



AGENDA

Board of Trustees Regular Meeting
Thursday, April 16, 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 March 19, 2026
 - b. Department Reports
 - c. Finance and Facilities Committee Report – April 7, 2026
 - d. Policy and Personnel Committee Report – did not meet in April
 - 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. Janitorial Services Selection
10. **New Business (none)**
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.

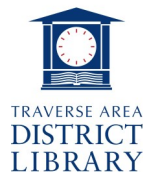
NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of the Traverse Area District Library does hereby recognize Susan Odgers' years of dedicated service to the Library; and,

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, April 16, 2026.

President



Secretary



Board of Trustees Regular Meeting MINUTES

Thursday, March 19, 2026 at 4:30pm
McGuire Community Room
610 Woodmere Ave., MI 49686

1. **Call to Order**

The meeting was called to order by President Pakieser at 4:00pm. Present were: Pakieser (President), Vickery (Vice President), Gedman (Secretary), Beuthin (Trustee). Deyo listened via call-in but did not participate. The Treasurer seat is open. Also present were: Howard (Director); Baldwin, Morey, 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. **Approval of the Agenda**

Howard requested an amendment to remove item 4, Resolution of Appreciation for Susan Odgers, since Odgers was unable to attend the meeting. It was MOVED by Vickery, SUPPORTED by Beuthin, to approve the agenda with the requested amendment. Motion CARRIED.

4. **Resolution of Appreciation: Susan Odgers**

This item was removed from the agenda.

5. **Public Comment**

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

6. **Consent Calendar**

- a. *Approval of Minutes - Regular Meeting of January 15, 2025*
- 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*

It was MOVED by Beuthin, SUPPORTED by Gedman, to accept and affirm receipt of the consent calendar information as presented. Motion CARRIED.

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

No items were removed from the consent calendar.

8. **Director Report**

Howard confirmed her written report and added the following:

- Patrons created Happy Birthday Michigan cards and thanks went to Brady for sending those to our elected officials. Governor Whitmer responded with a thank you letter.

- A federal bill has been introduced on book banning and Howard will have more information at the next meeting. Statewide there are some bills in the house and senate that would change the ruling for millages so that they must be included on the November ballot when most people vote.

Beuthin inquired about the RFP submitted earlier regarding the Carnegie Building. Howard noted that the library and the current tenant Crooked Tree Arts Center were the only 2 who submitted an RFP. A decision is expected to be made at the City Commission meeting on April 7th. If TADL was selected, that would begin negotiations regarding the final agreement terms.

9. New Business

a. *Director Annual Report*

Howard drew attention to the stats and fun activities that the library had accomplished in 2025, such as the first volunteer fair, and an average of about 200 questions answered a day. She was proud to point out that about 56% of the residents in the county have library cards. There are not many others who can say that their services are used by that proportion of the community.

Gedman inquired about how staff stays abreast of the trends happening within the statistics revealed from year to year and noted that GT County’s population is aging. Howard noted the many conferences, professional journals, industry reports, continuing education courses, etc that help staff follow trends.

b. *RFP Authorization – Roof Design and Solar Panels*

Howard said that since the structural heating and cooling problems with the roof have been resolved satisfactorily it is time for a new roof. Boulter addressed the status of the roof and answered questions from the trustees. Howard also noted that there are potential federal government rebate incentives through December 2027 for installing solar panels and would have help from Groundwork Center and Networks Northwest in filling out the forms correctly for qualification. A cost benefit analysis for the solar panels would be brought to the Finance and Facilities Committee. It was MOVED by Gedman, SUPPORTED by Vickery, to authorize the Library Director to issue a Request for Design and Proposal for the roof replacement and another RFP for the purchase and installation of solar panels. Motion CARRIED.

10. Old Business

a. *RFP Authorization – Temporary Construction Manager*

Howard noted several big facilities projects and a roof replacement planned for 2026 and, if needed, would like to utilize a temporary construction manager. Gedman felt that given the amount of dollars involved and the number of projects ongoing in 2026 it would be wise to engage a construction manager. It was then MOVED by Gedman, SUPPORTED by Vickery, to authorize the Library Director to issue an RFP for a temporary Construction Manager who would assist Boulter, TADL’s Facilities Manager, in the various capital projects in 2026. Motion CARRIED.

b. *One Call Landscaping Expense Approval*

It was MOVED by Beuthin, SUPPORTED by Vickery, to allow the 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. A roll call vote was taken with the following results:

Pakieser – aye	Beuthin – aye	BeVier – absent	Deyo – absent
Gedman – aye	Vickery – aye	Open seat (no vote)	

Motion CARRIED with 4 ayes and 2 absent. (one open seat)

c. *Merit Invoice*

Howard noted that this approval for payment is requested with respect to the 2026 audit trail, since the amount on the invoice shows to be more than her spending limit. Morey explained that the total cost for the Merit invoice was \$41,400, but due to the e-rate funding discounts, TADL only pays \$10,350 of that amount. Beuthin clarified that by approval of this reduced payment amount, TADL would not be obligated to the full payment if the government failed on its portion. Morey confirmed that all agreements signed by the federal e-rate program are contingent that the government’s portion is paid and if the government’s portion was not paid TADL could simply choose not to move forward with the agreement. Upon a consensus of understanding regarding the request to approve the payment to Merit as presented, a roll call was taken with the following results:

Pakieser – aye Beuthin – aye BeVier – absent Deyo – absent
Gedman – aye Vickery – aye Open seat (no vote)
CARRIED with 4 ayes and 2 absent. (one open seat)

11. **Public Comment**

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

12. **Trustee Comment**

Beuthin commented on her positive experience and pride in the Youth Services Department’s recent K-pop Demon Hunter after hours program and the classroom visits that ran like clockwork.

Vickery noted that he has notified President Pakieser and the City of Traverse City that he is resigning from the board before the end of his term due to a move out of state. He expressed that it has been an honor to work with everyone in the library and on the board, led by Howard. It is a real pleasure for him to be part of something that matters in such a good way.

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

A closed session was not needed.

14. **Adjournment**

With a motion to adjourn by Beuthin, supported by Vickery, President Pakieser adjourned the meeting at 5:03pm.

Respectfully submitted,

Approved by board vote on April 16, 2026

V. Carpenter, Recording Secretary

S. Gedman, Board Secretary



Departmental Reports
for the month of March
(April 16, 2026 Board Meeting)

Adult Services

- Did you see the photos of the North Sky Raptor program on the front page of the Record Eagle? Dozens of people of all ages packed the McGuire Room to have the opportunity to learn about and see these birds live. This was one of the highlights of our March programs. Thanks to Alicia for arranging this event that was extremely popular with our community. (*Foster Understanding, Cultivate Connections*) (Photo courtesy of Record-Eagle photos/Jan-Michael Stump)
- A second highlight from our March programs was the setting of another record attendance for TADL's Books & Brewskis book discussion group. The fact that 32 people can show up and create a cohesive, organized group that wants to talk about books, is a testament to the hard work of Kelly H. (*Cultivate Connections*)
- This month's focus for TADL's [2026 Civics Celebration](#) was Voting and Elections. We partnered with the League of Women Voters Grand Traverse, Voters Not Politicians, and Rank MI Vote on educational programs about various aspects of voting, elections, and how our ballots are created, as well as 9 & 10 Media Group to host another local press panel discussion. (*Lead with Intention & Joy, Foster Understanding, Cultivate Connections*)
- March Adult Services Statistics at a glance:
 - Programs - 35 & Attendance - 707
 - Outreach - 1 & Attendance - 32
 - Questions Answered - 2410
 - Craft Kits Distributed - 59 (Embroidery Felt Corner Bookmarks)
 - Study Room Usages - 202



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

Youth Services

Youth Services celebrates March is Reading Month with three annual programs each year: 1st grade visits from TCAPS Elementary students, our 1000 Books Before Kindergarten celebration, and our March Book Madness passive program in the Youth Department.

- This March, we scheduled visits from 27 TCAPS classes and 546 students as these first graders learned about the library



and our resources. Thank you to the Friends of the Library for supplying bus funding so that all classes could attend. Many of the students returned soon after or during Spring Break after learning about what we offered (**Lead with Intention and Joy, Foster Understanding**).

- Our 1000 Books from Kindergarten program has encouraged families to make reading at home a daily habit for 8 years now. Our annual celebration is a fun time highlighting literacy, playing games, and reading to our budding readers. We also give a big round of applause to families who finished the program in 2026. For those using our 1000 Books Challenge in Beanstack, we had 244 active participants, with 18 children finishing the program among 31,486 books read (**Lead with Intention and Joy, Foster Understanding**).
- The March Book Madness program brings together 32 popular children's books from various genres, including Picture Books, Beginning Readers, Graphic Novels, and Non-Fiction and pits them against one another, bracket-style, until one book remains. This year's winner was The Wild Robot and over 1,000 votes were cast (**Lead with Intention and Joy, Foster Understanding**).



Youth Services statistics for March

- Programs
 - Early Literacy program count and attendance: 10 programs, 380 attendees
 - Afterschool program count and attendance: 34 programs, 1,107 attendees
- Reference Desk statistics
 - Total questions: 1,389
 - Digital questions: 15
 - Phone questions: 76
 - Walk-in questions: 1,298 (up 2.2% from March 2025)
- Self-directed activities (passive programs)
 - Activities: guessing jar, March Book Madness
 - Total usage: 1,338
- Kit statistics
 - STEM Kit circulations: 332
 - Holds: 165
 - CARES Kit circulations: 37
 - Holds: 2
 - Storytime Kit circulations: 45
 - No holds

Respectfully submitted by Andy Schuck, Head of Youth Services

Sight & Sound

March was a wild weather month! Closures in the middle of the month definitely affected our programming, but attendance was great for the Civics Celebration topic, with great programs on Ranked Choice voting and a partner event with the League of Women Voters.

March Reference Questions

Digital: 22
Phone: 279
Walk-in: 962

TADL Meeting Room Stats March 2026

Total: 238
TADL meetings: 59
Personal/Outside Group Meetings: 179
Paid Meetings: 6
Unpaid Meetings: 232
Walk-ins: 39
Advance Reservation: 199

Number of Meetings by Room March 2026

McGuire Room: 52
Thirlby Room: 106
Study Room D: 80

Respectfully Submitted,
Josh Denby
Department Head, Sight and Sound

Circulation

While Circulation has been running smoothly as usual on the front end, March brought a lot of behind-the-scenes brainstorming and planning for ways to increase access for more patrons (**Cultivate Connections, Foster Understanding**). We are adding a new Circulation Team Lead position in the department to facilitate new initiatives and broaden access to patrons both at the library and through various outreach opportunities (**Lead with Intention and Joy**) and can't wait to start developing our plans!

March Circulation Numbers

New patron accounts created: **↑388** (vs 296 last year) - *Combined Branches (Woodmere, Kingsley, East Bay)*

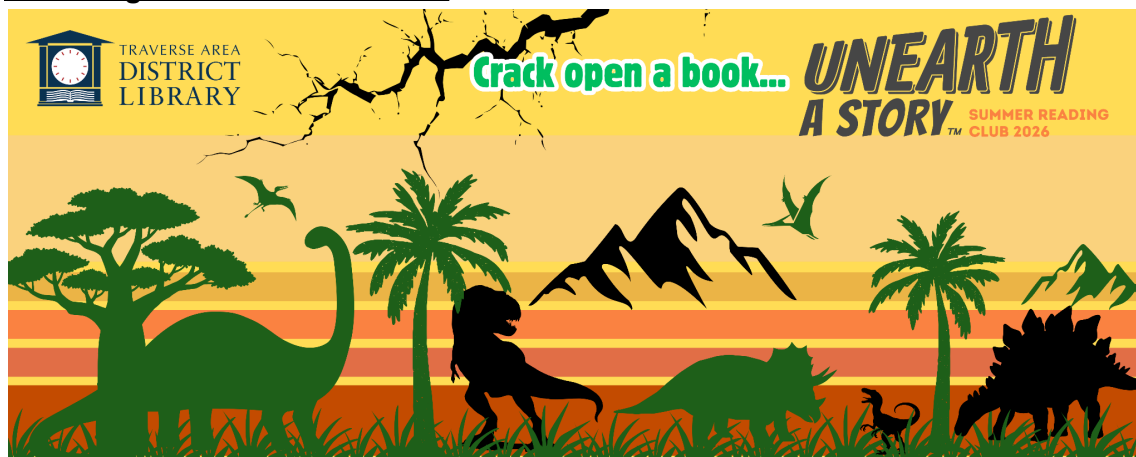
Curbside pickups for March 2026: 13

Circulation Statistics for MeLCat, March 2026:

- TADL items sent to borrowing institutions: **↓1305** (vs 1568 last year)
- TADL items received from lending institutions: **↓2651** (vs 2692 last year)

Respectfully Submitted,
Christina Meyers
Head of Circulation

Marketing and Communications



March is a busy time in marketing as the summer reading items need to be finalized and ordered to arrive on time. My office has been overrun by dinosaurs! (**Lead with Intention and Joy, Foster Understanding**). In addition there is preplanning happening for April, which will include MakerFest and another Volunteer Fair; while May will bring another Repair Cafe (**Lead with Intention and Joy, Foster Understanding, Cultivate Connections**). Our Civics Celebration (**Lead with Intention and Joy, Foster Understanding, Cultivate Connections**) had a busy programming month with Voting & Elections, and I'm happy to say the first completed double Bingo cards are starting to come in! As of this writing we have two adult finishers and one youth finisher..

Press: We appeared in print or online for 30 of the 31 days in March, including one television morning show and two radio appearances.

Website: Users 43,616; pageviews 90,917

Our Be Info Savvy page continues to show an uptick in traffic!

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:



Rayna Archibald
PT Page
Sight & Sound
Transfer from Circulation



Stephanie Prall
FT Library Assistant
Youth Services
Promotion from Substitute

Employee Departures:

Erica Pfriem, Page in Youth Services

Respectfully submitted,
Danielle Baldwin
Finance and Human Resources Manager

TADL Talking Book Library

Programs-

- Ageless Grace- 15 patrons attended the Thursday program and 27 the Monday program.
- Chair Yoga- 19 patrons attended
- Tuesdays @ Two read *Thunder Dog* by Michael Hingson. 14 patrons attended. (*Cultivate Connections*)

We helped 160 patrons at our monthly outreaches.

Anita Chouinard
Talking Book Library Manager

East Bay Branch Library

In March the East Bay Branch Library held 15 programs with 308 total attendees. Winter weather may have kept some away, but the patrons who came in were thankful to get out of their houses to socialize, enjoy programs, and stock up on library materials ahead of the storm.

In addition to our recurring monthly and weekly programs, we partnered with the Grand Traverse Commission on Aging to host an informational session where COA Director Lana Payne shared the details of the many services they offer for free and answered questions from local seniors and their families (*Cultivate Connections*). We also held a community book

discussion on *The Comfort of Crows: A Backyard Year* by Margaret Renkl (*Cultivate Connections, Foster Understanding*). Amanda Tobian joined Andy Schuck to represent the library at Courtade Elementary for their Bedtime Story Hour literacy event (*Foster Understanding, Cultivate Connections*). We also served 273 students at our monthly Bookmobile outreach to Grand Traverse Academy (*Foster Understanding*).

Amanda attended the Michigan Library Association Spring Institute for Youth Services, and the entire staff renewed their autism, neurodiversity, and accessibility training certification through IBCCES. (*Foster Understanding, Cultivate Connections*)

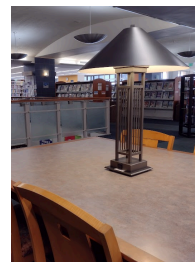
In an effort to maximize and improve on our very limited space, Bret Boulter joined us for a walk through with Library Design Associates. I'm hopeful we can implement some of their space-saving ideas in the near future to make East Bay a more comfortable and welcoming library (*Optimize Physical Spaces*).

Respectfully submitted,
Chantel Lentz, Branch Manager

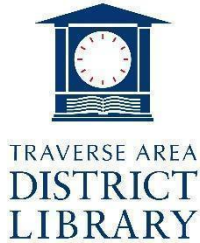
Facilities

The largest Facilities project in March was coordinating the Cleaning Service RFPs. We held two Pre-Bid Conferences with a total of five companies bidding for the three facility contracts. Two of the bidders attended the Bid Opening, and the five proposals will be reviewed at the next Finance & Facilities Committee meeting. Facilities also:

- Renewed IBCCES certification (*Foster Understanding, Cultivate Connections*)
- Performed twice-annual HVAC filter change
- Changed all clocks for Daylight Savings Time
- Coordinated multiple post-winter carpet cleanings
- Met with possible construction managers for multiple projects
- Repaired a Little Free Library on Boardman Trail (*Cultivate Connections*)
- Continued pursuing vendors for the Door and Roof projects (*Optimize Physical Spaces*)
- Coordinated with East Bay Township on building improvements (*Lead With Intention And Joy*)
- Met with Library Design Associates to evaluate East Bay Branch and continue carpet selections for Woodmere (*Optimize Physical Spaces*)
- Participated in Musical Rain Sculpture project planning (*Lead With Intention And Joy, Optimize Physical Spaces, Foster Understanding, Cultivate Connections*)
- Installed new table lamps in Reference Department (*Optimize Physical Spaces*)



Respectfully submitted,
Bret R Boulter, Facilities Manager



**TADL Board of Trustees
Finance & Facilities Committee**
April 7, 2026
4:00 pm ~ Thirlby Room

610 Woodmere Ave. / Traverse City, MI / 49686

Attendance: M. BeVier, S. Gedman, and P. Deyo, Trustees. 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 adding Carnegie Finances under Finances. 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 March 3, 2026, Finance and Facilities Committee be approved. All were in favor. The minutes were approved.

Public Comment: None

Facilities:

1. RFP for Cleaning Services

Howard and Boulter presented the results from the RFP to the Trustees. Representatives from Universal Cleaners were present to answer questions. There was much discussion. Gedman made a motion to recommend Universal cleaners be awarded the 3 year cleaning contract, to the Board of Trustees. BeVier seconded. All were in favor. The motion was approved.

2. Construction Management Company

After the approval of the RFP for a Construction Management firm at the March meeting, Howard and Boulter received a recommendation for Cunningham Limp, as an excellent Construction Management firm. They met with representatives, checked references, and received a proposal for this service. Seth Johnson from Cunningham Limp was present to provide a presentation and answer questions. The cost is below the directors spending limit, but Howard wanted to discuss this with the Committee. None had reservations with Howard signing the agreement. It will take 90-120 days for their analysis to be complete which is July 5-August 6th.

3. Updates

Due to the contract with Cunningham-Limp, all updates were placed on hold.

Finance:

1. Carnegie Funding

Baldwin provided an update to the fund available to spend on Capital Improvements equaling \$2,066,485. Howard explained that currently TADL has some older furniture from the original library at the Carnegie that she plans on using at the Carnegie library should it be awarded to TADL. TADL will also pursue grants to fund furniture and Carnegie building improvements and not TADL capital funds to pay for the building since it is not TADL property. Much discussion followed.

Next Meeting Date / Time: May 5, 2026 at 4:00 pm

Next Meeting Topic Suggestions: Project Updates, Carnegie Budget, Furniture

Public Comment: Two students in attendance commented that they enjoyed the meeting and learn a lot about the processes the libraries follow.

Adjournment: It was motioned by Deyo and seconded by BeVier to adjourn the meeting. All were in agreement. The meeting was adjourned at 5:26pm.

Revenue

As of March 31, 2026, we have received 92.5% of our budgeted Property Tax revenue. An additional 1.6% has been received in the first half of April, totaling 94.1% as of this writing. Townships have now submitted any remaining unpaid balance reports to the County, which will subsequently disburse the remaining funds to us, typically in late April or early May. We have received some of our funding from PILT, State Aid, and Local Community Stabilization with more to be seen in the coming months. We’ve received the Northland Cooperative local grant that funded new handicap doors at East Bay and Kingsley branches. Revenue for Fees, Sales, and Meeting Room Rentals are all trending above budget target year to date. We received \$202 in Donations this month, thank you to our generous donors! Investment gains were unfortunately negative this month, with a few of our investment securities reaching maturity at lower balances than the cost to reinvest in additional securities.

Expenditures

Note that percentage of budget completed is 25% as of 3/31/26. Below are key details for various line items.

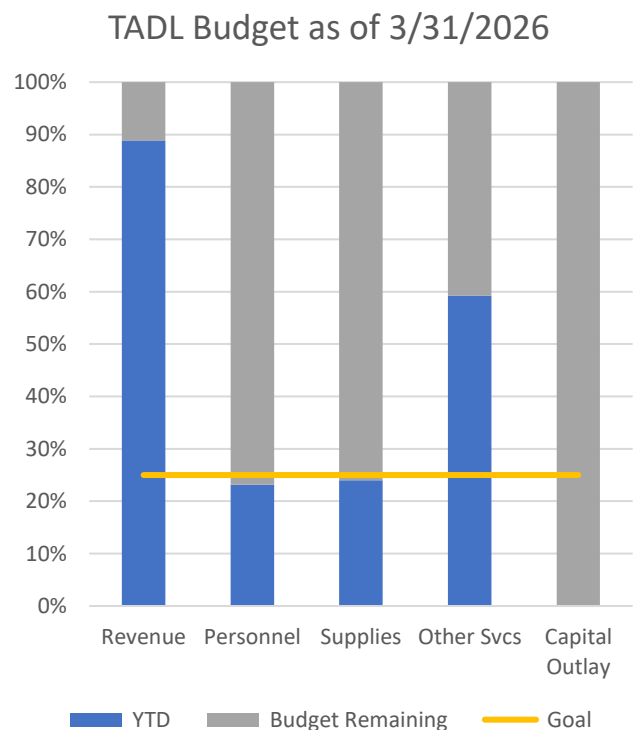
- Personnel*

Many personnel-related expenditures are near the 26.9% 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 33.3% of budget.
- Supplies*

The expenditure for books, media and related items currently stands at 26.4% of the budget, very close to our goal percentage. Repair and Maintenance Supplies is at 40% due to supply orders for safety signage and other building supplies.
- 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 59.3% of the budget expended, however, only 4.6% was expended in March. 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	1,325,654.78	8,214,485.40	-650,640.60	92.66%
500 - Grants - Federal/State/Other	26,770.00	26,770.00	9,700.00	9,700.00	-17,070.00	36.23%
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	20,536.00	20,536.00	-20,536.00	50.00%
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	20,500.00	-11,150.00	64.77%
607 - Overdue Fines/Replacement Fees	21,000.00	21,000.00	2,093.84	6,990.17	-14,009.83	33.29%
642 - Sales	27,550.00	27,550.00	3,448.56	10,216.02	-17,333.98	37.08%
653 - Meeting Room Rental/Equip Fees	2,000.00	2,000.00	1,600.00	3,000.00	1,000.00	150.00%
665 - Interest & Gains/Losses	15,002.00	15,002.00	-1,633.83	-1,613.96	-16,615.96	10.76%
674 - Donations/Contributions	31,200.00	31,200.00	202.55	4,259.28	-26,940.72	13.65%
676 - Misc Revenue & Reimbursements	1,500.00	1,500.00	116.08	1,196.55	-303.45	79.77%
Revenue Total:	9,325,820.00	9,325,820.00	1,361,717.98	8,289,269.46	-1,036,550.54	88.89%
Expense						
Category: 70 - Personnel						
700 - Salaries & Wages	3,626,368.28	3,626,368.28	273,458.53	789,623.61	2,836,744.67	21.77%
710 - Social Security/Medicare	89,555.37	89,555.37	6,773.30	20,233.79	69,321.58	22.59%
712 - Medical Insurance	633,167.45	633,167.45	40,974.82	225,705.65	407,461.80	35.65%
713 - Dental Insurance	48,609.73	48,609.73	3,454.23	14,911.81	33,697.92	30.68%
715 - Vision Insurance	6,907.40	6,907.40	467.20	2,280.24	4,627.16	33.01%
716 - Life Insurance	12,483.00	12,483.00	720.59	3,000.60	9,482.40	24.04%
717 - Disability Insurance	20,908.68	20,908.68	1,397.60	5,810.18	15,098.50	27.79%
720 - 401K Retirement Contribution	179,853.82	179,853.82	13,979.36	35,278.32	144,575.50	19.61%
721 - MERS DC Retirement Contribution	241,810.07	241,810.07	17,940.92	51,045.73	190,764.34	21.11%
722 - MERS DB Unfunded Liability	180,000.00	180,000.00	15,000.00	45,000.00	135,000.00	25.00%
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	374,166.55	1,194,269.92	3,968,666.08	23.13%
Category: 72 - Supplies						
728 - General Operating Supplies	360,762.50	360,762.50	21,749.50	60,972.45	299,790.05	16.90%
736 - Repair & Maintenance Supplies	8,750.00	8,750.00	1,559.51	3,507.03	5,242.97	40.08%
741 - Books/Media/Online Resources/LoT	1,040,770.00	1,040,770.00	49,794.57	274,585.89	766,184.11	26.38%
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	73,103.58	339,065.37	1,075,417.63	23.97%
Category: 80 - Other Services and Charges						
801 - Professional & Contractual Services	443,671.60	443,671.60	43,140.96	187,108.05	256,563.55	42.17%
804 - Advertising & Outreach	68,100.00	68,100.00	3,104.54	13,349.97	54,750.03	19.60%
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	49,961.44	154,539.36	282,020.64	35.40%
850 - Communications	42,140.00	42,140.00	1,899.14	7,060.43	35,079.57	16.75%
921 - Utilities	127,421.37	127,421.37	10,029.49	16,462.26	110,959.11	12.92%
955 - Education & Travel	175,950.00	175,950.00	1,348.94	8,829.61	167,120.39	5.02%
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	109,484.51	1,431,080.68	983,320.32	59.27%
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: 03/31/2026

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	556,754.64	2,964,415.97	6,361,404.03	31.79%
Report Surplus (Deficit):	0.00	0.00	804,963.34	5,324,853.49	5,324,853.49	0.00%

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
101 - General Fund	0.00	0.00	804,963.34	5,324,853.49	5,324,853.49
Report Surplus (Deficit):	0.00	0.00	804,963.34	5,324,853.49	5,324,853.49



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



**Board of Library Trustees Regular Meeting
Library Director Report
Meeting Date: April 16, 2026**

Library Activity

Year to Date Circulation Activity			
<u>End of Month</u>	<u>Print/Audio/Video</u>	<u>Electronic Books/Audio/Video</u>	<u>TOTAL</u>
March 2025	255,549	109,267	364,816
March 2026	249,800	123,143	372,943

Lending

Demand for materials overall continues to increase over last year. Physical Circulation is down 2.2% from last year. E-materials circulations has increased 12.7% from last year.

Visitors – Woodmere, East Bay, and Kingsley Facilities

March has proven to be about 17% busier than February even with closing for 3 days due to weather. The busiest day for March was Wednesday, the 25th, with 1,300 patrons which was the Raptors Alive presentation. In March, there were 30,454 visitors at East Bay, Kingsley and the Main library. In March 2026, TADL welcomed 539 new patrons district-wide. March is reading month and the Friends of the Library pay for every TCAPS 1st grade class to visit and get a library card. This is a fantastic series of events and resulted in a higher than average number of new cards.

Public Computing

The computing services (2,316 uses in March) are a little higher than last year (2,267) and higher than last month (2,288).

Additions to the Collection

In March 2026, 2,944 items were added to the district.

Behavior Issues

There were 22 incidents resulting in two suspensions in March. There was an interesting assortment of incidents including threats of violence to the library staff, unattended children, intoxication, sleeping, hidden LGBTQ books, hidden Jesus statues, abandoned bags of clothing, smoking in the bathroom, 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 April 6th meeting, to the April 20thth City Commission meeting.

3-D Printing

March 2026	February 2026
67 Regular Patron Orders 6 multicolor 1 resin 0 3D scans 7 cancelled 2 Free 3D Assistive Device Orders 1 Free 3D Fidgets for Local IBCCES Partners Orders Quantity: 59 Unique Items: 51 Amount of filament: 2,877 Amount of resin: 3 mL	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

Federal Budget

For the fifth time, the President’s proposed budget eliminates the Institute for Museum and Library Services. Congress can restore funding as the budget works through the normal legislative process.

Michigan Library Association Election

I have been nominated for President of the Michigan Library Association. I am running against a colleague and friend, John Clexton director of the Gladwin Public Library. (Lead with Intention and Joy)

Director Out and About

- Guest on NewsTalk 580 with Jack O’Malley twice during March. (Cultivate Connections)
- Guest on Good Day Northern Michigan with Zoe Schwartz talking about a local history display about electro-shock therapy at the State Hospital. (Fostering Understanding)
- Co-presented for an MLA program about dealing with difficult patrons. (Fostering Understanding)
- Interviewed by 9&10 News about the Carnegie RFP. (Fostering Understanding)
- Attended the TADL Voting program that Trustee Gedman was a panelist on. (Fostering Understanding)
- Panelist on an MLA Advocacy Hour regarding book banning. (Cultivate Connections)
- Attended the Peninsula Library Fundraiser, Books at the Boathouse. (Lead with Intention and Joy)
- Staffed the panel discussion about Civility and the Press with 9&10 News. (Cultivate Connections)

Keep Reading!
Michele

BOARD MEMO

TO: TADL BOARD

FROM: MICHELE P HOWARD, MILS

SUBJECT: REQUEST FOR PROPOSALS – BUILDING CLEANING SERVICES

DATE: APRIL 16, 2026

At the October 16, 2025 Board meeting, the board approved an RFP process for Building Cleaning Services for the TADL Main library, East Bay Branch Library and Kingsley Branch Library. After posting the requirements for the RFP, five companies submitted RFPs. These companies are Universal Cleaners (current contract), Grand Traverse Janitorial, Northern Michigan Janitorial, LA Professional, and Professional Building Services. After much discussion and analysis of the various proposals, Gedman made a motion to recommend to the Board of Trustees, at the April Board meeting, that TADL select Universal Cleaners and enter into a 3-year contract with them. BeVier seconded. All were in favor. The motion passed.

Suggested motion: That the Library Director be authorized to sign a 3-year contract with Universal Cleaning Services for the TADL Main Library, East Bay Branch Library and Kingsley Branch Library.