



AGENDA

Board of Trustees Regular Meeting
Thursday, March 19, 2026 at 4:30pm
McGuire Community Room
610 Woodmere Ave., Traverse City, MI 49686

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Approval of Agenda**
4. **Resolution of Appreciation: Susan Odgers**
5. **Public Comment***
6. **Consent Agenda**
 - a. Approval of Minutes – Regular Meeting of January 15, 2026
 - b. Department Reports
 - c. Finance and Facilities Committee Report – February 3, 2026 | March 3, 2026
 - d. Policy and Personnel Committee Report – did not meet
 - e. Financial Report
 - f. Member Library Communications – FLPL | IPL | PCL
 - g. Friends of TADL Report – Jud Barclay, President
 - h. Correspondence
7. **Items Removed from the Consent Calendar**
8. **Director Report**
9. **Old Business**
 - a. Director’s Annual Report
 - b. RFP Authorization – Roof Design and Solar Panels
10. **New Business**
 - a. RFP Authorization – Temporary Construction Manager
 - b. One Call Landscaping Expense Approval
11. **Public Comment***
12. **Trustee Comment**
13. **Closed Session (if needed)**
14. **Adjournment**

* If you wish to speak during the Public Comment section of the meeting, please (1) wait until you are recognized; (2) approach the podium and use the microphone; (3) state your name and the county and township or city in which you reside; and (4) limit your comments to 3 minutes. Please sign in at the podium.

Traverse Area District Library
RESOLUTION of APPRECIATION

SUSAN ODGERS

WHEREAS, Susan Odgers began serving as Library Trustee in January 2019; and,

WHEREAS, during her tenure she capably demonstrated her concern for the well-being of the Library and the community it serves; and,

WHEREAS, her resignation as Trustee is acknowledged in January 2026.

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of the Traverse Area District Library does hereby recognize Susan Odgers' years of dedicated service to the Library; and,

BE IT FURTHER RESOLVED that the Board encourages her involvement with the library to continue as a citizen; and,

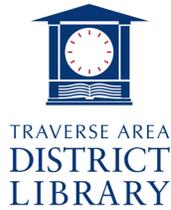
FINALLY, BE IT RESOLVED that the original of this document be conveyed to her with the Board's sincerest thanks and appreciation.

Adopted by the Board, March 19, 2026.

President



Secretary



Board of Trustees Regular Meeting MINUTES

Thursday, January 15, 2026 at 4:00pm
McGuire Community Room
610 Woodmere Ave., MI 49686

1. **Call to Order**

The meeting was called to order by President Pakieser at 4:02pm. Present were: Pakieser (President), Gedman (Secretary), Beuthin and Deyo (Trustees), and BeVier (incoming Trustee). Odgers (Treasurer) and Vickery (Trustee) were absent. Also present were: Howard (Director); Baldwin and Carpenter (Staff).

2. **Pledge of Allegiance**

All members in attendance recited the Pledge of Allegiance to the Flag of the United States of America.

3. **Trustee Re-appointment Oath of Office**

Secretary Gedman administered the Oath of Office to Marika BeVier, Grand Traverse County appointee, and Paul Deyo, re-appointed by Grand Traverse County. BeVier and Deyo both positively affirmed their oath of office.

President Pakieser welcomed Trustee BeVier and welcomed back Trustee Deyo.

4. **Approval of the Agenda**

Howard requested the addition of New Business item c, Carnegie building RFP discussion. It was MOVED by Deyo, SUPPORTED by Beuthin, to approve the agenda with Howard's request as presented. Motion CARRIED.

5. **Public Comment**

President Pakieser opened the floor for public comment. There were none.

6. **Annual Meeting**

a. *Election of Officers*

The proposed slate of officers for 2026, made by the nominating committee of President Pakeiser and Vice President Deyo consisted of: Pakieser (President), Vickery (Vice President), Gedman (Secretary), and Deyo (Treasurer). With the acceptance by the recommended officers and no other nominations made, it was MOVED by Beuthin, SUPPORTED by Deyo, to support and accept the 2026 slate of officers as presented. Motion CARRIED.

b. *Committee Appointments*

It was MOVED by BeVier, SUPPORTED by Gedman, to approve the proposed committee appointments consisting of: Policy and Personnel Committee – Vickery (Chair), Beuthin, and Odgers; Finance and Facilities Committee – Treasurer Deyo (Chair), Gedman, and BeVier. Motion CARRIED.

Deyo propped a change to the start time of the Finance and Facilities Committee from 2pm to 4pm. There was no request to change the 10am time of the Policy and Personnel Committee. It

was MOVED by Deyo, SUPPORTED by BeVier, to adopt the start times discussed. Motion CARRIED.

c. *Approval of Board Meeting Schedule February 2026- January 2027*

It was MOVED by Deyo, SUPPORTED by Gedman, to approve the 2026/2027 Regular Board Meeting Schedule as presented. Beuthin requested a change to the start time from 4pm to 4:30pm. Gedman confirmed with Howard that this change would work for the staff who need to attend the meeting. Motion CARRIED.

d. *Approval of TADL Main Library and Branch Operational Hours and 2026 Closure Dates*

It was MOVED by BeVier, SUPPORTED by Gedman, to approve the main library and branch operational hours and closure dates for 2026 as presented. Motion CARRIED.

e. *Approval of TADL Main Library and Branch Operational Hours and 2027 Closure Dates*

It was MOVED by Beuthin, SUPPORTED by BeVier, to approve the main library and branch operational hours and closure dates for 2027 as presented. Motion CARRIED.

f. *Annual Conflict of Interest Statement | Annual Ethics Statement*

President Pakieser asked the trustees to fill out the required annual conflict of interest statement and the annual ethics statement as directed in policy and to return them to Carpenter for the record.

7. **Consent Calendar**

- a. *Approval of Minutes - Regular Meeting of December 19, 2024*
- b. *Department Reports*
- c. *Finance and Facilities Committee Report – January 7, 2025*
- d. *Policy and Personnel Committee Report – did not meet*
- e. *Financial Report*
- f. *Member Library Communications – FLPL | IPL | PCL*
- g. *Friends of TADL Report – Jud Barclay, President*
- h. *Correspondence*

It was MOVED by Deyo, SUPPORTED by Beuthin, to remove item 8f, Member Library Communications, and to accept and affirm receipt of the remainder of consent calendar information as presented. Motion CARRIED.

8. **Items Removed from the Consent Calendar**

Vicki Shurly, Director of Peninsula Community Library (PCL), noted that the PCL Board President had resigned and a new President would be appointed soon. Due to a new demand for Lego kits for adults, 22 kits were added to the collection and the library has already received donations to buy more. Shurly thanked TADL for all it does for PCL. Because of the support and sharing of services PCL is able to offer much more than a typical Class 2 library can.

9. **Director Report**

Howard confirmed her written report and added the following:

- Nearly 1.5 million items were circulated in the district in 2025.
- Howard attended the Governor first literacy conference in December and was very encouraged by Governor Whitmer's priority for literacy and her plans to provide more state funding for local libraries.

- Howard also attended former State Librarian, Randy Riley’s memorial service. He was the State Librarian since 1988 and hundreds of people came to celebrate his life and all the powerful things he did for libraries over the years.

Deyo inquired about the drop in new patron accounts. Howard explained that many factors affect the statistics such as patrons who use electronic resources only and fluctuations in the number of new residents in the area, among others, however, given ebbs and flows the total card holders generally hover around 60,000.

10. New Business

a. *Resolution – 2026 Member Library Agreement Payments*

It was MOVED by Gedman, SUPPORTED by Deyo, to approve the member library payments, which were calculated per the member library agreements in the following amounts: Fife Lake Public Library, \$267,025.00; Interlochen Public Library \$343,318.00; and Peninsula Community Library \$397,086.00. A roll call vote was taken with the following results:

BeVier – aye	Beuthin – aye	Pakieser – aye	Deyo – aye
Gedman – aye	Vickery – absent	Odgers – absent	

Motion CARRIED with 5 ayes and 2 absent.

b. *Resolution – Annual Approval of Routine Invoices over \$25,000*

It was MOVED by Gedman, SUPPORTED by Jones, to approve payment of the annual routine invoices over \$25,000 as presented. A roll call vote was taken with the following results:

BeVier – aye	Beuthin – aye	Pakieser – aye	Deyo – aye
Gedman – aye	Vickery – absent	Odgers – absent	

Motion CARRIED with 5 ayes and 2 absent.

c. *Carnegie Building RFP Discussion*

Howard explained that she had been considering alternative locations for the library’s Local History Collection since the end of 2024. A Request for Proposal (RFP) was issued by the City of Traverse City for usage of the Carnegie building on Sixth St. One requirement of the RFP is a letter from officers of the organization interested in submitting a proposal. Having already discussed it with the Finance and Facilities Committee, Howard was asking the board for permission to pursue the RFP. It was MOVED by Gedman, SUPPORTED by Beuthin, to authorize the Director to pursue the Request for Proposal issued by the City of Traverse City regarding interest in the Carnegie building on Sixth Street.

Deyo raised concerns about making a commitment when the RFP does not include all necessary information to make a wholistic decision such as access to the Con Foster materials, cost feasibility, maintenance responsibilities, partnering options, etc. After much discussion, the board agreed that they want to support the possibility of using the Carnegie building to house the Local History Collection and provide a community space that supports engagement, sharing, and passion for historical preservation. A vote was taken on the above motion. Motion CARRIED.

11. Public Comment

President Pakieser opened the floor for public comment. There was none.

12. Trustee Comment

Beuthin welcomed BeVier to the board, thanked Deyo for his research on the RFP, and offered condolences to fellow trustee Odgers on behalf of the board.

Deyo briefly discussed social media and a possible Bill restricting smartphones in K-12 schools. He emphasized that TADL has a great opportunity in continuing to provide and expand alternative activities for youth.

13. **Closed Session (if needed)**

A closed session was not needed.

14. **Adjournment**

With a motion to adjourn by Gedman, supported by Deyo, President Pakieser adjourned the meeting at 4:51pm.

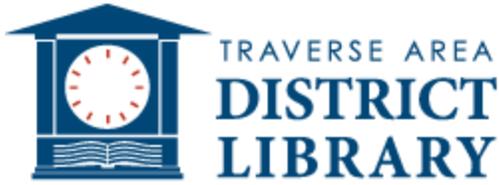
Respectfully submitted,

Approved by board vote on March 19, 2026

V. Carpenter, Recording Secretary

S. Gedman, Board Secretary

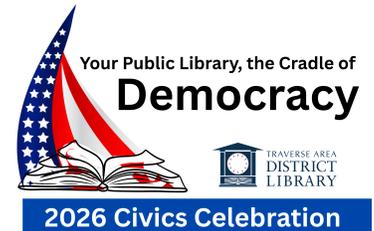
DRAFT



Departmental Reports
for the month of January
(February 19, 2026 Board Meeting)

Adult Services

- This month Carissa Yonan started as our new part time Library Assistant 1. Carissa was a LHC Petertyl Intern for TADL last summer and we're excited to welcome her back!
- We hope you were able to join us for one of our inaugural events for TADL's year-long Civic Celebration. This month, with our focus on Michigan, we learned about how the state of Michigan got its unusual shape and threw a birthday party for Michigan, complete with cake and card making! If not this month, we hope to see you for one of our February events!
- TADL's Director was approached by the Kalkaska Public Library Director and asked if we would provide some reference training for his staff. Melissa and Alicia used their coworkers as resources to determine what to share with the KPL staff and presented this training on January 26th. They found it very useful and we were thanked with special delivery Kalkaska bakery donuts!
- January Adult Services Statistics at a glance:
 - Programs - 25 & Attendance - 389
 - Outreach - 2 & Attendance - 36
 - Questions Answered - 2420
 - Craft Kits Distributed - 61 (Macrame Gnomes)
 - Study Room Usages - 232



Respectfully submitted,
Melissa McKenna
Assistant Director for Outreach & Adult Services

Youth Services



A new year brought a new **Winter Reading Club** for our families. This year the Youth Services department decided to ramp up the prizes to encourage more engagement in the program. Children who read at least 15 minutes for 5 days a week (away from school) can come into Youth Services to pick up a small prize, divided into Pre-Reader and Reader categories. Youth who do this for 6 out of the 8 weeks of the program will receive a ticket for the grand prize drawings, including marble runs, sleds, and Downtown Bucks. Through January, we had 161 registrations with 109 active readers and 1,680 days of reading logged, **over triple the registrations and double the active**

readers from January 2025.

A new year also means a new series of collaborations with the Traverse City Philharmonic. On the first Saturday of each month, a new philharmonic instrument is highlighted through a story, movement and musical playing. In January, we covered the ever popular percussion! Trying to expand our audience for this program, we also renamed the program from TC Tots to **Musical Storytime with the TC Philharmonic**.



We were also happy to host this year's kickoff event for the **Battle of the Books Grand Traverse**, a reading and quiz competition for 4th and 5th graders in the Grand Traverse region. Over 50 teams picked up their books and made their way through challenges to learn the titles of the 8 books for this year's competition. Fun and a love of reading was shared by all! Department Head Andy Schuck helped with the planning for this year's kickoff and represented Youth Services on the book selection committee and will also judge at this year's Team Battle in April. We also tried hosting the event on a Saturday this year which worked well for all parties.

Youth Services also engaged a combined 1st and 2nd grade class group from the Leland Public School on a library visit day with twist- in addition to the regular library visit complete with presentation, Youth Department tour, and scavenger hunt other 1st grade classes get, these students also were able to discover STEM Kits in the McGuire Room. A fun and engaging time was had by all!

Youth Services team members Andy Schuck and Michele Rudd also braved the weather on the coldest Saturday of the year to participate in **WinterFest** hosted by Grand Traverse County Parks and Recreation at the Grand Traverse County Civic Center. Attendance was lighter than expected, but we gave away lots of books to families and engaged them about library services.



January Youth Services statistics:

- Programming
 - Early Literacy programs and attendance: 26 programs, 495 attendance
 - Afterschool programs and attendance: 18 programs, 734 attendance
 - Bookmobile outreach: 2 outreach, 84 attendance
 - January estimate jar: 547 guesses
- Reference questions
 - Total questions: 1,041
 - Walk-in: 935
 - Phone: 90
 - Digital: 16

Submitted by
Andy Schuck, Head of Youth Services

Teen Services

As of the first of January, Teen staff member Nerissa Godfrey was promoted from part time Library Assistant to full time Librarian. She is responsible for our [teen blog](#), ordering ebooks and audio books, working with Heather to promote our resources, creating and running programs, and numerous other tasks. I look forward to seeing what she accomplishes with the additional hours and responsibilities.

We ended January with our winter lock-in. There were 52 teenagers who played in the library from 6:30pm to midnight. We received multiple thank yous from parents when they came to pick up the teens. One teen, early in the evening, thanked Matt Archibald and I profusely for hosting the event. Seems the teen had met a teen from a different school at an event and thought they would never meet again but they both came to our lock-in! It felt good to know that we are fostering connections in our teen community. The teens ate lots of pizza, ran around all night playing capture the flag, and created some impressive crafts. I'd like to thank Eric, Colleen's husband, for always making the time to help out at the lock-ins.

Linda Smith
Head of Teen Services

Sight & Sound

Sight and Sound started off the new year with some great events! Michigan folk singer Ben Traverse gave a wonderful and educational performance on American folk music; all month long, the McGuire Community room hosted an exhibit that feature photos of landmark Michigan barns from across the state, curated by the Michigan Barn Preservation Network; this was capped off by a showing of the documentary *The Barn Raisers*. The Traverse Area Historical Society presented a program on postcards also!

TADL Meeting Room Stats January 2026

Total: 207
TADL meetings: 66
Personal/Outside Group Meetings: 141
Paid Meetings: 7
Unpaid Meetings: 200
Walk-ins: 41
Advance Reservation: 166

Number of Meetings by Room January 2026

McGuire Room: 42
Thirlby Room: 75
Study Room D: 90

January Reference Questions

Digital: 64
Phone: 237
Walk-in: 1127

Respectfully Submitted,
Josh Denby
Department Head, Sight and Sound

Circulation

Starting in January, we added more opportunities for patrons to try BATA bus transportation for free! Previously, BATA partnered with us and provided 3 passes per month to loan patrons that would allow them 31 days of unlimited free rides on BATA's City Loop and Village Loop. Because this is such a popular offering, we added it in our 2026 budget to purchase 3 additional passes per month for a total of 6 to offer patrons. We hope many more patrons will be able to try this great service and see all that BATA has to offer.

In other big news in Circulation - MCLS released their 2025 statistics, and TADL ranked as the 5th top borrower of MeLCats in the state with a total of 27,729 items borrowed by our patrons! Despite all the uncertainty around federal funding this past year, our patrons continued to use MeLCat at record numbers and we are so grateful to be able to continue providing this valuable service.

January Circulation Numbers

New patron accounts created: ↓232 (vs 350 last year) - *Combined Branches (Woodmere, Kingsley, East Bay)*

Curbside pickups for January 2026: 14

Circulation Statistics for MeLCat, January 2026:

- TADL items sent to borrowing institutions: ↓1459 (vs 1661 last year)
- TADL items received from lending institutions: ↓2414 (vs 2591 last year)

Respectfully Submitted,
Christina Meyers
Head of Circulation

Marketing and Communications



It's always exciting to kick off a new year, knowing all the great events and programs that will start popping up on the calendar - especially when you get to announce a circulation record! We also got a really great start on strategic plan initiatives, including cozying up the decor with some additional soft lighting ([Lead with Intention/Joy](#)), kicking off the new strategic plan with in the Woodmere lunchroom with staff ([Cultivate Connections](#); [Lead with Joy](#)), and our yearlong 2026 [Civics Celebration](#) ([Lead with Intention/Joy](#); [Foster Understanding](#); [Cultivate Connections](#)). It was wonderful to see attendees leaving both the Happy Birthday Michigan party and the Barnraisers movie with warm, happy feelings of community. One idea that came out of the strategic planning meeting discussions was a way to get new cardholders to learn about their new benefits. I created a new bookmark that now goes out in the welcome packets - pictured at right. ([Lead with Intention/Joy](#); [Foster Understanding](#); [Cultivate Connections](#)).

Summer reading planning is well underway and I provided support to departments as requested and the month ended with a flurry as we composed a proposal for the City of Traverse City to create a community history center ([all Strategic Plan areas](#)) in the former Carnegie Library building on Sixth Street.

Press: We appeared in print or online for 29 of the 31 days in January! We also conducted several television interviews.

Website: Pageviews 110,226; users 65,453
 Our Be Info Savvy page (tadl.org/beinfosavvy) is doing well, and is a regular entry in the top 10 webpages.

Heather Brady

Marketing & Communications Manager

Human Resources

Please join us in wishing congratulations to our new hires and internal transfers/promotions, and best wishes to employees leaving TADL.

Newly Hired Employees and Position Transfers/Promotions:



Carissa Yonan
PT Library Assistant,
Adult Services
New Hire

Employee Departures:

None

Respectfully submitted,
Danielle Baldwin
Finance and Human Resources Manager

TADL Talking Book Library

I added a new outreach this month. I will be going to Meadow Valley, which will make 14 places I visit monthly.

Programs:

- Louis Braille Birthday-Youth had Braille games, craft kits, and fun sheets to celebrate Louis Braille's birthday. 14 patrons participated.

- Ageless Grace- 14 patrons attended the Thursday program and 16 the Monday one.
- Chair Yoga- 12 patrons attended
- Tuesdays @ Two read *The borrowed life of Frederick Fife* by Anna Johnstone. 12 people attended.

We helped 157 people at our regular monthly outreaches.

Anita Chouinard
Talking Book Library Manager

East Bay Branch Library

January's weather brought in plenty of patrons who expressed their joy at having library materials to enjoy indoors and much excitement over pursuing wellness in the New Year!

We served 528 patrons at our programs in January, which included Adult Coloring Night, Introduction to Tai Chi, Rockin' Readers book club for kids, Picture Book Club for Grown-Ups, Afternoon Tea & Stitch, Ageless Grace, Baby Bookworms, Cardio Drumming, French Language Discussion Group, Chair Yoga, East Bay Book Club, twice-weekly Sing & Stomp, and an art workshop with local artist Barbara Greenwood (pictured below). We also served 290 students at our monthly outreach to Grand Traverse Academy.



Respectfully submitted,
Chantel Lentz
Branch Manager

Kingsley Branch Library



January's Puzzle Exchange on the 10th drew double the numbers from our inaugural event in 2025! Over 30 people came to swap puzzles and trade stories. A fun time had by all, and everyone was ready to celebrate National Puzzle Day, like our



young patron in the photo (left). Teen Dungeons & Dragons still has a strong contingency, averaging 12 players a session. Wigglers Storytimes (Tuesday and Wednesday) average 40 attendees per session, and everyone, young and old, looks forward to the playtime afterwards! Big Kids Storytime on Thursdays has a committed group of 12 students who meet. Currently, they're presenting reports on their favorite nation state!

On February 28th, please plan to join us at Kingsley Branch Library for our annual Baking Challenge! We have an incredible collection of pans to choose from in our Library of Things if you would like to be a baker and show off your skills. Or, if your baking leaves something to be desired, come and be a taster and vote for who's goodies are the Best of the Best! Sign-up for bakers is now underway. There is no need to sign up if you're coming to taste. For more information, check out our event online: <https://www.tadl.org/bake-tell-challenge-2026>

Finally, thank you to Thomas Sisco, our beloved Chef Tom, for 14 wonderful years of teaching



us how not just to cook, but how to connect joy and flavor, and to live generously and curiously. Chef Tom's monthly program, "Simply Delicious with Chef Tom," brought together folks from three+ counties and all different walks of life, to hear his stories on his travels and culinary adventures and to learn a ton of practical cooking knowledge and skills. Thank you, always, for sharing your time and talents with your community, Tom. We miss you every day.

Respectfully submitted,

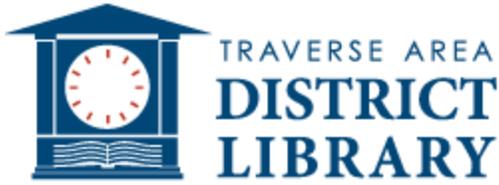
Amy Monette
Branch Manager

Facilities

Ongoing planning with Library Design Associates brought us closer to new carpet installation as well as future-proofing our other internal rearrangement concepts. In addition to organizing and scheduling upcoming major projects, Facilities kept busy:

- Creating RFPs for Cleaning Services for Woodmere, East Bay, and Kingsley
- Shoveling and salting sidewalks daily, sometimes hourly
- Following up on Sorter Room and Server Room temperature control
- Working with contractors to investigate closing hole above Circ desk
- Maintaining Bookmobile service
- Supervising gutter icicle steaming

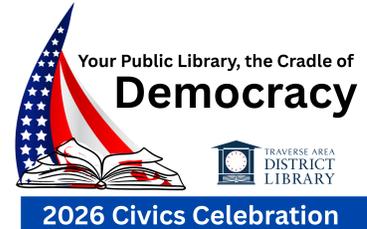
Respectfully submitted,
Bret R Boulter, Facilities Manager



Departmental Reports
for the month of February
(March 19, 2026 Board Meeting)

Adult Services

- This month's Adult events for TADL's 2026 Civics Celebration included a Hamilton Singalong and a [local press panel discussion on 2/26](#). Please take a few minutes to view the video of this important conversation about the role and future of local news media.
- Highlights of partner programs this month included a showing of the film *The Librarians* at The Dennon Museum; an informational session about a 10 step program for those experiencing climate grief with NMEAC; as well as the media partners for the program mentioned above - Traverse City Record Eagle, WTCM/Midwestern Broadcasting, 7&4/Up North Live, Glen Arbor Sun, and the NMC White Pine Press.
- Melissa had a chance to conduct one on one meetings with all the reference desk staff this month to talk about 2026 goals, progress, ideas, plans, etc. These meetings help staff connect and share suggestions for departmental improvements.
- February Adult Services Statistics at a glance:
 - Programs - 32 & Attendance - 348
 - Outreach - 2 & Attendance - 111
 - Questions Answered - 2080
 - Craft Kits Distributed - 77 (Heated Rivalry Beaded Bracelets)
 - Study Room Usages - 239



Respectfully submitted,
Melissa McKenna
Assistant Director for Outreach & Adult Services

Youth Services

The year's shortest month also felt like one of the coziest for Youth Services, as **Winter Reading Club** came to a close with fun programs and prizes for all. We set new marks for Winter Reading Club with 199 registrations, 130 active readers and 39 completions. In total, 3,130 days of reading were recorded during the Winter Reading Club, as well. Increased participation can be traced to early signups (with a Parents Pizza Night Prize), weekly check-in prizes for the readers, and more Finisher Prizes, including marble runs, book sets, and Downtown Bucks.



Youth Services also helped families beat the winter blues with our first

K-Pop Idol after hours program. Families turned out in droves (and some in costume) ready to dance, sing, craft, game, taste and color their way to a golden night celebrating Korean pop culture. 238 community members joined us along with several volunteers to make it a memorable night. Youth staff member Kate Parvel planned the event and made sure there was plenty of fun to go around.



Interlochen Center for the Arts invited us to be part of their Winterlochen event, as well, participating in their Story Time activity and handing out books. Mr. Andy represented the library and received lots of smiles and “thank yous” for reading stories and giving out free books.

Youth Services also wrapped up the winter session of Storytimes and began preparations for 1st grade visits from TCAPS’ elementary classes throughout March. We will host one more 7 week session of storytimes in April and May before turning our full attention to Summer Reading Club.

Youth Services said “Good-bye (but not for too long)” to Library Assistant Amanda Tobian who took over the Youth LA position at the East Bay Branch Library. We’ll miss Amanda’s humorous quips and “can do” attitude and know she will thrive at East Bay.

Program attendance

- Early Literacy programs and attendance: 26 programs with 346 in attendance
- Afterschool programs and attendance: 31 programs with 639 in attendance
- Outreach: 3 Bookmobile outreach programs with 87 in attendance
- Passive programs
 - I Love My Library wall: 288 hearts
 - February Seek n’ Find: 419 tries

Reference statistics

- Total reference questions: 1,004
 - Walk-in: 934
 - Phone: 87
 - Digital: 13

Kit statistics

- STEM Kit: 355 kits circulated with 155 holds
- CARES Kit: 57 kits circulated with 1 hold
- Storytime Kit: 44 kits circulated with 1 hold

Little Free Library (TADL Main)

- Books given away: 130 (232 so far in 2026, 127 at the same time in 2025)

Respectfully submitted by
Andy Schuck, Head of Youth Services

Sight & Sound

Sight and Sound had a great month in spite of the frigid weather! The McGuire Community Room hosted some amazing programs this month, including the Hamilton Sing-along (thanks to

the Adult Services team for this event!). We were excited to livestream A Midsummer Night's Faery Tale ballet for Youth Services, so that attendees could view the ballet from the Story Room. We also livestreamed Our Town, Our Democracy: A Local Press Panel Event in partnership with Traverse Area Community Media. The Traverse Area Historical Society also screened "The Search for Anna & Levi: A Lost History of Black Homesteaders" as part of their recurring series of events here at the library.

TADL Meeting Room Stats February 2026

Total: 232
TADL meetings: 66
Personal/Outside Group Meetings: 166
Paid Meetings: 6
Unpaid Meetings: 226
Walk-ins: 33
Advance Reservation: 199

Number of Meetings by Room February 2026

McGuire Room: 35
Thirlby Room: 97
Study Room D: 100

February Reference Questions

Digital: 40
Phone: 219
Walk-in: 1047

Respectfully Submitted,
Josh Denby
Department Head, Sight and Sound

Circulation

February Circulation Numbers

New patron accounts created: ↓192 (vs 194 last year) - *Combined Branches (Woodmere, Kingsley, East Bay)*

Curbside pickups for February 2026: 12

Circulation Statistics for MeLCat, February 2026:

- TADL items sent to borrowing institutions: ↓1269 (vs 1439 last year)
- TADL items received from lending institutions: ↓2198 (vs 2367 last year)

Respectfully Submitted,
Christina Meyers
Head of Circulation

Marketing and Communications

February is Love my Library month! This month is always a highlight and it's nice to switch to our heart-filled decor. It was busier than usual, as we had a full slate of democracy events to promote. The press panel at the end of the month was a particular highlight. (Lead with Joy & Intention, Foster Understanding, Cultivate Connections) The Civics celebration kiosk has been busy, and we have given out four boxes of the "Citizens' Guide to State Government" already. (Lead with Joy & Intention, Foster Understanding, Cultivate Connections) Thank you to Reps. Coffia and Damoose for supplying us with those publications to hand out.



I've started experimenting with popup TADL swag-store themes (starting last October), and that approach has proved very popular. We nearly sold out of new, bright Love my Library sweatshirts and t-shirts in the first week of February! (Lead with Joy & Intention) Much of my time at this point in the year is devoted to producing support items for summer reading club (Lead with Joy & Intention, Foster Understanding, Cultivate Connections), and we'll look forward to Unearthing a Story soon!

Press: We appeared in print or online for 23 of the 28 days in February.

Website: Pageviews: 72,155 Users: 34,583

Fun fact - The democracy page was visited over 250 times in February.

Heather Brady
Marketing & Communications Manager

Human Resources

Please join us in wishing congratulations to our new hires and internal transfers/promotions, and best wishes to employees leaving TADL.

Newly Hired Employees and Position Transfers/Promotions:



Chad Farrell
PT Library Assistant
Sight & Sound
 Promotion from Page



Tyler Miksys
FT Safety & Community Specialist
Administration
 New Hire



Amanda Tobian
FT Library Assistant
East Bay Branch
 Transfer from Youth Services

Employee Departures:

Matt Archibald, Library Assistant at East Bay Branch
 Rich Milock, Library Assistant in Sight & Sound

Respectfully submitted,
 Danielle Baldwin
 Finance and Human Resources Manager

TADL Talking Book Library

I added a new outreach this month, Autumn House.

Programs:

- Ageless Grace- 22 patrons attended the Thursday program and 15 on the Monday one.
- Chair Yoga- 15 patrons attended.
- Tuesdays @ Two read *The Inner Circle* by Brad Meltzer. 15 patrons attended.

We helped 135 people at our now 15 monthly outreaches.

Anita Chouinard
 Talking Book Library Manager

East Bay Branch Library

February was a month of change for the staff at East Bay. We said goodbye to Matt Archibald, as he transitioned to his new



position at Bayliss Public Library in Sault Ste. Marie. He left a big impression on many of our patrons, especially our Sing & Stomp families. He will be missed! Our young patrons enjoyed writing him letters through "Mr. Matt Mail" for the first two weeks following his departure.

This change has certainly been made easier by welcoming our new team member, Amanda Tobian, who transferred over from the Woodmere Youth Department. We're so excited to have Amanda, who wasted no time stepping into leading Sing & Stomp and has brought so many great ideas to the branch already. We're so happy to have her on the team!

We served 515 patrons across 19 programs in February, with our monthly recurring events and a drop-in Valentine-making program for all ages. We served 257 students at our monthly outreach to Grand Traverse Academy with the bookmobile. Jody Wilson also joined the TADL wellness committee.

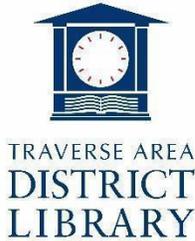
Respectfully submitted,
Chantel Lentz
Branch Manager

Facilities

February presented some weather-based challenges requiring much shoveling, salting, and ice chopping, but we were warned that this would be a classically-Michigan Winter and were prepared. Other major Facilities activities included:

- Preparing RFPs for cleaning services for Woodmere, East Bay, and Kingsley
- Extensive communication with LDA regarding design plans and carpet choices
- Working with various architects regarding potential LDA plans
- Multiple service calls for the Bookmobile (Winter is harsh on exterior equipment)
- Keeping up on carpet cleaning and repair while waiting on the LDA refresh project
- Meeting with Trane to coordinate VAV project and BCS upgrade
- Meeting with FSM to evaluate building founding condition (it's fine)
- Meeting with additional contractors for quotes to replace front doors
- Coordinating with Michigan Gutters to resolve continuing drainage problems
- Face painting for the Youth Services K-Pop event

Respectfully submitted,
Bret R Boulter, Facilities Manager



**TADL Board of Trustees
Finance & Facilities Committee**
February 3, 2026
4:00 pm ~ Thirlby Room

610 Woodmere Ave. / Traverse City, MI / 49686

Attendance: P. Deyo and M. BeVier, and S. Gedman, Trustees. D. Baldwin, B. Boulter, H. Brady, and M. Howard, staff.

Agenda Approval: It was motioned by BeVier and seconded by Gedman to approve the agenda as amended to change the order of the items. All were in favor. The agenda was approved.

Minutes Approval: It was motioned by Gedman and seconded by BeVier that the minutes from the November 4, 2025, Finance and Facilities Committee be approved. All were in favor. The minutes were approved.

Public Comment: None

Facilities:

1. Carnegie RFP/Proposal

Howard discussed the proposal. There was some discussion about the RFP with all Trustees supportive of the submission. Howard explained there could be a possible interview on 2/12/26.

2. Building Updates/Carpet

Howard shared the Capital Improvement Spreadsheet. She explained all the projects to be accomplished this year with special attention on the building “refresh”. There was much discussion. Howard mentioned that TADL should have an estimated cost to close the hole in 4-6 weeks.

3. Project Updates

Boulter provided information to the Trustees about current projects. The VAV project and Trane software update will commence on February 18th.

Finance:

1. Discuss date change for the August and November meetings

Deyo explained that the August and November meetings are on election days, and would

like to change those dates. Deyo made a motion to change the dates to August 11th and November 10th. BeVier seconded the motion. All were in favor. Motion passed. Howard will make the change on the calendar. It does not need to go to the Board for approval.

2. Overview of TADL Finance Policies

Howard gave a brief explanation of the TADL Finance Policies and answered any questions.

3. Overview of Government Financing, TADL Finances and Fund Balances

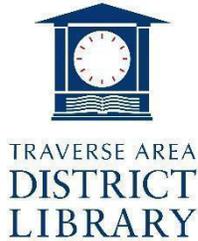
Baldwin gave an in-depth overview of TADL Finances and Fund Balances. There was some discussions and questions.

Next Meeting Date / Time: March 3, 2026 at 4:00 pm

Next Meeting Topic Suggestions: Project Updates.

Public Comment: None

Adjournment: The exact time of adjournment was not recorded but was at approximately 4:25pm.



**TADL Board of Trustees
Finance & Facilities Committee**
March 3, 2026
4:00 pm ~ Thirlby Room

610 Woodmere Ave. / Traverse City, MI / 49686

Attendance: M. BeVier, acting as chair, and S. Gedman, Trustees. P. Deyo attended virtually. D. Baldwin, B. Boulter, and M. Howard, staff.

Agenda Approval: It was motioned by BeVier and seconded by Gedman to approve the agenda as amended to add another Request for Proposal under Other for a Construction Manager and an update of fill-in for the second floor. All were in favor. The amended agenda was approved.

Minutes Approval: It was motioned by BeVier and seconded by Gedman that the minutes from the February 3, 2025, Finance and Facilities Committee be approved. All were in favor. The minutes were approved.

Public Comment: None

Finance:

1. One Call Landscaping and Snow Removal

Howard is concerned that the bill for snow removal in January was very close to her spending limit of \$25,000. Howard is requesting approval to exceed the limit for One Call Landscaping and Snow Removal. Everyone was in agreement to add this for approval to the March Board agenda.

2. Security Staff Changes

Howard explained that in the last 8 months, STT has had to send over 7 different guards due to guards quitting or being fired. TADL hired T. Miksys, a former STT guard, for the position of Safety and Community Outreach, which is a full-time TADL position. Howard is hopeful that having a consistent guard will better serve our community. TADL will still use STT guards 2 days a week.

3. East Bay TIF

Mr. Jason Gilman emailed the Board regarding the East Bay TIF. Howard explained that East Bay can not capture any of TADL's millage funds due to a law passed in 2016, (PA 505-512 of 2016, effective 2017). Howard will reply to Mr. Gilman.

Facilities:

1. Roof Solar

Howard and Boulter explained that there is government funding available for up to 50% the cost of solar panels. With the need for the roof replacement becoming eminent, this would be a great opportunity to explore. There is also the possibility to be paid for 50% of the cost of the standing seam roof for the area covered in solar panels. Funding ends in 2027, so Howard and Boulter agree that the time is now to start this process instead of in 2027.

2. Updates

a. RFP Cleaning Services

Boulter explained that the RFP was published and site tours will happen on March 6th and 12th. Bids are due on March 31st.

b. Stormwater Musical Garden

Howard and Boulter explained that work continues on the garden project. A quote for a guttering system to control the rain was quoted around \$8,000. The group will be meeting soon with the metal artist and engineer to brainstorm what the project will look like.

c. Fill-in on the 2nd floor

Howard is still waiting to hear from Keen about a quote to fill-in the “hole” on the second floor.

3. Carpet/Building Refresh

Boulter and Howard explained that everything was moving along with design elements of the plan. TADL is waiting to hear about a cost to fill-in the “hole”. The staff is starting to pick out carpet.

4. Children’s Garden Playground

Erin Hafeli, Board member for the Grand Traverse Children’s Garden, is working with Carter Kids (<https://www.carteroosterhouse.com/carter-kids/>) to build a fully accessible playground in the garden area to the south of the library. We’ll know more soon.

Other:

Request for permission to issue a Request for Design and Proposal for the Roof replacement and solar panel installation.

Based on the above discussion, Howard is asking for permission to issue a Request for Design and Proposal for the roof replacement and another RFP for the installation of solar panels.

It was motioned by Gedman and supported by BeVier in support of this request and forward it to Board approval at the March Board meeting.

Request for permission to issue a Request for Proposals for a Construction Manager

Howard and Boulter are exploring the need for a Construction Manager to plan, coordinate, budget, and supervise the many construction projects. This would be only for the projects we are working on and not an employee. It was motioned by BeVier and seconded by Gedman in

support of this request and forward it to Board approval at the March Board meeting.

Next Meeting Date / Time: April 7, 2026 at 4:00 pm

Next Meeting Topic Suggestions: Project Updates, RFP Award for Cleaning Services; Children's Garden, Carpet/Building Refresh

Public Comment: None

Adjournment: The meeting was adjourned at 4:49pm.

Revenue

As of January 31, 2026, we have received 48.7% of our budgeted Property Tax revenue, with payments continuing to be processed regularly. An additional 10% has been received in the first half of February. We anticipate continued receipt of funds throughout February and early March, after which the townships will submit remaining unpaid balance reports to the County, which will subsequently disburse the remaining funds to us, typically in late April. Investment gains have slowed, and we are currently showing a negative balance in this category due to accrued interest in 2026 that was necessary to be allocated back to 2025.

Expenditures

Note that percentage of budget completed is 8.33% as of 1/31/26. Below are key details for various line items.

- *Personnel*

Many personnel-related expenditures are near the 8.33% target, including payroll-driven costs such as wages, FICA, and retirement contributions. Other personnel expenses, including insurance benefits, are prepaid one month in advance. The medical category also reflects our annual employer contribution to Health Savings Accounts (HSAs), which accounts for the higher-than-usual expenditure in this line item comparatively.

- *Supplies*

The expenditure for books, media and related items currently stands at 14.51% of the budget. This is partly due to prepaid expenses, which are costs incurred in the previous fiscal year for expenses spanning across fiscal years, notably our book leasing expense. Additionally, we were invoiced in January for our annual subscription to EBSCO periodicals. While many of our databases are billed monthly, we do have several that require annual payments in January.

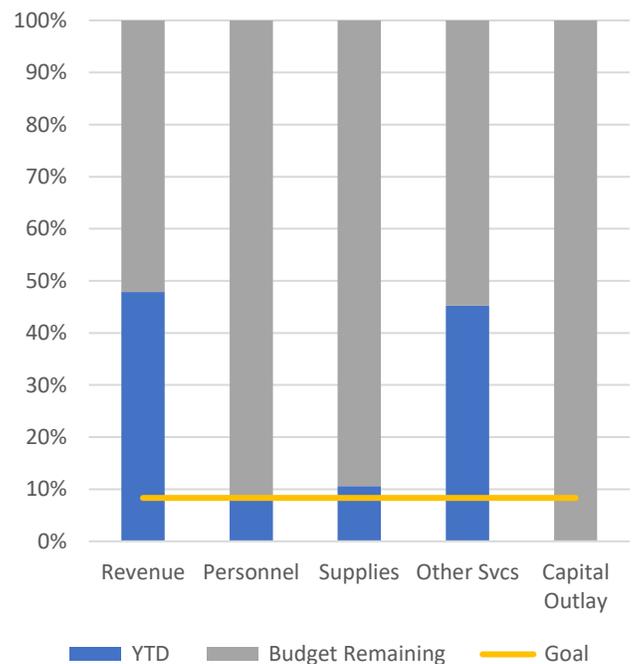
- *Other Services/Charges*

A significant portion of this category's budget is allocated to payments to Member Libraries, which were approved by the Board for disbursement in January. Consequently, this category shows 50.9% of the budget expended. Over the course of the year, expenditures will begin to align more closely with the target budget percentage. Additionally, prepaid services paid to vendors in 2025 for expenses crossing fiscal years are reflected in various categories, particularly Professional/Contractual Services. We pay our Property Insurance in January each year, resulting in the budget line being maxed out as well.

- *Capital Outlay*

No capital outlay expenditures have been made to date in 2026.

TADL Budget as of 1/31/2026



Respectfully submitted,

Danielle Baldwin

Finance and Human Resources Manager



RevenueCategory;SubCategor...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Revenue						
400 - Property Taxes - Current/Delinquent/Pilt	8,865,126.00	8,865,126.00	4,321,071.80	4,321,071.80	-4,544,054.20	48.74%
500 - Grants - Federal/State/Other	26,770.00	26,770.00	0.00	0.00	-26,770.00	0.00%
540 - State Aid Grant - Library	115,950.00	115,950.00	0.00	0.00	-115,950.00	0.00%
541 - State Aid Grant - TBL	41,072.00	41,072.00	0.00	0.00	-41,072.00	0.00%
581 - Penal Fines	147,000.00	147,000.00	0.00	0.00	-147,000.00	0.00%
602 - Fees/Services	31,650.00	31,650.00	0.00	0.00	-31,650.00	0.00%
607 - Overdue Fines/Replacement Fees	21,000.00	21,000.00	2,580.01	2,580.01	-18,419.99	12.29%
642 - Sales	27,550.00	27,550.00	2,873.87	2,873.87	-24,676.13	10.43%
653 - Meeting Room Rental/Equip Fees	2,000.00	2,000.00	500.00	500.00	-1,500.00	25.00%
665 - Interest & Gains/Losses	15,002.00	15,002.00	-7,526.06	-7,526.06	-22,528.06	50.17%
674 - Donations/Contributions	31,200.00	31,200.00	1,786.17	1,786.17	-29,413.83	5.72%
676 - Misc Revenue & Reimbursements	1,500.00	1,500.00	592.46	592.46	-907.54	39.50%
Revenue Total:	9,325,820.00	9,325,820.00	4,321,878.25	4,321,878.25	-5,003,941.75	46.34%
Expense						
Category: 70 - Personnel						
700 - Salaries & Wages	3,626,368.28	3,626,368.28	289,882.00	289,882.00	3,336,486.28	7.99%
710 - Social Security/Medicare	89,555.37	89,555.37	6,240.55	6,240.55	83,314.82	6.97%
712 - Medical Insurance	633,167.45	633,167.45	85,180.08	85,180.08	547,987.37	13.45%
713 - Dental Insurance	48,609.73	48,609.73	7,581.70	7,581.70	41,028.03	15.60%
715 - Vision Insurance	6,907.40	6,907.40	1,279.50	1,279.50	5,627.90	18.52%
716 - Life Insurance	12,483.00	12,483.00	1,515.94	1,515.94	10,967.06	12.14%
717 - Disability Insurance	20,908.68	20,908.68	2,929.82	2,929.82	17,978.86	14.01%
720 - 401K Retirement Contribution	179,853.82	179,853.82	9,582.34	9,582.34	170,271.48	5.33%
721 - MERS DC Retirement Contribution	241,810.07	241,810.07	15,066.07	15,066.07	226,744.00	6.23%
722 - MERS DB Unfunded Liability	180,000.00	180,000.00	15,000.00	15,000.00	165,000.00	8.33%
723 - Worker's Compensation	8,600.00	8,600.00	1,379.99	1,379.99	7,220.01	16.05%
725 - Personnel Contingency	114,672.20	114,672.20	0.00	0.00	114,672.20	0.00%
Category: 70 - Personnel Total:	5,162,936.00	5,162,936.00	435,637.99	435,637.99	4,727,298.01	8.44%
Category: 72 - Supplies						
728 - General Operating Supplies	360,762.50	360,762.50	15,772.74	15,772.74	344,989.76	4.37%
736 - Repair & Maintenance Supplies	8,750.00	8,750.00	154.60	154.60	8,595.40	1.77%
741 - Books/Media/Online Resources/LoT	1,040,770.00	1,040,770.00	151,005.63	151,005.63	889,764.37	14.51%
799 - Supplies Contingency	4,200.50	4,200.50	0.00	0.00	4,200.50	0.00%
Category: 72 - Supplies Total:	1,414,483.00	1,414,483.00	166,932.97	166,932.97	1,247,550.03	11.80%
Category: 80 - Other Services and Charges						
801 - Professional & Contractual Services	443,671.60	443,671.60	124,587.39	124,587.39	319,084.21	28.08%
804 - Advertising & Outreach	68,100.00	68,100.00	2,505.00	2,505.00	65,595.00	3.68%
807 - Insurance & Bonds	33,700.00	33,700.00	36,302.00	36,302.00	-2,602.00	107.72%
809 - General Equip/Building/Grounds Maintenance	436,560.00	436,560.00	50,424.56	50,424.56	386,135.44	11.55%
850 - Communications	42,140.00	42,140.00	3,261.29	3,261.29	38,878.71	7.74%
921 - Utilities	127,421.37	127,421.37	821.62	821.62	126,599.75	0.64%
955 - Education & Travel	175,950.00	175,950.00	3,529.83	3,529.83	172,420.17	2.01%
959 - Member Library Allocations	1,007,429.00	1,007,429.00	1,007,429.00	1,007,429.00	0.00	100.00%
962 - Other Services Contingency	73,929.03	73,929.03	0.00	0.00	73,929.03	0.00%
964 - Property Tax Reimbursements	5,500.00	5,500.00	0.00	0.00	5,500.00	0.00%
Category: 80 - Other Services and Charges Total:	2,414,401.00	2,414,401.00	1,228,860.69	1,228,860.69	1,185,540.31	50.90%
Category: 97 - Capital Outlay						
971 - Capital Furniture/Equipment/Building	334,000.00	334,000.00	0.00	0.00	334,000.00	0.00%

Budget Report

For Fiscal: 2026 Period Ending: 01/31/2026

RevenueCategory;SubCategor...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Category: 97 - Capital Outlay Total:	334,000.00	334,000.00	0.00	0.00	334,000.00	0.00%
Expense Total:	9,325,820.00	9,325,820.00	1,831,431.65	1,831,431.65	7,494,388.35	19.64%
Report Surplus (Deficit):	0.00	0.00	2,490,446.60	2,490,446.60	2,490,446.60	0.00%

Revenue

As of February 28, 2026, we have received 77.7% of our budgeted Property Tax revenue, with payments continuing to be processed regularly. An additional 6.5% has been received in the first half of March. Soon townships will submit any remaining unpaid balance reports to the County, which will subsequently disburse the remaining funds to us, typically in late April. Revenue for Fees/Services, Fines, Sales, and Meeting Room Rentals are all trending above budget target year to date. We received \$2,270 in Donations this month, thank you to our generous donors! Investment gains were adequate this month, making up for the accrued interest in January 2026 that was necessary to be allocated back to 2025. Next month we should be closer to target on budget.

Expenditures

Note that percentage of budget completed is 16.7% as of 2/28/26. Below are key details for various line items.

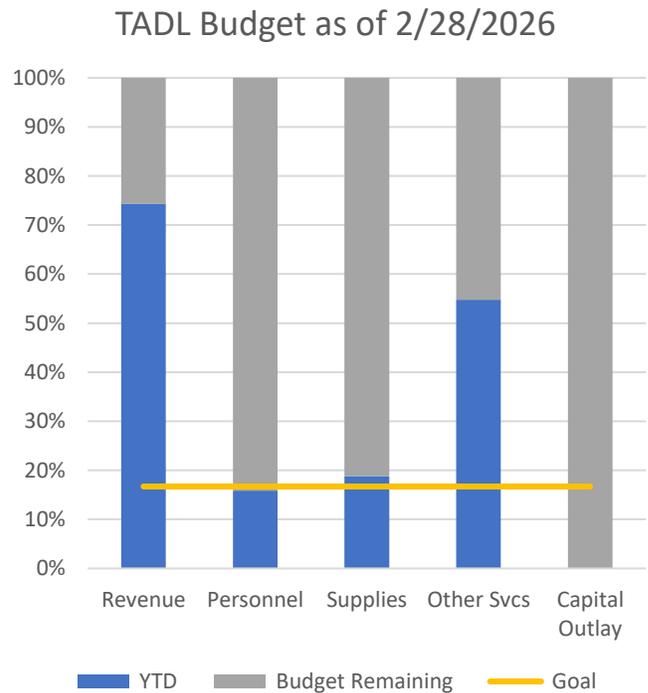
- Personnel*

Many personnel-related expenditures are near the 16.7% target, including payroll-driven costs such as wages, FICA, and retirement contributions. Other personnel expenses, including insurance benefits, are prepaid one month in advance so the metric to look for with those is 25% of budget. The medical category also reflects our annual employer contribution to Health Savings Accounts (HSAs), which accounts for the higher-than-usual expenditure in this line item comparatively.
- Supplies*

The expenditure for books, media and related items currently stands at 21.6% of the budget. This is partly due to prepaid expenses, which are costs incurred in the previous fiscal year for expenses spanning across fiscal years, notably our book leasing expense. Repair and Maintenance Supplies is at 22.3% due to some bulk supply orders.
- Other Services/Charges*

A significant portion of this category's budget is allocated to payments to Member Libraries, which were approved by the Board for disbursement in January. Consequently, this category shows 54.7% of the budget expended, however, only 3.8% was expended in February. Over the course of the year, expenditures will begin to align more closely with the target budget percentage. Additionally, prepaid services paid to vendors in 2025 for expenses crossing fiscal years are reflected in various categories, particularly Professional/Contractual Services.
- Capital Outlay*

No capital outlay expenditures have been made to date in 2026.



Respectfully submitted,
Danielle Baldwin
Finance and Human Resources Manager



RevenueCategory;SubCategor...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Revenue						
400 - Property Taxes - Current/Delinquent/Pilt	8,865,126.00	8,865,126.00	2,567,758.82	6,888,830.62	-1,976,295.38	77.71%
500 - Grants - Federal/State/Other	26,770.00	26,770.00	0.00	0.00	-26,770.00	0.00%
540 - State Aid Grant - Library	115,950.00	115,950.00	0.00	0.00	-115,950.00	0.00%
541 - State Aid Grant - TBL	41,072.00	41,072.00	0.00	0.00	-41,072.00	0.00%
581 - Penal Fines	147,000.00	147,000.00	0.00	0.00	-147,000.00	0.00%
602 - Fees/Services	31,650.00	31,650.00	20,500.00	20,500.00	-11,150.00	64.77%
607 - Overdue Fines/Replacement Fees	21,000.00	21,000.00	2,316.32	4,896.33	-16,103.67	23.32%
642 - Sales	27,550.00	27,550.00	3,893.59	6,767.46	-20,782.54	24.56%
653 - Meeting Room Rental/Equip Fees	2,000.00	2,000.00	900.00	1,400.00	-600.00	70.00%
665 - Interest & Gains/Losses	15,002.00	15,002.00	7,545.93	19.87	-14,982.13	0.13%
674 - Donations/Contributions	31,200.00	31,200.00	2,270.56	4,056.73	-27,143.27	13.00%
676 - Misc Revenue & Reimbursements	1,500.00	1,500.00	488.01	1,080.47	-419.53	72.03%
Revenue Total:	9,325,820.00	9,325,820.00	2,605,673.23	6,927,551.48	-2,398,268.52	74.28%
Expense						
Category: 70 - Personnel						
700 - Salaries & Wages	3,626,368.28	3,626,368.28	280,733.08	516,165.08	3,110,203.20	14.23%
710 - Social Security/Medicare	89,555.37	89,555.37	7,219.94	13,460.49	76,094.88	15.03%
712 - Medical Insurance	633,167.45	633,167.45	45,100.75	184,730.83	448,436.62	29.18%
713 - Dental Insurance	48,609.73	48,609.73	3,875.88	11,457.58	37,152.15	23.57%
715 - Vision Insurance	6,907.40	6,907.40	533.54	1,813.04	5,094.36	26.25%
716 - Life Insurance	12,483.00	12,483.00	764.07	2,280.01	10,202.99	18.26%
717 - Disability Insurance	20,908.68	20,908.68	1,482.76	4,412.58	16,496.10	21.10%
720 - 401K Retirement Contribution	179,853.82	179,853.82	11,716.62	21,298.96	158,554.86	11.84%
721 - MERS DC Retirement Contribution	241,810.07	241,810.07	18,038.74	33,104.81	208,705.26	13.69%
722 - MERS DB Unfunded Liability	180,000.00	180,000.00	15,000.00	30,000.00	150,000.00	16.67%
723 - Worker's Compensation	8,600.00	8,600.00	0.00	1,379.99	7,220.01	16.05%
725 - Personnel Contingency	114,672.20	114,672.20	0.00	0.00	114,672.20	0.00%
Category: 70 - Personnel Total:	5,162,936.00	5,162,936.00	384,465.38	820,103.37	4,342,832.63	15.88%
Category: 72 - Supplies						
728 - General Operating Supplies	360,762.50	360,762.50	23,450.21	39,222.95	321,539.55	10.87%
736 - Repair & Maintenance Supplies	8,750.00	8,750.00	1,792.92	1,947.52	6,802.48	22.26%
741 - Books/Media/Online Resources/LoT	1,040,770.00	1,040,770.00	73,804.13	224,833.22	815,936.78	21.60%
799 - Supplies Contingency	4,200.50	4,200.50	0.00	0.00	4,200.50	0.00%
Category: 72 - Supplies Total:	1,414,483.00	1,414,483.00	99,047.26	266,003.69	1,148,479.31	18.81%
Category: 80 - Other Services and Charges						
801 - Professional & Contractual Services	443,671.60	443,671.60	19,379.70	143,967.09	299,704.51	32.45%
804 - Advertising & Outreach	68,100.00	68,100.00	8,734.05	10,245.43	57,854.57	15.04%
807 - Insurance & Bonds	33,700.00	33,700.00	0.00	36,302.00	-2,602.00	107.72%
809 - General Equip/Building/Grounds Maintenance	436,560.00	436,560.00	54,153.36	104,577.92	331,982.08	23.95%
850 - Communications	42,140.00	42,140.00	1,900.00	5,161.29	36,978.71	12.25%
921 - Utilities	127,421.37	127,421.37	9,450.59	6,432.77	120,988.60	5.05%
955 - Education & Travel	175,950.00	175,950.00	4,010.26	7,480.67	168,469.33	4.25%
959 - Member Library Allocations	1,007,429.00	1,007,429.00	0.00	1,007,429.00	0.00	100.00%
962 - Other Services Contingency	73,929.03	73,929.03	0.00	0.00	73,929.03	0.00%
964 - Property Tax Reimbursements	5,500.00	5,500.00	0.00	0.00	5,500.00	0.00%
Category: 80 - Other Services and Charges Total:	2,414,401.00	2,414,401.00	97,627.96	1,321,596.17	1,092,804.83	54.74%
Category: 97 - Capital Outlay						
971 - Capital Furniture/Equipment/Building	334,000.00	334,000.00	0.00	0.00	334,000.00	0.00%

Budget Report

For Fiscal: 2026 Period Ending: 02/28/2026

RevenueCategory;SubCategor...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Category: 97 - Capital Outlay Total:	334,000.00	334,000.00	0.00	0.00	334,000.00	0.00%
Expense Total:	9,325,820.00	9,325,820.00	581,140.60	2,407,703.23	6,918,116.77	25.82%
Report Surplus (Deficit):	0.00	0.00	2,024,532.63	4,519,848.25	4,519,848.25	0.00%



Our annual fundraiser, Books at the Boathouse, happens March 30 at 6 p.m. It is the 20th year owner Doug Kosch and his crew have sponsored this event for PCL! The meal includes a 4-course dinner and wine or beer. Tickets are selling fast and are available at PCL. UpNorth Live anchor Marc Schollett is once again our auctioneer!

The Michigan Library Association shared PCL's post on our puzzle collection via their Facebook page. They picked it up from Jane Boursaw's Old Mission Gazette. Many thanks to Jane who is an incredible supporter of the library through The Gazette!

Beginning April 2, we will be open from 9-10 a.m. on Thursdays for an adult quiet time in the library. We will not be offering resource help or our regular services. It is meant as an hour for those who want a peaceful reprieve with a cup of coffee on us and time to read the paper or search the shelves.

I would like to explore new shelving in the Friends' Room. It is currently used for Friends' files, program materials in the process of planning and Library of Things items. The shelving in there now includes odds and ends we were given by TCAPS when they sold the school. There is insufficient shelving and as the Library of Things collection grows, we need a place to store it. Better furnished, the room could also be used as additional meeting room space for staff and patrons when the Neahtawanta Room is in use. We could also use a second settee in the Children's Area as more and more parents/grandparents use that space to entertain their children.

The walking trail will need grading come spring once the piles of snow are permanently gone. The snow had to be pushed into areas of the trail due to the amount of snow this winter. There is also an area of lawn that needs reseeding, also due to the snow.

Our snail mail quarterly newsletter was sent to 3800 households – all households on Old Mission and others upon request.

Anthony Williams joins us 3/26 @ 6:30 with advice on gathering the elusive morel! Anthony's family has been picking in Michigan since 1890 and he is a 5-year in a row National Morel Hunting Champ!

March is Reading Month so pick up a BINGO card at the circ desk and earn a sweet treat!

PCL Fun Fact: The PCL Library Board purchased our 5.25 acres in 1990. We did not build on it until decades later with the new building opening in 2019.

Circulation Feb 2026: 1765 + 72 manual checkouts, Feb 2025: 1830

Feb Volunteers: 21 adult & 1 teens, 37 hours of time to PCL

Curbside pickups: 1. Home delivery: 0. New library cards: 9. Guest cards: 0

Hold Transit Counts Feb: 628 to other libraries from PCL, 262 from other libraries to PCL

Programs Feb: 26 Participation Feb: 260 Table crafts: 230 Reference Questions: 567

1000 Books Before Kindergarten: 1 Meeting Room Reservations: 10 Website Hits: 1420



FEBRUARY 2026 DIRECTOR'S REPORT – VICTORIA SHURLY

I have contacted the patrons who had asked to be considered should an opening occur on the Board midterm. While expressing full support for the PCL, all have declined for various reasons – health, obligations, or plans to spend a good part of the year elsewhere. I have asked Jane Boursaw of the Old Mission Gazette to run a notice and have shared it in an email blast as well. Per the requirements of the State of Michigan for a township library: The person appointed to serve out John Bercini's term will need to run in the November election, filing for that election with the Peninsula Township clerk by 4 p.m. April 21, be registered to vote, be a U.S. citizen, be at least 18 years of age, and have been a resident of Peninsula Township for at least 30 days prior to the filing date. This is a non-partisan position, with primary Board duties being policy and fiduciary. The Board will conduct open meeting interviews of candidates asking each candidate the same questions and appoint via Board vote.

I had one plea from a grandmother for the library to remain open on snow days. It is our policy to close when TCAPS closes due to weather. While I did briefly consider opening for a few hours on those days, a check with our insurer and a discussion with Board President Nancy Davy has made me reconsider. The big issue would be keeping the parking lot and walkways clear. The wind that whips through our lot makes those areas quite dangerous on bad weather days. Our insurer pointed out that, while there is always liability, it is potentially greater if we tell people we are open. We spent \$4000 last month to keep the lot and walkways clear. After the crew leaves before we open, it is up to the staff to shovel and sprinkle snow melt. There is no way we can keep up on those bitter days. Also, some of the PCL staff live off the Peninsula and getting in could be hazardous. It might be different if we were in town and not in the middle of field, but for now, we will stick to our current policy.

I am going to try opening on Thursdays from 9-10 as a quiet time for adults. Regular opening is at 10 a.m. I am there anyway for yoga on that day and I think it would suit those who want to come in to read the paper and have a cup of coffee before the rush of the day. We would not be checking out books, helping with technology or any of the other myriad of things we offer during regular hours. There is no additional cost in personnel as I am already there on those mornings and I am salaried. This will be a soft announcement in the beginning until I can gauge both feasibility and interest.

We have added 4 more adult LEGO sets to our Library of Things at the request of patrons. Comment from one? "These are keeping me sane in this crazy weather!"

PCL Fun Fact: Our local history room includes a framed Old Mission girls' basketball uniform circa 1928, made for Elizabeth Swaney Beckett by her mother!

Circulation Jan 2026: 1734 + 75 manual checkouts, Jan 2025: 1828

Jan Volunteers: 23 adult & 2 teens, 41 hours of time to PCL

Curbside pickups: 5. Home delivery: 1. New library cards: 6. Guest cards: 0

Hold Transit Counts Jan: 688 to other libraries from PCL, 293 from other libraries to PCL

Programs Jan: 22 Participation Jan: 372 Table crafts: 201 Reference Questions: 415

1000 Books Before Kindergarten: 2 Meeting Room Reservations: 11 Website Hits: 862

PENINSULA COMMUNITY LIBRARY 2893 ISLAND VIEW ROAD, TRAVERSE CITY, MI 49686 231-223-7700

www.peninsulacommunitylibrary.org

Like us on Facebook – Peninsula Community Library



TRAVERSE AREA
DISTRICT
LIBRARY

Board of Library Trustees Regular Meeting
Library Director Report
Meeting Date: March 19, 2026

Library Activity

For a graphical presentation of the statistical information included below, please visit the link: [online TADL dashboard](#).

<u>Year to Date Circulation Activity</u>			
<u>End of Month</u>	<u>Print/Audio/Video</u>	<u>Electronic Books/Audio/Video</u>	<u>TOTAL</u>
February 2025	159,982	71,280	231,262
February 2026	161,841	80,629	242,470

Lending

Demand for materials overall continues to increase over last year. Physical Circulation is up 1.2% from last year. E-materials circulations has increased 12.3% from last year.

Visitors – Woodmere, East Bay, and Kingsley Facilities

February has proven to be less busy than January. The busiest day for February was Tuesday, the 17th, with 1,078 patrons. In February, there were 26,919 visitors at East Bay, Kingsley and the Main library. In February 2026, TADL added 215 new patrons district-wide.

Public Computing

The computing services (2,288 uses in February) are a little higher than last year (1,803) and higher than last month (1,903).

Additions to the Collection

In February 2026, 2,692 items were added to the district.

Behavior Issues

There were 13 incidents resulting in two suspensions in February. This includes threats of violence to the library staff, punching a security guard in the back, sleeping, and religious materials being placed around the library.

Carnegie RFP

Due to a family tragedy with Deputy City Manager Deb Allen who is responsible for the RFP process, the decision about the RFP has been pushed from the March 16th meeting, to the April 6th City Commission meeting.

3-D Printing

February 2026	January 2026
63 Regular Patron Orders 8 multicolor 6 resin 0 3D scans 18 cancelled 0 Free 3D Assistive Device Orders 0 Free 3D Fidgets for Local IBCCES Partners Orders Quantity: 92 Unique Items: 68 Amount of filament: 4,011g Amount of resin: 140 mL	51 Regular Patron Orders 12 multicolor 3 resin 1 3D scans 32 cancelled 0 Free 3D Assistive Device Orders 0 Free 3D Fidgets for Local IBCCES Partners Orders Quantity: 97 Unique Items: 55 Amount of filament: 16,081g Amount of resin: 115 mL

Other

Thank you to Traverse City Tourism (TCT) who is funding the renewal of our Autism & Cognitive Disorder Certification from the International Board of Credentialing and continuing Education Standards. TCT funded the initial training and we are thankful for the renewal that occurs every two years. (Fostering Understanding)

For the State of Michigan Birthday party, we had patrons create Happy Birthday Michigan cards. We mailed some of them to all our elected officials: Rep. Betsy Coffia, Senator John Damoose, and Governor Gretchen Whitmer. Attached is Governor Whitmer's letter of thanks. (Lead with Intention and Joy)

Director Out and About

- Attended the Safe Harbor Community Meeting. (Lead with Intention and Joy)
- Attended the viewing of The Librarians at NMC. (Fostering Understanding)
- Helped at the Youth Services K-Pop party. It was a great success! (Lead with Intention and Joy)

Keep Reading!

Michele



STATE OF MICHIGAN
OFFICE OF THE GOVERNOR
LANSING

GRETCHEN WHITMER
GOVERNOR

GARLIN GILCHRIST II
LT. GOVERNOR

February 3, 2026

Michele P. Howard
Traverse Area District Library
610 Woodmere Avenue
Traverse City, MI 49686

Dear Michele,

Thank you very much for sharing the cards your young readers created for Michigan's birthday! I am so proud to represent a state full of talented, creative, and compassionate people. I appreciate the time you took to send this my way and your work in growing the readers of tomorrow.

If I can ever be of assistance to you in the future, please do not hesitate to reach out to my office at Michigan.gov/Whitmer or 517-335-7858. My team will be happy to help.

Sincerely,

A handwritten signature in blue ink that reads "Gretchen Whitmer". The signature is fluid and cursive, with the first letter of each word being capitalized and prominent.

Gretchen Whitmer
Governor of Michigan



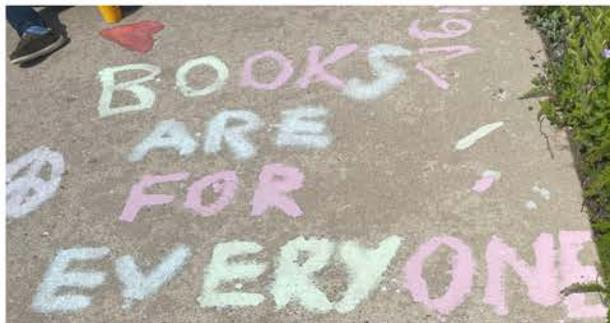
TRAVERSE AREA
DISTRICT
LIBRARY

2025 ANNUAL REPORT



The Traverse Area District Library provides dynamic resources and innovative services to stimulate intellectual curiosity, facilitate lifelong learning, promote literacy, and nurture personal enrichment.





Executive Summary...2025

When our Volunteer Fair drew over 200 people on a wintry Tuesday afternoon in January we knew 2025 was going to be a blockbuster - and we weren't wrong! We set a new Summer Reading Club participation record in July AND a new overall circulation record in December. New events and new collaborations (such as the Repair Cafe with the Green Door Folk School) are drawing more people to our libraries for more every day!

This, of course, provides a challenge when it comes to space, personnel, and scheduling, but it's a problem we're happy to wrestle. We've updated our website and online catalog to make it easier to find what you are looking for. This report is just a tiny peek at all the wonderful community events that happen here every day. Keep up with it all in our monthly newsletter and website, and we hope to see you soon!

Michele P. Howard
Library Director





Year in Review...2025



Winter

The first quarter of the year included a new and popular, Volunteer Fair event, as well as a Teen Winter Lock-In, puzzle tournament, and winter reading challenges. Our BATA Book Bus is also a regular sight on local roadways throughout Grand Traverse County!



Spring

On March 12 we hosted a little ribbon-cutting ceremony in the server room to celebrate the launch of the Michigan Digital Preservation Network. TADL is one link in this new network dedicated to preserving Michigan's digital cultural heritage. The spring quarter included a much-needed elevator update, as well as annual favorites like MakerFest, the 1000 Books Before Kindergarten celebration, Poets' Night Out, promwear swap, and East Bay Branch launched a new tool library!



Summer

We put our first Repair Cafe together in early June, and it quickly won the hearts of both our skilled repair volunteers and visitors. Then Summer Reading Club started! Color Our World truly lived up to its name. Both staff and library visitors reveled in oodles of color, crafts, and creativity indoors and out. It was a wonderful summer, and we're happy to say, also a record-setter!



Fall

Our annual fall favorites, such as Banned Books Week and the Chili Cookoff continue. A second Repair Cafe was even more popular than the first, and we celebrated our SRC school champions with visits. We ended the year with an amazing food pantry drive - delivering over a ton of food to Father Fred between Nov. 19 and Dec. 19!



(+9% over 2024)

384,050

Visitors

(Main Library,
East Bay, Kingsley)



Fun stat: In 1987 only 22% of residents had a library card. We've doubled!

59,210

Cardholders
(Active Borrowers)

70,237

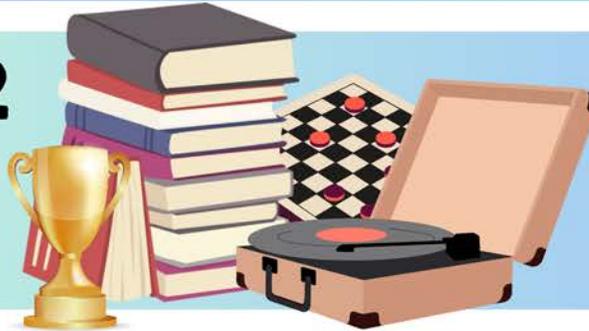
Reference
Questions Answered

(+3% over 2024)

1,460,072

Items Circulated
(District-Wide)

New record!



440,588

Items Available to
Circulate
(Lending & Reference)



125

Items per Day in
MeLCat borrowing
& lending!



Summer
Reading Club
2025

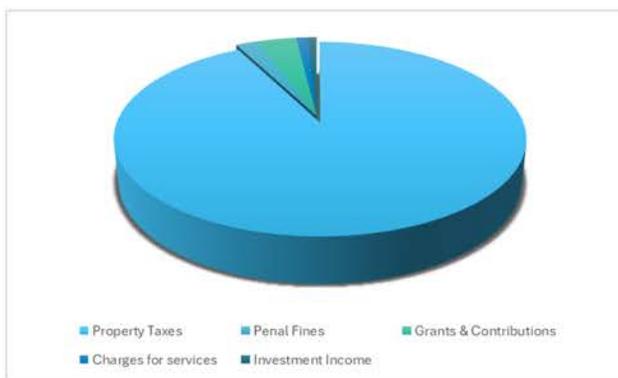
3,959 Participants

2,004,017
Reading Minutes!



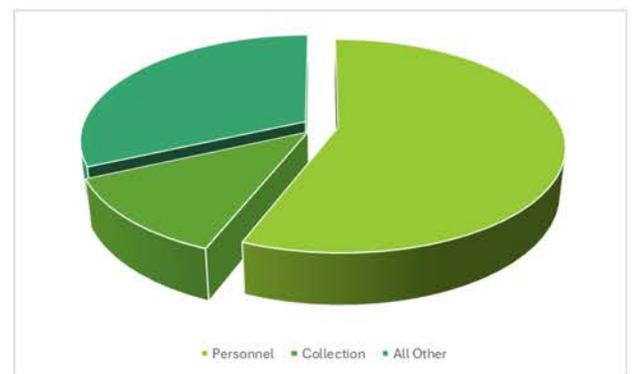
1 New sign-up
record!

2025 Operating Revenue
\$9,105,410.18



Property Taxes	\$8,411,612.10
Penal Fines	\$184,844.80
Grants & Contributions	\$336,080.34
Charges for services	\$95,113.23
Investment Income	\$77,759.71
	\$9,105,410.18

2025 Operating Expenses
\$8,080,049.73



Personnel	\$4,528,817.12
Collection (Books, Music, Video, Digital)	\$981,628.23
All Other (Services, Charges, Capital Outlay)	\$2,569,604.38
	\$8,080,049.73



With our new Strategic Plan complete, I have to thank all the patrons who provided important input, the staff for their thoughtful discussions and the Board for their strong leadership. With all three (patrons, staff and board) working together and developing a plan, we look forward to success in achieving our goals.

Our themes for the next 3 years are:

- Lead with Intention and Joy
- Optimize Physical Spaces
- Foster Understanding
- Cultivate Connections.

Knowing we can't focus on every area at once, in 2026 we'll be focusing on two topics: Lead with Intention and Joy and Optimize Physical Spaces.

By optimizing our physical spaces, we will be replacing the carpet in 2026 at the main library, and working on a building "refresh". Our services and patrons continue to expand and change and in response, we'll be adjusting some of our spaces to meet those needs. Finally, Summer Reading Club theme this year is Unearth a Story. Dinosaurs will be a highlight: T-Riffic!

DONOR RECOGNITION

Thank you donors!

Gold Level - \$10,000+

Friends of TADL Anonymous Donor
Mr. & Mrs. Timothy Hanley

Bronze Level - \$500+

Roswell Ard	Michael Rodenburg	Krista & Jeffrey Goldman
Jane Maddox	Daniel Swislow	Michael & Kathleen Rhodes
Catherine McCullough	Sara Thompson	James Levy & Lois Counterman
Barbara Bjork Papazian	Jill Vollbrecht	William Fromm

Supporters

Leslie Veda	Anonymous
Mario David Ramirez Soriano	Ross Abrahamson
Sandra Umstead	Fred Anderson
Keith Robinson	Bonnie Schreiber
Alison Briggs	Kelly Taylor
Virginia Nelson	W.R. La Follette
& Nancy Busch	Christine Strom
Daniel Aced	Lisa Rabaduex
Nicole Swager	Deborah Wesolowski
Aiden Murphy	Heather Brady
Marilyn Ueno	Carol K Steffens
Courtney Vanorio	Virginia Roosevelt
Julie Brooks	Jerry & Barbara Martin
Christina Aldred	Carol Thorson
Harbor Lights	Christine Noga
Recreation Assn.	Marvin Grahn
Robert & Jane Meyers	Thomas & Montgomery
James & Carol Seidel	Plough
	Walt & Mary Ludwick
	Sharryl McCready

TRaverse AREA DISTRICT LIBRARY

Strategic Plan 2026 - 2028

»» Lead with Intention and Joy ««
Embracing public trust and supporting an informed and engaged community.

Optimize Physical Spaces
Developing and adapting our service spaces to best meet the needs of our community.

Foster Understanding
Inspiring life-long literacy by championing curiosity and access to knowledge.

Cultivate Connections
Sparking community engagement and connections.

tadl.org/strategic-plan



BOARD MEMO

TO: TADL BOARD

FROM: MICHELE P HOWARD, MILS

SUBJECT: REQUEST FOR PROPOSALS – ROOF, SOLAR PANELS, AND CONSTRUCTION
MANAGER

DATE: 3/19/26

Due to the need for a new roof and potential federal government rebates for solar panels, I am asking for permission to issue a Request for Design and Proposal for the roof replacement and another RFP for the purchase and installation of solar panels.

Suggested motion: That the Library Director be authorized to issue a Request for Design and Proposal for the roof replacement and another RFP for the purchase and installation of solar panels.

Additionally, due to the number of projects and the project of the roof replacement and possible solar panels (anticipated for 2027), Boulter and I are exploring the idea of hiring a temporary Construction Manager.

Suggested motion: That the Library Director be authorized to issue a Request for Design and Proposal for a temporary Construction Manager who would assist Boulter in the various capital projects in 2026.

BOARD MEMO

TO: TADL BOARD
FROM: MICHELE P HOWARD
SUBJECT: SPENDING LIMIT PERMISSION
DATE: 3/19/26

The costs of snowplowing have almost exceeded my spending limit of \$25,000 due to the heavy snow fall this year. The company, One Call Landscaping and Snow Removal, does all of TADL's lawn and snow services. In the future, One Call, will be added to the list of companies approved for payment which exceed my spending limit at the January Annual Meeting.

Suggested Motion: The Board allow Howard to exceed her \$25,000 spending limit with One Call Landscaping and Snow Removal for snow and lawn services for the remainder of 2026.