



**NOTICE OF LIBRARY BOARD MEETING
TUESDAY, SEPTEMBER 15, 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



PUBLIC NOTICE

A budget hearing will be held on Tuesday, September 15, 2026 at 7:00 p.m. at Saline District Library, 555 N. Maple Road, Saline, MI 48176.

The purpose of the budget hearing is to review and receive comments on the FY 2026/2027 operating budget. The property tax millage rate proposed to be levied to support the proposed budget will be a subject of this hearing. Draft copies of the budget will be available for public inspection during regular hours at Saline District Library.

The Library will provide necessary aids and services to individuals with disabilities at the budget hearing upon two (2) business days' notice to Saline District Library. Individuals should contact:

**Karrie Waarala, Director
Saline District Library
555 N. Maple Road
Saline, MI 48176
or call 734-429-5450**

**Saline District Library
Anne Cummings, Secretary**

**SALINE DISTRICT LIBRARY BOARD OF TRUSTEES
BOARD MEETING AGENDA
TUESDAY, SEPTEMBER 15, 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 August 18, 2026 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 August 2026 financial reports.

H. Budget Hearing for FY2026/2027 Operating Millages

Move _____ Second _____ to open the Public Hearing for comments on the FY2026/2027 operating millages.

1. Draft Budget Summary Discussion

Move _____ Second _____ to set the FY2026/2027 operating millages at .7995 and .3274 for a total of 1.1269 to be assessed in December 2026.

Move _____ Second _____ to close the Public Hearing on the FY2026/2027 operating millages.

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. Library Director Search

Move _____ Second _____ to accept the Consulting Services Proposal and contract with Cathleen Russ to facilitate the Library Director search.

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 September 15, 2026

Move _____ Second _____ to approve the agenda as presented.

Move _____ Second _____ to approve the August 18, 2026 meeting minutes as written.

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

Move _____ Second _____ to open the Public Hearing for comments on the FY2026/2027 operating millages.

Move _____ Second _____ to set the FY2026/2027 operating millages at .7995 and .3274 for a total of 1.1269 to be assessed in December 2026.

Move _____ Second _____ to close the Public Hearing on the FY2026/2027 operating millages.

Move _____ Second _____ to accept the Consulting Services Proposal and contract with Cathleen Russ to facilitate the Library Director search.

Move _____ Second _____ to adjourn the meeting at _____.

DRAFT
SALINE DISTRICT LIBRARY BOARD OF TRUSTEES
BOARD MEETING MINUTES
TUESDAY, AUGUST 18, 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, Administrative Assistant Pilarz, Friends of the Library President Ceo.

- A. Call Meeting to Order at 7:02 pm.
- B. Approval of Agenda
Move Terhaar, Second Sankaran to approve the agenda as presented. Motion carried.
- C. Approval of Past Minutes
Move Byron, Second Healy to approve the July 21, 2026 meeting minutes as written. Motion carried.
- D. Public Discussion
No public comment.
- E. President's Report – Nothing to report.
- F. Friends of the Library Report – Nothing to report.
- G. Financial Reports
Move Gray, Second Healy to approve the July 2026 financial reports. Motion carried.
- H. Committee Reports
 - 1. Finance
 - a. Reviewed Policy 703: Purchasing to review under New Business.
 - b. Discussed the CD coming up for renewal on August 26, 2026.
Move Cummings, Second Healy to approve authorization for Administrative Assistant Pilarz to roll over the CD at the rate (of at least 3.75%) and terms she deems best. Motion carried.
 - 2. Arts – Did not meet.
 - 3. Building & Grounds – Did not meet. Updates: Furniture repair and additions are progressing. SDL was nominated for a 2026 Green Thumb Award.
 - 4. Library Services – Did not meet.
 - 5. Staff Excellence – Reviewed Policy 618: Bereavement Pay to review under New Business.
- I. Library Director's Report – Accepted as written. Updates: A Request for Reconsideration form was submitted by a patron and will be reviewed by the Library Services Committee at their September meeting according to Policy 510: Patron Feedback / Reconsideration of Library Materials.

J. Unfinished Business – Nothing to report.

K. New Business

1. Policy Review

a. Policy 618: Bereavement Pay

Move Gray, Second Byron to approve revised Policy 618: Bereavement Pay. Motion carried.

b. Policy 703: Purchasing

Move Byron, Second Healy to approve revised Policy 703: Purchasing. Motion carried.

Discussed that the Finance Committee will consider reviewing existing service providers (e.g., legal, auditing, bookkeeping, etc.) more consistently (as opposed to an as-needed basis).

2. Library Board Appointment Terms – Reappointment requests will need to be submitted to appropriate governing bodies to review and approve by the November Library Board meeting.

3. Closed Session to discuss a confidential personnel matter

Move Sankaran, Second Gray to meet in closed session at 7:45 pm. Motion carried.

Move Healy, Second Sankaran to end the closed session and reconvene the open meeting at 8:52 pm. Motion carried.

L. Public Discussion

No public comment.

M. Adjournment

Move Sankaran, Second Healy to adjourn the meeting at 8:56 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 August 18, 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
August 1, 2026 - August 31, 2026

Reference	Date	GL Account	Description	Amount
Bank Statement Summary				
			Beginning Bank Balance	91,289.03
			+ Cleared Deposits & Other Additions	192,325.83
			- Cleared Checks & Other Payments	207,467.28
			Ending Bank Balance	76,147.58
 Open Deposits & Additions				
			Total	0.00
 Open Checks & Payments				
26109	06/16/26	790-932	SALINE SPRINKLER	402.00
26168	08/11/26	790-932	FAST SIGNS	777.80
26172	08/11/26	790-750.1	BEN KOLK	500.00
26195	08/18/26	790-772.1	KANOPY INC	543.15
			Total	2,222.95
			Reconciled Bank Balance	73,924.63
 Bank Transactions				
		000-258	EFTPS/EMPLEE	(15,201.67)
		790-722	EFTPS/EMPLER	(8,148.01)
		790-920	DTE-ELECTRIC	(7,452.47)
		790-723	EMPOWER	(4,646.26)
		000-258.1	5080 MI TAX PYMT	(4,105.06)
		000-008	EMPOWER	(1,888.25)
		790-921	DTE - GAS	(1,042.84)
		790-804	PAYCHEX HRS	(751.61)
		790-802	STROM CPA	(660.00)
		790-802	PAYCHEX EIB	(556.19)
		790-702	PAYCHEX FLEXPERKS	(502.16)
		790-965	BK SERVICE CHRGS	(183.73)
		790-965	MERCH FEE & DISC	(80.62)
		790-722	PR FRACTION OF CENTS ADJ	(0.05)
		000-665.1	INTEREST	47.02
		790-750.4	VOID JUNE CK 26073	575.00
		790-983.3	VOID MARCH CK 25995	758.00
		000-017	TRANSFER FROM AGENCY SUB	150,000.00
			Total	106,161.10
			Adjusted General Ledger Balance	73,924.63

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

Assets

Current Assets

000-001	Key Bank - General	\$ 73,924.63
000-003	Old National CD 1	219,940.55
000-008	Employee Advances	1,538.94
000-013	Agency Account (Schrandt)	2,868,420.88
000-013.1	Agency Account-Unrealized Gain	(213,554.70)
000-017	Agency Sub Account (Investment Account)	3,454,448.45
000-017.1	Agency Sub Account-Unrealized Gain	(203,331.62)

Total Current Assets	6,201,387.13
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Property and Equipment

Net Property and Equipment	0.00
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Total Assets	\$ 6,201,387.13
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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
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Long-Term Liabilities

Total Long-Term Liabilities	0.00
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Total Liabilities	55,464.98
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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	1,051,595.46

Total Net Assets	6,145,922.15
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Total Liabilities and Net Assets	\$ 6,201,387.13
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**Saline District Library
Income Statement
Actual vs. Budget**

		1 Month Ended August 31, 2026 Actual	9 Months Ended August 31, 2026 Actual	12 Months Ended November 30, 2026 Budget	Year to Date Percentage Budget
Revenue					
000-402.1	Saline-Real Tax	\$ 688.50	\$ 676,495.20	\$ 705,995.00	95.82
000-402.2	Bridgewater-Real Tax	0.00	28,421.24	28,583.00	99.43
000-402.3	Freedom-Real Tax	0.00	7,661.45	8,575.00	89.35
000-402.4	Lodi-Real Tax	0.00	517,583.51	531,641.00	97.36
000-402.5	Pittsfield-Real Tax	116.96	955,184.46	966,100.00	98.87
000-402.6	Saline Township-Real Tax	0.00	190,127.40	182,931.00	103.93
000-402.7	York Township-Real Tax	0.00	435,964.51	437,318.00	99.69
000-413	PPT Reimbursement	0.00	103,385.30	103,385.00	100.00
000-540	State Aid	15,584.66	30,751.62	30,736.00	100.05
000-628	Printers-Revenue	355.55	3,584.34	5,000.00	71.69
000-628.1	Copy Machine-Revenue	0.00	632.45	1,200.00	52.70
000-629	Non-Resident Fee	320.00	2,325.00	2,800.00	83.04
000-656	Penal Fines	21,756.69	21,756.69	20,300.00	107.18
000-658	Fines-Overdue Materials	55.00	397.49	0.00	0.00
000-658.1	Materials Replacement	261.28	4,899.56	6,500.00	75.38
000-665.1	General Account Interest	47.02	611.64	1,200.00	50.97
000-665.3	Sub-Agency Account Interest	8,298.93	36,519.56	52,736.00	69.25
000-665.4	Agency Account Interest	9,098.71	55,598.43	0.00	0.00
000-674	Donations-Unrestricted	100.00	3,349.00	6,000.00	55.82
000-674.1	Donations-Restricted	0.00	16,950.00	1,500.00	1130.00
000-674.2	Donations-Friends	2,958.17	18,934.30	14,500.00	130.58
000-680	Other Income	0.00	2,094.86	0.00	0.00
Total Revenue		<u>59,641.47</u>	<u>3,113,228.01</u>	<u>3,107,000.00</u>	<u>100.20</u>
Gross Profit		<u>59,641.47</u>	<u>3,113,228.01</u>	<u>3,107,000.00</u>	<u>100.20</u>
Operating Expenses					
790-702	Salaries	110,119.02	1,082,368.72	1,580,000.00	68.50
790-716	Employee Insurance/Benefits	8,503.12	79,174.03	128,000.00	61.85
790-719	Health Reimbursement	2,630.89	12,809.51	24,500.00	52.28
790-722	Employer FICA	8,148.06	80,554.39	118,500.00	67.98
790-723	Retirement	3,563.30	43,626.44	59,000.00	73.94
790-727	Office Supplies	384.24	4,419.32	9,200.00	48.04
790-727.4	Cartridges	0.00	486.23	4,100.00	11.86
790-730	Postage	0.00	416.24	1,600.00	26.02
790-732	Cleaning Supplies	464.39	4,891.72	7,000.00	69.88
790-734	Processing Supplies	543.04	5,248.75	12,000.00	43.74
790-740	Equipment	1,848.34	5,117.85	40,000.00	12.79
790-750.1	Adult Programming	1,822.23	16,925.56	21,000.00	80.60
790-750.2	Teen Programming	818.00	7,236.41	13,000.00	55.66
790-750.3	Youth Programming	427.95	6,989.25	19,000.00	36.79
790-750.4	Programming funded by Friends	2,775.70	11,943.68	8,000.00	149.30
790-752.1	Summer Reading-Adult	260.62	2,342.65	3,000.00	78.09
790-752.2	Summer Reading-Teen	0.00	1,701.56	2,000.00	85.08
790-752.3	Summer Reading-Youth	126.37	6,279.88	5,000.00	125.60
790-760	Youth Toys/Realia	0.00	593.16	3,300.00	17.97
790-762.1	Adult ETC	495.36	935.90	3,500.00	26.74
790-762.3	Youth ETC	0.00	408.98	2,500.00	16.36
790-770	Periodicals	0.00	10,845.85	13,000.00	83.43
790-772.1	eLibrary-Adults	22,047.07	162,910.93	220,000.00	74.05
790-772.4	eLibrary Funded by Friends	0.00	5,000.00	5,000.00	100.00
790-780	Technology Support	0.00	9,769.04	25,000.00	39.08
790-785	Online Database	1,978.99	29,023.24	52,000.00	55.81
790-801	PS-Auditor	0.00	30,260.00	37,000.00	81.78

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

		1 Month Ended August 31, 2026 Actual	9 Months Ended August 31, 2026 Actual	12 Months Ended November 30, 2026 Budget	Year to Date Percentage Budget
790-802	PS-Bookkeeping	1,216.19	11,959.88	17,000.00	70.35
790-803	PS-Attorney	0.00	2,517.00	1,200.00	209.75
790-804	PS-Consultants	751.61	6,240.17	8,000.00	78.00
790-805	PS--Computer Consultants	0.00	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	0.00	9,515.38	21,000.00	45.31
790-851	Telephone	452.88	4,075.79	5,500.00	74.11
790-860	Travel/Lodging	0.00	7,234.31	6,000.00	120.57
790-880	Marketing	878.88	17,024.33	26,000.00	65.48
790-885	Misc Funded by Friends	0.00	2,743.14	2,000.00	137.16
790-920	Electricity	7,452.47	46,777.18	57,000.00	82.07
790-921	Gas	1,042.84	15,827.77	21,000.00	75.37
790-922	Water	1,563.82	4,469.68	8,000.00	55.87
790-930	Building Maintenance	1,235.33	19,200.55	35,000.00	54.86
790-932	Grounds Maintenance	784.38	46,503.21	44,000.00	105.69
790-934	Equipment Maintenance	660.03	10,759.48	20,000.00	53.80
790-955	Grants	178.74	13,879.95	0.00	0.00
790-956	Miscellaneous	0.00	267.21	3,000.00	8.91
790-957	Continued Education	0.00	1,104.12	8,000.00	13.80
790-958	Dues	85.00	3,805.50	4,400.00	86.49
790-964	Tax Adjustment	0.00	1,614.38	2,500.00	64.58
790-964.4	MelCat Reimbursements	30.00	209.03	1,200.00	17.42
790-965	Bank Charges	264.35	2,471.35	4,500.00	54.92
790-969	Insurance	0.00	20,621.00	25,000.00	82.48
790-971	Capital Improvement	0.00	0.00	30,000.00	0.00
790-975	Furniture	0.00	563.08	20,000.00	2.82
790-981	Books Funded by Friends	0.00	567.41	1,000.00	56.74
790-982.1	Adult Fiction	4,795.94	25,632.71	36,000.00	71.20
790-982.15	Large Print	976.12	5,467.10	9,000.00	60.75
790-982.2	Teen Fiction	1,339.80	6,233.08	11,000.00	56.66
790-982.3	Youth Fiction	2,679.65	11,215.05	26,000.00	43.13
790-983.1	Adult Nonfiction	1,543.33	17,162.57	34,000.00	50.48
790-983.15	Reference	662.00	3,180.50	3,500.00	90.87
790-983.2	Teen Nonfiction	613.71	2,027.31	4,000.00	50.68
790-983.3	Youth Nonfiction	90.65	11,961.58	16,000.00	74.76
790-984.1	Audiobooks-Adult	234.95	2,993.20	4,000.00	74.83
790-984.2	Audiobooks-Teen	0.00	0.00	1,400.00	0.00
790-984.3	Audiobooks-Youth	495.53	4,428.74	7,000.00	63.27
790-985.1	DVD/Blu Rays-Adult	772.22	4,969.37	9,000.00	55.22
790-985.2	DVD/Blu Rays-Teen	0.00	120.20	500.00	24.04
790-985.3	DVD/Blu Rays-Youth	87.72	1,610.31	2,600.00	61.94
790-986.1	Music CDs-Adult	56.96	732.19	1,400.00	52.30
790-986.2	Music CDs-Teen	0.00	0.00	200.00	0.00
790-986.3	Music CDs-Youth	0.00	133.40	0.00	0.00
790-998	Special Projects	8,807.36	8,807.36	95,000.00	9.27
Total Operating Expenses		<u>206,709.15</u>	<u>1,983,604.86</u>	<u>3,107,000.00</u>	<u>63.84</u>
Operating Income (Loss)		<u>(147,067.68)</u>	<u>1,129,623.15</u>	<u>0.00</u>	<u>0.00</u>
Other Income (Expenses)					
000-669	Sub-Agency Short Term Gain	648.44	(8,257.64)	0.00	0.00

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

		1 Month Ended August 31, 2026 Actual	9 Months Ended August 31, 2026 Actual	12 Months Ended November 30, 2026 Budget	Year to Date Percentage Budget
000-669.1	Sub-Agency Long Term Gain	0.00	(14,865.88)	0.00	0.00
000-670	Sub-Agency Change in Market Value	78.59	(1,282.70)	0.00	0.00
000-670.4	Agency Change in Market Value	(783.14)	(45,218.90)	0.00	0.00
000-965.4	Agency Admin Charges	<u>(1,027.16)</u>	<u>(8,402.57)</u>	<u>0.00</u>	<u>0.00</u>
	Total Other Income (Expenses)	<u>(1,083.27)</u>	<u>(78,027.69)</u>	<u>0.00</u>	<u>0.00</u>
	Net Income (Loss) Before Taxes	<u>(148,150.95)</u>	<u>1,051,595.46</u>	<u>0.00</u>	<u>0.00</u>
	Net Income (Loss)	<u>\$ (148,150.95)</u>	<u>\$ 1,051,595.46</u>	<u>\$ 0.00</u>	<u>0.00</u>

Saline District Library Fund 101

Monthly Revenue

August 2026

Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
402 · Property Taxes Control Account								
402.1 · City of Saline-Real Tax								
Deposit	08/07/2026			Deposit		001 · Key Bank...	688.50	688.50
Total 402.1 · City of Saline-Real Tax							688.50	688.50
402.5 · Pittsfield Township-Real Tax								
Deposit	08/07/2026			Deposit		001 · Key Bank...	116.96	116.96
Total 402.5 · Pittsfield Township-Real Tax							116.96	116.96
Total 402 · Property Taxes Control Account							805.46	805.46
540 · State Aid								
Deposit	08/07/2026			Deposit		001 · Key Bank...	15,584.66	15,584.66
Total 540 · State Aid							15,584.66	15,584.66
628 · Printers-Revenue								
Deposit	08/03/2026			Deposit		001 · Key Bank...	3.00	3.00
Deposit	08/03/2026			Deposit		001 · Key Bank...	4.60	7.60
Deposit	08/03/2026			Deposit		001 · Key Bank...	1.00	8.60
Deposit	08/04/2026			Deposit		001 · Key Bank...	22.60	31.20
Deposit	08/05/2026			Deposit		001 · Key Bank...	29.20	60.40
Deposit	08/06/2026			Deposit		001 · Key Bank...	13.80	74.20
Deposit	08/07/2026			Deposit		001 · Key Bank...	22.30	96.50
Deposit	08/07/2026			Deposit		001 · Key Bank...	0.50	97.00
Deposit	08/10/2026			Deposit		001 · Key Bank...	2.50	99.50
Deposit	08/10/2026			Deposit		001 · Key Bank...	14.90	114.40
Deposit	08/10/2026			Deposit		001 · Key Bank...	11.10	125.50
Deposit	08/11/2026			Deposit		001 · Key Bank...	11.60	137.10
Deposit	08/12/2026			Deposit		001 · Key Bank...	25.50	162.60
Deposit	08/13/2026			Deposit		001 · Key Bank...	3.50	166.10
Deposit	08/14/2026			Deposit		001 · Key Bank...	18.20	184.30
Deposit	08/17/2026			Deposit		001 · Key Bank...	14.00	198.30
Deposit	08/17/2026			Deposit		001 · Key Bank...	20.40	218.70
Deposit	08/18/2026			Deposit		001 · Key Bank...	5.50	224.20
Deposit	08/19/2026			Deposit		001 · Key Bank...	19.75	243.95
Deposit	08/19/2026			Deposit		001 · Key Bank...	11.00	254.95
Deposit	08/20/2026			Deposit		001 · Key Bank...	5.30	260.25
Deposit	08/21/2026			Deposit		001 · Key Bank...	5.60	265.85
Deposit	08/24/2026			Deposit		001 · Key Bank...	16.00	281.85
Deposit	08/24/2026			Deposit		001 · Key Bank...	12.20	294.05
Deposit	08/24/2026			Deposit		001 · Key Bank...	8.80	302.85
Deposit	08/25/2026			Deposit		001 · Key Bank...	5.10	307.95
Deposit	08/26/2026			Deposit		001 · Key Bank...	18.30	326.25
Deposit	08/27/2026			Deposit		001 · Key Bank...	2.20	328.45
Deposit	08/28/2026			Deposit		001 · Key Bank...	11.50	339.95
Deposit	08/31/2026			Deposit		001 · Key Bank...	13.20	353.15
Deposit	08/31/2026			Deposit		001 · Key Bank...	1.80	354.95

Saline District Library Fund 101
Monthly Revenue
August 2026

Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
Deposit	08/31/2026			Deposit		001 · Key Bank...	0.60	355.55
Total 628 · Printers-Revenue							355.55	355.55
629 · Non-Resident Fees								
Deposit	08/06/2026			Deposit		001 · Key Bank...	15.00	15.00
Deposit	08/07/2026			Deposit		001 · Key Bank...	15.00	30.00
Deposit	08/20/2026			Deposit		001 · Key Bank...	175.00	205.00
Deposit	08/21/2026			Deposit		001 · Key Bank...	50.00	255.00
Deposit	08/28/2026			Deposit		001 · Key Bank...	25.00	280.00
Deposit	08/31/2026			Deposit		001 · Key Bank...	15.00	295.00
Deposit	08/31/2026			Deposit		001 · Key Bank...	25.00	320.00
Total 629 · Non-Resident Fees							320.00	320.00
656 · Penal Fines								
Deposit	08/07/2026			Deposit		001 · Key Bank...	21,756.69	21,756.69
Total 656 · Penal Fines							21,756.69	21,756.69
658 · Fines-Overdue Materials								
Deposit	08/07/2026			Deposit		001 · Key Bank...	25.00	25.00
Deposit	08/10/2026			Deposit		001 · Key Bank...	25.00	50.00
Deposit	08/26/2026			Deposit		001 · Key Bank...	5.00	55.00
Total 658 · Fines-Overdue Materials							55.00	55.00
658.1 · Materials Replacement Fees								
Deposit	08/03/2026			Deposit		001 · Key Bank...	17.99	17.99
Deposit	08/04/2026			Deposit		001 · Key Bank...	91.96	109.95
Deposit	08/06/2026			Deposit		001 · Key Bank...	53.50	163.45
Deposit	08/10/2026			Deposit		001 · Key Bank...	12.99	176.44
Deposit	08/19/2026			Deposit		001 · Key Bank...	29.98	206.42
Deposit	08/20/2026			Deposit		001 · Key Bank...	15.99	222.41
Deposit	08/25/2026			Deposit		001 · Key Bank...	8.99	231.40
Deposit	08/31/2026			Deposit		001 · Key Bank...	16.89	248.29
Deposit	08/31/2026			Deposit		001 · Key Bank...	12.99	261.28
Total 658.1 · Materials Replacement Fees							261.28	261.28
665.1 · General Account Interest								
Deposit	08/31/2026			Deposit		001 · Key Bank...	47.02	47.02
Total 665.1 · General Account Interest							47.02	47.02
674 · Donations-Unrestricted								
Deposit	08/19/2026			George & Tin...		001 · Key Bank...	100.00	100.00
Total 674 · Donations-Unrestricted							100.00	100.00
674.2 · Donations-Friends								

09/09/26

Saline District Library Fund 101
Monthly Revenue
August 2026

Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
Deposit	08/07/2026			Deposit		001 · Key Bank...	168.17	168.17
Deposit	08/19/2026			Deposit		001 · Key Bank...	2,790.00	2,958.17
Total 674.2 · Donations-Friends							2,958.17	2,958.17
699 · Transfer from Other Funds								
Deposit	08/05/2026			Deposit		001 · Key Bank...	150,000.00	150,000.00
Total 699 · Transfer from Other Funds							150,000.00	150,000.00
TOTAL							192,243.83	192,243.83

Saline District Library Fund 101

Bill List

August 2026

Type	Date	Num	Name	Memo	Amount
702 · Salaries					
Bill	08/11/2026	8/11/2...	JILL TROKEY	5 Yrs of Servi...	50.00
Bill	08/11/2026	7/19/2...	PILARZ, CHRISTINA	10 yrs. of serv...	100.00
Check	08/14/2026			pay period en...	38,454.08
Check	08/14/2026			Empower for ...	2,204.13
Check	08/14/2026			Empower for ...	88.19
Check	08/14/2026			Empower for ...	149.81
Check	08/14/2026			Empower for ...	1,888.25
Check	08/14/2026			FlexPerks	251.10
Check	08/27/2026			pay period en...	39,585.17
Check	08/27/2026			FlexPerks	251.06
Check	08/28/2026			Empower for ...	2,205.23
Check	08/28/2026			Empower for ...	88.19
Check	08/28/2026			Empower for ...	149.81
Check	08/28/2026			Empower for ...	1,888.25
Total 702 · Salaries					87,353.27
716 · Employee Insurances/Benefits					
Bill	08/17/2026	9/1-9/...	BLUE CROSS BLU...		11,459.98
Total 716 · Employee Insurances/Benefits					11,459.98
719 · Health Reimbursement					
Bill	08/11/2026	ADM0...	EHIM		170.75
Bill	08/11/2026	FND0...	EHIM		2,460.14
Total 719 · Health Reimbursement					2,630.89
723 · Retirement					
Check	08/14/2026			Empower for ...	2,204.13
Check	08/28/2026			Empower for ...	2,205.23
Total 723 · Retirement					4,409.36
727 · Office Supplies					
Bill	08/14/2026	7/31-8...	KEYBANK - NATIO...		384.24
Total 727 · Office Supplies					384.24
732 · Cleaning Supplies					
Bill	08/11/2026	70107...	STAPLES		464.39
Total 732 · Cleaning Supplies					464.39
734 · Processing Supplies					
Bill	08/10/2026	6/10-7...	AMAZON CAPITAL ...		114.00
Bill	08/11/2026	70107...	STAPLES		433.22
Total 734 · Processing Supplies					547.22

Saline District Library Fund 101
Bill List
August 2026

Type	Date	Num	Name	Memo	Amount
740 · Equipment					
Bill	08/10/2026	6/10-7...	AMAZON CAPITAL ...		-99.99
Bill	08/10/2026	6/10-7...	AMAZON CAPITAL ...		638.56
Bill	08/14/2026	7/31-8...	KEYBANK - NATIO...		1,233.18
Total 740 · Equipment					1,771.75
750.1 · Adult Programming					
Bill	08/10/2026	6/10-7...	AMAZON CAPITAL ...		372.11
Bill	08/11/2026	8/20/2...	BEN KOLK	American Fol...	500.00
Bill	08/11/2026	8878	ROB MILLER	MICHIGAN N...	165.45
Bill	08/11/2026	8/9/20...	SALINE AREA LION...		250.00
Bill	08/14/2026	7/31-8...	KEYBANK - NATIO...		562.81
Bill	08/17/2026	61520...	CARRIGAN CAFE	Bookclub Refr...	22.50
Bill	08/17/2026	7/20/2...	CARRIGAN'S CAFE'	Book club refr...	22.50
Bill	08/17/2026	81720...	CARRIGAN'S CAFE'	Book club refr...	22.50
Deposit	08/19/2026			Deposit	-82.00
Total 750.1 · Adult Programming					1,835.87
750.2 · Teen Programming					
Bill	08/10/2026	6/10-7...	AMAZON CAPITAL ...		203.83
Bill	08/14/2026	7/31-8...	KEYBANK - NATIO...		621.64
Total 750.2 · Teen Programming					825.47
750.3 · Youth Programming					
Bill	08/10/2026	6/10-7...	AMAZON CAPITAL ...		-6.99
Bill	08/10/2026	6/10-7...	AMAZON CAPITAL ...		444.23
Total 750.3 · Youth Programming					437.24
750.4 · Programming Funded by Friends					
Bill	08/18/2026	08431...	SCHOLASTIC INC.		3,350.70
Total 750.4 · Programming Funded by Friends					3,350.70
752.1 · Summer Reading-Adult					
Bill	08/10/2026	6/10-7...	AMAZON CAPITAL ...		270.55
Total 752.1 · Summer Reading-Adult					270.55
752.3 · Summer Reading-Youth					
Bill	08/10/2026	6/10-7...	AMAZON CAPITAL ...		131.17
Total 752.3 · Summer Reading-Youth					131.17
762.1 · Adult ETC					
Bill	08/10/2026	6/10-7...	AMAZON CAPITAL ...		514.21
Total 762.1 · Adult ETC					514.21

Saline District Library Fund 101

Bill List

August 2026

Type	Date	Num	Name	Memo	Amount
772.1 · Ebooks-Adult					
Bill	08/11/2026	50921...	MIDWEST TAPE	Hoopla	9,076.17
Bill	08/11/2026	78251	THE LIBRARY NET...	8/1/2026-7/31...	12,427.75
Bill	08/17/2026	51383...	KANOPY, INC.		543.15
Total 772.1 · Ebooks-Adult					22,047.07
785 · Online Database					
Bill	08/11/2026	99910...	CENGAGE LEARNI...	Test Prep 8/1/...	1,978.99
Total 785 · Online Database					1,978.99
802 · Professional Services-Bookkeep					
Bill	08/10/2026		STROM ACCOUNTI...		660.00
Bill	08/13/2026		STROM ACCOUNTI...		660.00
Check	08/14/2026			Paychex EIB	281.99
Check	08/28/2026			Paychex EIB	274.20
Total 802 · Professional Services-Bookkeep					1,876.19
804 · Professioanl services-Consult					
Check	08/14/2026			Paychex HR	751.61
Total 804 · Professioanl services-Consult					751.61
851 · Telephone					
Bill	08/14/2026	7/31-8...	KEYBANK - NATIO...		3.36
Bill	08/17/2026	IN206...	TELNET WORLDWI...		449.52
Total 851 · Telephone					452.88
880 · Marketing					
Bill	08/10/2026	6/10-7...	AMAZON CAPITAL ...		122.95
Bill	08/11/2026	22937-R	THE SUN TIMES N...		100.00
Bill	08/17/2026	LOC_...	SCREENVISION		330.43
Bill	08/17/2026	LOC_...	SCREENVISION		330.00
Total 880 · Marketing					883.38
920 · Electricity					
Bill	08/14/2026		DTE ENERGY - EL...		7,452.47
Total 920 · Electricity					7,452.47
921 · Gas					
Bill	08/13/2026		DTE ENERGY - GAS		1,042.84
Bill	08/14/2026		DTE ENERGY - GAS		1,042.84
Total 921 · Gas					2,085.68
922 · Water					

Saline District Library Fund 101
Bill List
August 2026

Type	Date	Num	Name	Memo	Amount
Bill	08/11/2026	26146...	SALINE CITY HALL		1,563.82
Total 922 · Water					1,563.82
930 · Building Maintenance					
Bill	08/10/2026	6/10-7...	AMAZON CAPITAL ...		92.21
Bill	08/11/2026	89934...	WASTE MANAGEM...		33.34
Bill	08/11/2026	90056...	GRAINGER		49.94
Bill	08/11/2026	90056...	GRAINGER		9.99
Bill	08/11/2026	535670	CHELSEA LUMBE...		27.26
Bill	08/11/2026	543028	CHELSEA LUMBE...		23.98
Bill	08/11/2026	12644	ARBOR INSPECTI...		120.00
Bill	08/11/2026	12846...	CERTASITE, LLC	Fire Extinguis...	673.99
Bill	08/17/2026	14858	ALTECH		208.00
Total 930 · Building Maintenance					1,238.71
932 · Ground Maintenance					
Bill	08/11/2026	540570	CHELSEA LUMBE...		6.58
Bill	08/11/2026	I-A-93...	FAST SIGNS	Balance for si...	777.80
Total 932 · Ground Maintenance					784.38
934 · Equipment Maintenance					
Bill	08/11/2026	50395...	WELLS FARGO FIN...		386.79
Bill	08/11/2026	IN357...	ELITE IMAGING SY...		273.24
Total 934 · Equipment Maintenance					660.03
955 · Grants					
Bill	08/14/2026	7/31-8...	KEYBANK - NATIO...		178.74
Total 955 · Grants					178.74
958 · Dues					
Bill	08/11/2026	25975	MICHIGAN LIBRAR...	Katie Mitchell	85.00
Total 958 · Dues					85.00
964.4 · MelCat Reimbursements					
Bill	08/11/2026	31508...	HARRISON TOWN...	The Seven D...	30.00
Total 964.4 · MelCat Reimbursements					30.00
965 · Bank Charges					
Check	08/03/2026			KeyBank mer...	55.90
Check	08/03/2026			KerBank merc...	24.72
Check	08/10/2026			July analysis f...	183.73
Total 965 · Bank Charges					264.35
982.1 · Adult Fiction					

Saline District Library Fund 101
Bill List
August 2026

Type	Date	Num	Name	Memo	Amount
Bill	08/10/2026	6/10-7...	AMAZON CAPITAL ...		15.03
Bill	08/11/2026	7/1-7/...	INGRAM		4,781.46
Total 982.1 · Adult Fiction					4,796.49
982.15 · Large Print					
Bill	08/11/2026	7/1-7/...	INGRAM		976.12
Total 982.15 · Large Print					976.12
982.2 · Teen Fiction					
Bill	08/11/2026	7/1-7/...	INGRAM		1,339.80
Total 982.2 · Teen Fiction					1,339.80
982.3 · Youth Fiction					
Bill	08/11/2026	7/1-7/...	INGRAM		2,679.65
Total 982.3 · Youth Fiction					2,679.65
983.1 · Adult Nonfiction					
Bill	08/11/2026	7/1-7/...	INGRAM		1,543.33
Total 983.1 · Adult Nonfiction					1,543.33
983.15 · Reference					
Bill	08/11/2026	ORDU...	J. D. POWER	9/1/26-8/31/2...	662.00
Total 983.15 · Reference					662.00
983.2 · Teen Nonfiction					
Bill	08/11/2026	7/1-7/...	INGRAM		613.71
Total 983.2 · Teen Nonfiction					613.71
983.3 · Youth Nonfiction					
Bill	08/11/2026	7/1-7/...	INGRAM		90.65
Bill	08/17/2026	RSL2...	ROSEN PUBLISHING	Did not receiv...	758.00
Total 983.3 · Youth Nonfiction					848.65
984.1 · Audiobooks-Adult					
Bill	08/11/2026	7/1-7/...	MIDWEST TAPE		234.95
Total 984.1 · Audiobooks-Adult					234.95
984.3 · Audiobooks-Youth					
Bill	08/11/2026	132124	LIBRARY IDEAS LLC		409.56
Bill	08/11/2026	7/1-7/...	MIDWEST TAPE		85.97
Total 984.3 · Audiobooks-Youth					495.53

Saline District Library Fund 101

Bill List

August 2026

Type	Date	Num	Name	Memo	Amount
985.1 · DVDBlu Rays-Adult					
Bill	08/11/2026	7/1-7/...	MIDWEST TAPE		772.22
Total 985.1 · DVDBlu Rays-Adult					772.22
985.3 · DVD/Blu Rays-Youth					
Bill	08/11/2026	7/1-7/...	MIDWEST TAPE		87.72
Total 985.3 · DVD/Blu Rays-Youth					87.72
986.1 · Music CDs-Adult					
Bill	08/11/2026	7/1-7/...	MIDWEST TAPE		56.96
Total 986.1 · Music CDs-Adult					56.96
998 · Special Projects					
Bill	08/05/2026	60496	E	New tech wor...	5,947.50
Bill	08/17/2026	7833371	DEMCO INC	Bookshelf sig...	2,859.86
Total 998 · Special Projects					8,807.36
TOTAL					182,634.10

**SALINE DISTRICT LIBRARY
FY2026/2027 MILLAGE PROJECTIONS**

FY 2025/2026				Assumed
Total Taxable Values (final)	Tax Levy	Full Revenue Collection	With Delinquency Allowance	Delinquency
\$2,557,416,766	0.0008058	\$2,060,766	\$2,029,855	-1.50%
\$2,557,416,766	0.00033	\$843,948	\$831,288	-1.50%
		\$2,904,714	\$2,861,143	
Actual Revenue Collected:			\$2,810,632	-3.24%
FY 2026/2027				
Total Taxable Values	Keep 1.5% delinquency	Full Revenue Collection	With Delinquency Allowance	
\$2,708,980,098	0.0007995	\$2,165,830	\$2,133,342	-1.50%
\$2,708,980,098	0.0003274	\$886,920	\$873,616	-1.50%
Total Revenue:		\$3,052,750	\$3,006,958	
		7.0%	increased revenue over 2025/2026	
FY 2026/2027				
Total Taxable Values	Return to 3.0% delinquency	Full Revenue Collection	With Delinquency Allowance	
\$2,708,980,098	0.0007995	\$2,165,830	\$2,100,855	-3.00%
\$2,708,980,098	0.0003274	\$886,920	\$860,312	-3.00%
Total Revenue:		\$3,052,750	\$2,961,167	
		5.4%	increased revenue over 2025/2026	
taxable value increase=	5.93%			

Saline District Library FY2026/2027 Budget
DRAFT #1: 9/15/26

SUMMARY

Saline District Library Operating Revenue	Audited 2022/2023	Audited 2023/2024	Amended 2024/2025	Audited 2024/2025		Approved 2025/2026	Current as of 8/31/26		Proposed 2026/2027	
Property Taxes										
Primary Millage	\$1,705,456	\$1,804,735	\$1,921,380	\$1,921,380	64.7%	\$2,060,766	\$0	65.3%	\$2,165,830	65.8%
Provision: Tax Delinquency						(30,911)			(64,975)	
2026 millage	695,910	735,989	783,558	783,557	26.4%	843,948	0	26.8%	886,920	27.0%
Provision: Tax Delinquency						(12,659)			(26,608)	
Total Property Taxes	\$2,401,366	\$2,540,724	\$2,704,938	\$2,704,937	91.1%	\$2,861,143	\$2,811,437	92.1%	\$2,961,168	92.8%
State & County Funding										
PPT Reimbursement	96,906	134,371	103,674	103,674	3.5%	103,385	103,385	3.3%	100,000	3.1%
State Aid	28,689	28,873	30,736	30,736	1.0%	30,736	30,736	1.0%	30,736	1.0%
Penal Fines	22,360	25,568	21,113	21,113	0.7%	20,300	21,757	0.7%	20,000	0.6%
Total State & County Funding	\$147,955	\$188,812	\$155,523	\$155,523	5.2%	\$154,421	\$155,878	5.0%	\$150,736	4.7%
Fines and Fees	22,525	11,273	9,670	10,039	0.3%	9,300	7,621	0.3%	9,100	0.3%
Library Services	5,640	3,909	7,300	7,650	0.3%	6,200	4,216	0.2%	5,000	0.2%
Donations	22,130	122,866	22,200	23,461	0.8%	22,000	39,233	0.7%	23,000	0.7%
Interest Income	131,233	145,685	67,736	66,558	2.2%	53,936	28,833	1.7%	42,996	1.3%
Miscellaneous/Other	548	1,313	0	0	0.0%	0	2,095	0.0%	0	0.0%
Total Operating Revenue	\$2,731,397	\$3,014,582	\$2,967,367	\$2,968,168	100.0%	\$3,107,000	\$3,049,313	100.0%	\$3,192,000	100.0%
Transfers			\$975,711	\$0		\$0	\$0		\$0	
Total General Fund Revenue	\$2,731,397	\$3,014,582	\$3,943,078	\$2,968,168		\$3,107,000	\$3,049,313		\$3,192,000	

Saline District Library FY2026/2027 Budget
DRAFT #1: 9/15/26

SUMMARY

Saline District Library Operating Expenditures	Audited 2022/2023	Audited 2023/2024	Amended 2024/2025	Audited 2024/2025		Approved 2025/2026	Current as of 8/31/26		Proposed 2026/2027	
Personnel	\$1,468,861	\$1,530,939	\$1,638,400	\$1,632,285	64.8%	\$1,910,000	\$1,278,986	61.5%	\$1,916,000	60.0%
Staff Development	8,830	6,450	9,400	9,333	0.4%	18,400	12,143	0.6%	23,000	0.7%
Supplies	28,226	24,237	24,950	25,230	1.0%	33,900	15,465	1.1%	34,800	1.1%
Programming	57,938	55,575	63,050	62,936	2.5%	71,000	54,038	2.3%	80,000	2.5%
Technology	62,492	67,816	54,700	59,681	2.4%	85,000	25,570	2.7%	87,000	2.7%
Professional Services	85,103	45,762	60,916	60,807	2.4%	73,100	55,609	2.4%	91,900	2.9%
Library Systems	39,602	54,914	52,865	50,796	2.0%	54,700	3,409	1.8%	61,700	1.9%
Online Access	55,715	45,204	54,000	55,418	2.2%	73,000	38,538	2.3%	77,000	2.4%
Marketing	13,910	13,775	17,800	17,773	0.7%	26,000	17,028	0.8%	29,000	0.9%
Insurance	16,736	18,256	19,055	19,155	0.8%	25,000	20,621	0.8%	25,000	0.8%
Utilities	76,242	82,182	83,469	83,468	3.3%	91,500	72,194	2.9%	95,700	3.0%
Building & Grounds	72,964	54,007	99,423	106,695	4.2%	129,000	66,270	4.2%	146,000	4.6%
Collections	307,626	309,209	330,475	314,475	12.5%	413,900	279,906	13.3%	417,600	13.1%
Miscellaneous	7,134	2,575	5,826	5,818	0.2%	7,500	4,624	0.2%	12,300	0.4%
Special Projects	7,852	7,867	15,711	15,711	0.6%	95,000	22,687	3.1%	95,000	3.0%
Total Operating Expenditures	<u>\$2,309,231</u>	<u>\$2,318,768</u>	<u>\$2,530,040</u>	<u>\$2,519,581</u>	100.0%	<u>\$3,107,000</u>	<u>\$1,967,088</u>	100.0%	<u>\$3,192,000</u>	100.0%
Special Projects: Renovation	<u>\$136,878</u>	<u>\$2,555,029</u>	<u>\$1,431,788</u>	<u>\$1,603,212</u>		<u>\$0</u>	<u>\$0</u>		<u>\$0</u>	
Total General Fund Expenditures:	<u>\$2,446,109</u>	<u>\$4,873,797</u>	<u>\$3,961,828</u>	<u>\$4,122,793</u>		<u>\$3,107,000</u>	<u>\$1,967,088</u>		<u>\$3,192,000</u>	
Total Operating Revenue	\$2,731,397	\$3,014,582		\$2,968,168						
Investment Earnings/(Loss)	<u>(\$1,836)</u>	<u>\$292,167</u>		<u>\$203,669</u>						
Total Revenue	<u>\$2,729,561</u>	<u>\$3,306,749</u>		<u>\$3,171,837</u>						
Total Operating Expenses	\$2,446,109	\$4,873,797		\$4,122,793						
Endowment Admin Charges	<u>\$10,381</u>	<u>\$10,713</u>		<u>\$12,342</u>						
Total Expenditures	<u>\$2,456,490</u>	<u>\$4,884,510</u>		<u>\$4,135,135</u>						
Net Change in Fund Balance	<u>\$274,071</u>	<u>(\$1,577,761)</u>		<u>(\$963,298)</u>						
	<u>\$2,730,561</u>	<u>\$3,306,749</u>		<u>\$3,171,837</u>						

Saline District Library FY2026/2027 Budget

DRAFT #1: 9/15/26

Saline District Library Operating Revenue	Audited 2022/2023	Audited 2023/2024	Amended 2024/2025	Audited 2024/2025	Approved 2025/2026	Current as of 8/31/26	Proposed 2026/2027
Property Taxes							
Primary Millage	\$1,705,456	\$1,804,735	\$1,921,380	\$1,921,380	\$2,060,766		\$2,165,830
Provision: Tax Delinquency					(30,911)		(64,975)
2026 millage	695,910	735,989	783,558	783,557	843,948		886,920
Provision: Tax Delinquency					(12,659)		(26,608)
Total Property Taxes	<u>\$2,401,366</u>	<u>\$2,540,724</u>	<u>\$2,704,938</u>	<u>\$2,704,937</u>	<u>\$2,861,143</u>	\$2,811,437	<u>\$2,961,168</u>
State & County Funding							
PPT Reimbursement	96,906	134,371	103,674	103,674	103,385	103,385	100,000
State Aid	28,689	28,873	30,736	30,736	30,736	30,736	30,736
Penal Fines	22,360	25,568	21,113	21,113	20,300	21,757	20,000
Total State & County Funding	<u>\$147,955</u>	<u>\$188,812</u>	<u>\$155,523</u>	<u>\$155,523</u>	<u>\$154,421</u>	\$155,878	<u>\$150,736</u>
Fines and Fees							
Usage Fines	12,866	852	370	421	0	397	0
Non-Resident Cards	3,389	3,527	2,800	2,925	2,800	2,325	2,600
Card Replacement Fees	10	0	0	0	0	0	0
Materials Replacement Fees	6,260	6,894	6,500	6,693	6,500	4,899	6,500
Total Fines and Fees	<u>\$22,525</u>	<u>\$11,273</u>	<u>\$9,670</u>	<u>\$10,039</u>	<u>\$9,300</u>	\$7,621	<u>\$9,100</u>
Library Services							
Copiers	1,216	1,080	1,300	1,336	1,200	632	0
Printers	4,424	2,829	6,000	6,314	5,000	3,584	5,000
Fax	0	0	0	0	0	0	0
Total Library Services	<u>\$5,640</u>	<u>\$3,909</u>	<u>\$7,300</u>	<u>\$7,650</u>	<u>\$6,200</u>	\$4,216	<u>\$5,000</u>

Saline District Library FY2026/2027 Budget

DRAFT #1: 9/15/26

Saline District Library Operating Revenue	Audited 2022/2023	Audited 2023/2024	Amended 2024/2025	Audited 2024/2025	Approved 2025/2026	Current as of 8/31/26	Proposed 2026/2027
Donations							
Designated	150	2,450	1,500	1,500	1,500	16,950	1,500
Undesignated	7,333	7,290	7,000	7,035	6,000	3,349	6,500
Friends of the Library	14,647	113,126	13,700	14,926	14,500	18,934	15,000
Grants	0	0	0	0	0	0	
Total Donations	<u>\$22,130</u>	<u>\$122,866</u>	<u>\$22,200</u>	<u>\$23,461</u>	<u>\$22,000</u>	<u>\$39,233</u>	<u>\$23,000</u>
Interest Income							
General Account	1,242	1,215	1,100	1,078	1,200	612	1,000
CDs/Investments	1,012	21,811	10,636	10,636	0	0	0
Subagency Account	128,979	122,659	56,000	54,844	52,736	28,221	41,996
Total Interest	<u>\$131,233</u>	<u>\$145,685</u>	<u>\$67,736</u>	<u>\$66,558</u>	<u>\$53,936</u>	<u>\$28,833</u>	<u>\$42,996</u>
Miscellaneous/Other	\$548	\$1,313	\$0	\$0	\$0	\$2,095	\$0
Total Operating Revenue	<u><u>\$2,731,397</u></u>	<u><u>\$3,014,582</u></u>	<u><u>\$2,967,367</u></u>	<u><u>\$2,968,168</u></u>	<u><u>\$3,107,000</u></u>	<u><u>\$3,049,313</u></u>	<u><u>\$3,192,000</u></u>
Operating Transfers In			960,000				
Transfers from Endowment			15,711				
Total Transfers			<u>975,711</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total General Fund Revenue	<u><u>\$2,731,397</u></u>	<u><u>\$3,014,582</u></u>	<u><u>\$3,943,078</u></u>	<u><u>\$2,968,168</u></u>	<u><u>\$3,107,000</u></u>	<u><u>\$3,049,313</u></u>	<u><u>\$3,192,000</u></u>

Saline District Library FY2026/2027 Budget

DRAFT #1: 9/15/26

Saline District Library Operating Expenditures	Audited 2022/2023	Audited 2023/2024	Amended 2024/2025	Audited 2024/2025	Approved 2025/2026	Current as of 8/31/26	Proposed 2026/2027
Personnel Expenses							
Salaries/Wages	\$1,252,932	\$1,294,085	\$1,385,000	\$1,382,342	\$1,580,000	\$1,059,603	\$1,580,000
FICA	93,860	97,237	103,900	103,671	118,500	79,470	118,500
Heath Insurance	68,871	75,738	83,000	80,049	128,000	82,131	132,000
Health Reimbursement	20,068	20,844	22,000	21,183	24,500	12,810	24,500
Retirement	33,130	43,035	44,500	45,040	59,000	44,972	61,000
Total Fringe Costs	<u>\$215,929</u>	<u>\$236,854</u>	<u>\$253,400</u>	<u>\$249,943</u>	<u>\$330,000</u>	<u>\$219,383</u>	<u>\$336,000</u>
Total Personnel Costs	\$1,468,861	\$1,530,939	\$1,638,400	\$1,632,285	\$1,910,000	\$1,278,986	\$1,916,000
Staff Development							
Professional Dues	3,098	4,271	4,150	4,130	4,400	3,805	5,000
Travel	1,530	1,125	2,100	2,080	6,000	7,234	9,000
Continuing Education	<u>4,202</u>	<u>1,054</u>	<u>3,150</u>	<u>3,123</u>	<u>8,000</u>	<u>1,104</u>	<u>9,000</u>
Total Staff Development	\$8,830	\$6,450	\$9,400	\$9,333	\$18,400	\$12,143	\$23,000
Supplies							
Office	4,828	4,244	6,000	5,948	9,200	4,419	10,000
Youth Supplies	1,247	1,509	0	0	0	0	0
Cartridges	3,974	3,001	1,400	1,645	4,100	486	2,000
Cleaning	6,949	4,965	5,500	5,654	7,000	4,891	8,000
Postage	717	897	1,200	1,162	1,600	416	1,800
Processing Supplies	10,511	9,621	10,850	10,821	12,000	5,253	13,000
Petty Cash	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Supplies	\$28,226	\$24,237	\$24,950	\$25,230	\$33,900	\$15,465	\$34,800
Programming							
Youth Programs	17,590	17,879	21,250	21,219	24,000	13,283	25,500
Adult Programs	20,872	20,224	21,000	20,961	24,000	19,291	25,500
Teen Programs	12,021	12,508	13,550	13,514	15,000	8,945	16,000
Programs Funded by Friends	<u>7,455</u>	<u>4,964</u>	<u>7,250</u>	<u>7,242</u>	<u>8,000</u>	<u>12,519</u>	<u>13,000</u>
Total Programming	\$57,938	\$55,575	\$63,050	\$62,936	\$71,000	\$54,038	\$80,000

Saline District Library FY2026/2027 Budget

DRAFT #1: 9/15/26

Saline District Library Operating Expenditures	Audited 2022/2023	Audited 2023/2024	Amended 2024/2025	Audited 2024/2025	Approved 2025/2026	Current as of 8/31/26	Proposed 2026/2027
Technology							
Equipment	34,294	36,093	27,550	27,524	40,000	5,042	40,000
Equipment Maintenance	13,795	11,944	10,700	11,604	20,000	10,759	22,000
Technology Support	14,403	19,779	16,450	20,553	25,000	9,769	25,000
Total Technology	<u>\$62,492</u>	<u>\$67,816</u>	<u>\$54,700</u>	<u>\$59,681</u>	<u>\$85,000</u>	<u>\$25,570</u>	<u>\$87,000</u>
Professional Services							
Legal	2,186	172	484	485	1,200	2,517	6,000
Bookkeeping	7,740	7,740	15,950	15,915	17,000	12,620	17,000
Audit	23,980	26,080	31,145	31,145	37,000	30,260	37,000
Consultants	43,125	4,425	8,050	8,049	8,000	6,241	22,000
Computer Consultants	3,400	2,900	1,575	1,575	5,000	1,500	5,000
Bank Charges	4,360	4,134	3,400	3,326	4,500	2,471	4,500
Tax Collection	312	311	312	312	400	0	400
Total Professional Services	<u>\$85,103</u>	<u>\$45,762</u>	<u>\$60,916</u>	<u>\$60,807</u>	<u>\$73,100</u>	<u>\$55,609</u>	<u>\$91,900</u>
Library Systems							
Cooperative Fees	3,496	6,407	3,500	3,495	3,500	0	3,500
Polaris	35,936	48,048	48,665	46,650	50,000	3,200	57,000
MeLCat Reimbursements	170	459	700	651	1,200	209	1,200
Total Library Systems Fees	<u>\$39,602</u>	<u>\$54,914</u>	<u>\$52,865</u>	<u>\$50,796</u>	<u>\$54,700</u>	<u>\$3,409</u>	<u>\$61,700</u>
Online Access							
Internet Access	20,884	20,963	21,000	11,424	21,000	9,515	25,000
Online Resources	34,831	24,241	33,000	43,994	52,000	29,023	52,000
Total Online Access	<u>\$55,715</u>	<u>\$45,204</u>	<u>\$54,000</u>	<u>\$55,418</u>	<u>\$73,000</u>	<u>\$38,538</u>	<u>\$77,000</u>
Marketing	\$13,910	\$13,775	\$17,800	\$17,773	\$26,000	\$17,028	\$29,000
Insurance	\$16,736	\$18,256	\$19,055	\$19,155	\$25,000	\$20,621	\$25,000

Saline District Library FY2026/2027 Budget

DRAFT #1: 9/15/26

Saline District Library Operating Expenditures	Audited 2022/2023	Audited 2023/2024	Amended 2024/2025	Audited 2024/2025	Approved 2025/2026	Current as of 8/31/26	Proposed 2026/2027
Utilities							
Telephone	5,427	5,631	5,045	5,043	5,500	4,076	5,700
Electricity	48,602	51,131	55,068	55,068	57,000	46,777	60,000
Gas	15,827	19,539	16,864	16,864	21,000	16,871	22,000
Water	6,386	5,881	6,492	6,493	8,000	4,470	8,000
Total Utilities	<u>\$76,242</u>	<u>\$82,182</u>	<u>\$83,469</u>	<u>\$83,468</u>	<u>\$91,500</u>	<u>\$72,194</u>	<u>\$95,700</u>
Building & Grounds							
Capital Improvement	13,316	0	11,943	11,943	30,000	0	30,000
Furniture	6,736	0	14,930	14,926	20,000	563	25,000
Building Maintenance	15,080	18,503	33,650	40,936	35,000	19,204	41,000
Grounds Maintenance	37,832	35,504	38,900	38,890	44,000	46,503	50,000
Total Building & Grounds	<u>\$72,964</u>	<u>\$54,007</u>	<u>\$99,423</u>	<u>\$106,695</u>	<u>\$129,000</u>	<u>\$66,270</u>	<u>\$146,000</u>
Collections: Print Materials							
Adult Fiction	32,298	33,471	34,300	33,892	36,000	25,633	36,500
Adult Nonfiction	31,989	24,471	22,100	21,799	34,000	17,162	34,500
Large Print	8,734	5,281	2,950	2,698	9,000	5,467	9,000
Reference	4,270	1,348	3,375	5,171	3,500	3,181	4,000
Total Adult Books	<u>\$77,291</u>	<u>\$64,571</u>	<u>\$62,725</u>	<u>\$63,560</u>	<u>\$82,500</u>	<u>\$51,443</u>	<u>\$84,000</u>
Teen Fiction	9,877	8,465	7,700	7,275	11,000	6,233	11,000
Teen Nonfiction	2,892	3,343	2,800	2,507	4,000	2,028	4,000
Total Teen Books	<u>\$12,769</u>	<u>\$11,808</u>	<u>\$10,500</u>	<u>\$9,782</u>	<u>\$15,000</u>	<u>\$8,261</u>	<u>\$15,000</u>
Youth Fiction	21,826	24,413	20,600	20,431	26,000	11,215	26,000
Youth Nonfiction	14,362	14,586	12,600	12,481	16,000	12,720	16,000
Total Youth Books	<u>\$36,188</u>	<u>\$38,999</u>	<u>\$33,200</u>	<u>\$32,912</u>	<u>\$42,000</u>	<u>\$23,935</u>	<u>\$42,000</u>
Books Funded by Friends	435	917	250	206	1,000	567	1,000
Total Books	<u>\$126,683</u>	<u>\$116,295</u>	<u>\$106,675</u>	<u>\$106,460</u>	<u>\$140,500</u>	<u>\$84,206</u>	<u>\$142,000</u>

Saline District Library FY2026/2027 Budget

DRAFT #1: 9/15/26

Saline District Library Operating Expenditures	Audited 2022/2023	Audited 2023/2024	Amended 2024/2025	Audited 2024/2025	Approved 2025/2026	Current as of 8/31/26	Proposed 2026/2027
Periodicals	\$12,286	\$7,647	\$12,600	\$11,456	\$13,000	\$10,846	\$13,000
Collections: Multimedia							
Adult Audiobooks	6,409	2,785	3,550	3,504	4,000	2,993	5,000
Adult DVDs	8,296	6,200	6,300	6,282	9,000	4,969	9,000
Adult CDs	1,151	936	850	809	1,400	732	1,400
Total Adult Multimedia	<u>\$15,856</u>	<u>\$9,921</u>	<u>\$10,700</u>	<u>\$10,595</u>	<u>\$14,400</u>	\$8,694	\$15,400
Teen Audiobooks	2,022	1,375	1,150	1,089	1,400	0	0
Teen DVDs	357	154	350	342	500	120	500
Total Teen Multimedia	<u>\$2,379</u>	<u>\$1,529</u>	<u>\$1,500</u>	<u>\$1,431</u>	<u>\$1,900</u>	\$120	\$500
Youth Audiobooks	6,141	6,114	5,150	5,008	7,000	4,429	8,000
Youth DVDs	2,177	2,655	2,550	2,527	2,600	1,610	2,600
Youth CDs	175	202	200	160	200	133	200
Total Youth Multimedia	<u>\$8,493</u>	<u>\$8,971</u>	<u>\$7,900</u>	<u>\$7,695</u>	<u>\$9,800</u>	\$6,172	\$10,800
Total Multimedia	<u>\$26,728</u>	<u>\$20,421</u>	<u>\$20,100</u>	<u>\$19,721</u>	<u>\$26,100</u>	\$14,986	\$26,700
ETC Collections							
Realia	2,023	2,082	3,450	3,413	3,300	593	3,400
ETC - Adult	2,789	2,391	1,750	1,750	3,500	955	3,500
ETC - Youth	1,796	1,972	2,450	2,411	2,500	409	3,000
Total ETC Collections	<u>\$6,608</u>	<u>\$6,445</u>	<u>\$7,650</u>	<u>\$7,574</u>	<u>\$9,300</u>	\$1,957	\$9,900
Total Print Materials	<u>\$138,969</u>	<u>\$123,942</u>	<u>\$119,275</u>	<u>\$117,916</u>	<u>\$153,500</u>	\$95,052	\$155,000
Total Physical Collections	<u>\$172,305</u>	<u>\$150,808</u>	<u>\$147,025</u>	<u>\$145,211</u>	<u>\$188,900</u>	\$111,995	\$191,600
eLibrary/Downloadables	\$135,321	\$158,401	\$183,450	\$169,264	\$225,000	\$167,911	\$226,000
Total Collections	<u>\$307,626</u>	<u>\$309,209</u>	<u>\$330,475</u>	<u>\$314,475</u>	<u>\$413,900</u>	\$279,906	\$417,600

Saline District Library FY2026/2027 Budget

DRAFT #1: 9/15/26

Saline District Library Operating Expenditures	Audited 2022/2023	Audited 2023/2024	Amended 2024/2025	Audited 2024/2025	Approved 2025/2026	Current as of 8/31/26	Proposed 2026/2027
Miscellaneous	1,841	940	2,000	1,994	3,000	267	5,000
Misc. Funded by Friends	927	1,478	1,900	1,871	2,000	2,743	5,000
Tax Adjustments	4,366	157	1,926	1,953	2,500	1,614	2,300
Total Miscellaneous	<u>\$7,134</u>	<u>\$2,575</u>	<u>\$5,826</u>	<u>\$5,818</u>	<u>\$7,500</u>	<u>\$4,624</u>	<u>\$12,300</u>
Special Projects	0	0	0		95,000	8,807	95,000
Endowment Projects	7,852	7,867	15,711	15,711	0	13,880	0
Total Special Projects	<u>\$7,852</u>	<u>\$7,867</u>	<u>\$15,711</u>	<u>\$15,711</u>	<u>\$95,000</u>	<u>\$22,687</u>	<u>\$95,000</u>
Total Operating Expenditures	<u><u>\$2,309,231</u></u>	<u><u>\$2,318,768</u></u>	<u><u>\$2,530,040</u></u>	<u><u>\$2,519,581</u></u>	<u><u>\$3,107,000</u></u>	<u><u>\$1,967,088</u></u>	<u><u>\$3,192,000</u></u>
Special Projects: Renovations	\$136,878	\$2,555,029	\$1,431,788	\$1,603,212			
Total General Fund Expenditures	<u><u>\$2,446,109</u></u>	<u><u>\$4,873,797</u></u>	<u><u>\$3,961,828</u></u>	<u><u>\$4,122,793</u></u>	<u><u>\$3,107,000</u></u>	<u><u>\$1,967,088</u></u>	<u><u>\$3,192,000</u></u>

REVENUE

Overall revenue is expected to be higher (approximately 5.4%) for next fiscal year, which is a bit lower than the overall taxable value increase of 5.9%.

- Tax revenue is based on millage rates of .7995 and .3274, which is down slightly from the last three years due to Headlee rollbacks. Projected delinquency percentage has been increased from 1.5% back to 3% based on this year's collected tax revenues.
- PPT Reimbursement figures have not yet been finalized by the State of Michigan. We should receive these figures in October.
- State Aid to libraries should hold steady at \$0.543214 per capita.
- Penal fines continue to be unpredictable, so the estimate for next year is still conservative.
- Fines and fees should hold steady or decrease slightly.
- Library services revenues should hold steady or decrease slightly.
- Donations continue to be consistent from the Friends of the Library and other individuals.
- Interest income on investment accounts is expected to be lower due to the use of designated fund balances for long-term projects.

EXPENDITURES

- Salaries do not yet take into account the Pay Structure Review and Recommendations from ElementOne, as this has not yet been received. They will be updated once we have those projections.
- Health insurance costs are based on the potential for more eligible staff to take advantage of this benefit, though only about half of them currently do. A rate increase is expected.
- All other personnel expenditures will be updated in the next budget draft once salaries are updated.
- Staff attendance at state and local conferences is encouraged, and Staff Development Day expenses continue to increase. Travel costs in particular have increased.
- Prices are going up on just about everything, so supplies budget lines are increased for next year. Postage costs in particular have been increasing.
- SDL staff produce a lot of quality programming for the community, and budgets are increasing to reflect that. The Programs Funded by the Friends line item continues to grow more accurate each year it is used.
- Professional services are increasing to account for the Library Director search and strategic planning.
- Technology, library systems, and online access are expected to remain steady or increase slightly.
- Marketing and outreach efforts have been excellent under the guidance of Assistant Director Lash and should continue to expand.
- Insurance costs should remain steady, but utilities costs may continue to increase.
- Post-renovations capital improvement and furniture budget lines will allow for potential parking lot repairs and continuing to update furniture.
- Collection budgets have been adjusted based on the current year's expenditures and collection plans and requests from department heads, including the popularity of eLibrary resources with library users.
- Now that renovations are complete, special projects can return to the standard operating budget. The SDL Board and Management Team will establish priorities for this budget line; members of the Management Team are currently researching a new security system that would include cameras, card access for doors, and remote locking capabilities. This line item is currently on the high side to ensure the balanced budget required of a public library.



Library Director's Report
Submitted by Karrie Waarala
September 15, 2026

- A full season of Fall programming is underway at SDL. Some of our flagship events are listed below, but other programs of note include [Al for Everyday Life](#) and [Saving for Your Child's Future Education: MET and the MESP](#) for adults; [Young Writers Club](#), [Autumnal Equinox Walk](#), and [Crafting with Perler Beads](#) for kids; [Not Your Average S'mores](#) and [Half Day Pizza Café](#) for teens; and the new Teen and Tween Art Night featuring [Spooky Beaded Plants](#).
- SDL will once again co-host a [Saline City Council Candidate Forum](#) with the League of Women Voters-Washtenaw County. After several years of holding the forum virtually, we were able to hold a standing room only in-person event for the first time last year in the library's new program room. We look forward to continuing this important partnership with LWV.
- Registration for the Manhattan Short Film Festival is already completely full for both Sunday matinee dates (September 27 and October 4) at Emagine! A [third date has been added](#) as an after-hours event at the library on Friday, October 2 at 6pm. We are thrilled that this event has become so popular with the Saline community.
- Spooky season is almost here, which means that the [Great Fall Read](#) for adults and teens is, too. This year's book is [Carmilla](#) by Sheridan Le Fanu. Participants can answer weekly trivia questions about beginning October 3 to enter drawings for prizes. [Creepy Crafts to Go](#) kits will be available weekly beginning October 2.
- The new school year has started, which means that the library is busy and full of middle schoolers on weekdays after school. We're glad to be a safe place for tweens after school, and so far the school year is off to a good start.
- SDL is once again in the running in the [Ann Arbor Family Favorites Awards](#) for Favorite Library Branch. Voting is open until October 15, with one daily vote per email address allowed. This would be the 8th year in a row if SDL wins.

- A sign company will be on-site at the library on Monday, September 14 to install “Fire lane: No parking or standing” signs at each public entrance to the library and additional “Staff parking only” signs in the staff parking lot. We hope that this will reduce the number of cars blocking traffic near entrances and using staff parking spaces. This is particularly problematic after school with parents picking up students.
- New signage is coming indoors, too. Assistant Director Jessica Lash has led a staff team in selecting new endcap signage for the entire library. This will make finding materials easier for library users and provide a more cohesive, up-to-date look throughout the building.
- A new full-time Youth Services Librarian will be starting at SDL on September 14. Anna Hinkley has left to pursue an exciting new career opportunity, and we look forward to welcoming Lindsey Kult to the SDL team.
- The [Michigan Library Association Annual Conference](#) (Beyond Buzzwords: An Enduring Public Good) will be held October 28-30 in Novi. The nearby location means that we can potentially send a few staff members for at least one day of the conference and still maintain full coverage at the library.
- SDL will be closed Friday, November 13 for our annual Staff Development Day.
- The Library of Michigan State Aid report window opens in October and runs through February 1. While completing that lengthy report is typically my “between Christmas and New Year’s” work project, I intend to file the report sooner this year so that the report’s acceptance and verification are completed well in advance before the next Library Director begins their tenure.
- Staff continue to receive positive comments and helpful recommendations from the public at the main desk, and people in the community tell me how much they appreciate the library. Recent comments I’ve received from community members include:
 - “We’re so glad storytime has started again. I know library staff needs a break after Summer Reading, but we’ve missed it!”
 - “The view from the windows in the Adult area is so relaxing. I work at the table that faces the woods almost every single day.”
 - “Thank you so much for everything you do for our community!” (accompanied by a big hug at the People’s Choice Awards ceremony at the community fair)

Consulting Services Proposal
Executive Search for Library Director—Saline District Library
Submitted by Cathleen Russ

August 24, 2026

Cathleen Russ
3415 N. Benjamin, #406
Cathleen.Russ@gmail.com
(248) 224-7516

Dear Ms. TerHaar and the Saline District Library Board of Trustees,

Thank you for the opportunity to assist the Saline District Library Board of Trustees in its search for its next Library Director. I am flattered that you are interested in working with me again and delighted that our previous experience working together was so mutually positive. I will do everything in my power to ensure your experience is equally positive this time as well.

The Library Director plays a critical role in the operations of the public library; hiring the Library Director is one of the primary responsibilities of the Library Board of Trustees. Therefore, it is important to have confidence in the integrity of the search process and in the candidate who is ultimately selected.

Information gathering from Library Board members and Library staff will be an important first step in the search process. I will learn the qualities, skills, and level of experience which stakeholders would like to see in their next director. I will also learn from you the challenges and opportunities facing the Saline District Library over the next several years. From those discussions I will develop a Candidate Profile, which will be used to create or update the job description and position advertisement. This position will be advertised nationally, via a variety of professional websites. Additionally, I will identify and encourage potential candidates to apply.

Applicants will be evaluated based on how well they match the Candidate Profile, job requirements and overall eligibility for the position. I will develop Interview questions for both rounds of interviews with consideration given to the opportunities and challenges the Saline District Library faces, as well as qualities identified in the Candidate Profile.

Public libraries have always been about more than just books. Prior to the pandemic, libraries were community gathering spaces, learning centers, and places to access a variety of resources. The COVID-19 pandemic brought many changes, including greater use of technology and electronic resources, work-from-home requests, and more emphasis on staff and patron wellness and safety. Patrons are using the public library more and more as a gathering place and spot for community connection, while Artificial Intelligence is changing how libraries use technology, offer services and fulfill our core responsibilities. One thing is certain—the library director plays a key role in how the library navigates change and ensures that it remains current and dynamic for the community it serves. Your library director affects all aspects of library operations, from budget and staffing to services and the way those services are delivered. The library director is the “face” of the library to its community, and the conduit between the library staff and the Board.

It is important to me, as a library director and a library professional, to find an excellent candidate for this critical position for your library, to help position the Saline District Library and all Michigan libraries, for 21st century viability and success.

Services included in this proposal:

- Create flexible timeline(s) for the Director Search process.
- Advise the Board of Trustees on the responsibilities and appropriate role of a Director Search Committee.
- Gather input from the members of the Board of Trustees and Library staff on the qualities and skills necessary for a candidate to be successful as the Director and provide feedback to the Board for consideration in the position description and advertisement.
- Advise the Board of Trustees on appropriate compensation ranges and customary benefit packages (if necessary)
- Review the existing position description (or develop one if needed) and recommend revisions, as necessary.
- Develop the position advertisement and candidate profile.
- Recommend advertising options and an advertising budget for approval by the Board of Trustees or their designee.
- Place the advertisement on selected professional websites.
- Identify and actively recruit candidates.
- Receive resumes and acknowledge receipt to candidates.
- Review resumes to determine eligibility and suitability for the position.
- Forward all qualified resumes to the Director Search Committee.
- Assist the Director Search Committee in selecting a minimum of two and a maximum of eight of the most highly qualified candidates for preliminary interviews.
- Conduct preliminary videoconferencing (Zoom) interviews with selected candidates.
- Contact references provided by the selected candidates for additional information.
- Provide a summary candidate report and reference interviews for a minimum of two individuals representing the most highly qualified candidates for the position to members of the Director Search Committee.
- Assist the Director Search Committee in selecting candidates for final interviews.
- Advise the Director Search Committee and Board of Trustees on conducting final interviews, including development of an interview schedule, interview format, and interview questions.
- Attend final interviews and provide assistance to the Board of Trustees.
- Provide a written background check on the selected candidate.
- Assist with the final selection of Library Director.
- Provide assistance in finalizing a contract with the selected candidate.
- Notify all candidates of the outcome of the search.

Fees for Services:

The total fee for the tasks and services as outlined in this proposal is \$10,000, as follows:

- \$2,500 to be paid upon acceptance of proposal
- \$2,500 to be paid at the conclusion of the first round of interviews
- \$5,000 balance to be paid at the completion of the process

Additional Costs:

The cost to place job postings on professional websites (American Library Association job board, Michigan Library Association job board) will be billed at cost.

Advertising costs should not exceed \$1,000 and every effort will be made to get “bang for the buck” by posting on zero-cost listserves and job boards. However, for the paid job boards, I recommend opting for an “enhanced post” in order to ensure the visibility of the posting.

Mileage and other travel costs to attend in-person meetings will be charged at a flat rate of \$150 per round trip.

Meetings via teleconference are included in the fee for services outlined above.

Time Frame:

It is anticipated that the search process will take 3-4 months to complete. Two timelines with milestones have been developed, but it will benefit the process to take a flexible approach. Work will begin immediately upon acceptance of this proposal and timelines updated along the way, in order to take a realistic, yet dynamic approach to the process.

Assurance of Success:

Should the initial search process yield no suitable candidates, I will extend the search at the direction of the Board of Trustees/Director Search Committee at no additional cost other than any additional pre-approved expenses incurred.

Quarterly Report

Q32026

9.2026

Outreach

Farmers Markets

- SDL attended the Pittsfield Farmer's Market in May, June, and July, and will attend in September as well.
- SDL attended the Saline Farmer's Market in June, July and August, and will attend in September and October.

School Open Houses

- Staff attended the Saline Area Schools Open Houses this year promoting services and events, and passing out swag.

Special Projects

Jess has been working on managing several special projects around the library:

- **New outdoor benches**
 - Jess has been in contact with Commercial Contracting Corporation to discuss getting new rounded benches for the Story Trail, and a new bench for the northwest entrance
 - Benches have been ordered, and Jess is awaiting information about installation
- **New workstation and furniture replacement**
 - Jess has been working with American Interiors to get a new workstation installed for the new Technology Assistant, as well as some additional pieces that were needed for staff
 - One wooden chair and one upholstered chair in the Youth Department need replacing due to damage, and Jess has been working with American Interiors on getting replacement pieces delivered
 - The fabric on the upholstered chair has been found to be not suitable for commercial use, and a replacement has been ordered in an approved fabric (along with a replacement for a matching chair)
- **New signage**
 - Jess has been working with Dena, Katie, and Evan to get new endcap signage for Youth, Teen, and Adult
 - Signs have arrived from Demco, and will be installed shortly
 - Jess also worked with Evan, Andrew, and Emily to create large signs with instructions for the public printer to help patrons navigate the machine
 - Signs have arrived from VistaPrint and will be installed next week

Respectfully submitted,
Jessica Lash
Assistant Director



TECHNOLOGY QUARTERLY REPORT

FY25-26 · Q3 | June 2026 – August 2026

Respectfully submitted by: Andrew Sutherland, Technology Manager with assistance from Emily, Technology Assistant

DEPARTMENT SUMMARY

The third quarter of this year represented a milestone period of core system upgrades, network optimization, and operational durability. Throughout the summer months, the technology department prioritized long-term infrastructure modernization while maintaining uninterrupted public and administrative services. Despite severe weather events—including severe local storms and a temporary building wide shelter-in-place order during a tornado warning—the technology team proactively managed power backups, reset core servers, and stabilized primary network paths to prevent service outages.

Highlight and Low Light Spotlight

Key Strategic Successes

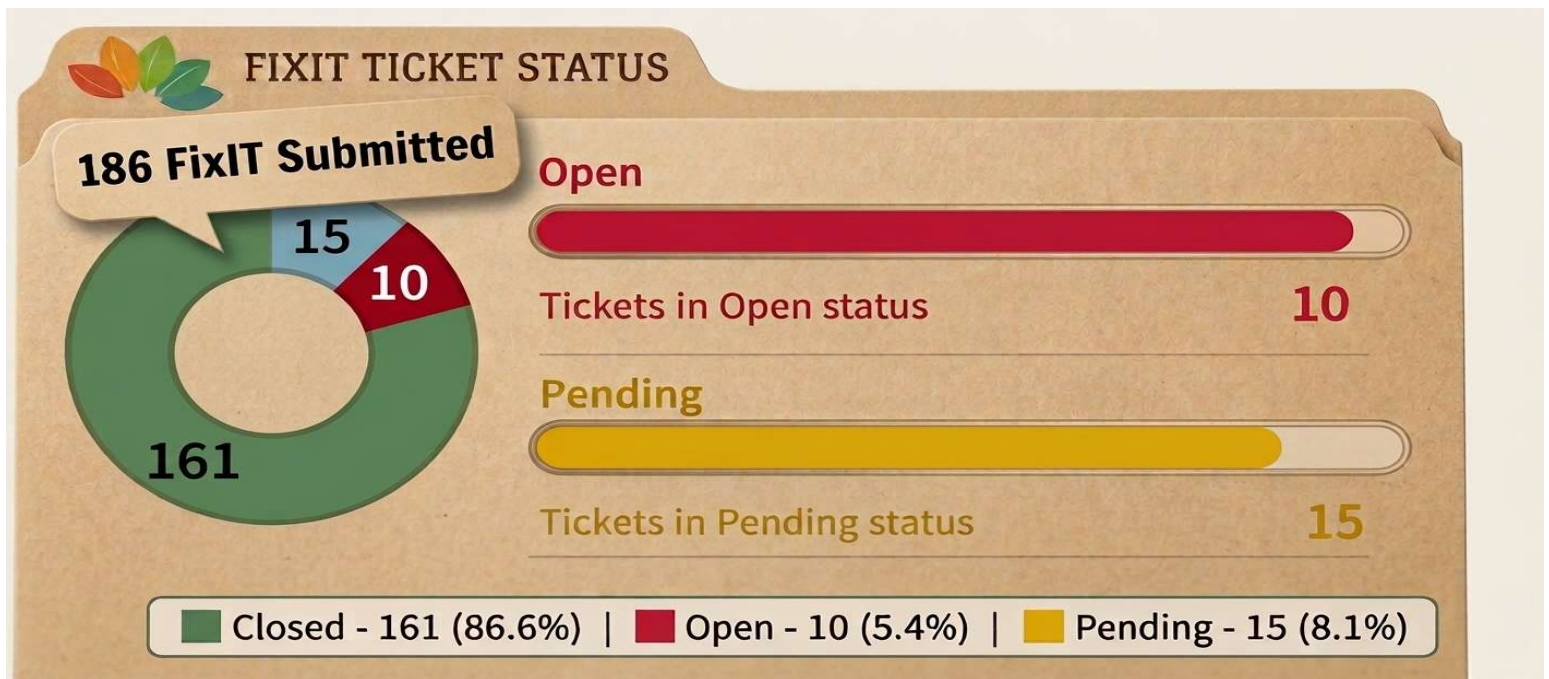
- Migration:** Executed Polaris LX migration with Vega interface.
- Core Software Upgrade:** Upgraded ILS server to Release 8.1.
- Bandwidth Optimization:** Eliminated overage penalties, saved \$15,000 annually.
- Hardware Modernization:** Established modern baseline, mobile IT service cart.
- Vendor Negotiations:** Secured T-Mobile credits and free 5G hotspots, avoided fees.
- Audiovisual Upgrades:** Campus-wide AV modernization for Program and Study rooms.
- Data Backup:** 100% automated weekly workstation backup for all PCs.
- Security & Communications:** Secured Board search communications, aligned with standards.
- Patron Services & Auth:** Launched EducateStation, Toniebox network, and resolved card authentications.
- Print Fleet:** Modernized Elite Imaging agreements, installed print-area dehumidifiers.

Key Operational Challenges & Resolutions

- Severe Weather:** Managed power and resets during tornado warnings.
- Bandwidth Overages:** Mitigated data spikes (389 incidents in June).
- Vendor Hotspot Issues:** Resolved overbilling and reliability with replacement units.
- Backup Path Failures:** Corrected primary server paths, fixed USB ports.
- Data Risk:** Secured previously unprotected workstations.
- Hardware & Environmental Jams:** Integrated high-capacity dehumidifiers, resolved jams.
- External Outages:** Navigated MeLCat, TLN, Hoopla downtime with direct workflows.
- Endpoint Security Alerts:** Deep scans, firmware updates, and patching.
- Barcode Validation Blocks:** Resolved error preventing '4' barcodes from accessing resources.
- Telemarketing Spikes:** Custom switchboard blocking rules for administrative lines.

AT A GLANCE — QUARTER BY THE NUMBERS

\$15,000 Annual savings from major bandwidth optimization	\$3,500 Service credit secured from T-Mobile, for over charging incorrect lines	30 New Franklin 5G hotspots at no cost (includes one used for testing)
7.7 → 8.1 Core ILS server software upgraded	100% SDL workstations on automated weekly backup	\$720/yr External hotspot management fee avoided

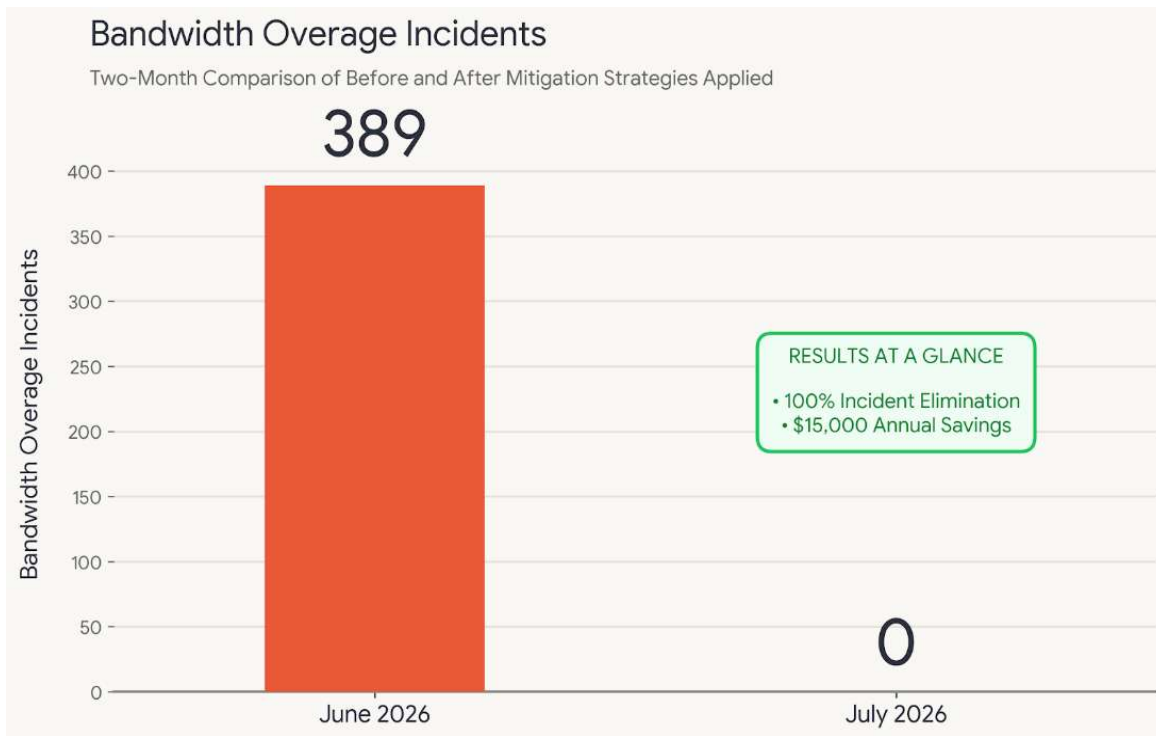


STANDARD TECHNOLOGY ACCOMPLISHMENTS & INFRASTRUCTURE UPDATES

■ Integrated Library System (ILS) & Platform Upgrades

- **Polaris LX & Vega Platform Agreements:** Completed all vendor contracts and tax-exemption documentation to transition to the upgraded Polaris LX cloud ecosystem, incorporating the Vega Discover Premium discovery interface and Vega Mobile self-checkout app.
- **Core Server Software Upgrade (Release 7.7 to 8.1):** Partnered with vendor support (Innovative/Clarivate) to upgrade the underlying server architecture from version 7.7 to 8.1, laying the required technical foundation for Polaris LX.
- **Hardware Baseline Modernization for LEAP Rollout:** The technology team dedicated extensive effort to establishing a redesigned, future-ready hardware baseline in preparation for the upcoming transition to Polaris LEAP.
 - Because the web-based LEAP platform drastically reduces local computer processing requirements compared to legacy software, IT is pivoting toward lighter, highly portable human-interface devices.
 - Shifting to agile hardware profiles untethers staff from traditional service desks, paving the way for mobile, point-of-need interactions that streamline staff workflows and significantly improve service efficiency for patrons throughout the building.
- **Staff Portal Configuration & Workflow Preparation:** Configured preview environment access to develop training documentation, permission roles, and user interfaces ahead of full staff deployment onto the LEAP web platform.
- **Staff Onboarding & Role Mirroring:** Established LEAP access controls and system profiles for incoming staff members (including Youth Services), establishing standardized permission templates for future hiring.

■ Network Infrastructure & Bandwidth Optimization



● **Traffic Management & Bandwidth Overages:** Conducted a comprehensive network traffic audit to eliminate significant data spikes. By throttling non-essential data consumption across the network, monthly bandwidth overage incidents were reduced from 389 in June to ZERO in July.

● **Contractual Cost Avoidance:** This data reduction resolved recurring bandwidth penalties with our ISP (Merit Network), securing an estimated \$15,000 in annual savings over the remaining 3-year contract term

■ Library-Wide Backup Infrastructure & Data Protection

- **Comprehensive Workstation Backup Rollout:** IT embarked on a major system-wide backup initiative to secure all staff desktop assets across the library.
- **Strategic Lead & Execution:** Emily demonstrated outstanding persistence and technical skill in designing a structured backup plan from the ground up and orchestrating its rollout across every workstation on-premises at SDL.
- **Automated Weekly Schedules:** All computers across the organization are now fully integrated into automated weekly image backups.
- **Future-Proof Resilience:** This landmark accomplishment eliminates critical data loss risks, streamlines future system updates, and ensures seamless recovery procedures for all library workstations moving forward.

■ Audiovisual (AV) & Facility Modernization

- **Public Room AV Conversion Project:** Initiated a comprehensive audiovisual upgrade project across Program Rooms A & B, the Youth Program Room, and Study Room 1.
- **Enhanced Visuals & Audio Planning:** Upgrades will feature larger display screens and boosted acoustic output tailored for external presenters and in-house community events.
- **Youth Screen-Time Experience:** Upgrading hardware (library tech redistribution program we're developing in house to reduce hardware overhead by automatically finding a suitable fit in inventory rather direct to new order) from Program Room A the Youth Program Room expands multimedia capabilities for interactive screen-time programs and youth activities.

■ Print Fleet & Workspace Environment

- **High-Volume Print Lease Agreements:** Executed hardware lease documentation with Elite Imaging Systems to onboard a high-volume testing unit prior to the broader library-wide printer fleet refresh.
- **Environmental Control Integration:** Installed a dedicated high-capacity dehumidifier in the primary print/copy area. Controlling workspace humidity levels fully resolved chronic paper-jam issues on the main staff multi-function printer.

■ Hardware Modernization & Mobile Services

- **Mobile Hotspot Fleet Upgrade & Vendor Negotiations:** Following rigorous service performance analysis and extensive meetings with T-Mobile regarding sub-par reliability from previously issued hardware, IT successfully advocated for the library:

- **\$3,500 Service Credit:** Secured a billing credit of nearly \$3,500 to reimburse the library for previous service disruptions.
- **No-Cost Hardware Upgrades:** Negotiated zero-cost replacements to transition from legacy Inseego units to 29 new Franklin 5G hotspots through NELE Communications (T-Mobile).
- **Improved Patron Experience:** The replacement units deliver broader coverage, substantially longer battery life, and faster connection speeds for patrons borrowing mobile Wi-Fi.
- **Internal Portal Management:** Streamlined remote device management directly through the native T-Mobile administrator portal, successfully avoiding an additional \$720/year external management software fee.
- **Device Security Hardening:** Configured hotspot network isolation settings to prevent unauthorized public connections or premature data usage prior to patron checkout.
- **Capital Hardware Requisition:** Finalized hardware inventory specifications and requisitions for 27-inch desktop monitors, desktop PCs, and staff laptops for the upcoming replacement cycle.

■ Digital Authentication, Governance & Vendor Integration

- **Youth Audio Collection “Quiet Network” Deployment:** Designed and deployed a secure, hidden Wi-Fi network tailored for Toniebox audio players, isolating traffic to eliminate interference and streamline device updates and setup
- **Solar Array Web Tracking:** Restored live API data feeds on the library’s “About” webpage to track real-time power generation from the building’s rooftop solar panels.

■ System Maintenance, Security & Administration

- **Hardware Power Stabilization:** Re-routed dedicated power feeds directly to wall outlets for the Reference SelfCheck kiosks, eliminating intermittent power restarts.
- **Endpoint Security Mitigation:** Investigated and resolved automated security alerts on workstations for public and teen via disk cleanups, Windows Defender deep scans, Dell firmware updates, and OS patching.
- **Peripherals & Switchboard Management:** Restored functionality to Circulation RFID scanners, repaired protective counter shielding, and implemented phone-switchboard blocking rules to suppress incoming telemarketing calls.

■ Professional Development & Regional Leadership

- **SeMI-IUG Conference Participation:** Registered for the Southeastern Michigan Innovative Users Group meeting, submitting administrative topics regarding migration timelines, LEAP web workflows, and database management.

■ Operations & Emergency Support Protocols

- **Hardware & Backup Path Corrections:** Successfully bypassed a physical USB port failure on a primary backup laptop and corrected an unresolvable network backup path across primary application servers.
- **Interlibrary Loan (MeLCat) Support:** Assisted staff and patrons during statewide catalog slowdowns by establishing alternative direct request workflows through elibrary.mel.org.
- **Technology Support Workflow & On-Call Restructuring:** Refined the internal ticketing system (FixIT) workflow and emergency contact protocols. Posted clear instruction placards at public/staff workstations and aligned IT staff schedules directly with open library hours. This restructured protocol provides rapid “white-glove” assistance for complex technical inquiries while significantly reducing system downtime during peak weekend periods.
- **Technology Assistant Mobile Workspace:** Outfitted the incoming Technology Assistant with updated office furniture and a fully equipped mobile IT service cart. This “station on wheels” enables real-time roving technical support, hands-on assistance for patrons on the floor, and faster turnaround times for hardware fixes.



Youth Services Department FY 2025-2026 Q3 Report

Summer Reading Program

- A total of 1035 patrons ages 0-12 participated in the Youth Summer Reading Program - Unearth A Story, reading a grand total of 533,620 minutes (that's just over ONE YEAR of reading)! Of those, we had:
 - 462 finishers
 - 791 participants who picked up a sign up book prize
 - 50 random drawing winners
 - 2906 youth missions completed
 - 197 youth book reviews
 - 3816 additional brag tags were earned by participants.
 - ...and 47 intrepid participants reached our highest goal, earning a Super Reader brag tag for reading 50 or more hours this summer.
- The youth department held 104 programs this summer, with a total of 4486 participants, including storytimes (Book Babies, Stroller Stories, Whimsical Wednesdays, Tot Spot, and Family Fun), art programs, science programs, guest performers, and book clubs. Program highlights included:
 - Our kickoff foam party in June, which drew over 300 participants
 - A brand-new Stroller Stories program, which utilized the library trails and averaged 16 participants at each session. In addition to babies and toddlers, we also had several families with young wheelchair users who attended and appreciated the opportunity to participate. This program was led by Evie Moorer and Elise LaPointe.
 - Another new program for preschools called Outdoor Explorers, led by Dena Moscheck, utilized the libraries pavilion and natural outdoor spaces, averaging 22 participants per session.
 - Our finale program featured a drum circle led by Lori Fithian of Drummunity, a touch-a-truck with DPW and construction vehicles, and ice cream provided by the Saline Lions Club. 585 participants visited us for the finale, in our largest turnout of the summer. Elise Lapointe and Jennifer Lupton helped out during the event.
 - Anna Hinkley led several events for Tween and Teen patrons (ages 8-18), in partnership with the Adult department
 - Drop-in all ages programs were held on Friday afternoons. Artsy Afternoons remained the most popular, with 25-30 attending each time it was held.
 - Over 1300 attendees came to storytimes throughout the summer, including those held offsite at parks around Saline, in partnership with the Recreation department.
- We had 942 entries into our monthly Guessing Jar program.
- 458 children participated in our monthly Early Literacy Prompts.

Partnerships and Outreach

- Jennifer Lupton, Evie Moorer, and Dena Moscheck all presented storytimes at Risdon Park, Canterbury Park, and Brecon Park respectively. All storytime at the park programs had great attendance and we look forward to visiting them again next summer!

Collections and Services

- Our popular collections of Tonies and Yotos (screen-free, child-friendly audio accessories – either small figures or plastic cards – that are utilized with specialized smart speakers to play audiobooks, music, and educational content) was recataloged this summer. An issue arose when it was noticed that they were being returned with mismatched parts and leading to a lot of confusion. They were taken out of circulation from mid-July to mid-August and recataloged and packaged into new bags. This was a large undertaking and Dena appreciated the help of Arlene Wall and Katy Miller who helped work behind the scenes to get them recataloged and returned to the shelves as quickly as possible!
- In addition to the Tonies and Yotos, other Youth ETC items with multiple pieces were moved into our department in August. We hope they will continue to circulate well with fewer missing parts issues that take them out of circulation while parts are being replaced.

Professional Development

- Members of the youth department attended the following committee meetings and webinars:
 - Efficiency by Design
 - Lights, Camera, Action: Photography Basics for Library Staff Members
 - It's About Time
 - De-Escalation Techniques - Niche Academy
 - Conversations Worth Having for Library Leaders
 - Group and Team Dynamics
 - Change Management for Leaders
 - Understanding and Managing Burnout in Libraries- Niche Academy
 - MI Kidlib Unconference planning
 - TLN Youth Services Meeting
 - MLA Ambassador Training
 - MLA Spring Institute Workgroup

Staffing

- Anna Hinkley resigned after accepting a position as a Collection Development Manager at Canton District Library. Her last day was 8/21/26 and staff in all departments wish her well in her new role!
- We received 15 very well-qualified Youth Services Librarian applicants to choose from, and interviewed four of them. The interviewing team (Dena Moscheck, Andrew

Sutherland, and Jesica Lash) selected Lindsey Kult, who will begin her new position on 9/14/26.

Respectfully submitted,

Dena Moscheck, Head of Youth Services
September 10, 2026

**Quarterly Report
Adult Department
Q3 2026**

9/8/2026

Programming

The Adult Department had the following programs of note:

- This summer we celebrated the Summer Reading program with a whopping 838 adults and 185 teens signed up.
- Our Great Summer Read “Jurassic Park” had much higher participation than in years past.
- We also had a fantastic turnout for the community art project with a variety of different dino canvases brought in.
- Popular one-off programs included Laser Cut Fairy Doors, a Paul Revere Presentation to celebrate America’s 250th anniversary, a classical guitar performance, and our Michigan Notable Author title “The Hours Are Long, But the Pay is Low.”

Displays

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

- Peace Love and Rock and Roll, Dog Days, Climate Affects Us All, American Artists, National Great Outdoors Month, dinos and more (SRP display), Pride, Dads and Grads, and more.

Staff Development

- Staff attended an info session on this year's Summer Reading Program as well as a wrap-up meeting.
- Staff read journals, viewed webinars, and more as part of regular collection development practices.

Outreach

- Monthly book deliveries continue to Brecon Village and Story Point, as well as a monthly book club that Trish coordinates at Mill Pond Manor.
- We had 105 students come and visit the library and meet with Katie to learn about the library and our summer reading program.
- Staff also attended Saline’s pride event as well as the farmers market to represent the library.

Respectfully submitted,

Evan Smale
Head of Adult Services

Support Services Quarterly Report
2026 3rd Quarter
Submitted by: Arlene Wall

SUPPORT SERVICES MANAGER

- Quarter Stats –
 - Total Circulation of physical items – 75,004 (74,232 in 3rd Quarter 2025)
 - Total Patron Visits – 38,618 (39,439 in 3rd Quarter 2025)
 - New Patrons Registered – 763 (583 in 3rd Quarter 2025)
 - Total number of patrons – 13,641 (15,052 in 3rd Quarter 2025)
- Since going fine free, Request Time to Fill Holds
 - 3rd Quarter 2026 Average time to fill hold requests 11.70 (7.57 Days in 1st Quarter 2023 before fine free)

SUPPORT SERVICES STAFF

- Three Pages no longer will be working here. Two new Pages will be hired this Fall
- One Library Assistant has retired, and we have hired a new Library Assistant

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	16,390	17,491	16,097	14,690	20,457	21,753	20,053				159,232
% of Total Circ.	81.64%	82.83%	84.79%	82.77%	81.85%	81.53%	83.48%	83.59%	81.94%	#DIV/0!	#DIV/0!	#DIV/0!	82.76%
AV Materials													
DVD/BLU-RAY	2,177	2,286	1,886	2,361	2,312	2,035	2,471	2,775	3,071				21,374
Music CDs	198	209	185	229	191	195	170	204	223				1,804
Audio Books	284	243	210	263	261	251	269	291	269				2,341
J Kits	190	260	215	231	211	214	405	349	281				2,356
Total AV	2,849	2,998	2,496	3,084	2,975	2,695	3,315	3,619	3,844	0	0	0	27,875
% of Total Circ.	15.54%	14.33%	12.91%	14.59%	15.13%	14.96%	13.53%	13.91%	15.71%	#DIV/0!	#DIV/0!	#DIV/0!	14.49%
Interlibrary Loans													
SDL Patron Filled Requests	591	859	673	799	721	679	791	871	657				6,641
% of Total Circ.	3.22%	4.11%	3.48%	3.78%	3.67%	3.77%	3.23%	3.35%	2.68%	#DIV/0!	#DIV/0!	#DIV/0!	3.45%
Lends Out to Libs	722	882	906	694	817	713	790	778	837				7,139
Equipment	244	264	225	249	261	259	310	260	234				2,306
Periodicals	273	331	218	307	333	373	424	393	342				2,994
% of Total Circ.	1.49%	1.58%	1.13%	1.45%	1.69%	2.07%	1.73%	1.51%	1.40%	#DIV/0!	#DIV/0!	#DIV/0!	1.56%
TOTAL 2025 CIRC	18,337	20,923	19,329	21,131	19,666	18,017	24,506	26,025	24,473	0	0	0	192,407
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%	-6.79%	-8.92%	-3.82%	-9.41%	-0.38%	-2.85%	7.14%	-100.00%	-100.00%	-100.00%	-23.63%
Downloads													
Ebooks	4,254	5,933	3,745	4,258	3,718	3,773	4,133	4,362	4,356				38,532
AudioBooks	5,118	5,886	5,214	5,743	5,558	5,845	5,860	5,986	5,744				50,954
Music	144	201	162	131	148	152	138	128	160				1,364
Video	407	356	372	324	287	351	304	379	448				3,228
Magazines	1,336	1,331	1,194	1,437	1,328	1,213	1,611	1,331	1,330				12,111
Tumble books	3	4	26	8	24	20	51	84	15				235
Total Downloads	11,262	13,711	10,713	11,901	11,063	11,354	12,097	12,270	12,053	0	0	0	106,424
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	11.27%	6.75%	5.15%	8.17%	6.60%	2.94%	10.22%	9.58%	10.81%	-100.00%	-100.00%	-100.00%	-18.67%
GRAND TOTAL CIRC	29,599	34,634	30,042	33,032	30,729	29,371	36,603	38,295	36,526	0	0	0	298,831
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	27.38%	12.73%	-2.86%	-3.42%	-0.31%	-5.01%	2.89%	0.81%	8.32%	-100.00%	-100.00%	-100.00%	-21.93%
Cards Issued	106	127	116	182	199	161	280	210	273				1,654
Prior Year	87	131	118	155	133	113	243	201	139	153	121	101	1,695
% Difference	21.84%	-3.05%	-1.69%	17.42%	49.62%	42.48%	15.23%	4.48%	96.40%	-100.00%	-100.00%	-100.00%	-2.42%
3 M Gate Count	11,053	13,073	11,957	14,993	13,249	12,194	13,156	12,640	12,822				115,137
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%	-24.26%	-26.03%	0.46%	10.30%	-6.34%	-8.45%	10.66%	-100.00%	-100.00%	-100.00%	-27.21%
Average Per Day	356	421	412	483	441	393	438	407	413	0	0	0	418

*Total Gate Count Estimated in February due to gates down on 2/17/2026

*Total Gate Count Estimated in March due to gates down on 3/14/2026

Programs and Services FY2025-2026

	DEC	JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	TOTALS
YOUTH													
Youth Storytimes	21	26	20	13	25	14	20	24	6				169
# attending	368	515	417	556	565	259	573	572	172				3,997
Staff Programs	10	10	14	26	12	3	15	16	8				114
# attending	123	96	207	193	198	15	724	738	431				2,725
Guest Performers	1	2	1	4	3	1	6	4	2				24
# attending	12	92	10	84	103	80	450	96	585				1,512
Visits & Tours	3	4	4	5	3	12	0	0	0				31
# attending	37	44	42	116	35	587	0	0	0				861
Off Site Presentations	6	1	4	8	3	11	1	1	1				36
# attending	279	14	109	284	108	1084	34	66	45				2,023
Total events/month	41	43	43	56	46	41	42	45	17	0	0	0	374
Prior Year	10	4	46	51	45	38	43	43	20	42	44	38	424
% difference	310.00%	975.00%	-6.52%	9.80%	2.22%	7.89%	-2.33%	4.65%	-15.00%	-100.00%	-100.00%	-100.00%	-11.79%
Total attendance	819	761	785	1,233	1,009	2,025	1,781	1,472	1,233	0	0	0	11,118
Prior Year	130	116	954	1345	856	1454	1640	899	992	834	3001	765	12,986
% difference	530.00%	556.03%	-17.71%	-8.33%	17.87%	39.27%	8.60%	63.74%	24.29%	-100.00%	-100.00%	-100.00%	-14.38%
1KBBK	7	4	9	9	10	5	8	4	10				66
New Baby Packets	3	17	7	1	2	9	4	3	6				52
ADULT/TEEN													
Teen Programs	9	12	13	14	11	7	6	3	3				78
# attending	208	429	401	651	225	190	448	106	108				2,766
Teen Book Discussion	0	0	0	0	0	0	0	0	0				0
# attending	0	0	0	0	0	0	0	0	0				0
Visits & Tours	0	0	0	0	0	0	3	0	0				3
# attending	0	0	0	0	0	0	105	0	0				105
Off Site Presentations	0	0	0	0	0	0	0	0	0				0
# attending	0	0	0	0	0	0	0	0	0				0
Adult Programs	21	22	22	22	21	17	23	28	19				195
# attending	285	326	322	490	380	345	371	569	374				3,462
Adult Book Discussion	3	4	4	4	4	4	4	4	2				33
# attending	14	30	28	33	44	22	34	23	24				252
Family Programs	0	1	0	0	0	0	0	0	0				1
# attending	0	81	0	0	0	0	0	0	0				81
Internet Classes	0	0	0	0	0	0	0	0	0				0
# attending	0	0	0	0	0	0	0	0	0				0
Outreach/Bk Deliveries	6	6	5	6	9	8	4	4	7				55
# of items	65	74	67	65	61	72	49	63	89				605
Total events/month	33	39	39	40	36	28	36	35	24	0	0	0	310
Prior Year	27	23	34	35	41	36	34	32	28	41	49	36	416
% difference	22.22%	69.57%	14.71%	14.29%	-12.20%	-22.22%	5.88%	9.38%	-14.29%	-100.00%	-100.00%	-100.00%	-25.48%
Total attendance	572	940	818	1239	710	629	1007	761	595	0	0	0	7,271
Prior Year ⁴⁹	932	391	656	815	714	607	887	454	413	1650	1155	927	9,601

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% difference	-38.63%	140.41%	24.70%	52.02%	-0.56%	3.62%	13.53%	67.62%	44.07%	-100.00%	-100.00%	-100.00%	-24.27%
COMPUTER USAGE													
PC usage onsite	529	497	531	414	624	652	749	773	801				5,570
Prior Year	460	438	594	649	675	661	720	674	594	578	609	546	7,198
% difference	15.00%	13.47%	-10.61%	-36.21%	-7.56%	-1.36%	4.03%	14.69%	34.85%	-100.00%	-100.00%	-100.00%	-22.62%
WiFi usage onsite	2,011	2,654	2,553	2,078	4,778	2,861	3,643	3,928	4,526				29,032
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%	-16.89%	-38.39%	34.67%	-26.07%	1.85%	9.29%	45.06%	-100.00%	-100.00%	-100.00%	-31.83%
Youth AWE computers	414	409	248	315	263	367	304	337	327				2,984
Prior Year	410	0	345	398	230	243	419	469	352	266	316	345	3,793
% difference	0.98%	#DIV/0!	-28.12%	-20.85%	14.35%	51.03%	-27.45%	-28.14%	-7.22%	-100.00%	-100.00%	-100.00%	-21.34%
Ref. Questions:													
Youth	595	813	708	849	831	647	2,131	2,169	1,262				10,005
Adult	520	634	491	629	551	457	654	627	516				5,079
Main Desk	259	494	545	506	525	451	642	547	722				4,691
Total Reference	1,374	1,941	1,744	1,984	1,907	1,555	3,427	3,343	2,500	0	0	0	19,775
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%	-26.04%	-14.30%	5.18%	-14.98%	-0.29%	4.50%	6.66%	-100.00%	-100.00%	-100.00%	-24.76%
Program Rm: #Groups	4	5	3	4	12	6	6	3	2				45
Prior Year #Groups	0	0	0	0	0	0	1	4	1	2	6	5	19
# of individuals	90	131	63	87	187	147	73	32	20				830
Study Rms: #Groups	240	279	206	239	273	282	310	355	343				2,527
Prior Year #Groups	0	72	132	166	177	184	243	345	233	328	369	246	2,495
# of individuals	394	446	305	345	336	461	479	536	459				3,761
				Both months show usage with drastic drops, 1 AWE was offline (intermittently) during this span									

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	14,811	14,260	13,113	15,049	19,366	15,078	13,757				132,630
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%	6.68%	3.51%	-0.92%	-20.74%	19.68%	1.00%	0.32%	-100.00%	-100.00%	-100.00%	-25.11%
Databases	2,649	2,993	5,094	3,630	3,431	3,268	2,389	2,731	2,722				28,907
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%	128.74%	20.64%	-23.98%	19.71%	-16.85%	5.04%	0.44%	-100.00%	-100.00%	-100.00%	-18.54%
SDL App													
New Downloads	41	49	58	53	106	68	90	71	76				612
Prior Year	38	69	53	55	57	68	82	83	51	49	43	38	686
% difference	8%	-29%	9%	-4%	86%	0%	10%	-14%	49%	-100%	-100%	-100%	-11%
Sessions	3,089	3,985	3,411	4,066	3,868	4,044	4,020	4,391	4,414				35,288
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%	27%	31%	29%	19%	-2%	1%	14%	-100%	-100%	-100%	-12%
MI Activity Pass	8	13	5	19	14	18	28	26	12				143
Prior Year	4	5	9	25	19	17	15	33	50	18	19	4	218
% difference	100%	160%	-44%	-24%	-26%	6%	87%	-21%	-76%	-100%	-100%	-100%	-34%
New eNews subscribers	122	147	121	198	222	203	287	226	295				1,821
Total subscribers	13,324	13,354	13,314	13,429	13,580	13,719	13,940	14,104	14,323				14,323
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%	10.97%	11.10%	5.76%	6.53%	7.53%	7.55%	9.08%	-100.00%	-100.00%	-100.00%	7.81%

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