



**SALINE DISTRICT LIBRARY BOARD OF TRUSTEES
BOARD MEETING PACKET
TUESDAY, FEBRUARY 17, 2026, 7:00 p.m.**

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**NOTICE OF LIBRARY BOARD MEETING
TUESDAY, FEBRUARY 17, 2026
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, FEBRUARY 17, 2026, 7:00 p.m.**

President TerHaar _____ Vice President Byron _____ Secretary Cummings _____
Treasurer Healy _____ Trustee Gray _____ Trustee Hundley _____ Trustee Sankaran _____
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 January 20, 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. Presentation by Plante Moran: Annual Audit/Financial Report for FY2024/2025
Move _____ Second _____ to accept the FY2024/2025 Audit/Financial Report as presented by Plante Moran.

F. President's Report

G. Friends of the Library Report

H. Financial Reports
Move _____ Second _____ to approve the January 2026 financial reports.

I. Committee Reports

1. Finance

2. Arts

3. Building & Grounds

4. Library Services

5. Staff Excellence

J. Library Director's Report

K. Unfinished Business

L. New Business

1. Policy Review

a. Policy 518: Social Media

Move _____ Second _____ to approve Policy 518: Social Media as presented.

b. Policy 615: Holiday Pay

Move _____ Second _____ to approve revised Policy 615: Holiday Pay.

c. Policy 629: Substance Abuse

Move _____ Second _____ to approve Policy 629: Substance Abuse as presented.

2. Renewal of 2006 Millage

M. 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.

N. Adjournment

Move _____ Second _____ to adjourn the meeting at _____.

RECOMMENDED MOTIONS FOR MEETING on February 17, 2026

Move _____ Second _____ to approve the agenda as presented.

Move _____ Second _____ to approve the January 20, 2026 meeting minutes as written.

Move _____ Second _____ to accept the FY2024/2025 Audit/Financial Report as presented by Plante Moran.

Move _____ Second _____ to approve the January 2026 financial reports.

Move _____ Second _____ to approve Policy 518: Social Media as presented.

Move _____ Second _____ to approve revised Policy 615: Holiday Pay.

Move _____ Second _____ to approve Policy 629: Substance Abuse as presented.

Move _____ Second _____ to adjourn the meeting at _____.

DRAFT
SALINE DISTRICT LIBRARY BOARD OF TRUSTEES
BOARD MEETING AGENDA
TUESDAY, JANUARY 20, 2026, 7:00 p.m.

Present: President TerHaar, Vice President Byron, Secretary Cummings, Treasurer Healy, Trustee Gray, Trustee Hundley, Trustee Sankaran, Director Waarala, Assistant Director Lash

Absent: Administrative Assistant Pilarz, Friends of the Library representative Ceo

A. Call Meeting to Order at 7:00 pm.

B. Approval of Agenda

Move Gray, Second Sankaran to approve the agenda as amended to include Board of Trustees Oath of Office. Motion carried.

C. Approval of Past Minutes

Move Byron, Second Healy to approve the November 25, 2025 meeting minutes as written. Motion carried.

D. Board of Trustees Oath of Office was administered by Director Waarala

E. Public Discussion

No public comment.

F. President's Report

President TerHaar had a pre-audit phone call with Plante Moran to discuss points or concerns regarding the upcoming audit.

G. Friends of the Library Report

The Friends held their annual meeting earlier this month; new officers were elected and their 2026 budget was approved. They will be adding the upcoming millage renewal to their upcoming meeting agendas to provide support to the ballot question committee that will be formed.

H. Financial Report

Move Healy, Second Byron to approve the November 2025 financial reports. Motion carried.

Move Healy, Second Hundley to approve the December 2025 financial reports. Motion carried.

I. Committee Reports

1. Finance – The audit is going well. Switching to Paychex has been very helpful with reporting to auditors.

2. Arts – No update.

3. Building & Grounds – A light pole in the staff parking lot has been damaged by a salt truck, which the contractor has agreed to cover. Staff are getting quotes for repairs. Facilities Coordinator Siegert is also beginning to get quotes for lawncare.

- 4. Library Services – Discussed Schrandt Grant applications, which are included in New Business.
- 5. Staff Excellence – No updates.
- J. Library Director’s Report – Accepted as written.
- K. Unfinished Business – None.
- L. New Business
 - 1. Schrandt Grant to fund SDL Adult Supported Social Club
Move Gray, Second Sankaran to approve Schrandt Grant funding of \$4,000.00 for SDL Adult Supported Social Club. Motion carried.
 - 2. Schrandt Grant to fund SDL SeeDLibrary
Move Byron, Second Healy to approve Schrandt Grant funding of \$6,500.00 for SDL SeeDLibrary. Motion carried.
 - 3. Schrandt Grant to fund Jazz in the Park
Move Sankaran, Second Gray to approve Schrandt Grant funding of \$5,000.00 to sponsor the headliner for Jazz in the Park. Motion carried.
- M. Public Discussion
No public comment.
- N. Adjournment
Move Sankarn, Second Hundley to adjourn the meeting at 8:10 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 January 20, 2026 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
January 1, 2026 - January 31, 2026**

Reference	Date	GL Account	Description	Amount
Bank Statement Summary				
			Beginning Bank Balance	19,028.26
			+ Cleared Deposits & Other Additions	722,755.86
			- Cleared Checks & Other Payments	215,889.47
			Ending Bank Balance	<u>525,894.65</u>
Open Deposits & Additions				Total
				<u>0.00</u>
Open Checks & Payments				
25809	11/11/25	790-860	ANNA HINKLEY	22.40
25836	11/25/25	790-930	HOWLETT LOCK	2,724.17
25906	01/13/26	790-750.1	JO ANN YATES McFRY	400.00
25908	01/13/26	790-964.4	ROCHESTER HIL...	37.00
25916	01/14/26	790-957	MICHIGAN AEYC	337.00
25917	01/14/26	790-934	ELITE IMAGING	291.10
25918	01/14/26	790-964.4	HACKLEY PUBL	18.95
25921	01/14/26	Multiple	STAPLES	1,236.89
25922	01/14/26	790-930	HURON VALLEY W...	575.00
				Total
				<u>5,642.51</u>
				Reconciled Bank Balance
				<u><u>520,252.14</u></u>
Bank Transactions				
		000-258	EFTPS/EMPLEE	(22,207.92)
		790-722	EFTPS/EMPLER	(11,904.98)
		790-723	ALERUS RETIRE XFERS	(11,295.33)
		000-008	ALERUS RETIRE XFERS	(6,992.94)
		000-258.1	5080 MI TAX PYMT	(5,865.86)
		790-920	DTE - ELECTRICITY	(4,266.84)
		790-921	DTE - GAS	(2,296.61)
		790-802	PAYCHEX EIB	(1,406.98)
		790-702	PAYCHEX FLEXPERS	(758.07)
		790-802	STROM CPA	(660.00)
		790-804	PAYCHEX HRS	(652.70)
		790-965	BK SERVICE CHRGS	(175.14)
		790-965	MERCH FEE & DISC	(65.59)
		790-722	PR FRACTION OF CENTS ADJ	0.05
		000-665.1	INTEREST	67.20
		000-017	TRANSFER FROM AGENCY SUB	150,000.00
				Total
				<u>81,518.29</u>
				Adjusted General Ledger Balance
				<u><u>520,252.14</u></u>

Saline District Library
Statement of Financial Position
As of January 31, 2026

Assets

Current Assets		
000-001	Key Bank - General	\$ 520,252.14
000-003	Old National CD 1	219,940.55
000-008	Employee Advances	25,015.25
000-013	Agency Account (Schrandt)	2,826,424.87
000-013.1	Agency Account-Unrealized Gain	(177,809.16)
000-017	Agency Sub Account (Investment Account)	2,061,458.71
000-017.1	Agency Sub Account-Unrealized Gain	(197,875.51)
Total Current Assets		5,277,406.85
Property and Equipment		
Net Property and Equipment		0.00
Total Assets		\$ 5,277,406.85

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		55,464.98
Long-Term Liabilities		
Total Long-Term Liabilities		0.00
Total Liabilities		55,464.98
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	(2,624,661.31)
000-399	Net Position	127,615.18
Total Net Assets		5,221,941.87
Total Liabilities and Net Assets		\$ 5,277,406.85

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

	1 Month Ended January 31, 2026 Actual	2 Months Ended January 31, 2026 Actual	12 Months Ended November 30, 2026 Budget	Year to Date Percentage Budget
Revenue				
000-402.1	\$ 0.00	\$ 0.00	\$ 705,995.00	0.00
000-402.2	3,542.40	3,542.40	28,583.00	12.39
000-402.3	3,488.80	4,199.82	8,575.00	48.98
000-402.4	220,478.28	255,711.24	531,641.00	48.10
000-402.5	75,892.45	75,892.45	966,100.00	7.86
000-402.6	37,551.73	37,551.73	182,931.00	20.53
000-402.7	210,810.00	248,170.00	437,318.00	56.75
000-413	0.00	0.00	103,385.00	0.00
000-540	0.00	0.00	30,736.00	0.00
000-628	342.79	892.74	5,000.00	17.85
000-628.1	0.00	0.00	1,200.00	0.00
000-629	175.00	350.00	2,800.00	12.50
000-656	0.00	0.00	20,300.00	0.00
000-658	25.00	75.00	0.00	0.00
000-658.1	575.08	945.00	6,500.00	14.54
000-665.1	67.20	93.29	1,200.00	7.77
000-665.3	2,680.92	5,921.15	52,736.00	11.23
000-665.4	(203.88)	5,873.02	0.00	0.00
000-674	3,000.00	3,039.00	6,000.00	50.65
000-674.1	15,200.00	15,200.00	1,500.00	1013.33
000-674.2	0.00	0.00	14,500.00	0.00
	<u>573,625.77</u>	<u>657,456.84</u>	<u>3,107,000.00</u>	<u>21.16</u>
	Total Revenue	573,625.77	657,456.84	3,107,000.00
				21.16
	Gross Profit	573,625.77	657,456.84	3,107,000.00
				21.16
Operating Expenses				
790-702	160,089.99	263,392.63	1,580,000.00	16.67
790-716	5,408.63	14,962.49	128,000.00	11.69
790-719	1,412.47	3,854.68	24,500.00	15.73
790-722	11,904.93	19,618.29	118,500.00	16.56
790-723	5,129.65	8,574.23	59,000.00	14.53
790-727	636.22	1,018.41	9,200.00	11.07
790-727.4	0.00	486.23	4,100.00	11.86
790-730	0.00	0.00	1,600.00	0.00
790-732	600.67	600.67	7,000.00	8.58
790-734	0.00	0.00	12,000.00	0.00
790-740	388.96	388.96	40,000.00	0.97
790-750.1	1,488.03	2,310.55	21,000.00	11.00
790-750.2	658.78	658.78	13,000.00	5.07
790-750.3	176.64	1,058.64	19,000.00	5.57
790-750.4	89.25	89.25	8,000.00	1.12
790-752.1	0.00	0.00	3,000.00	0.00
790-752.2	0.00	0.00	2,000.00	0.00
790-752.3	0.00	0.00	5,000.00	0.00
790-760	0.00	0.00	3,300.00	0.00
790-762.1	0.00	0.00	3,500.00	0.00
790-762.3	0.00	0.00	2,500.00	0.00
790-770	0.00	6,470.20	13,000.00	49.77
790-772.1	13,847.74	37,759.40	220,000.00	17.16
790-772.4	5,000.00	5,000.00	5,000.00	100.00
790-780	777.99	1,812.99	25,000.00	7.25
790-785	3,825.72	18,450.87	52,000.00	35.48
790-801	25,320.00	25,320.00	37,000.00	68.43

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

		1 Month Ended January 31, 2026 Actual	2 Months Ended January 31, 2026 Actual	12 Months Ended November 30, 2026 Budget	Year to Date Percentage Budget
790-802	PS-Bookkeeping	2,066.98	3,161.40	17,000.00	18.60
790-803	PS-Attorney	0.00	0.00	1,200.00	0.00
790-804	PS-Consultants	652.70	1,294.70	8,000.00	16.18
790-805	PS--Computer Consultants	1,500.00	1,500.00	5,000.00	30.00
790-806	PS-Tax Collection	0.00	0.00	400.00	0.00
790-810	Cooperative Fees	0.00	0.00	3,500.00	0.00
790-820	Polaris	0.00	3,200.00	50,000.00	6.40
790-850	Internet	2,380.00	3,570.00	21,000.00	17.00
790-851	Telephone	448.97	904.88	5,500.00	16.45
790-860	Travel/Lodging	0.00	7.70	6,000.00	0.13
790-880	Marketing	664.00	6,874.00	26,000.00	26.44
790-885	Misc Funded by Friends	1,050.00	1,050.00	2,000.00	52.50
790-920	Electricity	4,266.84	8,525.92	57,000.00	14.96
790-921	Gas	2,296.61	3,748.50	21,000.00	17.85
790-922	Water	0.00	0.00	8,000.00	0.00
790-930	Building Maintenance	2,457.12	11,253.04	35,000.00	32.15
790-932	Grounds Maintenance	0.00	18,568.99	44,000.00	42.20
790-934	Equipment Maintenance	677.89	1,515.79	20,000.00	7.58
790-955	Grants	4,315.68	4,315.68	0.00	0.00
790-956	Miscellaneous	0.00	0.00	3,000.00	0.00
790-957	Continued Education	337.00	337.00	8,000.00	4.21
790-958	Dues	0.00	0.00	4,400.00	0.00
790-964	Tax Adjustment	936.75	936.75	2,500.00	37.47
790-964.4	MelCat Reimbursements	55.95	55.95	1,200.00	4.66
790-965	Bank Charges	240.73	465.45	4,500.00	10.34
790-969	Insurance	0.00	20,675.00	25,000.00	82.70
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	0.00	0.00	1,000.00	0.00
790-982.1	Adult Fiction	1,044.16	1,044.16	36,000.00	2.90
790-982.15	Large Print	612.27	612.27	9,000.00	6.80
790-982.2	Teen Fiction	405.17	405.17	11,000.00	3.68
790-982.3	Youth Fiction	12.99	12.99	26,000.00	0.05
790-983.1	Adult Nonfiction	177.95	177.95	34,000.00	0.52
790-983.15	Reference	70.00	70.00	3,500.00	2.00
790-983.2	Teen Nonfiction	375.12	375.12	4,000.00	9.38
790-983.3	Youth Nonfiction	2,459.52	5,367.62	16,000.00	33.55
790-984.1	Audiobooks-Adult	48.99	210.95	4,000.00	5.27
790-984.2	Audiobooks-Teen	0.00	0.00	1,400.00	0.00
790-984.3	Audiobooks-Youth	0.00	0.00	7,000.00	0.00
790-985.1	DVD/Blu Rays-Adult	385.33	591.53	9,000.00	6.57
790-985.2	DVD/Blu Rays-Teen	0.00	0.00	500.00	0.00
790-985.3	DVD/Blu Rays-Youth	600.49	600.49	2,600.00	23.10
790-986.1	Music CDs-Adult	0.00	47.96	1,400.00	3.43
790-986.2	Music CDs-Teen	0.00	0.00	200.00	0.00
790-986.3	Music CDs-Youth	49.46	49.46	0.00	0.00
790-998	Special Projects	0.00	0.00	95,000.00	0.00
Total Operating Expenses		<u>267,344.34</u>	<u>513,353.69</u>	<u>3,107,000.00</u>	<u>16.52</u>
Operating Income (Loss)		<u>306,281.43</u>	<u>144,103.15</u>	<u>0.00</u>	<u>0.00</u>

Other Income (Expenses)

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

	1 Month Ended January 31, 2026 Actual	2 Months Ended January 31, 2026 Actual	12 Months Ended November 30, 2026 Budget	Year to Date Percentage Budget
000-669 Sub-Agency Short Term Gain	(8,906.08)	(8,906.08)	0.00	0.00
000-669.1 Sub-Agency Long Term Gain	0.00	(2,257.21)	0.00	0.00
000-670 Sub-Agency Change in Market Value	8,232.42	4,173.41	0.00	0.00
000-670.4 Agency Change in Market Value	(1,554.20)	(8,392.85)	0.00	0.00
000-965.4 Agency Admin Charges	<u>0.00</u>	<u>(1,105.24)</u>	<u>0.00</u>	<u>0.00</u>
Total Other Income (Expenses)	<u>(2,227.86)</u>	<u>(16,487.97)</u>	<u>0.00</u>	<u>0.00</u>
Net Income (Loss) Before Taxes	<u>304,053.57</u>	<u>127,615.18</u>	<u>0.00</u>	<u>0.00</u>
Net Income (Loss)	<u>\$ 304,053.57</u>	<u>\$ 127,615.18</u>	<u>\$ 0.00</u>	<u>0.00</u>

Saline District Library Fund 101
Monthly Revenue
January 2026

02/10/26

Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
402 · Property Taxes Control Account								
402.2 · Bridgewater Township-Real Tax								
Deposit	01/23/2026			Deposit		001 · Key Bank...	3,542.40	3,542.40
Total 402.2 · Bridgewater Township-Real Tax							3,542.40	3,542.40
402.3 · Freedom Township-Real Tax								
Deposit	01/09/2026			Deposit		001 · Key Bank...	61.44	61.44
Deposit	01/23/2026			Deposit		001 · Key Bank...	3,427.36	3,488.80
Total 402.3 · Freedom Township-Real Tax							3,488.80	3,488.80
402.4 · Lodi Township-Real Tax								
Deposit	01/23/2026			Deposit		001 · Key Bank...	220,478.28	220,478.28
Total 402.4 · Lodi Township-Real Tax							220,478.28	220,478.28
402.5 · Pittsfield Township-Real Tax								
Deposit	01/09/2026			Deposit		001 · Key Bank...	75,892.45	75,892.45
Total 402.5 · Pittsfield Township-Real Tax							75,892.45	75,892.45
402.6 · Saline Township-Real Tax								
Deposit	01/23/2026			Deposit		001 · Key Bank...	37,551.73	37,551.73
Total 402.6 · Saline Township-Real Tax							37,551.73	37,551.73
402.7 · York Township-Real Tax								
Deposit	01/23/2026			Deposit		001 · Key Bank...	210,810.00	210,810.00
Total 402.7 · York Township-Real Tax							210,810.00	210,810.00
Total 402 · Property Taxes Control Account							551,763.66	551,763.66
628 · Printers-Revenue								
Deposit	01/05/2026			Deposit		001 · Key Bank...	13.90	13.90
Deposit	01/05/2026			Deposit		001 · Key Bank...	7.90	21.80
Deposit	01/06/2026			Deposit		001 · Key Bank...	9.30	31.10
Deposit	01/07/2026			Deposit		001 · Key Bank...	4.30	35.40
Deposit	01/09/2026			Deposit		001 · Key Bank...	66.50	101.90
Deposit	01/09/2026			Deposit		001 · Key Bank...	17.99	119.89
Deposit	01/12/2026			Deposit		001 · Key Bank...	5.60	125.49
Deposit	01/12/2026			Deposit		001 · Key Bank...	0.20	125.69
Deposit	01/12/2026			Deposit		001 · Key Bank...	6.00	131.69
Deposit	01/13/2026			Deposit		001 · Key Bank...	20.00	151.69
Deposit	01/20/2026			Deposit		001 · Key Bank...	15.00	166.69
Deposit	01/21/2026			Deposit		001 · Key Bank...	4.10	170.79
Deposit	01/22/2026			Deposit		001 · Key Bank...	1.80	172.59
Deposit	01/23/2026			Deposit		001 · Key Bank...	42.30	214.89
Deposit	01/23/2026			Deposit		001 · Key Bank...	54.00	268.89
Deposit	01/23/2026			Deposit		001 · Key Bank...	40.00	308.89

Saline District Library Fund 101
Monthly Revenue
January 2026

02/10/26

Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
Deposit	01/24/2026			Deposit		001 · Key Bank...	0.20	309.09
Deposit	01/24/2026			Deposit		001 · Key Bank...	1.60	310.69
Deposit	01/27/2026			Deposit		001 · Key Bank...	4.10	314.79
Deposit	01/28/2026			Deposit		001 · Key Bank...	12.70	327.49
Deposit	01/29/2026			Deposit		001 · Key Bank...	1.60	329.09
Deposit	01/30/2026			Deposit		001 · Key Bank...	13.70	342.79
Total 628 · Printers-Revenue							342.79	342.79
629 · Non-Resident Fees								
Deposit	01/14/2026			Deposit		001 · Key Bank...	25.00	25.00
Deposit	01/27/2026			Deposit		001 · Key Bank...	150.00	175.00
Total 629 · Non-Resident Fees							175.00	175.00
658 · Fines-Overdue Materials								
Deposit	01/06/2026			Deposit		001 · Key Bank...	25.00	25.00
Total 658 · Fines-Overdue Materials							25.00	25.00
658.1 · Materials Replacement Fees								
Deposit	01/06/2026			Deposit		001 · Key Bank...	24.99	24.99
Deposit	01/08/2026			Deposit		001 · Key Bank...	81.93	106.92
Deposit	01/09/2026			Deposit		001 · Key Bank...	21.00	127.92
Deposit	01/12/2026			Deposit		001 · Key Bank...	34.98	162.90
Deposit	01/12/2026			Deposit		001 · Key Bank...	35.94	198.84
Deposit	01/13/2026			Deposit		001 · Key Bank...	13.99	212.83
Deposit	01/14/2026			Deposit		001 · Key Bank...	15.00	227.83
Deposit	01/14/2026			Deposit		001 · Key Bank...	30.98	258.81
Deposit	01/20/2026			Deposit		001 · Key Bank...	15.95	274.76
Deposit	01/20/2026			Deposit		001 · Key Bank...	128.43	403.19
Deposit	01/22/2026			Deposit		001 · Key Bank...	39.98	443.17
Deposit	01/23/2026			Deposit		001 · Key Bank...	10.00	453.17
Deposit	01/23/2026			Deposit		001 · Key Bank...	5.00	458.17
Deposit	01/23/2026			Deposit		001 · Key Bank...	13.00	471.17
Deposit	01/24/2026			Deposit		001 · Key Bank...	61.92	533.09
Deposit	01/27/2026			Deposit		001 · Key Bank...	27.00	560.09
Deposit	01/30/2026			Deposit		001 · Key Bank...	14.99	575.08
Total 658.1 · Materials Replacement Fees							575.08	575.08
665.1 · General Account Interest								
Deposit	01/30/2026			Deposit		001 · Key Bank...	67.20	67.20
Total 665.1 · General Account Interest							67.20	67.20
674 · Donations-Unrestricted								
Deposit	01/23/2026			via Friends		001 · Key Bank...	3,000.00	3,000.00
Total 674 · Donations-Unrestricted							3,000.00	3,000.00

Saline District Library Fund 101
Monthly Revenue
January 2026

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Clr</u>	<u>Split</u>	<u>Amount</u>	<u>Balance</u>
674.1 · Donations-Restricted								
Deposit	01/23/2026			Oscar Haas		001 · Key Bank...	15,200.00	15,200.00
Total 674.1 · Donations-Restricted							15,200.00	15,200.00
699 · Transfer from Other Funds								
Deposit	01/05/2026			Deposit		001 · Key Bank...	150,000.00	150,000.00
Total 699 · Transfer from Other Funds							150,000.00	150,000.00
TOTAL							721,148.73	721,148.73

Saline District Library Fund 101
Bill List
January 2026

Type	Date	Num	Name	Memo	Amount
702 · Salaries					
Check	01/02/2026			pay period en...	37,465.73
Check	01/02/2026			MERS pay p...	1,784.02
Check	01/02/2026			MERS Staff L...	88.19
Check	01/02/2026			MERS Staff L...	149.81
Check	01/02/2026			MERS 457 pa...	1,956.40
Check	01/15/2026			pay period en...	38,500.68
Check	01/15/2026			MERS pay p...	1,759.71
Check	01/15/2026			MERS Staff L...	88.19
Check	01/15/2026			MERS Staff L...	149.81
Check	01/15/2026			MERS 457 pa...	1,806.99
Check	01/15/2026			MERS 457 pa...	1,317.76
Check	01/15/2026			flexperks	252.69
Check	01/15/2026			1/10/2026 (DR)	449.12
Deposit	01/15/2026			pay period en...	-1,607.13
Check	01/29/2026			pay period en...	38,978.59
Check	01/29/2026			MERS pay p...	1,743.38
Check	01/29/2026			MERS Staff L...	88.19
Check	01/29/2026			MERS Staff L...	149.81
Check	01/29/2026			MERS 457 pa...	1,859.39
Check	01/29/2026			flexperks	252.68
Total 702 · Salaries					127,234.01
716 · Employee Insurances/Benefits					
Bill	01/13/2026	2/1-2/...	BLUE CROSS BLU...		9,878.36
Total 716 · Employee Insurances/Benefits					9,878.36
719 · Health Reimbursement					
Bill	01/14/2026	ADMN	EHIM		165.50
Bill	01/14/2026	FND0...	EHIM		1,246.97
Total 719 · Health Reimbursement					1,412.47
723 · Retirement					
Check	01/02/2026			MERS pay p...	1,791.29
Check	01/15/2026			MERS pay p...	1,759.71
Check	01/29/2026			MERS pay p...	1,743.02
Total 723 · Retirement					5,294.02
727 · Office Supplies					
Bill	01/14/2026	70081...	STAPLES		636.22
Total 727 · Office Supplies					636.22
732 · Cleaning Supplies					
Bill	01/14/2026	70081...	STAPLES		600.67

**Saline District Library Fund 101
Bill List
January 2026**

Type	Date	Num	Name	Memo	Amount
Total 732 · Cleaning Supplies					600.67
740 · Equipment					
Bill	01/13/2026		KEYBANK - NATIO...		388.96
Total 740 · Equipment					388.96
750.1 · Adult Programming					
Bill	01/03/2026		AMAZON CAPITAL ...		101.75
Bill	01/13/2026	8347	JO ANN YATES	8 yoga classes	400.00
Bill	01/13/2026	11207...	CARRIGAN CAFE	BOOK CLUB ...	60.00
Bill	01/13/2026		KEYBANK - NATIO...		926.28
Total 750.1 · Adult Programming					1,488.03
750.2 · Teen Programming					
Bill	01/03/2026		AMAZON CAPITAL ...		658.78
Total 750.2 · Teen Programming					658.78
750.3 · Youth Programming					
Bill	01/03/2026		AMAZON CAPITAL ...		4.69
Bill	01/13/2026	381	ANN ARBOR SYMP...	KinderConcer...	160.00
Bill	01/13/2026	12/22/...	LUPTON, JENNIFER		11.95
Total 750.3 · Youth Programming					176.64
750.4 · Programming Funded by Friends					
Bill	01/13/2026	80607...	SCHOLASTIC INC.	BOOKS FOR ...	89.25
Total 750.4 · Programming Funded by Friends					89.25
772.1 · Ebooks-Adult					
Bill	01/13/2026	48324...	KANOPY, INC.		546.55
Bill	01/13/2026	CD01...	OVERDRIVE, INC		5,000.00
Bill	01/13/2026	50825...	MIDWEST TAPE		8,301.19
Total 772.1 · Ebooks-Adult					13,847.74
772.4 · Ebooks funded by Friends					
Bill	01/13/2026	CD01...	OVERDRIVE, INC		5,000.00
Total 772.4 · Ebooks funded by Friends					5,000.00
780 · Software					
Bill	01/13/2026	77281	THE LIBRARY NET...		538.60
Bill	01/13/2026		KEYBANK - NATIO...		239.39
Total 780 · Software					777.99
785 · Online Database					
Bill	01/13/2026	99910...	CENGAGE LEARNI...		1,955.29

**Saline District Library Fund 101
Bill List
January 2026**

Type	Date	Num	Name	Memo	Amount
Bill	01/14/2026	AR10...	WORLD BOOK SC...		1,870.43
Total 785 · Online Database					3,825.72
801 · Professionl services-Auditor					
Bill	01/14/2026	10608...	PLANTE & MORAN,...		25,320.00
Total 801 · Professionl services-Auditor					25,320.00
802 · Professional Services-Bookkeep					
Check	01/02/2026	ACH			221.65
Bill	01/14/2026		STROM ACCOUNTI...		660.00
Check	01/16/2026	ACH			92.90
Check	01/30/2026				268.28
Total 802 · Professional Services-Bookkeep					1,242.83
804 · Professionl services-Consult					
Check	01/16/2026	ACH			824.15
Check	01/16/2026	ACH			652.70
Total 804 · Professionl services-Consult					1,476.85
805 · Professional service-Computer					
Bill	01/13/2026	77281	THE LIBRARY NET...		1,500.00
Total 805 · Professional service-Computer					1,500.00
850 · Internet					
Bill	01/13/2026	1/13/2...	T-MOBILE	HotSpots	2,380.00
Total 850 · Internet					2,380.00
851 · Telephone					
Bill	01/13/2026	IN128...	TELNET WORLDWI...		448.97
Total 851 · Telephone					448.97
880 · Marketing					
Bill	01/13/2026		KEYBANK - NATIO...		664.00
Total 880 · Marketing					664.00
885 · Msc funded by Friends					
Bill	01/14/2026	112018	THOMAS HEY	Holiday Lighti...	1,050.00
Total 885 · Msc funded by Friends					1,050.00
920 · Electricity					
Bill	01/13/2026	1/9/20...	DTE ENERGY - EL...		4,266.84

Saline District Library Fund 101
Bill List
January 2026

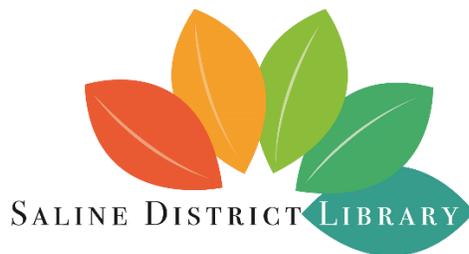
Type	Date	Num	Name	Memo	Amount
Total 920 · Electricity					4,266.84
921 · Gas					
Bill	01/13/2026	1/9/20...	DTE ENERGY - GAS		2,296.61
Total 921 · Gas					2,296.61
930 · Building Maintenance					
Bill	01/13/2026	19233...	HALEY MECHANIC...	Dishwasher in...	850.50
Bill	01/13/2026	89261...	WASTE MANAGEM...		303.45
Bill	01/13/2026	476520	CHELSEA LUMBE...		3.38
Bill	01/13/2026		KEYBANK - NATIO...		527.09
Bill	01/14/2026	270667	WYANDOTTE ALA...		197.70
Bill	01/14/2026	1670	HURON VALLEY W...	Window Clea...	575.00
Total 930 · Building Maintenance					2,457.12
934 · Equipment Maintenance					
Bill	01/13/2026	50370...	WELLS FARGO FIN...		386.79
Bill	01/14/2026	IN332...	ELITE IMAGING SY...		291.10
Total 934 · Equipment Maintenance					677.89
955 · Grants					
Bill	01/13/2026		KEYBANK - NATIO...		92.24
Bill	01/14/2026	8448	SEED SAVERS EX...		4,223.44
Total 955 · Grants					4,315.68
957 · Continuing Education					
Bill	01/14/2026	8446	MICHIGAN AEYC	Anna Hinkley ...	337.00
Total 957 · Continuing Education					337.00
964 · Tax Adjustment					
Bill	01/13/2026	17225	WASHTENAW COU...		936.75
Total 964 · Tax Adjustment					936.75
964.4 · MelCat Reimbursements					
Bill	01/13/2026	33158...	ROCHESTER HILL...	The violin con...	37.00
Bill	01/14/2026	25-1113	HACKLEY PUBLIC ...	Eastern Body,...	18.95
Total 964.4 · MelCat Reimbursements					55.95
965 · Bank Charges					
Check	01/05/2026			KeyBank mer...	39.35
Check	01/05/2026				26.24
Check	01/09/2026			Dec. analysis ...	175.14
Total 965 · Bank Charges					240.73

Saline District Library Fund 101
Bill List
January 2026

Type	Date	Num	Name	Memo	Amount
982.1 · Adult Fiction					
Bill	01/03/2026		AMAZON CAPITAL ...		272.82
Bill	01/13/2026	12/1-1...	INGRAM		771.34
Total 982.1 · Adult Fiction					1,044.16
982.15 · Large Print					
Bill	01/13/2026	12/1-1...	INGRAM		612.27
Total 982.15 · Large Print					612.27
982.2 · Teen Fiction					
Bill	01/03/2026		AMAZON CAPITAL ...		363.09
Bill	01/13/2026	12/1-1...	INGRAM		42.08
Total 982.2 · Teen Fiction					405.17
982.3 · Youth Fiction					
Bill	01/13/2026	12/1-1...	INGRAM		12.99
Total 982.3 · Youth Fiction					12.99
983.1 · Adult Nonfiction					
Bill	01/13/2026	12/1-1...	INGRAM		177.95
Total 983.1 · Adult Nonfiction					177.95
983.15 · Reference					
Bill	01/13/2026		KEYBANK - NATIO...		70.00
Total 983.15 · Reference					70.00
983.2 · Teen Nonfiction					
Bill	01/13/2026	12/1-1...	INGRAM		375.12
Total 983.2 · Teen Nonfiction					375.12
983.3 · Youth Nonfiction					
Bill	01/13/2026	399719	COUGHLAN COMP...		2,459.52
Total 983.3 · Youth Nonfiction					2,459.52
984.1 · Audiobooks-Adult					
Bill	01/13/2026	12/1-1...	MIDWEST TAPE		48.99
Total 984.1 · Audiobooks-Adult					48.99
985.1 · DVDBlu Rays-Adult					
Bill	01/13/2026	12/1-1...	MIDWEST TAPE		385.33
Total 985.1 · DVDBlu Rays-Adult					385.33

Saline District Library Fund 101
Bill List
January 2026

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
985.3 · DVD/Blu Rays-Youth					
Bill	01/13/2026	12/1-1...	MIDWEST TAPE		600.49
Total 985.3 · DVD/Blu Rays-Youth					600.49
986.3 · Music CDs-Youth					
Bill	01/13/2026	12/1-1...	MIDWEST TAPE		49.46
Total 986.3 · Music CDs-Youth					49.46
TOTAL					227,217.53



**Library Director's Report
Submitted by Karrie Waarala
February 17, 2026**

- Plante Moran reviewed a draft of the FY2024-2025 audit with the Finance Committee on February 10 in preparation for their report at the February Library Board meeting. I'm very pleased that SDL will once again be receiving an unmodified opinion from Plante Moran, which is the strongest rating and organization can receive on their audit.
- Technology Manager Andrew Sutherland has been patiently working through delays with Envisionware delivering our new pay station for printing and copying. We know this has been frustrating for both library patrons and staff. Part of the equipment has been delivered, and Andrew hopes to have the rest in hand and the unit installed in the next week.
- Mystery Date with a Book continues through the end of February for all ages. Adults and teens are encouraged to "rate their date" by dropping off a completed form at the adult reference desk by March 1.
- Upcoming programs of note include [Black History Month: Celebrating America's 250th](#) and [Cooking with Chef Val: Cream of Broccoli and Mushroom Soup](#) for adults, [Animation Workshop: Make Your Own GIF](#) and [Saline Robotics Workshop](#) for older kids, and [Pi Day with Fiddle Pie](#) for families with kids of all ages.
- Preparation for the 2026 season of the SeeDLibrary are underway. Jessica Lash is setting up sessions for volunteers to sort seeds if any members of the Board are interested in helping out with this massive undertaking.
- While SDL was not one of the top libraries in *Library Journal's* Year in Architecture 2025, our pavilion was featured in the issue as an example of the Adaptable Environs design trend (see Appendix).
- MERS (Municipal Employees' Retirement System) of Michigan, which handles SDL's retirement accounts, is changing online processing platforms from Alerus to Empower. Chris Pilarz is working with our MERS agent on the transition, and our agent will conduct an informational meeting with impacted SDL employees in March.

- Youth Desk Aide Elise LaPointe will be taking on a new role as Youth Services Assistant as of February 23. The Youth Desk Aide position has been posted.
- Cataloger Kavitha Reddy's last day at SDL was Friday, February 13. The Cataloger position has been posted both locally and on the TLN job board.
- The annual State Aid Report has been completed, and Joe Hamlin, Library Data & State Aid Coordinator at the Library of Michigan, reports that 2026 state aid payments should be going out according to schedule.
- The Library of Michigan has announced that Michelle Bradley, LM's Library Development Manager, will serve as Interim State Librarian until July 4, 2026, at which point David Votta, LM's Special Collections Manager, will assume the interim position through the end of the year. The goal is to appoint a new State Librarian at that time.
- Michigan Library Association has announced that Dillon Geshel will be MLA's new Executive Director. Dillon previously served as President of MLA's Board and has been Interim Executive Director since last summer.
- I have recently reviewed the Library of Michigan 4-part millage series from 2024. The sessions included Establishment and Millage Amounts, Drafting and Passing a Ballot Proposal, Assembling a Yes Committee, and Communicating to Campaign. LM will be holding a new version of this series in March of this year, and information about that should be coming out shortly. I also recently attended a webinar on Library Trustees and Advocacy.
- I will be on a brief vacation February 26 – March 2. Assistant Director Jessica Lash will be in charge of the library while I am away.
- We continue to receive positive comments from library users at the main desk. Some recent comments include:
 - "I am so impressed with this library!"
 - "The best part of the library is coming back."
 - Several comments from library users of all ages who enjoy the assortment of bookmarks available at the main desk when checking out their materials.

SALINE DISTRICT LIBRARY POLICY BULLETIN

POLICY NO: 518

SUBJECT: SOCIAL MEDIA

I. Purpose

The purpose of the Social Media Policy is to ensure effective promotion and discussion of Saline District Library services, resources, and events, and to ensure a reputation for outstanding community engagement and customer service on social media. The purpose of the social media accounts is to discuss library programs, events and materials, and respond to public questions in a timely manner.

II. Definition of Social Media

Social media is defined as electronic communication through which users create online communities to share information, ideas, personal messages, and other content. Social media would include any webpage or app through which the Saline District Library has an account and interacts with other users.

III. Authority over Social Media Accounts

The Library Board has the authority to determine whether a particular social media account is used by the Library. This Policy only applies to official Library social media accounts. The social media accounts of individual employees or Board members are not subject to this Policy.

IV. Usage Rules

The Saline District Library operates and maintains social media sites as a public service to provide information regarding Library services, programs, materials, events, and activities. Although the Library welcomes the comments, posts, and messages of other social media users that relate to the Library and recognizes and respects differences in opinion, the social media sites are limited public forums and are subject to review by Library staff members. The Library reserves the right to (but is not required to) remove any comment, post, or message that it deems in violation of this Policy. The Rules are as follows:

1. Privacy: Users should have no expectation of privacy when commenting on Library posts or tagging the Library. Comments and posts may be read by anyone once posted, regardless of one's friends, followers, or subscribers list. The Library advises users against posting their personal information or contact information on social media sites. Comments and posts may also be subject to disclosure under the Freedom of Information Act.
2. Library's Rights: The Library reserves the right to reproduce comments and posts tagging the Library in other public venues (ex: testimonials). Reproductions of this nature may be edited for space or content, but the original intent of the comment or post will be maintained.
3. No Endorsement: The Library is not responsible for the content of posts made by third parties, including patrons, reviewers, advertisers, and others who may post comments. Public posts by third parties do not reflect the positions of the Library, its employees, or any individual Board member.
4. Unauthorized Content: To ensure a healthy, safe space to discuss Library services, resources, and events, content containing any of the following may be removed immediately from any Library social media forum:
 - Obscene, illegal, sexually harassing, threatening or abusive speech or nudity.
 - Any post that creates a hostile work environment or affects the safety and security of the Library, its property, patrons, or staff.
 - Private or personal information, including phone numbers, email addresses and physical addresses, or requests for personal information.
 - Any statement by a user under a false name or any falsification of identity.
 - Comments, links, or information unrelated to the purpose of the limited public forum.
 - Spam or other commercial messages.
 - Any postings that would violate the Michigan Campaign Finance Act, the Library Privacy Act, or other Michigan or federal laws.
 - Solicitation or fundraising.
 - Any comment, post or other content that violates any person's intellectual property rights, including but not limited to violations of the Copyright Act.

- Any information deemed harmful to minors in violation of the Michigan Library Privacy Act.
 - Any post that violates any Library policy.
 - Any images, links, or other content that fall into the above categories.
 - Any document, information, or image that would be considered a Library record that is posted without permission of the patron or person identified in that record. For example, no picture of a Library program shall be posted without permission of every person in that picture.
5. Third Party Usage Rules: Users are expected to abide by the terms and conditions set by third party social media platforms and follow appropriate federal and state law.

V. Violations and Appeals

The Library reserves the right to ban or block users who have posted in violation of this Policy or to delete posts or comments. Any person who has been blocked or whose post or comment has been deleted has the right to appeal that decision to the Library Board. The appeal should be sent to the Library Director within 10 business days of the (1) decision to block or ban or (2) deletion of the post or comment, whichever is applicable. The Library Board shall decide the appeal.

VI. General Complaints

The Library asks that individual user complaints be sent directly to a manager or the Director so that they can be addressed efficiently. Social Media is not the mechanism used by the Library to document or address Library user problems and concerns, or influence Library policy, procedures, or programs.

SALINE DISTRICT LIBRARY
POLICY BULLETIN

POLICY NO: 615

SUBJECT: HOLIDAY PAY

1. All regular full-time employees, ~~beginning with last date of hire~~, are eligible for holiday pay. Regular part-time employees who work a minimum of twenty (20) hours per week are eligible for pro-rated holiday pay.
2. Eligible employees shall be granted holiday pay for the following days:
 - December 24
 - December 25
 - December 26
 - December 31
 - January 1
 - Memorial Day
 - July 4
 - Labor Day
 - Thanksgiving Day
 - Day after Thanksgiving
3. Holidays occurring during the employee's vacation or sick leave shall not be charged against such vacation or sick leave time.
4. The Library will reasonably accommodate the religious practices of any employee when scheduling work shifts; however, only the above dates are eligible for holiday pay.

SALINE DISTRICT LIBRARY POLICY BULLETIN

POLICY NO: 629

SUBJECT: SUBSTANCE ABUSE

I. Purpose.

The Saline District Library is committed to protecting the safety, health, and well-being of all library employees. To help maintain a safe and efficient workplace for all staff members, SDL maintains a strict alcohol- and drug-free work environment.

II. Scope.

This policy applies to all library employees on Library time or property. “Illegal prohibited drugs” are substances that are illegal to sell or possess, including marijuana, which remains illegal under federal law, or that are used contrary to direction or prescription. “Legal prohibited drugs” are any prescription or non-prescription drugs or substances that may adversely affect working ability.

III. Details.

- a. Employees are strictly prohibited from being under the influence of alcohol or illegal prohibited drugs, or being impaired by legal prohibited drugs, on Library time or property or while conducting library-related work offsite.
- b. The Library prohibits transactions or transfers (e.g., sale, distribution, purchase) relating to illegal prohibited drugs by any employee on Library time or property.
- c. Legally prescribed medications are permitted to the extent that their use does not adversely affect the employee’s work ability, job performance, the safety of others in the workplace, or the health and safety of the public.
- d. If an employee is under the treatment of a physician with a drug that could alter their ability to do the job, they must notify their supervisor before beginning the work day. The employee’s assignment will be reviewed, and a determination will be made as to their job duties.

IV. Reasonable Suspicion Testing.

- a. If SDL has reason to believe that an employee may have alcohol or illegal prohibited drugs in their system, or may be impaired by legal prohibited drugs,

the Library may, at the discretion of the Library Director, require the employee to submit to breath, urine, or blood testing to determine the presence of drugs or alcohol.

- b. Refusing to make oneself available for testing or refusing to comply with a directive to submit to a drug/alcohol test will be considered a failure to cooperate.

V. Consequences.

- a. A violation of this policy or a failure to cooperate will result in disciplinary action up to and including discharge from employment.
- b. An employee who voluntarily requests assistance in dealing with a personal drug or alcohol problem may do so without jeopardizing their continued employment. However, after assistance has been requested, any subsequent violation of this policy will result in disciplinary action up to and including discharge from employment.
- c. An employee who possesses, sells or transfers, or attempts to sell or transfer, or in any other way distributes illegal prohibited drugs on Library time or property will be immediately discharged.

Circulation FY2025-2026

ITEM	DEC	JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	TOTALS
Book Materials													
Total Books	14,971	17,330											32,301
% of Total Circ.	81.64%	82.83%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	82.27%
AV Materials													
DVD/BLU-RAY	2,177	2,286											4,463
Music CDs	198	209											407
Audio Books	284	243											527
J Kits	190	260											450
Total AV	2,849	2,998	0	0	0	0	0	0	0	0	0	0	5,847
% of Total Circ.	15.54%	14.33%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	14.89%
Interlibrary Loans													
SDL Patron Filled Requests	591	859											1,450
% of Total Circ.	3.22%	4.11%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	3.69%
Lends Out to Libs	722	882											1,604
Equipment	244	264											508
Periodicals	273	331											604
% of Total Circ.	1.49%	1.58%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	1.54%
TOTAL 2025 CIRC	18,337	20,923	0	0	0	0	0	0	0	0	0	0	39,260
Prior Year Circ.	13,116	17,878	20,738	23,201	20,447	19,889	24,600	26,789	22,843	21,217	21,326	19,882	251,926
% Difference	39.81%	17.03%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-84.42%
Downloads													
Ebooks	4,254	5,933											10,187
AudioBooks	5,118	5,886											11,004
Music	144	201											345
Video	971	882											1,853
Magazines	1,336	1,331											2,667
Tumble books	3	4											7
Total Downloads	11,826	14,237	0	0	0	0	0	0	0	0	0	0	26,063
Prior Year	10,121	12,844	10,188	11,002	10,378	11,030	10,975	11,197	10,877	10,659	10,792	10,798	130,861
% Difference	16.85%	10.85%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-80.08%
GRAND TOTAL CIRC	30,163	35,160	0	0	0	0	0	0	0	0	0	0	65,323
Prior Year Grand Total	23,237	30,722	30,926	34,203	30,825	30,919	35,575	37,986	33,720	31,876	32,118	30,680	382,787
% Difference	29.81%	14.45%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-82.93%
Cards Issued	106	127											233
Prior Year	87	131	118	155	133	113	243	201	139	153	121	101	1,695
% Difference	21.84%	-3.05%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-86.25%
3 M Gate Count	11,053	13,073											24,126
prior year	7,033	9,042	15,787	20,269	13,188	11,055	14,046	13,806	11,587	14,119	15,210	13,041	158,183
% Difference	57.16%	44.58%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-84.75%
Average Per Day	356	421	0	0	0	0	0	0	0	0	0	0	194

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

*Total Gate Count Estimated 3/1/2025 through 3/31/2025 based on one out of four gates working 3/19/2025 through 3/31/2025

Programs and Services FY2025-2026

COMPUTER USAGE													
PC usage onsite	529	497											1,026
Prior Year	460	438	594	649	675	661	720	674	594	578	609	546	7,198
% difference	15.00%	13.47%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-85.75%
WiFi usage onsite	2,011	2,654											4,665
Prior Year	2,214	2,563	3,072	3,373	3,548	3,870	3,577	3,594	3,120	4,794	4,449	4,413	42,587
% difference	-9.17%	3.55%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-89.05%
Youth AWE computers	414	409											823
Prior Year	410	0	345	398	230	243	419	469	352	266	316	345	3,793
% difference	0.98%	#DIV/0!	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-78.30%
Ref. Questions:													
Youth	595	813											1,408
Adult	520	634											1,154
Circ Desk	259	494											753
Total Reference	1,374	1,941	0	3,315									
Prior Year	1,231	2,133	2,358	2,315	1,813	1,829	3,437	3,199	2,344	1,923	2,050	1,651	26,283
% difference	11.62%	-9.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-87.39%
Program Rm: #Groups	4	5											9
Prior Year #Groups	0	0	0	0	0	0	1	4	1	2	6	5	19
# of individuals	90	131											221
Study Rms: #Groups	240	279											519
Prior Year #Groups	0	72	132	166	177	184	243	345	233	328	369	246	2,495
# of individuals	394	446											840

Online Access FY2025-2026

ONLINE SERVICES	Dec.	Jan.	Feb.	March	April	May	June	July	August	Sept.	Oct.	Nov.	TOTAL
Website access	12,107	15,089											27,196
Prior Year	11,125	18,361	13,883	13,777	13,235	18,986	16,181	14,929	13,713	14,704	14,162	14,041	177,097
% difference	8.83%	-17.82%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-84.64%
Databases	2,649	2,993											5,642
Prior Year	3,024	2,410	2,227	3,009	4,513	2,730	2,873	2,600	2,710	3,064	3,381	2,947	35,488
% difference	-12.40%	24.19%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-84.10%
SDL App													
New Downloads	41	49											90
Prior Year	38	69	53	55	57	68	82	83	51	49	43	38	686
% difference	8%	-29%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-87%
Sessions	3,089	3,985											7,074
Prior Year	1,978	2,864	2,695	3,108	2,999	3,396	4,084	4,333	3,866	3,702	3,668	3,503	40,196
% difference	56%	39%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-82%
MI Activity Pass	8	13											21
Prior Year	4	5	9	25	19	17	15	33	50	18	19	4	218
% difference	100%	160%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-90%
New eNews subscribers	122	147											269
Total subscribers	13,324	13,354											13,354
Prior Year	11,866	11,964	11,998	12,087	12,840	12,878	12,964	13,114	13,131	13,199	13,207	13,286	13,286
% difference	12.29%	11.62%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	0.51%

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



1

DESIGN TREND

Adaptable Environments

MONA ZELLERS

In recent years, libraries have broadened the range

of services they provide, finding creative ways to meet community needs, often within tight budgets. One trend has been the use of adaptable architectural elements that make spaces more flexible. At Cleveland Public Library's **Martin Luther King, Jr. Campus**, moveable curtains create

rooms that can grow or shrink depending on the size of a gathering. At the **Mount Vernon Library Commons** in Washington, glass walls serve a similar purpose.

Beyond enclosed rooms, many libraries are investing in informal gathering areas. The **Maplewood Memorial Library**, NJ, for example,

supports community connection through tiered seating installations that invite informal gathering.

Libraries have also expanded programming outdoors using extended Wi-Fi, weather protection, and outdoor seating. The **Saline District Library**, MI, uses a stand-alone pavilion to support outdoor activities in all weather. **Anythink Library at the Thornton Community Center**, CO, combines the moveable wall and outdoor programming concepts with walls that open directly to the outdoors, allowing programming to spill outside when the weather permits.

Libraries are also rethinking design to support individual patrons. For those with sensory processing sensitivities, PTSD, or trauma-related challenges, navigating open floor plans with tall ceilings can be overwhelming. Providing spatial variety helps people find a place that feels comfortable and safe. At the **Rudd Public Library**, IA, sun-filled window seats



2



offer a quiet retreat from the main space.

Another way that libraries are supporting individual choice is through the incorporation of inclusive restroom design, with strong examples at the **Denver Central Library** and Multnomah County Library's **Midland** and **Holgate branches** in Portland, OR.

Together, these strategies show how libraries are becoming more adaptable, inclusive, and community-centered. By offering spaces that flex for large groups and small moments of quiet, extending their reach outdoors, and responding to individual needs with thoughtful design, libraries are evolving in step with the communities they serve.

CREDITS 1. Cleveland Public Library—Martin Luther King, Jr. Campus, OH; SO-IL, J. Kurtz Architects, architects; Cleveland Public Library, photo. **2. Anythink Library at the Thornton Community Center, CO;** studiotrope Design Collective, Adolfson & Peterson Construction, architects; David Lauer Photography, photo. **3. Saline District Library, MI;** Quinn Evans, architect; Justin Maconochie Photography, photo. **4. Mount Vernon Library Commons, WA;** HKP Architects, architect; Leslie Schwartz, photo.



2025 Year in Architecture Survey

Library Journal's architecture roundup includes both academic and public library projects completed in the 12 months prior to July 2025. Four academic libraries submitted forms about their construction projects. On the public library side, we received details about 30 renovations and 16 new buildings.

ACADEMIC PROJECTS

INSTITUTION	PROJECT TYPE	GROSS SQ. FT.	TOTAL PROJECT COST	CONSTRUCTION COST	FURNITURE/EQUIP. COST	COST PER SQ. FT.	LEAD ARCHITECTURE FIRM
Chabot College Library & Learning Connection, Chabot-Las Positas Community College District, CA	New Building	62,000	\$91,000,000	\$79,800,000	\$3,500,000	\$1,468	Group 4 Architecture, Research + Planning, Inc.; HMC Architects
Dr. Martin Luther King, Jr. Library & Learning Center, Essex County College, NJ	Renovation	18,000	3,712,000	2,600,000	782,000	206	DMR Architects
Milne Library, SUNY Geneseo, NY	Renovation	75,242	40,000,000	30,000,000	4,400,000	532	JMZ Architects and Planners, P.C.
UNCW Library—Randall Hall & Discovery Hall, University of North Carolina Wilmington, NC	Renovation plus Addition	114,000 (new), 22,380 (renovated)	57,973,671	50,339,919	4,173,247	425	LS3P; Shepley Bulfinch

AUGUST 8, 2006 VOTE

<u>Precinct</u>	<u>Total Votes Cast</u>	<u>Library Votes Cast</u>	<u>Difference</u>	<u>Yes Votes</u>	<u>% yes votes</u>	<u>No Votes</u>	<u>% No Votes</u>	<u>Recall Votes Cast</u>	<u>% Total Votes on Library</u>
Saline City Precinct 1	550	500	50	269	53.80%	231	46.20%		91%
Saline City Precinct 2	522	497	25	303	60.97%	194	39.03%		95%
Saline City Precinct 3	518	448	70	247	55.13%	201	44.87%		86%
Bridgewater Township	434	49	385	20	40.82%	29	59.18%		11%
Freedom Township	280	13	267	4	30.77%	9	69.23%		5%
Lodi Township 1	707	618	89	316	51.13%	302	48.87%		87%
Lodi Township 2	439	245	194	121	49.39%	124	50.61%		56%
Pittsfield Township 1	613	449	164	283	63.03%	166	36.97%	609	73%
Pittsfield Township 8	911	526	385	319	60.65%	207	39.35%	901	58%
Pittsfield Township 9	752	417	335	286	68.59%	131	31.41%	733	55%
Saline Township	613	555	58	255	45.95%	300	54.05%		91%
York Township 2	309	269	40	132	49.07%	137	50.93%		87%
York Township 3	282	252	30	130	51.59%	122	48.41%		89%
Totals:	6,930	4,838	2,092	2,685	55.50%	2,153	44.50%	2,243	70%

Registered Voters in Library District: 18,238

**BOARD OF TRUSTEES OF
SALINE DISTRICT LIBRARY**

RESOLUTION SUBMITTING MILLAGE PROPOSAL

At a regular meeting of the Board of Trustees of the Saline District Library, County of Washtenaw, State of Michigan, held in the District Library on April 18, 2006, at _____ p.m., prevailing Eastern Time.

PRESENT: _____

ABSENT: _____

The following preamble and resolution were offered by _____ and supported by _____:

WHEREAS, the Saline District Library (the "Library") is a District Library subject to the provisions of Act 24, Michigan Public Acts of 1989, as amended ("Act 24"); and

WHEREAS, the Board of Trustees of the Library determines that it is in the best interests and welfare of the District Library District and its residents that additional revenue be authorized for library purposes; therefore, the Library has determined to request from voters of the Library District .55 mill, beginning with the 2006 levy; and

WHEREAS, the Board of Trustees determines that it is in the best interests of the District Library District that such millage election be held at an election to be held in the District on August 8, 2006.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The proposition shown on attached Exhibit A shall be submitted to a vote of the qualified electors of the District Library District of the Saline District Library, County of Washtenaw, State of Michigan at an election to be held on Tuesday, August 8, 2006.

2. The Secretary is directed to request the Washtenaw County Clerk or whoever is authorized by law to publish notice of last day of registration in the manner required by law in substantially the following form:

NOTICE OF LAST DAY OF REGISTRATION
OF THE QUALIFIED ELECTORS OF
SALINE DISTRICT LIBRARY
ESTABLISHED IN THE CITY OF SALINE AND
THE SALINE SCHOOL DISTRICT
FOR THE ELECTION TO BE HELD ON
TUESDAY, AUGUST 8, 2006

TO THE QUALIFIED ELECTORS OF SAID LIBRARY DISTRICT:

PLEASE TAKE NOTICE that an election for the Saline District Library will be held in said Library District on Tuesday, August 8, 2006.

The last day for receiving registrations for the election will be Monday, July 10, 2006. Persons residing in said Library District registering after 5:00 p.m. on Monday, July 10, 2006 will not be eligible to vote at the election. Persons planning to register must determine when the township or city offices or Secretary of State driver's license bureau offices will be open for registration. Only persons who have registered as regular electors with the appropriate clerk of the city or township in which they reside, or through registration at a Secretary of State driver's license bureau, are registered electors of the Library District.

Effective April 1, 2000, Public Act 18 of 1999 amended the Michigan Vehicle Code to correspond a person's voter registration address with the person's driver's license address. An address change submitted by an individual to update his or her driver's license record will automatically carry over to the individual's voter registration record.

The following proposition will be submitted to the electors at the election on Tuesday, August 8, 2006:

Saline District Library

Library Millage Proposal

Shall the Saline District Library, County of Washtenaw, Michigan, levy an amount not to exceed .55 mill (\$.55 on each \$1,000 dollars of taxable value) against all taxable real and tangible personal property within the Saline District Library District for a period of twenty (20) years, 2006 to 2025, inclusive, for the purpose of providing funds for all District Library purposes authorized by law; and shall the District Library levy such new additional millage for said purpose; the estimate of the revenue the District Library will collect if the millage is approved and levied by the Library in the 2006 calendar year is approximately \$ 861,000? A portion of the revenue collected within the City of Saline Local Development Finance Authority ("LDFA") and Tax Increment Financing Authority ("TIFA") districts located in the City of Saline may be required to be distributed to the LDFA and TIFA.

Yes

No

This notice is given by the order of the Board of Trustees of the Saline District Library, County of Washtenaw, Michigan.

Secretary, Board of Trustees

Dated: _____, 2006

3. The Secretary is directed to request the Saline School District Election Coordinator, Washtenaw County Clerk or whoever is authorized by law to publish notice of the election in the manner required by law in substantially the following form:

NOTICE OF ELECTION
TUESDAY, AUGUST 8, 2006

SALINE DISTRICT LIBRARY
ESTABLISHED IN THE CITY OF SALINE AND
THE SALINE SCHOOL DISTRICT
COUNTY OF WASHTENAW, MICHIGAN

TO THE QUALIFIED ELECTORS OF SAID LIBRARY DISTRICT:

NOTICE IS HEREBY GIVEN that an election will be held in the Saline District Library District, County of Washtenaw, Michigan, on Tuesday, August 8, 2006, between the hours of 7:00 a.m. and 8:00 p.m., prevailing Eastern Time. At said election, the following proposition shall be submitted to vote of the qualified electors of the Library District:

Saline District Library

Library Millage Proposal

Shall the Saline District Library, County of Washtenaw, Michigan, levy an amount not to exceed .55 mill (\$.55 on each \$1,000 dollars of taxable value) against all taxable real and tangible personal property within the Saline District Library District for a period of twenty (20) years, 2006 to 2025, inclusive, for the purpose of providing funds for all District Library purposes authorized by law; and shall the District Library levy such new additional millage for said purpose; the estimate of the revenue the District Library will collect if the millage is approved and levied by the Library in the 2006 calendar year is approximately \$ 861,000? A portion of the revenue collected within the City of Saline Local Development Finance Authority (“LDFA”) and Tax Increment Financing Authority (“TIFA”) districts located in the City of Saline may be required to be distributed to the LDFA and TIFA.

Yes

No

Each person voting on the above must be:

- (a) A citizen of the United States of America over eighteen (18) years of age;
- (b) A registered elector of the City or Township in which he or she resides.

The places of voting for the regular election to be held on August 8, 2006 will be as follows:

Bridgewater Township: Bridgewater Township Hall, 10990 Clinton Rd., Clinton
Freedom Township: Freedom Township Hall, 11508 Pleasant Lake Rd., Saline
Lodi Township: Washtenaw Farm Council Grounds, Bldg. A, 5055 Ann Arbor-Saline Rd.
Pittsfield Township: Precincts #1 & #8: Pittsfield Township Hall, 6201 W. Michigan Ave
Precinct #9: Harvest Elementary School Gym, 1155 Campus Parkway
City of Saline: Precincts #1 & #2: Saline Middle School, 7265 Saline-Ann Arbor Rd.
Precinct #3: Saline Recreation Center, 1866 Woodland Dr.
Saline Township: Saline Township Hall, 5731 Braun Rd., Saline
York Township: Precincts #2 & #3: Tri-County Sportsman's League, 8640 Moon Rd.

This notice is given by order of the Board of Trustees of the Saline District Library, County of Washtenaw, Michigan.

Dated: _____, 2006

Secretary, Board of Trustees

4. The Secretary is hereby directed to file a certified copy of this resolution with the Saline School District Election Coordinator, Washtenaw County Clerk or other entity that is legally responsible for receiving this resolution in the manner required by law.

5. The Secretary of the Board of Trustees shall work with the Saline School District Election Coordinator, Washtenaw County Clerk or other person who is legally responsible for receiving this resolution and preparing the ballots to have prepared and printed, as provided by law, separate ballots for submitting said propositions, which ballots shall be in substantially the same form shown on the attached form of Official Ballot, or said propositions shall be stated as separate propositions on the voting machines.

6. The President is authorized to make any non-substantive changes to the proposed notices contained in this resolution if changes are requested by the Saline School District Election Coordinator, Washtenaw County Clerk or other person or entity authorized by law and said changes comply with the Michigan Election law and are consistent with the law governing district libraries.

7. The Treasurer is hereby directed to pay, to the extent required by law, the costs of conducting the election required by this resolution and by law.

8. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution are rescinded.

AYES: Members: _____

NAYS: Members: _____

RESOLUTION DECLARED ADOPTED.

STATE OF MICHIGAN)

)

COUNTY OF WASHTENAW)

)

I, the Secretary of the Board of Directors of the Saline District Library, hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board of Trustees of the Saline District Library, County of Washtenaw, State of Michigan, at meeting held on _____, 2006, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, as amended, and that the minutes of said meeting were kept and will be or have been made available as required by said Open Meetings Act.

Secretary

EXHIBIT A

OFFICIAL BALLOT

SALINE DISTRICT LIBRARY
COUNTY OF WASHTENAW, MICHIGAN

ELECTION

TUESDAY, AUGUST 8, 2006

INSTRUCTIONS TO VOTER: To vote in favor of a proposal, place a cross (X) or a check (T) in the square to the right of the word “YES;” to vote against the proposal, place a cross (X) or a check (T) in the square to the right of the word “NO.”

Before returning the ballot, fold the ballot so that the face of the ballot is not exposed and so that the numbered corner is visible. (If voting by absentee ballot, follow the instructions for returning the ballot).

Saline District Library

Library Millage Proposal

Shall the Saline District Library, County of Washtenaw, Michigan, levy an amount not to exceed .55 mill (\$.55 on each \$1,000 dollars of taxable value) against all taxable real and tangible personal property within the Saline District Library District for a period of twenty (20) years, 2006 to 2025, inclusive, for the purpose of providing funds for all District Library purposes authorized by law; and shall the District Library levy such new additional millage for said purpose; the estimate of the revenue the District Library will collect if the millage is approved and levied by the Library in the 2006 calendar year is approximately \$ 861,000? A portion of the revenue collected within the City of Saline Local Development Finance Authority (“LDFA”) and Tax Increment Financing Authority (“TIFA”) districts located in the City of Saline may be required to be distributed to the LDFA and TIFA.

Yes

No