

LIBRARY BOARD MEETING AGENDA

DATE: Thursday, November 20, 2025 at 7:00 p.m.

PLACE: Community Room, Cromaine Library

- I. Call to Order / Roll Call
- II. Pledge of Allegiance
- III. Roll Call
- IV. Approval of Agenda
- V. Approval of Consent Agenda
 - A. Approval of Regular Meeting Minutes, 10/16/25.
 - B. Approval of Special Meeting Minutes, 11/06/25.
 - C. Acknowledge receipt of the September Financial Reports and payment of September invoices totaling \$105,542.17 and payroll obligations totaling \$ 103,997.64.
 - C. Committee Reports

Community Relations & Strategic Planning	November 12
Personnel Committee	November 06
Special Board Meeting	November 06
Finance Committee	November 11
- VI. Library Director's Report
- VII. Discussion/Decision Items
 - A. Presentation of Annual Report – Director Neidert
 - B. Presentation from Auditor
 - C. Sue Grissim of Grissim, Metz, Andrise Associates – update on Cromaine Commons project
 - D. Distribution of Library Director evaluation forms- Personnel Committee
 - E. Recommendations of alternative legal firms- update from Personnel Committee
 - F. Communication from Michigan Library Association
 - G. Review Policies:
 - #8012 – Board Continuing Education (Personnel)
 - #8013 – Response to Correspondence (Personnel)
 - #8014 – Board Use of the Library and its Resources (Personnel)
 - #8002 - Board of Trustee Meetings (Naylor)
- VIII. Comments from Board
- IX. Call to the Public
- X. Agenda Items for Next Meeting
- XI. Adjournment

PROPOSED

Cromaine District Library
Regular Board Meeting
Thursday October 16, 2025

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

Members Absent: None

Staff Present : Sarah Neidert, Darlene Randolph

Public Present : Elizabeth Naylor, Michelle Julian, Diane White, Dawn Collier, Michelle Powell, Crystal Kuempel, John Kuempel, Kate Mazzara, Kathy Cassar, Amber, Walt Palka, Debbie Polka, Noreen Weitteys, Dan Lizzio, Elianna C., P. Logan Spena, Len Pietila, April Sieh, Julie

I.	President Bolin called the meeting to order at 7:00 pm.	
II.	Pledge of Allegiance	Pledge of Allegiance
III.	<p>Roll Call</p> <p>President Bolin took roll call.</p> <p>Present: Jeannine Gogoleski, Bill Bolin, Nancy Rosso, Becky Basley, Holly Naylor, Dawn Smith, Kim Armstrong</p> <p>Absent: None</p> <p>President Bolin addressed the audience on the Rules of Open Meetings, and also advised them on the board meetings now being recorded.</p>	Roll Call
IV.	<p>Approval of Agenda</p> <p>Vice President Gogoleski added Item C1. to the agenda, the policies from September, #2010, 2020, 2030, 2031, 2032, 3020</p> <p>Vice President Gogoleski moved to approve the amended agenda, seconded by Trustee Naylor.</p> <p>Ayes: All</p> <p>Nays: None Motion passed</p>	Approval of Agenda

V.	<p>Approval of Consent Agenda</p> <p>Vice President Gogoleski moved to approve the consent agenda, seconded by Trustee Smith.</p> <p>Ayes: All</p> <p>Nayes: None Motion passed</p> <p>A. Approval of Regular Meeting Minutes 8/21/25. September meeting-cancelled</p> <p>B. Acknowledge receipt of the July Financial Reports and payment of July invoices totaling <u>\$104,766.84</u> and payroll obligations totaling <u>\$191,857.71</u></p> <p>Acknowledge receipt of the August Financial Reports and payment of August Invoices totaling <u>\$102,250.76</u> and payroll obligations totaling <u>\$99,835.26</u>.</p> <p>C. Committee Reports</p> <table><tr><td>Community Relations & Strategic Planning</td><td>October 7</td></tr><tr><td>Personnel</td><td>Cancelled</td></tr><tr><td>Finance</td><td>October 7</td></tr></table>	Community Relations & Strategic Planning	October 7	Personnel	Cancelled	Finance	October 7	Approval of Consent Agenda
Community Relations & Strategic Planning	October 7							
Personnel	Cancelled							
Finance	October 7							
VI.	<p>Library Directors Report</p> <p>We are in the process of finding a new book vendor. The largest vendor, Baker & Taylor, will be closing. In the interim we are using a local vendor and Amazon. This takes in a lot more in-house processing.</p> <p>On October 22nd is the State of the Community, which takes place at the Music Hall.</p> <p>We are asking for volunteers for the Vintage Hartland Christmas in the Village on November 29th.</p> <p>The library received notification that Cromaine Library was awarded a \$250,000.00 grant through Ralph C. Wilson, Jr. Foundation. Additional items will be purchased for the Outdoor Landscape Project that is not included in the original plan. A big thanks to Liz Welch who applied for and got this grant.</p> <p>The Grant Sweet Memorial Contest is taking applications and the deadline for submission is 10.23.25.</p> <p>The audit letters are drafted. The auditor will be attending our November 20th board meeting.</p>	Library Directors Report						

VII.	<p>Discussion/Decision Items</p> <p>A. Review of first-quarter statistics (July-Sept. 2025)</p> <p>The collection numbers in the downloadables show a decrease. This is an error. There were two vendors that we use that were left out on the spreadsheet. A corrected version will be in next month's packet. The percentage of physical items were down due to the result of Baker & Taylor getting them to us.</p> <p>B. Library Closing Calendar (Motion needed)</p> <p>Secretary Rosso asked if the 2026 Closing Calendar reflects the same as last year. Director Neidert replied that it does.</p> <p>The two dates with TBD are for Staff-In-Service dates, but those dates will be the ones scheduled.</p> <p>Trustee Smith wondered if the extra day from Easter Holiday had been a problem. Director Neidert replied that it did not cause a problem.</p> <p>MOTION:</p> <p>Trustee Naylor moved to approve the Library Closing Calendar for 2026 as presented. Seconded by Vice President Gogoleski. A roll call was taken.</p> <p>Ayes: Kim Armstrong, Dawn Smith, Holly Naylor, Becky Basley, Nancy Rosso, Bill Bolin, Jeannine Gogoleski</p> <p>Nayes: None Motion passed.</p> <p>C. Review Policies:</p> <p>#1010 – Cooperation with Libraries & Other Organizations (Community Relations)</p> <p>Vice President Gogoleski moved to approve Policy #1010 as written, reviewed, no changes. Seconded by Treasurer Basley.</p> <p>Ayes: All</p> <p>Nayes: None Motion passed.</p>	<p>1st Qtr. Statistics</p> <p>Library Closing Calendar</p> <p>Review Policies</p>

	<p>#6001 – Fund Balance Policy (Finance) Secretary Rosso moved to approve Policy #6001 as written, reviewed, no changes. Seconded by Trustee Smith.</p> <p>Ayes: All Nays: None Motion passed.</p> <p>#6002 – Revenue Distribution & Fund Accounting (Finance) Vice President Gogoleski moved to approve Policy #6002 as written, reviewed, no changes. Seconded by Treasurer Basley.</p> <p>Ayes: All Nays: None Motion passed.</p> <p>#6003 – Fixed Assets Capitalization (Finance) Vice President Gogoleski moved to approve Policy #6003 as written, reviewed, no changes. Seconded by Secretary Rosso.</p> <p>Ayes: All Nays: None Motion passed.</p> <p>#6004 – Gifts to the Library (Finance) Vice President Gogoleski moved to approve Policy #6004 as written, reviewed, no changes. Seconded by Trustee Smith.</p> <p>Ayes: All Nays: None Motion passed.</p> <p>C1. Review of policy #2010, 2020,2030, 2031, 3020 from September cancelled meeting. Vice President Gogleski moved to approve policy #2010, 2020, 2030, 2031, and 3020 from cancelled September board meeting as written, reviewed by committee with no changes. Seconded by Trustee Smith.</p> <p>Ayes: All Nays: None Motion passed</p> <p>D. Discussion of Material Reconsideration Appeal Process</p>	<p>Material Appeal Process</p>
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Trustee Smith explained the reason for this form. This form was made for the purpose to operationalize the reviewed books that were appealed. She explained the procedures of the appeal. We need to vote on this appeal form.

MOTION:

Vice President Gogoleski moved to approve the revised "Evaluation of Appeal" form. Seconded by Trustee Naylor. A roll call was taken.

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

Nays: None Motion passed.

Trustee Naylor feels that the board should uphold the decisions made by the director.

Vice President Gogoleski said we should do our full due diligence and read these books.

Trustee Smith values the director's opinion but feels that if it comes down to just one person making the decision, we should all read these books that have been appealed. She does not feel comfortable without reading them and leaving it up to just one person.

Trustee Naylor was surprised by Trustee Gogoleski's suggestion. At the committee meeting she highly praised and was fully supportive of the director's decisions. She is concerned that changing her suggestion to the opposite now undermines the committee's process.

Trustee Smith replied that she did not say she would agree with the Director's decisions at committee. Trustee Smith says she feels it is completely biased with just a few people picking these books and reading them to make the decision. We should all read them. She noted that the items were evaluated by the biased librarians who ordered the books in the first place.

President Bolin agreed and said trustees are entitled to change our minds.

Director Neidert explained that she has a question about the appeal letter. She asked what exactly the appeal is and how the board will address it by reading all the books.

She explained her decision and why. This all stemmed from the February board meeting. The argument then was these books should not be in the library. She needs to know from the board what the goal is from these appeals.

Treasurer Basley did not understand the appeal letter. There is a gray area as to what is being appealed. She supports the director, but as a board member she has the obligation to understand what they are appealing. She questioned this form as to what a clear definition is, and what is being appealed. She does like the form.

	<p>She needs clarification from the challenger at what specifically is being challenged.</p> <p>Trustee Smith stated that this is not about LGBTQ. People can challenge any book. If a book is challenged, she is going to read it and look at our criteria. She went on to say, “The people choosing these books are completely biased. The fact is, it is not her fault. It is the author and the people choosing and ordering these books”.</p> <p>Vice President Gogoleski has read some of these books cover to cover and “kudos” for all the work and time it took staff and the director they put into this. Trustee Armstrong has read a handful. Some were fine, others needed to be changed.</p> <p>President Bolin told his personal opinions and this is based on his personal experience. He says he is not a racist and he agrees with the form created by the committee.</p> <p>Trustee Smith feels the people looking at the books to order are all “left wing”. “The people in charge were all brought up with left wing views. They have implicitly biased beliefs. The percentage of books are not balanced. Conservative books are not ordered. The goal of a librarian information should not be filtered, it should be balanced.”</p> <p>Trustee Naylor asked her, “Is being non-partisan important to you?” Trustee Smith said, “yes.”</p> <p>Director Neidert believes that there was a miscommunication. She is willing to discuss any item that the board brings for re-consideration. This is the project for the board now. She has completed her work on it. She feels the underlying distrust is still there. She says that this cannot be discussed at every board meeting. There is a lot going on in the library besides this.</p> <p>Vice President Gogoleski says that this is a board issue, and Director Neidert is finished with her portion. The board should contact the challenger to specifically ask what they are to be looking for.</p> <p>In conclusion, the board will set up a structure in reading these challenged books, invite the challenger to committee meetings and make a decision. This will take time.</p> <p>E. Library Legal Representation – Logan Spina, Alliance Defending Freedom (Motion, if needed)</p> <p>Trustee Naylor said that before anything, we need to have a conversation about this and be transparent with the community. We need to follow policy and</p>	<p>Legal Representation</p>
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procedure when hiring any vendor. There needs to be recommendations and then be narrowed down to two or three lawyers. This is showing favoritism. We need to come up with certain questions for any candidate. She was never given information about this lawyer from the committee. She said there is nothing to compare or think about.

Trustee Smith said there was a list for different law firms. This one had potential and it is ProBono. She continued to say that with all the concerns of the cost of a legal representation, this firm agreed to represent us at no cost.

Trustee Naylor replied that the cheapest is not always the best. She does not want to be basing a decision on something that she googled. This is not the way the library operates.

Treasurer Basley agreed.

Director Neidert indicated that communication needs to improve- President Bolin has not connected with the group as chair and it's made it hard to follow up on things.

Vice President Gogoleski's understanding was that a list of firms went to committee and none of the firms were selected.

Trustee Basley recommends that this person here tonight can address the board on Call to the Public.

Trustee Smith says that we stay with our general lawyer, but choose him for the Material Selection Policy.

Trustee Naylor again said this is not our policy procedure. He does not even have a license for Michigan? We need to be consistent with procedure so we do not get sued.

Vice President Gogoleski recommends going back to committee with recommendations and criteria of firms and coming up with questions.

A five -minute break was requested by Director Neidert.

Vice President Gogoleski moved to take a five- minute break at 9:05 pm.
Seconded by Trustee Armstrong.

VIII.

Ayes: All

Nayes: None Motion passed.

Information/Comments from Board

Treasurer Basley commented, "Kudos to Liz and Sarah on receiving the \$250,000.00 Grant. This is substantial to benefit the patrons and the entire Village". Liz did a stellar job. That needs to be a focus to this community and really needs to be highlighted.

	<p>Trustee Smith recommends the library research all the false hate crime claims in our community.</p> <p>Vice President Gogoleski says we need to address the positive things happening at the library.</p> <p>Treasurer Basley agrees and supports the positive things and sometimes they get drowned out.</p> <p>IX. Call to the Public –</p> <p>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.</p> <p>President Bolin explained the procedures and rules of the “Call to the Public”</p> <p>Michelle Julian spoke Debbie Palka spoke Diane White spoke Amber spoke:</p> <p>When I moved here six years ago, this library was one of the biggest draws. I love its history. Its programs. And the sense of community it brings.</p> <p>I walk here almost every day. I always have something checked out. This is <i>my</i> library — and I’m proud to support it, and our wonderful librarians, with my tax dollars.</p> <p>Public libraries are one of the greatest symbols of democracy. They exist so that every person—no matter their background or belief—has equal access to information and ideas. That commitment to knowledge and open access isn’t just a library value— it’s an <i>American</i> value. It’s what makes libraries special. And it’s what makes them worth protecting.</p> <p>When we start labeling or sequestering books based on personal or religious beliefs, we are stigmatizing, and we step away from that promise. It may seem small—but it opens the door to something much larger: a narrowing of voices, a shrinking of freedom, and a loss of trust in a space meant to serve <i>everyone</i>.</p> <p>If the goal is to promote our own values, the best way to do that is by example—not by suppression.</p>	
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Because when we choose suppression, we admit that our ideas can't stand on their own merit—that they need silence, not dialogue, to survive.

And the moment we decide one group's perspective should outweigh another's—we all lose something.

This process has already taken a toll. Our librarians have spent months reviewing over two hundred books, fielding complaints, and managing labeling systems. Additionally, private security has been hired law and we are discussing attorneys. That's time, energy, and taxpayer money that could have gone toward programs and services that benefit everyone.

And it's cost us something harder to measure—our reputation. People are hearing about what's happening here, and are questioning whether our town believes in intellectual freedom.

This issue shouldn't divide us along political or religious lines. It's about whether we believe in the American principles that make our democracy strong—freedom of thought, access to information, and respect for individual choice.

My ask tonight is simple:

- Let parents guide their own children's reading.
- Stop labeling, sticker-coding, and restricting books.
- Stop spending time and resources on censorship efforts
- Restore trust in Sarah's professionalism

This library should not be a platform for one belief system or agenda. It belongs to all of us—every reader, every family, every taxpayer.

Let's protect it together— so our library remains a place where everyone feels welcome, where ideas can coexist, and where every story still has a place on the shelf.

Noreen Weitteys spoke

Dawn Collier spoke

Elianna spoke

P. Logan Spena spoke

Kate Mazzara spoke

Len Pietila spoke

Kathy Cassir spoke-She has a proposal to protect the rights of all parents, not some parents. It also respects children. Let each family decide for themselves what to read. No need to ban books. If you don't like a book, don't check it out!

	<p>April Sieh spoke</p> <p>Julie spoke:</p> <p>I want to remind everyone that per the Alliance Defending Freedom (ADF) website, their mission is to “Ensure the law respects God’s creative order for marriage, and the family. . . ADF advocates for laws and precedents that promote human flourishing by recognizing and honoring God’s design for marriage between one man and one woman.” And what we know is that this first batch of hundreds of books under attack is almost all LGBTQ+ material. But understand that it does not stop here- they will expand to censor books about race, racism, and honest history- just google it as it’s already happening around the country. And we see this here as they have challenged a Crounse book titled ‘Fourteenth amendment and the fight for equality’ which is a look at the amendment’s impact on civil rights and liberties in the U.S.</p> <p>This matters a great deal to me as my biracial family are patrons of this library. Despite continuous harassing and questioning by some who think it’s acceptable to call into question the level of my husband’s skin melanin I assure you we are indeed a biracial family so I’m not happy that the book ‘Fourteenth amendment and the fight for equality’ is included in the manufactured hysteria about “sexualization and exploitation of children” The challenger feels so sure that the book ‘Fourteenth amendment and the fight for equality’ needs to be removed from this library that it is now being appealed to the board for reconsideration of <i>removal</i>.</p> <p>According to their website, ADF is the world’s largest legal organization committed to protecting religious freedom, parental rights, and God’s design for marriage and family. They have been involved in legal and political work such as writing legislation that led to the overturning of Roe v. Wade, the stripping of LGBTQ+ rights and advocating for religious activity in public schools.</p> <p>Why is this powerful worldwide legal entity being hastily pushed into our small community? The president of this board, Bill Bolin, has built a national profile as a crusader against the civil liberties of marginalized groups, so it makes sense to me that ADF would capitalize on his public persona to push their own legal agenda through the courts. Bolin’s incompetence as a public servant is on regular display: related attempts to improperly conduct secret meetings, speaking out of turn, ill versed in</p>	
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	<p>the rules of Robert's Rules of Order/the Open Meetings Act, and overt references to civil court action against the public prior to public commentary in a clear attempt to chill their speech.</p> <p>I just hope that ADF realizes the potential risk they are taking by working with such an unqualified individual. I wonder if they think I would have a case against you Bill, an elected official who thinks it's ok to publicly call for their patron to be maliciously doxxed like you did to me. Eventually, such behavior can have legal consequences.</p> <p>Jeannine Gogoleski spoke</p>									
X.	<p>Upcoming Meeting Dates/Agenda Items for Next Meeting</p> <table><tr><td>Nov. 06</td><td>Personnel Committee, in person 6:00 pm</td></tr><tr><td>Nov. 12</td><td>Community Relations Committee 12 noon</td></tr><tr><td>Nov. 11</td><td>Finance Committee</td></tr><tr><td>Nov. 20</td><td>Board of Trustees, 7:00 pm</td></tr></table> <p>TBA Ad-Hoc/Landscaping</p> <p>Agenda Items for Next Meeting:</p> <p>Distribution of Library Director evaluation form</p> <p>Review policies:</p> <ul style="list-style-type: none">#8012 – Board Continuing Education (Personnel)#8013 – Response to Correspondence (Personnel)#8014 – Board Use of the Library and its Resources (Personnel) <p>Auditor report</p> <p>Back to committee items discussed today</p>	Nov. 06	Personnel Committee, in person 6:00 pm	Nov. 12	Community Relations Committee 12 noon	Nov. 11	Finance Committee	Nov. 20	Board of Trustees, 7:00 pm	
Nov. 06	Personnel Committee, in person 6:00 pm									
Nov. 12	Community Relations Committee 12 noon									
Nov. 11	Finance Committee									
Nov. 20	Board of Trustees, 7:00 pm									

Disbursement Summary September 2025

Payroll:	Pay Period End	Check Date	Amount:
	9/8/2025	9/12/2025	\$51,190.43
	9/22/2025	9/26/2025	\$52,807.21
Total Payroll:			\$103,997.64
Online Payments Made (other than pay-related):	9/19/2025		\$13,634.40 UBS Credit Card
	9/23/2025		\$0.25 Level 3 Communica Level 3 Communication
Accounts Payable Checks Issued:	9/16/2025		\$1,606.21 DTE Energy DTE Energy
			\$ 90,301.31 Transaction List
Total Checks Paid for Month:			\$209,539.81 total
Transfers to (from) checking:	9/2/2025		\$150,000.00 UBS to checking
	9/23/2025		\$85,000.00 Money Market to Checking

Cromaine District Library Investment Performance FY2025-2026

UBS

Month Ending	July	August	September	October	November	December
Beginning Value	5,031,280.43	4,878,886.73	4,739,980.99	4,738,335.31	4,738,335.31	4,738,335.31
Transfers in/out	-150,000.00	-150,000.00	0.00			
Expenses and Other Disb.	-12,854.66	-9,618.92	-13,634.40			
Dividends and Interest	13,454.28	11,397.37	16,002.49			
Account Appreciation	-2,993.32	9,315.81	-4,013.77			
Ending Value	4,878,886.73	4,739,980.99	4,738,335.31	4,738,335.31	4,738,335.31	4,738,335.31

Month Ending	January	February	March	April	May	June
Beginning Value	4,738,335.31	4,738,335.31	4,738,335.31	4,738,335.31	4,738,335.31	4,738,335.31
Transfers in/out						
Expenses and Other Disb.						
Dividends and Interest						
Account Appreciation						
Ending Value	4,738,335.31	4,738,335.31	4,738,335.31	4,738,335.31	4,738,335.31	4,738,335.31

FY25-26 Totals
5,031,280.43
-300,000.00
-36,107.98
40,854.14
2,308.72
4,738,335.31

Cromaine District Library

September 2025 Operating Financial Activity

	Sep 2025		YTD Total	
	Actual	Budget	YTD Actual	Budget
Revenue				
411.000 Tax Levy & Delinquent Taxes	1,734.31		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		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
Total 411.000 Tax Levy & Delinquent Taxes	\$ 1,734.31	\$ 214,380.66	\$ 2,637.65	\$ 2,572,568.00
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	594.48	41.67	1,004.48	500.00
607.002 Fax Revenues	78.00	20.83	191.08	250.00
607.003 Print Out Fees	127.35	83.33	570.15	1,000.00
Total 602.000 Charges for Services	\$ 799.83	\$ 179.16	\$ 1,765.71	\$ 2,150.00
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	208.59	83.33	676.87	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	0.00	500.00
681.004 ILL Lost & Damaged Refunds		-4.17	0.00	-50.00
Total 659.000 Fines & Forfeits	\$ 208.59	\$ 112.50	\$ 663.88	\$ 1,350.00
670.000 Investment Income			0.00	0.00
665.000 Interest - Bank	140.67	83.33	660.55	1,000.00
665.001 Interest - Investment Fund	5,994.36		21,581.43	0.00
Total 670.000 Investment Income	\$ 6,135.03	\$ 83.33	\$ 22,241.98	\$ 1,000.00
675.001 Gifts - Restricted			0.00	0.00
674.004 Restricted Donations-Other			295.00	0.00
Total 675.001 Gifts - Restricted	\$ 0.00	\$ 0.00	\$ 295.00	\$ 0.00
681.006 Miscellaneous Income			49.54	0.00
666.000 Dividends		208.33	1,905.00	2,500.00
Total 681.006 Miscellaneous Income	\$ 0.00	\$ 208.33	\$ 1,954.54	\$ 2,500.00
Total Revenue	\$ 8,877.76	\$ 222,130.64	\$ 110,632.81	\$ 2,665,568.00
Gross Profit	\$ 8,877.76	\$ 222,130.64	\$ 110,632.81	\$ 2,665,568.00
Expenditures				
421.000 Tax Refunds			1,093.53	0.00

700.000 Salaries & Fringe Benefits			0.00	0.00
702.000 Salaries - Full-time	70,535.83	80,083.33	223,929.83	961,000.00
702.001 Salaries - Part-time	19,599.50	21,000.00	74,414.91	252,000.00
702.002 Wages - O.T. / Substitute		2,000.00	0.00	24,000.00
702.004 Sunday Staff	693.00	2,000.00	1,278.20	24,000.00
713.000 Life Insurance	650.61	708.33	3,244.87	8,500.00
713.001 Health Insurance	-984.94	11,916.67	39,194.21	143,000.00
713.002 Retirement Benefits	7,082.25	8,258.33	23,352.72	99,100.00
713.003 Employer's FICA	6,824.96	8,175.00	22,576.86	98,100.00
713.004 State Unemployment Tax	9.94	416.67	50.66	5,000.00
713.005 Employee Assistance Program		0.00	0.00	0.00
713.006 Worker's Compensation		383.33	2,662.00	4,600.00
Total 700.000 Salaries & Fringe Benefits	\$ 104,411.15	\$ 134,941.66	\$ 390,704.26	\$ 1,619,300.00
726.000 Supplies			0.00	0.00
727.000 Postage Expense	183.69	1,041.67	495.69	12,500.00
727.001 Office Supplies	128.39	208.33	232.16	2,500.00
727.004 Public Use Supplies	46.95	166.67	534.95	2,000.00
728.000 Library Supplies	334.45	250.00	1,245.10	3,000.00
728.001 Custodial Supplies	72.39	541.67	1,300.32	6,500.00
728.002 Equip & Furnishings, Disposable		0.00	0.00	0.00
Total 726.000 Supplies	\$ 765.87	\$ 2,208.34	\$ 3,808.22	\$ 26,500.00
800.000 Professional Services			0.00	0.00
801.000 Payroll & Accounting Services	2,156.22	1,333.33	4,726.62	16,000.00
801.001 Audit Fees		687.50	0.00	8,250.00
801.002 Legal Fees		833.33	1,521.00	10,000.00
801.003 Library Network Fees		583.33	125.00	7,000.00
801.004 Cataloging & Acquisitions	819.03	4,166.67	6,982.42	50,000.00
801.005 Other Professional Services	2,951.60	7,333.33	4,620.00	88,000.00
801.006 Managed Technology Services		6,250.00	12,606.02	75,000.00
Total 800.000 Professional Services	\$ 5,926.85	\$ 21,187.49	\$ 30,581.06	\$ 254,250.00
850.000 Technology			0.00	0.00
745.000 Technology Supplies	-31.03	1,250.00	149.00	15,000.00
930.001 Technology Maintenance	2,385.15	5,791.67	21,859.21	69,500.00
Total 850.000 Technology	\$ 2,354.12	\$ 7,041.67	\$ 22,008.21	\$ 84,500.00
860.009 Community Relations			0.00	0.00
880.000 Marketing	1,218.23	2,276.67	10,668.28	27,320.00
900.000 Printing	-55.07	1,537.50	4,024.93	18,450.00
901.002 Public Programing	2,409.35	4,041.67	19,739.60	48,500.00
901.003 Memberships - Non-library Organ		166.67	0.00	2,000.00
Total 860.009 Community Relations	\$ 3,572.51	\$ 8,022.51	\$ 34,432.81	\$ 96,270.00
920.000 Utilities			0.00	0.00
850.001 Telecommunications	2,862.97	1,166.67	4,332.22	14,000.00
920.001 Heating Fuel	173.76	708.33	927.54	8,500.00
920.002 Electricity	1,606.21	2,166.67	5,184.18	26,000.00
920.003 Sewer Use		416.67	1,051.32	5,000.00
Total 920.000 Utilities	\$ 4,642.94	\$ 4,458.34	\$ 11,495.26	\$ 53,500.00
931.000 Repairs & Maintenance	660.00		1,310.00	0.00

930.000 Rep & Maint-Equip & Furnishings		125.00	0.00	1,500.00
930.002 Rep & Maint-Buildings	1,206.13	2,916.67	4,539.65	35,000.00
930.004 Rep & Maint-Grounds	255.00	1,000.00	1,010.88	12,000.00
Total 931.000 Repairs & Maintenance	\$ 2,121.13	\$ 4,041.67	\$ 6,860.53	\$ 48,500.00
940.000 Rental	169.00	166.67	508.00	2,000.00
955.000 Administrative Expenses			0.00	0.00
956.000 Bank Fees	86.73	208.33	660.78	2,500.00
956.002 Public Notices		20.83	0.00	250.00
956.005 Misc Administrative Expense	421.16	583.33	778.51	7,000.00
956.006 Cash Over/Short	0.45	0.00	0.38	0.00
Total 955.000 Administrative Expenses	\$ 508.34	\$ 812.49	\$ 1,439.67	\$ 9,750.00
955.001 Property & Liability Insurance		2,083.33	24,491.00	25,000.00
957.000 Professional Development			0.00	0.00
802.000 Professional Membership - Staff		62.50	525.00	750.00
802.001 Professional Membership - Board		0.00	0.00	0.00
860.002 Staff Development		1,083.33	1,103.31	13,000.00
860.003 Board Training		20.83	120.00	250.00
860.004 Mileage Reimbursement - Staff	269.22	375.00	330.82	4,500.00
860.005 Mileage Reimbursement - Board		0.00	0.00	0.00
860.006 Travel		1,166.67	1,596.55	14,000.00
860.007 Meals	117.40	333.33	349.42	4,000.00
860.008 Board Travel		0.00	0.00	0.00
Total 957.000 Professional Development	\$ 386.62	\$ 3,041.66	\$ 4,025.10	\$ 36,500.00
981.000 Library Materials		0.00	0.00	0.00
980.006 Periodicals (Magazines & Newspapers)		512.50	26.45	6,150.00
982.000 Collections Adult	4,046.66	6,875.00	31,048.07	82,500.00
982.002 Collections Juvenile	1,642.94	4,666.67	6,057.09	56,000.00
982.003 Collections - Databases		1,841.67	10,873.09	22,100.00
982.004 Collections - E-Resources	6,630.80	8,666.67	31,909.06	104,000.00
982.005 Collections Young Adult	547.69	1,333.33	2,609.27	16,000.00
982.006 Collections Periodicals			449.95	0.00
Collections Electronic (deleted)			1,323.00	0.00
Total 981.000 Library Materials	\$ 12,868.09	\$ 23,895.84	\$ 84,295.98	\$ 286,750.00
995.000 Transfer to Improvement Fund		9,047.83	0.00	108,574.00
Total Expenditures	\$ 137,726.62	\$ 220,949.50	\$ 615,743.63	\$ 2,651,394.00
Net Operating Revenue	-\$ 128,848.86	\$ 1,181.14	-\$ 505,110.82	\$ 14,174.00
Net Revenue	-\$ 128,848.86	\$ 1,181.14	-\$ 505,110.82	\$ 14,174.00

Friday, Oct 31, 2025 11:13:03 AM GMT-7 - Accrual Basis

Cromaine District Library

September 2025 IMPROVEMENT Financial Activity

	Sep 2025		YTD Total	
	Actual	Budget	Actual	YTD Budget
Revenue				
670.000 Investment Income			0.00	0.00
665.001 Interest - Investment Fund	5,994.36		21,581.43	0.00
Total 670.000 Investment Income	\$ 5,994.36	\$ 0.00	\$ 21,581.43	\$ 0.00
Total Revenue	\$ 5,994.36	\$ 0.00	\$ 21,581.43	\$ 0.00
Gross Profit	\$ 5,994.36	\$ 0.00	\$ 21,581.43	\$ 0.00
Expenditures				
421.000 Tax Refunds		0.00	0.00	0.00
975.001 Building Additions		0.00	0.00	0.00
975.002 Building Improvement		4,166.67	0.00	50,000.00
975.132 Grounds Improvements	15,763.00	105,000.00	47,223.06	1,260,000.00
980.000 Equipment		4,166.67	0.00	50,000.00
980.002 Furnishings - Life over 1 Year		2,083.33	7,385.00	25,000.00
984.000 Public Use Hardware		2,916.67	0.00	35,000.00
984.001 Public Use Software		2,500.00	0.00	30,000.00
984.002 Staff Use Hardware		1,250.00	0.00	15,000.00
984.003 Staff Use Software	1,710.00	250.00	1,710.00	3,000.00
995.000 Transfer to Improvement Fund		0.00	0.00	0.00
Total Expenditures	\$ 17,473.00	\$ 122,333.34	\$ 56,318.06	\$ 1,468,000.00
Net Operating Revenue	-\$ 11,478.64	-\$ 122,333.34	-\$ 34,736.63	-\$ 1,468,000.00
Net Revenue	-\$ 11,478.64	-\$ 122,333.34	-\$ 34,736.63	-\$ 1,468,000.00

Friday, Oct 31, 2025 11:42:46 AM GMT-7 - Accrual Basis

Cromaine District Library

September 2025 GIFT Financial Activity

	Sep 2025		YTD Total	
	Actual	Budget	YTD Actual	Budget
Revenue				
675.000 Gifts - Unrestricted			0.00	0.00
674.001 General Donations			80.00	0.00
Total 675.000 Gifts - Unrestricted	\$ 0.00	\$ 0.00	\$ 80.00	\$ 0.00
675.001 Gifts - Restricted			0.00	0.00
674.003 Restricted Donations-Materials	268.07		268.07	0.00
674.004 Restricted Donations-Other			740.00	0.00
Total 675.001 Gifts - Restricted	\$ 268.07	\$ 0.00	\$ 1,008.07	\$ 0.00
Total Revenue	\$ 268.07	\$ 0.00	\$ 1,088.07	\$ 0.00
Gross Profit	\$ 268.07	\$ 0.00	\$ 1,088.07	\$ 0.00
Expenditures				
726.000 Supplies		83.33	0.00	1,000.00
727.001 Office Supplies	43.99		-77.98	0.00
Total 726.000 Supplies	\$ 43.99	\$ 83.33	-\$ 77.98	\$ 1,000.00
850.000 Technology		166.67	0.00	2,000.00
860.009 Community Relations		1,666.67	0.00	20,000.00
880.000 Marketing			500.00	0.00
900.000 Printing	600.00		600.00	0.00
901.002 Public Programing	454.06		6,555.88	0.00
901.003 Memberships - Non-library Organ			1,000.00	0.00
Total 860.009 Community Relations	\$ 1,054.06	\$ 1,666.67	\$ 8,655.88	\$ 20,000.00
931.000 Repairs & Maintenance		666.67	0.00	8,000.00
930.000 Rep & Maint-Equip & Furnishings	2,000.00		5,000.00	0.00
930.004 Rep & Maint-Grounds			127.44	0.00
Total 931.000 Repairs & Maintenance	\$ 2,000.00	\$ 666.67	\$ 5,127.44	\$ 8,000.00
980.002 Furnishings - Life over 1 Year		833.33	0.00	10,000.00
981.000 Library Materials		333.33	0.00	4,000.00
986.000 Purchases from Gifts			5,000.00	0.00
Total Expenditures	\$ 3,098.05	\$ 3,750.00	\$ 18,705.34	\$ 45,000.00
Net Operating Revenue	-\$ 2,829.98	-\$ 3,750.00	-\$ 17,617.27	-\$ 45,000.00
Net Revenue	-\$ 2,829.98	-\$ 3,750.00	-\$ 17,617.27	-\$ 45,000.00

Friday, Oct 31, 2025 11:24:44 AM GMT-7 - Accrual Basis

Cromaine District Library

September 2025 Music Hall Financial Activity

	Sep 2025		YTD Total	
	Actual	Budget	YTD Actual	Budget
Revenue				
602.000 Charges for Services			0.00	0.00
607.001 Room Use Fees		833.33	3,618.75	10,000.00
Total 602.000 Charges for Services	\$ 0.00	\$ 833.33	\$ 3,618.75	\$ 10,000.00
Total Revenue	\$ 0.00	\$ 833.33	\$ 3,618.75	\$ 10,000.00
Gross Profit	\$ 0.00	\$ 833.33	\$ 3,618.75	\$ 10,000.00
Expenditures				
726.000 Supplies			0.00	0.00
728.001 Custodial Supplies		41.67	0.00	500.00
Total 726.000 Supplies	\$ 0.00	\$ 41.67	\$ 0.00	\$ 500.00
800.000 Professional Services			0.00	0.00
801.005 Other Professional Services		0.00	0.00	0.00
801.006 Managed Technology Services		0.00	0.00	0.00
Total 800.000 Professional Services	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
850.000 Technology			0.00	0.00
930.001 Technology Maintenance		0.00	0.00	0.00
Total 850.000 Technology	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
860.009 Community Relations			0.00	0.00
901.003 Memberships - Non-library Organ		83.33	0.00	1,000.00
Total 860.009 Community Relations	\$ 0.00	\$ 83.33	\$ 0.00	\$ 1,000.00
920.000 Utilities			0.00	0.00
850.001 Telecommunications	264.34	266.67	1,057.54	3,200.00
920.001 Heating Fuel		166.67	89.58	2,000.00
920.002 Electricity		208.33	953.29	2,500.00
920.003 Sewer Use		70.83	118.85	850.00
Total 920.000 Utilities	\$ 264.34	\$ 712.50	\$ 2,219.26	\$ 8,550.00
931.000 Repairs & Maintenance			0.00	0.00
930.002 Rep & Maint-Buildings	542.25	833.33	1,457.53	10,000.00
930.004 Rep & Maint-Grounds	1,780.97	333.33	2,560.97	4,000.00
Total 931.000 Repairs & Maintenance	\$ 2,323.22	\$ 1,166.66	\$ 4,018.50	\$ 14,000.00
955.001 Property & Liability Insurance		10.42	0.00	125.00
980.000 Equipment			127.62	0.00
980.002 Furnishings - Life over 1 Year			944.57	0.00
Total Expenditures	\$ 2,587.56	\$ 2,014.58	\$ 7,309.95	\$ 24,175.00
Net Operating Revenue	-\$ 2,587.56	-\$ 1,181.25	-\$ 3,691.20	-\$ 14,175.00
Net Revenue	-\$ 2,587.56	-\$ 1,181.25	-\$ 3,691.20	-\$ 14,175.00

Cromaine District Library

Transaction Report- Grounds Improvements

September 2025

Date	Name	Memo/Description	Amount
09/01/2025	Dukes Tree Service Llc.	removal of tree	-800.00
09/03/2025	Zeimet Wozniak & Associates	Invoice #25-315	-3,549.00
09/11/2025	livingston Cnty Dept of Bldg & Safety Eng	LIVINGSTON COUNTY TREASUR - SARAH NEIDERT - 3887	-33.00
09/15/2025	Grissim Metz Andriese Associates, P.C.	Landscape Architectural Service for Aug.01-Aug. 31, 2025	-9,771.50
09/18/2025	Barr Engineering Michigan LLC	Wetland Services/outdoor project	-1,609.50
		-\$ 15,763.00	-\$ 15,763.00
		-\$ 15,763.00	-\$ 15,763.00

Friday, Oct 31, 2025 11:45:54 AM GMT-7 - Accrual Basis

Hartland's Cromaine Library 2025-2026
Q1 Year-to-date as of Sept 30 Statistics (July - September)

	2025-2026	2024-2025	% Change
Circulation			
Adult books	12,582	13,414	-6.20%
Children's & Tween books	32,273	34,770	-7.18%
Teen books	2,660	2,842	-6.40%
Magazines	504	480	5.00%
Non-print	7,288	7,496	-2.77%
E-materials*	22,894	20,005	14.44%
Misc.**	1,571	1,012	55.24%
Self-check circulation	14,581	10,404	40.15%
MELCAT Received and Loaned	283	363	-22.04%
Total Circulation	94,636	90,786	4.24%
Collection+			
Print materials	58,533	57,127	2.46%
Audio physical units	3,397	3,933	-13.63%
Audio downloadable, streaming	937,954	779,408	20.34%
Video physical units	6,188	5,956	3.90%
Video downloadable, streaming	71,360	64,873	10.00%
Non-electronic subscriptions	812	812	0.00%
e-books	1,165,901	1,176,682	-0.92%
Databases--local	8	8	0.00%
Databases--state	80	80	0.00%
Total Owned or leased	2,244,233	2,088,879	7.44%
Cardholders			
Cardholders added	282	306	-7.84%
Library cards renewed	447	479	-6.68%
Total cardholders+	9,326	8,720	6.95%
Physical Visits	29,701	29,690	0.04%
Number of Programs			
Adult	58	61	-4.92%
Youth & Tween	83	87	-4.60%
Teen	15	14	7.14%
Total	156	162	-3.70%
Program Attendance			
Adult	1,520	1,610	-5.59%
Youth & Tween	3,586	4,006	-10.48%

	Teen	618	941	-34.33%
	Total	5,724	6,557	-12.70%
Technology				
	Virtual Library Visits	65,883	53,520	23.10%
	Database Use	1,960	1,489	31.63%
	Wireless Use	1,933	2,232	-13.40%
	Self Check Use (in circ above)	14,581	10,404	40.15%
	Total population	29,699	29,699	0.00%
	Circulation YTD per capita	3.19	3.06	4.24%
	Program atten. YTD per capita	0.19	0.22	-12.70%
	Visits YTD per capita	1.00	1.00	0.04%
	Cardholders as % of population	31%	29%	6.95%

* Includes: downloadable audio, ebooks, streaming video

** Includes: Mobile hotspots, library of things, Ref, ILL

+ as of quarter's end; not cumulative

PERSONNEL COMMITTEE MINUTES 11/6/25

Attendance:

Trustees Present: Dawn Smith, Kim Armstrong, Jeannine Gogoleski

Trustees Absent: Bill Bolin (chair)

Staff: Sarah Neidert

Public: Holly Naylor, Nancy Rosso, about 15 members of the public who missed the sign in sheet

Meeting called to order by Trustee Smith at 6pm.

Pledge of Allegiance

Recommendations of Law Firms/Criteria/Questions

Dawn asked if anyone had heard from Bill about the Alliance Defending Freedom? No one had any new information to share. Dawn said she would contact Bill directly.

Dawn called one firm and was referred Rickard, Denney, Leichliter, Childers and Bosch in Lapeer- <https://twdpclaw.com/> currently working with another library- going to speak with their partners – sounded interested if Cromaïne does end up having an issue.

Kim used the list provided by Director Neidert and left messages. She spoke with:

- Greg Neidle from Neidle and Dobbs, P.C. -Oakland County
 - Municipalities are his specialty
 - Practicing for 34 years. *Has represented many schools and libraries.
 - Small firm that advocates very strongly for their clients, while maintaining a kind disposition. *Has a lot of experience with FOIAs.
 - \$5,000 formal engagement fee, after which charges \$350/hour for libraries.
- Lindsay Dangi from Murphy & Spagnuolo -Ingram County
 - Variety of cases, including municipalities/libraries.
 - Would be willing to represent, however, would insist on expanding her scope of work to include thorough review of all of our policies and not just the one policy (#3010) so that she can be best prepared as some policies may overlap with each other. (This, of course, would increase her time spent reviewing the policies, which would increase fees).
 - She offers a discounted rate of \$250/hour for municipalities, no formal engagement fee.

Dawn noted that we should send out notes and ask for input/additional questions- board packet goes out Friday 11/14, so, if trustees could quickly think about what they would

PERSONNEL COMMITTEE MINUTES 11/6/25

want to add as questions, if any, and email Sarah and Darlene by Monday or Tuesday next week- we can get them added to the notes for printing in the packet so there can be a good discussion/process at the board meeting on 11/20. Dawn asked that we get these minutes with that request out ASAP so we give Bill and Becky, who are not here, time to think that over. Sarah noted that she'll be in on Friday 11/7 and will work to get them done first thing based on the recording.

Sarah asked what type of questions are we looking for?

Kim provided a few- How confident do you feel, based on what you have read about our policy 3010, that you could provide a successful defense for us?"

"Have you ever represented cases similar to this and what was the outcome?" Sarah asked, what is "this?" Dawn suggested First Amendment- anything with First Amendment, stuff like that. Sarah thinks Foster Swift is quite good at First Amendment defense.

Library Director's Evaluation:

Dawn clarified that this is not the evaluation, but going over how the evaluation is structured and if the board found it useful/helpful. One concern was who on the committee knows how to use google forms? Sarah offered to create the form and send the link to Bill (as chair) and another trustee who can help him if Google is not his wheelhouse. Jeannine offered to help if needed.

Sarah will create and distribute the evaluation form to each board member just after the 11/20/25 regular board meeting, responses will be needed by Tuesday 12/2 in order to give time to share the compiled responses with the committee chair before the personnel committee meeting on December 4th. The committee will discuss the evaluation with Sarah at that meeting, and the responses are placed in the December packet and the board then discusses as a whole at the December board meeting.

Dawn asked if Sarah want to come up with her own goals? Sarah said she can try to bring a professional development goal for the year and see if it aligns.

Policies:

- #8012 – Board Continuing Education- reviewed, no changes
- #8013 – Response to Correspondence- reviewed, no changes
- #8014 – Board Use of the Library and its Resources- reviewed, no changes

Staff Update:

Director attending CORE Forum – Leadership, Infrastructure, and Futures in Denver. Taking the Building and Operations track, also has a leadership and management track. There is a daylong tour of area libraries, will report back.

MLA Conference in Lansing- Donna, our Head of Circulation went for one day- took a good session about effective onboarding, which was helpful to her with a department of part time workers.

PERSONNEL COMMITTEE MINUTES 11/6/25

Two substitutes being interviewed next week- we need coverage and have had substitute positions posted for a while.

Call to the Public:

Amber from Hartland Village wrote:

I am deeply concerned about the board's recent process in reviewing legal representation. Inviting or even considering an attorney affiliated with the Alliance Defending Freedom—a group known for advancing partisan and religious agendas—is inappropriate for a public library that must remain nonpartisan, inclusive, and committed to serving everyone.

The attorney that was invited to the last board meeting is not licensed to practice in Michigan and appears to have come from out of state to attend our library board meeting. That alone raises serious ethical and procedural questions.

Even if the board decides not to move forward with the Alliance Defending Freedom, this process has exposed serious lapses in judgment and transparency. The community deserves to know how this happened and what steps will be taken to prevent it from happening again.

The decision-making process matters as much as the outcome. It reveals whether this board is guided by professional standards and community trust—or influenced by outside political agendas.

Our library belongs to everyone. That means leadership must be transparent, nonpartisan, and guided by the library's core values: intellectual freedom, equitable access, and public accountability.

Tonight, I'm asking this board directly:

- Will you make your vetting and selection process public?
- And will you explain to this community how an out-of-state, partisan-affiliated attorney came to be part of this discussion in the first place?
- Why would this board not seek a library lawyer—someone trained in intellectual freedom, public governance, and library law?

Trust is earned through openness and integrity. The people of Hartland care deeply about this library, and we will continue to show up, ask questions, and expect answers—because this is our library, and it must be led in the public's interest, not anyone's personal or political interest.

Meeting Adjourned 6:30pm

Next meeting – December 4 at 6:00 pm.

Cromaine Library Committee – Legal Consultation Discussion Questions

Background and Experience

- Please provide your name, contact information, and number of years in legal practice.
- What is your legal specialty, and does your firm have a particular focus or department dedicated to library law or municipal law?
- Have you represented other civil entities, such as libraries, townships, or other governmental organizations?
- Can you share details about your experience with library law, Michigan law, and specifically Michigan library law? Have you dealt with District Libraries in particular?
- How many library-related or First Amendment cases have you handled, and what were the outcomes?
- What experience do you have defending governmental entities and their right to uphold community standards?
- Have you represented any libraries or municipalities in similar policy-related disputes, including cases involving collection policies or public challenges?
- Are you (and all relevant team members) members in good standing of the State Bar of Michigan?
- Do you or your firm carry malpractice insurance, and if so, what level of coverage is typical?
- Please provide at least three client testimonials or references from previous clients, ideally from similar library or municipal settings.

Philosophy, Mission, and Values

- Does your firm or organization have a mission statement? If so, please share it.
- Does your firm have any religious or political affiliations that we should be aware of?
- Why do you want to represent Cromaine Library?
- Are there any circumstances or conflicts of interest under which you might decline to represent Cromaine?
- How do you approach cases where the client's position may be unpopular or controversial, such as policies that attract public criticism?
- Are you comfortable providing legal opinions that may differ from or challenge the Board's preferences?

First Amendment, Policy, and Legal Perspective

- How confident do you feel, based on your reading of Policy 3010, that you could successfully defend it if challenged?

- Have you represented libraries or other entities in First Amendment or free speech cases, and what were the results?
- Do you believe any part of Cromaine's Policy 3010 could be interpreted as violating the First Amendment?
- How do you typically approach defending library policies that relate to collection management, intellectual freedom, or patron access?
- Do you have prior experience working with community standards or local values in legal defenses for public entities?

Legal Scope and Collaboration

- Would your representation cover only Policy 3010–related issues, or would it extend to all of Cromaine's legal needs?
- Would you be amenable to collaborating with Cromaine's current counsel, if necessary, regarding this policy or other matters?
- Would we be working directly with one specific contact or a team of attorneys?
- How accessible are you for consultation, urgent matters, or after-hours questions? What is your typical response time for client inquiries?
- Do you have working knowledge of FOIA, the Open Meetings Act, and other Michigan municipal or public sector laws that commonly affect libraries?

Fees, Contracts, and Logistics

- What are your fees and billing structure? Please provide details on:
 - - Hourly rates for attorneys, paralegals, or assistants.
 - - Flat fees for common services, if applicable.
 - - Estimated costs for litigation or policy review.
- What specific services are included in your quoted cost, and what are additional or excluded costs (such as travel, court fees, document filing, or expert witnesses)?
- Do you provide a retainer agreement? If so, does it include a termination clause or flexibility to adjust services as Cromaine's needs change?
- What forms of payment or billing schedules do you offer for municipal clients?
- How do you handle unexpected legal costs or case expansions once an engagement is underway?

Professional Relationship and Communication

- How do you approach working with boards of trustees and library directors?
- Are you comfortable communicating regularly with both administrative and governing bodies?
- What is your typical process for providing updates, reports, or legal opinions?

- What questions do you have for the Cromaïne Library Board or staff to better understand our situation and needs?

Strategic Legal Perspective

- How do you balance the library's legal obligations with its public service mission in contentious policy situations?
- What is your approach to risk assessment when advising public entities on controversial matters?
- How do you advise clients to avoid litigation through proactive policy review or communication strategies?
- What is your philosophy on settlement versus litigation when a case arises?
- How would you help Cromaïne update or strengthen policies to reduce legal vulnerability in the future?

Communication and Public Relations Awareness

- Are you comfortable advising or collaborating with the library's public relations or communications staff to ensure consistent messaging during legal challenges?
- How do you approach media inquiries about ongoing cases or legal opinions?
- Can you help us craft legally sound public statements if our policies are questioned publicly?
- Have you ever provided training or briefings for boards or staff on legal compliance, such as the Open Meetings Act or handling controversial public comments?

Long-Term Relationship and Proactive Support

- Do you offer policy review or risk assessment services on a periodic basis?
- Can you provide staff or trustee training sessions on legal topics relevant to libraries?
- How do you stay current with Michigan library law developments, and how do you share those updates with your clients?
- Are you open to establishing a standing advisory relationship even when there are no active cases?

CROMAINE DISTRICT LIBRARY

BOARD OF TRUSTEES OPERATING PROCEDURE

Board Continuing Education

Number 8012
Page 1 of 1
Date approved: 3/18/10
Date Reviewed: 4/5/11; 8/5/21;11/6/25

Purpose

In keeping with its stated position on the need for continuing training and development for its members, the board encourages the participation of all members at appropriate library conferences, workshops, and conventions. However, in order to control both the investment of time and funds necessary to implement this policy, the board establishes these principles and procedures for its guidance:

General Guidelines

1. A calendar of library board conferences, conventions, and workshops is maintained by the Library Director and regularly reported to the board.
2. Authorization by the board must be received prior to member attendance at a conference or workshop at the library's expense.
3. As funds permit, a budget for board member attendance at conventions, conferences and workshops annually is established. The board will designate which of its members would be the most appropriate to participate at a given meeting when anticipated travel expenses exceed the budget.
4. Reimbursement to board members for their travel expenses will be in accordance with the library staff's travel expense guidelines.
5. When a conference, convention, or workshop is not attended by the full board, those who participate are expected to share information, recommendations, and materials acquired at the meeting.

CROMAINE DISTRICT LIBRARY

BOARD OF TRUSTEES OPERATING PROCEDURE

Number 8013

Page 1 of 1

Date approved: 3/18/10

Date Reviewed: 4/5/11;

8/5/21;11/06/25

Response to Correspondence to the Board

Purpose

To acknowledge receipt of and respond to letters, e-mails, and other written correspondence received by the board and its members.

Scope

This procedure applies to letters and e-mails received by members of the Cromaine District Library Board as a trustee and by the board as a whole.

Description

Correspondence to individual members - When a communication is received by a member of the Board of Trustees regarding their performance and/or responsibilities as a trustee, the correspondence will be given to the Secretary of the Board, who ensures a response to thank and/or respond to the writer on behalf of the board as a whole. The response shall be given to the President of the Board for signature at the next meeting. (The Secretary shall respond, if possible, within one month of receipt of the letter.)

Correspondence to the Library Board as a whole – When a communication is received by one member of the board or by the Library Director on behalf of the board regarding the responsibilities or performance of the board, the correspondence will be provided to the Library Director for response. At the discretion of the Library Director, the Board Secretary and/or Board President may be asked to consult on the response. Most communications will be delegated to the Library Director for response as soon as possible. Copies of the Library Director's response on behalf of the board and the library will be included for review at the next Board of Trustees meeting, if not communicated more quickly electronically to all trustees.

CROMAINE DISTRICT LIBRARY

BOARD OF TRUSTEES OPERATING PROCEDURE

Board Use of the Library and Its Resources

Number 8014
Page 1 of 1
Date approved: 3/18/10
Date reviewed: 4/5/11;
8/5/21:11/06/25

Library Facility, Materials and Equipment

Board members have the right to the use of Cromaine District Library's material, equipment and resources for Cromaine District Library business only.

Board members should not anticipate or expect that exceptions from the Library's procedures and policies will be made for the use of meeting rooms, the circulation of materials or the use of library equipment.

Board members are welcome in the library during all open hours; presence during non-public hours should be consistent with library activities and scheduled board meetings.

Library Counsel

Board members may use Cromaine District Library legal counsel solely for the purpose of conducting Cromaine District Library business. Such use should come from matters known to the Library Director and Board of Trustees members, but may occur immediately following consultation with the Board President. A written report of the outcome of the use of Library Counsel will be presented at the next regular or special board meeting.

Library Staff

Board members are encouraged to use the services of library staff as any community member is welcomed to do so. However, any request for services beyond those provided within the scope of the library staff's customary responsibilities will be given to the Library Director who will determine viability. Requests such as the appraisal or cataloging and organization of a personal collection of materials, a story time/story telling experience for a child's party, troubleshooting and repair of a personal computer, or maintenance and/or repair of privately owned building and grounds are not likely to be considered viable or within the scope of the library's staff responsibilities to its community.

CROMAINE DISTRICT LIBRARY

BOARD OF TRUSTEES OPERATING PROCEDURE

Board of Trustee Meetings

Number 8002

Page 1 of 2

Date approved:

3/18/10; 4/21/11

Date revised: 4/5/11

Date reviewed: 8/5/21; 11/20/25

Purpose

The board recognizes the need to define the types of meetings it may call.

Scope

This procedure addresses the different types of board meetings.

Description

Regular board meetings are scheduled for the third Thursday of each month. Meetings shall begin at 7:00 p.m., prevailing Eastern Time, in the Community Room of the Cromaïne District Library, unless a change was agreed upon in a previous open meeting.

The board schedules three different types of meetings, each serving a specific purpose.

1. Regular Monthly Meetings – The board conducts regular business at regular meetings. Within three (3) days after a meeting at which the schedule for regular meetings is changed, notice must be given of the new regular meeting dates, times and places.
2. Emergency Meetings – The board calls an emergency meeting only when action is required that is of an emergency nature and cannot be held until the next regular meeting. Emergency meetings require approval of 2/3 of the body (five members).
3. Special Meetings – Special meetings are called by the Board President or at the request of a board member. The Board President may not deny a board member's request for a special meeting. The meeting shall be held within 72 hours of the request. Each board member shall be notified of the special meeting at least 24 hours before the meeting. Public notice shall be given at least 18 hours prior to the convening of the meeting. Board members may take official action at special meetings. **The board member who calls a special meeting must be in attendance at the meeting.**
4. Board Workshops– The board calls workshops to study specific items in depth or to have information presented relevant to an agenda item to be voted on at a regular or special meeting. No official action will be taken at board workshops.

Closed sessions shall be scheduled as required consistent with the Michigan Open Meetings Act Public Act 267 of 1976 (MCL 15.261-15.275) at a regular or special meeting. Those provisions are shown below:

“Closed Meetings:

The law provides for closed meetings in a few specified circumstances. In order for a public body to hold a closed meeting, two-thirds of its members must vote affirmatively in a roll call. Also, the purpose for which the closed meeting is being called has to be stated in the meeting when the roll call is taken.

Closed meetings may be called without a two-thirds vote for the following reasons:

- (1) considering the dismissal, suspension or disciplining of, or to hear complaints or charges brought against a public officer, employee, staff member or individual when the person requests a closed hearing;*
- (2) considering the dismissal, suspension or disciplining of a student of a public school when the student or guardian requests a closed hearing;*
- (3) strategy and negotiation sessions necessary in reaching a collective bargaining agreement when either party requests a closed hearing; and*
- (4) partisan caucuses of the State Legislature.*

(5) for a compliance conference the department of commerce conducts under MCL §333.16231, concerning an investigation of certain licensed medical professionals.

(6) to conduct searches for a university president, until the board has narrowed the search to 5 candidates.

Other reasons a public body may hold a closed meeting are:

- (1) to consider the purchase or lease of real property;*
- (2) to consult with its attorney about trial or settlement strategy in pending litigation, but only when an open meeting would have detrimental financial effect on the public body's position;*
- (3) to review the contents of an application for employment or appointment to a public office when the candidate requests the application to remain confidential. However, all interviews by a public body for employment or appointment to a public office have to be conducted in an open meeting; and*
- (4) to consider material exempt from discussion or disclosure by state or federal statute.”*

Sarah Neidert <sarah@cromaine.org>

addition to agenda

2 messages

Holly Naylor <hnaylor@cromaine.org>

Sun, Nov 9, 2025 at 5:34
PM

To: Sarah Neidert <sarah@cromaine.org>

Hi Sarah,

I would like to add Board of Trustee Operating Procedure 8002- Board of Trustee Meetings to the agenda for our November meeting. I plan to suggest we add "The board member who calls a special meeting must be in attendance at the meeting" to the end of Description item 3.

Thank you,
Holly

Sarah Neidert <sarah@cromaine.org>

Mon, Nov 10, 2025 at 9:18 AM

To: Holly Naylor <hnaylor@cromaine.org>

Holly,

I'll add that to the agenda.

I will print your above email and add it with the printed policy in the packet, so that the board will know why it is included.

Sarah

[Quoted text hidden]

BOARD OF TRUSTEES OF
CROMAINE DISTRICT LIBRARY
RESOLUTION 2025 -20
REVISE POLICY 8002, BOARD OF TRUSTEE MEETINGS

Minutes of a regular meeting of the Board of Trustees of the Cromaine District Library, County of Livingston, Michigan, held in the Village Library in the Township of Hartland, on the 20th day of November 2025, at 7:00 p.m. prevailing Eastern Time.

PRESENT:

ABSENT:

The following preamble and resolution were offered by _____ and supported by_____.

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

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

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

NOW THEREFORE BE IT RESOLVED THAT the Board of Trustees hereby revises Policy 8002, Board of Trustee Meetings, as shown in Exhibit A.

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

AYES:

NAYS:

Nancy Rosso, Secretary

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board of Trustees of the Cromaine District Library, County of Livingston, State of Michigan, at a regular meeting held on the 20th day of November 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

Cromaine District Library
Finance Committee Meeting Minutes
Date Tuesday, November 11, 2025

Attendees:

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

Review of Monthly Financial Activity Statements for September

- 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
 - Re-grade and re-seed the side lawn slope after foundation work.
 - Final payment for organ repairs

Investment Account:

UBS Investment fund - ending balance of \$4,738,335.31

Bank of Ann Arbor Accounts:

- Checking Account - ending balance \$87,907.96
- Money Market Account – ending balance \$12,561.16

Credit Cards- \$13,634.40 was paid in August. Charges in September were \$10,561.92

Building:

- Foundation resealed and landscaping completed
- Completed POTs line replacement (emergency line in elevator)
- Phone system assessment, system to be replaced.
- Security cameras quotes

Finance Policies: No policies to review

Other:

- Audit – Finance Committee reviewed audit results. Results to be presented at November Board meeting. Board members will be able to ask questions and for additional information
- Sue Grissim will attend Board meeting to provide status update



Youth Department:

October saw the return of Homeschool Club, our STEM group for Homeschooling families, with a LEGO Coding Maze. We look forward to this event's return each year, as we see many familiar faces and some new ones each time! This year we are splitting the group into two age groups to allow us to run more tailored programs, and that seems to be working out quite well!

This month we also hosted our annual Monster Mash. This fun event takes place on a Saturday mid-morning each year, and families are encouraged to dress in their Halloween costumes, trick or treat at the various service desks, enjoy a scavenger hunt and a wide array of crafts. This event, hosted this year on October 18, went quite well with lots of families dressing up and enjoying all of the various activities!

Adult Department:

Throughout October, the Adult Services team hosted 13 programs ranging from a Spooky Movie at the Music Hall, to Basic Essentials of Email, to DIY Halloween Flower Pots. A total of 103 people attended this month's programs. Additionally, librarians spent the month planning programs for December and January, as well as finalizing plans for the Winter Reading Challenge that will run from December 1 to February 28.

In October, we began placing book orders through Amazon Business. The Adult Services librarians were quick to adapt to the new workflows involved and are pleased to once again see new books regularly arriving for our patrons to enjoy!

Circulation Department:

Staff have begun ordering unprocessed items from Ingram. We are also receiving orders from Amazon. Receiving items "unprocessed" means just the book arrives, and much of the service provided by library book vendors is completed in-house. Many thanks to circulation staff Caitlyn and Amy for the additional workflow of processing these items and getting them out to our patrons quickly and efficiently. Mary has been adding MARC records to the CARL system through SkyRiver, saving Donna a lot of time. Donna has been creating original catalog records for items as well. All of the librarians are pitching in to unload deliveries and note each book with the correct spine label information. Donna will be attending a Circulation Conference on November 13th and 14th. This conference is sponsored by the University of Wisconsin.

Community Engagement Department:

Music Hall Administration

- Sarah and Liz hosted Hartland State of the Community at the Historic Hartland Music Hall. Approximately 100 community members were present to see the Partners in Progress (the Hartland Chamber, Schools, Township, and Library) give annual updates about their successes and collaborations. Hartland Volunteer of the Year was also awarded at this event.
- Upcoming performance sponsored by Cromaine:
Mustard's Retreat, Folk duo at the Historic Hartland Music Hall
Saturday, May 2nd, 7 pm

Old Fashioned Christmas at Cromaine

- Saturday, November 29 from 1:30-3:30
- Community members are invited to visit with Santa, hear a story from Mrs. Claus, and create crafts. Registration preferred, some walk-ins will be accepted.
- Thank You to Jeannine and Holly for volunteering for this event!

Vintage Christmas in the Village

- Saturday, November 29 from 4:00 - 6:30 pm
- Cromaine is partnering with the Community Council as one of the sponsors of Vintage Christmas in the Village of Hartland, and we will also be open as a warming center and for visits with Mrs. Claus. We anticipate 500+ community members to take part. Events include a chicken sampling contest called "King of the Wing", cocoa and coffee stations, a strolling Santa Claus, performances at the Music Hall, guided tours of historic Hartland, special exhibits at the Florence B. Dearing Museum, a ride-on train, craft exhibitors, and more. This event features the official lighting of the tree at the Hartland Music Hall at 5:30 pm. Hartland Road will be closed during this event.

Heritage Gardens Project-Community Support and Naming Opportunities

- Sponsorship levels and naming opportunities were created to invite the public to come alongside this project. See inclusion
- Please share and consider personal support
- We have received a commitment of \$15,000 supporting this project

MI Humanities Bridging Michigan Grant

- Final report submitted October 16

- Stats:
61 at Historic Hartland Music Hall Discussion
28 at Youth Weaving Activities
12 at Black Sheep Weavers Weaving Class on 2nd floor
15 at Black Sheep Weavers Demonstrations on 1st floor
40 at Florence B. Dearing Museum
156 Total visits (with duplication)

Community Engagement, Networking, and Outreach:

- Liz represented the library at the hARTland Art Walk closing ceremony, Saturday, October 4 at Settler's Park. Approximately 200 community members were present as we awarded scholarships to local students and adults who submitted art to the contest.
- Liz represented Cromaine Library at Howell Rotary Club on October 6, 13, 20 and 27; average 25 community members in attendance.
- Cromaine Library hosted Leadership Livingston in the Community Room on October 14. 25 community members in the building.
- Liz met with Carl Davis from the Hartland Messiah Chorus to discuss the 92nd annual performance season, and attended their inaugural Board Meeting on October 20. Cromaine supports this community partner through in-person ticket sales, marketing support, and in-kind donation of Hall venue costs and staffing the Hall for their dress rehearsal and performance dates, as well as serving on the board for the organization.
- Liz attended the Vintage Christmas in the Village Committee meeting (Community Council) on October 20. 6 committee members in attendance.
- Liz volunteered alongside Hartland Lions Club at their Texas Hold 'Em Fundraiser event.
- 'Patron Comments

11/12/25

Staff Submitting: Lori

A young patron brought in a rock he had painted with a rainbow. He was very proud to give us this little reminder of how much he loves coming to the library. We are displaying it at the circulation desk.

email to Director Neidert on Wed, Nov 12, 2025 at 4:12 PM:

Subject: Do not work with the Alliance Defending Freedom law firm

Cromaine Library should not hire this California law firm to be their legal representation. This group is a partisan, religiously affiliated legal organization that only represents a small

percentage of residents' beliefs. They advocate criminalization of sexual acts between consenting LGBTQ adults. They have defended state-sanctioned sterilization of trans people abroad. They also work to develop "religious liberty" legislation and case law that will allow the denial of goods and services to LGBTQ people on the basis of religion. The question becomes: WHOSE religion? They also advocate against vaccines.

This is a very dangerous proposed affiliation for the people who use the Cromaine Library as well as the Hartland community. Libraries should be safe spaces for education and learning for ALL people. NO ONE should decide what anyone else should read or have access to. If someone doesn't like the content of a book, they should pick something else, but they have no right to prevent another person from reading that book.

Andrew Carnegie, the philanthropist who donated funds to start the Cromaine library believed that libraries serve as essential resources for a community, especially for immigrants like him. Today this still holds true for anyone who wishes to use the library.

There are plenty of competent, reputable and religiously neutral law firms in the State of Michigan that would much better serve the patrons of the Cromaine Library.

Regina Wilson

email to Director Neidert on Thur, Nov 6, 4:44 PM

Subject: ADF

Hello,

I am writing to express my concern about the Alliance Defending Freedom being chosen as the legal firm representing the library. This is a partisan law firm that does not typically represent libraries. I am concerned that this choice is being made with a partisan agenda and not in the best interest of the library. Typically, one's best choice in selecting a service provider is not the one that is the least expensive, it is the one that is most qualified and ADF is not the most qualified.

Additionally, I want to express my concerns about the continued discussion of books with LGBTQIA content. As a life-long Hartland resident, Hartland Schools alumni, and Hartland parent, I do not want or need the library selecting what books my children can read. As their parent, I would like to monitor that selection and not have it made by a concerned citizen with a bias against LGBTQIA people.

Please forward this on to the library board as I am unable to attend tonight's meeting.

Thank you for your time,

Caroline Shrier

Email to Director Neidert on Thur., Oct. 23, 9:54 AM
Subject: Removal of books

Ms. Neidert,

I am a 30-year resident of Hartland and I am writing to tell you how pleased I am with the library's response to the request by a group of individuals to remove over 200 books from our library. This situation came to my attention last night during our local CBS 11 o'clock news. As a result, I read all the documentation regarding this issue on the library's website. I just want to let you and the Board know that I completely agree with the library's stance that parents and no one else should determine what books their minor children read. You have my support and I'm sure, the support of other citizens of our community.

Sincerely,

Jackie Curtis

11/4/25

Staff submitting: Lisa

A patron told the Circulation desk that Erin gave exceptional customer service. Erin helped her with something that she found difficult to do on the computer. Once again, the librarians here do a wonderful job helping our patrons. It is a pleasure to see this daily.

10/21/25

Staff submitting: Lisa

Tonight, Ray went way above and beyond to help one of our regular patrons out. The patron's car would not start. Ray pushed the car until it started (old stick shift car). He is such a kind and giving person. I am sure our patron was extremely grateful. GO RAY!!



YEAR IN REVIEW

JULY 2024 - JUNE 2025

DIRECTOR'S NOTE

Dear Library Community,

The past year at Cromaine Library was one of transformation, imagination, and connection. Guided by the Strategic Plan, staff have taken meaningful steps toward creating spaces that reflect the vibrant community we serve. We have focused on building not just for today—but for the generations who will gather, learn, and grow here in the years to come.

In January 2025, the Library Board of Trustees approved a concept plan to reimagine our beloved South Lawn. What began as an idea—to make better use of our outdoor space—has evolved into a vision for a dynamic, welcoming landscape that invites people to read under the trees, attend outdoor concerts and storytimes, or simply enjoy a quiet moment in nature. The project, named “Cromaine Commons,” will include new walkways, lighting, landscaping, and a permanent pavilion that will make year-round outdoor programming possible. It’s a transformation of the space, designed not just for beauty, but for community.

Inside the Library, we’ve been investing in the future in a different way—through Radio Frequency Identification (RFID) technology that enhances access and convenience for every library user. RFID tags are small, electronic chips placed in books that let staff and self-check stations quickly identify, track, and manage items using radio waves instead of barcodes. This upgrade will eventually allow us to introduce after-hours pickup lockers, ensuring that our community can access materials whenever it’s most convenient for them.

At the same time, we’re working to bring the Library to those who can’t come to us. Our Homebound Delivery Pilot Program is developing into a lifeline for patrons who are unable to visit the Library in person due to age, illness, or disability. Each month, dedicated staff deliver books, movies, and other materials directly to homes throughout our service area—keeping the joy of reading, learning, and discovery alive for every member of our community. These visits offer more than just materials; they’re a connection to the outside world, and a reminder that the Library belongs to everyone, regardless of circumstance.

Through it all, what has remained constant is the energy and engagement of our patrons. This year, the Library has continued to be a place where ideas are shared, creativity flourishes, and neighbors come together. Whether at a bustling children’s program, a thoughtful book discussion, or a quiet afternoon browsing for a good book, we have witnessed countless moments of learning and connection that remind us why this work matters.

- Sarah Neidert



MISSION

Cultivating Connection.
Nurturing Learning.
Inspiring Discovery.

VISION

To be the community’s essential destination for connection, enjoyment, and learning.

Bill Bolin
President

Nancy Rosso
Secretary

Kim Armstrong
Trustee

Dawn Smith
Trustee

Jeannine Gogoleski
Vice President

Becky Basley
Treasurer

Holly Naylor
Trustee

Sarah Neidert
Library Director

TRUSTEES



20,831
people connected through
697
programs.

111,303

guests were welcomed through
Cromaine's doors.

Up 18% from
the previous
year!



2.17 MILLION

items in the physical & digital collection, allowing
unlimited opportunities for learning.

331,318

Total items checked out, on any subject
you can imagine!

9,309

active Cardholders, up
8.5% from last year.

Reaching 31%
of our service
area!

**STRATEGIC
PLAN
UPDATE**

CONNECTION, LEARNING, DISCOVERY



STRATEGIC PLAN UPDATE

CONNECTION, LEARNING, DISCOVERY

887 community members (206 Adults,
681 Youth) read more than
900,000

minutes in our Summer
Reading Challenge.



More than

1,000 guests joined us on
the South Lawn for the
Summer Concert Series.

SUMMER CONCERT SERIES SPONSORS

Don Thompson
Friends of
Cromaine Library
Hartland
Insurance Agency

Bank of Ann Arbor
LOC Credit Union
Dick and Barbara Krueger
The Rokas Family
Village Manor Retirement

1,300 Teens attended
92 programs.



326 Music Hall
Reservations and
1,879

Meeting and Study Room
Reservations were made.



FINANCIAL DONATIONS

\$22,225
Individuals and Organizations

\$5,950
Kilgen Organ Fundraiser

\$20,000
Friends of the Library

\$48,175 Total Donations/
Grants

GENERAL DONATIONS

Anonymous
Mary Cafmeyer
Rob Clark
Judith Kleeves
Kenneth Nothaft
Michael Palmer
Randy Park
Wendy Parks
Howell Rotary Club
Jennifer Spamer

MATERIALS

Howell Rotary Club
Gerard Paraison

MEMORIAL DONORS

Anonymous
Mark Gillis Memorial
Richard Krueger
Yvette Accorsi-Boulton

SUMMER CONCERT SERIES

Don Thompson
Friends of Cromaine Library
Hartland Insurance Agency
Bank of Ann Arbor
LOC Credit Union
Dick and Barbara Krueger
The Rokas Family
Village Manor Retirement

SCHOLARSHIP FUND

American Legion Post 415
Dunn Family Kona Ice
Jennie Vanden Brulle

STAFF APPRECIATION

Dawn Smith

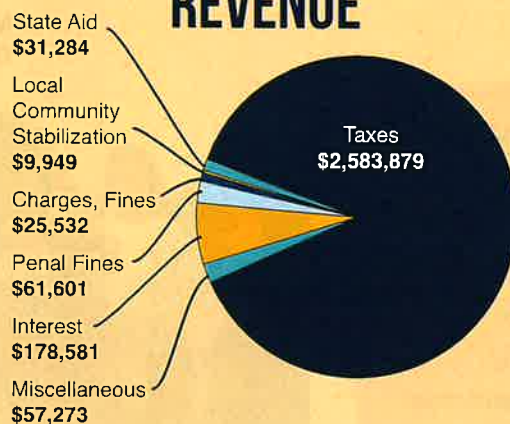
KILGEN ORGAN DONORS

**Fundraiser in May of 2025
to raise funds for upkeep
of the Kilgen Organ in the
Hartland Music Hall.**

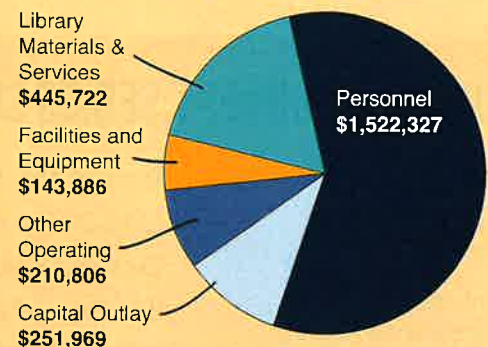
Anonymous
Kim Armstrong
James and Sharman
Galezewski
Jeannine Gogoleski
Philip Hagele
Robert Judge
Barbara Krueger
Lee MacBride
Philip MacBride
Robert MacBride
Mary Morris
Donald Thompson
Alice Wyland
Eileen Zilch

CROMAINE REVENUE & EXPENDITURE 2024 - 2025

REVENUE



EXPENDITURE



Paper copies of the audit were distributed earlier in the month.

The audit is available online
here: <https://www.cromaine.org/media/1063>.

CROMAINE LIBRARY

HARTLAND, MICHIGAN

SITE IMPROVEMENTS

SPECIFICATIONS
November 13, 2025
Owner Review

Grissim Metz Andriese Associates, Inc.
Landscape Architecture
15000 Edward N. Hines Drive, Suite A
Plymouth, Michigan 48170
(248) 347-7010

www.gma-la.com

GMA Project No. C79-241.001

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L302	Site Details
L303	Site Details
L304	Site Details
L400	Grading Plan
L500	Landscape Plan
L600	Landscape Details
L700	Lighting Plan
I100	Irrigation Plan
I101	Irrigation Details
1	Photometric Plan
2	Photometric Plan and Lighting Details
S100	Boundary Survey
S101	Topographic Survey
C100	Storm Drainage Plan
C101	Stormwater Management Notes and Details
C102	Stormwater Management Notes and Details
C103	Stormwater Management Notes and Details
C104	Storm Sewer Calculations
C200	Soil Erosion Control Plan
C300	LCDC Storm Sewer Details

PROCUREMENT AND CONTRACTING REQUIREMENTS GROUP

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SPECIFICATIONS GROUP

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015000	Temporary Facilities and Controls
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017700	Contract Closeout

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DIVISION 07 – THERMAL AND MOISTURE PROTECTION

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312000	Earthwork for Site
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INFORMATION SHEET

OWNER'S REP: Sarah Neidert, Library Director

SITE LOCATION: 3688 N. Hartland Road, Hartland, MI 48353

SCOPE OF WORK: Removals, clearing, earthwork, storm sewer, utility adjustments, lighting, asphalt paving, concrete and clay paver paving, concrete curbing, prefab pavilion installation, fencing, masonry piers and signage, landscaping and irrigation

WORK BY OTHERS: Site furnishings, electrical service, gfl outlets and lighting

MANDATORY
PRE-BID MTG: December _____, 2025

SCHEDULE: Begin March complete by June 5th, 2026

BID DUE DATE: December 19, 2025

EMAIL PDF
OF BID TO: Sarah Neidert, Library Director, Cromaine Library
sarah@cromaine.org

COPY TO: Susan Grissim, VP, Grissim Metz Andriese Associates
sueg@gma-la.com

SECTION 004200 - PROPOSAL FORM

Name of Bidding Contractor: _____

1. CERTIFICATIONS AND BASE BID

Base Bid, Single-Prime (All Trades) Contract: The undersigned Bidder hereinafter referred to as Contractor, having carefully examined the Procurement and Contracting Requirements, Conditions of the Contract, Drawings, Specifications and all subsequent Addenda, as prepared by Grissim Metz Andriese Associates, and their consultants, having visited the site and being familiar with all conditions and requirements agrees to contract with Cromaïne Library, hereinafter referred to as Owner, and agrees to furnish all material, labor, tools, equipment, utility transportation services and supervision, including all scheduled allowances necessary to perform and complete, in a satisfactory manner, all work required in conjunction with the above-named project, according to the requirements of the Procurement and Contracting Documents, and to accept as full payment thereof, subject to additions and / or deletions required by Contract, the stipulated sum of:

TOTAL BASE BID:

A. _____ Dollars (\$ _____)

B. The above amount may be modified in the future by amounts indicated in the Alternates Section.

2. ANALYSIS OF BID:

Unit Costs submitted for Contract additions / deletions, inclusive of any maintenance and guarantee period not separately listed. Total must equal Base Bid above. Contractor is responsible for verifying estimated quantities of materials. All work to be installed complete, as detailed on the Drawing(s), within quote Base Bid.

3. TIME OF COMPLETION

The undersigned Bidder proposes and agrees hereby to fully complete the Work by June 5, 2026.

4. SITE HARDSCAPE AND LANDSCAPE WORK:

	Item	Unit	Quantity	Unit Price	Total
Project Start Up/	Mobilization and staging	lump sum			\$ -
Permits	Traffic control and barricading	lump sum			\$ -
General Conditions	Permits (building + electrical)	allowance			\$ -
	General conditions (bonds, insurance)	lump sum			\$ -
	Start Up/General Conditions Total:				\$ -

SESC/Demolition	SESC - silt fence	lf.	483		\$	-
	SESC - inlet protection	ea	7		\$	-
	Remove and salvage misc. (planters, signs, shelves, pavers, etc.)	lump sum			\$	-
	Electrical and lighting demolition	lump sum			\$	-
	Site pavements, gravel, sign, gates & fencing	lump sum			\$	-
	Site vegetation and lawn removal	lump sum			\$	-
	SESC - tracking mat	ea	1		\$	-
	SESC/Demolition Total:					\$

Earthwork	Topsoil stripping and stockpile (assume 3" depth)	cy			\$ -
	Site mass rough and fine grading	lump sum			\$ -
	Imported topsoil	cy			\$ -
	Earthwork Total:				\$ -

Hardscape	Concrete curb and gutter	lf.			\$	-	
	Light duty concrete paving, includes bench and table pads	sf			\$	-	
	Gravel parking lot area	sf			\$	-	
	Barrier free ramps (curb backing and detectable warning strip)	ea			\$	-	
	Concrete bumper blocks	ea			\$	-	
	2' width bituminous asphalt patch	lf.			\$	-	
	Standard duty asphalt paving	sf			\$	-	
	Identity sign on masonry base	lump sum			\$	-	
	Masonry piers	ea	16		\$	-	
	Vinyl picket fencing	lf.			\$	-	
	Vinyl privacy fence	lf.			\$	-	
	Vinyl privacy gate	ea	1		\$	-	
	Clay brick pavers on aggregate base w/edge restraint	sf.			\$	-	
	Concrete walk with integral curb	sf.			\$	-	
	Preast concrete planter curb	lf.			\$	-	
	Concrete steps	lump sum			\$	-	
	Hardscape Total:					\$	-

Traffic Signage and	Site signs (stop, and pedestrian crossing)	ea	11	\$	-
Pavement Striping	Parking lot stall striping	lump sum		\$	-
	Stop bar	ea	2	\$	-
	Pedestrian crosswalks	ea	3	\$	-
Traffic Signage and Pavement Striping Total:				\$	-

Utilities and Drainage	4" perforated draitile in stone trench per detail	lf.		\$	-
	8" HDPE pipe in stone trench	lf.	52	\$	-
	10" HDPE pipe in stone trench	lf.	178	\$	-
	2' dia. NyoPlast catch basin	ea	1	\$	-
	3' dia. NyoPlast diversion drain basin	ea	1	\$	-
	4' dia. Polypylene manhole	ea	3	\$	-
	4' dia. Polypylene manhole with 3' sump and trapped outlet	ea	1	\$	-
	4' dia. Polypylene outlet control manhole with weir	ea	1	\$	-
	ADS StormTech SC310 Storage System	lump sum		\$	-
	Tap existing cach basin	ea	1	\$	-
Utilities and Drainage Total:				\$	-

Site Furniture	Table and umbrella (installation only)	ea	4	\$	-
	Bench (installation only)	ea	4	\$	-
	Pavilion	lump sum		\$	-
Site Furniture Total:				\$	-

Landscape	Acer rubrum 'Franksred', 3" cal.	ea	2	\$	-
	Tilia tomentosa 'Sterling', 3" cal.	ea	28	\$	-
	Christmas Tree	ea	1	\$	-
	Buxus x 'Green Mountain', 24-30" ht & spd.	ea	24	\$	-
	Hydrangea paniculata 'Bobo', 3 gal.	ea	129	\$	-
	Hydrangea 'Tiny Tuff Stuff', 3 gal.	ea	9	\$	-
	Juniperus horizontalis 'Blue Chip', 24" spd.	ea	259	\$	-
	Spiraea x bumalda 'Anthony Waterer', 24" spd.	ea	232	\$	-
	Topsoil (onsite stockpile and imported)	cy.		\$	-
	Plant mix	cy.		\$	-
	Double processed shredded bark mulch	cy.		\$	-
	Seeded lawn with tackified mulch	sf.		\$	-
	1 year maintenance and warranty	lump sum		\$	-
Landscape Total:				\$	-

Irrigation	Irrigation system complete	lump sum		\$	-
Irrigation Total:				\$	-

Electrical/Lighting	Electrical service and panel updates			\$	-
	Duplex outlets	ea		\$	-
	Bollard lights installed complete (LPH1)	ea	20	\$	-
	Pendant lights	ea	2	\$	-
	Sign floor lights (SCI)	ea	2	\$	-
	Landscape uplights	ea	2	\$	-
Electrical/Lighting Total:				\$	-

TOTAL FOR ALL ITEMS ABOVE: \$ -

Alternates	Quote change in price to provide purchase and install Fifthroom pavilion in lieu of Polygon pavilion			\$	-
	Quote change in price to provide seeded lawn in lieu of seeded lawn with tackified mulch.			\$	-
Alternates Total:				\$	-

Add'l Unit Pricing	Owner has the option to add or deduct to the contract based on the following unit prices:				\$	-
	Silt fencing	lf			\$	-
	Asphalt paving removal	sf			\$	-
	Concrete sidewalk removal	sf			\$	-
	Imported topsoil	cy			\$	-
	Fine grade and install 3" depth topsoil	sy			\$	-
	Concrete curb	lf			\$	-
	Light duty concrete pavement, 4" thick	sf			\$	-
	Standard duty asphalt pavement	sf			\$	-
	Perforated daintile in peastone trench wrapped in fabric	lf			\$	-
	Plant Mix	cy			\$	-
	Double processed shredded bark mulch	cy			\$	-

5. SUBCONTRACTORS AND SUPPLIERS

The following companies shall execute subcontracts for the portions of the Work indicated:

1. Removals: _____
2. Concrete Paving: _____
3. Asphalt Paving: _____
4. Landscaping: _____
5. Irrigation: _____
6. Earthwork: _____
7. Storm Sewer: _____
8. Electrical and Lighting _____
9. Native Seeding and Maintenance _____
10. Other: _____

6. ADDENDA

Contractor acknowledges following addenda covering revisions to Drawing(s) or Specifications;
Cost of such revisions has been included in quoted Base Bid.

Addendum No. _____ Dated _____
Addendum No. _____ Dated _____
Addendum No. _____ Dated _____
Addendum No. _____ Dated _____

7. SUBMISSION OF BID

Respectfully submitted this _____ day of _____.

Submitted By: _____
(Name of bidding firm of corporation)

Authorized Signature: _____
(Handwritten signature)

Signed By: _____
(Type or print name)

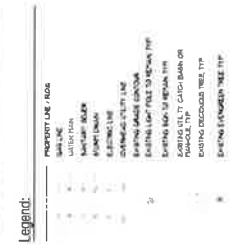
Title: _____
(Owner/Partner/President/Vice President)

Circle One: Corporation / Partnership / Individual

Street Address: _____
City, State, Zip: _____
Phone: _____
License No.: _____
Federal ID No.: _____

Contractor to provide Bid Bond covering 5% of the bid proposal value.

- Storm Drain Agreement
- Hardland Township Land Use Permit
- Livingston County Drain Commissioner for Stormwater Permit
- Livingston County Road Commissioner Permit for work in R.O.W
- Livingston County Drain Commissioner Soil Erosion and Sedimentation Control Permit



REFER TO TOPOGRAPHIC SURVEY SHEET 1421 DATED 1-4-2003 FOR ADDITIONAL INFORMATION. SURVEY PHOTOGRAPHED BY JEFFREY MORRIS & ASSOCIATES.



0017
 L700
 0017
 L700

WETLAND LIMIT

PROPERTY LINE

WETLAND LIMIT

SHED

CROMAINE LIBRARY

ROW

SCHOOL ROAD

N. WARTLAND ROAD

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Landscope Architecture
15000 Edward W. Hines Dr., Suite A
Plymouth, MI 48170
Ph: 248-347-7010

Paving and Layout Plan

1. ALL DIMENSIONS ARE APPROXIMATE AND MUST BE FIELD MEASURED. NOTIFY OWNER REPRESENTATIVE OF ANY DISCREPANCIES BETWEEN QUANTIFY REPRESENTATION AND OTHER DIMENSIONS.

1. ALL NEW AND USED CONSTRUCTION AND REMODELING PROJECTS MUST:
2. LOCATE ALL EXISTING UNDERGROUND AND OVERHEAD UTILITIES TO PREVENT DAMAGE TO UTILITIES AND TO PREVENT COLLISIONS WITH CONSTRUCTION EQUIPMENT OR ANY OTHER CONSTRUCTION PROJECTS PRIOR TO PROCEEDING.
3. CONTINUE TO VISIT ALL SITE CONDITIONS ABOVE AND BELOW GROUND TO IDENTIFY AND REPORT ANY CHANGES TO THE FIELD ENGINEER DURING CONSTRUCTION TO THE ATTENTION OF THE COUNTY REPRESENTATIVE PRIOR TO PROCEEDING.
4. PROTECT ALL NEW AND EXISTING UTILITIES, LIGHTS, PLANTING, POLES, ETC. DURING CONSTRUCTION.
5. ALL NEW LAYOUT MARKS MUST BE SIGNED OR PAINTED IN THE FIELD AND BE REVIEWED BY THE COUNTY REPRESENTATIVE FOR APPROVAL PRIOR TO PROCEEDING.
6. FURNISHING OF C/O FILES ARE AVAILABLE SPOT RESOLVES FOR LAYOUT PURPOSES.
7. THE CONTRACTOR MUST INFORM ALL NEIGHBORING PROPERTY OWNERS THE WORK AREA IS ASSIGNED PRIOR TO THE START OF CONSTRUCTION.

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PROPERTY LIFE = 60%

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1. COMPLETE RECORD: REFERS TO PLAN AND DETAIL
2. PARTIAL RECORD: REFERS TO PLAN OR DETAIL, OR BOTH, TO A SINGLE ROOM OR SECTION OF A BUILDING
3. LINE OF VARIATION: SHOWS THE LOCATION OF A CHANGE IN THE RECORD
4. FIRST RECORDING TYPE
5. FIRST RECORDING LINE: REFERS TO THE FIRST LINE OF THE RECORD
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36. SEVENTEENTH RECORDING TYPE
37. SEVENTEENTH RECORDING LINE: REFERS TO THE SEVENTEENTH LINE OF THE RECORD
38. EIGHTEENTH RECORDING TYPE
39. EIGHTEENTH RECORDING LINE: REFERS TO THE EIGHTEENTH LINE OF THE RECORD
40. NINETEENTH RECORDING TYPE
41. NINETEENTH RECORDING LINE: REFERS TO THE NINETEENTH LINE OF THE RECORD
42. TWENTIETH RECORDING TYPE
43. TWENTIETH RECORDING LINE: REFERS TO THE TWENTIETH LINE OF THE RECORD
44. TWENTY-FIRST RECORDING TYPE
45. TWENTY-FIRST RECORDING LINE: REFERS TO THE TWENTY-FIRST LINE OF THE RECORD
46. TWENTY-SECOND RECORDING TYPE
47. TWENTY-SECOND RECORDING LINE: REFERS TO THE TWENTY-SECOND LINE OF THE RECORD
48. TWENTY-THIRD RECORDING TYPE
49. TWENTY-THIRD RECORDING LINE: REFERS TO THE TWENTY-THIRD LINE OF THE RECORD
50. TWENTY-FOURTH RECORDING TYPE
51. TWENTY-FOURTH RECORDING LINE: REFERS TO THE TWENTY-FOURTH LINE OF THE RECORD
52. TWENTY-FIFTH RECORDING TYPE
53. TWENTY-FIFTH RECORDING LINE: REFERS TO THE TWENTY-FIFTH LINE OF THE RECORD
54. TWENTY-SIXTH RECORDING TYPE
55. TWENTY-SIXTH RECORDING LINE: REFERS TO THE TWENTY-SIXTH LINE OF THE RECORD
56. TWENTY-SEVENTH RECORDING TYPE
57. TWENTY-SEVENTH RECORDING LINE: REFERS TO THE TWENTY-SEVENTH LINE OF THE RECORD
58. TWENTY-EIGHTH RECORDING TYPE
59. TWENTY-EIGHTH RECORDING LINE: REFERS TO THE TWENTY-EIGHTH LINE OF THE RECORD
60. TWENTY-NINTH RECORDING TYPE
61. TWENTY-NINTH RECORDING LINE: REFERS TO THE TWENTY-NINTH LINE OF THE RECORD
62. THIRTIETH RECORDING TYPE
63. THIRTIETH RECORDING LINE: REFERS TO THE THIRTIETH LINE OF THE RECORD
64. THIRTY-FIRST RECORDING TYPE
65. THIRTY-FIRST RECORDING LINE: REFERS TO THE THIRTY-FIRST LINE OF THE RECORD
66. THIRTY-SECOND RECORDING TYPE
67. THIRTY-SECOND RECORDING LINE: REFERS TO THE THIRTY-SECOND LINE OF THE RECORD
68. THIRTY-THIRD RECORDING TYPE
69. THIRTY-THIRD RECORDING LINE: REFERS TO THE THIRTY-THIRD LINE OF THE RECORD
70. THIRTY-FOURTH RECORDING TYPE
71. THIRTY-FOURTH RECORDING LINE: REFERS TO THE THIRTY-FOURTH LINE OF THE RECORD
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81. THIRTY-NINTH RECORDING LINE: REFERS TO THE THIRTY-NINTH LINE OF THE RECORD
82. FORTIETH RECORDING TYPE
83. FORTIETH RECORDING LINE: REFERS TO THE FORTIETH LINE OF THE RECORD
84. FORTY-FIRST RECORDING TYPE
85. FORTY-FIRST RECORDING LINE: REFERS TO THE FORTY-FIRST LINE OF THE RECORD
86. FORTY-SECOND RECORDING TYPE
87. FORTY-SECOND RECORDING LINE: REFERS TO THE FORTY-SECOND LINE OF THE RECORD
88. FORTY-THIRD RECORDING TYPE
89. FORTY-THIRD RECORDING LINE: REFERS TO THE FORTY-THIRD LINE OF THE RECORD
90. FORTY-FOURTH RECORDING TYPE
91. FORTY-FOURTH RECORDING LINE: REFERS TO THE FORTY-FOURTH LINE OF THE RECORD
92. FORTY-FIFTH RECORDING TYPE
93. FORTY-FIFTH RECORDING LINE: REFERS TO THE FORTY-FIFTH LINE OF THE RECORD
94. FORTY-SIXTH RECORDING TYPE
95. FORTY-SIXTH RECORDING LINE: REFERS TO THE FORTY-SIXTH LINE OF THE RECORD
96. FORTY-SEVENTH RECORDING TYPE
97. FORTY-SEVENTH RECORDING LINE: REFERS TO THE FORTY-SEVENTH LINE OF THE RECORD
98. FORTY-EIGHTH RECORDING TYPE
99. FORTY-EIGHTH RECORDING LINE: REFERS TO THE FORTY-EIGHTH LINE OF THE RECORD
100. FORTY-NINTH RECORDING TYPE
101. FORTY-NINTH RECORDING LINE: REFERS TO THE FORTY-NINTH LINE OF THE RECORD
102. FIFTIETH RECORDING TYPE
103. FIFTIETH RECORDING LINE: REFERS TO THE FIFTIETH LINE OF THE RECORD
104. FIFTY-FIRST RECORDING TYPE
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109. FIFTY-THIRD RECORDING LINE: REFERS TO THE FIFTY-THIRD LINE OF THE RECORD
110. FIFTY-FOURTH RECORDING TYPE
111. FIFTY-FOURTH RECORDING LINE: REFERS TO THE FIFTY-FOURTH LINE OF THE RECORD
112. FIFTY-FIFTH RECORDING TYPE
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114. FIFTY-SIXTH RECORDING TYPE
115. FIFTY-SIXTH RECORDING LINE: REFERS TO THE FIFTY-SIXTH LINE OF THE RECORD
116. FIFTY-SEVENTH RECORDING TYPE
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119. FIFTY-EIGHTH RECORDING LINE: REFERS TO THE FIFTY-EIGHTH LINE OF THE RECORD
120. FIFTY-NINTH RECORDING TYPE
121. FIFTY-NINTH RECORDING LINE: REFERS TO THE FIFTY-NINTH LINE OF THE RECORD
122. SIXTIETH RECORDING TYPE
123. SIXTIETH RECORDING LINE: REFERS TO THE SIXTIETH LINE OF THE RECORD
124. SIXTY-FIRST RECORDING TYPE
125. SIXTY-FIRST RECORDING LINE: REFERS TO THE SIXTY-FIRST LINE OF THE RECORD
126. SIXTY-SECOND RECORDING TYPE
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128. SIXTY-THIRD RECORDING TYPE
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130. SIXTY-FOURTH RECORDING TYPE
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132. SIXTY-FIFTH RECORDING TYPE
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138. SIXTY-EIGHTH RECORDING TYPE
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140. SIXTY-NINTH RECORDING TYPE
141. SIXTY-NINTH RECORDING LINE: REFERS TO THE SIXTY-NINTH LINE OF THE RECORD
142. SEVENTIETH RECORDING TYPE
143. SEVENTIETH RECORDING LINE: REFERS TO THE SEVENTIETH LINE OF THE RECORD
144. SEVENTY-FIRST RECORDING TYPE
145. SEVENTY-FIRST RECORDING LINE: REFERS TO THE SEVENTY-FIRST LINE OF THE RECORD
146. SEVENTY-SECOND RECORDING TYPE
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148. SEVENTY-THIRD RECORDING TYPE
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150. SEVENTY-FOURTH RECORDING TYPE
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152. SEVENTY-FIFTH RECORDING TYPE
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154. SEVENTY-SIXTH RECORDING TYPE
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156. SEVENTY-SEVENTH RECORDING TYPE
157. SEVENTY-SEVENTH RECORDING LINE: REFERS TO THE SEVENTY-SEVENTH LINE OF THE RECORD
158. SEVENTY-EIGHTH RECORDING TYPE
159. SEVENTY-EIGHTH RECORDING LINE: REFERS TO THE SEVENTY-EIGHTH LINE OF THE RECORD
160. SEVENTY-NINTH RECORDING TYPE
161. SEVENTY-NINTH RECORDING LINE: REFERS TO THE SEVENTY-NINTH LINE OF THE RECORD
162. EIGHTIETH RECORDING TYPE
163. EIGHTIETH RECORDING LINE: REFERS TO THE EIGHTIETH LINE OF THE RECORD
164. EIGHTY-FIRST RECORDING TYPE
165. EIGHTY-FIRST RECORDING LINE: REFERS TO THE EIGHTY-FIRST LINE OF THE RECORD
166. EIGHTY-SECOND RECORDING TYPE
167. EIGHTY-SECOND RECORDING LINE: REFERS TO THE EIGHTY-SECOND LINE OF THE RECORD
168. EIGHTY-THIRD RECORDING TYPE
169. EIGHTY-THIRD RECORDING LINE



Landscape Architecture
15000 Edward H. Hines Dr., Suite A
Plymouth, MI 48170
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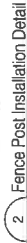
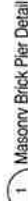
[Site Details](#)

sub. number	(79-24)
1980	11/10
1981	11/10
1982	11/10

11/13/2025 Current Review Eld. See

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Other Names:



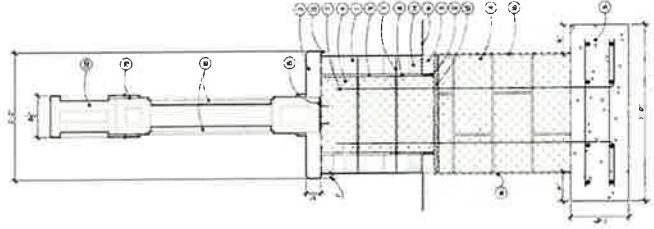
- [illegible]



- ① 10' x 40' DOUBLE HOOP WITH 1/2" DIA. STEEL REINFORCING
- ② STRUCTURE PROVIDED BY 1ST FLOOR PAVILION TO BE INSTALLED BY CONTRACTOR ON ENGINEERED CONCRETE FOOTINGS
- ③ CALL FOR PLUMBING REPAIRS AND LEAKS TO BE REPAIRED BY ROOFING
- ④ ROOF TO BE REPAIRED BY 1ST FLOOR ON ADJACENT PAVILION. REPAIRS TO MATCH EXISTING BUILDING ROOF



1 **Identity Sign Detail**
SCALE: 1" = 1'-0"



1B, Side Elevation

1. BLOOD, URINE AND BONE MARROW FROM THE PATIENT WERE POOLED AND ANALYZED FOR THE PRESENCE OF ANTIBODIES TO THE FOLLOWING: A. HLA ANTIGENS (CLASS I AND II); B. TISSUE TRANSPLANTATION ANTIGENS (CLASS I AND II); C. RED BLOOD CELL ANTIGENS (ABO AND RH); D. HEPATITIS B SURFACE ANTIGEN (HBsAg); E. HEPATITIS B CORE ANTIGEN (HBcAg); F. HEPATITIS B CORE ANTIBODY (HBcAb); G. HEPATITIS B SURFACE ANTIBODY (HBsAb); H. HEPATITIS C ANTIGEN (HCV); I. HEPATITIS C ANTIBODY (HCVAb); J. HEPATITIS D ANTIGEN (HDV); K. HEPATITIS D ANTIBODY (HDVAb); L. HEPATITIS E ANTIGEN (HEV); M. HEPATITIS E ANTIBODY (HEVAb); N. HEPATITIS F ANTIGEN (HFA); O. HEPATITIS F ANTIBODY (HFAAb); P. HEPATITIS G ANTIGEN (HGA); Q. HEPATITIS G ANTIBODY (HGAb); R. HEPATITIS H ANTIGEN (HHA); S. HEPATITIS H ANTIBODY (HHAAb); T. HEPATITIS I ANTIGEN (HIA); U. HEPATITIS I ANTIBODY (HIAAb); V. HEPATITIS J ANTIGEN (HJA); W. HEPATITIS J ANTIBODY (HJAAb); X. HEPATITIS K ANTIGEN (HKA); Y. HEPATITIS K ANTIBODY (HKAAb); Z. HEPATITIS L ANTIGEN (HLA); AA. HEPATITIS L ANTIBODY (HLAAb); AB. HEPATITIS M ANTIGEN (HMA); AC. HEPATITIS M ANTIBODY (HMAAb); AD. HEPATITIS N ANTIGEN (HNA); AE. HEPATITIS N ANTIBODY (HNAAb); AF. HEPATITIS O ANTIGEN (HOA); AG. HEPATITIS O ANTIBODY (HOAb); AH. HEPATITIS P ANTIGEN (HPA); AI. HEPATITIS P ANTIBODY (HPAb); AJ. HEPATITIS Q ANTIGEN (HQA); AK. HEPATITIS Q ANTIBODY (HQAAb); AL. HEPATITIS R ANTIGEN (HRA); AM. HEPATITIS R ANTIBODY (HRAAb); AN. HEPATITIS S ANTIGEN (HSA); AO. HEPATITIS S ANTIBODY (HSAAb); AP. HEPATITIS T ANTIGEN (HTA); AQ. HEPATITIS T ANTIBODY (HTAb); AR. HEPATITIS U ANTIGEN (HUA); AS. HEPATITIS U ANTIBODY (HUAAb); AT. HEPATITIS V ANTIGEN (HVA); AU. HEPATITIS V ANTIBODY (HVAAb); AV. HEPATITIS W ANTIGEN (HWA); AW. HEPATITIS W ANTIBODY (HWAAb); AX. HEPATITIS X ANTIGEN (HXA); AY. HEPATITIS X ANTIBODY (HXAAb); AZ. HEPATITIS Y ANTIGEN (HYA); BA. HEPATITIS Y ANTIBODY (HYAb); BB. HEPATITIS Z ANTIGEN (HZA); BC. HEPATITIS Z ANTIBODY (HZAAb); BD. HEPATITIS AA ANTIGEN (HAA); BE. HEPATITIS AA ANTIBODY (HAAAb); BF. HEPATITIS AB ANTIGEN (HAB); BG. HEPATITIS AB ANTIBODY (HABAb); BH. HEPATITIS AC ANTIGEN (HAC); BI. HEPATITIS AC ANTIBODY (HACAb); BJ. HEPATITIS AD ANTIGEN (HAD); BK. HEPATITIS AD ANTIBODY (HADAb); BL. HEPATITIS AE ANTIGEN (HEA); BM. HEPATITIS AE ANTIBODY (HEAb); BN. HEPATITIS AF ANTIGEN (HFA); BO. HEPATITIS AF ANTIBODY (HFAAb); BP. HEPATITIS AG ANTIGEN (HGA); BQ. HEPATITIS AG ANTIBODY (HGAAb); BR. HEPATITIS AH ANTIGEN (HHA); BS. HEPATITIS AH ANTIBODY (HHAAb); BT. HEPATITIS AI ANTIGEN (HIA); BU. HEPATITIS AI ANTIBODY (HIAAb); BV. HEPATITIS AJ ANTIGEN (HJA); BW. HEPATITIS AJ ANTIBODY (HJAAb); BX. HEPATITIS AK ANTIGEN (HKA); BY. HEPATITIS AK ANTIBODY (HKAAb); BZ. HEPATITIS AL ANTIGEN (HLA); CA. HEPATITIS AL ANTIBODY (HLAAb); CB. HEPATITIS AM ANTIGEN (HMA); CC. HEPATITIS AM ANTIBODY (HMAAb); CD. HEPATITIS AN ANTIGEN (HNA); CE. HEPATITIS AN ANTIBODY (HNAAb); CF. HEPATITIS AO ANTIGEN (HOA); CG. HEPATITIS AO ANTIBODY (HOAb); CH. HEPATITIS AP ANTIGEN (HPA); CI. HEPATITIS AP ANTIBODY (HPAb); CJ. HEPATITIS AQ ANTIGEN (HQA); CK. HEPATITIS AQ ANTIBODY (HQAAb); CL. HEPATITIS AR ANTIGEN (HRA); CM. HEPATITIS AR ANTIBODY (HRAAb); CN. HEPATITIS AS ANTIGEN (HSA); CO. HEPATITIS AS ANTIBODY (HSAAb); CP. HEPATITIS AT ANTIGEN (HTA); CQ. HEPATITIS AT ANTIBODY (HTAb); CR. HEPATITIS AU ANTIGEN (HUA); CS. HEPATITIS AU ANTIBODY (HUAAb); CT. HEPATITIS AV ANTIGEN (HVA); CU. HEPATITIS AV ANTIBODY (HVAAb); CV. HEPATITIS AW ANTIGEN (HWA); CW. HEPATITIS AW ANTIBODY (HWAAb); CX. HEPATITIS AX ANTIGEN (HXA); CY. HEPATITIS AX ANTIBODY (HXAAb); CZ. HEPATITIS AY ANTIGEN (HYA); DA. HEPATITIS AY ANTIBODY (HYAb); DB. HEPATITIS AZ ANTIGEN (HZA); DC. HEPATITIS AZ ANTIBODY (HZAAb); DD. HEPATITIS BA ANTIGEN (HAA); DE. HEPATITIS BA ANTIBODY (HAAAb); DF. HEPATITIS BB ANTIGEN (HAB); DG. HEPATITIS BB ANTIBODY (HABAb); DH. HEPATITIS BC ANTIGEN (HAC); DI. HEPATITIS BC ANTIBODY (HACAb); DJ. HEPATITIS BD ANTIGEN (HAD); DK. HEPATITIS BD ANTIBODY (HADAb); DL. HEPATITIS BE ANTIGEN (HEA); DM. HEPATITIS BE ANTIBODY (HEAb); DN. HEPATITIS BF ANTIGEN (HFA); DO. HEPATITIS BF ANTIBODY (HFAAb); DP. HEPATITIS BG ANTIGEN (HGA); DQ. HEPATITIS BG ANTIBODY (HGAAb); DR. HEPATITIS BH ANTIGEN (HHA); DS. HEPATITIS BH ANTIBODY (HHAAb); DT. HEPATITIS BI ANTIGEN (HIA); DU. HEPATITIS BI ANTIBODY (HIAAb); DV. HEPATITIS BJ ANTIGEN (HJA); DW. HEPATITIS BJ ANTIBODY (HJAAb); DX. HEPATITIS BK ANTIGEN (HKA); DY. HEPATITIS BK ANTIBODY (HKAAb); DZ. HEPATITIS BL ANTIGEN (HLA); EA. HEPATITIS BL ANTIBODY (HLAAb); EB. HEPATITIS BM ANTIGEN (HMA); EC. HEPATITIS BM ANTIBODY (HMAAb); ED. HEPATITIS BN ANTIGEN (HNA); EE. HEPATITIS BN ANTIBODY (HNAAb); EF. HEPATITIS BO ANTIGEN (HOA); EG. HEPATITIS BO ANTIBODY (HOAb); EH. HEPATITIS BP ANTIGEN (HPA); EI. HEPATITIS BP ANTIBODY (HPAb); EJ. HEPATITIS BQ ANTIGEN (HQA); EK. HEPATITIS BQ ANTIBODY (HQAAb); EL. HEPATITIS BR ANTIGEN (HRA); EM. HEPATITIS BR ANTIBODY (HRAAb); EN. HEPATITIS BS ANTIGEN (HSA); EO. HEPATITIS BS ANTIBODY (HSAAb); EP. HEPATITIS BT ANTIGEN (HTA); EQ. HEPATITIS BT ANTIBODY (HTAb); ER. HEPATITIS BU ANTIGEN (HUA); ES. HEPATITIS BU ANTIBODY (HUAAb); ET. HEPATITIS BV ANTIGEN (HVA); EU. HEPATITIS BV ANTIBODY (HVAAb); EV. HEPATITIS BW ANTIGEN (HWA); EW. HEPATITIS BW ANTIBODY (HWAAb); EX. HEPATITIS BX ANTIGEN (HXA); EY. HEPATITIS BX ANTIBODY (HXAAb); EZ. HEPATITIS BY ANTIGEN (HYA); FA. HEPATITIS BY ANTIBODY (HYAb); FB. HEPATITIS BZ ANTIGEN (HZA); FC. HEPATITIS BZ ANTIBODY (HZAAb); FD. HEPATITIS CA ANTIGEN (HAA); FE. HEPATITIS CA ANTIBODY (HAAAb); FF. HEPATITIS CB ANTIGEN (HAB); FG. HEPATITIS CB ANTIBODY (HABAb); FH. HEPATITIS CC ANTIGEN (HAC); FI. HEPATITIS CC ANTIBODY (HACAb); FJ. HEPATITIS CD ANTIGEN (HAD); FK. HEPATITIS CD ANTIBODY (HADAb); FL. HEPATITIS CE ANTIGEN (HEA); FM. HEPATITIS CE ANTIBODY (HEAb); FN. HEPATITIS CF ANTIGEN (HFA); FO. HEPATITIS CF ANTIBODY (HFAAb); FP. HEPATITIS CG ANTIGEN (HGA); FO. HEPATITIS CG ANTIBODY (HGAAb); FR. HEPATITIS CH ANTIGEN (HHA); FS. HEPATITIS CH ANTIBODY (HHAAb); FT. HEPATITIS CI ANTIGEN (HIA); FU. HEPATITIS CI ANTIBODY (HIAAb); FV. HEPATITIS CJ ANTIGEN (HJA); FW. HEPATITIS CJ ANTIBODY (HJAAb); FX. HEPATITIS CK ANTIGEN (HKA); FY. HEPATITIS CK ANTIBODY (HKAAb); FZ. HEPATITIS CL ANTIGEN (HLA); GA. HEPATITIS CL ANTIBODY (HLAAb); GB. HEPATITIS CM ANTIGEN (HMA); GC. HEPATITIS CM ANTIBODY (HMAAb); GD. HEPATITIS CN ANTIGEN (HNA); GE. HEPATITIS CN ANTIBODY (HNAAb); GF. HEPATITIS CO ANTIGEN (HOA); GH. HEPATITIS CO ANTIBODY (HOAb); GI. HEPATITIS CP ANTIGEN (HPA); GU. HEPATITIS CP ANTIBODY (HPAb); GV. HEPATITIS CQ ANTIGEN (HQA); GH. HEPATITIS CQ ANTIBODY (HQAAb); GI. HEPATITIS CR ANTIGEN (HRA); GU. HEPATITIS CR ANTIBODY (HRAAb); GV. HEPATITIS CS ANTIGEN (HSA); GU. HEPATITIS CS ANTIBODY (HSAAb); GP. HEPATITIS CT ANTIGEN (HTA); GV. HEPATITIS CT ANTIBODY (HTAb); GR. HEPATITIS CU ANTIGEN (HUA); GU. HEPATITIS CU ANTIBODY (HUAAb); GT. HEPATITIS CV ANTIGEN (HVA); GU. HEPATITIS CV ANTIBODY (HVAAb); GV. HEPATITIS CW ANTIGEN (HWA); GU. HEPATITIS CW ANTIBODY (HWAAb); GX. HEPATITIS CX ANTIGEN (HXA); GU. HEPATITIS CX ANTIBODY (HXAAb); GY. HEPATITIS CY ANTIGEN (HYA); HA. HEPATITIS CY ANTIBODY (HYAb); HB. HEPATITIS DZ ANTIGEN (HZA); HC. HEPATITIS DZ ANTIBODY (HZAAb); HD. HEPATITIS EA ANTIGEN (HAA); HE. HEPATITIS EA ANTIBODY (HAAAb); HF. HEPATITIS EB ANTIGEN (HAB); HG. HEPATITIS EB ANTIBODY (HABAb); HH. HEPATITIS EC ANTIGEN (HAC); HI. HEPATITIS EC ANTIBODY (HACAb); HJ. HEPATITIS ED ANTIGEN (HAD); HK. HEPATITIS ED ANTIBODY (HADAb); HL. HEPATITIS EE ANTIGEN (HEA); HM. HEPATITIS EE ANTIBODY (HEAb); HN. HEPATITIS EF ANTIGEN (HFA); HO. HEPATITIS EF ANTIBODY (HFAAb); HP. HEPATITIS EG ANTIGEN (HGA); HO. HEPATITIS EG ANTIBODY (HGAAb); HR. HEPATITIS EH ANTIGEN (HHA); HS. HEPATITIS EH ANTIBODY (HHAAb); HT. HEPATITIS EI ANTIGEN (HIA); HU. HEPATITIS EI ANTIBODY (HIAAb); HV. HEPATITIS EJ ANTIGEN (HJA); HW. HEPATITIS EJ ANTIBODY (HJAAb); HX. HEPATITIS EK ANTIGEN (HKA); HY. HEPATITIS EK ANTIBODY (HKAAb); HZ. HEPATITIS EL ANTIGEN (HLA); IA. HEPATITIS EL ANTIBODY (HLAAb); IB. HEPATITIS EM ANTIGEN (HMA); IC. HEPATITIS EM ANTIBODY (HMAAb); ID. HEPATITIS EN ANTIGEN (HNA); IE. HEPATITIS EN ANTIBODY (HNAAb); IF. HEPATITIS EO ANTIGEN (HOA); IG. HEPATITIS EO ANTIBODY (HOAb); IH. HEPATITIS EP ANTIGEN (HPA); II. HEPATITIS EP ANTIBODY (HPAb); II. HEPATITIS EQ ANTIGEN (HQA); IG. HEPATITIS EQ ANTIBODY (HQAAb); IR. HEPATITIS EH ANTIGEN (HHA); IS. HEPATITIS EH ANTIBODY (HHAAb); IT. HEPATITIS EI ANTIGEN (HIA); IU. HEPATITIS EI ANTIBODY (HIAAb); IV. HEPATITIS EJ ANTIGEN (HJA); IW. HEPATITIS EJ ANTIBODY (HJAAb); IX. HEPATITIS EK ANTIGEN (HKA); IY. HEPATITIS EK ANTIBODY (HKAAb); IZ. HEPATITIS EL ANTIGEN (HLA); JA. HEPATITIS EL ANTIBODY (HLAAb); JB. HEPATITIS EM ANTIGEN (HMA); JC. HEPATITIS EM ANTIBODY (HMAAb); JD. HEPATITIS EN ANTIGEN (HNA); JE. HEPATITIS EN ANTIBODY (HNAAb); JF. HEPATITIS EO ANTIGEN (HOA); JG. HEPATITIS EO ANTIBODY (HOAb



HARTLAND CHILD
CARE CENTERCROMAINE
LIBRARY

N. HARTLAND ROAD

Note Key:

- ① RAILS FOR FRONT BOUND TO BEING AND REPLACEMENT WITH NEW CARLITE REFER TO CRAWLAGE PLAN
- ② RAILS FOR FRONT BOUND TO BEING AND REPLACEMENT WITH NEW CARLITE

Legend:

-
- Figure 1 is a schematic diagram of a 1D photonic crystal. It consists of a periodic stack of alternating layers. The layers are represented by horizontal bars. The blue bars are labeled "LOW-INDEX" and the red bars are labeled "HIGH-INDEX". The layers are separated by dashed lines. A light ray, represented by a black arrow, is shown incident from the left, passing through the layers, and reflecting back. The diagram is labeled "1D PHOTONIC CRYSTAL" at the bottom.

811
Know what's below.
Call before you dig.

0 10 20
SCALE: 1"=20'



**GRISSIM
METZ ASSOCIATES
ANDRIESE**

Landscapè Architecture
15000 Edward W. Hines Dr., Suite A
Plymouth, MI 48170
Ph: 248-347-7010

Project
Cromgine Library Site Improvements
Overland Township, Michigan

Grading Plan

1165

	All
Age	

Days	95
Rate	1% = 27

Page 15 of 15

L400

Start Name

andscape Architecture
5000 Edward H. Hines Dr., Suite A
Plymouth, MI 48170
Ph: 248-347-7010

Cromaine Library Site Improvements

Field Number	C79241
Date	1961
Locality	46
Sex	1 ♀ = 20

200

1500

Landscape Legend:

[illegible]

Note Key:

1. The first two sentences are related to the topic of the passage. The
2. first sentence is the topic sentence. The second sentence is the
3. main idea. The third sentence is the supporting detail. The fourth
4. sentence is the supporting detail. The fifth sentence is the
5. supporting detail. The sixth sentence is the supporting detail. The
6. seventh sentence is the supporting detail. The eighth sentence is
7. the supporting detail. The ninth sentence is the supporting detail.
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210. sentence is the supporting detail. The two hundred-seventieth sentence is the
211

Landscape Notes:

1. ALL WORKING AREAS MUST BE CONFINED TO PREVIOUSLY MARKED AREAS WITH YELLOW TAPE OR CONE.
2. PROTECT ALL HOV AND DRIVING UTILITIES, LIGHT, PLANT, AND POWER LINES.
3. CONTRACTOR SHALL VERIFY ALL EXISTING CONDITION INFORMATION AND CONSTRUCTION INFORMATION PRIOR TO ANY WORK. IN THE EVENT OF ANY CONCERN PRIOR TO PROCEEDING, CONTRACTOR SHALL STOP WORK IMMEDIATELY. CONTRACTOR IS RESPONSIBLE FOR LOCATING ALL UTILITIES PRIOR TO ANY CONSTRUCTION AND NOTIFYING THE CONSTRUCTION MANAGER OF ANY CONCERN PRIOR TO PROCEEDING.
4. ALL NEIGHBORHOOD AREAS TO RESIDE'S ACTIVITIES PROTECTION.

811
Know what's below.
Call before you dig.



10 20



1. FOR TREE PLANTING, THE ROOT FLARE MUST BE EXPOSED TO THE SOIL SURFACE.
2. THE ROOT COLLAR MUST BE EXPOSED TO THE SOIL SURFACE.
3. THE ROOT FLARE MUST BE EXPOSED TO THE SOIL SURFACE.
4. THE ROOT COLLAR MUST BE EXPOSED TO THE SOIL SURFACE.

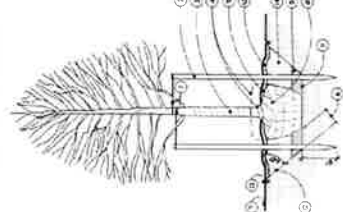


1. THE ROOT FLARE MUST BE EXPOSED TO THE SOIL SURFACE.
2. THE ROOT COLLAR MUST BE EXPOSED TO THE SOIL SURFACE.
3. THE ROOT FLARE MUST BE EXPOSED TO THE SOIL SURFACE.
4. THE ROOT COLLAR MUST BE EXPOSED TO THE SOIL SURFACE.

2 Typical Evergreen Tree Planting Detail

NOT TO SCALE

- GENERAL NOTES
1. SEE TREE SPECIFICATIONS FOR TREE TYPE.
 2. SEE TREE SPECIFICATIONS FOR TREE SIZE.
 3. SEE TREE SPECIFICATIONS FOR TREE AGE.
 4. SEE TREE SPECIFICATIONS FOR TREE CONDITION.



1 Typical Deciduous Tree Planting Detail

NOT TO SCALE

- GENERAL NOTES
1. SEE TREE SPECIFICATIONS FOR TREE TYPE.
 2. SEE TREE SPECIFICATIONS FOR TREE SIZE.
 3. SEE TREE SPECIFICATIONS FOR TREE AGE.
 4. SEE TREE SPECIFICATIONS FOR TREE CONDITION.

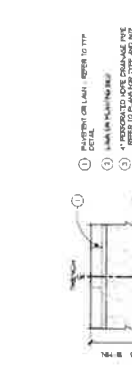
1. THE ROOT FLARE MUST BE EXPOSED TO THE SOIL SURFACE.
2. THE ROOT COLLAR MUST BE EXPOSED TO THE SOIL SURFACE.
3. THE ROOT FLARE MUST BE EXPOSED TO THE SOIL SURFACE.
4. THE ROOT COLLAR MUST BE EXPOSED TO THE SOIL SURFACE.



1. THE ROOT FLARE MUST BE EXPOSED TO THE SOIL SURFACE.
2. THE ROOT COLLAR MUST BE EXPOSED TO THE SOIL SURFACE.
3. THE ROOT FLARE MUST BE EXPOSED TO THE SOIL SURFACE.
4. THE ROOT COLLAR MUST BE EXPOSED TO THE SOIL SURFACE.



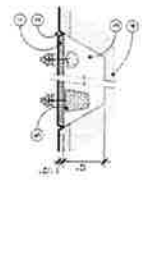
1. THE ROOT FLARE MUST BE EXPOSED TO THE SOIL SURFACE.
2. THE ROOT COLLAR MUST BE EXPOSED TO THE SOIL SURFACE.
3. THE ROOT FLARE MUST BE EXPOSED TO THE SOIL SURFACE.
4. THE ROOT COLLAR MUST BE EXPOSED TO THE SOIL SURFACE.



1. THE ROOT FLARE MUST BE EXPOSED TO THE SOIL SURFACE.
2. THE ROOT COLLAR MUST BE EXPOSED TO THE SOIL SURFACE.
3. THE ROOT FLARE MUST BE EXPOSED TO THE SOIL SURFACE.
4. THE ROOT COLLAR MUST BE EXPOSED TO THE SOIL SURFACE.

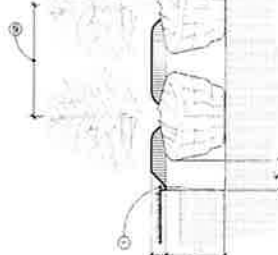
5 Typical Drain Tile Installation Details

SCALE: 1/8" = 1'-0"



4 Typical Perennial / Groundcover / Ornamental Grass Planting Detail

NOT TO SCALE



3 Typical Shrub Planting Detail

NOT TO SCALE

- GENERAL NOTES
1. SEE TREE SPECIFICATIONS FOR TREE TYPE.
 2. SEE TREE SPECIFICATIONS FOR TREE SIZE.
 3. SEE TREE SPECIFICATIONS FOR TREE AGE.
 4. SEE TREE SPECIFICATIONS FOR TREE CONDITION.

1. THE ROOT FLARE MUST BE EXPOSED TO THE SOIL SURFACE.
2. THE ROOT COLLAR MUST BE EXPOSED TO THE SOIL SURFACE.
3. THE ROOT FLARE MUST BE EXPOSED TO THE SOIL SURFACE.
4. THE ROOT COLLAR MUST BE EXPOSED TO THE SOIL SURFACE.

- GENERAL NOTES
1. SEE TREE SPECIFICATIONS FOR TREE TYPE.
 2. SEE TREE SPECIFICATIONS FOR TREE SIZE.
 3. SEE TREE SPECIFICATIONS FOR TREE AGE.
 4. SEE TREE SPECIFICATIONS FOR TREE CONDITION.

- GENERAL NOTES
1. SEE TREE SPECIFICATIONS FOR TREE TYPE.
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4. THE ROOT COLLAR MUST BE EXPOSED TO THE SOIL SURFACE.

- GENERAL NOTES
1. SEE TREE SPECIFICATIONS FOR TREE TYPE.
 2. SEE TREE SPECIFICATIONS FOR TREE SIZE.
 3. SEE TREE SPECIFICATIONS FOR TREE AGE.
 4. SEE TREE SPECIFICATIONS FOR TREE CONDITION.

- GENERAL NOTES
1. SEE TREE SPECIFICATIONS FOR TREE TYPE.
 2. SEE TREE SPECIFICATIONS FOR TREE SIZE.
 3. SEE TREE SPECIFICATIONS FOR TREE AGE.
 4. SEE TREE SPECIFICATIONS FOR TREE CONDITION.

GRISSIM MEIZ ASSOCIATES ANDRIESE

Landscapes Architecture

19000 Edward N. Hines Dr., Suite A

Plymouth, MI 48170

Ph: 248.347.7010

Project: 11/17/2025

Drawn: 11/17/2025

Checked: 11/17/2025

Approved: 11/17/2025

Scale: 1" = 1'-0"

Sheet: 1 of 1

Project: 11/17/2025

Drawn: 11/17/2025

Checked: 11/17/2025

Approved: 11/17/2025

Scale: 1" = 1'-0"

Sheet: 1 of 1

Project: 11/17/2025

Drawn: 11/17/2025

Checked: 11/17/2025

Approved: 11/17/2025

Scale: 1" = 1'-0"

Sheet: 1 of 1

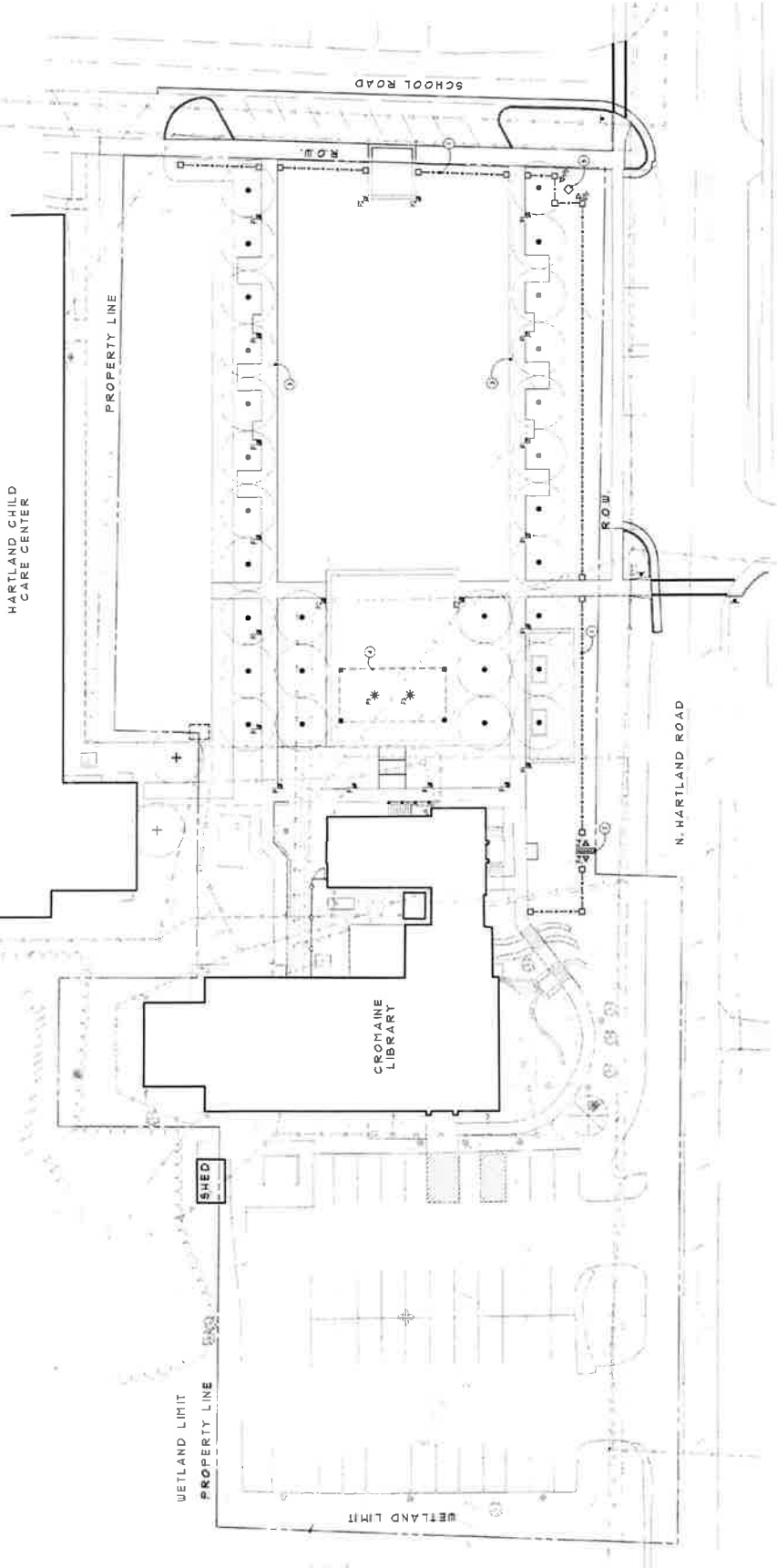
Project: 11/17/2025

Drawn: 11/17/2025

Checked: 11/17/2025

Approved: 11/17/2025

HARTLAND CHILD CARE CENTER



Luminaire Schedule

SYMBOL	DESCRIPTION	QUANTITY	MANUFACTURER	SALES REP
1	10' x 10' x 10' LED Flood Light	1	LED LIGHTING	LED LIGHTING
2	10' x 10' x 10' LED Flood Light	1	LED LIGHTING	LED LIGHTING
3	10' x 10' x 10' LED Flood Light	1	LED LIGHTING	LED LIGHTING
4	10' x 10' x 10' LED Flood Light	1	LED LIGHTING	LED LIGHTING
5	10' x 10' x 10' LED Flood Light	1	LED LIGHTING	LED LIGHTING
6	10' x 10' x 10' LED Flood Light	1	LED LIGHTING	LED LIGHTING
7	10' x 10' x 10' LED Flood Light	1	LED LIGHTING	LED LIGHTING
8	10' x 10' x 10' LED Flood Light	1	LED LIGHTING	LED LIGHTING
9	10' x 10' x 10' LED Flood Light	1	LED LIGHTING	LED LIGHTING
10	10' x 10' x 10' LED Flood Light	1	LED LIGHTING	LED LIGHTING

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2. CHAIRS - LUMINAIRE LUMINAIRE
3. CHAIRS - LUMINAIRE LUMINAIRE
4. CHAIRS - LUMINAIRE LUMINAIRE
5. CHAIRS - LUMINAIRE LUMINAIRE
6. CHAIRS - LUMINAIRE LUMINAIRE
7. CHAIRS - LUMINAIRE LUMINAIRE
8. CHAIRS - LUMINAIRE LUMINAIRE
9. CHAIRS - LUMINAIRE LUMINAIRE
10. CHAIRS - LUMINAIRE LUMINAIRE

Landscape Legend:

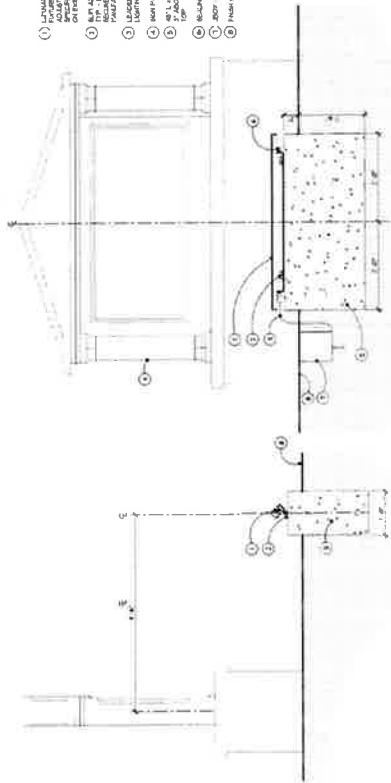
SYMBOL	DESCRIPTION
1	10' x 10' x 10' LED Flood Light
2	10' x 10' x 10' LED Flood Light
3	10' x 10' x 10' LED Flood Light
4	10' x 10' x 10' LED Flood Light
5	10' x 10' x 10' LED Flood Light
6	10' x 10' x 10' LED Flood Light
7	10' x 10' x 10' LED Flood Light
8	10' x 10' x 10' LED Flood Light
9	10' x 10' x 10' LED Flood Light
10	10' x 10' x 10' LED Flood Light

Note Key:

1. 10' x 10' x 10' LED Flood Light
2. 10' x 10' x 10' LED Flood Light
3. 10' x 10' x 10' LED Flood Light
4. 10' x 10' x 10' LED Flood Light
5. 10' x 10' x 10' LED Flood Light
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7. 10' x 10' x 10' LED Flood Light
8. 10' x 10' x 10' LED Flood Light
9. 10' x 10' x 10' LED Flood Light
10. 10' x 10' x 10' LED Flood Light

Lighting Notes:

1. ALL LIGHTING SHALL BE IN ACCORDANCE WITH THE LATEST EDITION OF THE ILLUMINANCE HANDBOOK.
2. ALL LIGHTING SHALL BE IN ACCORDANCE WITH THE LATEST EDITION OF THE ILLUMINANCE HANDBOOK.
3. ALL LIGHTING SHALL BE IN ACCORDANCE WITH THE LATEST EDITION OF THE ILLUMINANCE HANDBOOK.
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9. ALL LIGHTING SHALL BE IN ACCORDANCE WITH THE LATEST EDITION OF THE ILLUMINANCE HANDBOOK.
10. ALL LIGHTING SHALL BE IN ACCORDANCE WITH THE LATEST EDITION OF THE ILLUMINANCE HANDBOOK.



1 Sign Flood Light
SCALE 1/4\"/>

**GRISSIM
MEITZ ASSOCIATES
ANDRIESE**
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15000 Edward N. Hines Dr., Suite A
Plymouth, MI 48170
Ph: 248-347-7010

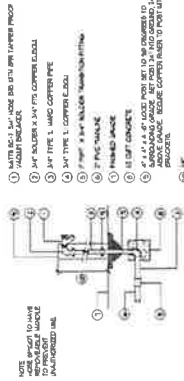
Continuation of Site Improvements
for the Hartland Child Care Center

Lighting Plan

DATE	1/11/2025
BY	JM
CHK	JM
APP	JM
REV	1 - 21

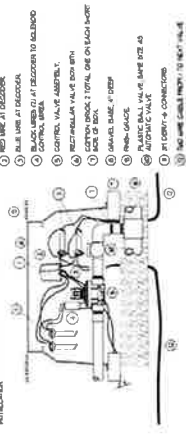
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1700

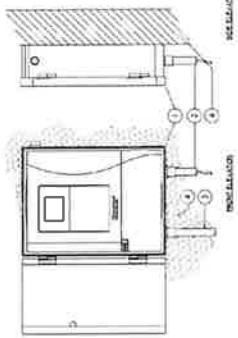


1 Hose Spigot
NOT TO SCALE

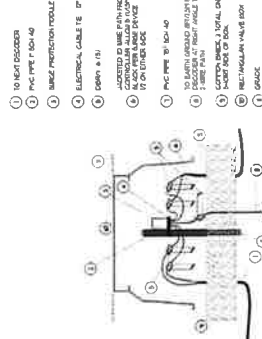
NOTES:
A. INSTALLATION TO BE COMPLETED IN ACCORDANCE WITH HOSE MANUFACTURER'S INSTRUCTIONS.
B. HOSE SHALL BE INSTALLED IN ACCORDANCE WITH A.S.T.M. D-1555, A.C.
C. ALL FITTINGS SHALL BE INSTALLED IN ACCORDANCE WITH A.S.T.M. D-1555, A.C.
D. ALL FITTINGS SHALL BE INSTALLED IN ACCORDANCE WITH A.S.T.M. D-1555, A.C.



4 Automatic Valve Detail
NOT TO SCALE

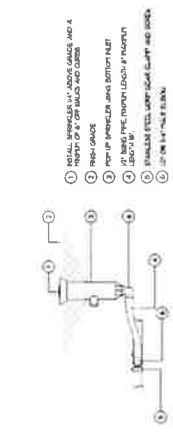


2 Controller Detail
NOT TO SCALE

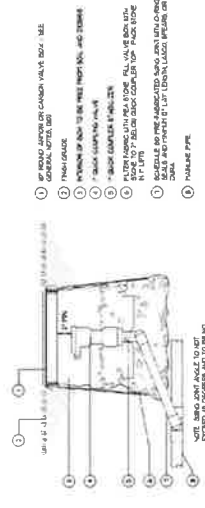


5 Grounding/ Surge Arrestor Detail
NOT TO SCALE

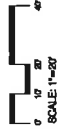
NOTES:
1. INSTALLATION TO BE COMPLETED IN ACCORDANCE WITH HOSE MANUFACTURER'S INSTRUCTIONS.
2. HOSE SHALL BE INSTALLED IN ACCORDANCE WITH A.S.T.M. D-1555, A.C.
3. ALL FITTINGS SHALL BE INSTALLED IN ACCORDANCE WITH A.S.T.M. D-1555, A.C.
4. ALL FITTINGS SHALL BE INSTALLED IN ACCORDANCE WITH A.S.T.M. D-1555, A.C.



3 Two Elbow Swing Joint Detail
NOT TO SCALE

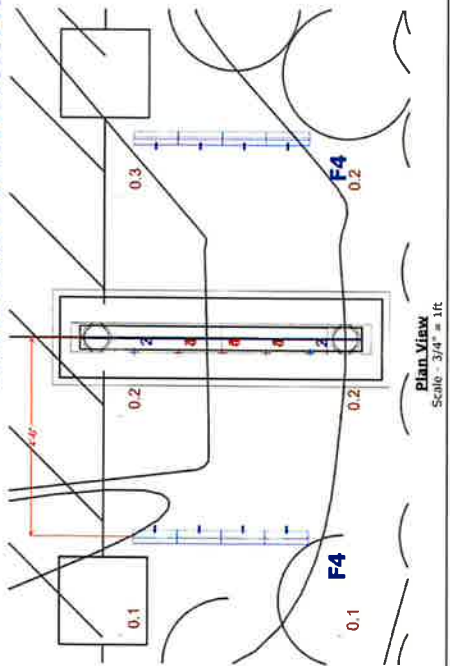


6 Quick Coupling Valve Detail
NOT TO SCALE



**GRISSIM
METZ ASSOCIATES
ANDRIESE**
Landscape Architecture
15000 Elmwood N. Hwy Dr., Suite A
Plymouth, MI 48170
Ph: 248-347-7010

Project Name	Grounding Library Site Improvements
Client Name	City of Plymouth
Project Address	15000 Elmwood N. Hwy Dr., Suite A, Plymouth, MI 48170
Project Description	Grounding Library Site Improvements
Project Status	Design
Project Date	11/17/2015
Project Sheet	1101
Project Scale	1\"/>

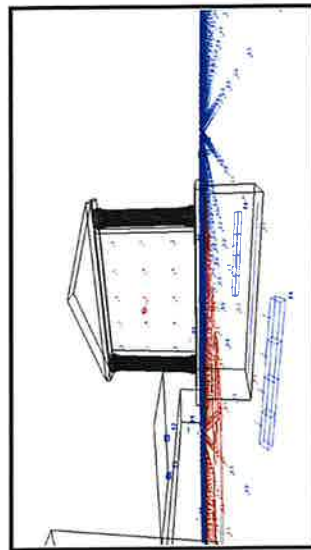


Plan View
Scale - 3/4" = 1ft

THESE LIGHTING CALCULATIONS ARE NOT A SUBSTITUTE FOR INDEPENDENT ENGINEERING ANALYSIS OF LIGHTING SYSTEM SUITABILITY AND SAFETY. THE ENGINEER AND/OR ARCHITECT IS RESPONSIBLE TO REVIEW FOR MICHIGAN ENERGY CODE AND LIGHTING QUALITY COMPLIANCE.

UNLESS EXEMPT, PROJECT MUST COMPLY WITH LIGHTING CONTROLS REQUIREMENTS DEFINED IN ASHRAE 90.1 2013. FOR SPECIFIC INFORMATION CONTACT GBA CONTROLS GROUP AT CONTROLS@GASBOSJWH.COM OR 734-366-6705.

[illegible]



View #1



View #2

Statistics						
Description	Symbol	Avg	Max	Min	Max/Min	Avg/Min
SIGN	\pm	3.6	5.6	2.6	2.1	0.8
OVERALL		7.4	10.6	3.4	N/A	3.0

Sample	Label	QFT	Identification	Genotyping	Resistance	Phenotypic Susceptibility
1	F1	1	100% <i>Salmonella</i> Typhimurium DT104	100% <i>Salmonella</i> Typhimurium DT104	100% <i>Salmonella</i> Typhimurium DT104	100% <i>Salmonella</i> Typhimurium DT104
2	F2	1	100% <i>Salmonella</i> Typhimurium DT104	100% <i>Salmonella</i> Typhimurium DT104	100% <i>Salmonella</i> Typhimurium DT104	100% <i>Salmonella</i> Typhimurium DT104
3	F3	2	100% <i>Salmonella</i> Typhimurium DT104	100% <i>Salmonella</i> Typhimurium DT104	100% <i>Salmonella</i> Typhimurium DT104	100% <i>Salmonella</i> Typhimurium DT104
4	—	2	100% <i>Salmonella</i> Typhimurium DT104	100% <i>Salmonella</i> Typhimurium DT104	100% <i>Salmonella</i> Typhimurium DT104	100% <i>Salmonella</i> Typhimurium DT104
5	—	2	100% <i>Salmonella</i> Typhimurium DT104	100% <i>Salmonella</i> Typhimurium DT104	100% <i>Salmonella</i> Typhimurium DT104	100% <i>Salmonella</i> Typhimurium DT104

Ordering Note
FOR INQUIRIES, CONTACT GASSER BUSH AT
670.55.8888 OR GASSERBUSH@COM OR 734.266.
6705.

Drawing Note
THIS DRAWING WAS GENERATED FROM AN ELECTRONIC
IMAGE FOR ESTIMATION PURPOSE ONLY. LAYOUT TO BE
VERIFIED IN FIELD BY OTHERS.

General Note

1. SEE SCHEDULE FOR LUMINAIRE MOUNTING HEIGHT.
2. SEE LUMINAIRE SCHEDULE FOR LIGHT LOSS FACTOR.
3. CALCULATIONS ARE SHOWN IN FOOTCANDLES AT: 0' - 0"

THE ENGINEER AND/OR ARCHITECT MUST DETERMINE APPLICABILITY OF THE LAYOUT TO EXISTING / FUTURE FIELD CONDITIONS. THIS LIGHTING LAYOUT REPRESENTS ILLUMINATION REQUIREMENTS BASED ON THE ASSUMPTIONS AND METHODS. ACTUAL PERFORMANCE OF ANY MANUFACTURER'S LUMINAIRE MAY VARY DUE TO VARIATION IN ELECTRICAL VOLTAGE, TOLERANCE IN LAMPS, AND OTHER VARIABLE FIELD CONDITIONS. MOUNTING HEIGHTS INDICATED ARE FROM GRADE AND/OR FLOOR UP.

THESE LIGHTING CALCULATIONS ARE NOT A SUBSTITUTE FOR INDEPENDENT ENGINEERING ANALYSIS OF LIGHTING SYSTEM SUITABILITY AND SAFETY. THE ENGINEER AND/OR ARCHITECT IS RESPONSIBLE TO REVIEW FOR HIGHWAY ENERGY CODE AND LIGHTING QUALITY COMPLIANCE.

UNLESS EXEMPT, PROJECT MUST COMPLY WITH LIGHTING CONTROLS REQUIREMENTS IN ASHRAE 90.1 2013. FOR SPECIFIC INFORMATION CONTACT GBA CONTROLS GROUP AT CONTROLS@GASSERBUSH.COM OR 734-266-6705.

[illegible][illegible][illegible]

ACCENT 12V Feature FS 5011

LANDSCAPE LIGHTING

Region (1)

Country (Number)

Project ()

Location ()

PRODUCT INFORMATION

It is important to know what the fixture requires in order to properly use and operate.

FEATURES

- 1. Adjustable arm and head for up to 90°
- 2. 12V AC power
- 3. 12V AC power
- 4. 12V AC power
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OPERATING INSTRUCTIONS

1. Turn on the power switch.
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5011

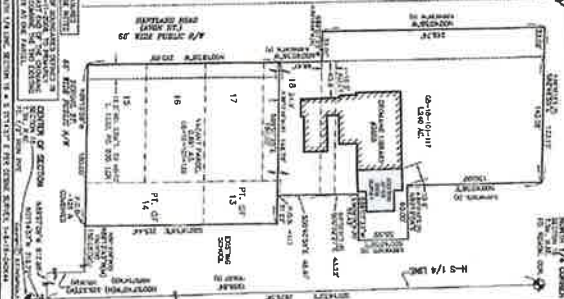
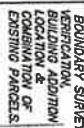
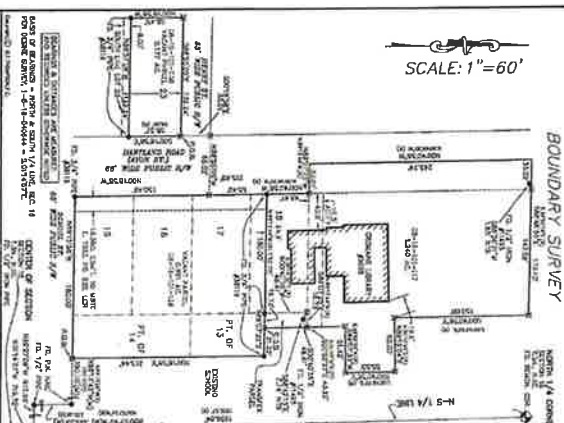
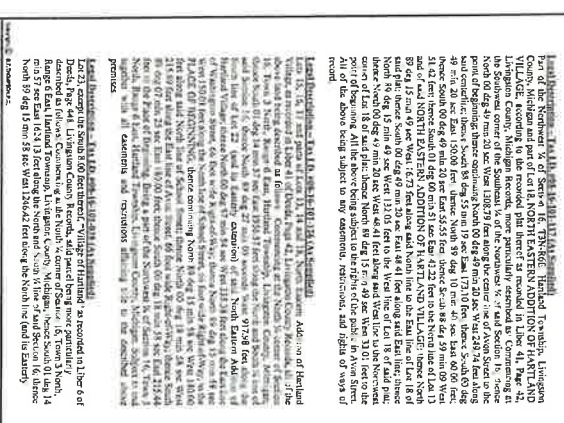
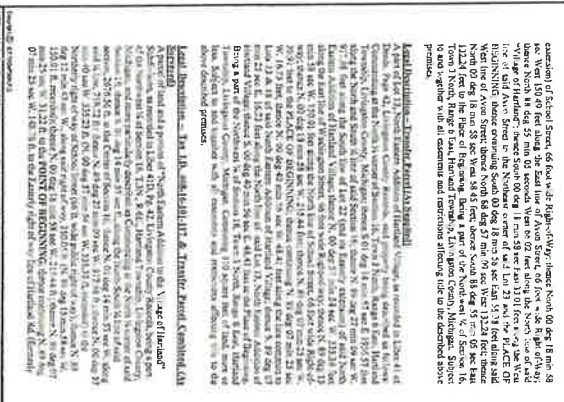
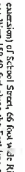
12V AC power

WARRANTY INFORMATION

Warranty: 1 Year (12 Months)
 Region: 12V AC power
 Country: 12V AC power
 Project: 12V AC power
 Location: 12V AC power

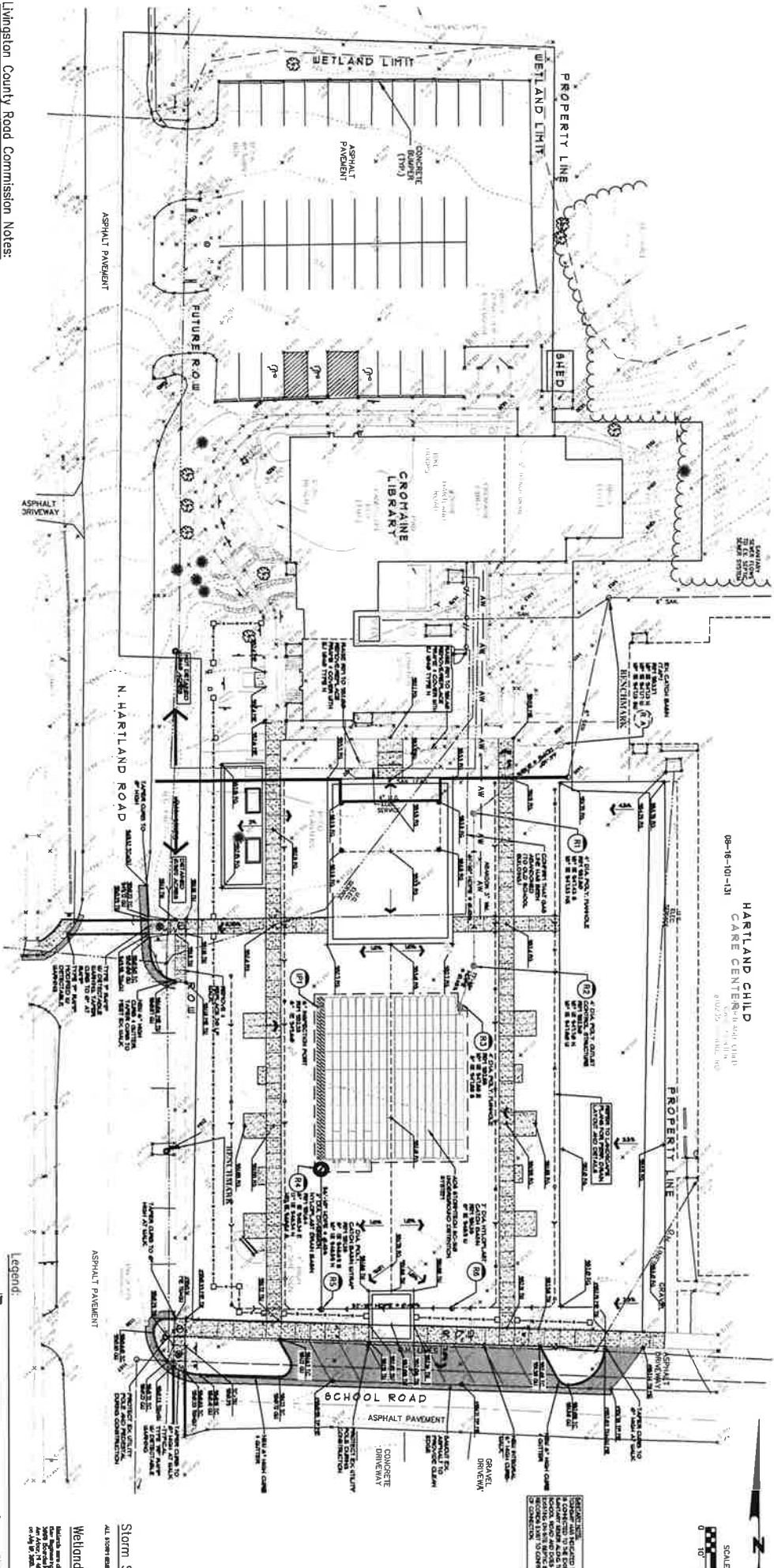
WARRANTY INFORMATION

Warranty: 1 Year (12 Months)
 Region: 12V AC power
 Country: 12V AC power
 Project: 12V AC power
 Location: 12V AC power

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08-16-10-131
HARTLAND CHILD
CARE CENTER-B and CHILD
8/10/25 10:00 AM '08

SCALE
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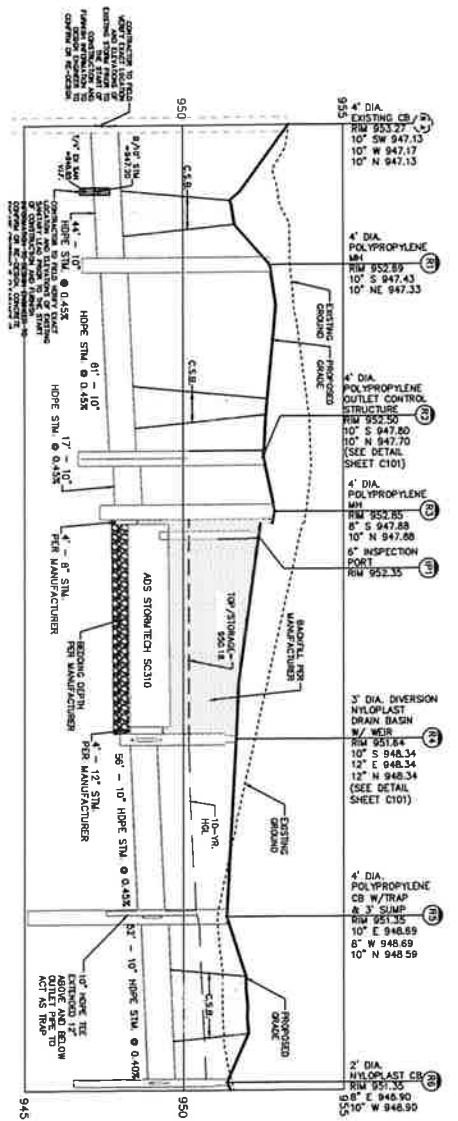


Livingston County Road Commission Notes:

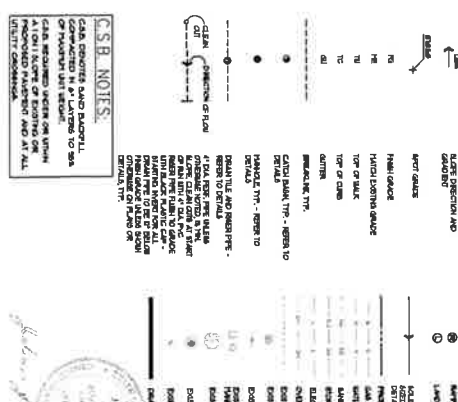
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CAUTIONARY NOTES:

1. THE LOCATION OF EXISTING UNDERGROUND UTILITIES ARE SHOWN IN AN APPROXIMATE MANNER. THE LOCATION OF EXISTING UNDERGROUND UTILITIES ARE SHOWN IN AN APPROXIMATE MANNER. THE LOCATION OF EXISTING UNDERGROUND UTILITIES ARE SHOWN IN AN APPROXIMATE MANNER.
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Legend:





DISCUSSION

Dr. William J. Gattuso

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CALHOUN BASIN STRUCTURE

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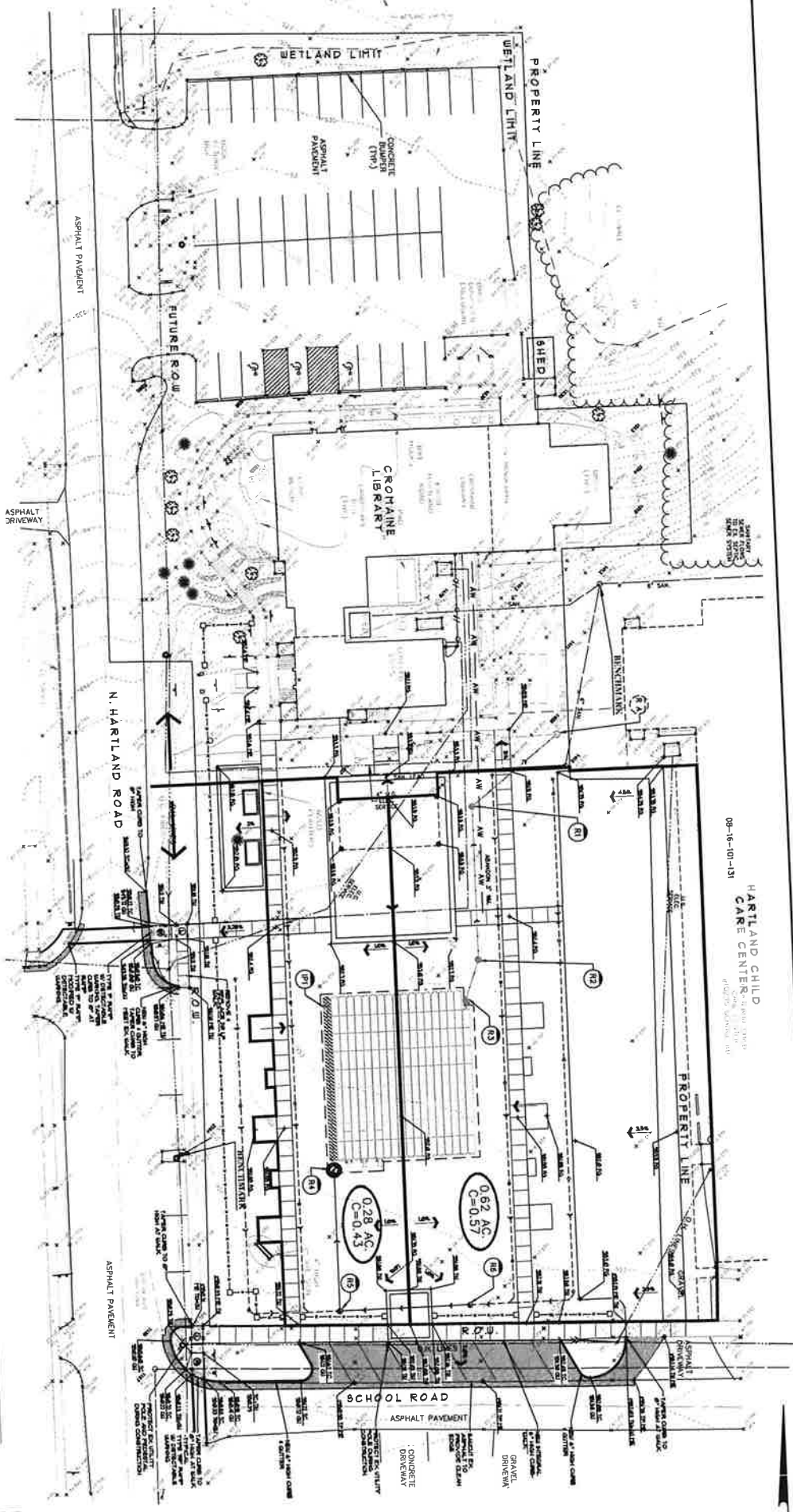
COLEMAN, ANNE MARIE
ANNE MARIE

must be included on the O&M Plan Sheet for all site

must be included on the O&M Plan Sheet for all site

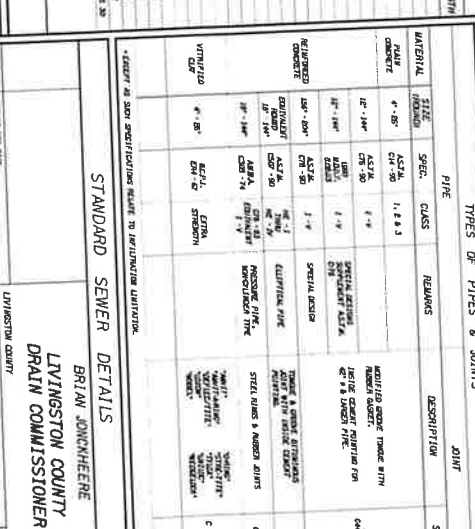
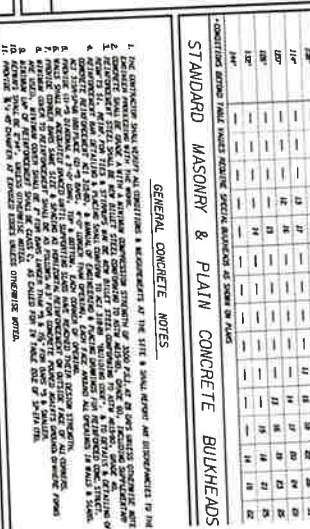
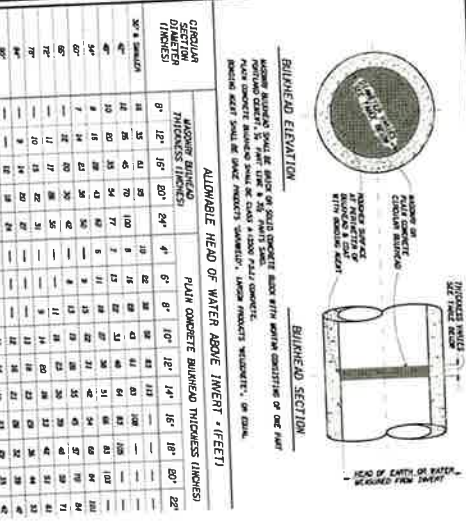
08-16-10-131
HARTLAND CHILD
CARE CENTER
PROJECT LOCATION: 10000
PROJECT: 10000

SCALE
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PROJECT: 10000		JOB NO. 10000		DATE: 10/13/10		SHEET: 1 OF 1		PROJECT: 10000		JOB NO. 10000		DATE: 10/13/10		SHEET: 1 OF 1	
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DATE: 10/13/10
PROJECT: 10000
JOB NO. 10000
SHEET: 1 OF 1

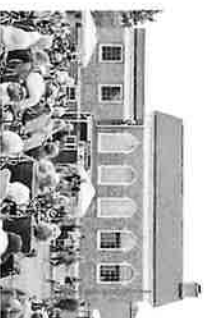
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STANDARD MASONRY & PLAIN CONCRETE BULKHEADS

CHARTERED BRITISH TRADE UNIONS RECEIVING SPECIAL ALLOWANCE OF 50% ON 1/40 LBS

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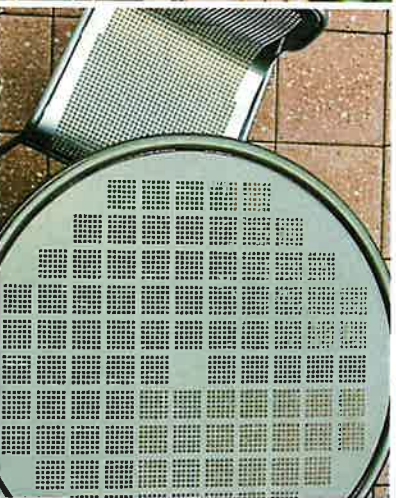
Design Development

04/10/2025

Library Board Review

11/20/2025

GRISSIM
METZ ASSOCIATES
ANDRIESE
Landscape Architecture

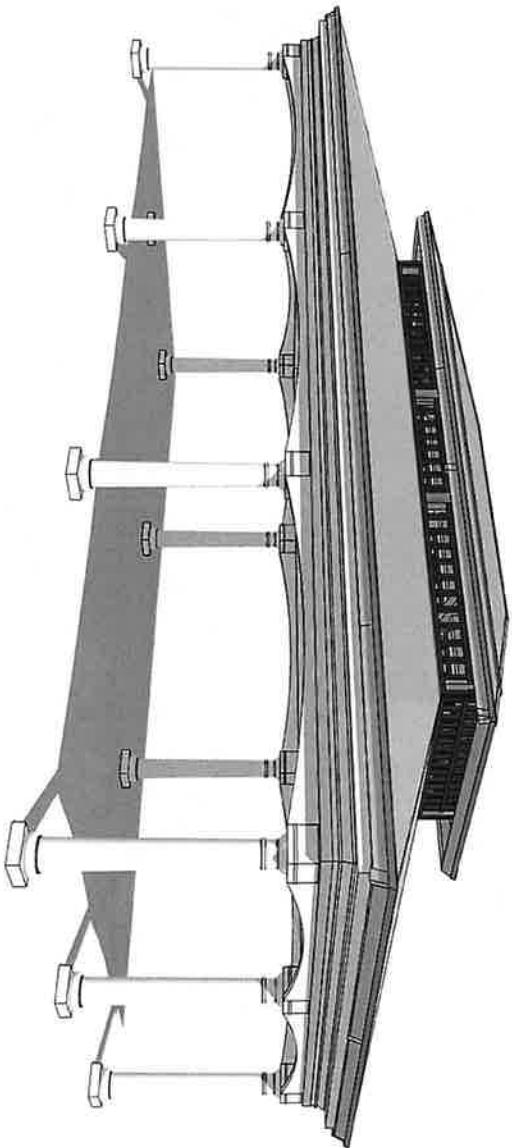
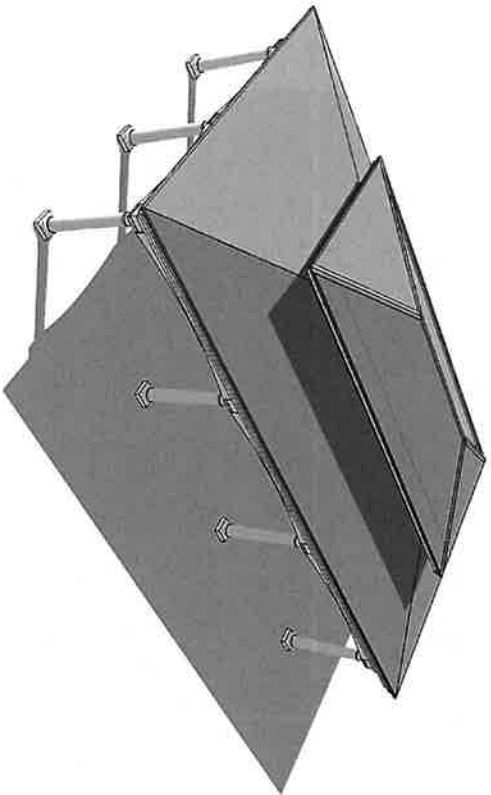
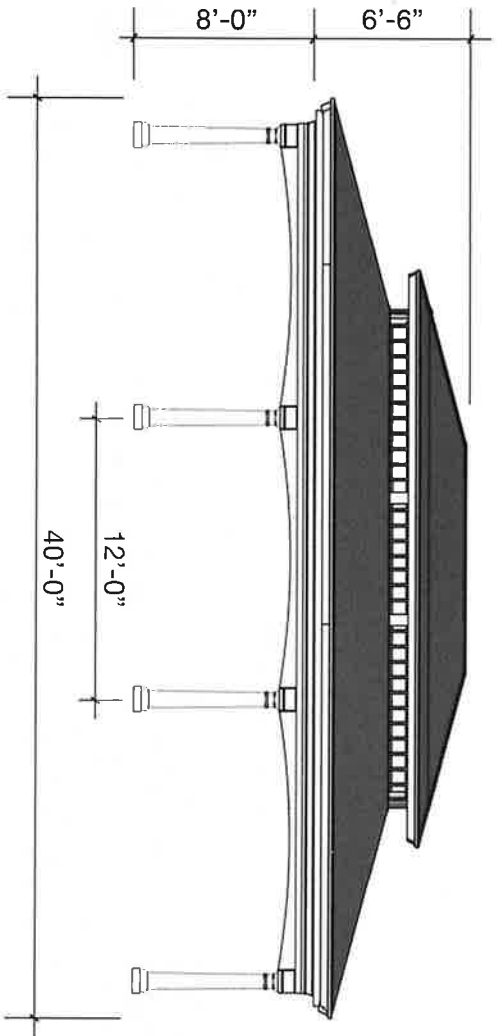


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Hartland, Michigan

Design Development
Reference Images
04.10.2016

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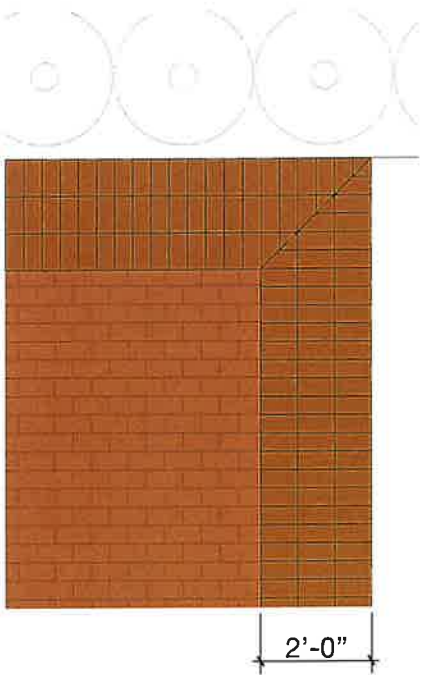
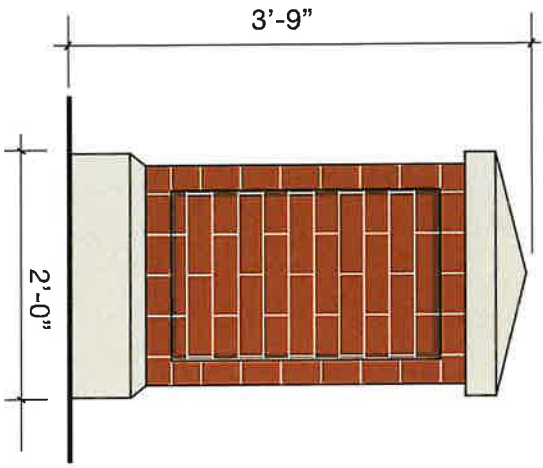




Cromaine Library
Hartland, Michigan

Design Development
Pavilion
04.10.2011

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MICHIGAN LIBRARY ASSOCIATION

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October 13, 2025

Secretary Nancy Rosso

Board of Trustees

Cromaine District Library

Dear Secretary Rosso,

I hope this letter finds you well. On behalf of the Michigan Library Association, I'm reaching out about the value we see in your library's connection to our state-wide network of members, and to open a conversation around what non-renewal might mean for your staff and community. At MLA, our mission is to lead the advancement of Michigan libraries through advocacy, professional development, and engagement.

We understand that some of our recent work may have been perceived as partisan or leaning in a particular direction. I want to assure you that our mission is not about advancing one political perspective over another, but about equipping library staff, leaders and advocates with the tools they need to serve their communities and help libraries succeed. Many of our core member benefits – such as professional growth, networking opportunities, and member engagement – are designed to strengthen day-to-day library operations and have no perceived political lens at all. Likewise, most of our advocacy work focuses squarely on securing stable and increased funding for libraries at the state, federal and local level.

When libraries choose not to renew their MLA membership, the most significant impact of that decision is often felt by staff. MLA membership provides discounted registration costs for our annual conference, which is the largest such conference in the state. Discounted registration benefits also extend to Spring Institute, our annual youth services conference, and Think Space, a cohort of library directors that study different principles of leadership each year. Our resources and education opportunities are meant to help library workers grow in their roles, find peers they can learn alongside, and access practical tools that directly benefit their patrons. Without membership, staff lose access to many of those opportunities.

MLA members also benefit from our growing mentorship program, which pairs library workers across disciplines with experienced mentors that help them set professional goals, build confidence and chart a course for success in their library career. Organizational members also benefit from our linked trustee memberships, connecting and engaging library boards in our statewide advocacy efforts. Likewise, staff receive 50% off individual membership costs when their library maintains an organizational membership.

We would be happy to visit your library and engage in further discussion with the Cromaine District Library board about MLA's mission and service to member libraries. Please let us know if there is an upcoming board meeting we can attend to continue the conversation.

Sincerely,

Dillon Geshel

MLA Interim Executive Director

BECOME A SPONSOR OF THE HERITAGE GARDEN

Hartland is building something lasting — a movement-rich, music-infused play garden at Cromaine Library where children and families can gather, explore, and grow together. Your gift helps transform community vision into a landmark public space rooted in Hartland's past and built for its future.

SPONSORSHIP LEVELS

Seed Sower — up to \$100

Sapling Supporter — \$250

Bloom Builder — \$500

Pollinator Circle — \$1,000

Bench Benefactor — \$3,500 (*bench naming plaque*)

Shade Grove Sponsor — \$5,000 (*shaded seating naming*)

Garden Corner Champion — \$10,000 (*feature area naming*)

Legacy Grove — \$10K+ (*custom naming: train, pavilion, or special feature*)

Recognition will be visible in the garden and online in a manner that reflects the nature of the space — present, grateful, and community-minded without feeling commercial. *Naming opportunities begin at \$3,500.*

Help plant something that will outlive all of us.
Give today and put your name in the garden
future generations will inherit.

For more information, please contact Liz
Welch, Community Engagement Manager
lizwelch@cromaine.org
(810) 632-5200 x 118





HERITAGE GARDEN SPONSORSHIP BENEFITS

SEED SOWER

Gifts up to \$100:

- Personal thank you
- Name in newsletter

SAPLING SUPPORTER

Gifts up to \$250:

- Personal thank you
- Name in newsletter
- Recognition on sign in garden

BLOOM BUILDER

Gifts up to \$500:

- Personal thank you
- Name in newsletter
- Recognition on sign in garden
- Special gift

POLLINATOR CIRCLE

Gifts up to \$1,000:

- Personal thank you
- Name in newsletter
- Recognition on sign in garden
- Special gift
- Name/logo on garden webpage
- Social media shout-out

BENCH BENEFACTOR

Gifts up to \$3,500:

- All support benefits of the Pollinator Circle, plus:
- Naming rights for a bench with plaque, 5 available

SHADE GROVE SPONSOR

Gifts up to \$5,000

- All support benefits of the Pollinator Circle, plus:
- Naming rights to shady spots in the garden, 10 available

GARDEN GROVE CHAMPION

Gifts up to \$10,000

- All support benefits of the Pollinator Circle, plus:
- Naming rights to part of the garden, 4 available: Mushroom, Music, Garden Beds, Climbing

LEGACY GROVE

Gifts Beyond \$10,000

- Let's connect!
- All support benefits of the Pollinator Circle, plus:
- Custom naming opportunities for train, pavilion, or special feature

