

AGENDA

Henika District Library
Board of Trustees Meeting
March 11th, 2025 at 6:30pm

I. Call to Order

- A. Members Present:
- B. Members Absent:
- C. Staff Present:
- D. Guests:

II. Approval of Agenda (M)

III. Community Opportunity to Address the Board

IV. Approval of Meeting Minutes

- A. February 2025 Regular Meeting Minutes (M)

V. Financial Reports

- A. February 2025
 - 1. Approval of Paid Bills (M)
 - 2. Credit Card Detail Report (i)
 - 3. YTD Budget vs Actual (i)
 - 4. United Bank Accounts Overview (i)

VI. Director's Report

- A. Monthly Statistics (i)
- B. Youth Report (i)
- C. Adult Report (i)
- D. Circulation Report (i)

VII. Committee Reports

- A. Building & Grounds

B. Finance

C. Planning

VIII. Unfinished Business

A. Fundraising Updates

IX. New Business

A. Heating and Cooling

B. Budget Amendment #1 F/Y 2025

X. Around the table

XI. Adjournment

Henika District Library
Board of Trustees Meeting
February 11th, 2025 at 6:30pm

I. Call to Order at 6:34pm

Members Present: Meghan Augustin, Rachel Brinks, Jacqui Kuhn, Gary Marsh, Maria Musgrave, Danielle Simmons, Deb Vander Slik

Members Absent: Pam Meyer

Staff Present: Cierra Bakovka (Director)

Guests: None

II. Approval of Agenda (M)

Augustin requested to add fundraising update to unfinished business. Marsh motioned to approve agenda with change, Augustin seconded. All yes, motion carried.

III. Community Opportunity to Address the Board

No community members present.

IV. Approval of Meeting Minutes

A. January 2025 Regular Meeting Minutes

Kuhn motioned to approve minutes, Vander Slik seconded. All yes, motion carried.

V. Financial Reports

January 2025

Bakovka reviewed the monthly check register. January is normally a more expense-heavy month. New cameras were installed (TKS Security). We've started paying for summer reading program expenses (Cirque Among Us). Joyce Mandel's check that she hadn't received was reissued.

Credit Card Detail Report: Tori will be attending a training in Frankenmuth, plus there were website (WIX) and phone (Intermedia) renewals. Bergsma Plumbing is mailing a refund check for an accidental charge.

YTD Budget vs Actual: First month using Dunham for our accounting! Only note is that the print is a little small on the paper report.

Kuhn motioned to approve paid bills, Augustin seconded. All yes, motion carried.

VI. Director's Report

Summer reading program planning has begun. Some programs are already lined up. Part of the website is designed. We had the annual fire alarm inspection. Sienna (library science student) has started job shadowing.

A. Monthly Statistics

We had a few cancelled events due to the weather, so the numbers aren't quite as high as they could have been.

B. Youth Report

After school art had 63 attendees, Pokemon Club had 28, Nintendo Perler Beads and Bluey Trivia had 13 and 14, respectively.

C. Adult Report

The Mushroom Terrarium event was a little expensive (over \$50 per person). Bakovka is allowing Abby to use her budget as she sees fit for now, as she's trying new things to bring in more people.

D. Circulation Report

25 new patron accounts added in January! Bakovka will check on getting a current report of how Spanish-language items are doing. Lakeland is potentially updating their ILS (Integrated Library System), which may change how our reports are generated in the future.

VII. Committee Reports

A. Building & Grounds

Augustin summarized notes from January 20 meeting. Recapped Snowfest. Bakovka attended a Zoom for info on the USDA loan application. Mike Meyer from Triangle was unable to attend because of poor weather. They discussed getting an architect and what we should do with the reading room area when renovating. We can't pay for an architect to give us too many options. The Board will need to make some decisions before we go forward with this.

B. Finance

Simmons summarized notes from January 23 meeting. We're still waiting to hear back on the Rural Readiness Grant. Bakovka was waiting on a letter from the mayor for the Revitalization and Placemaking grant, but that has since been received; Kuhn reviewed it and it looks good. Potential millage amounts and goal dates to have it put on the ballot were discussed. Simmons and Kuhn are checking on rental prices for local halls & gyms for fundraising events. Simmons has obtained the envelopes for memorial gifts and they are ready to drop off at Kubiak-Cook. Recapped SnowFest. Discussed Sienna coming and job shadowing.

C. Planning

Bakovka summarized January 23 meeting. Most of the strategic plan was tabled until after an architect is hired. There was a lot of brainstorming about fundraising. Notable ideas included a dunk tank at SummerFest, Summer Reading Program add-ons, limited-run swag.

Talked about advertising possibilities, such as signs, direct mailings, and ad in Gun Lake Area Living.

VIII. Unfinished Business

A. Expansion Plans

In order to complete our USDA loan application (for up to \$3 million), we have some hoops to jump through, especially an environmental study, which we need an architect for first. Everything is really hinging on an architect.

We need to decide what to do with the reading room - keep enclosed or turn it back into an open-air porch. The State Historic Preservation Organization (SHPO) prefers for us to revert it to the historic porch. SHPO will be adding an opinion to the application, so potentially, this could negatively affect the application if we want to keep it enclosed.

We also need to come up with our ideal plan re: removing the 1960s addition or incorporating it into the new design. To remove it and build new would be more expensive by about \$300,000. To incorporate the 1960s addition would be less expensive overall, but it would also have 250 sq feet less, plus we would still need to install a new elevator or lift, which could easily cost over \$100,000 in and of itself.

We need to decide if we want to aim for just one or two levels for an addition, as well. A second story would, again, be more expensive, and would also require a new elevator. Building a second story up would be a little less expensive than building a basement.

After discussing all of the above, we will be going ahead with the ideal prospect of doing a single story addition, removing the 1960s addition and building new from the original building, and leaving the reading room enclosed. This is the info we will include in the RFP (request for proposal) for architects.

B. Fundraising Updates

One of the ideas was to offer limited-run swag, so Bakovka mocked up some ideas that we looked through, and she explained the costs and potential profit involved if using Bonfire. She would like to offer a variety of options for purchase during the summer reading program. We are able to upload as many designs as we would like, a variety of colors are available, as well. Musgrave offered the idea of using a local business for this, who also potentially offers lower prices. Bakovka will check out the other business and the Planning Committee will discuss it at their next meeting; if the other business outright says they are too busy to take this on now, Bakovka will launch a Bonfire store.

IX. New Business

A. Gun Lake Area Living Opportunity

- a. Mailed to 700-1200 homes
- b. Will be a minimum \$250/month for just a small print ad.
- c. Board decided we're not interested in this due to the expense.

- B. Direct mail is \$500-\$800 to send one flyer to the City of Wayland area only. We need to get more specific numbers for our entire service area.

X. Around the table

Musgrave - Requested to have more detailed agenda items in bullet points to more easily follow along.

Bakovka - Reminded everyone that our fundraiser at 4one2 was the next day.

No one else had anything to add.

XI. Adjournment

Meeting adjourned at 8:38pm.

Monthly Check Register

As of February 28th, 2025

Date	Payee	Memo	Account	Amount
2/5/25	Amazon	supplies, materials, programming	-SPLIT-	\$476.92
2/5/25	Baker & Taylor		Materials	\$778.95
2/5/25	Camilla Voelker	Adult Program	Programming	\$150.00
2/5/25	City of Wayland		Utilities	\$64.58
2/5/25	Consumers Energy		Utilities	\$339.12
2/5/25	Demco	Processing Supplies	Supplies	\$393.10
2/5/25	MERS		Employee Benefits	\$1,733.83
2/5/25	MLA	Spring Institute Conference	Mem/Train	\$275.00
2/5/25	Rehmann	End of Year	Accounting	\$860.00
2/5/25	Swordsmanship Museum and Academy	Adult Programx2	Programming	\$300.00
2/5/25	T-Mobile		Communication	\$555.17
2/5/25	US Bank		Equipment	\$535.76
2/19/25	Absopure		Utilities	\$29.36
2/19/25	ALA	membership	Mem/Train	\$190.00
2/19/25	Amazon	supplies, materials, programming	-SPLIT-	\$461.74
2/19/25	Baker & Taylor		Materials	\$1,019.99
2/19/25	Blue Cross		Employee Benefits	\$4,282.84
2/19/25	Cardmember Service		-SPLIT-	\$2,078.98
2/19/25	Dunham Accounting		Accounting	\$587.50
2/19/25	Farmers Disposal	Quarterly Trash	Building & Grounds	\$114.00
2/19/25	Kansas City Life		Employee Benefits	\$112.10
2/19/25	MLA	Webinar Training	Mem/Train	\$25.00
2/19/25	Spectrum		Utilities	\$66.49
2/19/25	Unique		Contractual Services	\$19.70
Total:				\$15,450.13



February 2025 Statement

Open Date: 01/15/2025 Closing Date: 02/13/2025

Account:



Visa® Business Cash Card

Elan Financial Services
BUS 30 ELN

1-866-552-8855

8 9

HENIKADISTRICTLIBRARY

New Balance	\$2,078.98
Minimum Payment Due	\$21.00
Payment Due Date	03/10/2025

Reward Points	
Earned This Statement	2,336
Reward Center Balance as of 02/12/2025	7,992
For details, see your rewards summary.	

Activity Summary		
Previous Balance	+	\$2,609.40
Payments	-	\$2,609.40 ^{CR}
Other Credits		\$0.00
Purchases	+	\$2,078.98
Balance Transfers		\$0.00
Advances		\$0.00
Other Debits		\$0.00
Fees Charged		\$0.00
Interest Charged		\$0.00
New Balance	=	\$2,078.98
Past Due		\$0.00
Minimum Payment Due		\$21.00
Credit Line		\$30,500.00
Available Credit		\$28,421.02
Days in Billing Period		30

Payment Options:

Mail payment coupon with a check

Pay online at myaccountaccess.com

Pay by phone 1-866-552-8855

Please detach and send coupon with check payable to: Elan Financial Services



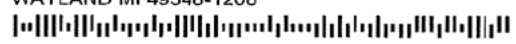
24-Hour Elan Financial Services: 1-866-552-8855

- to pay by phone
- to change your address

Account Number	
Payment Due Date	3/10/2025
New Balance	\$2,078.98
Minimum Payment Due	\$21.00

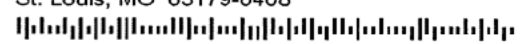
Amount Enclosed \$ _____

HENIKADISTRICTLIBRARY
ACCOUNTS PAYABLE
149 S MAIN ST
WAYLAND MI 49348-1208



Elan Financial Services

P.O. Box 790408
St. Louis, MO 63179-0408





Business Cash

Rewards Center Activity as of 02/12/2025	
Rewards Center Activity*	0
Rewards Center Balance	7,992

*This item includes points redeemed, expired and adjusted.

Rewards Earned	This Statement	Year to Date
Points Earned on All Purchases	2,080	4,690
2 Extra Points - Telecom & Office Supply	256	512
Total Earned	2,336	5,202

Important Messages

Paying Interest: You have a 24 to 30 day interest-free period for Purchases provided you have paid your previous balance in full by the Payment Due Date shown on your monthly Account statement. In order to avoid additional INTEREST CHARGES on Purchases, you must pay your new balance in full by the Payment Due Date shown on the front of your monthly Account statement.

There is no interest-free period for transactions that post to the Account as Advances or Balance Transfers except as provided in any Offer Materials. Those transactions are subject to interest from the date they post to the Account until the date they are paid in full.

REMINDER: Effective April 22, 2025, important rewards program updates are coming to your account. The November 2024 statement included detailed information on these changes. For information visit the Rewards Center in Online Account Access or the Mobile App. Please contact Cardmember Service number on the back of your card for questions about redeeming Rewards or card benefits. We accept relay calls.

IMPORTANT MESSAGE FOR CARDMEMBERS IMPACTED BY WILDFIRES
For Cardmembers in areas impacted by damage from the Los Angeles wildfires, please know that we are here to help. Simply contact Cardmember Service at the number on this statement, or on the back of your credit card, if you have questions regarding account assistance that may be available to you.

Transactions BAKOVKA CIERRA J Credit Limit \$30500

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
Purchases and Other Debits					
01/17	01/16	9458	USPS PO 2597840348 WAYLAND MI	\$24.90	Post.
01/22	01/21	6156	WHENIWORK.COM WHENIWORK.COM MN	\$20.00	CS
01/23	01/22	2206	ZOOM.COM 888-799-9666 WWW.ZOOM.US CA	\$16.95	CS
01/27	01/24	5467	ZAZZLE INC 888-892-9953 CA	\$48.56	Supp
01/27	01/25	5737	INTUIT *CHECKS / FORMS CL.INTUIT.COM CA	\$217.47	Supp.
01/29	01/28	6075	Mailchimp 678-9990141 GA	\$13.00	Ad/Prms
01/31	01/30	1483	WIX.COM 1-415-6399034 CA	\$19.35	Domain
02/03	01/31	7282	USPS PO 2597840348 WAYLAND MI	\$14.95	Post
02/03	01/31	3121	DOLLAR TREE JENISON MI	\$7.95	Supp



February 2025 Statement 01/15/2025 - 02/13/2025
 HENIKADISTRICTLIBRARY

Page 3 of 4

Elan Financial Services (1-866-552-8855

Transactions BAKOVKA, CIERRA Credit Limit \$30500

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
02/03	01/31	4927	INTUIT *QBooks Online CL.INTUIT.COM CA	\$99.00	Accounting
02/03	02/01	6027	ADOBE *ADOBE 408-536-6000 CA	\$21.19	CS
02/10	02/07	3753	INTERMEDIA.NET INC 800-379-7729 WA	\$111.21	Utilities
Total for Account				\$614.53	

Transactions SCHREUR, VICTORIA Credit Limit \$5000

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
Purchases and Other Debits					
01/21	01/18	3349	MEIJER STORE #199 CALEDONIA MI	\$19.38	YM
01/21	01/18	9679	TARGET 00020156 CALEDONIA MI	\$38.06	YM
01/24	01/23	1675	TARGET 00020156 CALEDONIA MI	\$10.04	YM
01/27	01/26	8535	TARGET 00020156 CALEDONIA MI	\$67.79	YM
01/30	01/29	2056	TARGET 00020156 CALEDONIA MI	\$84.01	YM
01/31	01/30	5601	TARGET 00020156 CALEDONIA MI	\$15.88	YM
02/03	02/01	9431	HARDING'S MARKET #3 WAYLAND MI	\$19.55	YM
02/05	02/04	0644	PLAYAWAY PRODUCTS LLC 877-893-0808 OH	\$985.42	385.42 Am 600 YM
02/10	02/07	0713	OTC BRANDS *OTC BRAND 800-2280475 NE	\$69.25	YM
02/12	02/11	9710	SQ *LITERATI BOCKFAIR CALEDONIA MI	\$24.32	YM
Total for Account				\$1,333.70	

Transactions CUMMINGS, ABIGAIL Credit Limit \$5000

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
Purchases and Other Debits					
01/16	01/14	9730	WAYLAND DO IT BEST HAR WAYLAND MI	\$8.47	Supp.
01/28	01/27	5734	MEIJER STORE #020 GRAND RAPIDS MI	\$20.34	AP
01/30	01/29	3818	DOLLAR-GENERAL #9954 WAYLAND MI	\$49.14	AP
01/31	01/29	9566	HARDING'S MARKET #3 WAYLAND MI	\$5.99	AP
02/11	02/10	6514	DOLLAR-GENERAL #9954 WAYLAND MI	\$46.81	AP
Total for Account				\$130.75	

Transactions BILLING ACCOUNT ACTIVITY

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
Payments and Other Credits					
01/31	01/30	0295	PAYMENT THANK YOU	\$2,609.40CR	
Total for Account				\$2,609.40CR	

Henika District Library
Profit & Loss
 January through February 2025

03/07/25

Accrual Basis

	Jan 25	Feb 25	TOTAL
Ordinary Income/Expense			
Income			
400502 - Federal E-Rate	199.50	0.00	199.50
400581.C - City Contribution	90,922.49	37,965.96	128,888.45
400581.T - Township Contributio	105,006.69	41,771.51	146,778.20
400582 - Non-Resident Fees	40.00	0.00	40.00
400601 - Copies and Faxes	200.95	337.55	538.50
400656 - Penal Fines	2,083.85	2,973.68	5,057.53
400665 - Interest Income	1,944.76	1,745.67	3,690.43
400691 - Donations	11,932.10	60.00	11,992.10
400693 - Book Sale	19.75	23.55	43.30
Total Income	212,350.09	84,877.92	297,228.01
Expense			
700710 - Employee Benefits	6,371.93	6,128.77	12,500.70
700727 - Postage	0.00	39.85	39.85
700728 - Supplies	1,131.39	874.02	2,005.41
700740 - Equipment	4,212.26	0.00	4,212.26
700740 - Furnishings	80.58	0.00	80.58
700740 - Materials	2,814.27	2,395.70	5,209.97
700801 - Advertising & Promo	161.85	32.35	194.20
700805.1 - Accounting	1,307.20	686.50	1,993.70
700805.2 - Bank Charges & Fees	43.99	6.89	50.88
700806 - Technology Support	285.00	0.00	285.00
700808 - Building & Grounds	2,137.00	114.00	2,251.00
700850 - Communications	1,060.34	0.00	1,060.34
700910 - Building/Liability Ins	50.00	0.00	50.00
700920 - Public Utilities	1,034.17	546.18	1,580.35
700933 - Equipment Repairs	80.47	0.00	80.47
700954 - Contractural Services	4,624.10	77.84	4,701.94
700955 - Memberships / Training	582.72	215.00	797.72
700956 - Programming	1,506.96	388.45	1,895.41
Payroll Expenses	12,467.20	17,243.34	29,710.54
Payroll Tax Expense	1,403.89	1,406.12	2,810.01
Total Expense	41,355.32	30,155.01	71,510.33
Net Ordinary Income	170,994.77	54,722.91	225,717.68
Net Income	170,994.77	54,722.91	225,717.68

Summary

	Jan	Feb	Total	Variance
Income	\$212,350.09	\$85,077.42	\$342,679.89	\$114,226.63
Expenses	\$41,571.20	\$33,549.78	\$80,195.14	\$26,731.71
Net savings	\$170,778.89	\$51,527.64		\$87,494.92
Ending balance	\$170,778.89	\$222,306.53		

Income

	Jan	Feb	Total	
Budgeted	\$200,157.29	\$84,656.32	\$325,321.63	\$161,678.37
Variable	\$12,192.80	\$421.10	\$17,358.26	-\$17,358.26

Expenses

	Jan	Feb	Total	Remainder
Payroll	\$12,467.20	\$17,243.34	\$29,710.54	\$195,289.46
Payroll Liabilities	\$1,403.89	\$1,406.12	\$2,810.01	\$14,189.99
Employee Benefits	\$6,371.93	\$6,128.77	\$12,500.70	\$57,499.30
Memberships / Training	\$307.72	\$490.00	\$797.72	\$6,202.28
Bank Charges	\$43.99	\$6.89	\$50.88	-\$0.88
Insurance & Bonds	\$50.00	\$0.00	\$50.00	\$6,950.00
Programming	\$1,314.71	\$940.70	\$2,568.19	\$13,431.81
Supplies	\$757.24	\$1,179.04	\$2,056.65	\$6,943.35
Furnishings	\$80.58	\$0.00	\$80.58	\$919.42
Equipment	\$5,446.70	\$535.76	\$6,538.22	\$4,961.78
Materials	\$2,845.59	\$2,642.69	\$6,009.05	\$28,990.95
Accounting	\$447.20	\$1,546.50	\$2,528.70	\$17,471.30
Contractual Services	\$4,624.10	\$77.84	\$4,761.79	\$30,238.21
Communications	\$505.17	\$555.17	\$1,612.51	\$1,887.49
Technology Support	\$285.00	\$0.00	\$285.00	\$2,715.00
Advertising & Promo	\$161.85	\$32.35	\$194.20	\$2,305.80
Postage	\$0.00	\$39.85	\$39.85	\$360.15
Utilities	\$1,104.86	\$610.76	\$2,117.08	\$8,882.92
Building & Grounds	\$3,273.00	\$114.00	\$5,403.00	\$2,597.00
Equipment Maint	\$80.47	\$0.00	\$80.47	\$3,419.53
Capital Outlay	\$0	\$0	\$0	\$1,050

Home

Alerts

You have no alerts.

Accounts

PUBLIC FUND CASH MANAGEMENT CHECKING XXX7152	Current balance \$269,214.88
PUBLIC FUNDS HIGH YIELD SAVINGS XX013	Current balance \$510,359.44
BUILDING FUND XX212	Current balance \$182,635.02
TIME DEPOSIT X 548	Current balance \$33,326.33
TIME DEPOSIT XXX556	Current balance \$56,180.51
TIME DEPOSIT XXX228	Current balance \$77,805.11

Total Views 224

10/01/2024 - 02/28/2025



[View Full Report >](#)



Tutorial Name ↑↓

Views ↓↕

Addressing Microaggressions

6

Working Well with Others #1

4

February 2025

Youth Services Report

Tori Schreur, Youth Services Librarian

Take Your Child to the Library Day: 16 attendees

We had a few families come out for “Take Your Child to the Library Day”. I wanted something simple for families to move around as they pleased, so this year’s theme was Board Games. I had board games setup on the tables throughout the library for kids and parents to play. The biggest hit of all the games was the Spirograph!

Storytime: 8 attendees

We had 8 attendees for our first storytime of the month, which was great. Some familiar faces and some new. We read a few interactive books about colors. One of my new favorite book collections is *Ploof* and *Paint with Ploof* which is an interactive book that helps kids with their shapes and colors. Then we painted rainbows with finger paint.

Lego Club: 8 attendees

Small crowd for Lego Club this month, but everyone stayed late and created for a while. We all decided to build various types of Spaceships which was pretty fun. I’m hoping for a better turnout as the weather gets nicer! Wednesday evenings have not been kind to us here at the library.

Preschool Playtime: 23 attendees

This was the best turnout for a single session of Preschool Playtime I have had to date. I’m not sure why, but I decided to get a few board games out, which worked well because a lot of older kids decided to join their younger siblings. On top of that we colored Valentine’s sheets, played with instruments, danced, and played with the Doctor Kit. The kids are are really

After School Art: 13 attendees

What a weird month for After School Art. We were finally able to hold a session of After School Art, and it fell on Literacy Night and Conferences. Regardless, we still had a so-so turnout. We made “lava lamps” that were a Valentine’s theme. I plan on making a post on Facebook advertising After School Art the first week in

SnackCrafters: 8 attendees

For SnackCrafters this month we decorated Valentine’s themed sugar cookies. I had a feeling we wouldn’t have a huge turnout, so I didn’t have too many cookies, but what he had ended up being perfect! Majority of kids made two cookies, and liked taking pictures before they ate them!

Take & Make: 50 Dental health bags taken

Literacy Night: 50 kids/parents expressed interest in library programs!

Scavenger Hunt: 75 kids did the Valentine's themed hunt.

Reading Dragons: 3 sign ups/33 families redeemed

1000 Books Before Kindergarten: 3 new signups / 4 moved on to the next sheet

Looking Forward:

I feel like a broken record, but I'm hoping that March is a better month than both January and February. Between illnesses and crummy weather, I had to cancel a few programs. For the most part, March will be back to a regular programming schedule. On March 4th and 18th, I will be hosting Storytime downstairs. On Wednesday, March 5th, Lego Club will be held. After School Art is back with hopefully all four sessions, on March 6th, 13th, 20th, and 27th. Preschool Playtime will be on March 11th and March 25th. We had to cancel Pokemon club last month, but I bet we will have a pretty good turnout on March 12th. I will be going to Pine Street for their Literacy Night on March 18th. On March 19th will be a Chips and Salsa themed SnackCrafters, and if I'm being honest, I'm really looking forward to that one myself! Lastly, on Saturday, March 29th there will be an "Adopt a Reading Buddy" program where kids can come in and "adopt" a little stuffed puppy or kitty to read to!

FEBRUARY 2025

Adult Services Report

Abigail Cummings, Adult Services Librarian

Programs & Attendance

Adult Craft: Valentine's Wreath: 16

This was a good craft! It had great attendance, and it was really fun to see what everyone did. It was more free-for-all than instruction, which I think leads an opportunity for creativity for the patrons.

Fire Cider: 14

This one also went really well! A lot of people who'd never come to a library event came to this one, and it was really hands on. Attendance was good, and everyone was really engaged the whole time.

Blind Date with a Book: 15

We did this last February as well, and people really seem to enjoy it! We had several people ask if we were doing it again in January, and it always draws eyes to the displays. I think it's a lot of fun and I'm looking forward to doing it again next year!

Winter Reading: 13

I quadrupled my numbers from last year, which was great to see! This is the only reading program for teens/adults during the school year, so I was happy to see people doing it.

Paint Along With Us: 19

I think that teaching the classes myself instead of following the videos is working really well! Attendance has been good, and it's a lot easier to control the pacing if I'm the one doing the instruction.

Tech Help: 3

Nobody came for the first Friday, but I got 3 people for the second. The problem has been getting the word out. I'm going to bring flyers to local churches and Sawmill to try and raise awareness.

Spice Club: Chives: 9

This was a good spice club! It wasn't everyone in at the same time—more of an open-house style event, but a few new people came, and everyone seemed to like the snack!

Stitching Circle: 4

This was also something new that I started, and I'm happy with the number of people who came. A few people mentioned that they weren't able to come in February but they wanted to

come in March, so I'm hopeful that attendance will continue to grow. It's also a very low effort/cost event, so I'm glad people seem to like it.

Bingo! Brunch: 8

This was a good bingo! brunch. We had a new group of people and a few regulars, and everyone seemed to have a good time.

Seniors at Sawmill Estates (In-Person): 0

Sawmill was cancelled this month due to a weather delay.

Seniors at Green Acres (In-Person): 0

Green Acres was cancelled this month due to a weather delay.

Total Program Participants: 101

February Reflection

This month's stats were a lot better than last month's! I'm actually pretty happy with the attendance, especially in a month with terrible weather and illness. I started a few new things—neither stitching circle nor tech help brought in a ton of people, but I think they're both getting a good start.

Looking Forward

I plan to continue doing stitching circle and tech help every month, and I'm going to start doing 'free paint' on months when I'm not doing a painting tutorial, where people can paint whatever they want. I'm trying to fill more Fridays/Saturdays with adult events. The rescheduled escape room from January is going to be in March, and the seed library is opening as well. I'm bringing back New City Farms, who did a very popular presentation last year for the seed library opening, and Jerry Berg is going to do a swordsmanship class towards the end of the month, so there's some exciting stuff coming up!

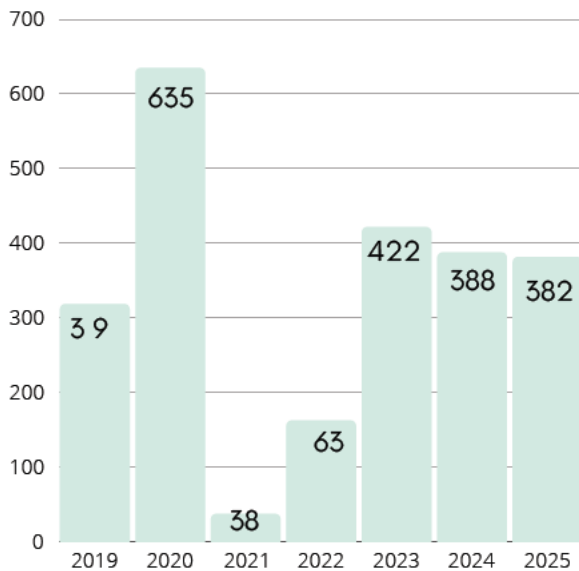
February 2025

Our February circulation numbers are 1,632 lower than what they were in February 2024. The categories showing the most growth from last year during the month of February are: Special Collection items; which circulated 1.3 times more than they did at this time last year and Teen e-Books; which circulated 1.7 times more than they did at this time last year. Other categories showing noticeable growth from last February include: Adult eBooks, Youth eBooks, Adult eAudiobooks, Teen eAudiobooks, Youth eAudiobooks, and Videogames. The categories that are not circulating as well as they did in February of last year include: Juvenile Print, MeL items, Board Games, General NF DVDs, General Fiction DVDs, Adult Audiobooks, Teen Audiobooks, and Juvenile Audiobooks. We attribute our lower circulation rates to snow days/closures/increased weather which makes it harder for patrons to make it into the library.

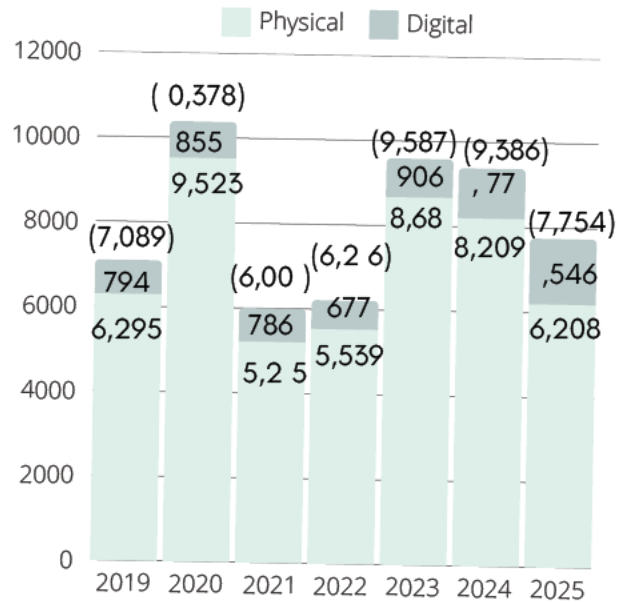
On another note, our Spanish Print circulation numbers are slowly rising now that we have a specific section for these materials. Juvenile Spanish Fiction is circulating the most out of all the Spanish categories and is currently at 34 total checkouts/renewals. Juvenile Spanish NF and Adult Spanish Fiction are both tied with 4 total checkouts/renewals, YA Spanish has 3 checkouts/renewals, and Adult Spanish NF has no checkouts/renewals at this time. With more advertising, we believe that this section has the potential to do even better.

Courtney Schenkhuizen - Circulation Supervisor

Computer Sessions



Circulation YTD:



January - February

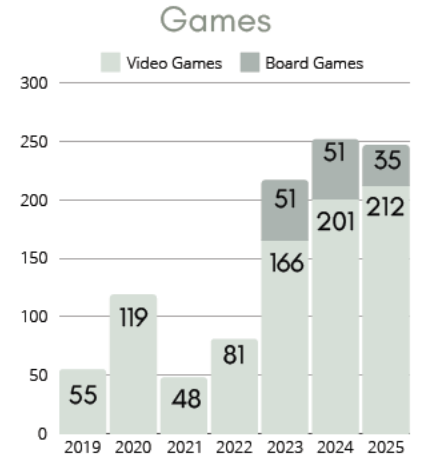
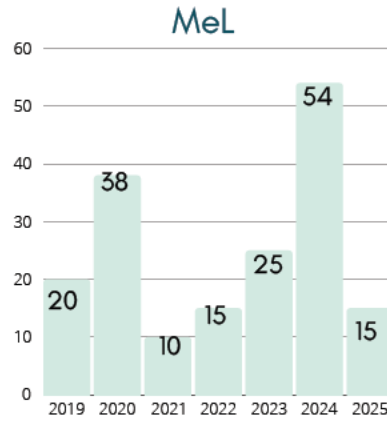
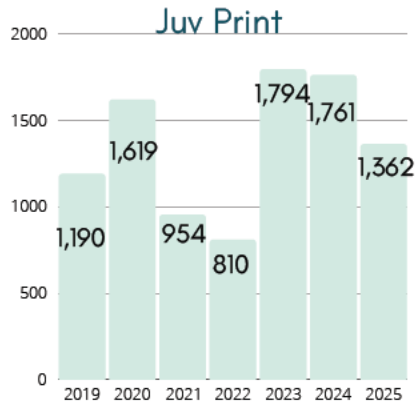
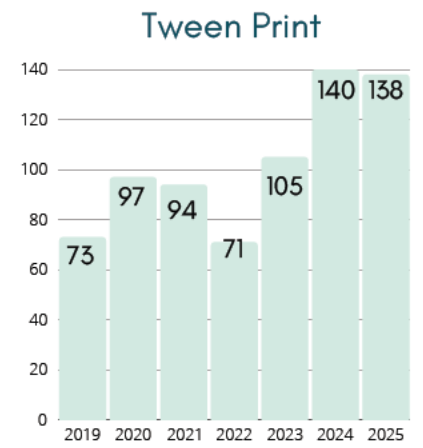
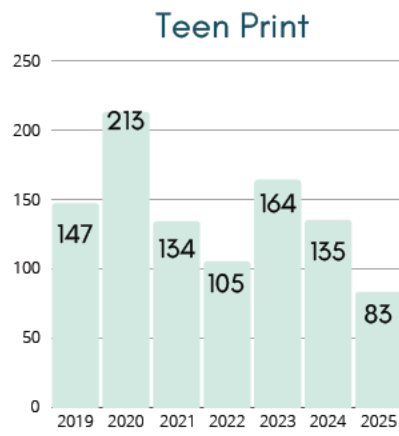
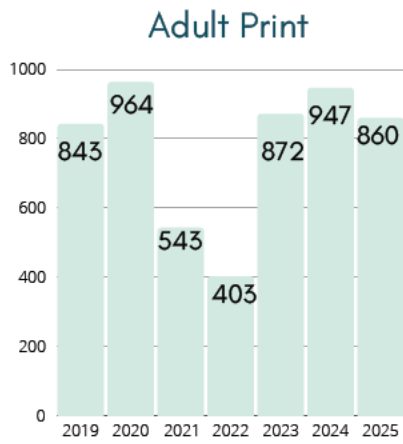
Henika has 2,489 total patron accounts. 494 of these accounts are active* (not expired). Most expiration dates are set for 3 years upon renewal.

38 Patron accounts added YTD
 13 Patron accounts added in February:

- 7 - Wayland City
- 5 - Wayland Township
- 1 - KDL Card

*Active refers to those physically checking out items. This does NOT include those who only borrow e materials.

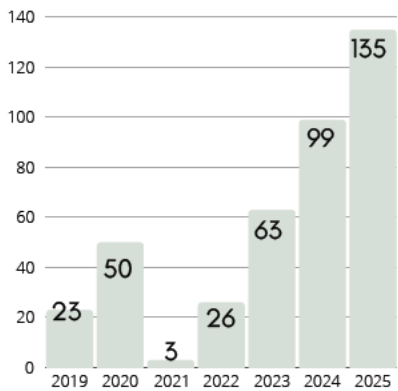
February Circulation, 2019-2025



*pictu es books, eade s, chapte , juv g aphic, juv NF

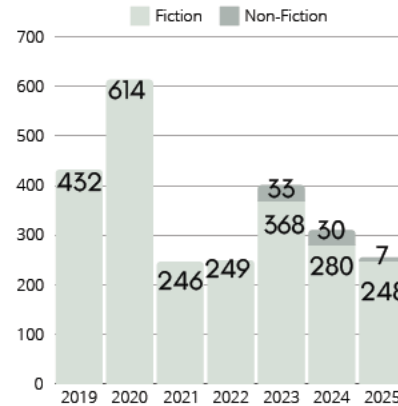
*p io to 2023, Video & Boa d Games we e combined

Special Collection



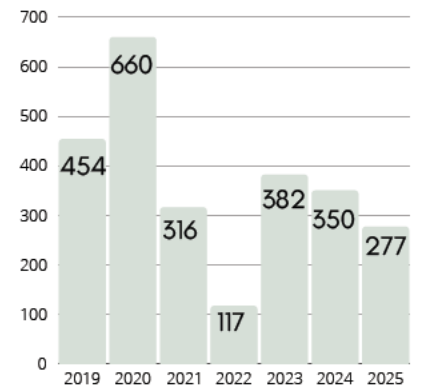
*p io to August 2021, this only included launchpads

General DVD

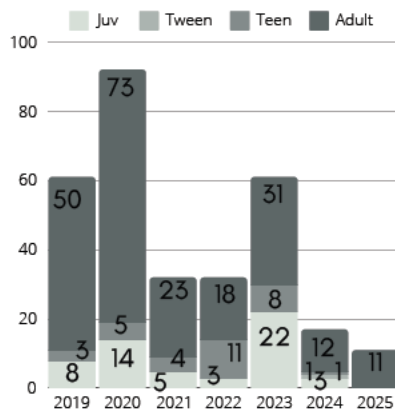


*p io to 2022, Fiction and NF DVDs we e combined

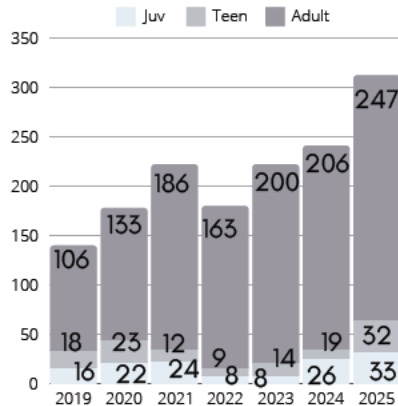
Youth DVD



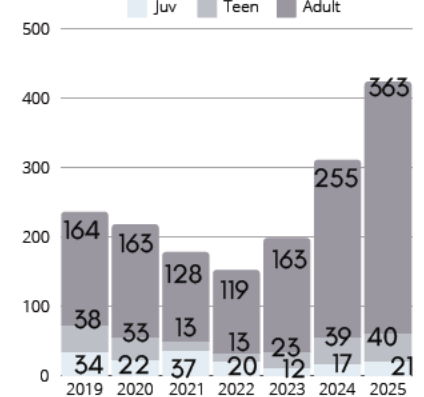
Audiobooks



eBooks



eAudio



Minutes

Henika District Library

Building & Grounds Committee Meeting

March 5th, 2025 at 5:30pm

I. Meeting called to order at 5:31 by Marsh.

- A. *Members Present:* Meghan Augustin, Rachel Brinks, Gary Marsh, Pamela Meyer
- B. *Members Absent:* None
- C. *Staff Present:* Cierra Bakovka
- D. *Guests:* None

II. Approval of Agenda

Augustin motioned to approve the agenda as presented, Meyer seconded. All in favor, motion passed.

III. Community Opportunity to Address the Committee

No community present.

IV. Approval of Meeting Minutes

Brinks motioned to approve the January 2025 Building & Grounds Committee meeting minutes, Augustin seconded. All in favor, motion passed.

V. Unfinished Business

A. USDA Requirements

1. RFP: Architect?

The committee reviewed a template of an RFP (request for proposal) to use when hiring an architect, updating some of the wording to accurately describe the building expansion project and include our “needs” list. For the section on the RFP related to federal, state, and local requirements, we will need to work with Triangle, the City of Wayland, and USDA in order to make sure this section is legally accurate. For the section on deliverables, we would like to see brief information on the project members and their areas of expertise, but we do not need to be so detailed as to request individual resumes. For the estimated timeline, we would potentially like to begin the advertising period May 1, 2025 to get the ball rolling; we do not currently know what a typical timeline looks like, so Bakovka will connect with Mike at Triangle for more details on what he recommends.

B. Heating and Cooling Updates

Our current furnaces (2) and air conditioning units (2) are quite old, as they were purchased in 1996 and 1997. Currently, our furnaces are being serviced every 3 months by DeWeerd for around \$140 each visit. We would like to get a new furnace for the portion of the original building, which is on a separate line from the other furnace. Eventually, we would like to replace the second furnace as a part of the building expansion plan. We reviewed bids from various HVAC providers and discussed the pros and cons of each. The bid from one company, Hulst, was outdated and we are still waiting on updated numbers from them. We would like to keep to our budget of \$10,000

or less and that will partly determine which company the committee recommends during the next board meeting. We would like to make a decision during the next board meeting one way or another, though, so Bakovka will have Hulst numbers by that time. Whichever company we use, we want to update our servicing to avoid a charge every quarter.

VI. New Business

No new business.

VII. Around the Table

- A. *Marsh*: Reiterated that we need definitive information from the HVAC companies before we can present to the board.
- B. *Meyer*: Nothing to add.
- C. *Augustin*: Nothing to add.
- D. *Bakovka*: Gave brief update on fundraising efforts.
- E. *Brinks*: Nothing to add.

VIII. Adjournment

Bakovka motioned to adjourn the meeting, Brinks seconded. All in favor, motion passed. Meeting adjourned at 6:44 pm.

MINUTES

Henika District Library
Planning Committee Meeting
March 3rd, 2025 at 4:15pm

I. Call to Order - 4:17 by Brinks

Members Present: Rachel Brinks, Deb VanderSlik

Members Absent: Danielle Simmons

Staff Present: Cierra Bakovka

Guests: Meghan Augustin (ex:officio)

II. Approval of Agenda - motioned by Augustin, seconded by VanderSlik

III. Approval of Meeting Minutes

- January 2025 Minutes - motioned by Augustin, seconded by VanderSlik

IV. Unfinished Business

A. Fundraising Initiatives

- Updated that event at 4one2 raised \$110 for the expansion project. Low turn out was understandable due to bad weather. Next scheduled events are March 24th @ McDuff's and April 30th @ Open Road
- T-Shirts
 - Information from Bonfire (online fundraising platform) was reviewed along with notes from Bakovka's conversation with local creator GypsyJoy Creations. Local option promised to beat Bonfire's base cost price. Committee reviewed designs and gave director go-ahead to proceed with local option.
- Summerfest
 - Dunk tank can be rented for a day and delivered for a total cost of \$360. Another library who did a similar fundraiser reported that they had raised enough to cover their rental costs plus \$600-\$700. An example pricing of "\$1 per ball, 7 balls for \$5, or 15 balls for \$10, there could also be a "guaranteed dunk" where for \$25 you get to walk up and push the target with your hands". An estimated 5,000 people attended summerfest on Saturday last year. Committee supports the initiative.
- Direct Mail
 - Direct mail has a high cost and Every Door Direct through the post office has routes that run scattershot against the library's actual service area. Bakovka to request mailing addresses for those in the service area and committee to review based on distance from library and cost.
- Other ideas/Brainstorming

MINUTES

- i. Read-a-thon, 5k, Culvers, Rock 'N Bowl, Scavenger Hunt, Paper cranes, Giving Tuesday, touch a truck, community car wash, dinner/gala, coupon book, chocolate bar sale.

V. New Business

None

VI. Around the Table

Next Meeting: April 21st or 28th @ 4:15pm to be finalized at next board meeting

VII. Adjournment - @ 5:30pm motioned by Augustin, seconded by Brinks

PRESENTED BY HENIKA DISTRICT LIBRARY AND MCDUFF'S BAR & GRILL

MARCH 24TH, 2025

Love Your Library

JOIN US FOR A NIGHT OUT ON THE TOWN AND FUEL THE LIBRARY'S EXPANSION! DINE-IN OR ORDER TAKEOUT FROM MCDUFF'S ON MARCH 24TH, AND A PORTION OF SALES WILL BE DONATED TO THE GROWTH OF THE HENIKA DISTRICT LIBRARY

LOCATION

MCDUFF'S BAR & GRILLE

LEARN MORE ABOUT THE LIBRARY'S PLANS AT
[HENIKALIBRARY.ORG/EXPANSION](https://henikalibrary.org/expansion)

PRESENTED BY HENIKA DISTRICT LIBRARY AND OPEN ROAD BREWERY

APRIL 30TH, 2025

Love Your Library

JOIN US FOR A NIGHT OUT ON THE TOWN AND FUEL THE LIBRARY'S EXPANSION! DINE-IN OR ORDER TAKEOUT FROM OPEN ROAD BREWERY ON APRIL 30TH, AND A PORTION OF SALES WILL BE DONATED TO THE GROWTH OF THE HENIKA DISTRICT LIBRARY

LOCATION

OPEN ROAD BREWERY

LEARN MORE ABOUT THE LIBRARY'S PLANS AT
[HENIKALIBRARY.ORG/EXPANSION](https://henikalibrary.org/expansion)

Henika District Library Expansion

DUNK TANK FUNDRAISER



SLATED FOR DUNKING:

- 1PM Miss Tori?
- 2PM Frank Smith
- 3PM Danielle Simmons
- 4PM Francine Smith
- 5PM John Doe
- 6PM Jane Doe

\$1 = 1 BALL

\$5 = 7 BALLS

\$10 = 15 BALLS

\$25 = GUARANTEED DUNK

Proceeds benefit the expansion of the Henika District Library



HULST HEATING & COOLING INC.

4566 DIVISION
WAYLAND, MICHIGAN 49348
PHONE #: 616-878-1712

ESTIMATE

Date	Estimate #
3/6/2025	9225

Name / Address
Henika Dist. Library 149 S Main St. Wayland, MI 49348

P.O. No.	Project
	HVAC 2024

Item	Description	Total
Materials	<p>Hulst Heating and Cooling, Inc. is presenting a quote for HVAC work at Henika Dist. library located at 149 S. Main St. Wayland, MI 49348. Hulst Heating will remove and recycle the existing furnace and air conditioning system that services the East main floor and East lower level. We will replace it with a new Daikin furnace and Goodman air conditioning system. We will attach to the existing duct work with appropriate shop made fittings and transitions. In addition, we will replace the existing zone control board. Price includes the following: equipment, refrigeration line set flush, clean comfort filter system, electrical, gas piping, condensate pump, drain line work, venting, secondary drain pan with safety wet switch, mechanical permit, parts and labor. Equipment is as follows:</p> <ul style="list-style-type: none"> . Daikin 96% efficient, 80,000 BTU gas furnace with two stage heat and multi speed ECM blower motor . Daikin 13 SEER R32 3-ton air conditioning system with cased indoor coil <p>Materials and labor</p>	9,740.00
If you have any questions please call at 878-1712		Total \$9,740.00

Approval Signature _____

Date _____

ESTIMATE GOOD FOR 15 DAYS

We do offer financing.



Merit[®] air conditioners offer these features:

Corrosion protection and galvanized steel cabinet's powder finish resist the elements for years to come

Proprietary cabinet design that makes them more durable and easier to install and service

All-Electric compatible with Lennox[®] air handlers

Our 2025 compliant systems are equipped with a Refrigerant Detection System (RDS) to ensure safe operation

	Mid-Efficiency, Two-Stage Air Conditioner	Standard-Efficiency, Single-Stage Air Conditioner	Standard-Efficiency, Single-Stage Air Conditioner
	ML17KC2	ML14KC1	ML13KC1*
Compliant with 2025 Refrigerant Regulations			
Energy Efficiency	Up To 17.00 SEER2	Meets or Exceeds 14.30 SEER2	Meets or Exceeds 13.40 SEER2
Quantum™ Coil			
Stages Of Cooling	Two-Stage Compressor	Single-Stage Compressor	Single-Stage Compressor
Sound Rating	As Low As 73 dB	As Low As 73 dB	As Low As 73 dB
ENERGY STAR [®] Certified ⁶			
Removes Humidity From The Home	Higher Removal Rate	High Removal Rate	High Removal Rate
Qualifies for 25C Federal Tax Credit			



FIND REBATES AND TAX CREDITS:

Visit www.lennox.com/buyers-guide/offers-and-savings/rebates.

www.lennox.com 1-800-9-LENNOX

For a complete list of the registered and common law trademarks owned by Lennox Industries Inc., please visit www.lennox.com.
© 2024 Lennox Industries Inc. 19LNXX0076 10/24 (37G25)

* Available in the North Region only.

For a full list of product details and warranty information, visit Lennox.com/terms-and-conditions.

Seasonal Energy Efficiency Ratio (SEER2)

This rating determines an air conditioner's efficiency. The higher the SEER2 rating, the more energy-efficient it is.

Quantum™ Coil

With years of rigorous testing under the most extreme conditions, our Quantum Coil—featuring a proprietary aluminum alloy exclusive to Lennox—is designed to weather the harshest elements.

ENERGY STAR® Certified

HVAC equipment with the ENERGY STAR label meets or exceeds federal guidelines for energy-efficient performance.

All-Electric Compatibility

An HVAC system that pairs an electric air conditioner or heat pump with an electric air handler, eliminating the need for natural gas while helping to lower energy bills and reduce greenhouse gas emissions.

2025 Compliant Refrigerant



These products are compliant with 2025 EPA regulations for lower global warming potential (GWP) refrigerants. The Lennox choice of 2025 Compliant Refrigerant has a lower GWP than its predecessor and is formulated to provide excellent, reliable performance of your system for years to come.

Warranty Your Way™

For eligible Merit series models, homeowners have the opportunity to obtain the default 5-year parts only extension (for a total of 10-years parts only coverage) or, in lieu of that option, they have the opportunity to receive 3 years of labor coverage and 2 years of parts coverage (for a total of 3 years labor coverage and 7 years parts coverage). Other terms, conditions, and exclusions apply. For more information, visit www.Lennox.com/WarrantyYourWay.

How does single-stage, two-stage & variable-capacity work?



72°

Single-Stage

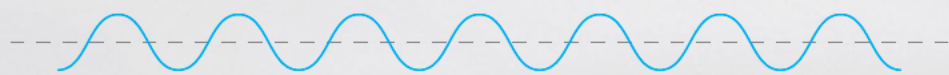
Unit is either on or off, creating wide temperature swings.



72°

Two-Stage

Unit runs at either low or high speed, using the lower speed 80% of the time.



72°

Variable-Capacity

Unit runs at low most of the time, using only the amount of energy necessary to meet comfort need.





It's not just intelligent. It's

INTELLIGENTLY EFFICIENT



ELITE[®]
SERIES



EL196E

SINGLE-STAGE GAS
FURNACE WITH POWER
SAVER™ TECHNOLOGY

Find comfort in being "energy-smart."

COMFORTABLY SMART

The energy-saving innovations we've designed into the EL196E furnace give it a 96% AFUE*. With more even temperatures thanks to Power Saver™ technology, that's efficiency you'll feel in your home and in your energy bill.

33% GREATER
EFFICIENCY THAN
STANDARD MOTORS



The EL196E has earned the ENERGY STAR® certification, which means it meets or exceeds guidelines set forth by the U.S. Environmental Protection Agency.

EFFICIENCY INNOVATIONS

POWER SAVER MOTOR

Contributes to more even temperatures, more consistent airflow and quieter operation.

STAINLESS STEEL SECONDARY HEAT EXCHANGER

Captures additional heat for peak efficiency performance.

SEALED BLOWER COMPARTMENT

Minimizes losses and maximizes comfort and efficiency.

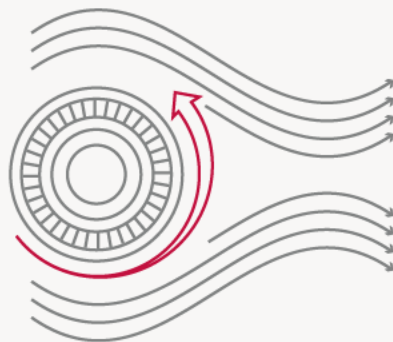
SURELIGHT® INTEGRATED FURNACE CONTROL

Ensures reliable and efficient operation.

DEGREES, NOT DECIBELS

The secret to the EL196E's silent running is no secret: a fully-insulated cabinet and a Power Saver constant torque motor, which adjusts air speed based on demand to save energy. And because the fan is always running, loud startup sounds are completely eliminated.

NOT A LOT
OF SOUND



JUST A LOT
OF PERFECT AIR

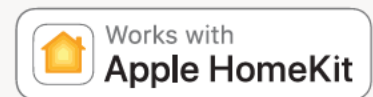
EFFICIENCY THREE WAYS

Pair the EL196E with a Lennox heat pump and an iComfort® E30 smart thermostat and maximize your energy savings. You'll get a dual-fuel system for increased efficiency, plus total control of your system from your smartphone.

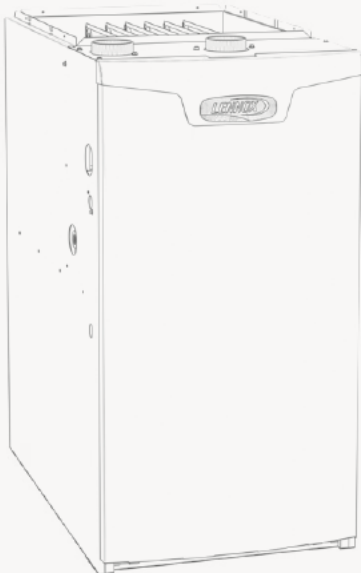


SMARTEN UP YOUR SYSTEM

The EL196E furnace is compatible with the iComfort E30 smart thermostat. You'll get easier access, control, and comfort. And because the iComfort E30 works seamlessly with Amazon Alexa and Apple HomeKit**, you get the added convenience of perfect comfort being just a voice command away.



RELIABILITY INSIDE



Enjoy warmth as well as peace of mind. The EL196E, like all Lennox products, undergoes rigorous testing in our lab using proven technology from our industry-leading platform, ensuring the utmost in reliability.



PEACE-OF-MIND PROTECTION

The EL196E comes with a limited lifetime warranty on the heat exchanger and a 5-year limited warranty on all remaining covered components.***

*AFUE, or Annual Fuel Utilization Efficiency, is a measure of how much usable heat is generated when natural gas is burned in the furnace. The higher the AFUE, the more heat you'll get from your natural gas, and the less gas you'll have to use to stay warm.

** Apple HomeKit technology provides an easy, secure way to control your home's lights, doors, thermostats, and more from your iPhone, iPad, or Apple Watch. To control this HomeKit-enabled accessory, iOS 10.2.1 or later is recommended. Apple, Apple Watch, iPad, iPad Air, iPhone, and iPod touch are trademarks of Apple Inc., registered in the U.S. and other countries. HomeKit is a trademark of Apple Inc.

***Covered components may be eligible to receive a 10-year warranty. Online equipment registration at www.lennoxregistration.com is required within 60 days of installation (except in California and Quebec) or Lennox' base warranty will apply. Applies to residential applications only. See actual warranty certificate for details.

Note: Due to Lennox' ongoing commitment to quality, specifications and ratings are subject to change without notice.

Innovation never felt so good.®

COZY UP TO INNOVATION

Comfort and energy savings, in one convenient package.

Model	EL196UH030XE24B EL196UH045XE24B EL196UH045XE36B EL196UH070XE36B	EL196UH090XE48C EL196UH110XE60C	EL196DF045XE36B EL196DF070XE48B	EL196DF090XE48C
Heating Efficiency (AFUE)	96%	96%	96%	96%
Dimensions HxWxD (in)	33 x 17-½ x 29-¼	33 x 21 x 29-¼	33 x 17-½ x 29-¼	33 x 21 x 29-¼
HxWxD (mm)	838 x 445 x 743	838 x 533 x 743	838 x 445 x 743	838 x 533 x 743



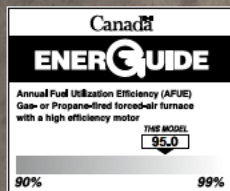
BUILD AN ELITE™ SYSTEM

On its own, the EL196E provides perfectly comfortable and efficient heating for your home. Use it in conjunction with other Elite Series components, and you've got a home comfort system that's a cut above the rest. Impressive features. Stunning capabilities. Outstanding efficiency. That's Elite.

FINANCING YOUR COMFORT

Enjoy more comfort and purchasing power. Take advantage of flexible financing options that allow you to enjoy the innovation, precision and efficiency of Lennox on your terms.*

*Subject to credit approval. Minimum monthly payments required. See your Lennox Dealer for details.



www.lennox.com 1-800-9-LENNOX

For a complete list of the registered and common law trademarks owned by Lennox Industries Inc., please visit www.lennox.com.

© 2018 Lennox Industries Inc. 18LNX0047 05/18 (16Z01)

DeWeerd

HEATING & AIR CONDITIONING, INC.

Serving the Community since 1955

212 W. Superior St. Wayland, MI 49348

(269)792-2234

Proposal

Phone	Date
269-792-2891	3/5/2025
JOB NAME/LOCATION	
JOB NUMBER	JOB PHONE
3110	

TO: **Henika Library**
149 S Main St
Wayland, MI 49348

We hereby submit specifications and estimates for:

Furnace and air conditioner for west end of building
 Lennox Elite 196E gas furnace (EL196E, 96% efficient)
 Lennox Merit 13 AC with new evaporator coil (ML13KC, 4 ton, 15 SEER2)
 5" filter media air cleaner, new condensate pump and drain pan under furnace with water alarm
 Use existing thermostat and refrigeration line set.

Optional: to upgrade the west end furnace to a 2 stage gas furnace (EL297V, 97 % efficient) add \$500.00

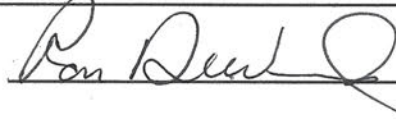
We Propose hereby to furnish material and labor - complete in accordance with the above specifications for the sum of: dollars **\$11,400.00**

Payment to be made as follows:

A non-refundable deposit of 50% with the remainder due on completion of work

All material is guaranteed to be as specified. All work to be completed in a professional manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Worker's Compensation insurance.

Authorized
Signature



Note: this proposal may be withdrawn by us if not accepted within 30 days.

Acceptance of Proposal - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____

Date of Acceptance: _____

Signature _____

Condenser 4 Ton



XL17i
 4TTX7
16.5 SEER2
 12.0 EER2
 Two Stage
 R410a
 Evap Coil - 4TXC-DS

Furnace



XC95m
 TUHM
97% AFUE
 100,000 BTU
 Hi-Efficiency Motor
 Variable Speed
 Modulating

Thermostat




VisionPRO 8000
 TH8-WF
 Touch Screen
 WiFi Programmable

- + Accessories
- + Services
- + Warranties

25C Tax Credit Eligible

System Price **\$18,930**
Approx. Monthly **\$526**
 0.0% for 36 months

Condenser 4 Ton



XL15
 4TTX5
15.2 SEER2
 12.0 EER2
 Single Stage
 R410a
 Evap Coil - 4TXC-DS

Furnace



S-Series
 S9V2
96% AFUE
 80,000 BTU
 Hi-Efficiency Motor
 Variable Speed
 Two Stage

Thermostat




VisionPRO 8000
 TH8-WF
 Touch Screen
 WiFi Programmable

- + Accessories
- + Services
- + Warranties

System Price **\$16,182**
Approx. Monthly **\$450**
 0.0% for 36 months

Condenser 4 Ton



XR14
 4TTR4-N
14.3 SEER2
 11.7 EER2
 Single Stage
 R410a
 Evap Coil - 4TXC-DS

Furnace



S-Series
 S9X1-U
96% AFUE
 80,000 BTU
 ECM Motor
 Constant Torque
 Single Stage

Thermostat



Pro 4000
 TH4
 1 Heat / 1 Cool Heat Pumps &
 Conv Sys Prog

- + Accessories
- + Services
- + Warranties

System Price **\$11,876**
Approx. Monthly **\$330**
 0.0% for 36 months

Condenser 4 Ton




A4AC3-D
13.4 SEER2
 11.2 EER2
 Single Stage
 R-410A
 Evap Coil - 4MXC

Furnace



A-Series
 A951X-U
96% AFUE
 80,000 BTU
 Standard Motor
 Single Speed
 Single Stage

Thermostat



Pro 4000
 TH4
 1 Heat / 1 Cool Heat Pumps &
 Conv Sys Prog

- + Accessories
- + Services
- + Warranties

System Price **\$9,406**
Approx. Monthly **\$261**
 0.0% for 36 months

Henika District Library F/Y 2025 Budget: Ammendment #1

Revenues							
Account Number	Account Description	Prior Completed Year Actual	Prior Completed Year Budget	Current Year Budget	+/-	Proposed Amended Budget	Notes
101-790-400502	Federal E-Rate		\$1,000.00	\$3,500.00	=	\$3,500.00	
101-790-400540	State Aid		\$11,000.00	\$10,500.00	=	\$10,500.00	
101-790-400581.C	City Contribution		\$190,000.00	\$195,000.00	=	\$195,000.00	
101-790-400581.T	Township Contribution		\$223,000.00	\$230,000.00	=	\$230,000.00	
101-790-400582	Non-Resident Fees		\$100.00	\$0.00	+\$40	\$40.00	
101-790-400601	Copies and Faxes		\$3,300.00	\$0.00	+\$600	\$600.00	
101-790-400656	Penal Fines		\$30,000.00	\$32,000.00	=	\$32,000.00	
101-790-400657	Fines		\$600.00	\$0.00	=	\$0.00	
101-790-400665	Interest Income		\$17,900.00	\$16,000.00	=	\$16,000.00	
101-790-400691	Donations		\$2,050.00	\$0.00	+\$12,110	\$12,110.00	Majority from large donor pos marked Dec 30, 2024
101-790-400692	Miscellaneous Revenue			\$0.00	+\$1,882	\$1,882.00	Reimbursement from plumbing overpayment
101-790-400693	Book Sale		\$1,050.00	\$0.00	+\$40	\$40.00	
101-790-400700	Grants		\$5,398.00	\$0.00	+\$2,500	\$2,500.00	Grant for additional cameras
	Total	\$0.00	\$485,398.00	\$487,000.00			
					Total	\$504,172.00	Revenue increase of \$17,172

Expenditures							
Account Number	Account Description	Prior Completed Year Actual	Prior Completed Year Budget	Current Year Budget	+/-	Proposed Budget Amendment	Notes
101-790-700702	Payroll	\$212,539.38	\$205,000.00	\$225,000.00	=	\$225,000.00	
101-790-700710	Employee Benefits	\$67,545.16	\$75,500.00	\$70,000.00	=	\$70,000.00	
101-790-700715	Payroll Liabilities	\$16,471.25	\$16,300.00	\$17,000.00	=	\$17,000.00	
101-790-700727	Postage	\$494.13	\$500.00	\$400.00	+\$200	\$600.00	Stamp price increase
101-790-700728	Supplies	\$8,302.00	\$9,600.00	\$9,000.00	+\$600	\$9,600.00	
101-790-700740	Furnishings	\$1,546.85	\$1,565.00	\$1,000.00	+\$1,000	\$2,000.00	
101-790-700740	Equipment	\$9,698.28	\$13,950.00	\$11,500.00	+\$2,500	\$14,000.00	
101-790-700740	Materials	\$34,873.03	\$36,400.00	\$35,000.00	+\$2,500	\$37,500.00	Moving Overdrive subscription from contractual services line items
101-790-700801	Advertising & Promotion	\$2,949.33	\$3,050.00	\$2,500.00	+\$2,000	\$4,500.00	increase for fundraising initiatives

101-790-700805.1	Accounting	\$14,574.20	\$16,333.00	\$20,000.00	-\$4,000	\$16,000.00	Switched accounting services
101-790-700805.2	Bank Charges & Fees	\$14.21	\$50.00	\$50.00	=	\$50.00	
101-790-700806	Technology Support	\$2,185.00	\$3,000.00	\$3,000.00	=	\$3,000.00	
101-790-700808	Building and Grounds Maintenance	\$14,263.81	\$14,450.00	\$8,000.00	+\$3,882	\$11,882.00	
101-790-700850	Communications	\$3,300.65	\$3,500.00	\$3,500.00	=	\$3,500.00	
101-790-700910	Building & Liability Insurance	\$6,996.00	\$7,000.00	\$7,000.00	=	\$7,000.00	
101-790-700920	Public Utilities	\$9,160.97	\$11,000.00	\$11,000.00	=	\$11,000.00	
101-790-700933	Equipment Repairs and Maintenance	\$2,623.10	\$3,000.00	\$3,500.00	=	\$3,500.00	
101-790-700954	Contractual Services	\$31,198.49	\$36,600.00	\$35,000.00	-\$2,500	\$32,500.00	Moving Overdrive subscription from contractual services line to materials
101-790-700955	Memberships & Training	\$9,220.67	\$9,300.00	\$7,000.00	+\$1,000	\$8,000.00	
101-790-700956	Programming	\$15,777.28	\$16,250.00	\$16,000.00	+\$380	\$16,380.00	
101-790-700970	Capital Outlay	\$1,006.00	\$3,050.00	\$1,050.00	+\$10,110	\$11,160.00	Expansion project and or potential heating/cooling replacement
	Total	\$464,739.79	\$485,398.00	\$486,500.00			
					Total	\$504,172.00	