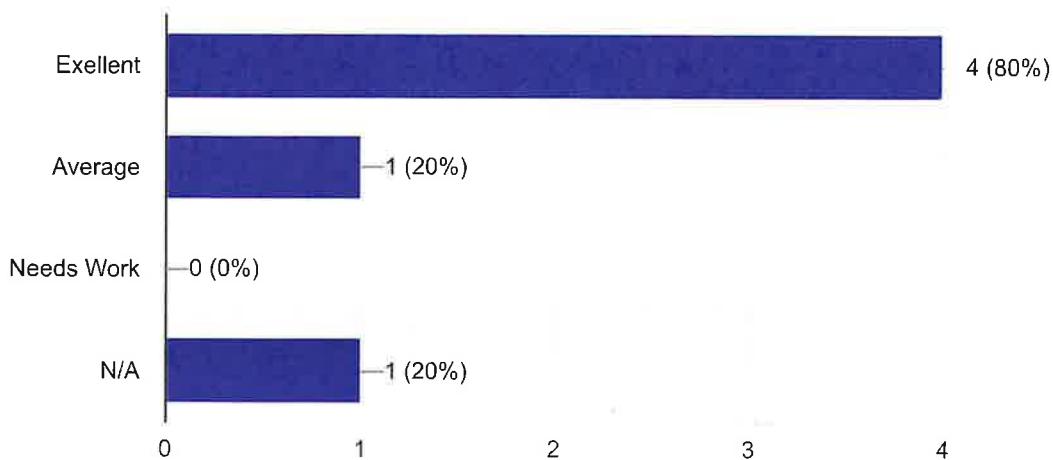
5 responses



Behaving in accordance with the organization's mission, vision, values, and governing documents.

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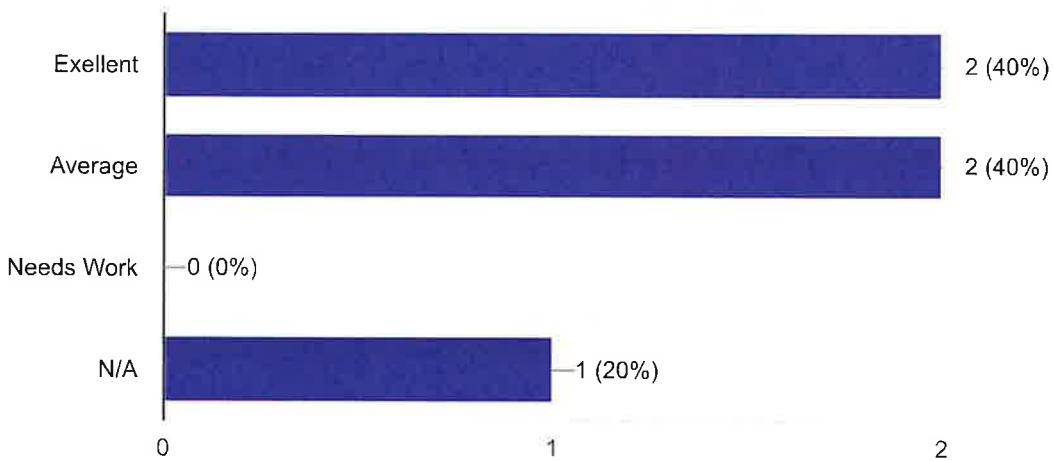
5 responses



Appropriate attention is paid to finance, HR and legal compliance.

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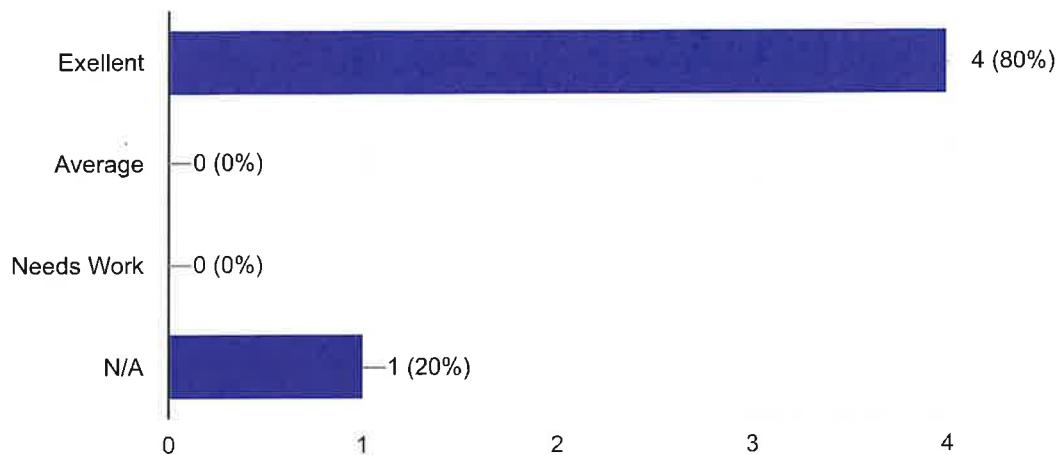
5 responses



A consent agenda is used for staff and committee reports.

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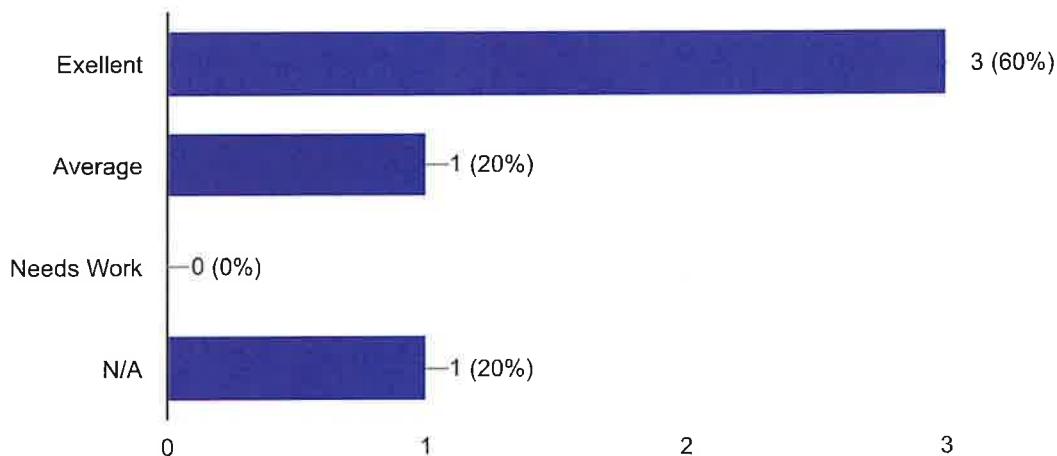
5 responses



Board meetings support organization goals, are well planned, and have clear agendas.

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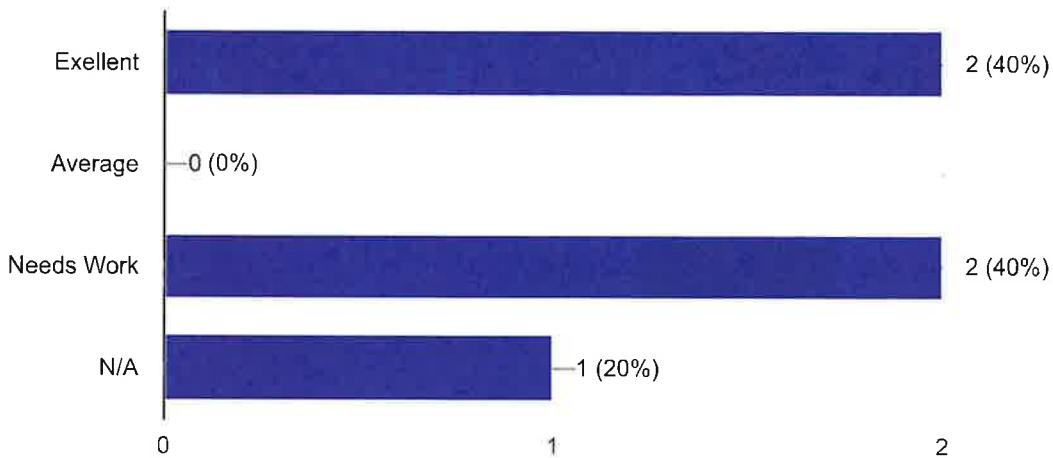
5 responses



Board discussion is welcoming of different points of view, allows for deep discourse on important topics, and allows for adequate time talking about the future.

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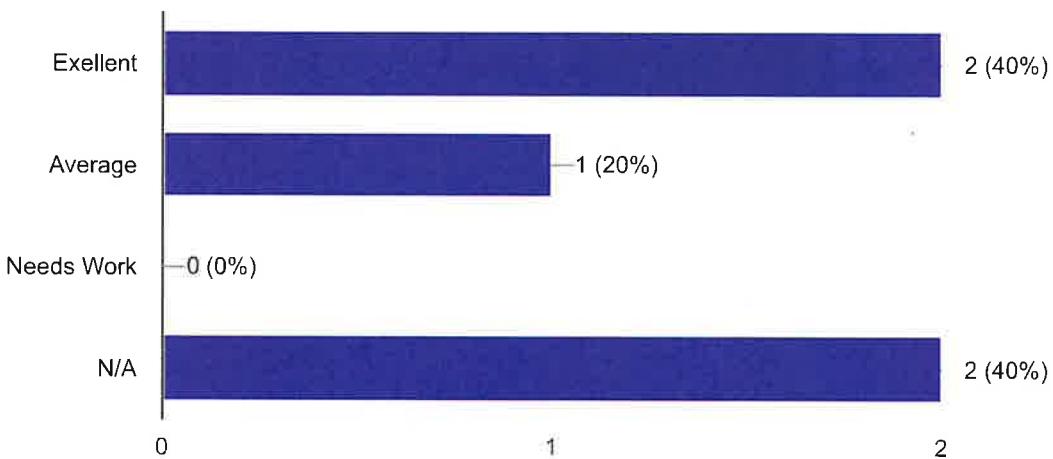
5 responses



Board Chair and Director meet regularly, work as a team, and communicate well with the rest of the Board.

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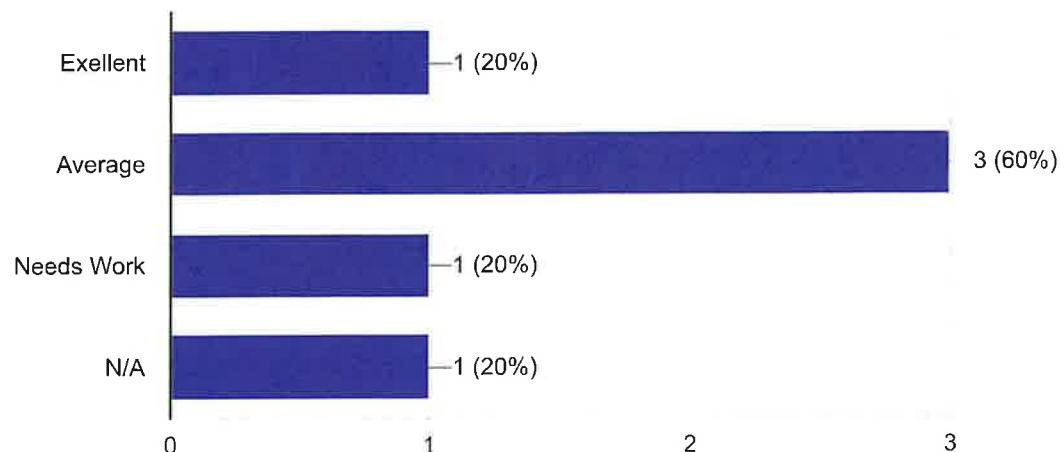
5 responses



Trust and relationship building is tended to regularly.

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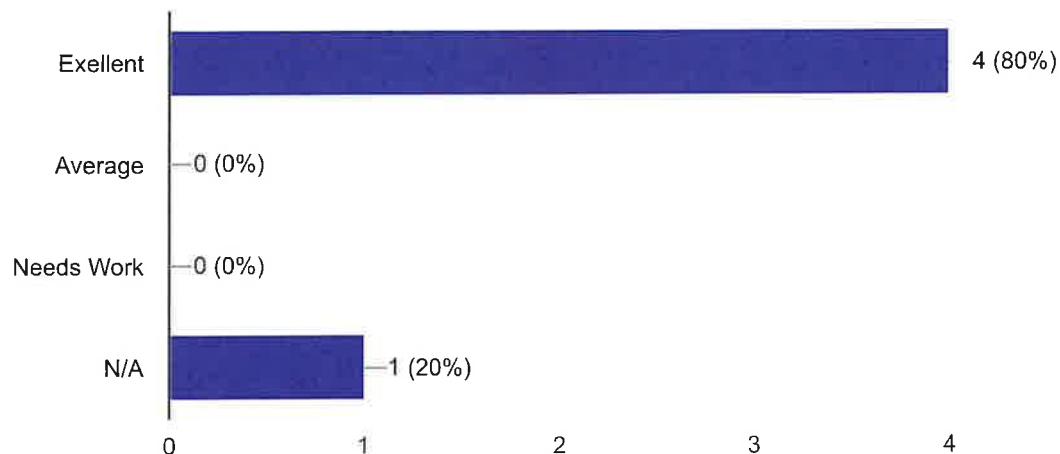
5 responses



Board members review performance of Library Director annually.

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5 responses



## Additional Comments:

3 responses

As I have only just begun my term with the CDL board, I would like to forego my review at this time. Thank you.

I completed this with the 2024 board in mind. It would be helpful to move this to mid-year or the end of the year so that we could always be reviewing the current board. Would also like to add a level between average and excellent.

The board needs to work together and discuss differing opinions better communication was needed last year. I believe the ultimate goal for ALL is to have a successful library, watch and abide by the bylaws, and work with the community.

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# BOARD MEMBER SELF ASSESSMENT

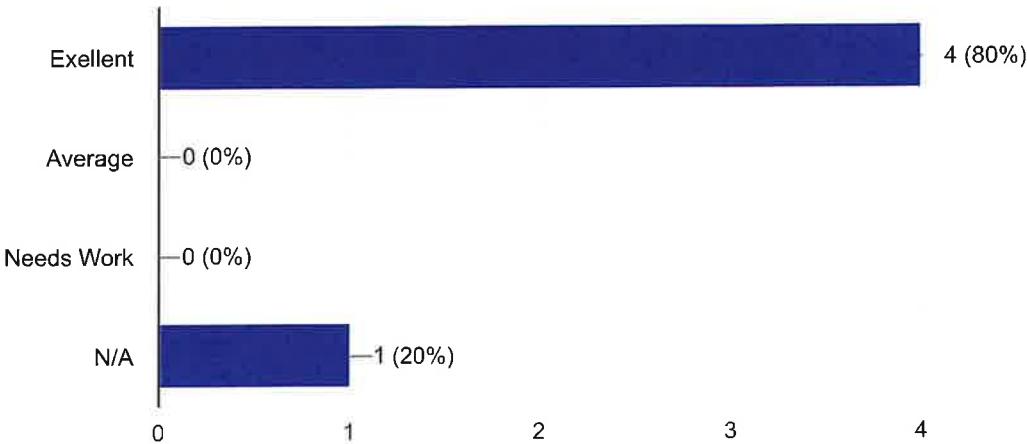
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Attending Board meetings, including retreats, training sessions and committee meetings.

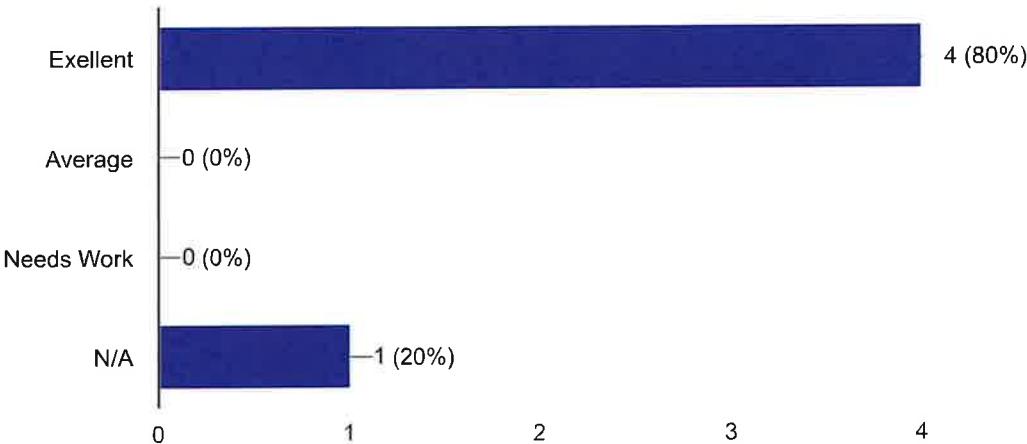
5 responses



Coming prepared for meetings, having read the board packet or committee documents prepared by the Library Director.

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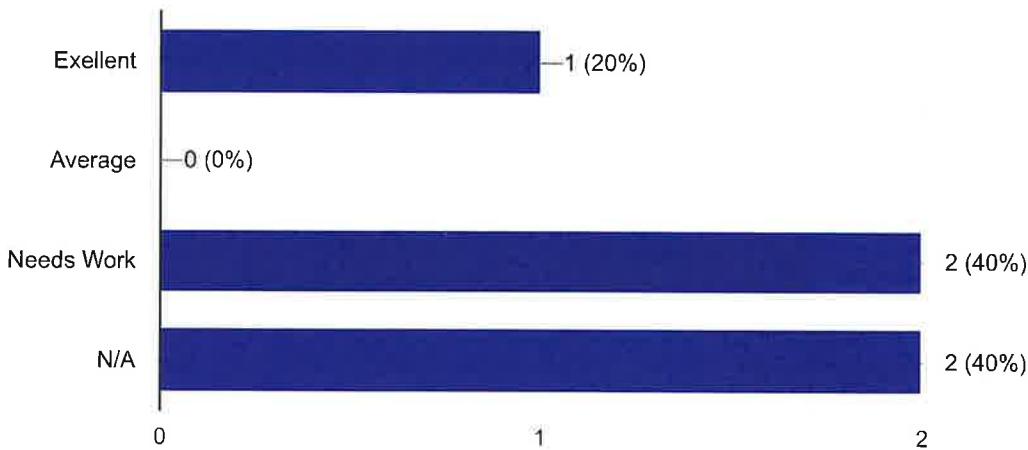
5 responses



Liaising with the Friends of the Library, working with the Friends to initiate fundraising campaigns with the cooperation of the Library Director.

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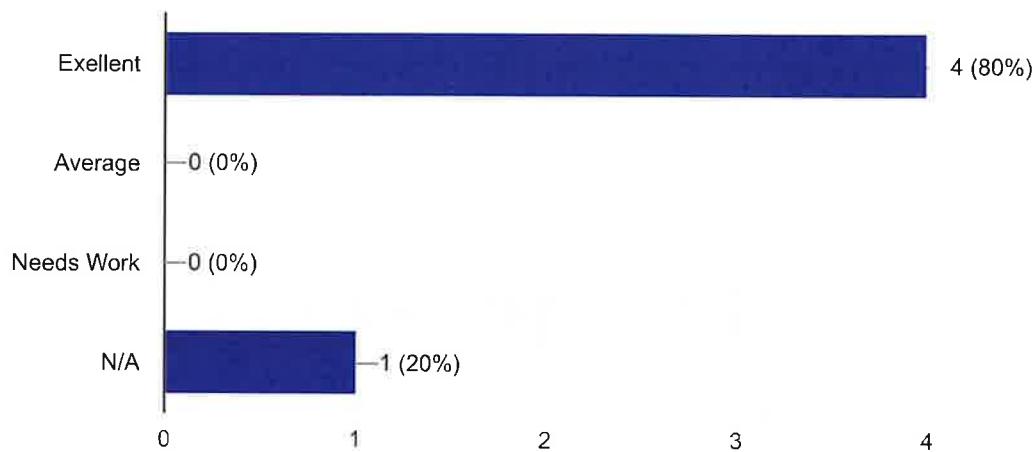
5 responses



Serving as an advocate for the Library within the larger community.

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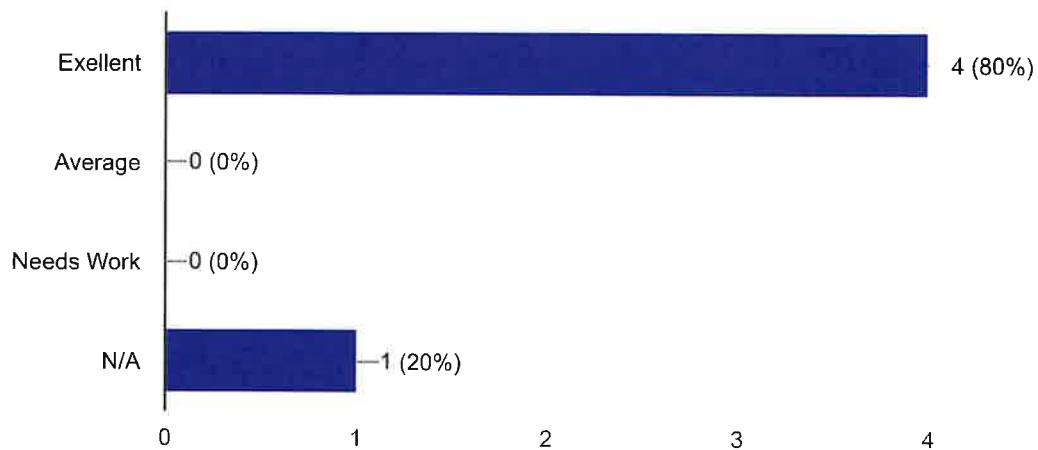
5 responses



Staying up-to-date on purpose, history, needs, and issues affecting the organization.

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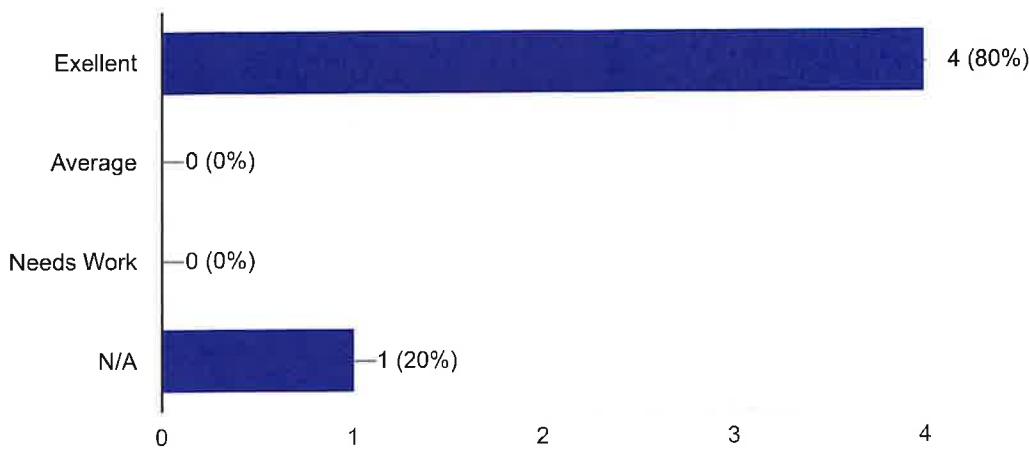
5 responses



Participating actively in the ongoing work of the Board.

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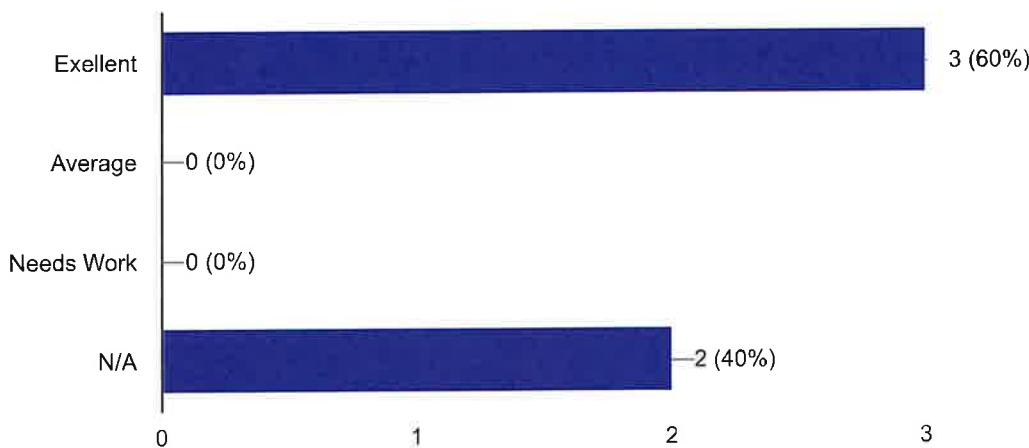
5 responses



Reviewing progress of the strategic plan on a regular basis.

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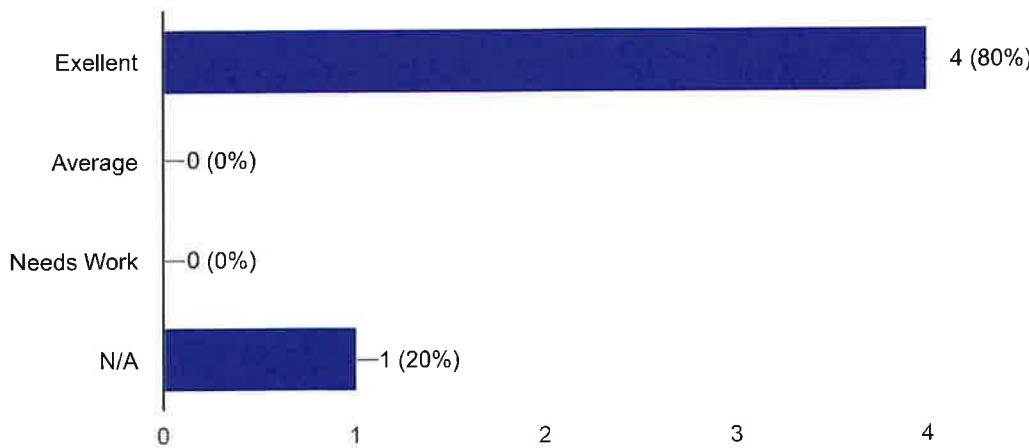
5 responses



Actively asking questions and seeking information needed to carry out responsibilities.

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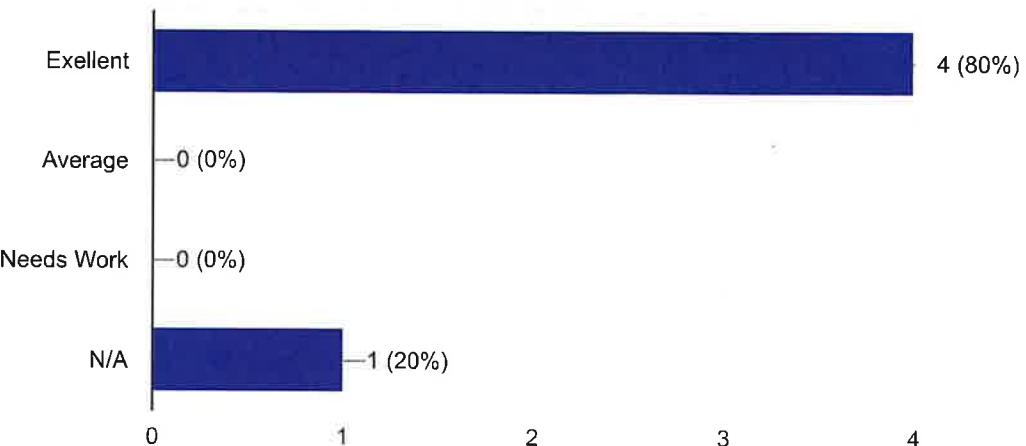
5 responses



Behaving in accordance with the organization's mission, vision, values, and governing documents.

[Copy](#)

5 responses



### What could be done to improve your satisfaction with this Board?

2 responses

More open communication at the meetings

Deferred

### How can the Board best support you in meeting your responsibilities as a Board member?

2 responses

Ability for the trustees to discuss topics

Deferred

### Additional Comments:

1 response

As I have only just begun my term with the CDL board, I would like to forego my review at this time.



**TO: Cromaine District Library Board**

**RE: Calendaring**

**DATE: December 12, 2025**

**FROM: Sarah Neidert, Library Director**

I'm attaching the draft Annual Board Calendar for 2026. While we usually look at it in January, the timing of the holidays this year and the bid process dates required a few tweaks early in the year that I wanted to address ASAP.

As noted in the Finance minutes, the pre-bid meeting went well. Here is the timeline for the bid process again, pulled out of the bid documents and those minutes:

- 12/10/25 Pre-Bid meeting
- 12/15/25 Addendum provided by GMA to contractors- answering any questions from Pre-bid meeting
- 12/19/25 sealed bids due- GMA will review the bids and contact the bidders to make sure that all is covered
- *HOLIDAYS*
- ***January 5-8 Ad Hoc Committee Meeting (need to schedule)***
- January 9<sup>th</sup> Board packets prepared
- January 15<sup>th</sup> Board meeting- Organizational Meeting and Bid decisions
- January 19<sup>th</sup> Deadline for accepting a bid.

**I propose holding no committee meetings in January 2026 other than an ad hoc meeting** during the week of January 5-9 to review the bids in depth. Sue Grissim has agreed to make herself available via zoom for this meeting. We want ample time to answer any questions and feel comfortable with the recommendation so the board can assess the bids and vote to award at the January 15<sup>th</sup> meeting.

The first Organizational Meeting- January 15, 2025 falls so early in the month that 2 full weeks remain after the meeting for special meetings to be set if the board wishes to do a review of appealed books during those weeks. If so, setting the date of such a meeting at this time would be appropriate.

**ANNUAL BOARD CALENDAR**  
2026 **DRAFT**

**JANUARY**

Organizational meeting:  
Election of officers  
Committee assignments  
Bank resolution

Meeting calendar set (resolution)  
Change signers on bank accounts, if warranted (resolution)  
Committee meeting dates  
Updated policy table of contents included in Board packet  
Updated resolution table of contents included in Board packet  
Review of second-quarter statistics and Strategic Plan (July-Dec 2025)

**FEBRUARY**

Report of Board evaluation

Review policies:  
6020 – Purchasing (Finance)  
6025 – Library Credit Card (Finance)  
6026 – Electronic Financial Transactions (Finance)

8000 – General Provisions of Board Membership (Personnel)  
8001 – Trustee Appointment, Election and Resignation (Personnel)  
8002 – Board of Trustee Meetings (Personnel)  
8003 – Board of Trustee Meetings Agenda Format (Personnel)

**MARCH**

Review policies:  
8004 – Conduct of Library Board Meetings (Personnel)  
8005 – Board Organizational Meeting (Personnel)  
8006 – Board Officers (Personnel)  
8007 – Board Committees (Personnel)

**APRIL**

Review of third-quarter statistics and Strategic Plan (Jan-March 2026)  
National Library Week

Review policies:

3010 – Collection Development (Community Relations)  
4010 – Public Relations & Public Information (Community Relations)  
4020 – Library Meeting Room Use (Community Relations)  
4030 – Non-library Postings, Displays, and Solicitations (Community Relations)  
4040 – Library Blog and Social Media Sites Guidelines (Community Relations)

## MAY

Budgets presented for discussion

Calling an Operating Fund Budget hearing for June meeting (resolution) (*Public notice*)  
Memorial Day Parade

Review policies:

- 8008 – Ethics Statement (Personnel)
- 8009 – Board Policy Development (Personnel)
- 8011 – Board Compensation & Expenses (Personnel)

## JUNE

Public Budget Hearing preceding the meeting

Resolutions for adopting new budgets/amending still-current budgets

JULY - *typically cancelled due to vacations*

## AUGUST

Review of year-end statistics and Strategic Plan Review (April-June 2026)

Review policies:

- 7002 – Personnel Policy & Employee Handbook (Personnel)
- 7003 – Evaluation of Director and Library Staff (Personnel)
- 7005 – Compensation of Library Employees (Personnel)

## SEPTEMBER

Review Board By-laws (all-Board activity)

Review Mission (all-Board activity)

Review policies:

- 2010 – Use of Library Services (Community Relations)
- 2020 – Privacy of Library Records (Community Relations)
- 2030 – Public Conduct in the Library (Community Relations)
- 2031- Children and Vulnerable Adults in the Library (Community Relations)
- 2032- Library Violations and Appeal Policy (Community Relations)
- 3020 – Internet Use (Community Relations)

## OCTOBER

Review of first-quarter statistics and Strategic Plan (July-Sept 2026)

Presentation of annual report for prior fiscal year (if complete)

Library closing calendar for the following year

Review policies:

- 1010 – Cooperation with Libraries & Other Organizations (Planning)
- 6001 – Fund Balance Policy (Finance)
- 6002 – Revenue Distribution & Fund Accounting (Finance)

6003 – Fixed Assets Capitalization (Finance)

6004 – Gifts to the Library (Finance)

## NOVEMBER

Distribution of Library Director evaluation form

Review policies:

8012 – Board Continuing Education (Personnel)

8013 – Response to Correspondence (Personnel)

8014 – Board Use of the Library and its Resources (Personnel)

## DECEMBER

Board self-evaluation forms distributed

Report of Director's Evaluation

Resolution regarding health care, if warranted

Review policies:

6005 – Investment of Library Funds/Investment Policy (Finance)

6015 – Budget (Finance)

**Agenda Item VI. C.  
December 18, 2025**

\_\_\_\_\_ moves to approve the change in the 2026 Annual Board Calendar, seconded by \_\_\_\_\_.

## Committee Questions for Legal Counsel Regarding Library Law Policies

Red Print is the questions Personnel Committee suggests keeping.

### 1. Background & Qualifications

~~Please provide your name, contact information, years in practice, and firm/organization name.~~ — *Holly Naylor*

~~What is your legal specialty?~~ — *Nancy Rosso*

~~Are you and your firm members in good standing with the State Bar of Michigan?~~ — *Nancy Rosso*

~~Do you or your firm have a mission statement?~~ — *Holly Naylor, Nancy Rosso*

~~Do you or your firm have any religious affiliations?~~ — *Holly Naylor*

~~Do you (or your firm) carry malpractice insurance?~~ — *Nancy Rosso*

~~Would Cromaine be working directly with you or with a team of attorneys and staff?~~ — *Nancy Rosso*

~~If we choose another provider now, would that preclude us from working with you in the future?~~ — *Holly Naylor*

~~Please provide at least three client testimonials or references.~~ — *Holly Naylor*

### 2. Experience & Expertise

~~Please describe your specific experience with library law, Michigan law, and Michigan library law.~~ — *Holly Naylor*

~~How many library law or First Amendment-related cases have you handled? What were the outcomes?~~ — *Kim Armstrong, Nancy Rosso*

~~Have you represented other governmental entities, townships, or civil accounts?~~ — *Jeannine Gogoleski, Dawn Smith*

~~Have you represented libraries with similar policies or challenges to Policy 3010-type issues?~~ — *Jeannine Gogoleski*

~~Do you have experience defending governmental entities and their right to represent community standards?~~ — *Dawn Smith*

~~What expertise or unique qualifications set you apart from other firms or organizations?~~ — *Holly Naylor*

Do you have working knowledge of FOIA, the Open Meetings Act, and other Michigan municipal laws? — *Nancy Rosso*

### **3. Approach & Collaboration**

How confident are you, based on your understanding of our Policy 3010, that you could successfully defend it? — *Kim Armstrong*

~~Would you be willing to collaborate with our current counsel if necessary?~~ — *Kim Armstrong*

Are you comfortable working with and communicating with a Board of Directors and the Library Director? — *Nancy Rosso*

Are you comfortable providing legal opinions that may differ from the board's preferences? — *Nancy Rosso*

Why are you interested in representing Cromaine Library? — *Nancy Rosso*

Can you identify situations in which you would decline to represent Cromaine? — *Nancy Rosso*

What questions do you have for us? — *Holly Naylor*

### **4. Fees & Billing**

What are your fees or hourly rates? — *Jeannine Gogoleski, Nancy Rosso*

What services are included in your standard fee structure? — *Holly Naylor*

~~What costs are not included (e.g., travel, court fees, filing costs)?~~ — *Holly Naylor*

Do you offer a retainer agreement? If so, does it include a termination clause? — *Nancy Rosso*

### **5. Accessibility & Communication**

How accessible are you (response time, communication preferences, availability)? — *Kim Armstrong*

Would we have a primary point of contact? — *Holly Naylor*

What is your preferred method for regular updates and communications? — *Committee consolidation*

### **6. Policy-Specific Questions**

Have you reviewed Cromaine's Policy 3010? — *Committee consolidation*

~~In your legal opinion, does Policy 3010 present any First Amendment concerns or potential violations?~~ — *Jeannine Gogoleski*

~~Would you be able to represent us in the event of a frivolous lawsuit related specifically to Policy 3010, or for broader legal needs?~~ — *Jeannine Gogoleski*

# Cromaine District Library - Director Evaluation 2025

6 responses

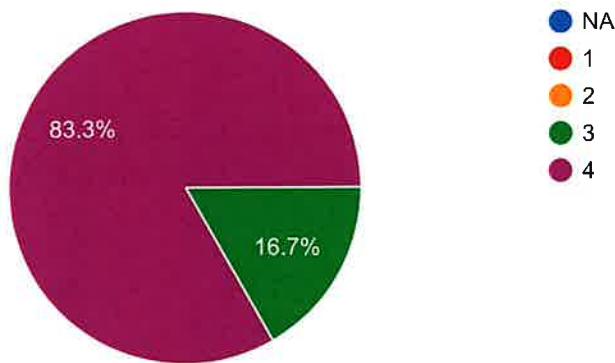
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## Board Relations

Develops, recommends, and explains new/revised policies to the appropriate committee of the Board of Trustees.

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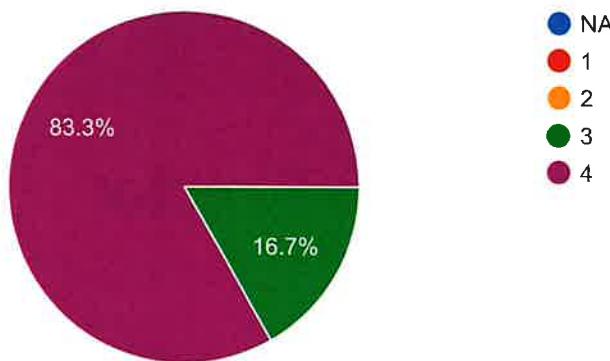
6 responses



Informs and advises the Board about the activities and operations of the Library.

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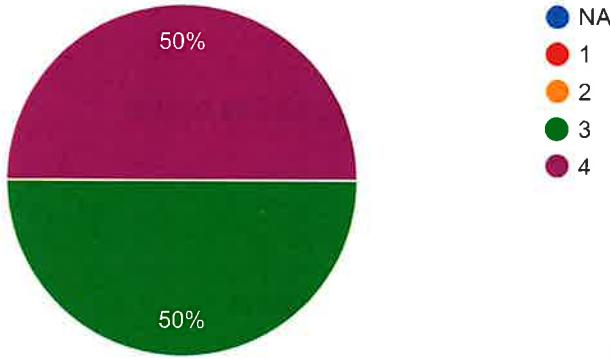
6 responses



Provides information and support to Board committees.

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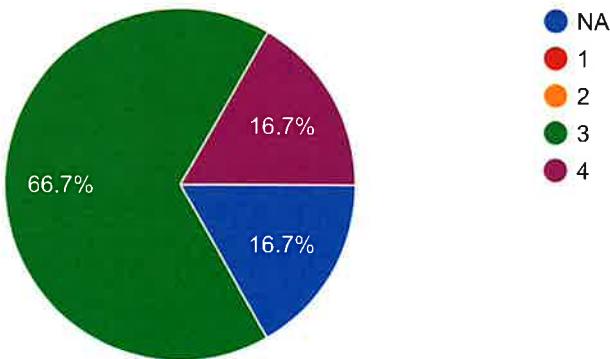
6 responses



Establishes and participates in orientation to new Board members.

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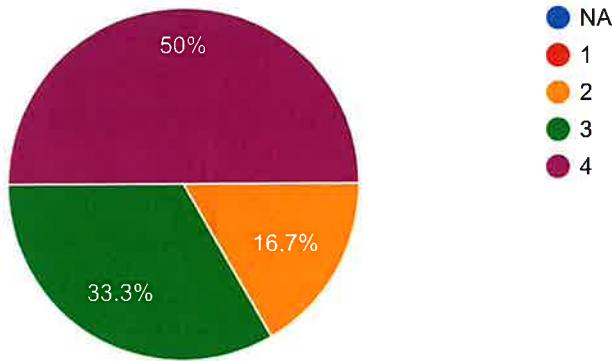
6 responses



Supports and implements Board decisions and policies.

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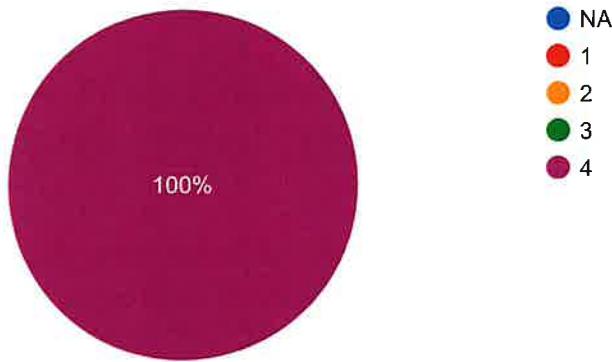
6 responses



Provides information to all Board members prior to Board meetings to allow review.

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6 responses



## Comments

6 responses

I appreciate Sarah's thorough and regular communication with the board-she does an excellent job with keeping the board up-to-date on pertinent information and meeting summaries. I do feel that some decisions have been a little slow to start, such as the labeling, and feel that regular follow-up of librarian-tasked projects could enhance that.

Will need to continue to implement labeling of non-adult books to facilitate parent decision making regarding content.

Sarah has a real appreciation and respect for how the board works.

It would be nice to get a better understanding of how staff feels about some of the changes the board has made, although it is understandable that this is a personnel issue. Sarah seems quite interested in working with the board, although with the recent book challenge, it is now a board decision, and perhaps questions need to go to the board. Decisions for this are now a full board analysis.

Sarah does a fantastic job of communicating and interacting with the Board. The Director's report and the weekly emails keep the Board informed of what is being worked on and completed

Sarah keeps board members updated and informed to the best of her ability. Board meeting packets are extensive, detailed, and shared in a timely manner. She sends out an update email each week and additional information whenever needed. There have been times where information has been limited or unclear, but this has been due to lack of communication or unclear communication from others. Sarah shares whatever information she has. She facilitates the process of reviewing every policy each year at committee meetings and shares the impact of potential policy and procedure changes on staff and library operations. She implements whatever policy the board approves, including redoing dozens of hours of work to change book challenge responses to align to new policy when the board changed the policy when the first responses were almost complete.

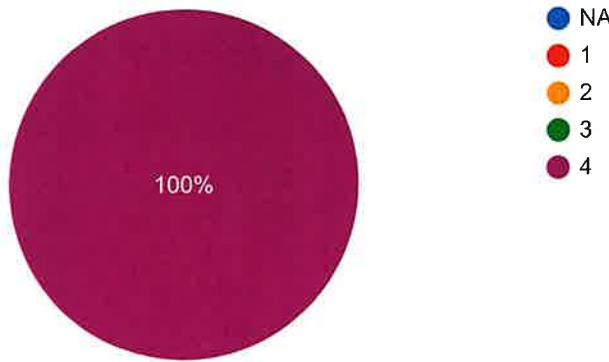
## Administration and Management



Manages operations of the Library effectively.

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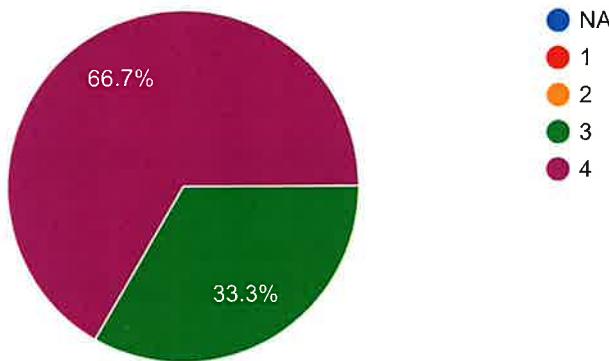
6 responses



Carries out the Library's personnel functions: recruiting, overseeing staff training and evaluation, making hiring and termination decisions.

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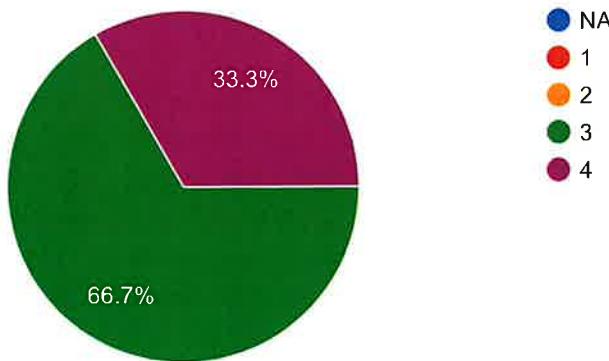
6 responses



Provides effective leadership to the staff as seeing in Library performance and staff goal achievement.

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6 responses

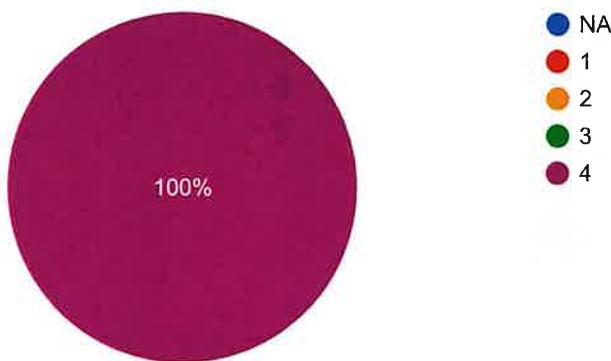


Directs the maintenance of the library building and ground and evaluates future space needs.

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6

6 responses



## Comments

6 responses

Sarah has been highly instrumental in running the library as a whole. I would like to know more about the staff goals, tasks and performances.

Will need to lead staff in effectively balancing the library collection and labeling books to allow parents to accurately assess book content.

Under present stressful circumstances Sarah has excellent management skills. She is very conscious of staff needs and staff morale.

Staff sometimes seems to want to do their own thing with displays, book ordering, etc. At times, when the board has asked, no displays, it is still apparent that staff streteches their boundaries. Teen area especially.

Sarah takes staff management seriously and manages her staff well. She listens to staff and takes their opinions into consideration. Issues are addressed and delt with

Sarah has been successful at day to day administration and management at the library while also working on two major projects at the same time- an unprecedeted number of book challenges and a huge library grounds improvement project. Both of these required creating new processes, communicating and working with with board members, extra internal and external meetings, and sharing information with the public. The library is running smoothly even with all of this going on in, and that has required an extraordinary amount of skill and extra time and effort this year.

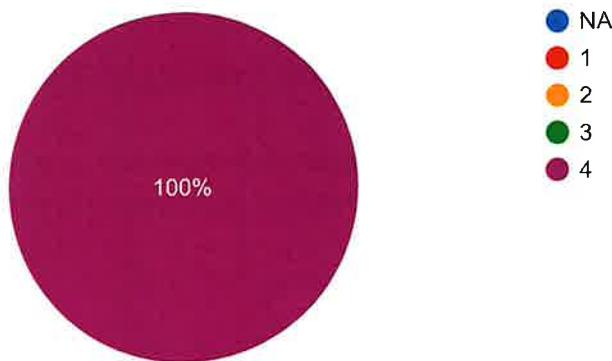
## Financial Management



Participates with the Finance Committee in preparing an annual budget for approval by the Board of Trustees.

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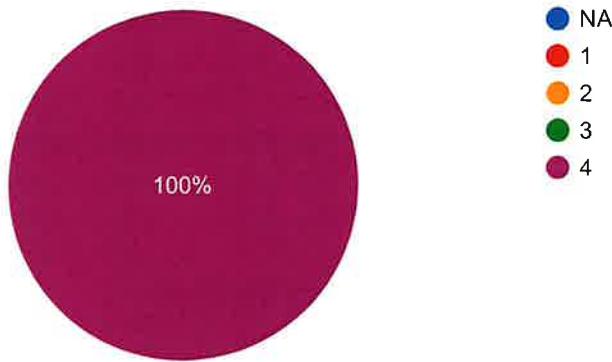
6 responses



Manages the Library's financial resources appropriately.

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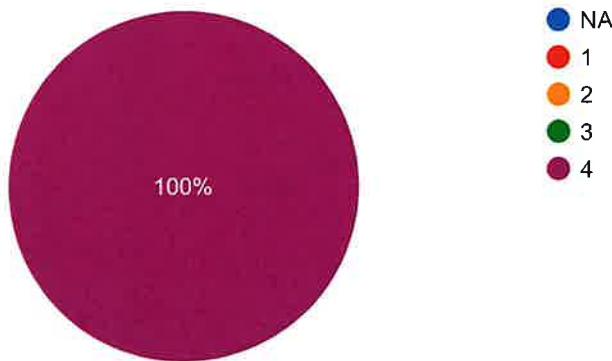
6 responses



Provides accurate and understandable monthly financial reports.

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6 responses



## Comments

6 responses

Sarah does an excellent job managing the budget and keeping attune to the financial reports.

Very diligent regarding fiscal responsibility and using library funds appropriately.

Sarah is always seeking out best practices for financial management. She does this through attending conferences, speaking with knowledgeable sources and consulting with financial advisors, accountants and auditors.

Outstandin with financials!

Sarah is a good steward of the Library's finances and is fiscally responsible. The annual audit results demonstrates that the Library's controls are robust. Sarah recognizes and has stated that finances are not her strongest skill, but she has proactively and conscientiously taken proactive steps to strengthen her understanding of the finance and accounting. She has implemented and upgraded processes improvements to make the finances easier to understand and faster and smoother to complete

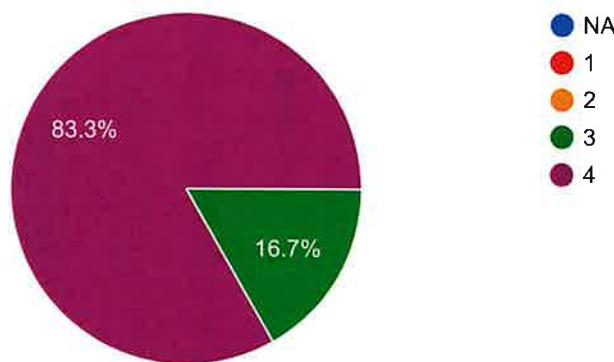
The library's finances are clearly communicated, efficiently and wisely stewarded, and received a clean audit with no findings this year.

## Planning, Organization, and Evaluation of Library Services

Implements the goals of the current strategic plan by developing programs and services to meet identified needs.

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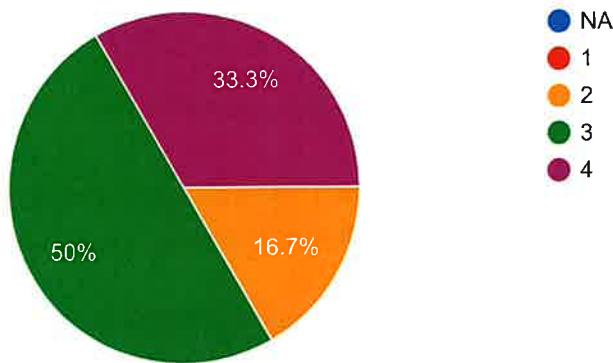
6 responses



Coordinates the evaluation of the effectiveness of Library services through the collection, analysis, and presentation of data affecting the Library's operation.

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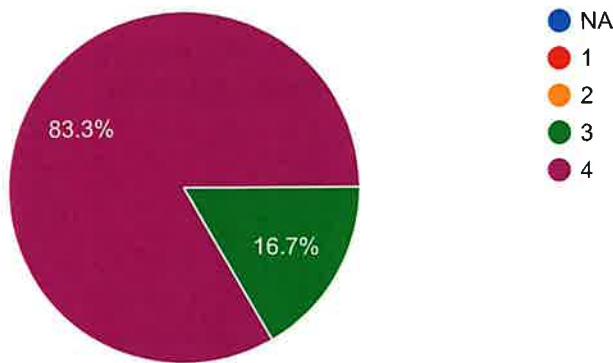
6 responses



Keeps up-to-date on current state-of-art library trends, services, and technology with a view to incorporating them into the Library operations.

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6 responses



## Comments

6 responses

Sarah does a fantastic job with the planning and organization of library services. The Strategic Plan is well underway, thanks to her diligence and management! I would, however, like to see the book collections balanced and maintained.

Seeks answers to issues relevant to the library from multiple resources.

Sarah has successfully implemented many of the current strategic plan objectives, including achieving a major grant for additional goals for Cromaine Commons.

The collection could be more balanced, and it is not the board's job to do this. If a book about how good taking a vaccine is, perhaps a book about the negative impacts can be ordered.

Sarah is always looking for ways to improve the Library services and improve the patron experience.

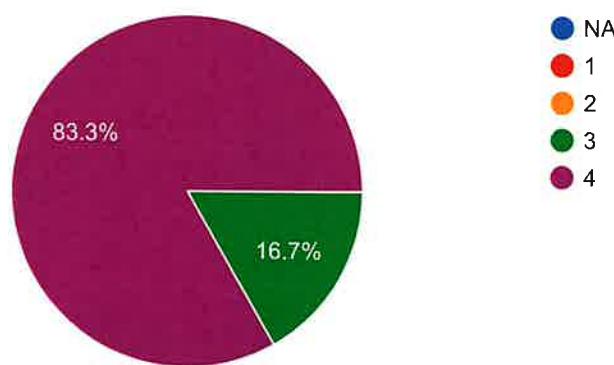
Multiple strategic plan projects have been completed this year and the Cromaine Commons project is moving forward at a strong rate. Library data is shared monthly and quarterly, and there have been two big changes in technology and services- RFID and the change in the library's primary book vendor, both of which have been handled effectively.

## Communications

Establishes and maintains a program of marketing and public relations along with Community Relations Committee to keep the public well-informed of the activities and needs of the Library; encourages the use of the Library, its services, materials, and programs.

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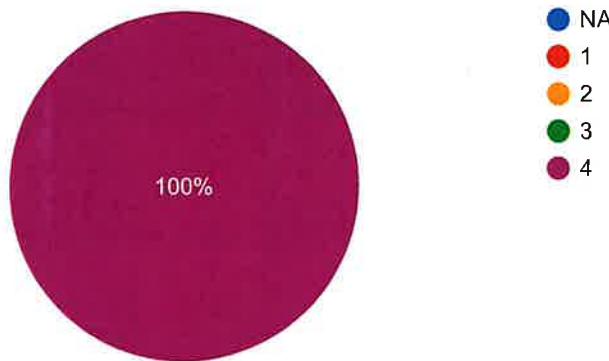
6 responses



In addition to Board members, serves as an official representative of the Library before community, civic, and other groups regarding the objectives and activities of the Library.

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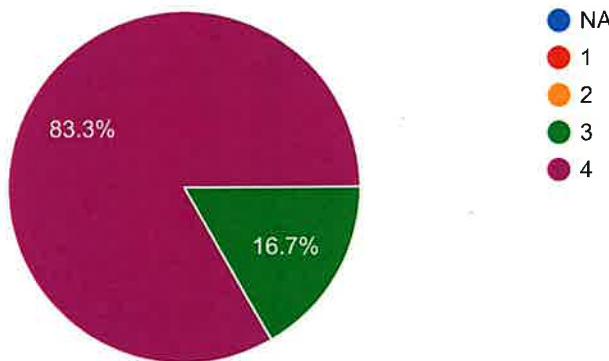
6 responses



Establishes and maintains effective working relationship with other libraries, governmental agencies, civic and community groups, and the general public.

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6 responses



## Comments

5 responses

Sarah works very well in keeping the community in-the-know on the activities of the library- great job!

Sarah has become a very effective Cromaine Library ambassador to the greater Hartland community. She seems to fully understand the importance of working with the community on events and common goals.

Impeciable outreach in the community, and relations with the Partners in Progress. Alwaays present at events, in the community and Cromaine.

Sarah has a very good working relationship with the Hartland organizations. is a positive Library representative to the community

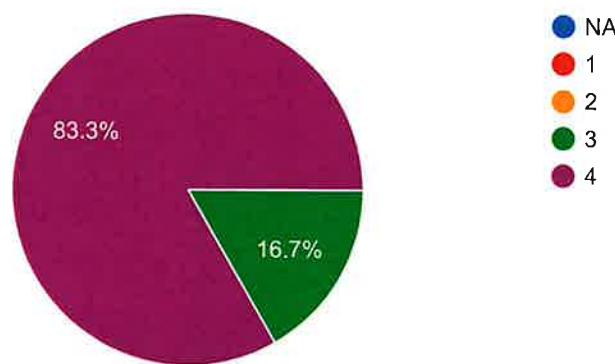
Marketing and public relations have been busy this year. The library has been a part of several large community events, including assisting in the planning phase (Memorial Day parade, ArtWalk, Vintage Christmas). The library has received a \$250,000 grant for our Cromaine Commons project. Sarah has effective working relationships with many groups, and has hired and retained extremely strong and effective communications staff who also do a wonderful job representing the library to the community, including handling the challenge of negative publicity about board discussions and decisions that have taken place this year.

## Professional and Staff Development

Participates in professional development opportunities to enhance managerial skills and keep abreast of current new trends and practices in the library field.

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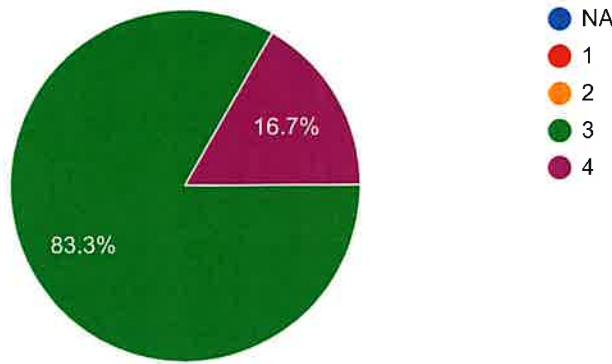
6 responses



Performs performance evaluations of key staff members.

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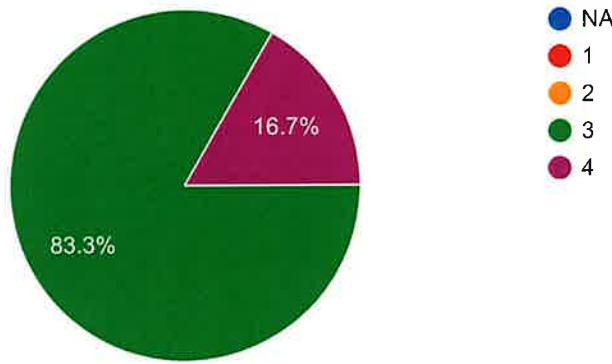
6 responses



Establishes and maintains staff development activities within the approved budget.

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6 responses



### Comments

5 responses

Sarah actively participates in learning opportunities for continual improvements in the library and in her professional career.

Sarah appreciates learning from other librarians and library experts. She attends conferences to broaden her knowledge and encourages her staff to attend conferences too.

It seems this is going well.

Sarah is very attuned to her professional development and is always looking for ways to improve.

Sarah has focused on building her knowledge and skills related to the Cromaine Commons project this year. She completes performance evals of key staff, and has provided staff development activities within the budget.



## For Additional Consideration

What specific recommendations do you have for the Library Director to improve performance?

6 responses

Overall, I think Sarah does an exceptional job maintaining her position as Library Director. I am happy to see that there has definitely been more awareness to balance the book collection, and this seems to be underway. I am hopeful that it will continue, and would like to see it maintained.

I would also like to suggest a regular on-going follow-up of staff-tasked projects regarding the balancing of the book collection as well as other directives given by Sarah, to ensure project completion.

Continue to be cognizant of institutional bias in the literary and library fields.

Keep up the great work!

Weed the collection and give direction to each department to lable books with the new policy. Give better direction to balancethe collection and have the staff do research on trend to order books.Perhaps they are not recommended by the ALA, but if a patron is asking for a book, let's order it.

Continue to look for ways to serve the community and the patrons. Perhaps explore additional ways to offer digital access to information and if there are opportunities to integrated technology into services.

Your performance this year has been excellent. My biggest concern is burnout, so I hope that you will use personal and professional resources to take care of and pace yourself.



## What impressed you the most about the Director's performance this year?

6 responses

Sarah's handling of the Strategic Plan has been second to none, and I fully commend her progress and management of this project! It is certainly going to be extraordinary, and a great benefit to our community!

I would also like to add that I appreciate Sarah's willingness to continually strive to work together toward a common goal (nonspecific) in a calm, rational, and fair manner.

Open minded and collaborative regarding controversial topics.

Her patience in the board's re-writing of Policy 3010.

Her outreach in the community, her involvement in the community. Trying to handle the incredible task of the book challenge, with the board policy changes. Her outstanding job with the outdoor Cromaine Commons project, all the work, meetings, etc.

Sarah has dealt with an extraordinary amount of disruption and controversy this past year. She has handled it professionally and with patience and thoughtfulness.

How well the library is running while two major projects have both been happening at the same time. This could have resulted in issues with the day to day functioning of the library, but it has not. The amount of work you have done this year is admirable. You are an incredible asset to this library and to the community.

## Do you have any additional comments regarding the Director that have a bearing on the evaluation?

4 responses

Keep up the good work!

Continues to excel in her role as a library director.

The greater community is very fortunate to have Sarah as the director of this library. The board should do all it can to make sure she wishes to continue to thrive in this position.

I know that there have been communication issues with the board President that have impacted some of your work. The library has also been part of much larger community and cultural tensions that have impacted staff stress and morale. These difficult situations have been handled professionally, and, again, while also continuing to do an excellent job at all of the things that are the typical responsibility of the Director.

## Goals



Prepares for Library goal-setting for the following year.

5 responses

1. Balance the books in circulation by purging old/uncirculated, researching and ordering new books to balance the books we currently have, labeling and/or moving books to age-appropriate sections.

2. Follow-up and complete the labeling of books, beginning with the board books and moving on from there.

Goal setting should include leading the library staff with balancing the library collection.

Going beyond the planning stage for the implementation of the strategic plan.

This will be evaluated when the Personnel Committee sets goals

Sarah and staff have been working on and have completed many goals from the strategic plan.

Achieves the goal as agreed upon by the Personnel Committee and the Library Director.

### **2026 Goal:**

6 responses

Balance and maintain a balanced book collection.

Finish labeling of books.

Completion of Strategic Plan

See answer above

(See last question.)

This will need to be evaluated quarterly for progress on the goals I assume will beset by personnel committee.

Cromaine Commons!

Continue to keep the Cromaine Commons project moving forward with ideal completion in 2026.

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Community Relations and Strategic Planning Committee meeting

Wednesday December 10th, 2025

Trustees: Dawn Smith, Holly Naylor, Jeannine Gogoleski

Sarah Neidert, Dick Krueger

Strategic Plan Update Update- Details from Liz Welch will be included in the board meeting information including update on Vendor Bids, Vintage Christmas, Adopt a family, Pie Sale and Messiah concert

Discussion of ways to improve processing of appealed books- How to handle the issue if a member of the board does not read books or return sheets (this will be discussed with the full board if it is an ongoing issue). The current process is that books will be voted on at the full board meeting after all board members have had the ability to read them. Jeannine Gogoleski will be in charge of this portion of the full board meeting as this process came from the CR&SP Committee and Jeannine has been diligent in working on the process and tracking the books read. It has been difficult at times for board members to obtain books and many of them are long and require hours of reading time. The committee realizes that it will be unrealistic to read 20 books per month as the age level that we are working on increases. It was decided that we will include 10 graphic novels in the next batch of books to be read.

Agenda Item VI . F.  
December 18, 2025

\_\_\_\_\_ moves to approve the increase of  
Director Neidert's salary \_\_\_\_%, effective 01/01/26,  
seconded by\_\_\_\_\_ .