



**SALINE DISTRICT LIBRARY BOARD OF TRUSTEES
BOARD MEETING PACKET
TUESDAY, MARCH 18, 2024, 7:00 p.m.**

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**NOTICE OF LIBRARY BOARD MEETING
TUESDAY, MARCH 18, 2025
7:00 p.m.**

**The Saline District Library Board will be holding its monthly meeting to
conduct regular business at this time.**

This meeting will be held in the Library's Program Room.

555 N. Maple Road, Saline, MI 48176

Public comment will be allowed at specified times during the meeting according to Policy 512: Public Discussion at Board of Trustees Meetings.

In advance of the meeting, you may contact the Library Board here:
salinelibrary.org/about/board-of-trustees/

For special accommodations, please contact Library Director Karrie Waarala:
karrie@salinelibrary.org

**SALINE DISTRICT LIBRARY BOARD OF TRUSTEES
BOARD MEETING AGENDA
TUESDAY, MARCH 18, 2025, 7:00 p.m.**

President Byron _____ Vice President Gray _____ Secretary Hundley _____
Treasurer Healy _____ Trustee Cummings _____ Trustee Sankaran _____ Trustee TerHaar _____
Director Waarala _____ Assistant Director Lash _____ Administrative Assistant Pilarz _____

A. Call Meeting to Order at _____.

B. Approval of Agenda
Move _____ Second _____ to approve the agenda as presented.

C. Approval of Past Minutes
Move _____ Second _____ to approve the February 18, 2025 meeting minutes as written.

D. Public Discussion
Citizens are encouraged to address their concerns and comments. Individuals will be given up to three minutes to address the Board at any one meeting. Trustees will not respond to public comments at meetings.

E. President's Report

F. Friends of the Library Report

G. Financial Reports
Move _____ Second _____ to approve the February 2025 financial reports.

H. Committee Reports

1. Finance

2. Arts

3. Building & Grounds

4. Library Services

5. Staff Excellence

I. Library Director's Report

J. Unfinished Business

1. SDL Interior Renovations & Site Improvements Project Updates

Move _____ Second _____ to approve payment to McCarthy & Smith for _____ as presented in Cost Control Book Report #09.

K. New Business

1. Policy Review

a. Policy 612: Sick Leave

Move _____ Second _____ to approve revised Policy 612: Sick Leave.

b. Policy 601: Employment at Saline District Library

Move _____ Second _____ to approve revised Policy 601: Employment at Saline District Library.

2. Director Evaluation

Move _____ Second _____ to meet in closed session for the purpose of discussing the Director's annual performance review.

Move _____ Second _____ to end the closed session and reconvene the open meeting.

Move _____ Second _____ to approve the Director's evaluation.

Move _____ Second _____ to set the Director's salary at _____, effective _____.

L. Public Discussion

Citizens are encouraged to address their concerns and comments. Individuals will be given up to three minutes to address the Board at any one meeting. Trustees will not respond to public comments at meetings.

M. Adjournment

Move _____ Second _____ to adjourn the meeting at _____.

RECOMMENDED MOTIONS FOR MEETING on March 18, 2025

Move _____ Second _____ to approve the agenda as presented.

Move _____ Second _____ to approve the February 18, 2025 meeting minutes as written.

Move _____ Second _____ to approve the February 2025 financial reports.

Move _____ Second _____ to approve payment to McCarthy & Smith for \$_____ as presented in Cost Control Book Report #09.

Move _____ Second _____ to approve revised Policy 612: Sick Leave.

Move _____ Second _____ to approve revised Policy 601: Employment at Saline District Library.

Move _____ Second _____ to meet in closed session for the purpose of discussing the Director's annual performance review.

Move _____ Second _____ to end the closed session and reconvene the open meeting.

Move _____ Second _____ to approve the Director's evaluation.

Move _____ Second _____ to set the Director's salary at _____, effective _____.

Move _____ Second _____ to adjourn the meeting at _____.

DRAFT
SALINE DISTRICT LIBRARY BOARD OF TRUSTEES
BOARD MEETING MINUTES
TUESDAY FEBRUARY 18, 2025, 7:00 p.m.

Present: President Byron, Vice President Gray, Secretary Hundley, Trustee Cummings, Trustee Sankaran, Director Waarala, Assistant Director Lash, Administrative Assistant Pilarz, Friends of the Library representative Ceo

A. Call Meeting to Order at 7:01pm.

B. Approval of Agenda

Move Byron, Second Gray to approve the agenda as presented. Motion carried.

C. Approval of Past Minutes

Move Byron, Second Cummings to approve the Jan 21, 2025 meeting minutes as written. Motion carried.

D. Public Discussion

No public comment.

E. Presentation by Plante Moran: Annual Audit/Financial Report for FY2023/2024

Move Byron, Second Hundley to accept the FY2023/2024 Audit/Financial Report as presented by Plante Moran. Motion carried.

F. President's Report

Nothing to report

G. Friends of the Library Report- Lots of prep needed before moving back into the new space. Committee looking at pricing of books, haven't changed much in 17 years and looking at increases. Food/beverage policy to match the rest of the library. Considering/brainstorming a name change. Working with Keith Mcguire to design a new bookmark with new logo, hours, etc. Will do something special for summer reading program. New Friends board member- Karen Viera.

H. Financial Reports

Move Byron, Second Gray to approve the January 2025 financial reports. Motion carried.

I. Committee Reports

1. Finance- Met, Plante Moran presented a draft review of audit. Brainstormed goals for 2025
2. Arts- Did not meet
3. Building & Grounds- Did not meet
4. Library Services- Met to discuss 2 Schrandt Grant proposals, assisted with prep for the Open House which was a huge success.

5. Staff Excellence- Met to discuss 2025 goals, reviewed director's evaluation timeline, discussed potential for staff recognition/award post construction project.

J. Library Director's Report: Accepted as written. To note: Michigan Library Directors meeting on February 14th-discussed federal funding and potential impacts. Michigan receives \$6.7M federal funding annually from IMLS (Institute of Museum and Library Services). 60-70% of that goes to MelCat and MeL electronic resources. The Library of Michigan is pausing LSTA grants and continuing education stipends. Still no agreement in the Michigan legislature on the Earned Sick Time Act that is supposed to go into effect February 21.

K. Unfinished Business

1. SDL Interior Renovations & Site Improvements Project Updates
Move Byron, Second Sankaran to approve payment to McCarthy & Smith for \$229,814.13 as presented in Cost Control Book Report #08. Motion carried.

L. New Business

1. Schrandt Grant to fund SDL SeeDLibrary
Move Gray, Second Sankaran to approve Schrandt Grant funding of up to \$4,500 for SDL SeeDLibrary. Motion carried.
2. Schrandt Grant to fund SDL Adult Supported Social Club
Move Byron, Second Cummings to approve Schrandt Grant funding of up to \$3,500 for SDL Adult Supported Social Club. Motion carried.
3. Discussion of Staff Recognition related to Construction project
Discussed recognizing the 44 total staff members for their work and perseverance during the construction project. Move Gray, Second Sankaran to allocate a small one-time remuneration to all staff members from the FY24-25 salaries and wages budget line not to exceed 2% of the approved budget line. Motion carried.

M. Public Discussion

No public comment.

N. Adjournment

Move Byron, Second Sankaran to adjourn the meeting at 8:25 pm. Motion carried.

CERTIFICATION OF MINUTES

I hereby certify that the foregoing is a true and complete copy of the minutes of a regular meeting of the Board of Trustees of Saline District Library, Washtenaw County, State of Michigan, held at 555 N. Maple Road, Saline, MI 48176 on February 18, 2025 and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, as amended, and that the minutes of said meeting were approved by the Board of Trustees, were kept, and will be made available as required by said Act.

Secretary, SDL Board of Trustees

Date of Approval

Saline District Library
Bank Reconciliation
Key Bank - General
February 1, 2025 - February 28, 2025

Reference	Date	GL Account	Description	Amount
Bank Statement Summary				
			Beginning Bank Balance	789,313.82
			+ Cleared Deposits & Other Additions	408,092.13
			- Cleared Checks & Other Payments	932,253.76
			Ending Bank Balance	265,152.19
 Open Deposits & Additions				
			Total	0.00
 Open Checks & Payments				
25393	01/09/25	790-750.1	JO ANN YATES McFRY	400.00
25444	02/12/25	790-964.4	VAN WYLEN LIBR	73.60
25450	02/12/25	790-750.1	JO ANN YATES McFRY	400.00
25463	02/18/25	790-958	MICHIGAN LIBR	85.00
			Total	958.60
			Reconciled Bank Balance	264,193.59
 Bank Transactions				
		000-017	TRANSFER TO AGENCY SUB	(500,000.00)
		790-998	MULDER'S MOVING	(23,566.66)
		000-258	EFTPS/EMPLEE	(15,162.32)
		790-723	ALERUS RETIRE XFERS	(8,985.04)
		790-722	EFTPS/EMPLER	(7,830.77)
		000-008	ALERUS RETIRE XFERS	(4,110.28)
		000-258.1	5080 MI TAX PYMT	(3,823.22)
		790-920	DTE - ELECTRICITY	(3,772.06)
		790-921	DTE - GAS	(2,042.23)
		790-802	PAYCHEX	(1,303.13)
		790-802	STROM CPA	(645.00)
		790-965	BK SERVICE CHRGS	(215.72)
		790-964.4	CORRECTION-JAN CK 25421	(65.00)
		790-965	MERCH FEE & DISC	(63.63)
		790-722	PR FRACTION OF CENTS ADJ	(0.10)
		000-665.1	INTEREST	133.17
		790-702	SHERRY BARBOUR (JAN)	208.47
		000-017	TRANSFER FROM AGENCY SUB	150,000.00
			Total	(421,243.52)
			Adjusted General Ledger Balance	264,193.59

Saline District Library
Statement of Financial Position
As of February 28, 2025

Assets

Current Assets		
000-001	Key Bank - General	\$ 264,193.59
000-003	Old National CD 1	209,304.75
000-008	Employee Advances	17,690.51
000-013	Agency Account (Schrandt)	2,786,677.00
000-013.1	Agency Account-Unrealized Gain	(220,844.52)
000-017	Agency Sub Account (Investment Account)	3,538,432.35
000-017.1	Agency Sub Account-Unrealized Gain	(362,446.71)
Total Current Assets		<u>6,233,006.97</u>
Property and Equipment		
Net Property and Equipment		<u>0.00</u>
Total Assets		<u>\$ 6,233,006.97</u>

Liabilities and Net Assets

Current Liabilities		
000-202	Accounts Payable	\$ 3,201.00
000-257	Accrued Payroll	44,466.98
000-275	MTT Liability	7,797.00
Total Current Liabilities		<u>55,464.98</u>
Long-Term Liabilities		
Total Long-Term Liabilities		<u>0.00</u>
Total Liabilities		<u>55,464.98</u>
Net Assets		
000-343	Reserve-Compensated Absences	50,000.00
000-370	Prepays	45,015.00
000-375	Reserve-Quasi Endowment	3,075,000.00
000-385	Reserve-Unassigned	284,707.00
000-386	Reserve-Building Improvement	1,000,000.00
000-386.1	Reserve-Parking Lot	200,000.00
000-387	Reserve-Equipment Replacement	400,000.00
000-387.1	Reserve-Technology & Internet	500,000.00
000-388	Reserve-Art Fund	77,669.00
000-389	Reserve-Library Development	1,436,597.00
000-389.1	Reserve-Future Developmeent	650,000.00
000-390	General Fund Balance	(1,829,032.32)
000-399	Net Position	287,586.31
Total Net Assets		<u>6,177,541.99</u>
Total Liabilities and Net Assets		<u>\$ 6,233,006.97</u>

See Accountants' Compilation Report

Saline District Library

Income Statement

Actual vs. Budget

		1 Month Ended February 28, 2025 Actual	3 Months Ended February 28, 2025 Actual	12 Months Ended November 30, 2025 Budget	Year to Date Percentage Budget
Revenue					
000-402.1	Saline-Real Tax	\$ 0.00	\$ 0.00	\$ 665,908.00	0.00
000-402.2	Bridgewater-Real Tax	0.00	13,324.05	26,641.00	50.01
000-402.3	Freedom-Real Tax	1,147.16	5,974.37	7,318.00	81.64
000-402.4	Lodi-Real Tax	84,453.82	324,989.52	502,697.00	64.65
000-402.5	Pittsfield-Real Tax	125,314.05	644,785.78	910,241.00	70.84
000-402.6	Saline Township-Real Tax	0.00	95,309.21	171,798.00	55.48
000-402.7	York Township-Real Tax	45,310.00	303,580.00	411,590.00	73.76
000-413	PPT Reimbursement	0.00	0.00	102,258.00	0.00
000-540	State Aid	0.00	0.00	30,214.00	0.00
000-628	Printers-Revenue	308.45	1,121.35	4,000.00	28.03
000-628.1	Copy Machine-Revenue	0.00	234.05	1,100.00	21.28
000-629	Non-Resident Fee	15.00	415.00	4,000.00	10.38
000-656	Penal Fines	0.00	0.00	22,000.00	0.00
000-658	Fines-Overdue Materials	0.00	25.00	0.00	0.00
000-658.1	Materials Replacement	557.01	1,596.98	7,400.00	21.58
000-665.1	General Account Interest	133.17	278.60	1,200.00	23.22
000-665.3	Sub-Agency Account Interest	5,941.48	13,038.86	90,135.00	14.47
000-674	Donations-Unrestricted	0.00	480.00	6,000.00	8.00
000-674.1	Donations-Restricted	0.00	0.00	1,500.00	0.00
000-674.2	Donations-Friends	0.00	0.00	14,500.00	0.00
000-699	Trans from Other Funds	0.00	0.00	869,500.00	0.00
	Total Revenue	<u>263,180.14</u>	<u>1,405,152.77</u>	<u>3,850,000.00</u>	<u>36.50</u>
	Gross Profit	<u>263,180.14</u>	<u>1,405,152.77</u>	<u>3,850,000.00</u>	<u>36.50</u>
Operating Expenses					
790-702	Salaries	104,043.63	356,710.93	1,450,000.00	24.60
790-716	Employee Insurance/Benefits	6,579.30	18,852.30	89,000.00	21.18
790-719	Health Reimbursement	1,765.98	6,097.92	21,500.00	28.36
790-722	Employer FICA	7,830.87	26,782.80	108,750.00	24.63
790-723	Retirement	3,663.22	8,220.41	44,000.00	18.68
790-727	Office Supplies	1,294.08	2,724.47	7,800.00	34.93
790-727.4	Cartridges	0.00	0.00	4,100.00	0.00
790-730	Postage	6.13	242.02	1,200.00	20.17
790-732	Cleaning Supplies	104.75	202.82	6,000.00	3.38
790-734	Processing Supplies	408.24	1,913.50	11,000.00	17.40
790-740	Equipment	51.29	486.23	35,000.00	1.39
790-750.1	Adult Programming	1,415.42	3,656.46	18,000.00	20.31
790-750.2	Teen Programming	772.29	1,714.84	11,000.00	15.59
790-750.3	Youth Programming	1,622.57	1,865.18	15,000.00	12.43
790-750.4	Programming funded by Friends	0.00	319.84	7,500.00	4.26
790-752.1	Summer Reading-Adult	0.00	0.00	3,000.00	0.00
790-752.2	Summer Reading-Teen	0.00	0.00	2,000.00	0.00
790-752.3	Summer Reading-Youth	1,005.01	1,005.01	5,000.00	20.10
790-760	Youth Toys/Realia	663.79	663.79	2,500.00	26.55
790-762.1	Adult ETC	126.57	126.57	3,500.00	3.62
790-762.3	Youth ETC	0.00	0.00	2,500.00	0.00
790-770	Periodicals	97.19	6,283.24	12,300.00	51.08
790-772.1	eLibrary-Adults	15,986.49	44,157.45	175,000.00	25.23
790-772.4	eLibrary Funded by Friends	0.00	5,000.00	5,000.00	100.00
790-780	Software	3,388.32	7,979.37	22,000.00	36.27
790-785	Online Database	0.00	8,614.34	42,000.00	20.51
790-801	PS-Auditor	0.00	24,620.00	27,000.00	91.19

**Saline District Library
Income Statement
Actual vs. Budget**

		1 Month Ended February 28, 2025 Actual	3 Months Ended February 28, 2025 Actual	12 Months Ended November 30, 2025 Budget	Year to Date Percentage Budget
790-802	PS-Bookkeeping	1,948.13	5,516.83	13,800.00	39.98
790-803	PS-Attorney	51.00	51.00	1,200.00	4.25
790-804	PS-Consultants	0.00	0.00	5,000.00	0.00
790-805	PS--Computer Consultants	0.00	0.00	5,000.00	0.00
790-806	PS-Tax Collection	0.00	0.00	350.00	0.00
790-810	Cooperative Fees	0.00	0.00	3,500.00	0.00
790-820	Polaris	0.00	0.00	50,000.00	0.00
790-850	Internet	297.50	890.51	21,000.00	4.24
790-851	Telephone	0.00	955.39	5,400.00	17.69
790-860	Travel/Lodging	237.24	237.24	2,500.00	9.49
790-880	Marketing	1,632.96	9,798.65	20,000.00	48.99
790-885	Misc Funded by Friends	0.00	63.58	1,000.00	6.36
790-920	Electricity	3,772.06	11,891.15	52,000.00	22.87
790-921	Gas	2,042.23	5,094.20	20,000.00	25.47
790-922	Water	1,513.12	1,513.12	6,800.00	22.25
790-930	Building Maintenance	1,828.33	3,733.13	25,000.00	14.93
790-932	Grounds Maintenance	0.00	17,789.26	40,000.00	44.47
790-934	Equipment Maintenance	74.29	5,113.55	12,000.00	42.61
790-956	Miscellaneous	0.00	0.00	1,600.00	0.00
790-957	Continued Education	25.00	375.00	5,500.00	6.82
790-958	Dues	85.00	800.00	4,400.00	18.18
790-964	Tax Adjustment	0.00	0.00	4,500.00	0.00
790-964.4	MelCat Reimbursements	138.60	449.47	500.00	89.89
790-965	Bank Charges	279.35	780.93	4,500.00	17.35
790-969	Insurance	0.00	19,055.00	20,000.00	95.28
790-971	Capital Improvement	0.00	0.00	30,000.00	0.00
790-975	Furniture	0.00	0.00	20,000.00	0.00
790-981	Books Funded by Friends	33.48	114.48	1,000.00	11.45
790-982.1	Adult Fiction	4,393.42	8,562.78	35,000.00	24.47
790-982.15	Large Print	421.54	959.71	9,000.00	10.66
790-982.2	Teen Fiction	642.34	1,261.58	11,000.00	11.47
790-982.3	Youth Fiction	1,562.94	4,619.56	25,000.00	18.48
790-983.1	Adult Nonfiction	2,908.25	6,029.92	34,000.00	17.74
790-983.15	Reference	0.00	171.30	3,500.00	4.89
790-983.2	Teen Nonfiction	338.74	707.37	4,000.00	17.68
790-983.3	Youth Nonfiction	861.35	1,670.82	15,000.00	11.14
790-984.1	Audiobooks-Adult	320.92	727.82	4,000.00	18.20
790-984.2	Audiobooks-Teen	0.00	36.99	1,400.00	2.64
790-984.3	Audiobooks-Youth	0.00	102.94	6,200.00	1.66
790-985.1	DVD/Blu Rays-Adult	404.08	1,510.66	9,000.00	16.79
790-985.2	DVD/Blu Rays-Teen	0.00	0.00	500.00	0.00
790-985.3	DVD/Blu Rays-Youth	42.72	637.90	2,600.00	24.53
790-986.1	Music CDs-Adult	77.19	192.60	1,400.00	13.76
790-986.3	Music CDs-Youth	0.00	36.73	200.00	18.37
790-998	Special Projects	253,380.79	525,932.42	1,180,000.00	44.57
Total Operating Expenses		<u>430,137.71</u>	<u>1,165,623.08</u>	<u>3,850,000.00</u>	<u>30.28</u>
Operating Income (Loss)		<u>(166,957.57)</u>	<u>239,529.69</u>	<u>0.00</u>	<u>0.00</u>
Other Income (Expenses)					
000-665.4	Agency Account Interest	11,700.05	20,545.46	0.00	0.00
000-669.1	Sub-Agency Long Term Gain	0.00	(30,146.85)	0.00	0.00

**Saline District Library
Income Statement
Actual vs. Budget**

		1 Month Ended February 28, 2025 Actual	3 Months Ended February 28, 2025 Actual	12 Months Ended November 30, 2025 Budget	Year to Date Percentage Budget
000-670	Sub-Agency Change in Market Value	39,009.56	45,302.93	0.00	0.00
000-670.4	Agency Change in Market Value	29,821.80	15,396.19	0.00	0.00
000-965.4	Agency Admin Charges	<u>(1,023.79)</u>	<u>(3,041.11)</u>	<u>0.00</u>	<u>0.00</u>
Total Other Income (Expenses)		<u>79,507.62</u>	<u>48,056.62</u>	<u>0.00</u>	<u>0.00</u>
Net Income (Loss) Before Taxes		<u>(87,449.95)</u>	<u>287,586.31</u>	<u>0.00</u>	<u>0.00</u>
Net Income (Loss)		<u>\$ (87,449.95)</u>	<u>\$ 287,586.31</u>	<u>\$ 0.00</u>	<u>0.00</u>

Saline District Library Fund 101
Monthly Revenue
February 2025

Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
402 · Property Taxes Control Account								
402.3 · Freedom Township-Real Tax								
Deposit	02/07/2025			Deposit		001 · Key Bank...	458.33	458.33
Deposit	02/27/2025			Deposit		001 · Key Bank...	688.83	1,147.16
Total 402.3 · Freedom Township-Real Tax							1,147.16	1,147.16
402.4 · Lodi Township-Real Tax								
Deposit	02/07/2025			Deposit		001 · Key Bank...	84,453.82	84,453.82
Total 402.4 · Lodi Township-Real Tax							84,453.82	84,453.82
402.5 · Pittsfield Township-Real Tax								
Deposit	02/14/2025			Deposit		001 · Key Bank...	125,314.05	125,314.05
Total 402.5 · Pittsfield Township-Real Tax							125,314.05	125,314.05
402.7 · York Township-Real Tax								
Deposit	02/14/2025			Deposit		001 · Key Bank...	45,310.00	45,310.00
Total 402.7 · York Township-Real Tax							45,310.00	45,310.00
Total 402 · Property Taxes Control Account							256,225.03	256,225.03
628 · Printers-Revenue								
Deposit	02/03/2025			Deposit		001 · Key Bank...	5.40	5.40
Deposit	02/03/2025			Deposit		001 · Key Bank...	2.40	7.80
Deposit	02/04/2025			Deposit		001 · Key Bank...	2.90	10.70
Deposit	02/05/2025			Deposit		001 · Key Bank...	6.90	17.60
Deposit	02/06/2025			Deposit		001 · Key Bank...	4.20	21.80
Deposit	02/07/2025			Deposit		001 · Key Bank...	27.55	49.35
Deposit	02/07/2025			Deposit		001 · Key Bank...	9.50	58.85
Deposit	02/10/2025			Deposit		001 · Key Bank...	3.80	62.65
Deposit	02/10/2025			Deposit		001 · Key Bank...	2.50	65.15
Deposit	02/11/2025			Deposit		001 · Key Bank...	2.30	67.45
Deposit	02/12/2025			Deposit		001 · Key Bank...	11.00	78.45
Deposit	02/14/2025			Deposit		001 · Key Bank...	51.70	130.15
Deposit	02/14/2025			Deposit		001 · Key Bank...	3.80	133.95
Deposit	02/18/2025			Deposit		001 · Key Bank...	2.00	135.95
Deposit	02/18/2025			Deposit		001 · Key Bank...	24.90	160.85
Deposit	02/18/2025			Deposit		001 · Key Bank...	7.80	168.65
Deposit	02/18/2025			Deposit		001 · Key Bank...	2.40	171.05
Deposit	02/19/2025			Deposit		001 · Key Bank...	36.20	207.25
Deposit	02/20/2025			Deposit		001 · Key Bank...	4.00	211.25
Deposit	02/21/2025			Deposit		001 · Key Bank...	2.00	213.25
Deposit	02/24/2025			Deposit		001 · Key Bank...	9.20	222.45
Deposit	02/24/2025			Deposit		001 · Key Bank...	11.20	233.65
Deposit	02/24/2025			Deposit		001 · Key Bank...	16.00	249.65
Deposit	02/26/2025			Deposit		001 · Key Bank...	40.30	289.95
Deposit	02/27/2025			Deposit		001 · Key Bank...	13.10	303.05

Saline District Library Fund 101
Monthly Revenue
February 2025

Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
Deposit	02/27/2025			Deposit		001 · Key Bank...	3.40	306.45
Deposit	02/28/2025			Deposit		001 · Key Bank...	2.00	308.45
Total 628 · Printers-Revenue							308.45	308.45
629 · Non-Resident Fees								
Deposit	02/19/2025			Deposit		001 · Key Bank...	15.00	15.00
Total 629 · Non-Resident Fees							15.00	15.00
658.1 · Materials Replacement Fees								
Deposit	02/03/2025			Deposit		001 · Key Bank...	18.99	18.99
Deposit	02/04/2025			Deposit		001 · Key Bank...	43.99	62.98
Deposit	02/07/2025			Deposit		001 · Key Bank...	86.99	149.97
Deposit	02/07/2025			Deposit		001 · Key Bank...	27.94	177.91
Deposit	02/10/2025			Deposit		001 · Key Bank...	19.99	197.90
Deposit	02/12/2025			Deposit		001 · Key Bank...	34.94	232.84
Deposit	02/13/2025			Deposit		001 · Key Bank...	28.00	260.84
Deposit	02/14/2025			Deposit		001 · Key Bank...	7.99	268.83
Deposit	02/14/2025			Deposit		001 · Key Bank...	22.99	291.82
Deposit	02/18/2025			Deposit		001 · Key Bank...	46.49	338.31
Deposit	02/18/2025			Deposit		001 · Key Bank...	7.99	346.30
Deposit	02/20/2025			Deposit		001 · Key Bank...	49.94	396.24
Deposit	02/25/2025			Deposit		001 · Key Bank...	12.99	409.23
Deposit	02/26/2025			Deposit		001 · Key Bank...	7.95	417.18
Deposit	02/27/2025			Deposit		001 · Key Bank...	92.93	510.11
Deposit	02/27/2025			Deposit		001 · Key Bank...	46.90	557.01
Total 658.1 · Materials Replacement Fees							557.01	557.01
665.1 · General Account Interest								
Deposit	02/28/2025			Deposit		001 · Key Bank...	133.17	133.17
Total 665.1 · General Account Interest							133.17	133.17
699 · Transfer from Other Funds								
Deposit	02/05/2025			Deposit		001 · Key Bank...	150,000.00	150,000.00
Total 699 · Transfer from Other Funds							150,000.00	150,000.00
TOTAL							407,238.66	407,238.66

Saline District Library Fund 101
Bill List
February 2025

Type	Date	Num	Name	Memo	Amount
702 · Salaries					
Deposit	02/07/2025			Deposit	-208.47
Check	02/13/2025			pay period en...	36,607.97
Check	02/13/2025			MERS Pay P...	2,131.82
Check	02/13/2025			MERS Staff L...	88.19
Check	02/13/2025			MERS Staff L...	149.81
Check	02/13/2025			MERS 457	2,055.14
Check	02/27/2025			pay period en...	37,914.35
Check	02/27/2025			MERS Pay P...	2,137.20
Check	02/27/2025			MERS Staff L...	88.19
Check	02/27/2025			MERS Staff L...	149.81
Check	02/27/2025			MERS 457	2,055.14
Total 702 · Salaries					83,169.15
716 · Employee Insurances/Benefits					
Bill	02/18/2025	3/1-3/...	BLUE CROSS BLU...	3/1/2025-3/31...	7,262.63
Bill	02/18/2025	97611...	SBIS	3/1/2025-3/31...	1,205.61
Total 716 · Employee Insurances/Benefits					8,468.24
719 · Health Reimbursement					
Bill	02/12/2025	ADM0...	EHIM		165.50
Bill	02/12/2025	FND0...	EHIM		1,600.48
Total 719 · Health Reimbursement					1,765.98
723 · Retirement					
Check	02/13/2025			MERS Pay P...	2,131.82
Check	02/27/2025			MERS Pay P...	2,137.20
Total 723 · Retirement					4,269.02
727 · Office Supplies					
Bill	02/12/2025	1/22/2...	PILARZ, CHRISTINA		5.30
Bill	02/12/2025	70948	LUCAS HOLDINGS,...	Library cards	1,142.28
Bill	02/12/2025	12/10-...	AMAZON CAPITAL ...		70.22
Bill	02/18/2025	1/31/2...	KEYBANK - NATIO...		76.28
Total 727 · Office Supplies					1,294.08
730 · Postage					
Bill	02/18/2025	1/31/2...	KEYBANK - NATIO...		6.13
Total 730 · Postage					6.13
732 · Cleaning Supplies					
Bill	02/18/2025	70038...	STAPLES		104.75
Total 732 · Cleaning Supplies					104.75

Saline District Library Fund 101
Bill List
February 2025

Type	Date	Num	Name	Memo	Amount
734 · Processing Supplies					
Bill	02/12/2025	1/22/2...	PILARZ, CHRISTINA		11.92
Bill	02/12/2025	12/10-...	AMAZON CAPITAL ...		14.80
Total 734 · Processing Supplies					26.72
740 · Equipment					
Bill	02/12/2025	12/10-...	AMAZON CAPITAL ...		51.29
Bill	02/18/2025	INV-U...	ENVISIONWARE, I...	RFID Gate Ri...	381.52
Total 740 · Equipment					432.81
750.1 · Adult Programming					
Bill	02/12/2025	23-2/2...	MCFRY, JO ANN Y...	Walking yoga ...	400.00
Bill	02/12/2025	12/10-...	AMAZON CAPITAL ...		39.99
Bill	02/18/2025	1/31/2...	KEYBANK - NATIO...		975.43
Total 750.1 · Adult Programming					1,415.42
750.2 · Teen Programming					
Bill	02/12/2025	12/10-...	AMAZON CAPITAL ...		772.29
Total 750.2 · Teen Programming					772.29
750.3 · Youth Programming					
Bill	02/05/2025	7631	OPEN SPOT THEA...	OpenSpot Th...	310.00
Bill	02/12/2025	7572	MAD SCIENCE OF ...	Science of Ma...	426.00
Bill	02/12/2025	12/10-...	AMAZON CAPITAL ...		1,168.43
Bill	02/18/2025	1/31/2...	KEYBANK - NATIO...		28.14
Total 750.3 · Youth Programming					1,932.57
752.3 · Summer Reading-Youth					
Bill	02/12/2025	20009...	SCHOOILLIFE, A DI...		1,005.01
Total 752.3 · Summer Reading-Youth					1,005.01
760 · Youth Toys/Realia					
Bill	02/12/2025	52044...	US TOY CO/CONS...		632.49
Bill	02/18/2025	1/31/2...	KEYBANK - NATIO...		31.30
Total 760 · Youth Toys/Realia					663.79
762.1 · Adult ETC					
Bill	02/12/2025	12/10-...	AMAZON CAPITAL ...		126.57
Total 762.1 · Adult ETC					126.57
770 · Periodicals					
Bill	02/12/2025	20928...	WT.COX INFORMA...	Majic Dragon ...	30.36
Bill	02/12/2025	36100...	THE ANN ARBOR N...		66.83

Saline District Library Fund 101
Bill List
February 2025

Type	Date	Num	Name	Memo	Amount
Total 770 · Periodicals					97.19
772.1 · Ebooks-Adult					
Bill	02/12/2025	50669...	MIDWEST TAPE	Hoopla	8,439.09
Bill	02/12/2025	43591...	KANOPY, INC.		547.40
Bill	02/18/2025	CD01...	OVERDRIVE, INC		7,000.00
Total 772.1 · Ebooks-Adult					15,986.49
780 · Software					
Bill	02/12/2025	1625	TOG DEVELOPME...		3,388.32
Total 780 · Software					3,388.32
802 · Professional Services-Bookkeep					
Bill	02/13/2025	2/13/2...	STROM ACCOUNTI...		645.00
Check	02/13/2025			Paychex	439.15
Check	02/28/2025			Paychex	211.28
Total 802 · Professional Services-Bookkeep					1,295.43
803 · Professioanl services-Attorney					
Bill	02/18/2025	905547	FOSTER, SWIFT, C...		51.00
Total 803 · Professioanl services-Attorney					51.00
804 · Professioanl services-Consult					
Check	02/13/2025			Paychex HR ...	652.70
Total 804 · Professioanl services-Consult					652.70
850 · Internet					
Bill	02/12/2025	2/13/2...	T-MOBILE		297.50
Total 850 · Internet					297.50
860 · Travel/Lodging					
Bill	02/12/2025	1/22/2...	PATRICIA BROWN	Mileage	14.52
Bill	02/18/2025	1/31/2...	KEYBANK - NATIO...		222.72
Total 860 · Travel/Lodging					237.24
880 · Marketing					
Bill	02/12/2025	100	BAKER'S NOOK LLC	Renovation C...	300.00
Bill	02/12/2025	13425...	4IMPRINT, INC.	Logo tumblers	818.82
Bill	02/18/2025	1/31/2...	KEYBANK - NATIO...		514.14
Total 880 · Marketing					1,632.96
920 · Electricity					
Bill	02/12/2025	2/12/2...	DTE ENERGY - EL...		3,772.06

Saline District Library Fund 101
Bill List
February 2025

Type	Date	Num	Name	Memo	Amount
Total 920 · Electricity					3,772.06
921 · Gas					
Bill	02/12/2025	2/12/25	DTE ENERGY - GAS		2,042.23
Total 921 · Gas					2,042.23
922 · Water					
Bill	02/12/2025	26146...	SALINE CITY HALL		1,513.12
Total 922 · Water					1,513.12
930 · Building Maintenance					
Bill	02/12/2025	2/11/2...	HATOPP, VALERIE ...	Conservation ...	300.00
Bill	02/12/2025	88210...	WASTE MANAGEM...		275.86
Bill	02/12/2025	SEI 18...	ASSA ABLOY ENT...	Push button r...	407.00
Bill	02/12/2025	1646	HURON VALLEY W...		575.00
Bill	02/12/2025	248762	WYANDOTTE ALA...		197.70
Bill	02/18/2025	93827...	GRAINGER		26.23
Bill	02/18/2025	357810	CHELSEA LUMBE...		13.18
Bill	02/18/2025	359499	CHELSEA LUMBE...		26.36
Bill	02/18/2025	364958	CHELSEA LUMBE...		7.00
Total 930 · Building Maintenance					1,828.33
934 · Equipment Maintenance					
Bill	02/12/2025	50708...	RICOH USA, INC		74.29
Total 934 · Equipment Maintenance					74.29
957 · Continuing Education					
Bill	02/18/2025	1/31/2...	KEYBANK - NATIO...		25.00
Total 957 · Continuing Education					25.00
958 · Dues					
Bill	02/18/2025	20486	MICHIGAN LIBRAR...	Jasmine Riehl	85.00
Total 958 · Dues					85.00
964.4 · MelCat Reimbursements					
Bill	02/12/2025	31129...	VAN WYLEN LIBRA...	101 Question...	73.60
Total 964.4 · MelCat Reimbursements					73.60
965 · Bank Charges					
Check	02/03/2025			KeyBank mer...	38.82
Check	02/03/2025			KeyBank Mer...	24.79
Check	02/10/2025			Jan Analysis ...	215.72
Check	02/27/2025			KeyBank mer...	0.02

Saline District Library Fund 101
Bill List
February 2025

Type	Date	Num	Name	Memo	Amount
Total 965 · Bank Charges					279.35
981 · Books funded by friends					
Bill	02/18/2025	1/1-1/...	BAKER & TAYLOR		33.48
Total 981 · Books funded by friends					33.48
982.1 · Adult Fiction					
Bill	02/18/2025	1/1-1/...	BAKER & TAYLOR		4,393.42
Total 982.1 · Adult Fiction					4,393.42
982.15 · Large Print					
Bill	02/18/2025	1/1-1/...	BAKER & TAYLOR		421.54
Total 982.15 · Large Print					421.54
982.2 · Teen Fiction					
Bill	02/12/2025	12/10-...	AMAZON CAPITAL ...		58.73
Bill	02/18/2025	1/1-1/...	BAKER & TAYLOR		583.61
Total 982.2 · Teen Fiction					642.34
982.3 · Youth Fiction					
Bill	02/18/2025	1/1-1/...	BAKER & TAYLOR		1,562.94
Total 982.3 · Youth Fiction					1,562.94
983.1 · Adult Nonfiction					
Bill	02/12/2025	12/10-...	AMAZON CAPITAL ...		52.26
Bill	02/18/2025	1/1-1/...	BAKER & TAYLOR		2,855.99
Total 983.1 · Adult Nonfiction					2,908.25
983.2 · Teen Nonfiction					
Bill	02/18/2025	1/1-1/...	BAKER & TAYLOR		338.74
Total 983.2 · Teen Nonfiction					338.74
983.3 · Youth Nonfiction					
Bill	02/18/2025	1/1-1/...	BAKER & TAYLOR		861.35
Total 983.3 · Youth Nonfiction					861.35
984.1 · Audiobooks-Adult					
Bill	02/18/2025	2/3/20...	MIDWEST TAPE		320.92
Total 984.1 · Audiobooks-Adult					320.92
985.1 · DVDBlu Rays-Adult					
Bill	02/12/2025	12/10-...	AMAZON CAPITAL ...		14.99

Saline District Library Fund 101

Bill List

February 2025

Type	Date	Num	Name	Memo	Amount
Bill	02/18/2025	2/3/20...	MIDWEST TAPE		389.09
Total 985.1 · DVDBlu Rays-Adult					404.08
985.3 · DVD/Blu Rays-Youth					
Bill	02/18/2025	2/3/20...	MIDWEST TAPE		42.72
Total 985.3 · DVD/Blu Rays-Youth					42.72
986.1 · Music CDs-Adult					
Bill	02/18/2025	2/3/20...	MIDWEST TAPE		77.19
Total 986.1 · Music CDs-Adult					77.19
998 · Special Projects					
Bill	02/18/2025	2/17/2...	MULDER'S MOVIN...		23,566.66
Bill	02/18/2025	Applic...	MCCARTHY & SMI...		229,814.13
Total 998 · Special Projects					253,380.79
TOTAL					404,172.10



**Library Director's Report
Submitted by Karrie Waarala
March 18, 2025**

- Updates to the Library Renovation and Site Improvement Project include:
 - McCarthy & Smith will submit their ninth monthly Cost Control Book Report, covering work completed through the end of February on Monday, March 17. The summary will be added to the Library Board meeting packet at that time.
 - Work continues on the fully accessible gender neutral restroom. The changing table is scheduled to be installed the week of March 17, and some plumbing, flooring, and electrical work remains. We are eager to wrap up this work to a point that the Friends of the Library can begin to set up their book shop and work room.
 - The folding divider wall in the Program Room was installed on March 15. Once door hardware and locks are finalized throughout the library, the public will be able to reserve the Program Room and the largest new study room.
 - The canopy over the drive-through was damaged by a salt truck despite the clearance being clearly marked in both directions. Repairs are yet to be scheduled, but Kevin's Landscaping, who does the library's snow removal, has agreed to pay for them.
 - Repairs to the canopy may further delay the opening of the drive-through holds pickup window. Ron Andrews, Technology Manager, and Arlene Wall, Support Services Manager, are currently setting up the necessary processes in Polaris and will then train Support Services staff. We hope to open the drive-through holds pickup window in early April.
 - American Interiors will make a final delivery on March 25 to deliver 20 wooden chairs for the Youth Department, 4 stools for the Teen Room, and a replacement lectern for the Program Room, as the first one was damaged.
 - Jessica Lash and I attended McCarthy & Smith's 60th Anniversary Celebration at the Henry Ford Museum on March 13. Our McCarthy & Smith project team were very pleased to have representatives of their library work at the event.

- The SDL SeeDLibrary will open the week of March 17 in its new location by the ETC Collection. Jessica Lash has been hard at work on this project, which has expanded this year. Over 12,000 packets of seeds will be available, including “Little Finger Carrots,” which are this year’s [One Seed, One State](#) from the Michigan Seed Library Network. Seeds will also be available whenever SDL has a table at the Saline Farmers Market.
- The Youth Department is offering a full week of programming March 24-28 while Saline Area Schools are on Spring Break, including Career Week visits at which kids can learn about careers in [firefighting](#), [animal welfare](#), [science](#), and [local politics](#). Other programs that week include [Music & Movement](#), [Wooka Booka Escape Room](#), and a visit from [The Reptarium](#).
- Head of Youth Services Kelly Soerens attended the 2025 [Power-Up Leadership Conference for Youth Services Managers and Staff](#) and has been asked to serve on the planning team for the 2026 conference.
- The Saline Arts & Culture Committee will hold a poetry slam for students on April 12 at The 109 Cultural Exchange, for which I will be serving as emcee.
- [National Library Week](#) will be April 6-12 this year. The theme is “Drawn to the Library.”
- Recent comments from patrons include:
 - “Thank you so much for the warm welcome to the world for [our newborn]! The [New Baby Packet](#) is lovely, thank you for letting my 14-year-old pick it up for her sister, too, she was thrilled to do this task! Looking forward to a near future in the library with [our newborn].”
 - “This library is such an important part of the community, and I appreciate the updates.”
 - Plus many “love letters” to SDL were written by patrons of all ages during February!

**SALINE DISTRICT LIBRARY
POLICY BULLETIN**

POLICY NO: 612

SUBJECT: SICK LEAVE

- ~~1. Regular full-time employees and part-time employees working at least 20 hours per week on a regular and recurring basis are eligible for paid sick leave according to the following schedule based upon an employee's most recent date of hire:~~

scheduled	sick hours	hours per	maximum hours
hours per week	earned/month	year	accrued
40 hours	8	96	192
35-39 $\frac{3}{4}$ hours	7	84	168
30-34 $\frac{3}{4}$ hours	6	72	144
25-29 $\frac{3}{4}$ hours	5	60	120
20-24 $\frac{3}{4}$ hours	4	48	96

- ~~2. If an employee is hired on day 1 through day 15 of the month, the full amount of hours will be earned in that first month. If the hire occurs on day 16 through day 31, half of the allotted hours are earned in the employee's first month.~~

1. In accordance with the Michigan Earned Sick Time Act ([HB 4002](#)), all employees working on a regular and recurring basis are eligible for paid sick leave. The accrual rate and method depends on type of employment at Saline District Library.
2.
 - a. Full-Time salaried employees working 40 hours/week will earn 8 hours of paid sick leave each month, which will accrue on the 1st of each month. Unused sick leave hours will roll over to the next year. A maximum of 192 hours may be accrued.
 - b. Part-Time hourly employees working fewer than 40 hours/week will earn 1 hour of paid sick leave for every 26 hours worked, which will accrue on a rolling basis. Unused sick leave hours will roll over to the next year. A maximum of 96 hours may be accrued.
3. The sick leave benefit is to be used in the event of an absence due to personal illness, medical appointments, or non-work related injury. **Earned**

Paid sick leave may be used in increments of ½ hour. The employer reserves the right to request a doctor's statement **if an employee uses 3 consecutive days of sick leave.**

4. **Approved Paid** sick leave may also be granted when a member of the employee's immediate family is seriously ill and requires the care or presence of the employee. This shall apply whether the relationship is natural, adoptive, step, foster, or marital.

Spouse	Grandparents
Parent	Grandchildren
Parents-in-Law	Children
Brother	Brother-in-Law
Sister	Sister-in-Law
Member of the household	

The employer reserves the right to request a doctor's statement **if an employee uses 3 consecutive days of sick leave.**

5. Paid holidays falling within paid sick leave time will not be charged against the earned sick leave time.
6. Should employment **be terminated end** for any reason, unused sick days will be forfeited and not paid.

~~7. Should an employee reduce his/her regularly scheduled hours below twenty hours per week, the unused sick days will be forfeited and not paid.~~

Notification:

1. If an employee requires the use of sick leave time for illness as defined in #3 **or #4** above, the employee is to contact their supervisor one hour in advance of the start of the work day or as soon as the inability to report to work is known and report the illness. The supervisor will arrange the schedule accordingly so the library hours are covered.
2. Requests for the use of sick leave time for a medical appointment should be made in writing, signed by the employee and submitted for approval to the immediate supervisor as soon as the date and time of the appointment is known.
3. If the Director is ill, they are to contact the Assistant Director and/or another member of the Management Team.

SALINE DISTRICT LIBRARY

POLICY BULLETIN

POLICY NO: 601

SUBJECT: EMPLOYMENT AT SALINE DISTRICT LIBRARY

1. Definitions

- a. Regular full-time employment at Saline District Library is defined as employment of 40 hours per week.
- b. Regular part-time employment at Saline District Library is defined as employment of less than 40 hours per week that occurs on a regular and recurring basis.
- c. Temporary employment is defined as employment in a specific position, either full or part-time, with an expected end date that is established for:
 - 1. a specific project
 - 2. relief for regular employee absences including vacation
 - 3. augmenting regular staff occasioned by resignations, dismissals, vacations, increased work loads, or other conditions that may create a short-term need
- d. Substitute employment is defined as “on call” part-time employment with no expected end date. Substitute employees are utilized to cover public service area positions in the event that the regular staff member is absent due to illness, vacation, or other approved leave. There are no guaranteed hours for substitute employees.

2. Regulations

- a. Regular full-time employees are eligible to participate in a Section 125 Individual Benefit Plan. (Policy #626)
- b. ~~Regular full-time employees and part-time employees working at least 20 hours per week on a regular and recurring basis are entitled to paid time off.~~ All regular employees earn paid sick leave according to Policy #612: Sick Leave.

~~c. For the purposes of paid time off, the definition of a day depends on the employees' regularly scheduled work week.~~

~~Reg. Full time employee: 8 hours is one day~~

~~Reg. Part time employee:~~

~~35-39 $\frac{3}{4}$ hours 7 hours is one day~~

~~30-34 $\frac{3}{4}$ hours 6 hours is one day~~

~~25-29 $\frac{3}{4}$ hours 5 hours is one day~~

~~20-24 $\frac{3}{4}$ hours 4 hours is one day~~

d. Regular full-time employees and part-time employees who have attained the age of 21 and who work at least 20 hours per week on a regular and recurring basis, will participate in the retirement program. (Policy #627)

e. Regular full-time employees and part-time employees who work at least 20 hours per week on a regular and recurring basis will participate in a healthcare flexible spending account plan funded by Saline District Library. (Policy #628) Employees may also elect to contribute their own money to a flexible spending account.

Quarterly Report

Q12025

3.2025

Outreach

- Jessica Lash, Kim Rowe, and Anna Hinkley participated in Saline Main Street's Cocoa Crawl on Saturday, December 7.
- Kim and Anna came up with a fun craft for kids and adults, and Jessica handed out cocoa-themed gift bags and stamped Cocoa Crawl passports.
- Special thanks to Chris Pilarz for helping with prepping the gift bags.

Renovations

- Phase 3 of our Renovation & Site Improvement Project mostly wrapped up in mid-January.
- The week of January 13-18 was busy with major renovations wrapping up, moving and unpacking the Youth Department, and the financial audit
- The Youth Department reopened on January 18

SeeDLibrary

- Jessica received a grant from the Carl F. Schrandt Endowment fund to help fund the SeeDLibrary. She purchased seeds and supplies from various vendors and started working on packaging seeds for distribution in early February.
- Over 200 varieties of flowers, herbs, and vegetables were purchased this year. Over 12,000 packets of seeds were packed by Jessica and volunteers. Special thanks to Chris Pilarz, Karrie Waarala, Natalie Brodie-Smith and Friends volunteers Linda DuVall, Monica Van Overmeer, Kathleen Moore, and Pam Ceo for helping pack seeds.
- When this report was prepared the SeeDLibrary was not yet open to the public. Jessica started stocking the SeeDLibrary on Thursday, March 13, and it is expected to open by Monday, March 17.

Respectfully submitted,
Jessica Lash
Assistant Director

Youth Service Department
December 2024-February 2025 Quarterly Report

Winter Programs

- The Ann Arbor Symphony KinderConcert took place on January 12th at The 109 Cultural Exchange.
- In-Library programs resumed with Take Your Child to the Library Day on February 1st; to celebrate the youth department hosted a preschool storytime and a school-age craft program.
- Tot Spot storytime has been added to the regular program schedule. This program is geared specifically as a transitional storytime for children ages 24-36 months. It has been quite the success with an average of 27 people each week. Our regular Book Babies, Whimsical Wednesdays and Family Fun storytimes also resumed. In total we held 32 storytimes with 617 attendees this quarter.
- We held a variety of other programs including Adventures in Bookland, Time Travelers, Books to Art, Artsy Afternoon, Squishy Circuits, Preschool Playtime, Read to a Dog, Family Afternoon Movie, STEAM Stories, Wild Readers Book Club and BINGO. For these programs we had 379 attendees at 19 programs.
- 1000 Books before Kindergarten and Books for Babies programs continued to grow in registration with more people using the ReadSquared app for logging.
- Grab & Go crafts remained extremely popular as 1,234 craft kits were given away.

Partnerships & Outreach:

- Preschool Outreach sessions were offered by Anna Hinkley, Evie Moorer and Jennifer Lupton.
- World Braille Day was celebrated on January 4th we had 15 children visit to interact with the braille-enhanced materials provided. Additionally, 40 craft kits were given out with a special braille inspired craft.
- Liberty Club volunteers continued to visit the library to help clean books. During the youth department renovation, they cleaned adult books. Youth staff visited Liberty School for the monthly read-aloud for several months, returning to the library for the February session.

Professional Development:

- Anna Hinkley will present at the Michigan Library Association's Spring Institute conference.
- Kelly Soerens will continue on the Youth Services Advisory Council for another two-year term.
- Kelly Soerens has joined the PowerUp Conference planning committee for the 2026 conference to take place in Madison, Wisconsin.
- Members of the youth department attended the following committee meetings, conferences and webinars.
 - MiYouth Meeting
 - YSAC Planning meeting
 - 60 Tips for School and Youth Services in 60 Minutes
 - CLSP Committee Meeting
 - Strengthening Communities Through Libraries Chapter and Verse
 - Understanding and Managing Burnout in Libraries
 - PowerUp: A Leadership Conference for Youth Services Managers & Staff
 - "A in STEAM" Science Friday virtual workshop
 - Embracing neurodiversity: Cultivating an inclusive workplace

Collections:

- Youth collections have begun to move and shift into the permanent locations
- Jasmine Riehl has researched and additional parent resources to the youth department.
- Anna Hinkley and Kelly Soerens have begun working on a JE Green project which will move non-fiction beginning readers into a new section. The books will be moved from Juvenile non-fiction and JE Readers into a separate section for our new readers who prefer non-fiction titles.

Submitted by: Kelly Soerens, Head of Youth Services

**Quarterly Report
Adult Department
Q1 2025**

3/11/2025

Programming

The Adult Department had the following programs of note:

- Adult Supported Social Club is back and drawing in great numbers, as well as Teen D and D, Open Art, and Half Day Pizza Cafe.
- We hosted two jobs search programs as well as a retirement program that drew in over 35 people.
- Crafting programs, Take and Makes, and Yoga programs are still extremely popular with full registration.
- Passive programming like our Love Letters to the Library and Mystery Date with a Book have also proven popular.

Displays

The following displays generated a lot of interest in the Adult and Teen Department:

- We had displays for Black History Month, a new Staff Picks display, and more.
- Shifting of the adult fiction and non-fiction section has finished and endcap labels have been updated to reflect this.

Staff Development

- Staff met for monthly department meetings, as well as reading journals, reviews, and additional collection development resources.
- Head of Adult Services continues to attend SLI (Saline Leadership Institute) and recently attended a session on Mental Models and Biases.

Outreach

- Book delivery to senior facilities continues on a monthly basis.
- A Staff member attended the XOXO Downtown Extravaganza to represent the library.
- A member of the adult service staff attended and assisted with the Saline Area Senior Center Souper Bowl.

Respectfully submitted,

Evan Smale
Head of Adult Services

1st Quarter Technology Report (December, January, February 2024-2025)

Submitted by Ron Andrews, Technology Manager

Technology Support

- Reset permissions on public workstations to allow patrons to save and copy documents to external drives
- Worked with TLN/Austin to reset public workstations and Envisionware
- Moved Youth AWE and Internet workstations back to the Youth area and setup. Still working on getting the Internet workstations operable since they are connected to the wireless network. The ports they are connected to need to be moved to the public VLAN with TLN's help.
- Moved and setup printer for Youth department and setup PAC workstations
- Ordered cordless phone and connectors for the Friends Bookshop. WIFI access has already been setup and the AP move higher to accommodate bookcases.
- Worked with TLN/Austin to make sure that Youth workstations had wireless access equipment.
- Worked with TLN/Justin for a new image for the library online catalogs and he assisted in installation
- TLN provided a new script to run when updating public and staff workstations. It saves lots of time
- Created new Network Topology map for Auditors
- Created and sent several documents to Auditors regarding technology functions and procedures
- Ordered 3 new Dell laptops for Head of Youth, Adult and Support Services. These will replace their current desktop and are meant from work and home. Will be scheduled for installation upon arrival
- Setup for Chris and I to get notifications from the staff copier when paper and toner are low
- Setup new computers for Katie, Kim, Anna and the Youth Desk. Also worked with each staff member to make sure monitors were correctly set
- Assisted in setting up a laptop for Administrative Assistant to take and use at home for remote work
- Install MarcEdit for Katie, Kim, Anna and Youth desk
- Asked Staff and Library Board to change Gmail password and staff to change Windows passwords per auditors
- Troubleshooting receipt printer issue at front CheckIn workstation
- Run updates for KeePass and reinstall on several staff workstations

Network Support

- Worked with Teoma (cabling) for installations for Phase 3, Youth AP and PA speakers
- Working with TLN to resolve public access to catalog on public workstations in the Youth area
- Worked with TLN to restore DF server to a separate server to resolve issues with Envisionware and DF
- Still working with TLN to resolve issues with DF on public workstations and issues with Envisionware
- Waiting for Main gates to be re-installed. Working with Envisionware to resolve issues with security gates – ongoing
- Researched and hopeful concluded work with Apple regarding our library app from Polaris
- Worked closely with TLN/Alex to make sure that networking was done and working for the SDLPRO migration
- Worked with TLN/Alex to resolve issues with library cordless phone system and Telnet
- Worked with TLN/Justin & Alex to make sure that public workstations could access the library online catalog
- Worked with Envisionware to restore the credit card readers and tagpads at the Main Desk

Polaris Support

- Worked with Polaris and TLN to migrate SDLPRO (current Polaris server) to a new server SDLPOL
- Worked with Polaris and TLN to migrate SDLTrain to older SDLPRO server and upgrade
- Worked with TLN/Alex to have a backup of the old SDLPRO system just in case
-

Other Library Involvement

Attended memorials service for Melissa's husband and was to play for the service

Support Services Quarterly Report
2025 1st Quarter
Submitted by: Arlene Wall

SUPPORT SERVICES MANAGER

- Quarter Stats –
 - Total Circulation of physical items – 51,732 (64,286 in 1st Quarter 2024)
 - Total Patron Visits – 31,862 (34,755 in 1st Quarter 2024)
 - New Patrons Registered – 336 (402 in 1st Quarter 2024)
 - Total number of patrons – 14,203 (13,500 in Quarter 2024)
- Attended webinar: Book Bans and Censorship: Jamie LaRue on Managing Public Comment Sessions and Material Challenges on December 12, 2024
- Since going fine free, Request Time to Fill Holds
 - 1st Quarter Average time to fill hold requests 8.75 Days (7.57 Days in 1st Quarter 2023 before fine free)

Circulation FY2024-2025

ITEM	DEC	JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	TOTALS
Book Materials													
Total Books	10,227	14,238	16,794										41,259
% of Total Circ.	77.97%	79.64%	80.98%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	79.76%
AV Materials													
DVD/BLU-RAY	2,013	2,424	2,637										7,074
Music CDs	147	155	213										515
Audio Books	233	301	352										886
J Kits	164	240	259										663
Total AV	2,557	3,120	3,461	0	0	0	0	0	0	0	0	0	9,138
% of Total Circ.	19.50%	17.45%	16.69%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	17.66%
Interlibrary Loans													
SDL Patron Filled Requests	695	900	826										2,421
% of Total Circ.	5.30%	5.03%	3.98%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	4.68%
Lends Out to Libs	647	942	885										2,474
Equipment	190	248	212										650
Periodicals	142	272	271										685
% of Total Circ.	1.08%	1.52%	1.31%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	1.32%
TOTAL 2025 CIRC	13,116	17,878	20,738	0	0	0	0	0	0	0	0	0	51,732
Prior Year Circ.	19,492	22,949	21,845	22,784	21,019	21,904	23,031	21,594	18,770	19,278	19,511	14,993	247,170
% Difference	-32.71%	-22.10%	-5.07%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-79.07%
Downloads													
Ebooks	3,933	5,628	4,029										13,590
AudioBooks	4,226	4,870	4,485										13,581
Music	182	149	140										471
Video	743	883	380										2,006
Magazines	961	1,198	1,126										3,285
Tumble books	76	116	28										220
Total Downloads	10,121	12,844	10,188	0	0	0	0	0	0	0	0	0	33,153
Prior Year	9,293	10,519	8,878	9,579	8,939	9,654	9,574	10,059	9,990	9,849	9,529	9,539	115,402
% Difference	8.91%	22.10%	14.76%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-71.27%
GRAND TOTAL CIRC	23,237	30,722	30,926	0	0	0	0	0	0	0	0	0	84,885
Prior Year Grand Total	28,785	33,468	30,723	32,363	29,958	31,558	32,605	31,653	28,760	29,127	29,040	24,532	362,572
% Difference	-19.27%	-8.20%	0.66%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-76.59%
Cards Issued	87	131	118										336
Prior Year	126	157	119	166	129	98	177	137	141	125	120	89	1,584
% Difference	-30.95%	-16.56%	-0.84%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-78.79%
3 M Gate Count	7,033	9,042	15,787										31,862
prior year	10,452	11,607	12,696	14,060	13,788	12,863	11,830	9,880	9,186	11,483	6,233	4,644	128,722
% Difference	-32.71%	-22.10%	24.35%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-75.25%
Average Per Day	226	291	544	0	0	0	0	0	0	0	0	0	265

*Total Gate Count Estimated 12/1/2024 through 2/28/2025 due to construction

Programs and Services FY2024-2025

[illegible]

Programs and Services FY2024-2025

COMPUTER USAGE													
PC usage onsite	460	438	594										1,492
Prior Year	523	567	660	616	597	568	56	62	38	309	424	416	4,836
% difference	-12.05%	-22.75%	-10.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-69.15%
WiFi usage onsite	2,214	2,563	3,072										7,849
Prior Year	2,942	2,884	3,786	3,509	3,768	3,800	2,071	2,066	2,240	3,292	3,286	2,306	35,950
% difference	-24.75%	-11.13%	-18.86%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-78.17%
Youth AWE computers	0	0	345										345
Prior Year	410	322	551	535	502	249	572	574	429	220	210	0	4,574
% difference	-100.00%	-100.00%	-37.39%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	#DIV/0!	-92.46%
Ref. Questions:													
Youth	441	1,085	1,270										2,796
Adult	532	646	714										1,892
Circ Desk	258	402	374										1,034
Total Reference													0
Prior Year	1,102	1,308	1,600	1,807	1,752	1,492	3,479	2,535	2,152	1,857	1,546	1,370	22,000
% difference	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%
Program Rm: #Groups	0	0	0										0
Prior Year #Groups	5	7	10	11	13	7	2	0	0	0	0	0	55
# of individuals	0	0	0										0
Study Rms: #Groups	0	72	132										204
Prior Year #Groups	150	192	212	197	202	189	0	0	0	0	0	0	1,142
# of individuals	0	83	214										297
* Includes views of online programs beginning December 2021													

Online Access FY2024-2025

ONLINE SERVICES	Dec.	Jan.	Feb.	March	April	May	June	July	August	Sept.	Oct.	Nov.	TOTAL
Website access	11,125	18,361	13,883										43,369
Prior Year	14,116	16,876	14,655	19,027	14,929	15,551	19,620	16,526	14,026	13,274	13,464	14,418	186,482
% difference	-21.19%	8.80%	-5.27%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-76.74%
Databases	3,024	2,410	2,227										7,661
Prior Year	2,580	2,620	2,515	2,604	2,893	3,073	2,387	2,522	2,185	2,232	2,597	2,301	30,509
% difference	17.21%	-8.02%	-11.45%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-74.89%
SDL App													
New Downloads	38	69	53										160
Prior Year	129	190	95	81	27	65	63	62	59	45	38	41	895
% difference	-71%	-64%	-44%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-82%
Sessions	1,978	2,864	2,695										7,537
Prior Year	463	1,096	1,220	1,637	1,621	1,881	1,835	2,214	2,222	1,889	1,963	2,002	20,043
% difference	327%	161%	121%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-62%
MI Activity Pass	4	5	9										18
Prior Year	7	6	11	30	13	18	22	31	39	16	28	6	227
% difference	-43%	-17%	-18%	-100%	500%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-92%
New eNews subscribers	140	142	119										401
Total subscribers	11,866	11,964	11,998										11,998
Prior Year	11,702	11,816	11,870	10,988	11,060	12,057	12,872	15,592	11,834	11,901	11,990	12,040	12,040
% difference	1.40%	1.25%	1.08%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-0.35%

* Bot emails started subscribing to eNews in 5/24, purged 8/24

**Saline District Library
Renovations Site Improvements Project
Expenditures**

		Payees								
		Quinn		Materials	Mulder's	McCarthy	Teoma		Library	
Date	Memo	Evans	City of Saline	Testing	Moving	& Smith	Systems	MarxModa	Design Assoc.	Total
1/31/2024	Design & cons. documents	\$9,975.00								
2/28/2024	Design & cons. documents	\$39,725.00								
3/19/2024	Design & cons. documents	\$32,195.00								
4/15/2024	ZBA Variance		\$300.00							
4/17/2024	Plan review/ZBA variance		\$2,031.00							
4/23/2024	Geotechnical services			\$8,000.00						
5/7/2024	Quinn Evans	\$13,255.00								
5/13/2024	Construction administration	\$18,195.00								
6/5/2024	Design & construction admin	\$1,230.00								
6/5/2024	Moving deposit				\$17,075.10					
6/10/2024	Building permit		\$300.00							
6/12/2024	Engineering deposit		\$1,250.00							
6/12/2024	Building permits		\$22,882.25							
6/13/2024	Inspections escrow		\$10,000.00							
6/14/2024	Phase 1 moving				\$30,193.48					
7/16/2024	Cost Control Book #1					\$219,822.34				
7/16/2024	Cabling deposit						\$7,578.72			
7/22/2024	Cons. admin, furn. schematics	\$17,850.00								
7/30/2024	Extra moving pre-Phase 2				\$17,313.50					
8/20/2024	Phase 2 moving				\$39,598.82					
8/20/2024	Cost Control Book #2					\$548,692.83				
8/20/2024	Furnishings deposit							\$127,464.33		
8/27/2024	Cons. documents & admin	\$22,230.10								
9/17/2024	Cost Control Book #3					\$367,125.34				
9/17/2024	Cons. documents & admin	\$9,325.00								
10/15/2024	Cost Control Book #4					\$349,069.55				
10/15/2024	Construction administration	\$12,212.59								
10/15/2024	Phase 2 cabling						\$4,578.71			
11/5/2024	Phase 2 cabling						\$881.94			
11/5/2024	Shelving								\$43,959.00	
11/8/2024	Phase 3 moving				\$36,548.55					
11/19/2024	Cost Control Book #5					\$423,401.84				
11/19/2024	Cost Control Book #6					\$255,918.43				

**Saline District Library
Renovations Site Improvements Project
Expenditures**

	FY2023-2024 Totals	\$176,192.69	\$36,763.25	\$8,000.00	\$140,729.45	\$2,164,030.33	\$13,039.37	\$127,464.33	\$43,959.00	\$2,710,178.42
		Quinn		Materials	Mulder's	McCarthy	Teoma		Library	
Date	Memo	Evans	City of Saline	Testing	Moving	& Smith	Systems	MarxModa	Design Assoc.	Total
12/3/2024	Phase 2 cabling						\$1,394.01			
1/21/2025	Final shelving invoice								\$11,941.00	
1/21/2025	Cost Control Book #7					\$256,216.62				
1/21/2025	Phase 3 cabling						\$3,000.00			
2/12/2025	Construction administration	\$10,350.00								
2/18/2025	Cost Control Book #8					\$229,814.13				
2/18/2025	Final moving invoice				\$23,566.66					
	FY2024-2025 Totals	\$10,350.00	\$0.00	\$0.00	\$23,566.66	\$486,030.75	\$4,394.01	\$0.00	\$11,941.00	\$536,282.42
	Project Totals	\$186,542.69	\$36,763.25	\$8,000.00	\$164,296.11	\$2,650,061.08	\$17,433.38	\$127,464.33	\$55,900.00	\$3,246,460.84

PROJECT STATUS UPDATE

Saline District Library

Interior Renovations & Site Improvements Project

SALINE DISTRICT LIBRARY

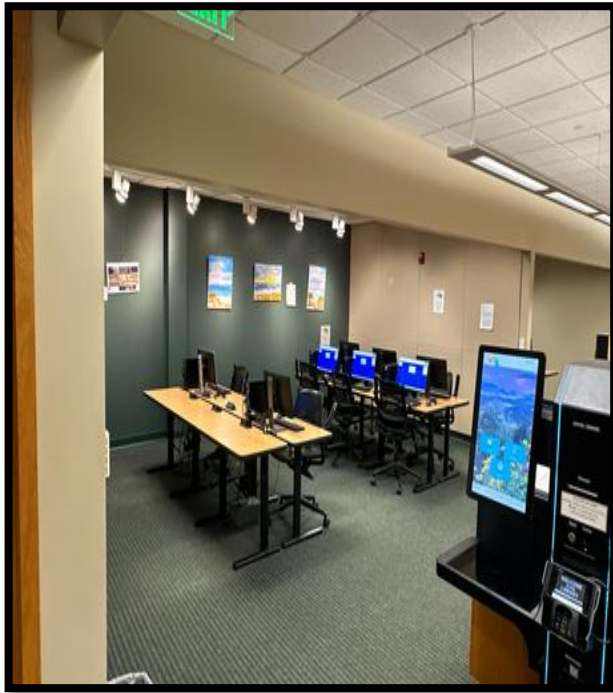
Project Description:

This exciting project consists of interior renovations and site improvements. Building renovations include additional study rooms, a large teen room, increased seating areas, a drive-through service window to pick up holds, improved program rooms, a fully accessible non-gendered public restroom, and more. Site improvements include a new outdoor pavilion and a paved story trail on library grounds.



SALINE DISTRICT LIBRARY

Pre-Construction May 2024



Post-Construction February 2025

SALINE DISTRICT LIBRARY

Pre-Construction May 2024



Post-Construction February 2025



SALINE DISTRICT LIBRARY

Pre-Construction May 2024

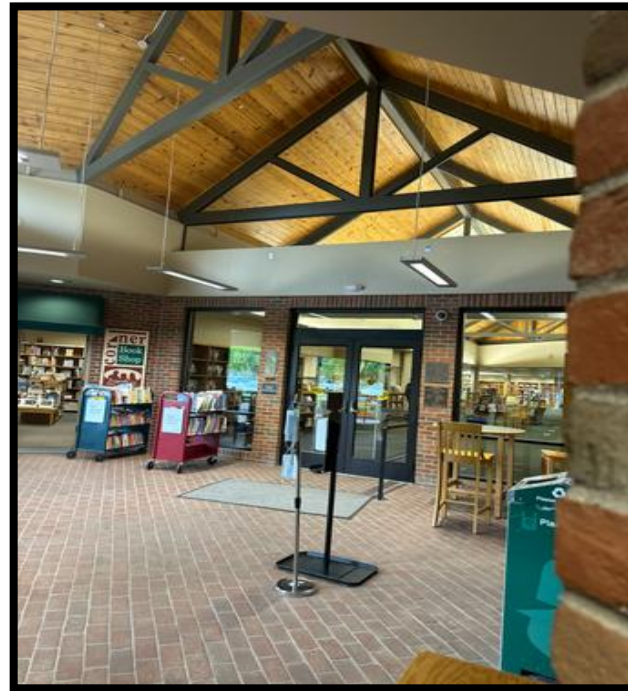


Post-Construction February 2025



SALINE DISTRICT LIBRARY

Pre-Construction May 2024



Post-Construction February 2025



SALINE DISTRICT LIBRARY

Pre-Construction May 2024



Post-Construction February 2025



SALINE DISTRICT LIBRARY

Pre-Construction May 2024



SALINE DISTRICT LIBRARY

Post-Construction February 2025



SALINE DISTRICT LIBRARY

Interior Renovations Progress:

- Saline District Library Mural was installed last week in the commons area of the library.
- We hope everyone has enjoyed the Pre-Construction and Post-Construction photos of all the developments along the way.



SALINE DISTRICT LIBRARY

Schedule Look Ahead:

- Saline District Library received occupancy first week of January
- Above Ceiling Electrical and Mechanical have passed inspection
- Punch list walk through was completed 1/21/2025
- Punch List is 90% complete as of 2/17/2025
- Phase III Mural has been installed
- Saline District Library interior renovation is 9% complete
- Partition for program room to be installed early March





FEBRUARY 18, 2025

Sue Kelch, *The Sun Time News*

Saline District Library Unveils Renovation with Community Celebration

Expanded Spaces, Modern Design, and Enhanced Accessibility Welcome Visitors

By Sue Kelch

The Saline District Library held an open house on Saturday February 15, celebrating the completion of their renovation project that began last summer. The Saline Middle School Fiddle Club kicked off the festive event with the Saline High School Jazz Combo following. Cupcakes, cookies, and hot drinks were also offered.

Saline District Library Director Karrie Waarala was available throughout the celebration, and gladly talked about how the renovation has transformed the library. “Most of the renovation is

complete,” she said, “with a few projects that are close to completion, including the Friends of the Library Bookshop and a fully accessible gender neutral restroom.”

As we walked around the newly renovated space, Karrie described the changes. “We have this common area which is for families and our teens after school. And the teen room has more than doubled in size.” Walking over to the youth area she continues “everything is so much more open. The stacks aren’t covering up the windows, so we have great views of the woods and the story trail.” Pointing up to the ceiling Karrie added “we brought the outside in with these suns and the wood grain that flows.”



Middle School Fiddlers photo by Sue Kelch



Saline Library Renovation Celebration photo by Sue Kelch

“We actually have the same amount of space, but everything feels roomier. The architects’ initial assessment was that we have this great building and wonderful property outside – but the two ‘didn’t talk to each other’. So they created a rounded and flowing ambience.”

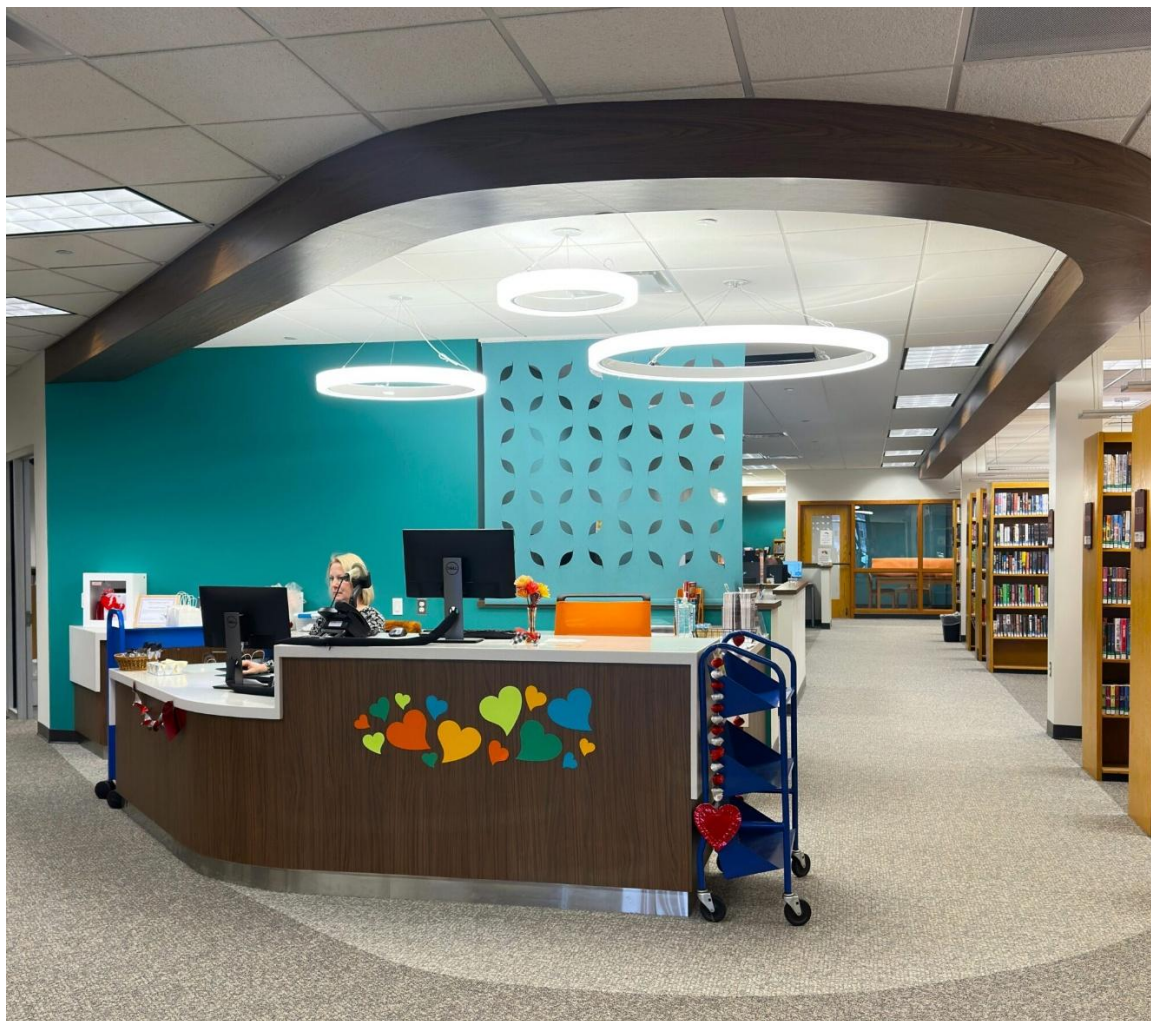
Next, I was introduced next to Ann Dilcher from Quinn Evans Architects. Ann noted that “what excited us most about this project was finding a way to transform the library while they could still remain opened and serve the community. It put a lot more stress on the process and on the staff. They did a great job managing that.”

“In addition, the library now has a more connected feel. For example, the librarians at each desk (entrance/reference/youth) can see and communicate with each other and support each other when needed. And the library feels so much bigger and open when you enter. We also found a creative way to give them their needed excellent programming space. They have been growing and growing their programs, and just did not have the space to do that. And although today we don’t see it, the outside pavilion and story walk connecting around the library will be of great use in the warmer months.”

Fatima Beacham, senior interior designer with Quinn Evans, also attended the open house. Fatima recalls “the first time that I walked through the library with Karrie, I noticed a lot of dead space. I told her ‘you have the space but it is underutilized’. But I didn’t see that as a problem – they had the space needed for their program rooms, for example.”



Renovation ceiling and lights photo by Sue Kelch



Adult Reference Desk photo by Sue Kelch

Fatima described the details that went into the design and colors. “We added the organically shaped wood soffits on the ceiling which draws the eye to follow, like the flow of a river. Looking down, you can see the mimic of the ceiling and how it wraps around on the different tones of carpet.”

“We have provided a variety of seating space for all types of people/sizes/needs that are also ADA compliant. We also had to be mindful of the budget, so we kept some of the existing linear lighting, but jazzed it up with the twinkling pendant lights.”

As we walked into the teen room, Fatima continued. “We added a larger teen room that includes computers and gaming space, as the population keeps growing. We added a lot of plug-ins here and throughout the library – including a place to charge phones and laptops by all the window seating.”

“The teens can come in the teen room with their laptops and work. There are collaborative spaces, computer spaces, high top, even low seating so there is a variety for them to feel like they

belong in the library. Although we kept some of the furniture, there is newer furniture with colors that coordinate with the theme of the library. Also some shelving is being reused, and the new shelving has the same finish for a cohesive design.”



Saline Youth Department photo by Sue Kelch



Fatima Beacham, Karrie Waarala, Ann Dilcher photo by Sue Kelch

Fatima looks up to the ceiling in the teen room and adds “we installed acoustical ceiling tiles that along with their utility, add organic movement in the space along with a pop of color and texture.”

As we completed our tour, Karrie characterized the renovation success this way. “A big part of our strategic plan was to offer accessibility and a welcome environment for all members of our community. The focus is on community and so much more. I’m just so excited.”

Come and enjoy the Saline District Library – relax in their new space, attend a program, check out a book. And mark your calendar when the weather warms up to utilize their new pavilion, walk along the story trail, check out the pollinator garden, or stroll the wooded trails.

To view events and resources available at the Saline District Library, visit their webpage at www.salinelibrary.org . You can also contact them at 734.429.5450 or use their web contact page at www.salinelibrary.org/contact/



Saline District Library Welcomes Patrons to Tour The Newly Remodeled Facility

Mary Rose Kulczak, *The Saline Post*, 2/18/2025



It's official. The Saline District Library welcomed patrons to tour the newly remodeled facility on Sunday at a community open house. The three-phase renovation, which began with a groundbreaking ceremony in June of 2024, is nearly complete.

As visitors entered the building, they were welcomed with light and colorful spaces. In each area, photos of the space before the renovation were on display, allowing patrons to see the improvements that had been made.

“It has been absolutely fantastic,” said Karrie Waarala, Library Director. “It has been wall to wall people until just a few moments ago. We were so excited that so many people came out. We had a lot of music students from Saline Area Schools performing for the first two hours. The Saline Middle School Fiddle Club started us off, and the jazz combo just wrapped up. It was so nice to have so many people come out for that.”

Visitors were encouraged to tour the space and visit the new programming rooms, where they could make a bookmark or grab a pastry and a hot drink in a commemorative SDL travel cup. Families could take their hot cocoas outside as they traveled the Story Book Trail.

“Everyone has talked about how open and beautiful it is,” Waarala said. “ People are amazed that we didn’t actually expand the library because everything feels so much bigger now. It’s a much better use of space. We had a lot of sharp angles, and that takes up some space. It was time to reevaluate what we needed a library building to be. The building turned thirty. At fifteen, we doubled its size. In another fifteen years, it was time to look at how much libraries services and collections have changed.”

One of the objectives of the remodel was to tie the beautiful outdoor setting with the interior. The Story Book Trail and plaza now offers options for the outdoor space, while the new interior color palette and design brings the outdoors in.

“If you stand here in the commons and look at how these soffits draw the eye right to the woods outside, everything is just more connected,” Waarala said.

The final project to be completed will be the Friends room, which will be opening this spring.

“The Friends bookshop will be where the programming room was. There is a temporary wall there. That’s the last little bit of the construction zone. Once that construction is done, the Friends will be able to get back in there, set up their space, start taking donations, and be able to open again. We’re so excited to give them a better space.”

The new room will be a more welcoming space, with windows, new lighting, and cozy places to sit while browsing through bookshelves.

Waarala is excited to offer a full variety of programs in the library once again.

“We were so grateful to Saline Main Street for letting us use the 109 for this last segment. We did our best setting up the three phases of construction so that we could stay open as much as possible, but for that section of construction we had no way to program here. We’re very excited to be able to get back to that. We now have the new program room and the youth program room is also a great space. It’s really good to have these things back.”