

## Meeting Minutes

Henika District Library

Board of Trustees Meeting

April 14, 2026 at 6:30 p.m.

Members Present: Meghan Augustin, Rachel Brinks, Elizabeth Engels, Jacqui Kuhn, Gary Marsh, Pam Meyer, Danielle Simmons, Deb Vander Slik

Members Absent: None

Staff Present: Cierra Bakovka – Director, Jordan Malkov - Project Manager

Guests: None

- I. Call to Order: Meeting called to order at 6:30 p.m. by Augustin.
- II. Approval of Agenda motioned by Brinks and seconded by Augustin. All yes, motion carried.
- III. Community Opportunity to Address the Board: No community present.
- IV. Approval of March 2026 regular meeting minutes motioned by Simmons and seconded by Kuhn. All yes, motion carried.
- V. Financial Reports for March 2026
  - A. Monthly check register and Credit card detail reports were reviewed.
  - B. YTD vs Actual was reviewed. There have been more problems with Dunham Accounting. The report arrived last-minute. The “copies and faxes” line is higher than it should be by around \$20. Will be fixed by next month. Email from Kathy Dunham did let us know that we have not been charged for the hours they spend fixing their mistakes.
  - C. United Bank accounts were reviewed. CD ending in -079 is up for renewal April 22, 2026. The previous rate was 3.93% APY. There is a 6-month special option at 3.65% and a 12-month special at 3.60%. Augustin motioned to renew the CD ending in -079 on its maturity date at the highest available rate. Kuhn seconded. All yes, motion carried.
  - D. Approval of paid bills motioned by Augustin and seconded by Brinks. All yes, motion carried.
- VI. Director’s Report for March 2026

Lakeland is outsourcing their delivery to Same Day Delivery. Lakeland is also looking into a new ILS; they won’t make an official decision until May or June 2026, and it wouldn’t roll out until fall 2027 if they do change. Tori went to Spring Institute. The new website will be live

in May. The new outdoor return dropbox has been ordered. There is a pothole in the parking lot that needs to be filled; we're just waiting on the company. Next week is National Library Week! The next staff meeting will be April 30; discussion will be about ICE (Immigration) in libraries.

Monthly Statistics, Youth Services, Adult Services, and Circulation reports were reviewed. We replaced a traffic counter. Our seed library is being utilized a lot and 40 new library card accounts were added in March!

Jordan Malkov, our new project manager, was introduced. Bakovka said she's already been a huge help in reducing the workload she had been facing. Bakovka and Malkov gave an update on the progress being made on the fundraising campaign.

- VII. Committee Reports: No committees met.
  
- VIII. Unfinished Business
  - A. Director Evaluation Edits - Reviewed the revised evaluation form presented by Augustin and discussed potential changes.
  - B. Website Preview - Bakovka provided a demo of the new website which will be live in May. Board provided feedback.
  
- IX. New Business
  - A. Social Media - Discussed a recent Facebook post from the ALA which was shared by Henika re: HR7661 and the library's stance on political issues versus advocacy issues. Augustin will contact Carol Dawes from Lakeland and Bakovka will contact our attorney with our current social media policy to see if they have any recommendations.
  
- X. Around the table:
  - A. Brinks - Nothing to add.
  - B. Kuhn - PSA: More libraries have shared their digital collections with us via the Libby app. There is a pamphlet available at the front desk!
  - C. Vander Slik - Nothing to add.
  - D. Meyer - Nothing to add.
  - E. Engels - Nothing to add.
  - F. Marsh - [Needed to leave early at 7:44 p.m.]
  - G. Simmons - Her Universal trip was great!
  - H. Bakovka - Thanked Brinks for sharing perspective on social media post. Excited about the new website and summer reading!
  - I. Augustin - Appreciate the social media post discussion. Also super excited about summer reading. In May, we'll be talking about the seated positions, as her seat as president is ending in June, and a couple of terms are ending.
  
- XI. Adjournment of the meeting motioned by Augustin and seconded by Brinks. Meeting adjourned at 8:42 p.m.