Petoskey District Library Board of Trustees

500 E. Mitchell St
231.758.3100

Thursday, November 24, 2026, 5:00 p.m.

Call to order

Agenda

Public Comments:

Presentation: Master Plan - krM

Approval of Minutes: Regular Meeting-October 22, 2026

Approval of Bills: October 2026

Treasurer's Report on Financial Statements

Reports:

- Friends of the Petoskey Library
- Comments/Questions from Township Representatives
- Director's Report

Board Members' Comments:

Unfinished Business:

New Business:

1. Discussion of Master Plan
2. Policy Update: Meeting Room
3. 2027 Meeting Dates
4. Art work on loan

Public Comments:

Adjournment:

The Petoskey District Library will provide necessary, reasonable aids and services, such as signers for the hearing impaired and audiotapes of printed materials, to individuals with disabilities upon a two-week notice.

PETOSKEY DISTRICT LIBRARY
Board of Trustees Meeting Minutes
Thursday, October 22, 2026

The meeting was called to order by President Kim Block at 5 PM.
Present: Kim Block, Laura Dinon (arrived at 5:02 pm) Ann Ingles, Amy Janssens (arrived at 5:18 pm) Trevor Nelson, Brielle Burris, student board member, and Val Meyerson, Library Director.

Agenda: The agenda was approved as presented by unanimous consent.

Public Comments: There were no public comments.

Approval of Minutes: The minutes of the regular meeting of September 17, 2026 were approved by unanimous consent.

Approval of Bills: Payment of the bills for September 2026 was approved by unanimous consent.

Treasurer's Report on Financial Statements: Trevor stated that there was nothing new to report and that revenue and expenses continue to be within the budget.

Reports:

- Friends of the Library - Sue Moffat spoke about the Friends' annual meeting which took place on October 19 at the Carnegie building, where Val presented the proposed capital improvement plans for the library and the Carnegie. The Friends have two sip and taste fundraisers coming up, as well as their annual Candy Cane Village book giveaway during downtown open house on December 5.
- Comments/questions from Township Representatives - Garrett Muir was present representing Bear Creek Township. He stated that he had heard many positive comments about the Women and Water exhibit at the library.
- Director's Report - Val had provided a written report. She presented the newest rendition of the Master Plan for renovations at the library and the

Carnegie. She and Jodi will meet with architect Kyle on Monday, October 26, and then the plan will go through a budgeting process. There was discussion and questions from Trustees. Ken Todd, member of the public, asked about the mural in the former children's room at the Carnegie. It had been donated in honor of his mother and is still intact. Val gave assurances that the mural will remain on the wall.

Board Member Comments: None

Unfinished Business: None

New Business:

- COA Grant - The library was awarded a grant from Emmet County for services for senior citizens. *****Laura moved and Trevor seconded to approve the agreement with Emmet County for senior services. The motion passed unanimously.
- Three policies were reviewed - Smoking, Purchasing, and Confidentiality. No changes were required.
- Board Training - Val suggested and the Board agreed to include some board training via Niche Academy at future meetings.

Public Comments: None

The meeting was adjourned at 5:54 pm.

Respectfully submitted,
Ann Ingles, Secretary

Report Criteria:
Report type: GL detail
Check.Type = {<>} "Adjustment"
[Report].Invoice GL Account (3 Characters) = "271","718"

Check Number	Check Issue Date	Payee	Invoice GL Account Title	Amount
113755	10/07/2026	Alliance Entertainment	Audio Visual - Adult	132.00
113755	10/07/2026	Alliance Entertainment	Audio Visual - Adult	208.98
113755	10/07/2026	Alliance Entertainment	Audio Visual - Children	46.98
113938	10/21/2026	Alpine Media Co LLC	Printing/Advertising/Postage	975.00
113939	10/21/2026	Amazon Capital Services	Books - Adult	391.75
113939	10/21/2026	Amazon Capital Services	Audio Visual - Adult	33.95
113939	10/21/2026	Amazon Capital Services	Makerspace - Equip & Supplies	130.49
113939	10/21/2026	Amazon Capital Services	Office/Library Supplies	13.10
113939	10/21/2026	Amazon Capital Services	Operating Equipment & Tech	111.33
113939	10/21/2026	Amazon Capital Services	Office/Library Supplies	96.88
113939	10/21/2026	Amazon Capital Services	Books - Adult	61.12
113939	10/21/2026	Amazon Capital Services	Audio Visual - Adult	19.95-
113939	10/21/2026	Amazon Capital Services	Books - Adult	19.99
113939	10/21/2026	Amazon Capital Services	Books-Children's	44.97
113939	10/21/2026	Amazon Capital Services	Books - Young Adult	34.46
113939	10/21/2026	Amazon Capital Services	Programming - Young Adult	121.58
113939	10/21/2026	Amazon Capital Services	Makerspace - Equip & Supplies	54.86
113939	10/21/2026	Amazon Capital Services	Audio Visual - Adult	19.96-
113939	10/21/2026	Amazon Capital Services	Operating Equipment & Tech	15.99
113939	10/21/2026	Amazon Capital Services	Building Supplies	21.42
113939	10/21/2026	Amazon Capital Services	Office/Library Supplies	6.64
113939	10/21/2026	Amazon Capital Services	Audio Visual - Children	63.98
113939	10/21/2026	Amazon Capital Services	Programming - Children	71.16
113939	10/21/2026	Amazon Capital Services	Office/Library Supplies	107.01
113759	10/07/2026	Atchison Paper & Supply	Building Supplies	60.92
113943	10/21/2026	Atchison Paper & Supply	Office/Library Supplies	28.15
113943	10/21/2026	Atchison Paper & Supply	Building Supplies	217.11
114009	10/28/2026	Atchison Paper & Supply	Building Supplies	91.72
114009	10/28/2026	Atchison Paper & Supply	Office/Library Supplies	63.97
113760	10/07/2026	Beauchamp, Mary	Communications	300.00
113945	10/21/2026	Book Farm LLC	Programming - Children	68.73
114017	10/28/2026	Burns, Mary	Programming - Adult	4,787.22
114019	10/28/2026	Centaris	Contracted Services - Software	432.00
113949	10/21/2026	Center Point Large Print	Books - Adult	118.18
113877	10/14/2026	Cintas Corp #729	Building Supplies	21.80
113877	10/14/2026	Cintas Corp #729	Building Supplies	21.80
113877	10/14/2026	Cintas Corp #729	Building Supplies	21.80
113877	10/14/2026	Cintas Corp #729	Building Supplies	21.80
113877	10/14/2026	Cintas Corp #729	Building Supplies	21.80
113877	10/14/2026	Cintas Corp #729	Building Supplies	21.80
113877	10/14/2026	Cintas Corp #729	Building Supplies	21.80
113933	10/20/2026	City Treas. for Utility Bills	Public Utilities	2,465.81
113933	10/20/2026	City Treas. for Utility Bills	Public Utilities	661.71
113882	10/14/2026	Demco	Office/Library Supplies	250.31
113951	10/21/2026	Discount School Supply	Programming - Children	48.94
114026	10/28/2026	DTE Energy	Heating Fuel	106.90
114026	10/28/2026	DTE Energy	Heating Fuel	56.84
113884	10/14/2026	Edwards, Jessica	Contracted Services	1,200.00
113953	10/21/2026	Edwards, Jessica	Contracted Services	1,500.00
113781	10/07/2026	Envisionware Inc.	Tech. Equipment & Software	15,990.45
113885	10/14/2026	Envisionware Inc.	Contracted Services - Software	3,588.01
114037	10/28/2026	GFL Environmental	Contracted Services	145.00

Check Number	Check Issue Date	Payee	Invoice GL Account Title	Amount
113958	10/21/2026	GHD Services Inc.	Contracted Services - Software	7,885.66
113794	10/07/2026	Grigg, Michael	Audio Visual - Adult	27.00
113895	10/14/2026	Ingram Library Services	Books - Adult	2,392.50
113895	10/14/2026	Ingram Library Services	Books - Young Adult	235.39
113895	10/14/2026	Ingram Library Services	Books-Children's	2,713.21
113896	10/14/2026	Integrity Business Solutions	Office/Library Supplies	47.97
113898	10/14/2026	John E. Green Co.	Building Repair & Maintenance	442.70
113905	10/14/2026	McGrath, James Edward	Programming - Children	275.00
114057	10/28/2026	Metropolitan Life Insurance Company	Fringe Benefits	435.77
113967	10/21/2026	Meyer Ace Hardware	Building Supplies	5.39
113967	10/21/2026	Meyer Ace Hardware	Building Supplies	41.37
113820	10/07/2026	Meyerson, Valerie	Programming - Adult	8.98
113820	10/07/2026	Meyerson, Valerie	Miscellaneous	12.99
113820	10/07/2026	Meyerson, Valerie	Programming - Children	19.05
113820	10/07/2026	Meyerson, Valerie	Programming - Adult	90.00
113820	10/07/2026	Meyerson, Valerie	Training & Travel	45.58
113820	10/07/2026	Meyerson, Valerie	Training & Travel	22.00
113820	10/07/2026	Meyerson, Valerie	Books - Adult	25.00
113906	10/14/2026	Michigan Library Association	Training & Travel	415.00
113906	10/14/2026	Michigan Library Association	Memberships & Dues	85.00
113906	10/14/2026	Michigan Library Association	Training & Travel	355.00
113970	10/21/2026	Midwest Tape LLC	Audio Visual - Adult	42.99
114060	10/28/2026	Mitchell Graphics Inc.	Printing/Advertising/Postage	1,000.00
113824	10/07/2026	Mitrovich, Michael	Communications	300.00
113910	10/14/2026	Mitrovich, Michael	Building Supplies	132.81
113972	10/21/2026	Mitrovich, Michael	Miscellaneous	16.00
114062	10/28/2026	OneAmerica	Fringe Benefits	85.71
113912	10/14/2026	Oriental Trading Company	Programming - Children	110.92
113833	10/07/2026	PAC2	Contracted Services - Software	11,585.00
113833	10/28/2026	PAC2	Contracted Services - Software	11,585.00-
114064	10/28/2026	PAC2	Contracted Services - Software	11,585.00
113915	10/14/2026	Peninsula Fiber Network LLC	Communications	59.40
114068	10/28/2026	Petoskey Regional Chamber	Training & Travel	90.00
114070	10/28/2026	Priority Health	Fringe Benefits	8,940.56
113976	10/21/2026	Quadient Inc.	Office/Library Supplies	2.40
113978	10/21/2026	SenSource Inc.	Contracted Services - Software	339.00
113979	10/21/2026	Smith, Christine R.	Programming - Adult	201.00
113919	10/14/2026	Solutions Electric Inc.	Building Repair & Maintenance	950.36
114080	10/28/2026	Spectrum Business	Communications	116.39
113982	10/21/2026	Summit Fire Protection Corp.	Building Repair & Maintenance	266.25
113982	10/21/2026	Summit Fire Protection Corp.	Building Repair & Maintenance	35.25
113852	10/07/2026	T-Mobile	Communications	283.19
113923	10/14/2026	Today's Business Solutions Inc.	Contracted Services - Software	2,109.00
113927	10/14/2026	Unique Management Services Inc.	Contracted Services	46.60
113929	10/14/2026	Van's Business Machines	Tech. Equipment & Software	4,200.00
113929	10/14/2026	Van's Business Machines	Equipment Repair & Maintenance	414.76
Grand Totals:				81,966.45

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
271-000-202.000	11,624.91	93,591.36-	81,966.45-
271-790-724.000	9,462.04	.00	9,462.04

GL Account	Debit	Credit	Proof
271-790-727.000	127.32	.00	127.32
271-790-751.000	616.43	.00	616.43
271-790-752.000	723.34	.00	723.34
271-790-760.000	3,008.54	.00	3,008.54
271-790-760.100	2,758.18	.00	2,758.18
271-790-760.200	269.85	.00	269.85
271-790-761.000	444.92	39.91-	405.01
271-790-761.100	110.96	.00	110.96
271-790-802.000	2,891.60	.00	2,891.60
271-790-802.100	37,523.67	11,585.00-	25,938.67
271-790-850.000	1,058.98	.00	1,058.98
271-790-905.000	1,975.00	.00	1,975.00
271-790-912.000	927.58	.00	927.58
271-790-915.000	85.00	.00	85.00
271-790-920.000	3,127.52	.00	3,127.52
271-790-924.000	163.74	.00	163.74
271-790-930.000	1,694.56	.00	1,694.56
271-790-931.000	414.76	.00	414.76
271-790-955.000	28.99	.00	28.99
271-790-958.000	593.80	.00	593.80
271-790-958.100	5,087.20	.00	5,087.20
271-790-958.200	121.58	.00	121.58
271-790-964.000	185.35	.00	185.35
271-790-986.000	20,190.45	.00	20,190.45
Grand Totals:	105,216.27	105,216.27-	.00

Report Criteria:
Report type: GL detail
Check.Type = {<>} "Adjustment"
[Report].Invoice GL Account (3 Characters) = "271","718"

Report Criteria:
Check Detail.GL account (3 Characters) = "271,718"
Check.Created date = 10/01/2026-10/31/2026

Check Number	Check Issue Date	Name	GL Account	Amount
113862	10/07/2026	Northwestern Michigan College	271790955000	18.00
113994	10/21/2026	FlutterBee Education Group	271790760100	402.69
114000	10/21/2026	The Creative Company	271790760100	210.60
114001	10/21/2026	Traverse Area District Library	271790955000	22.99
Grand Totals:				654.28

CITY OF PETOSKEY

BALANCE SHEET

OCTOBER 31, 2026

FUND 271 - LIBRARY FUND

	ASSETS		
271-000-001.000	CASH	461,771.45	
271-000-001.700	CASH - FIFTH THIRD LIBRARY	613,096.43	
271-010-004.000	WORKING FUND - LIBRARY	175.00	
271-010-020.000	TAXES RECEIVABLE - CURRENT	32,448.27	
271-010-026.000	TAXES RECEIVABLE - DELINQUENT	1,889.47	
	TOTAL ASSETS		1,109,380.62
	LIABILITIES AND EQUITY		
	LIABILITIES		
271-040-226.000	DUE TO TOWNSHIPS	124,945.98	
271-040-253.000	ACCRUED INTEREST	2,292.00	
271-040-261.000	ACCRUED PAID TIME OFF	21,330.10	
271-040-292.001	DEFERRED G/L ON REFUNDING	(1,823.00)	
	TOTAL LIABILITIES		146,745.08
	FUND EQUITY		
271-000-390.000	FUND BALANCE	243,384.68	
271-000-395.000	FUND BALANCE - RESERVED	253,000.00	
	REVENUE OVER EXPENDITURES - YTD	466,250.86	
	TOTAL FUND EQUITY		962,635.54
	TOTAL LIABILITIES AND EQUITY		1,109,380.62

CITY OF PETOSKEY

DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2026

FUND 271 - LIBRARY FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
	OPERATING REVENUE					
271-081-402.000	STATE AID	.00	18,913.38	18,500.00	413.38	102.23
271-081-403.000	CURRENT PROPERTY TAX	.00	1,088,941.30	1,094,600.00	(5,658.70)	99.48
271-081-405.000	PROPERTY TAX - BEAR CREEK	.00	270,673.63	259,300.00	11,373.63	104.39
271-081-407.000	PROPERTY TAX - RESORT	.00	210,756.26	205,800.00	4,956.26	102.41
271-081-409.000	PROPERTY TAX - LITTLE TRAVERSE	.00	163,233.01	169,400.00	(6,166.99)	96.36
271-081-411.000	PROPERTY TAX - SPRINGVALE	.00	62,874.70	60,900.00	1,974.70	103.24
271-081-432.000	CURRENT PROPERTY TAX - PILOT	.00	8,573.81	7,700.00	873.81	111.35
271-081-445.000	PENALTIES & INTEREST	53.00	3,025.01	2,500.00	525.01	121.00
271-081-566.000	GRANTS	1,920.00	48,967.00	23,000.00	25,967.00	212.90
271-081-573.000	REVENUE SHARING - LCSA	4,615.34	5,862.73	.00	5,862.73	.00
271-081-657.000	PENAL FINES	.00	81,162.95	70,000.00	11,162.95	115.95
271-081-658.000	REIMBURSEMENTS	767.35	6,611.29	6,500.00	111.29	101.71
271-081-687.000	PAID CARDS	240.00	4,010.00	3,500.00	510.00	114.57
271-081-692.000	COPIES	179.90	7,853.32	6,000.00	1,853.32	130.89
271-081-694.000	BOOK SALE	1,442.05	12,301.28	13,000.00	(698.72)	94.63
271-081-695.000	CONTRACTED WAGES	11,217.00	19,542.80	14,000.00	5,542.80	139.59
271-081-696.000	MERCHANDISE SALES	184.00	1,614.00	1,500.00	114.00	107.60
	TOTAL OPERATING REVENUE	20,618.64	2,014,916.47	1,956,200.00	58,716.47	103.00
	NON-OPERATING REVENUE					
271-082-664.000	INTEREST INCOME	1,134.13	7,340.49	13,000.00	(5,659.51)	56.47
271-082-682.000	OTHER	316.50	9,594.87	4,000.00	5,594.87	239.87
271-082-684.000	BUILDING RENT	1,675.00	10,206.03	8,000.00	2,206.03	127.58
271-082-696.000	DONATIONS	1,182.05	25,534.08	10,000.00	15,534.08	255.34
	TOTAL NON-OPERATING REVENUE	4,307.68	52,675.47	35,000.00	17,675.47	150.50
	TOTAL FUND REVENUE	24,926.32	2,067,591.94	1,991,200.00	76,391.94	103.84

CITY OF PETOSKEY

DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2026

FUND 271 - LIBRARY FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
	LIBRARY					
271-790-702.000	SALARIES & WAGES - FULL-TIME	64,620.76	437,642.08	532,300.00	94,657.92	82.22
271-790-704.000	SALARIES & WAGES - PART-TIME	31,353.51	214,403.20	276,100.00	61,696.80	77.65
271-790-724.000	FRINGE BENEFITS	25,344.52	210,820.05	269,300.00	58,479.95	78.28
271-790-727.000	OPERATING EQUIPMENT & TECH	127.32	422.02	.00	(422.02)	.00
271-790-751.000	OFFICE/LIBRARY SUPPLIES	616.43	9,035.12	11,500.00	2,464.88	78.57
271-790-752.000	BUILDING SUPPLIES	765.42	6,435.09	8,500.00	2,064.91	75.71
271-790-760.000	BOOKS - ADULT	3,008.54	29,203.80	40,000.00	10,796.20	73.01
271-790-760.100	BOOKS-CHILDREN'S	3,387.47	17,141.05	24,000.00	6,858.95	71.42
271-790-760.200	BOOKS - YOUNG ADULT	269.85	4,617.60	5,000.00	382.40	92.35
271-790-760.400	PERIODICALS	.00	6,937.81	9,000.00	2,062.19	77.09
271-790-761.000	AUDIO VISUAL - ADULT	707.72	4,364.09	8,300.00	3,935.91	52.58
271-790-761.100	AUDIO VISUAL - CHILDREN	110.96	1,017.00	1,500.00	483.00	67.80
271-790-761.200	AUDIO VISUAL - YOUNG ADULT	.00	444.54	1,000.00	555.46	44.45
271-790-762.000	ELECTRONIC MATERIALS	.00	59,735.47	61,000.00	1,264.53	97.93
271-790-762.100	DATA BASES	.00	1,641.45	4,500.00	2,858.55	36.48
271-790-801.000	PROFESSIONAL SERVICES	.00	2,390.75	5,000.00	2,609.25	47.82
271-790-802.000	CONTRACTED SERVICES	2,891.60	71,985.55	95,100.00	23,114.45	75.69
271-790-802.100	CONTRACTED SERVICES - SOFTWARE	25,938.67	32,895.20	39,400.00	6,504.80	83.49
271-790-850.000	COMMUNICATIONS	1,058.98	5,315.34	8,300.00	2,984.66	64.04
271-790-880.000	COMMUNITY OUTREACH	350.00	1,440.30	2,500.00	1,059.70	57.61
271-790-885.000	DONATION EXPENSE	.00	300.00	3,000.00	2,700.00	10.00
271-790-887.000	BANK CHARGES	86.45	883.76	800.00	(83.76)	110.47
271-790-905.000	PRINTING/ADVERTISING/POSTAGE	2,197.17	35,302.10	46,100.00	10,797.90	76.58
271-790-912.000	TRAINING & TRAVEL	927.58	11,155.17	13,200.00	2,044.83	84.51
271-790-915.000	MEMBERSHIPS & DUES	(265.00)	2,001.00	1,500.00	(501.00)	133.40
271-790-920.000	PUBLIC UTILITIES	3,127.52	25,103.22	33,000.00	7,896.78	76.07
271-790-924.000	HEATING FUEL	163.74	11,881.64	16,500.00	4,618.36	72.01
271-790-930.000	BUILDING REPAIR & MAINTENANCE	1,694.56	50,798.65	59,500.00	8,701.35	85.38
271-790-931.000	EQUIPMENT REPAIR & MAINTENANCE	414.76	1,908.71	4,200.00	2,291.29	45.45
271-790-937.000	INSURANCE & BONDS	.00	11,856.73	12,500.00	643.27	94.85
271-790-955.000	MISCELLANEOUS	110.98	3,072.74	5,700.00	2,627.26	53.91
271-790-958.000	PROGRAMMING - CHILDREN	648.95	7,245.28	9,500.00	2,254.72	76.27
271-790-958.100	PROGRAMMING - ADULT	5,134.08	14,229.50	17,000.00	2,770.50	83.70
271-790-958.200	PROGRAMMING - YOUNG ADULT	238.84	3,637.47	3,000.00	(637.47)	121.25
271-790-964.000	MAKERSPACE - EQUIP & SUPPLIES	185.35	1,973.10	3,500.00	1,526.90	56.37
271-790-970.000	CAPITAL OUTLAY	.00	20,000.00	5,500.00	(14,500.00)	363.64
271-790-985.000	EQUIPMENT	.00	.00	5,000.00	5,000.00	.00
271-790-986.000	TECH. EQUIPMENT & SOFTWARE	20,190.45	20,235.54	43,500.00	23,264.46	46.52
271-790-995.000	ADMINISTRATIVE FEES	.00	7,400.00	7,400.00	.00	100.00
	TOTAL LIBRARY	195,407.18	1,346,872.12	1,692,700.00	345,827.88	79.57

CITY OF PETOSKEY

DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2026

FUND 271 - LIBRARY FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
	BOND DEBT REQUIREMENT					
271-792-991.000	PRINCIPAL PAYMENT	.00	245,000.00	245,000.00	.00	100.00
271-792-992.000	INTEREST PAYMENT	.00	9,168.96	9,200.00	31.04	99.66
271-792-993.000	PAYING AGENT FEES	.00	300.00	300.00	.00	100.00
	TOTAL BOND DEBT REQUIREMENT	.00	254,468.96	254,500.00	31.04	99.99
	TOTAL FUND EXPENDITURES	195,407.18	1,601,341.08	1,947,200.00	345,858.92	82.24
	NET REVENUES OVER EXPENDITURES	(170,480.86)	466,250.86	44,000.00	422,250.86	1,059.66

Petoskey District Library
Director's Report: November 2026

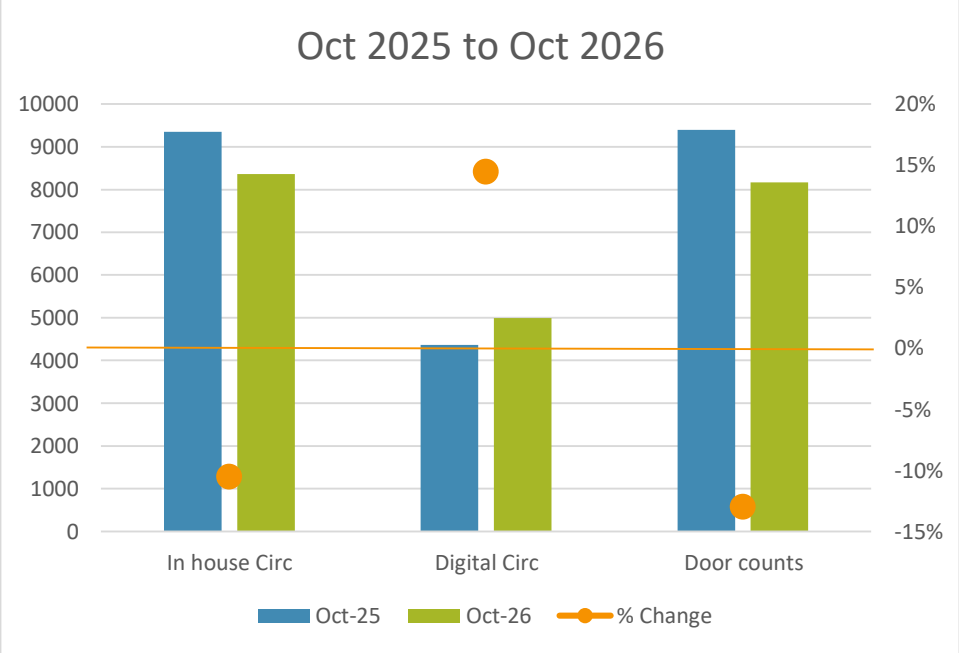
Val's Update:

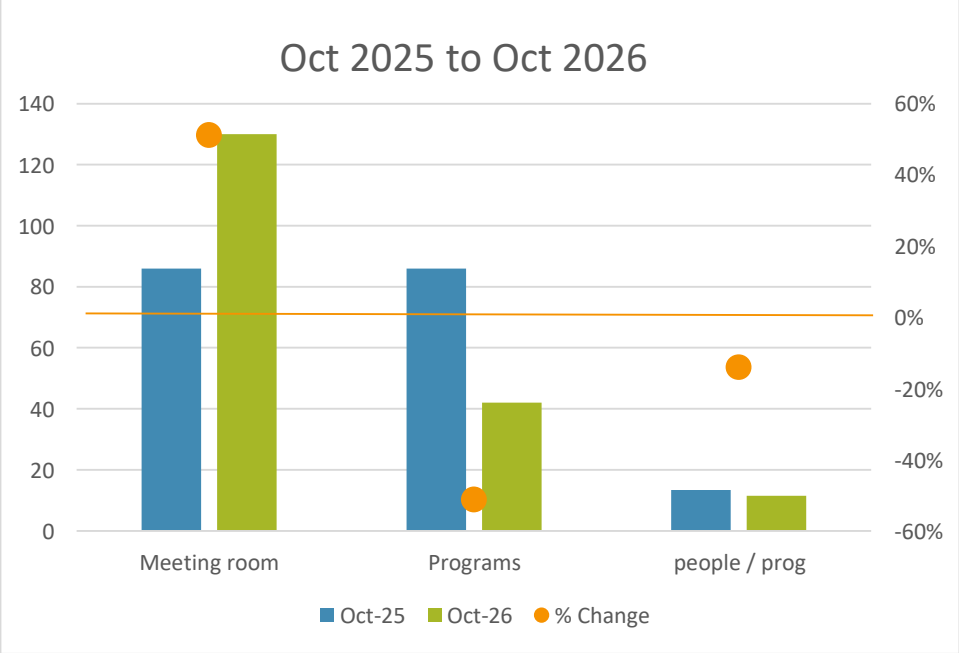
- New self-check kiosks were installed and are working well. They are slightly easier to use, so the patrons are enjoying them. We are still trying to figure out how to add our branding and photos – should be coming soon.
- Wellness Committee met to discuss what they will plan for 2027. They decided to ask for staff input prior to creating the 2027 plan.
- MLA Nominating Committee work is complete. We have a wonderful slate for members at large, as well as two good candidates for President Elect. I feel good about stepping off the board, knowing there are such great people to lead the organization.
- Val and Alissa attended the MLA Annual Conference. See attached notes from Val
- I met with Shane and Audrey form the city, as well as staff from CTAC for input on the Carnegie updates. I received some good feedback from all.
- The Youth Department held a productive planning session to align their departmental priorities with our strategic plan. They've compiled a summary of their recent accomplishments alongside their goals for the next year (see the following pages). Big kudos and thanks to the team for their continued hard work! See the attached document.
- The average book price summary has come out. A few items to not: children's titles seem to have dropped in price; YA titles increased (especially YA non-fiction), and adult titles have stayed fairly constant (except trade paper fiction, which has gone up). Overall it does not look like our purchasing power took a huge hit last year. See the attached document.
- Attended an information session with our lobbyist from GCSI. Some items to note:
    - We are coming into a trifecta government so hoping a few of our bills will get some better traction this year, including the OMA bill that would allow for remote meeting attendance and the Freedom to Read Bill.
    - Possibly looking at property tax reform
    - Trial Court funding changes have to happen this year because their funding mechanism expires this year, so they have to do something. This could have a detrimental effect on penal fine income.
- We have an opportunity to have a Topher Strauss original artwork hang in the library: Sleeping Bear Dunes. This piece would be on loan. It will add a wonderful pop of color to the second floor. The Art Committee - Val, Jodi, Alissa – recommend accepting this art on loan.
  https://topherstraus.com/collections/everything/products/sleeping-bear-dunes

Facility / Furnishings

- The bike racks are getting removed, cleaned and repainted.
- New smartboards were installed in the two meeting rooms. This will eliminate the need for screen/projector/white boards. They are very easy to use and so far, the patrons have been utilizing them with ease.
- Some updated/new signage has been ordered and hopefully installed by the end of the year. Some of the walls will be repainted in preparation.
- We are moving forward in creating small work space by the west windows in the adult department. Two tables have been ordered. We will do a little shelf shifting to make space.
- We ordered a commercial grade carpet cleaner to take care of the carpet and upholstery in house. We will be able to clean the upholstered chairs more regularly and in the long term, it will save us money.

October was a slower than usual month for us. We saw a big drop in physical item circulation and our door counts were down. Meeting room use, though, so a huge spike. We are brainstorming ways for meeting room use to inspire some circulation. I think most of these folks never look or think about borrowing materials - lots of opportunity there.





Category	2025 Public Final	2024 Public Final	2023 Public Final	2023 School Final	2022 Public Final	2022 School Final	2022 Total Final	2021 Public Final	2021 School Final	2021 Total	2020 Total	2020 School Final	2020 Public Final	2019 Total	2019 Public Final	2019 School Final
Note: Prices for 2007 Adult Nonfiction Do Not Include Reference Titles This is the reason for the large difference between 2006 and 2007																
Children's Titles																
Hardcover (all titles) Now Broken Out As Per Below																
Hardcover Fiction	$ 17.07	$ 17.33	$ 16.39	$ 22.37	$ 16.03	$ 22.46	$ 19.24	$ 15.97	$ 19.65	$ 17.81	$ 15.80	$ 15.11	$ 16.48	$ 16.88	$ 17.99	$ 17.95
Library Bind Nonfiction	$ 33.41	$ 34.73	$ 23.86	$ 29.63	$ 23.16	$ 29.05	$ 26.11	$ 22.77	$ 27.26	$ 25.02	$ 22.75	$ 27.35	$ 18.14	$ 32.19	$ 26.72	$ 26.72
Nonfiction	$ 19.71	$ 21.28	$ 17.87	$ 20.82	$ 17.57	$ 21.86	$ 19.71	$ 17.26	$ 19.91	$ 18.59	$ 19.74	$ 19.39	$ 20.09	$ 18.97	$ 18.85	$ 18.85
Trade Paperback																
Fiction	$ 9.60	$ 9.65	$ 8.87	$ 10.51	$ 8.46	$ 10.24	$ 9.35	$ 8.33	$ 9.25	$ 8.79	$ 8.24	$ 8.74	$ 7.75	$ 10.04	$ 9.97	$ 10.30
Non-Fiction	$ 11.37	$ 11.42	$ 9.94	$ 10.15	$ 9.93	$ 10.40	$ 10.17	$ 9.70	$ 10.05	$ 9.88	$ 9.19	$ 9.82	$ 8.56	$ 11.42	$ 10.85	$ 11.64
Mass Market	n/a	n/a	$ 8.48	N/A	$ 8.36	N/A	$ 8.36	$ 8.00	N/A	$ 8.00	N/A	N/A	$ 7.49	$ 8.26	$ 8.45	$ 8.48
Preschool to Grade 4 (Retired Category: No category beyond 2009)																
Grade 5 and up (fiction) (Retired Category: No category beyond 2009)																
Grade 5 and up (nonfiction) (Retired Category: No category beyond 2009)																
Trade Paper (See Above: New category for 2009, but includes prices for 2007 & 2008)																
Mass Market Paper (See Above: New category for 2009, but includes prices for 2007 & 2008)																
Young Adult Titles																
Hardcover (all titles) Now Broken Out As Per Below																
Hardcover Fiction	$ 20.64	$ 20.20	$ 20.12	$ 21.82	$ 16.03	$ 21.42	$ 18.72	$ 19.11	$ 20.41	$ 19.76	$ 19.15	$ 19.13	$ 19.16	$ 19.37	$ 18.94	$ 18.95
Hardcover Nonfiction (Excludes Reference Titles)	$ 29.44	$ 20.06	$ 23.18	$ 32.22	$ 17.57	$ 31.25	$ 24.41	$ 21.46	$ 30.81	$ 26.14	$ 22.34	$ 23.09	$ 21.58	$ 37.59	$ 34.72	$ 37.68
Trade Paperback																
Fiction	$ 14.60	$ 14.75	$ 13.46	$ 15.38	$ 8.46	$ 14.00	$ 11.23	$ 12.57	$ 13.32	$ 12.95	$ 12.21	$ 11.94	$ 12.47	$ 13.34	$ 12.93	$ 13.21
Non-Fiction	$ 22.73	$ 22.60	$ 17.20	$ 17.57	$ 9.93	$ 17.76	$ 13.85	$ 16.46	$ 17.02	$ 16.74	$ 17.06	$ 16.72	$ 17.40	$ 23.68	$ 21.85	$ 21.85
Mass Market	n/a	n/a	$ 12.88	N/A	$ 8.36	N/A	$ 8.36	$ 11.34	N/A	$ 11.34	$ 10.46	N/A	$ 10.46	$ 9.64	$ 9.19	$ 9.19
Trade Paperback (See Above For Current Data)																
Mass Market Paper (See Above For Current Data)																
Adult Titles																
Trade Hardcover																
Fiction	$ 29.00	$ 29.00	$ 28.94	$ 29.13	$ 28.23	$ 28.05	$ 28.14	$ 27.90	$ 27.46	$ 27.68	$ 26.86	$ 26.21	$ 27.52	$ 27.80	$ 26.95	$ 25.95
Nonfiction (Excludes Reference Titles)	$ 31.72	$ 31.26	$ 30.91	$ 31.02	$ 30.23	$ 29.72	$ 29.97	$ 29.30	$ 30.01	$ 29.66	$ 28.61	$ 28.68	$ 28.54	$ 33.65	$ 30.35	$ 28.67
Trade Paperback																
Fiction	$ 19.00	$ 18.00	$ 19.40	$ 21.42	$ 8.46	$ 19.81	$ 14.14	$ 18.32	$ 18.47	$ 18.40	$ 17.46	$ 16.81	$ 18.11	$ 17.71	$ 16.95	$ 14.91
Non-Fiction	$ 24.63	$ 24.01	$ 22.58	$ 26.23	$ 9.93	$ 23.88	$ 16.91	$ 22.25	$ 22.42	$ 22.34	$ 20.74	$ 20.67	$ 20.81	$ 22.22	$ 20.95	$ 17.95
Mass Market	$ 9.59	$ 9.49	$ 8.70	N/A	$ 8.36	N/A	$ 8.36	$ 8.32	N/A	$ 8.32	$ 8.01	N/A	$ 8.01	$ 7.43	$ 8.95	$ 7.99
Graphic Novels: Brand New Category For 2019																
(Combines Hardcover and Trade Paperback)	$ 18.34	$ 18.10	$ 18.69	$ 17.75	$ 19.34	$ 21.18	$ 20.26	$ 19.84	$ 18.20	$ 19.02	$ 17.56	$ 18.72	$ 16.41	$ 23.29	$ 20.80	$ 20.80
Non Current Categories (Left In Place For Purposes of Historic Comparison)																
Hardcover Fiction (See Above)																
Nonfiction (not including single volume reference titles) See Above																
Nonfiction (Retired Category: incl single volume reference titles except 2007) (Not a category in 2009)																
Trade Paperback (excluding mass market) SEE ABOVE																
Fiction																
Nonfiction (including single volume reference titles except 2007)																
Mass Market Paperback SEE ABOVE																
(SLJ did not treat as separate category prior to 2007)																

	2018 Total	2018 Public	2018 School	2017 Total	2017 Public	2017 School	2016 Total	2016 Public	2016 School	2015 Total	2015 Public	2015 School	2014 Public	2014 School	2013 Public	2013 School
Note: Prices for 2007 Adult Nonfiction Do Not Include Reference Titles This is the reason for the large difference between 2006 and 2007																
Category																
Children's Titles																
Hardcover (all titles) Now Broken Out As Per Below	$ 18.68	$ 18.68	$ 18.69	$ 18.52	$ 18.51	$ 18.54	$ 18.21	$ 18.41	$ 18.01	$ 17.92	$17.77	$18.95	$17.74	$19.00	$17.77	$19.43
Hardcover Fiction	$ 16.48	$ 16.95	$ 16.00													
Library Bind Nonfiction	$ 21.93	$ 21.25	$ 22.60													
Nonfiction	$ 18.68	$ 18.68	$ 18.69													
Trade Paperback																
Fiction	$ 10.07	$ 9.95	$ 10.20													
Non-Fiction	$ 13.22	$ 12.50	$ 13.95													
Mass Market	$ 6.84	$ 6.84	$ 6.84													
Preschool to Grade 4 (Retired Category: No category beyond 2009)																
Grade 5 and up (fiction) (Retired Category: No category beyond 2009)																
Grade 5 and up (nonfiction) (Retired Category: No category beyond 2009)																
Trade Paper (See Above: New category for 2009, but includes prices for 2007 & 2008)	$ 11.63	$ 11.21	$ 12.06	$ 9.51	$ 9.56	$ 9.45	$ 9.20	$ 9.18	$ 9.22	$ 7.51	$7.29	$8.44	$7.29	$8.20	$7.12	$7.96
Mass Market Paper (See Above: New category for 2009, but includes prices for 2007 & 2008)	$ 6.84	$ 6.84	$ 6.84	$ 6.94	$ 6.99	$ 6.89	$ 6.70	$ 6.64	$ 6.77	$ 6.44	$6.38	$6.89	$6.28	$6.71	$6.38	$6.75
Young Adult Titles																
Hardcover (all titles) Now Broken Out As Per Below	$ 24.15	$ 24.13	$ 24.18	$ 23.47	$ 23.37	$ 23.57	$ 21.09	$ 20.59	$ 22.74	$ 19.38	$19.12	$20.53	$19.16	$20.51	$19.09	$21.83
Hardcover Fiction	$ 15.45	$ 15.41	$ 15.47													
Hardcover Nonfiction (Excludes Reference Titles)	$ 32.89	$ 32.89	$ 32.89													
Trade Paperback																
Fiction	$ 11.96	$ 11.96	$ 11.96													
Non-Fiction	$ 21.58	$ 21.58	$ 21.58													
Mass Market	$ 8.99	$ 8.99	$ 8.99													
Trade Paperback (See Above For Current Data)	$ 16.74	$ 16.71	$ 16.71	$ 16.86	$ 16.86	$ 16.86	$ 15.97	$ 15.99	$ 15.96	$ 12.03	$12.09	$11.57	$12.48	$11.46	$13.17	$11.40
Mass Market Paper (See Above For Current Data)	$ 8.99	$ 8.99	$ 8.99	$ 8.49	$ 8.49	$ 8.49	$ 7.94	$ 7.93	$ 7.95	$ 8.14	$8.10	$8.19	$7.73	$7.57	$7.55	$7.30
Adult Titles																
Trade Hardcover																
Fiction	$ 26.13	$ 26.58	$ 25.69													
Nonfiction (Excludes Reference Titles)	$ 28.83	$ 29.92	$ 27.75													
Trade Paperback																
Fiction	$ 15.01	$ 16.19	$ 13.84													
Non-Fiction	$ 18.83	$ 20.81	$ 16.86													
Mass Market	$ 8.21	$ 9.00	$ 7.43													
Graphic Novels: Brand New Category For 2019																
(Combines Hardcover and Trade Paperback)	$ 21.46	$ 21.46	$ 21.46													
Non Current Categories (Left In Place For Purposes of Historic Comparison)																
Hardcover Fiction (See Above)	$ 26.80	$ 26.58	$ 27.03	$ 26.32	$ 26.00	$ 26.64	$ 25.84	$ 25.75	$ 25.94	$ 26.98	$26.98	$26.29	$26.82	$26.16	$26.69	$26.45
Nonfiction (not including single volume reference titles) See Above	$ 29.95	$ 29.92	$ 29.99	$ 29.96	$ 29.42	$ 30.51	$ 29.16	$ 28.83	$ 29.50	$ 28.09	$28.09	$28.29	$28.00	$27.86	$27.74	$28.11
Nonfiction (Retired Category: incl single volume reference titles except 2007) (Not a category in 2009)																
Trade Paperback (excluding mass market) SEE ABOVE																
Fiction	$ 16.23	$ 16.19	$ 16.28	$ 16.16	$ 16.14	$ 16.18	$ 15.48	$ 15.85	$ 15.10	$ 16.00	$16.06	$14.61	$15.63	$14.18	$15.73	$14.34
Nonfiction (including single volume reference titles except 2007)	$ 20.32	$ 20.81	$ 19.83	$ 20.20	$ 20.75	$ 19.66	$ 19.72	$ 20.72	$ 18.72	$ 20.61	$20.79	$16.12	$20.75	$15.48	$20.59	$16.16
Mass Market Paperback SEE ABOVE																
(SLJ did not treat as separate category prior to 2007)	$ 8.21	$ 9.00	$ 7.43	$ 9.48	$ 9.32	$ 9.64	$ 9.51	$ 9.18	$ 9.84	$ 7.70	$7.69	$8.16	$7.66	$7.62	$7.66	$7.55

	2012 Public	2012 School	2011*	2010	2009	2008	2007	2006	2005	2004	2003	2002
Note: Prices for 2007 Adult Nonfiction Do Not Include Reference Titles This is the reason for the large difference between 2006 and 2007												
Category												
Children's Titles												
Hardcover (all titles) Now Broken Out As Per Below	**$17.82**	**$19.67**	**$19.45**	**$19.50**	**$21.25**	**$21.10**	**$20.82**	**$21.60**	**$20.52**	**$19.31**	**$19.18**	**$18.78**
Hardcover Fiction												
Library Bind Nonfiction												
Nonfiction												
Trade Paperback												
Fiction												
Non-Fiction												
Mass Market												
Preschool to Grade 4 (Retired Category: No category beyond 2009)						**$18.97**	**$18.70**	**$21.60**	**$18.92**	**$17.51**	**$17.45**	**$16.04**
Grade 5 and up (fiction) (Retired Category: No category beyond 2009)						**$17.63**	**$17.24**	**$16.87**	**$16.85**	**$16.84**	**$16.77**	**$16.83**
Grade 5 and up (nonfiction) (Retired Category: No category beyond 2009)						**$27.04**	**$26.68**	**$26.81**	**$24.92**	**$23.25**	**$22.99**	**$21.49**
Trade Paper (See Above: New category for 2009, but includes prices for 2007 & 2008)	**$7.15**	**$7.73**	**$11.84**	**$11.68**	**$11.50**	**$11.36**	**$11.05**					
Mass Market Paper (See Above: New category for 2009, but includes prices for 2007 & 2008)	**$6.17**	**$6.53**	**$7.21**	**$7.15**	**$7.10**	**$7.07**	**$6.86**					
Young Adult Titles												
Hardcover (all titles) Now Broken Out As Per Below	**$19.23**	**$21.88**	**$27.56**	**$28.20**								
Hardcover Fiction												
Hardcover Nonfiction (Excludes Reference Titles)												
Trade Paperback												
Fiction												
Non-Fiction												
Mass Market												
Trade Paperback (See Above For Current Data)	**$11.97**	**$11.16**	**$14.20**	**$14.05**								
Mass Market Paper (See Above For Current Data)	**$7.56**	**$7.32**	**$8.30**	**$8.06**								
Adult Titles												
Trade Hardcover												
Fiction												
Nonfiction (Excludes Reference Titles)												
Trade Paperback												
Fiction												
Non-Fiction												
Mass Market												
Graphic Novels: Brand New Category For 2019												
(Combines Hardcover and Trade Paperback)												
Non Current Categories (Left In Place For Purposes of Historic Comparison)												
Hardcover Fiction (See Above)	**$26.51**	**$26.12**	**$28.42**	**$28.14**	**$27.99**	**$27.95**	**$27.47**	**$26.83**	**$24.95**	**$24.81**	**$26.02**	**$26.86**
Nonfiction (not including single volume reference titles) See Above	**$27.78**	**$28.36**	**$26.34**	**$26.13**	**$26.05**	**$25.98**	**$25.38**	**$42.32**	**$36.86**	**$41.07**	**$40.64**	**$41.01**
Nonfiction (Retired Category: incl single volume reference titles except 2007) (Not a category in 2009)						**n/a**	**n/a**	**$85.91**	**$70.72**	**$73.64**	**$74.48**	**$74.35**
Trade Paperback (excluding mass market) SEE ABOVE												
Fiction	**$15.63**	**$14.32**	**$16.70**	**$16.50**	**$16.07**	**$15.98**	**$15.64**	**$17.05**	**$18.63**	**$14.95**	**$17.23**	**$18.10**
Nonfiction (including single volume reference titles except 2007)	**$20.17**	**$16.56**	**$21.22**	**$20.99**	**$20.95**	**$20.91**	**$20.40**	**$44.54**	**$33.81**	**$27.38**	**$32.82**	**$34.13**
Mass Market Paperback SEE ABOVE												
(SLJ did not treat as separate category prior to 2007)	**$7.62**	**$7.82**	**$8.70**	**$8.67**	**$8.65**	**$8.65**	**$8.30**					

2026 Michigan Library Association Annual Conference Report

Val Meyerson

Wednesday, October 28

I arrived in time for a stroll around the vendor area and then did my one-hour stint as a board member at the MLA Booth. Not only did I get to answer questions about MLA and conference, MLA was handing out Intellectual Freedom Manuals, compliments of the Melon Grant – so it was fun to be at the booth. Always a great way to network and see people.

4:45 pm – MLA Board Curious - Informational Session

This is the session the nominating committee puts on to provide space for interested people to ask questions about what it's like to be a board member and what the nomination/election process is all about.

I then attended the Awards Banquet which is inspiring to hear about all the great work libraries are doing around the state!

Thursday, October 29

Opening Keynote was John U Bacon, who wrote *Let them Lead*, a very inspiring leadership book from the eyes of a hockey coach. This may be one the management team takes on as our monthly book discussion.

10:45 am – Too Many Decisions: Choosing Well, w/ Jan Davidson from MCLS

Decision Fatigue: try and prioritize decisions into ones that are both tough AND important. Ones that don't have both those characteristics can be put aside.

- What is a good decision? – one that achieves a clear objective. It is important to trust your instincts – more often than not, they help guide towards a good decision
- Important to make sure values are in line with the library values when making a decision – make sure you note if they are not, because it may cause conflict

Decision Traps:

1. Not being in the right frame of mind: recoginize it, and go back to it another day
2. In accurate or incomplete assumptions – find a devil's advocate to help out
3. Analysis Paralysis – looking at too much data so never make a decision. Maximizers vs satisfiers – sometimes it is good enough – don't let the idea of perfection get in the way. Put a deadline on it
4. Needing excessive approval – discount popularity
5. Not learning from mistakes – sometimes it's just easier

Remember that CLEAR is KIND! – deliver hard messages in person, w/ follow up in writing.

1:30pm – Rooting for eBook Reform

I heard from a panel from other states that have been working hard to pass legislation in support of putting guidelines on costs of digital collections. One state now has legislation stating that digital books can not be sold to libraries at a different cost than they are sold to individuals. MLA has just added an eBook legislation workgroup that I am hoping to join.

3:00pm: MLA Annual Meeting

Reports from the different committees and workgroups, including:

a. Financial stability of the organization, we are in great shape, even after the end of the melon grant
b. New executive director is doing a great job
c. Upcoming events and conferences – another great year to look forward to
d. Advocacy – not mush on this front at the moment. They are gearing up for the start of the new legislative season

Afternoon Keynote: Ghassan Zeineddine, *Dearborn*

I enjoyed his book and most of his talk. It was a bit difficult for me though, as the author discussed the war in the Middle East. I was uncomfortable during his presentation and felt like some of his language could have been tempered. I am in discussion with the MLA Exec Dir in regards to whether this was a violation of the MLA Code of Conduct.

Friday, October 30

9:00am: AI as a Tool: Local Models

The Rochester Hills Public Library IT Director, Derek Brown, presented on how they use AI to help them run analytics information about their collection and staffing levels. He uses it to help their staff be more effective and efficient in their jobs. They use it for things like "Stacks" – a reader's advisory tool that they can use to help pin point read alikes for their patrons, create weeding lists, create reader lists, and find the busiest return days. The unique system allows them to put in multiple factors to help narrow the selections. It is an easier way to visualize their collection by bringing all collection information into one place.

11:30am: closing keynote with Meagan Stephens, Close the Listening Gap

Adaptive listening is the receptive side of communication – the expressive side is public speaking. Types of listening: "SAID" - listening goals:

1. Discern – evaluators
2. Immerse – soak in the details and remember
3. Advance – help move something forward
4. Support – emotional validation

Individuals have a listening behavior naturally – but sometimes we shouldn't default to that, because sometimes people need something different from you.

Knowing people's individual styles can help us recognize intentions. Choose our listener wisely! We can guide the listener on what we may need from them.

Tips on how to figure out what type of listener people need:

1. If speaker is emotional/anxious – go right to support listening
2. If there is urgency or stress – Go to Advance – to assist in moving forward
3. If you hear there is nothing needing immediate attention – go to immerse
4. If high states – need discern – this could be a good mentor moment.

This is the other book the management team will decide on for a book discussion.

Vendor Discussions

- ASLdeafined: great conversation about the possibilities of the coop providing service for all the members – including programming, signers, and resources
- Clark Construction: conversation with construction management team
- Craft & Hobby: had an example of a new craft instruction data base
- First Impressions Print: checked out their booth for any new ideas they may have for marketing
- Flutterbee: stopped at this booth and had a conversation with this book vendor
- krM: talked with Kyle and Kevin, who then took Alissa and I for dinner
- Library Design Associates: spoke with Matt about a few orders we have on standstill
- Quinn Evans Architects: talked about their current projects
- Sehi Computer Products: looked at some other ways to provide tech services for our patrons
- Story Walk – talked at length about this system of providing a storywalk in the community. It seems like a great option. Easy to change, secure, and very water proof. And LSTA Grant funding can be used to purchase.
- Wayne State University: Talked a bit about their library science program and the direction it is going in.

Another conference under the belt. A whole hearted thank you to the board who is so supportive of continuing education and networking with our peers.

Youth Department Strategic Planning: 2025-2030

Focused goals for the youth department based on the library's strategic plan for 2025-2030. Accomplishments and future ideas were collected by email and the final working document was decided on at the November 18, 2026 department meeting.

Protect Our Buildings: Using spaces and materials we have

What we accomplished in 2025 and 2026:

Children's:

- Moved and decentered AWE game computers based on patron feedback. This created more open space with seating for adults near board and picture books which has allowed for more engagement with the dramatic play center and interactions with children and caregivers
- Increased the number of book displays to increase circulation
- Added toys to the program room for open play programs (toys purchased with a grant from MI Family Engagement)
- Growing Readers Together protocol put in place for freeing up meeting room space
- Inventory of all collections in 2025

Teen and Makerspace:

- Button makers are out for use on Makerspace tables (they are the most popular tool in the Makerspace)
- New book display tables
- Commitment to collection development (weeding and shifting) to keep shelves browsable to promote higher circulation
- Inventory of all collections in 2025

Future goals for 2027-2030:

Children's:

- An outdoor locker or trunk with toys (and storage for outdoor storytime rugs) that can be used in spring and summer
- Possibly move the Growing Readers Together cabinet so tutors don't have to interrupt meetings
- Request to have upholstered furniture cleaned several times per year

Teen and Makerspace:

- Highlight less used Makerspace tools and work with director for a long-term setup for Makerspace
- Refresh teen room by painting the game and free book carts, get more comfortable seating, and find a permanent spot for the gaming TV and console
- Request to have upholstered furniture cleaned several times per year
- A long-term functional setup for Makerspace -clearly labeled cupboards and drawers to store tools and supplies and a workspace for patrons that can be easily adjusted/adapted to accommodate large meetings in the classroom space

Expand Connections: Maintain and look for partnerships in programming and services and go into the community in unique ways

What we accomplished in 2025 and 2026:

Children's:

- Playgroups and open play programs
- Outreach Storytime at the Park in summer 2026 reminded people around town about the library
- Outreach at schools and community events
- Continued book delivery to Women's Resource Center Learning Center

Teen and Makerspace:

- Organization of a large Makerspace supply donation
- A new and more accessible 3D printer certification class
- Serving on two national book award committees have expanded connections with ALA, GNCRT, and authors and publishers
- Outreach at schools and community events

Future goals for 2027-2030:

Children's:

- Using social media to highlight programs and collections and contribute to Staff Reads
- New partnership with Little Big Adventures for a new twist on the nature play program in May
- Partner with Community Recovery Alliance to connect with caregivers
- Donate weeded picture books to the hospital and health clinics

Teen and Makerspace:

- Promotion of collection and programs where patrons are like a screensaver or background on computers and a flip menu of book suggestions for high top table
- Encourage donations of Makerspace supplies
- Starting a Young Writers Contest
- Continued partnerships with schools
- Presenting at a conference

Care for Staff: Use of time, what we can do to learn, grow and deliver excellent service to the community

What we accomplished in 2025 and 2026:

Children's:

- Scheduling around time off and conferences
- Used paid time off
- Small raise

Teen and Makerspace:

- Scheduling around time off
- Working on a presentation for 2027 staff in-service day

Future goals for 2027-2030:

Children's:

- Scheduling around time off and conferences
- Cross training at different desks
- Staff recognition (a warm fuzzy channel on Slack!)

Teen and Makerspace:

- Using tips, tools, tricks learned in continuing education and training to help staff (scheduling office time, doing check ins, advocating)
- Using paid time off

Cultivate Curiosity: Interesting, out of the box programs, services or displays

What we accomplished in 2025 and 2026:

Children's:

- Programs that encourage connections like Messtival, Michigan Wildlife Camouflage (based on the Butt or Face books), an all-day Games Day, and Michigan Snakes Alive
- Responded to patron requests to buy board books with flaps and moving parts
- Encourage creating together by hanging a 'library fridge' where patrons can hang their art
- Reference interview and readers advisory skills

Teen and Makerspace:

- Added craft and art books to Makerspace
- Created a Library of Things just for teens

Future goals for 2027-2030:

Children's:

- Pop up programs for tweens and teens (play with keyboard, play Skittles game, use playdoh)
- Improved summer reading log
- Refresh Baby Bundle collection
- Interactive displays (ask what we should order)
- Reference interview and readers advisory skills
- More programs featuring therapy dogs
- Find a Kindermusik teacher or someone to teach music for early childhood age

Teen and Makerspace:

- Emerging tech programs (acceptable way of using AI)
- Shelf talkers
- Promotion of Teen Library of Things

Meeting Room Policy: *Approved: September 24, 2020*
Updated: 10/4/24, 6/26/25, 11/20/26

It is the policy of the Board of Trustees of the Petoskey District Library to allow businesses, organizations and groups to use the Carnegie Building, Library labyrinth, and Library classroom and meeting rooms on an equitable basis regardless of the beliefs or affiliations of individuals or groups requesting their use.

General Meeting Room Principles:

- Library programs and meetings have first priority for meeting room use and is exempt from any restrictions.
- A group may be required to reschedule a meeting if it is in the Library's best interest. The Library will do its utmost not to interfere with scheduled meetings and adequate advance notice will be given.
- Allowing the use of meeting rooms does not connote sponsorship of the event or the organization by the Petoskey District Library, nor does it connote an endorsement of any group's policies or beliefs.
- In the event of inclement weather, utility outage, or other emergency, the library director may have to close the Library and cancel scheduled meetings. If cancellation becomes necessary, the Library will notify the person who made the reservation. In the event of such a cancellation, the Library shall have no liability for any loss or expense if the applicant chooses not to reschedule.
- The library director reserves final authority to approve or deny applications for use of the meeting rooms. The director or his/her designee may grant exceptions to the rules.
- Private parties are not permitted. "Party" is defined as any purely social gathering such as a birthday, anniversary, shower, reception, reunion, etc....
- Rooms not reserved are available to walk-in individuals and groups (including non-residents) as space permits. However, walk-ins will be subject to the same fee criteria as stated below.
- The Library reserves the right to make available the name and phone number of the person or group making a reservation to anyone inquiring about the event.
- The Library reserves the right to restrict use by those who do not abide by these conditions.
- Open flames and incense are prohibited throughout the Library.
- Meeting room users are subject to following all library policies, with special note to the Solicitation and Petitions Policy.
- Pandemic limitation: during a pandemic Level 1.5 or above (see Pandemic Response Re-Opening Procedures), the library director has the authority to require masks and social distancing in library meeting rooms, as well as adjust capacities of those meeting rooms.

Library Guidelines:

- The Library has a classroom (capacity of 50) and two meeting rooms (capacity of 12 and 10), Meeting Booth (capacity of 2), as well as the outdoor Labyrinth for use by the public.

- Classroom and meeting rooms are available during the Library's open hours.
- Carnegie and Labyrinth are available all hours.
- Laptops are available for use within the Library meeting rooms (not the Carnegie) by library cardholders. Non-Library cardholders may use a mobile laptop once the patron provides a photo ID. Library programs and meetings have first priority for laptop use.
- Pandemic Limitations: during a pandemic, Level 1.5 or higher in the Library Re-opening Procedures, masks and social distancing requirements will be adhered to at all times. The library classroom has a capacity of 12 and the large conference room has a capacity of 4. The small conference room has a capacity of 2. Meeting Booth has a capacity of 1.

Carnegie Building Guidelines

- Capacity: 90 with chairs and 162 no chairs
- If a meeting is catered, open Sterno flames are permitted
- Patrons must be at least 18 yrs. of age to use the Carnegie meeting space
- Patrons will follow guidelines as presented in the Carnegie packet
- Pandemic limitations – during a pandemic, Level 1.5 or higher in the Library Re-opening Procedures, masks and social distancing requirements will be adhered to at all times. Capacity at the Carnegie will be determined based on the orders from HDNW, MDHHS, or the CDC.

User group's responsibility:

- Groups using any space in the Carnegie Building, Library or on Library grounds must abide by the Library's non-discrimination policy and meet American's with Disabilities Act requirements.
- Publicity related to events held in Library meeting rooms must include the statement "This program is neither sponsored, nor endorsed by the Petoskey District Library."
- Room users are responsible for their own room set-up and clean-up. The large and small meeting rooms do not have flexible set-up options.
- Groups are responsible for maintaining order and are liable for any damage to Library property. All Library policies must be adhered to including, but not limited to, the Library Code of Conduct.
- Users may post on the Library provided white boards/tack boards, and any such display must be removed at the close of the event. Tacking or writing on inappropriate surfaces (painted walls, ceilings, doors) is deemed a violation of this policy.
- Room users are responsible for the condition of the room, including equipment and furnishings. Users must clean the room, put the furniture back the way they found it and discard all trash.
- Neither the name nor the address of the Petoskey District Library may be used as the official address or headquarters of any organization, group or individual. Publication of misleading notices and advertisements will be considered a violation of these rules.

- Groups requesting meeting facilities for a series of meetings must submit, in writing, a list of specific dates and times. Library meeting room reservations are approved by Library Staff no earlier than 3 months in advance. Carnegie reservations may be approved up to six months in advance. The Library reserves the right to limit the number of reservations by any organization so that all groups may have a fair opportunity to use the meeting rooms. If a reoccurring reservation is not used two times consecutively, all remaining reservations may be canceled.
- Cancellations should be made with at least three days' notice or room users may lose their reservation privileges.
- No-Show Policy: Reservations are held for 15 minutes past the start time. After 15 minutes, unclaimed rooms may be released to another user or group.
- Anyone screening a film, documentary, or TV show in a library meeting room must secure Public Performance Rights (PPR) beforehand, regardless of admission fees or educational status. The Petoskey District Library assumes no liability for copyright violations; non-compliance may result in losing future room-booking privileges.
- Persons, organizations, groups, or businesses agree to hold the Petoskey District Library harmless from any injury, loss, damage, liability, costs, or expense that may arise during, or be caused by, use of the Library facilities or grounds.

Meeting Room Fees:

- Individuals that have a Petoskey District Library resident card in good standing may reserve the Library meeting rooms at no charge, for up to 3 hours, unless one of the below fee criteria applies. One additional hour is permitted at the end of any reservation if space is available. Meetings over three hours will be assessed a $25 fee for each additional three-hour block.
- Organizations that are located within the legal and contractual area of the Petoskey District Library may reserve the Library meeting rooms at no charge for up to 3 hours, as long as the person booking the room is in attendance during the meeting, holds a Petoskey District Library Card in good standing and none of the fee criteria applies.
- A $25 fee, per three-hour booking, will be assessed for EACH of the below fee criteria:
  Fee Criteria:
  1. I do not have a Petoskey District Library card (card begins with 8615).
  2. There is a cost for participants to attend the meeting, including hourly rates, retainers, tuition, or donations.
  3. Products or services will be sold or marketed at the meeting.
- No refunds will be issued.
- Tutors utilizing the library for a safe, central location to meet students will not be charged a fee if they walk-in and ask for space. They will be charged the $25 fee if they choose to reserve a room for every three hours. Tutor is defined as a person employed and paid to instruct a student.

- Non library-card holders may use a Library meeting room for no fee, on a walk-in basis, as long as Fee Criteria #2 & #3 are false.

Definitions:

- Petoskey District Library Resident Card in good standing:
  - a library card that was issued by the Petoskey District Library as a resident, non-resident, student, or employee,
  - the number begins with "8615",
  - has less than $10.00 in fines or fees.
- Petoskey District Library legal and contractual area - includes the City of Petoskey and the Townships of Bear Creek, Little Traverse, Resort, and Springvale.

Library Board Meetings
2027 Schedule

Meetings are 5:00 p.m., 4th Thursday (except where noted)

January 28
February 25
March 25 (spring break begins the 26th)
April 22
May 27
June 17 (third Thursday)
July 22
August 26
September 23
October 28
November 23 (Tuesday)
No December Meeting Scheduled

All meetings begin at 5:00 p.m. and are held in the Lower Level Classroom in the Petoskey District Library, unless otherwise noted.

Petoskey District Library
500 E. Mitchell Street
231.758.3100

Carnegie Building
451 E. Mitchell Street