



**Salem-South Lyon
District Library**

9800 Pontiac Trail, South Lyon, MI 48178

SALEM-SOUTH LYON DISTRICT LIBRARY BOARD OF TRUSTEES

Educate. Enrich. Empower the Community. Imagine the Possibilities

AGENDA FOR LIBRARY BOARD MEETING

MONDAY, JUNE 29, 2026, AT 7:00 PM

OLSON MEETING ROOM

- A. Call meeting to order and verify quorum (26-193)
- B. Approval of agenda (26-194V)
- C. Introduction of guests (26-195)
- D. Approval of past minutes:
 - 1. Special Budget and Regular Board Meeting on May 18, 2026 (26-196V)
- E. Public Comment (26-197)
- F. Friends of the Library Report (26-198)
- G. Financial Report
 - 1. Acceptance of the May 2026 Financial Report (26-199V)
- H. Approval for Payroll Report May 2026 (26-200V)
- I. Approval for Board Review of Bills and credit card purchases for May 2026 (26-201V)
- J. Committee Reports
 - 1. Advocacy Marketing
 - a. Updates from the meeting on June 23, 2026 (26-202)
 - 2. Facilities (26-203)
 - 3. Budget
 - a. Request to amend the 2025-2026 budget (26-204V)
 - 4. Policy Committee
 - 1. Review changes for policies 203, 400 and 410 (26-205V)
 - 5. Professional Development (26-206)

K. Director's Report (26-207)

L. Staff Reports (26-208)

M. Old Business (26-209)

N. New Business

1. Lyon Township Public Library Circulation Statistics (26-210V)

2. Brick and Steppingstone Donation Program (26-211V)

O. Correspondence and communications (26-212)

P. Board Comments (26-213)

Q. Adjournment (26-214)

UPCOMING MEETINGS

BOARD MEETING: MONDAY, JULY 27, 2026, AT 7 PM

BUDGET COMMITTEE: TUESDAY, JULY 21, 2026, AT 3:00 PM

PRESIDENT: DENISE STACER (2028)

VICE-PRESIDENT: LINDA HAMILTON (2026)

SECRETARY: HATTIE MAGUIRE (2026)

TREASURER: DAN SIIVOLA (2028)

AT LARGE: RUSSELL SIMS (2026), ERIN PETRICCA (2026), PAT PERUSKI (2028)

DIRECTOR: KATHY MERUCCI

ASSISTANT DIRECTOR: KATHY HUTCHINSON

COMMITTEES: THE PRESIDENT AND DIRECTOR SIT ON ALL COMMITTEES.

ADVOCACY MARKETING (AS NEEDED): STACER (CHAIR), PERUSKI, MROZ, ROBINSON, KING, PETRICCA, HUTCHINSON, MERUCCI

ADVOCATE TO RAISE COMMUNITY AWARENESS OF THE LIBRARY.

BUDGET (MONTHLY): SIIVOLA (CHAIR), SIMS, STACER, HUTCHINSON, MERUCCI, BRUSSTAR, HILL

REVIEWS FINANCIAL STATEMENTS ON A MONTHLY BASIS; PREPARES AND RECOMMENDS BALANCED BUDGET REQUESTS AND ADJUSTMENTS BASED ON PRESENT AND ANTICIPATED NEEDS IN RELATION TO THE LIBRARY'S STRATEGIC PLAN AND CURRENT ECONOMIC CONDITIONS.

FACILITIES (AS NEEDED): HAMILTON (CHAIR), STACER, SIMS, CAMPBELL, MERUCCI, WEBER, PERUSKI, SIIVOLA, HUTCHINSON, BRUSSTAR, HILL

TO PROVIDE RECOMMENDATIONS TO THE BOARD REGARDING CURRENT AND FUTURE SUCCESSFUL OPERATION OF THE LIBRARY WITHIN BUDGETARY LIMITS.

LONG-RANGE PLANNING (QUARTERLY): STACER (CHAIR), HAMILTON, CAMPBELL, WEBER, HUTCHINSON, MERUCCI

DEVELOP AND SUSTAIN PLANS TO PROVIDE CUTTING-EDGE SERVICES, MATERIALS, TECHNOLOGY, AND A STATE OF ART FACILITY IN CONJUNCTION WITH IDENTIFICATION OF REVENUE SOURCES FOR LONGEVITY

POLICY (QUARTERLY): MAGUIRE (CHAIR), STACER, PETRICCA, HUTCHINSON, MERUCCI, BRUSSTAR, HILL

RECOMMENDS TO THE BOARD, WITH INPUT FROM THE STAFF, ADDITION, REMOVAL, OR AMENDMENT OF POLICIES NEEDED TO CARRY FORWARD THE LIBRARY'S PLAN.

PROFESSIONAL DEVELOPMENT (QUARTERLY): HAMILTON (CHAIR), STACER, HUTCHINSON, MERUCCI

ENCOURAGES THE BOARD TO STUDY LIBRARY-RELATED TOPICS BY SUPPLYING INFORMATION, MATERIALS, AND TRAINING OPPORTUNITIES.

COMPENSATION COMMITTEE (AS NEEDED): STACER (CHAIR), HAMILTON, HUTCHINSON, MERUCCI, BRUSSTAR

REVIEW STAFF COMPENSATION AND PROVIDE RECOMMENDATIONS TO THE BOARD

RECONSIDERATION (AS NEEDED): MAGUIRE (CHAIR), STACER, MERUCCI, TBD LIBRARIAN, VARYING BOARD MEMBER, TBD COMMUNITY MEMBERS (2)

RISK MANAGEMENT (AS NEEDED): HAMILTON (CHAIR), MAGUIRE, STACER, HUTCHINSON, MERUCCI

SALEM-SOUTH LYON DISTRICT LIBRARY BOARD OF TRUSTEES
Draft Minutes of Regular Board Meeting
Monday, March 18, 2026

President: Denise Stacer
Treasurer: Daniel Siivola
At Large: Pat Peruski; Russell Sims; Erin Petricca
Director: Kathy Merucci
Assistant Director: Kathleen Hutchinson
Head of IT: Kevin Campbell

Vice President: Linda Hamilton
Secretary: Hattie Maguire

A. Call meeting to order and verify quorum (26-164)

President Stacer called the meeting to order in the Olson Meeting Room at the Salem-South Lyon District Library at 7:00 p.m.

Present: D. Stacer, L. Hamilton, D. Siivola, R. Sims, E. Petricca, P. Peruski, K. Campbell, K. Merucci, N. Pratt, K. Hutchinson

K. Campbell - Recording Secretary
C. Bosshard – Library Staff
L. Brusstar – Library Staff
K. Hill – Staff Representative

B. Approval of agenda (26-165V)

Motion to accept the agenda was made by L. Hamilton seconded by P. Peruski

Yes: 6;

No: 0.

Motion Carried.

C. Open Budget Hearing (26-166)

Motion to open the Budget hearing by L. Hamilton, Seconded by D. Siivola

R. Sims: Yes

D. Siivola: Yes

L. Hamilton: Yes

P. Peruski: Yes

D. Stacer: Yes

E. Petricca: Yes

D. Presentation of 2026-2027 Budget and Tax Rate Request for the period July 1, 2026, to June 30, 2027 (26-167)

E. Public Comment (26-168)

There was no public comment

F. Close Budget Hearing (26-169)

Motion to close the budget hearing by L. Hamilton, Seconded by D. Siivola

R. Sims: Yes

D. Siivola: Yes

L. Hamilton: Yes

P. Peruski: Yes

D. Stacer: Yes

E. Petricca: Yes

G. Budget

1. Approve the 2026-2027 Levy (26-170V)

Motion to approve the levy by L Hamilton, Seconded E. Petricca

1.0196 - Operating (Perpetual)

0.4525 - Operating (Expires 12/31/2033)

Yes:6

No: 0

Motion Carried

2. Adopt the 2026-2027 Budget (26-171V)

Motion to approve the 2026-2027 budget by L. Hamilton, Seconded by R. Sims

Yes: 6;

No: 0

Motion Carried.

H. Introduction of guests (26-172)

Guests introduced by K. Merucci

I. Approval of past minutes:

1. Regular Board Meeting on April 27, 2026 (26-173V)

Motion to approve the minutes for the April 27th board meeting by L. Hamilton, Seconded
by D. Siivola

Yes: 6;

No: 0.

Motion Carried.

J. Public Comment (26-174)

There was no public comment

K. Friends of the Library Report (26-175)

Submitted and filed by A. King

L. Financial Report

1. Acceptance of the April 2026 Financial Report (26-176V)

Motion to accept the April 2026 Financial report by L. Hamilton; seconded by E. Petricca

Yes: 6;

No: 0.

Motion Carried.

M. Approval for Payroll Report April 2026 (26-177V)

Motion to accept the April 2026 payroll report by L. Hamilton; seconded by R. Sims.

Yes: 6;

No: 0.

Motion Carried.

N. Approval for Board Review of Bills and credit card purchases for April 2026 (26-178V)

Motion to approve the April 2026 bills and credit card purchases by L. Hamilton; seconded by E. Peticca

Yes: 6;

No: 0.

Motion Carried.

O. Director's Report (26-179)

Submitted and filled by the director

P. Staff Reports (26-180)

Submitted and filled by staff

Q. Old Business

1. Update for Adult Renovation (26-181)

R. New Business

1. Approval and acceptance of gift from The Friends of the Library (26-182V)

Motion to accept the Friends gifts towards the sprinkler system and an additional shed for \$12,542 by L. Hamilton, Seconded by D. Siivola

Yes: 6;

No: 0.

Motion Carried.

S. Correspondence and communications (26-183)

T. Committee Reports

1. Advocacy Marketing

- a. Updates from the meeting on April 20, 2026 (26-184)

2. Facilities (26-185)

3. Budget (26-186)

4. Policy Committee

- a. Reviewed Policies

1. Policies reviewed with changes: 203, 217, 300, 400, 401, 402, 407, and 410 (26-187V)

Policy 203 be tabled and brought back to the June Board Meeting with the procedure for Flex Time and Merit Pay.

Motion that policies 400 and 410 be approved as presented but will be revised and brought back to the June board meeting. Policies 217, 300, 401, 402, 407 be approved as presented by L. Hamilton, Seconded by D. Siivola

Yes: 6;

No: 0.

Motion Carried.

2. Policies reviewed with no changes: 218, 219, 220.0, 221.0, 224.0, and 301.0 (26-188V) - No vote

5. Professional Development (26-189)

U. Anticipated Closed Session

1. Anticipated discussion and motion for an upgrade to ingress and egress (26-190V)

Move that we go into closed session including K. Merucci, K. Hutchinson, K. Campbell, and N. Pratt at 8:11 by L. Hamilton, Seconded by D. Siivola

P. Peruski: Yes

L. Hamilton: Yes

D. Siivola: Yes

R. Sims: Yes

E. Peruski: Yes

D. Stacer: Yes

Motion to end closed session at 9:02 by L. Hamilton, Seconded by D. Siivola

P. Peruski: Yes

L. Hamilton: Yes

D. Siivola: Yes

R. Sims: Yes

E. Peruski: Yes

D. Stacer: Yes

Motion to approve the not to exceed \$22,000 for the replacement of the staff entranceway by L. Hamilton, Seconded by D. Siivola.

Yes: 6;

No: 0.

Motion Carried.

V. Board Comments (26-191)

There were board comments.

W. Adjournment (26-192)

Meeting adjourned at 9:05 PM

I hereby certify that the foregoing is a true and complete copy of the minutes of a special budget and regular meeting of the Salem-South Lyon District Library, Counties of Oakland and Washtenaw, State of Michigan, held on March 18, 2026, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meeting Act, being Act 267, Public Acts of Michigan, 1976, as amended, and

Executive Order 2020-75 and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Respectfully submitted, Kevin Campbell, Recording Secretary

May 2026 Budget Highlights – Financial Report

Income:

Account 400 Property Taxes Operating: \$0.00

Account 400.3 Service Contract: \$842.90

Account 409 Fines & Fees \$257.90

- Penal Fines: \$0.0
- Fines \$257.90
- Non-resident fee: \$0.00

Account 415 State Aid: \$0.0

Acct. 440 Gifts & Grants \$21,389.52

- True Gift: \$45.65
- Friends Gift Income: \$19,273.33
- Friends Books Donation Income: \$739.34
- Library Collection Gifts: \$100.00
- Annual Appeal: \$31.20
- Gifts (In Memoriam): \$350.00
- Grants & Sponsorships: \$850.00 (Vibe)

Account 440.3 Miscellaneous Income: \$1,434.20

(Of note: Lost Materials: \$91.96, Computer Prints: \$1,214.06, Faxes: \$89.00, Rebates: \$19.42, T-shirt/games sales: \$20.50)

Account 450 Interest: \$8,237.83

- Michigan Class \$1,854.31
- Comerica: \$78.73
- Huntington: \$6,304.79

Total Income: \$32,342.35

Account 500 - Personnel Total: \$87,827.94 (Two pays)

- \$ 74,301.24 Acct. 500.2 Salaries
- \$ 3,454.22 Acct. 505.2 Deferred Compensation Plan
- \$ 3,110.90 Acct. 502.3 Group Health Plan
- \$ 5,535.16 Acct. 545 FICA
- \$ 1,426.42 Acct.570 Dues & workshops

Account 505 - Library Materials & Supplies: \$37,684.63

\$ 34,761.11 Acct. 505.12 Library materials (Teen & Youth: \$10,029.54, Adult: \$5,089.23, Processing: \$1,774.98, Electronic: \$10,094.49 includes OverDrive,Hoopla,Kanopy,Cloud), Downloadable: \$7,772.87 (ProQuest, Mango, Value Line);

Acct. 508 Computer supplies & maintenance; \$1,661.16
Acct. 527 Cooperative Fee \$0.00
\$ 1,262.36 for Acct. 531 Programming (Adult \$511.74/Youth \$750.62)

Account 536 & 600 Total - Facilities & Equipment: \$20,666.15

Account 536 Facilities:

- \$ 4,192.38 Acct. 515 Utilities (DTE \$3,396.85 and Consumers \$795.53)
- \$ 14,891.18 Acct. 536.12 Maintenance & Repairs of note: custodial: \$613.25, routine repairs of \$628.44, tree (5) removal of \$1800.00, window cleaning of \$1825.00, gutter cleaning \$9,350.00, small equipment \$674.49

Account 600 Capital Expenditures and Equipment:

- 600.1 Computer \$0.0
- 600.3 Other Technology \$142.67
- 600.4 Other Tech Equipment: \$1334.45
- 600.5 Licensing & Support: \$105.47
- 605.1 Capital Equipment: \$00.00
- 605.3 Capital Expenditure: \$0.0
- 605.95 Bond Interest: \$0.0
- 605.96 Bond Principal : \$0.0

Account 585 – Administrative Expenses \$10,815.20 of note:

- \$ 197.21 Acct. 510.3 Office Supplies
- \$ 235.89 Acct. 511 Postage
- \$ 172.35 Acct. 512 Printing
- \$ 9663.50 Acct. 514 Advertising (mailer, SRP shirts, parade popcorn,t-shirts)
- \$ 0.00 Acct.516.1 Telephone
- \$ 546.25 Acct 520 Contractual Services (lease copy machine, cc fees)

Account 586 - Gifts & Grants Purchases \$11,228.27 of note:

- \$ 1,303.12 Acct. 523.2 Gifts & Grants (ALA for Playaways)
- \$ 8,239.44 Acct. 586.27 Friends Gift Purchases (Lucky Day collection, SRP)
- \$ 739.34 Acct. 586.39 Book Sale Monies
- \$ 571.42 Acct. 586.31 Gift Purchases
- \$ 374.95 Acct. 586.9 Gift Purchases for collection

Expenditures exceed Revenue by \$135,879.84 Total YTD: \$66,422.62

Salem-South Lyon District Library
Profit & Loss Budget Performance
May 2026

	May 26	Jul '25 - May 26	\$ Over Budget	% of Budget Target: 91.6%	Annual Budget
Ordinary Income/Expense					
Income					
400 · Property Taxes	0.00	1,565,178.25	-27,596.75	98.27%	1,592,775.00
400.3 · Service Contract	842.90	397,659.59	3,659.59	100.93%	394,000.00
400.4 · Personal Property Taxes	0.00	11,576.12	2,776.12	131.55%	8,800.00
409 · Fines & Fees	257.90	42,703.58	703.58	101.68%	42,000.00
415 · State Aid	0.00	27,180.20	14,180.20	209.08%	13,000.00
440 · Gifts & Grants	21,389.52	61,910.72	1,010.72	101.66%	60,900.00
440.3 · Miscellaneous Income	1,434.20	24,140.67	-714,359.33	3.27%	738,500.00
447 · Sale of equipment	180.00	6,680.00	5,680.00	668.0%	1,000.00
448 · Endowment Distribution	0.00	1,188.00			
450 · Portfolio Income	8,237.83	86,206.47	6,206.47	107.76%	80,000.00
Total Income	32,342.35	2,224,423.60	-706,551.40	75.89%	2,930,975.00
Gross Profit	32,342.35	2,224,423.60	-706,551.40	75.89%	2,930,975.00
Expense					
500 · Personnel	87,827.94	963,830.72	-219,169.28	81.47%	1,183,000.00
505 · Library materials & supplies	37,684.63	348,433.29	-66,507.71	83.97%	414,941.00
536 · Facilities & Equipment	20,666.15	718,848.31	-461,535.69	60.9%	1,180,384.00
585 · Administrative Expenses	10,815.20	85,103.73	-5,896.27	93.52%	91,000.00
586 · Gifts & Grants Purchases	11,228.27	41,784.93	-19,865.07	67.78%	61,650.00
Total Expense	168,222.19	2,158,000.98	-772,974.02	73.63%	2,930,975.00
Net Ordinary Income	-135,879.84	66,422.62	66,422.62	100.0%	0.00
Net Income	-135,879.84	66,422.62	66,422.62	100.0%	0.00

Salem-South Lyon District Library
Profit & Loss Budget Performance
May 2026

	May 26	Jul '25 - May 26	\$ Over Budget	% of Budget	Annual Budget
Ordinary Income/Expense					
Income					
400 · Property Taxes	0.00	1,565,178.25	-27,596.75	98.27%	1,592,775.00
400.3 · Service Contract	842.90	397,659.59	3,659.59	100.93%	394,000.00
400.4 · Personal Property Taxes	0.00	11,576.12	2,776.12	131.55%	8,800.00
409 · Fines & Fees	257.90	42,703.58	703.58	101.68%	42,000.00
415 · State Aid	0.00	27,180.20	14,180.20	209.08%	13,000.00
440 · Gifts & Grants	21,389.52	61,910.72	1,010.72	101.66%	60,900.00
440.3 · Miscellaneous Income	1,434.20	24,140.67	-714,359.33	3.27%	738,500.00
447 · Sale of equipment	180.00	6,680.00	5,680.00	668.0%	1,000.00
448 · Endowment Distribution	0.00	1,188.00			
450 · Portfolio Income	8,237.83	86,206.47	6,206.47	107.76%	80,000.00
Total Income	32,342.35	2,224,423.60	-706,551.40	75.89%	2,930,975.00
Gross Profit	32,342.35	2,224,423.60	-706,551.40	75.89%	2,930,975.00
Expense					
500 · Personnel					
500.2 · Salaries	74,301.24	827,857.48	-167,142.52	83.2%	995,000.00
502 · Empl benefits	12,100.28	131,271.34	-43,728.66	75.01%	175,000.00
570 · Dues & workshops/travel	1,426.42	4,701.90	-8,298.10	36.17%	13,000.00
Total 500 · Personnel	87,827.94	963,830.72	-219,169.28	81.47%	1,183,000.00
505 · Library materials & supplies					
505.12 · Library Materials	34,761.11	260,280.26	-53,975.74	82.82%	314,256.00
508 · Computer supplies	1,661.16	13,753.95	-746.05	94.86%	14,500.00
527 · Cooperative fee	0.00	57,069.70	-9,115.30	86.23%	66,185.00
531 · Programming	1,262.36	17,329.38	-2,670.62	86.65%	20,000.00
Total 505 · Library materials	37,684.63	348,433.29	-66,507.71	83.97%	414,941.00
536 · Facilities & Equipment					
515 · Utilities	4,192.38	51,491.62	-4,508.38	91.95%	56,000.00
536.12 · Maintenance & Repairs	14,891.18	117,520.36	-9,979.64	92.17%	127,500.00
560 · Insurance	0.00	31,862.00	-458.00	98.58%	32,320.00
600 · Equipment	1,582.59	35,024.74	-28,975.26	54.73%	64,000.00
605 · Capital Expenditure	0.00	15,752.16	-79,847.84	16.48%	95,600.00
605.8 · Cap. Exp. (Future)	0.00	0.00	-14,407.00	0.0%	14,407.00
605.9 · Cap.Project Exp.(PY)	0.00	387,640.43	-323,359.57	54.52%	711,000.00
605.95 · Interest Expense (Bond)	0.00	19,557.00	0.00	100.0%	19,557.00
605.96 · Debt Repayment	0.00	60,000.00	0.00	100.0%	60,000.00
Total 536 · Facilities & Equipment	20,666.15	718,848.31	-461,535.69	60.9%	1,180,384.00
585 · Admininstrative Expenses					
510 · Office supplies	197.21	1,592.09	-207.91	88.45%	1,800.00
511 · Postage	235.89	731.39	-18.61	97.52%	750.00
512 · Printing	172.35	172.35	-577.65	22.98%	750.00
514 · Advertising	9,663.50	35,154.96	-1,545.04	95.79%	36,700.00
516 · Telephone	0.00	3,190.00	-360.00	89.86%	3,550.00
520 · Contractual services	546.25	33,427.51	-1,322.49	96.19%	34,750.00
525 · Legal & Professional	0.00	2,127.75	-372.25	85.11%	2,500.00
540 · Auditor	0.00	7,400.00	0.00	100.0%	7,400.00
585.3 · Misc. Expense	0.00	1,307.68	-1,492.32	46.7%	2,800.00
Total 585 · Admin. Expenses	10,815.20	85,103.73	-5,896.27	93.52%	91,000.00
586 · Gifts & Grants Purchases	11,228.27	41,784.93	-19,865.07	67.78%	61,650.00
Total Expense	168,222.19	2,158,000.98	-772,974.02	73.63%	2,930,975.00
Net Ordinary Income	-135,879.84	66,422.62	66,422.62	100.0%	0.00
Net Income	-135,879.84	66,422.62	66,422.62	100.0%	0.00

Salem-South Lyon District Library
Balance Sheet
As of May 31, 2026

	<u>May 31, 26</u>	<u>May 31, 25</u>
ASSETS		
Current Assets		
Checking/Savings		
102 · Checking-Huntington Bank	34,392.84	151,192.86
106 · MI Class	588,690.25	565,399.71
113 · Comerica	13,624.18	13,161.82
116 · Huntington Securities	1,615,939.34	1,624,338.70
117 · Huntington Brokerage	0.00	130,039.00
Total Checking/Savings	<u>2,252,646.61</u>	<u>2,484,132.09</u>
Other Current Assets		
103 · Petty Cash	225.00	225.00
115 · State Aid Receivable	10,178.72	9,567.12
Total Other Current Assets	<u>10,403.72</u>	<u>9,792.12</u>
Total Current Assets	<u>2,263,050.33</u>	<u>2,493,924.21</u>
Other Assets		
144 · Beneficial Interest/Comm. Found	29,305.87	27,045.54
Total Other Assets	<u>29,305.87</u>	<u>27,045.54</u>
TOTAL ASSETS	<u><u>2,292,356.20</u></u>	<u><u>2,520,969.75</u></u>
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
2000 · Accounts Payable	50,627.04	60,369.13
Total Accounts Payable	<u>50,627.04</u>	<u>60,369.13</u>
Other Current Liabilities		
2100 · Payroll Liabilities	48,858.56	38,621.30
Total Other Current Liabilities	<u>48,858.56</u>	<u>38,621.30</u>
Total Current Liabilities	<u>99,485.60</u>	<u>98,990.43</u>
Total Liabilities	99,485.60	98,990.43
Equity		
2200 · Library Fund Balance	444,883.00	439,067.00
300 · Unassigned Fund Balance	1,293,029.43	970,670.32
3000 · Undesignated Fund Balance	388,535.55	388,535.55
Net Income	66,422.62	623,706.45
Total Equity	<u>2,192,870.60</u>	<u>2,421,979.32</u>
TOTAL LIABILITIES & EQUITY	<u><u>2,292,356.20</u></u>	<u><u>2,520,969.75</u></u>

Salem-South Lyon District Library
Monthly Payroll Summary
May 2026

	TOTAL		
	Paydate: 5.8.26	Paydate: 5.22.26	May 26
Employee Wages, Taxes and Adjustments			
Gross Pay			
PTO	287.66	484.45	772.11
Salary	20,459.82	20,263.03	40,722.85
Hourly Wage	15,475.60	16,234.88	31,710.48
Sick	377.70	0.00	377.70
Vacation Hourly	168.10	0.00	168.10
Longevity Pay	550.00	0.00	550.00
Total Gross Pay	37,318.88	36,982.36	74,301.24
Deductions from Gross Pay			
Deferred Comp MERS	-1,692.06	-1,297.55	-2,989.61
Health Insurance (pre-tax)	-655.00	-655.00	-1,310.00
Medical Care FSA (pre-tax)	0.00	0.00	0.00
Pre-tax HSA Emp.	-318.00	-318.00	-636.00
Voluntary Ded/ROTH	-512.81	-512.81	-1,025.62
Total Deductions from Gross Pay	-3,177.87	-2,783.36	-5,961.23
Adjusted Gross Pay	34,141.01	34,199.00	68,340.01
Taxes Withheld			
Federal Withholding	-2,573.00	-2,591.00	-5,164.00
Medicare Employee	-527.01	-522.11	-1,049.12
Social Security Employee	-2,253.48	-2,232.56	-4,486.04
MI - Withholding	-1,306.15	-1,295.45	-2,601.60
Total Taxes Withheld	-6,659.64	-6,641.12	-13,300.76
Net Pay	27,481.37	27,557.88	55,039.25
Employer Taxes and Contributions			
MI - Obligation Assessment	0.00	0.00	0.00
Total Employer Taxes and Contributions	0.00	0.00	0.00

May2026 Transactions

Type	Date	Num	Name	Memo	Split	Amount
May 26						
Liability Check	05/01/2026	AutoDeduct	PRIORITY HEALTH	Group Health	500 Personnel	-3,394.78
Check	05/05/2026	AutoDeduct	Reliance Standard	Group Health	500 Personnel	-59.56
Bill Pmt -Check	05/07/2026	17780	Michael Schram	Reimbursement 4 chairs for circulation	536 Facilities	-551.16
Liability Check	05/08/2026	EFTPS	HUNTINGTON BANK	Employee withholding	500 Personnel	-8,133.98
Bill Pmt -Check	05/08/2026	17781	Hoopla	Hoopla April	505 Library Materials	-1,822.51
Bill Pmt -Check	05/08/2026	17782	Kanopy LLC	Kanopy April	505 Library Materials	-267.75
Bill Pmt -Check	05/08/2026	17783	LIBRARY DESIGN	Youth Shelving Unit for Media kits (Vox books)	600 Facilities	-3,495.00
Bill Pmt -Check	05/08/2026	17784	L.Brusstar	Tuition Reimbursement	500 Personnel	-1,710.00
Bill Pmt -Check	05/08/2026	17785	MARTIN HARDWARE	plexiglass sheets, 1 1/2" poly,clamps,couplings	536 Facilities	-143.92
Bill Pmt -Check	05/08/2026	17786	Millennium	Toner	505 Library Materials	-17.50
Bill Pmt -Check	05/08/2026	17787	T-Mobile	Hot Spots	505 Library Materials	-688.37
Bill Pmt -Check	05/08/2026	17788	Bass Controls	Controls service call	536 Facilities	-2,235.00
Bill Pmt -Check	05/08/2026	17789	USPS	Permit for bulk mailing	585 Admin. Expenses	-800.00
Bill Pmt -Check	05/08/2026	17790	FRIENDS OF THE SSLDL	Friends Book Sales April	586 Gifts	-886.68
Liability Check	05/08/2026	Online Pymt	MERS	Deferred Comp	500 Personnel	3,917.54
Check	05/11/2026	AutoDeduct	Delta Dental	Group Health	500 Personnel	-354.95
Liability Check	05/12/2026	AutoDeduct	TASC	Employee contribution	500 Personnel	-317.76
Bill Pmt -Check	05/13/2026	17991	Ingram Library Services	Adult, Youth library materials	505 Library Materials	-12,631.79
Bill Pmt -Check	05/13/2026	17992	Millennium	toner	505 Library Materials	-17.50
Bill Pmt -Check	05/13/2026	17795	AMERICAN DATA SECURITY	Shred Day May 16	505 Library Materials	-750.00
Bill Pmt -Check	05/13/2026	17793	Rhonda Wolfe	Glass Fusing Workshop	505 Library Materials	-400.00
Bill Pmt -Check	05/13/2026	17796	OVERDRIVE, INC.	E books/audio books	505 Library Materials	-1,675.53
Bill Pmt -Check	05/14/2026	17794	USPS	Postage Cost for Mailer permit #20	585 Admin. Expenses	-300.00
Liability Check	05/15/2026	EFTPS	Michigan	state withholding	500 Personnel	-2,562.73
Bill Pmt -Check	05/20/2026	Online Pymt	Millenium Business	copier lease, PM, toner	505 Library Materials \$806.43/ 585 Admin Expenses\$507.13	-1,313.56
Bill Pmt -Check	05/21/2026	AutoDeduct	DTE ENERGY	electric	536 Facilities	-3,640.54
Liability Check	05/22/2026	EFTPS	HUNTINGTON BANK	Employee withholding	500 Personnel	-8,100.34
Liability Check	05/22/2026	Online Pymt	MERS	Deferred Comp	500 Personnel	-3,551.91
Check	05/26/2026	AutoDeduct	CONSUMERS ENERGY	gas	536 Facilities	-795.53
Bill Pmt -Check	05/27/2026	17797	B&H Outdoor LLC	Removal of 5 dying spruce trees in parking lot area	536 Facilities	-1,800.00
Bill Pmt -Check	05/27/2026	17798	First Impression Print	mailer	585 Admin. Expenses	-8,325.00
Bill Pmt -Check	05/27/2026	17799	OVERDRIVE, INC.	Overdirve	505 Library Materials	-1,581.85
Bill Pmt -Check	05/27/2026	17800	THE LIBRARY NETWORK	ProQuest LLC Ancestry	505 Library Materials	-1,713.05
Bill Pmt -Check	05/27/2026	17802	Century Gutter Systems	clean all gutters	536 Facilities	-9,350.00
Bill Pmt -Check	05/27/2026	17803	Michigan Automatic Sprinkler	Deposit- Installation of Irrigation System	586 Gifts	-3,942.00
Bill Pmt -Check	05/27/2026	17804	THE LIBRARY NETWORK	Encompass EAP	500 Personnel	-611.61
Liability Check	05/27/2026	AutoDeduct	TASC	Employee contribution	500 Personnel	-317.76
Bill Pmt -Check	05/29/2026	17801	OVERDRIVE, INC.	E Books/audio books	505 Library Materials	-2,199.13
Check	05/31/2026			Service Charge	585 Admin. Expenses	-1.53
May 26						

Salem-South Lyon District Library Vendor QuickReport

May 2026

Type	Date	Num	Memo	Cost Control Center	Credit
CARDMEMBER SERVICES					
Bill	05/07/2026	CB	Amazon & Michaels/glass beads	505 Library Materials	41.55
Bill	05/07/2026	KHill	Supply Den/custodial supplies	536 Facilities	593.82
Bill	05/07/2026	MM	Bordart for book cover	505 Library Materials	109.10
Bill	05/07/2026	TM	Amazon \$58.68 for SRP goodies/\$88.69 food for moving volunteer help/Sphero & Ozbot \$1418.20	505 Library Materials 58.68/536 Facilities \$88.69/586 Gifts & Grants \$1418.20	1,565.57
Bill	05/07/2026	NP	recipocating saw	536 Facilities	119.00
Bill	05/07/2026	TR	Constant Contact	585 Admin. Expenses	10.00
Bill	05/08/2026	LB	Amazon for Teen Graphic	505 Library Materials	139.52
Bill	05/08/2026	AC	Amazon for dvds	505 Library Materials	135.65
Bill	05/08/2026	KH	Quill for paper, office supplies, TP	536 Facilities \$19.43/505 Librar	358.62
Bill	05/10/2026	KH	Costco for staff chairs (2)	536 Facilities	275.58
Bill	05/10/2026	MM	Amazon for labels	585 Admin. Expenses	14.99
Bill	05/10/2026	TM	Amazon for Early Chapter Books	505 Library Materials	290.45
Bill	05/10/2026	KM	Schoolcraft College for staff educ	500 Personnel	495.00
Bill	05/10/2026	SS	Amazon for stencial, markers	505 Library Materials	40.22
Bill	05/10/2026	KC	Amazon \$262.37 for wide format paper/\$263.75Batteries Plus & Fed Ex for power supplies, extra shipping for prusa	505 Library Materials \$262.37/600 Non- Capital \$263.75	526.12
Bill	05/10/2026	CB	Munro Crafts, Kroger for crafts, gallon bags \$127.28/UW \$50 for continuing education	500 Personnel	177.28
Bill	05/10/2026	NP	HD for saw	536 Facilities	279.91
Bill	05/27/2026	KM	Mango \$2759.82/Value Line \$3300.	505 Library Materials	6,059.82
Bill	05/31/2026	SS	Sam's Club \$76.68/Illinois Library Assoc \$371.50/Yoto \$183.06/Hungry Howies for TAB \$45.23/Meanrd's for garden soil, seeds	505 Library Materials \$357.41/585 Admin. Expenses \$371.50	728.91
Bill	05/31/2026	KH	Kroger,Saroki,Pita Way \$401.42 for volunteer food/Costco \$172.35 for checks/USPS \$119.92/Safe Serve Course \$179.00	586 Gifts \$401.42/585 Admin. Expense \$292.27/500 Personnel \$179.00	872.69
Bill	05/31/2026	KM	Amazon \$36.01 for labels/Amazon for popcorn \$273.00/QB \$105.47/USPS \$115.97/Crain's \$225.00	505 Library Materials \$261.01/585 Admin. Expenses \$388.97/600 Licensing \$105.47	755.45
Bill	05/31/2026	TM	Amazon \$1912.88 for Crabtree Books, Amazon for Easy reader books, Y fiction/refund \$43.52 Amazon for SRP goodies/Amazon \$239.88 for Y fiction	505 Library Materials \$2109.24	2,109.24
Bill	05/31/2026	KC	Amazon \$1070.70 for 3 d filment, Cat 8 ethernet cable, compressed air/Alohi Fax \$17.99/Amazon \$142.67 for monitor	Non-capital equip. \$1070.70/505 Library Materials \$17.99/600 Computers \$142.67	1,231.36
Bill	05/31/2026	MM	Amazon \$18.99 for laminating sheets/\$30.39 for corkboards/Brodart, SP Elm, Demco \$1629.87 for covers, labels, platen for disc machine	585 Admin Expenses \$18.99/536 Facilities \$30.39/505 Library Materials \$1629.87	1,679.25
Bill	05/31/2026	AC	Amazon \$475.79 for dvd/Detroit Free Press \$591.95	505 Library Materials	1,067.74
Bill	05/31/2026	LB	Amazon \$51.98 for Teen graphic, Lucky Day/ALA \$46.00/Amazon \$79.07 for Library of Things	505 Library Materials \$16.78/586 Gifts \$35.20 for Lucky Day/505 Library Materials \$79.07/500 Personnel \$46.00	177.05

Salem-South Lyon District Library Vendor QuickReport

May 2026

	Type	Date	Num	Memo	Cost Control Center	Credit
	Bill	05/31/2026	CB	Amazon \$374.95 Adult books paid by donation/\$166.76 Wayfair for SRP Goodies/\$142.10 Amazon for Adult fiction	586 Gifts \$374.95/505 Library Materials \$308.86	683.81



Salem-South Lyon
District Library

May
2026

Staff Reports

Library Director Report

Welcome to our newly formatted staff reports. This new format highlights our dedication to serving the community through excellent customer service, technology, comfortable facilities, and engaging programs. Thank you for your continued support!

Respectfully submitted,
Kathy Merucci



Shred Day!



Call Us
248-437-6431



Visit Us
<https://ssldl.info>

Adult Renovation

Project Timeline:

- March 24, 2026: Library staff and members of the Board met with Library Design (LDA) to have a high-level discussion about their portion of the project.
- April 16, 2026: Meeting with LDA to review the first draft of the adult floor plan.
- April 23, 2026: Meeting with LDA to review changes to the adult floor plan.
- May 14 meeting with LDA and Shaw Construction to review the floor plan and discuss a high-level timeline for each phase of the Adult Renovation.

After our meeting in May, Library Design provided a Phase 1 and Phase 2 staging plan with the following recommendations:

- Prior to Phase 1 beginning, all existing furniture will be removed from the space, including the adult reference desk and computers.
- Phase 1: Media and Large print collections will move to the meeting room for temporary storage. These will have to remain in place for the duration of both phases.
- Phase 1 will provide storage for the shelving in the south half of the space, leaving everything ADA compliant for patron browsing, while also keeping the computer lab and teen space accessible.
- Phase 2: LDA will reset the shelving in the north half of the space in its final location on the new carpet; they will not have to move again. The Media and Large Print collections will remain in the meeting room. This will also keep the computer lab and teen space accessible for Phase 2.
- On the Phase 2 plan, the “void” space marked in between the two phases will be kept open for patrons to access the Teen space and computer lab. This will have to be completed at some point and the space will have to close for that portion of the project.
- Once Phase 2 is completed, LDA will be able to move the Media and Large Print shelving back to final locations and begin furniture installation.

Our next meeting with Library Design will be Wednesday, July 1, at 9:30 AM. We will review furniture selections and finishes.

Storywalk Update

The Storywalk was delivered on May 29, and there were several issues with the panels. Most of the panels had some type of damage, such as scratches or bubbling to the protective coating. Some of the damage occurred during shipping, but the bubbling probably occurred during production. After speaking with the owner, he will replace each of the panels and drive them from Kansas to Michigan himself. The new production time will be approximately a month. In the meantime, we asked JMV to install the current panels, so the storywalk can be used during summer reading.

Annual Paper Shred Day

On May 16, we held our Annual Shred Day at the Library. We provided paper recycling service to approximately 250 cars. The weather did not cooperate, unfortunately, and rain poured a few times, but we persisted and the line moved quickly. Our staff was so efficient that the shredder couldn't keep up with us! It's a great service to our patrons and our community. Patrons were happy to have their documents safely disposed of, and the SSLDL prevented more waste from going into a landfill. Patrons were also treated to a bag of popcorn with a sticker that advertised our summer reading program.



First Aid Kits

As part of our ongoing efforts to provide a safe environment in the Library, our Trustee, Dan Siivola donated three first aid kits to the Library. He provided the bags and supplies and packed them himself. Thank you Dan! We are lucky to have your support.

Lasting Legacy Brick Campaign

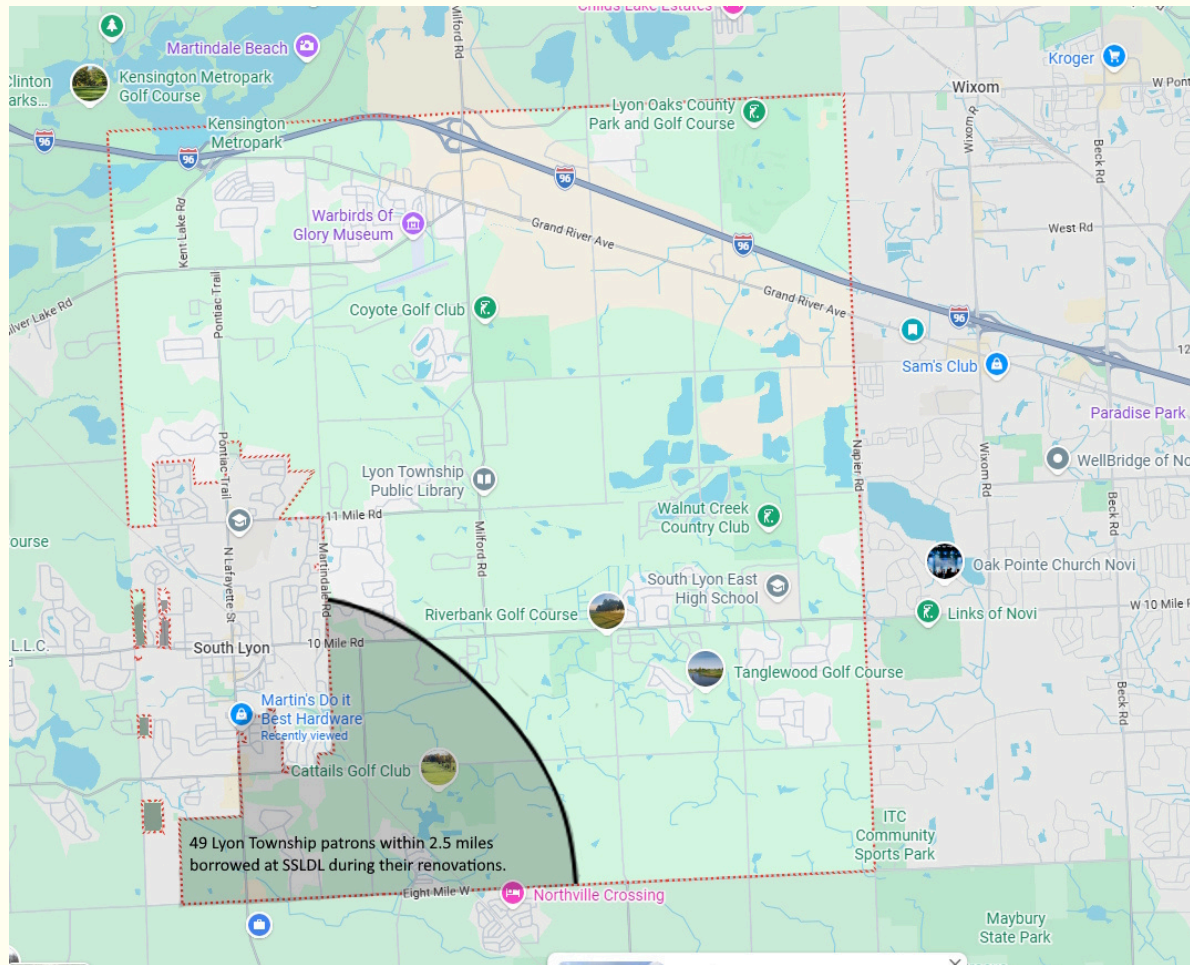
In June, the Advocacy Committee discussed the future of the Lasting Legacy Brick Campaign. The campaign started in 2008 and initially provided a significant revenue stream to the Library. A summary of expenses and revenue from 2008 - 2026 is included in the Board Packet for your review.

When the campaign started, the bricks were installed by a volunteer and expenses were relatively low. Over the past six years, requests for bricks have declined and the installation responsibilities have shifted to SSLDL staff. The bricks are showing signs of wear due to years of exposure to the elements. Due to the diminishing financial returns and drain on staff time, I recommend ending this program, so we can focus on increasing donations through the Annual Appeal.

Lyon Township Public Library (LTPL)

The new LTPL opened on June 1. During the LTPL closure, SSLDL served 192 [unique] LTPL patrons. Their total checkouts were 890 items. LTPL patrons consisted of 12% of our patrons for the month, and they checked out approximately 9% of our materials.

45 of the 192 LTPL patrons were previous patrons at SSLDL and used our Library regularly from July 2025 - February 2026 as well as in May 2026. Excluding those 45 patrons, the percentage of LTPL patrons drops to 9%. In addition, the percentage of items circulated to them drops to 6%.



Out of 192 LTPL patrons that used our library in May 2026, 49 patrons lived within 2.5 miles of the Library. Of the 45 returning LTPL patrons, 23 lived within 2.5 miles of SSLDL.

Additional statistics:

- Of the 49 LTPL patrons that live within 2.5 miles of SSLDL, the total number of checkouts for May 2026 was 350.
- Of the 23 New LTPL patrons that live within 2.5 miles of SSLDL, the total number of checkouts for May 2026 was 197.
- Of the 45 regular LTPL patrons, there were 3,883 checkouts from July 2025 - February 2026 and May 2026.
- There are currently 5 paid memberships to our Library.

SSLDL Patron Circulation:

By comparison, we served 1,359 patrons with SSLDL cards and checked out 9,183 items to our patrons during May 2026.

Listed below is typical monthly circulation for our Library in The Library Network for the fiscal years 2023-2024, 2024-2025 and 2025-2026:

2023 - 2024

Average monthly circulation was 19,400

The highest month was in July 2023 was 22,500

The lowest circulation was in December 2023 at 16,900 (May was second)

2024-2025

Average monthly circulation was 19,400

The highest month was in July 2024 at 22, 950

The lowest circulation was December 16,400 (May was second)

2025-2026 (not including June)

Average monthly circulation was 19,000

The highest month was in July 2025 at 22,700

The lowest circulation was in December at 16,150 (February was second)

I spoke with the LTPL Director, Holly Teasdale, after their new library opened. She was very thankful that we provided service to their patrons during the closure. We also discussed continued reciprocity. I advised that the SSLDL Board would make a decision 90 days after their new library was open. She was happy to hear that our Board would consider reciprocity in the future and advised they would continue to provide service to our patrons.

Based on the statistics presented, my recommendation is to continue reciprocity with LTPL. In addition to promoting community goodwill, it will have minimal impact on our Library patrons. The month of service to LTPL patrons contributed no additional stress to our staff—in fact, feedback from the trial month was overwhelmingly positive. Staff expressed genuine enjoyment in serving LTPL patrons.

Respectfully submitted,

Kathy Merucci

Friends & Gardeners



Friends of the Library

The next Friends Meeting:

Thursday, July 9, 5:30 p.m., Study Room 1

Denise Stacer, Library Board Representative

Thank you to the Friends of the Library! Their generous donation allowed us to upgrade the sprinkler system. We truly appreciate their ongoing support in to keep our Library grounds beautiful!



Gardeners

We had our first meeting of the season in May and it was extremely well attended. The room was set up for 20 and we had to keep adding chairs! Our normal meeting time has always been around 11:00 but had to be changed to 1:00 due to room availability. I was surprised to learn that they really like the later start time.

The announcement of the approval of the upgrade to the sprinkler system was met with a round of applause. It will improve all the gardens, but for some, it will be the first time they are part of the sprinkler system. Most notably is the addition of a sprinkler head in the entrance island. It fixes both the safety issue and plant happiness.

Friends & Gardeners



Gardeners

(Continued from page 4)

We replaced three gardeners who found they could no longer donate the amount of time necessary. We know that life priorities change and appreciate the time they have given in the past. This left us with six gardens to re-home. Jeanette and I each took one and we brought on 4 new gardeners to fill the other spots.

Two of our gardens went from shade to full sun with the cutting down of two diseased spruce trees. Don and Bernadette D'Alessandro have one of the gardens and have made the transition into the light look effortless! One of our new gardeners, Ivy Crosby-Gonzalez, has just started on the second garden transformation. Included in her plans are to insert a path to encourage children to come into her garden. She wants to put “sensory” plants along the path that children will enjoy touching. The transition of this garden is going to be a work in process. Keep an eye on the garden that is located between the Girl Scout and Girl on the Bench gardens. This should be fun to watch!

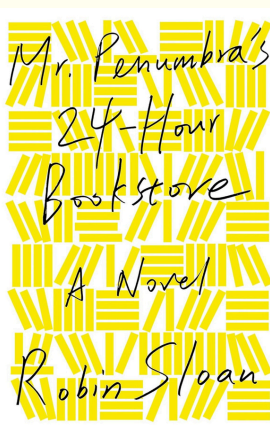
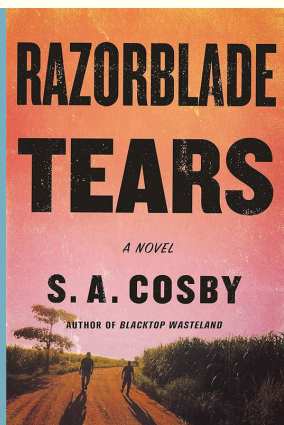
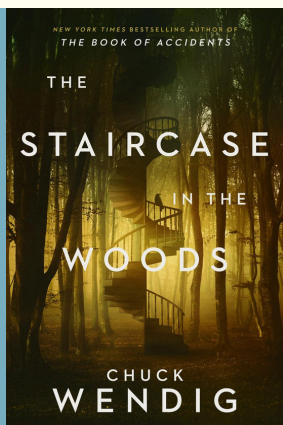
Repeccfully submitted,
Melanie Herbert, Garden Coordinator

Adult Services

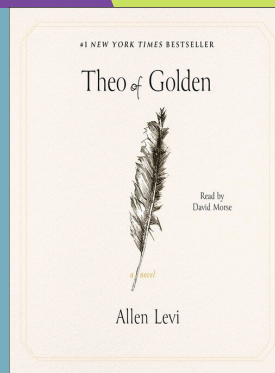
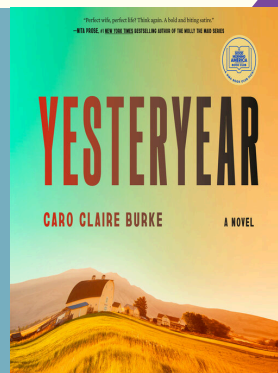
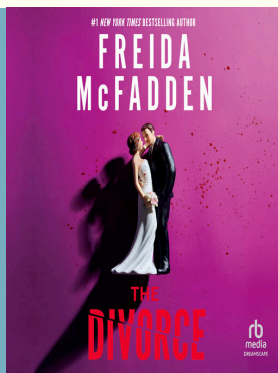
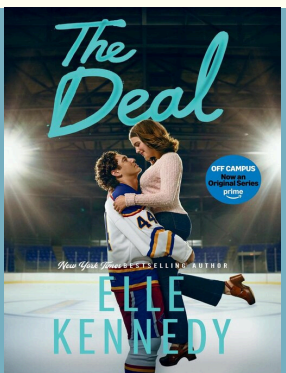
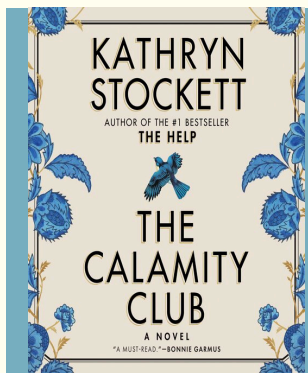
Highlights

- Cheryl English visited SSLDL to teach local gardeners how to select plants to help native songbirds thrive.
- We held our fifth Read & Refresh Pop-Up event to welcome our patrons with some light refreshments!
- New program alert! Ashley is hosting an exercise class to encourage movement and promote the Craft & Hobby database, which has scores of exercise videos on demand.

May Book Clubs



Top Libby Checkouts



Gardening for the Birds



Read & Refresh Pop-Up

May in Adult Services



Bleach "Dyed" Tote Bags

Adult Services

Date	Program	Patrons
5/1/26	Tangled Tales Patterns	20
5/2/26	South Lyon Writers' Group	7
5/2/26	Four Seasons Garden Club Plant Exchange	22
5/4/26	Paranormal Pages Book Club	11
5/5/26	Needlework Group	8
5/7/26	Community Cares	10
5/7/26	Gardening for the Birds	19
5/11/26	Cliffhanger's Mystery Book Club	18
5/14/26	Bleach "Dyed" Tote Bags (2:00)	16
5/14/26	Bleach "Dyed" Tote Bags (5:30)	18
5/16/26	Document Shredding Event	250 !!!
5/21/26	Something Different Book Club	13
5/21/26	Read & Refresh Pop-up Event	7
5/26/26	Exercise with Ashley	1
5/27/26	Wool Appliqué	10
5/28/26	Blood Drive	18
5/30/26	Karate	7
TOTAL ATTENDEES		455

May in Numbers

18 donors were processed at the Blood Drive. 16 units were collected, potentially helping 48 hospital patients!

Adult Services

Date	Service	Patrons
5/6/26	Notary Service	3
5/7/26	Sewing For You	7
5/13/2	Notary Service	0
5/14/2	Sewing For You	11
5/19/2	Notary Service	3
5/20/2	Notary Service	6
5/21/2	Sewing For You	8
5/27/2	Notary Service	4
5/28/2	Sewing For You	5
TOTAL PATRONS		47

Notary & Sewing

Adult Outreach	Patrons
Outreach: Book Delivery	11
Center for Active Adults Tech Talk	5
Center for Active Adults Book Club	12
TOTAL OUTREACH PATRONS	28

Outreach

Youth & Teen Services

Highlights



- Youth Fiction Collection was shifted to create a 'Readers Lounge' area for upper elementary and middle school readers.
- Ap Exam Kits were provided for students studying for their Advanced Placement Exams
- The Summer Reading outreach visits to the South Lyon area elementary schools kicked-off in May.
- The Teen Advisory Board celebrated with their four graduating senior members during their final meeting of the school year.
- 35 students joined the Summer Leadership Program and attended a program Launch Session (orientation).



Youth & Teen Services



The Youth Collection Shift

- An Early Chapter Book collection was created to make browsing easier for patrons transitioning out of Leveled Readers.
- J Fiction and Tween Fiction were interfiled as one collection and moved to the back of the department to give older youth readers their own sense of space. Somewhere where they can engage with books and age appropriate activities.
- The Language collections moved to a more discoverable and browsable shelf location.
- All audio formats are now shelved together and the graphic novel collections are now on neighboring shelves.



Youth & Teen Services

Early Literacy

Staff spoke to **300** students at Brummer Elementary about the Summer Reading Program

PROGRAM DATE	YOUTH STORYTIMES AND EARLY LITERACY	# OF ATTENDEESS
5/4/2026	Family Storytime	22
5/5/2026	Family Storytime	26
5/6/2026	Family Storytime	20
5/7/2026	Independent Storytime	10
5/11/2026	Family Storytime	7
5/12/2026	Family Storytime	24
5/13/2026	Family Storytime	45
5/14/2026	Independent Storytime	8
5/19/2026	Movin' & Groovin' Storytime	16
	BABY PROGRAMS	
5/1/2026	Baby Storytime	8
5/8/2026	Baby Storytime	2
5/15/2026	Baby Storytime Heading	7
	TOTAL # OF ATTENDEES	195

The answer to the Youth Department Scavenger Hunt for the month of May was, "tell the librarian a joke."
Some of the favorites of the month were:

What would happen if nickles disappeared?
I don't know - it wouldn't make any sense.

Knock, knock.
Who's there?
Interrupting Cow.
Interrup----MOO!

What does a snail say when he's riding on a turtle's back?
Weee!

Youth & Teen Services

Youth, Tween & Teen

PROGRAM DATE	YOUTH AND TWEEN PROGRAMS (AGES 6-12)	# OF ATTENDEES
5/4/2026	Book Club Jr	9
5/4-5/8	Take and Make Fairy Garden Kit	40
5/19/2026	Chess Club	16
5/9/2026	Lego Club	11
	TEEN PROGRAMS (GRADES 6-12)	
5/19/2026	TAB	15
5/2/2026	Anything But a Pot Plant Adoption	2
5/4-5/14	AP Exam Kits	20
5/27/2026	Leadership Launch	17
5/30/2026	Leadership Launch	16
	TOTAL # OF ATTENDEES	146

**Student feedback
regarding AP Exam Kits:
"sweet!"**



Processing

May 2026 Tally

- 997 new items were added to the collection
- 170 repairs were made to existing items
- 1,624 items were withdrawn to make room for new materials
- In total, we handled 2,823 items, plus about 2,200 more for the Early Chapter Books project!



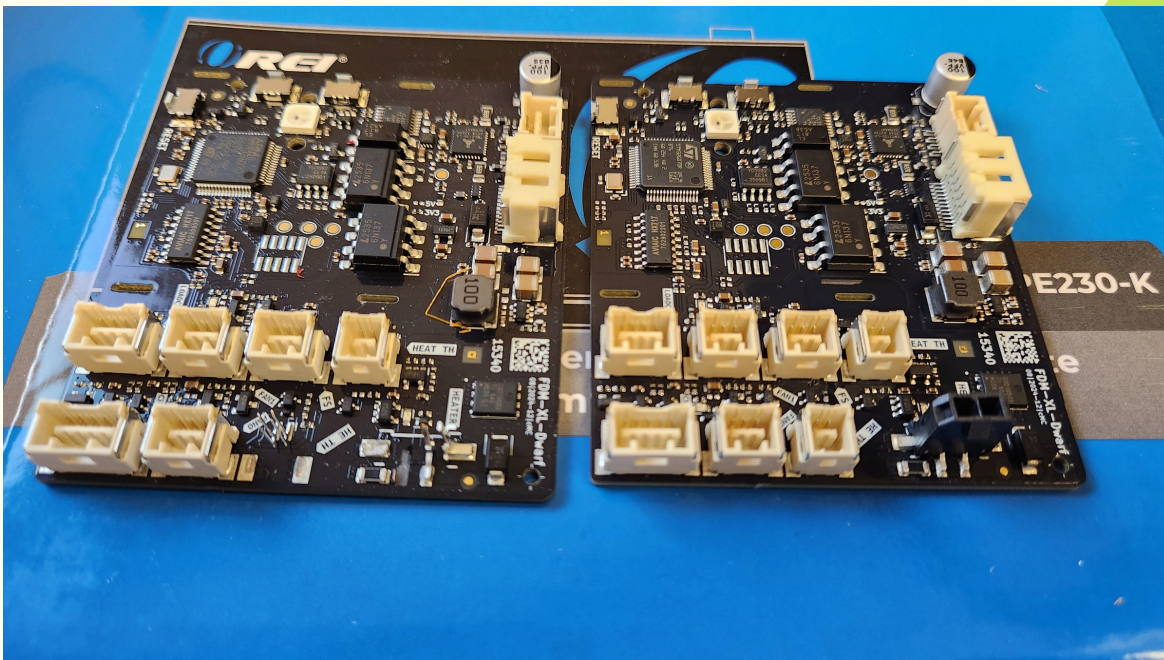
Early Chapter Books

Tina pulled out about 2,200 books from Juvenile Fiction to be relabeled as Early Chapter Books. We added yellow overlay stickers to all of them so they can be browsed easily by patrons.

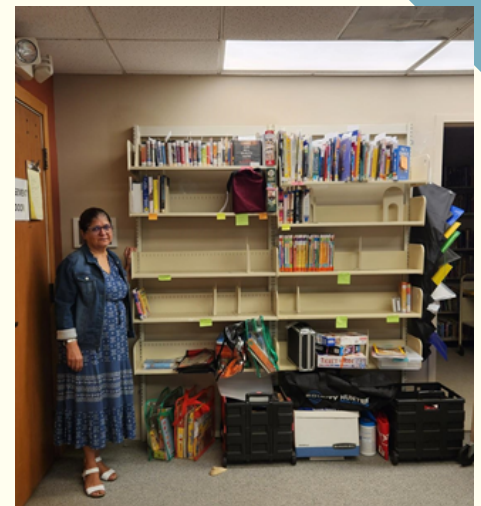
Huge thanks to Eli for helping us with this project!

Information Technology

- Replaced the fuse and the printer still had issues. We ordered and replaced the main control board and the big 3d printer is back up and running.
- We had 10 3d print requests this month with many of the requests spanning multiple days of printing.
- We helped a patron with their desktop and monitor during a 1-on-1 and showed them how to setup a camera and microphone for zoom meetings.
- The Tech Department scheduled 17 one-on-one tech appointments in May and had 6 drop in appointments.
- We built a new locker and drive-up solution on the website that ensures that available pickup times only show times that are able to be fulfilled by staff.
- We fixed the issue with the event calendars sometimes not loading on google chrome.
- Finished wiping the old computers to get them ready for sale.



Facilities and Maintenance



Highlights

- A new shed has been ordered and the cement pad and apron have been installed.
- Improvements have and will continued to be made to the HVAC system and controller in an effort increase our ability to regulate the temperatures in the library.
- The gutters, downspouts and drainpipes have been cleaned and repaired. A water leak has persisted and both temporary and permeant fixes are underway.
- The vent stacks have been secured to the building. These the stacks still leak, so the Roof Company has been scheduled to look at the vent boots.
- Five trees have been removed from the southwest side of the grounds.
- A shelving unit has been installed behind the circulation desk.
- The story walk boards have been installed, and a new story will be displayed by the end of the week.

Circulation

Foot Traffic in the Library

- **3,168** patrons visited us in the building
- **3** patrons utilized locker pickups
- **33** drive-up window pickups were facilitated

Books Sent & Received

- **1,186** of our books were sent to other TLN libraries.
- **2,019** books from other TLN libraries were requested by our patrons

New Stuff

Shelver turnover

We're losing three shelvers to college, but we welcomed new hire, Zoey W, who is already doing a fantastic job!



Zoey gets a warm welcome from Gina, Kasey, and Janet.

Marketing

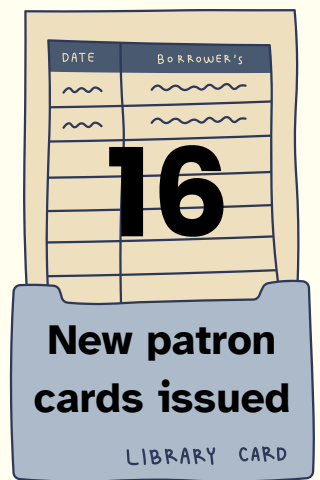
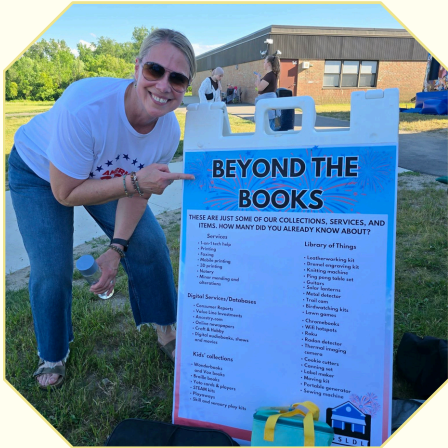
Flag Day

We implemented some new ideas this year with the Flag Day celebration event.

We handed out popcorn bags with stickers that had our Summer Reading launch date and a QR code to our website. In addition we had a “Cards For Cones” promotion where people could come to the table and show their library cards to get an ice cream treat.

For patrons in our service area that did not have a card, an onsite computer and scanner gave us the opportunity to register patrons for new cards.

We also had a raffle for our branded t-shirts. The guests could look at our sandwich board poster that listed many of our services, databases, Library of Things and kits, then write down how many of those they were aware of to enter the drawing.



Marketing

Scan the QR code to view the online flipbook!



Summer Mailer

Our summer mailer went out in May featuring an "on-the-go" theme. It highlighted our Summer Reading Program, mobile library services, digital databases, and the Michigan Activity Pass. It also included a special feature section celebrating our graduating high school employees and their impact on our community.

Advocacy Committee

The Advocacy Committee met on June 23 to discuss two primary initiatives for the Annual Appeal: an outdoor lending library kiosk and a marketing projector/screen setup.

The committee is gathering detailed specifications for the projector equipment to review at the next meeting.

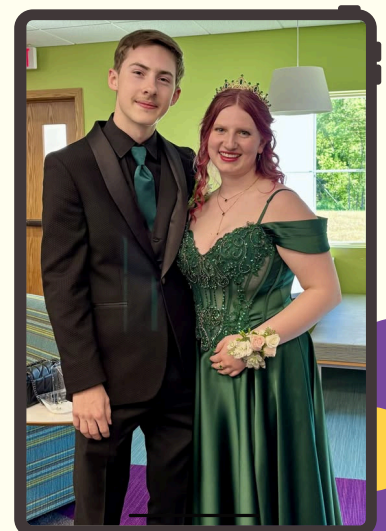
Following a recent volunteer survey, the joint Donor/Volunteer event will be restructured to focus exclusively on volunteer appreciation. To maintain strong donor relations, the library will pivot to hosting smaller, in-house events designed to offer donors a more personalized engagement experience.



Social Media Highlights

In May, we had two "out of the ordinary" occasions that generated social media buzz with our patrons and community. Our patron, Kim came to the drive-thru with her horse Puddin to pick-up her holds. She lives approximately a mile from the Library and felt it would be a good training exercise.

At the end of the month, we had the pleasure of seeing Mackenzie in her prom dress. Mackenzie has been a long-time volunteer, TAB member, and library employee, as well as one of our "Imagine the Possibilities" scholarship winners this year.



The Month in Photos



Busy Sewing for You
day



Shredding Day crew



Molly is the "Library of Things"
new item model for the day



Library Hop grand prize
TV winner

May
2026



Garden Volunteer group
meeting photo



Anne from processing and her
granddaughter at Flag Day



Baby Story Time with
Ashley



Cécile decorating our patron's
favorite seat! (See Overheard in the
Library)



Overheard in the Library!

Cecile has been recognized for the R-Best value of Outstanding Service. Here's what they did: A patron in my book club requested a book through feedback. Cecile purchased it right away, and followed-up with him. He told the whole book club about the excellent customer service, the quick response time and how a happy he was! Thank you Cecile! Submitted By: Kathy Merucci

Staff has been recognized for the R-Best value of Outstanding Service. Here's what they did: A patron in my book club told me that he really appreciated our staff. He commented on how nice, helpful and professional we are. He was very impressed with the reader's advisory that he received in the youth department. They exceeded his expectations by thoughtfully curating a list of books for his grandchildren. Thank you EVERYONE! Submitted By: Kathy Merucci

Our longtime patron, Dan returned from a health issue. Cecile decorated his favorite spot to welcome him back. So sweet! You are so kind and thoughtful. The community is lucky to have you! Thank you! Submitted by Kathy Merucci

Eli has been recognized for the R-Best value of Teamwork. Here's what they did: Eli stepped up to help us out in Processing today and put yellow overlay stickers on 182 Early Chapter Books. THANK YOU ELI!!! 😊 Submitted By: Molly Mahoney

News Article from WHMI 93.5FM about the ALA Grant:

Grant Will Help Local Library Better Serve Children & Teens With Disabilities

<https://www.whmi.com/news/article/salem-south-lyon-library-grant-children-teens-disabilities>

Mike Merucci and Michelle Sanderson has been recognized for the R-Best value of Teamwork. Here's what they did:

Many thanks to Mike and Michelle for their fabulous work on the adult summer reading program! Mike designed the beautiful log we'll be handing out to all of the participants, and Michelle made a bunch of eye-catching book recommendation lists that we'll be using for the summer Plinko game. We'll be able to post them on the website, too! Great work, you guys! Submitted By: Cecile Bosshard



Overheard in the Library!

Susan Toth (Spec Ed Adm)

Re: ALA Libraries Transforming Communities Grant

Hello Kathy,

I LOVE this! My brain immediately began thinking about individuals who would benefit from this service. Great job. I'm not able to attend the community conversation on May 20th as I have a South Lyon Area Youth Association (SLAYA) Board Meeting, but I'll share the information out on social media.

Also - I also have a thought about this grant....keep thinking about ways to bring back your target audience into the public space. Often, individuals with disabilities have an ever shrinking world and your project might be a way to help expand their opportunities.

One last statement - our community is SO WONDERFUL in accepting others' differences. Stay well and keep up the great work.

Mike Schram and Mike Saunders has been recognized for the R-Best value of Outstanding Service. Here's what they did:

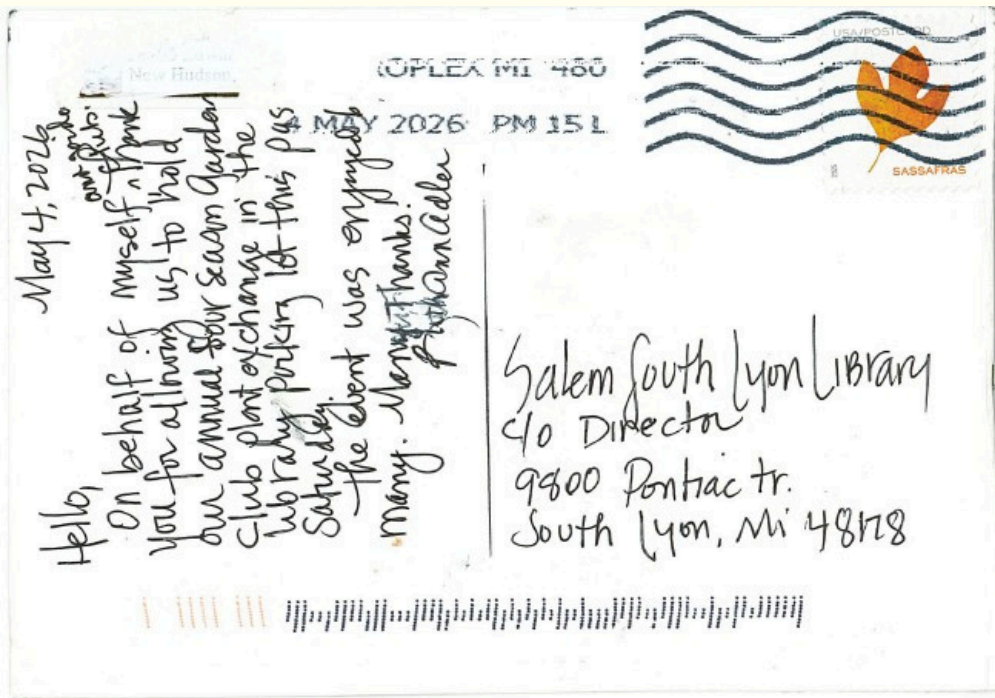
Huge thanks to Mike and Mike for setting up the Pavilion for an outdoor program that was scheduled to be out there! Not only did they get everything set up, they made it sparkle! And then, when weather caused the program to move indoors, they set up the meeting room with a smile! You guys are the best, thanks for being so awesome! Submitted By: Cecile Bosshard

Mike Saunders, Andrew Ruf, Andrew Calvetti, Kevin, Candy, and Molly has been recognized for the R-Best value of Teamwork. Here's what they did:

The new storywalk arrived today - 20 panels that needed to be unbolted from their pallets, lifted out of the truck and then carried to the Olson Room for storage until they can be installed. We weren't expecting the truck to arrive today but thankfully this group was willing to lend a lot of muscle to handle the delivery. Thank you for being an amazing team and stepping in to get the job done!

Submitted By: Tina McIntosh

Overheard in the Library!



We have moved
house and can
no longer visit.



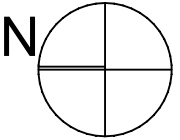
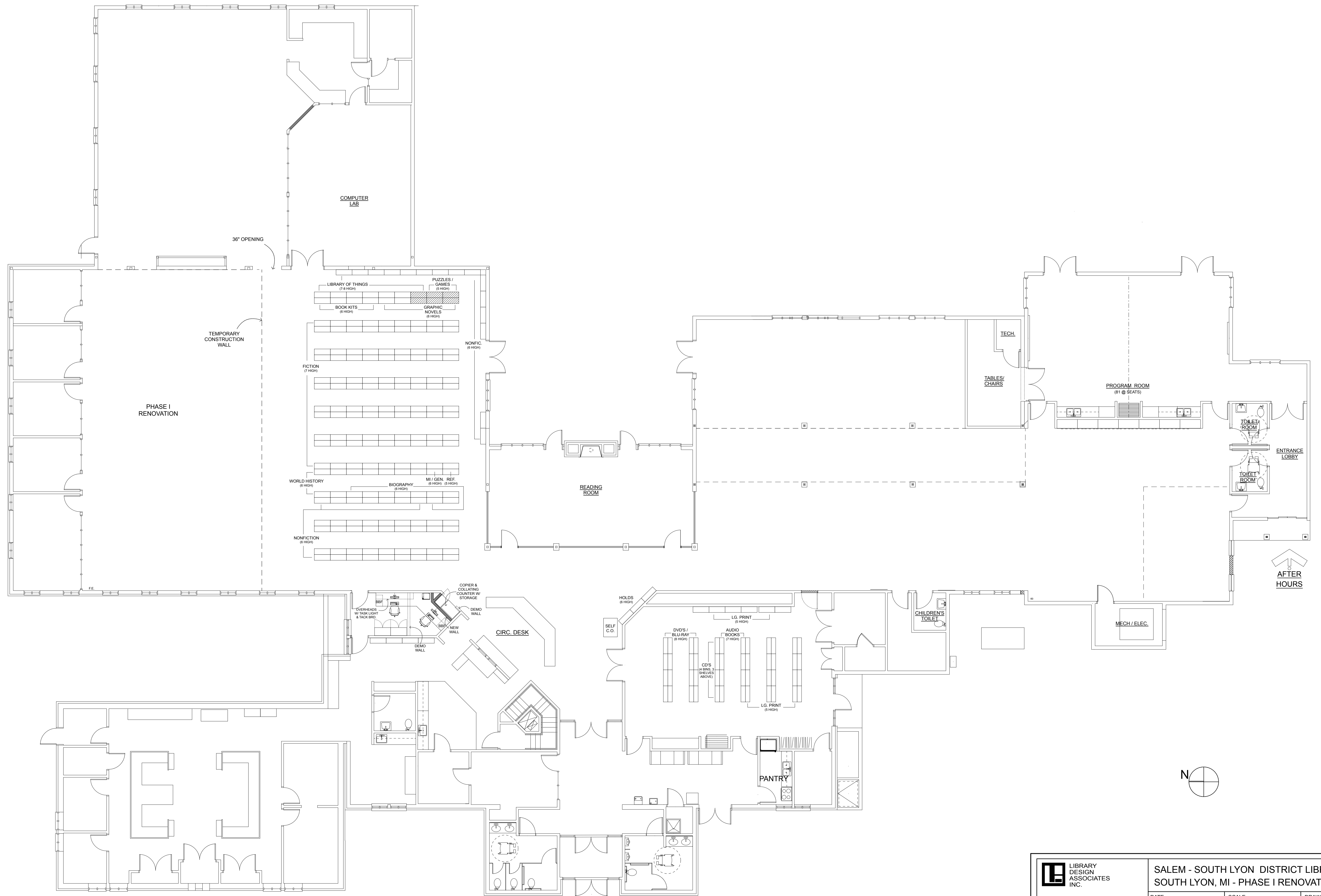
Its been great
visiting from 2011-2026


Naomi, Elizabeth
Julian, Andrew
& Evelyn.

To the South Lyon
Library Staff.

Thanks for all you
do to make this
place a welcoming
environment. All my
kids have grown
up reading here and
it will hold a special
place in my heart
always. Thanks for
sharing the joy
of reading

The Wagners.



 LIBRARY DESIGN ASSOCIATES INC. Plymouth, Michigan Powell, Ohio	SALEM - SOUTH LYON DISTRICT LIBRARY SOUTH LYON, MI - PHASE I RENOVATION	
	DATE: 6.11.26	SCALE: 1/8" = 1'

Policy 203: Employee Classification/Benefits

Reviewed: 5/04/2026

Revised: 5/04/2026

Approved: 11/24/2025

Salaried Employees

Salaried employees earn an annual salary and are not required to record their hours of work. This classification is exempt from the provisions of the Federal Labor Standards Act.

Benefits provided for salaried employees, after completing a three-month period of employment, include:

- Vacation Time – refer to Policy 217
- Bereavement Pay – refer to Policy 219
- Deferred Compensation, Group health, vision and dental
- Eight hours of Paid Time Off, taken the day of birth date or during the week of the birthday.
- **Flexible schedules – refer to the Flex Time procedure (effective 7-01-2026)**

Hourly Employees

Hourly employee wages are paid at an hourly rate, and employees must record their hours of work.

Hourly employees who work in excess of 40 hours per week (not counting paid time off) will be paid 1.5 times their normal hourly rate for those additional hours.

Benefits provided for hourly employees include:

- Bereavement Pay – refer to Policy 219
 - Birthday pay, paid time off for the hours equivalent to an average shift, taken the day of birth date or during the week of the birthday.
 - **Flexible schedules – refer to the Flex Time procedure (effective 7-01-2026)**

Additional Benefits provided to hourly employees working 20-39 hours/week after completing 6 months of employment, include:

- Deferred Compensation
- Vacation Time – refer to Policy 217

All Employees

All employees will receive the following benefit:

- Earned Sick Time (EST)– refer to Policy 213.
- Employee Assistance Program (EAP) except for minors
- Eligibility for Merit Bonus – refer to the Merit Bonus procedure (effective 7-01-2026)

Cross Reference: Policies 213; 217; 219

Flexible Work Schedules and Job-Sharing Procedure

The Salem-South Lyon District Library strives to create a workplace that is both productive and supportive of a work/life balance. Administrators are encouraged to allow flexibility in work schedules, when possible, and to develop mechanisms to ensure that assigned work is completed timely. Not all jobs may be eligible for a flexible work schedule based upon the business need for a specific on-site presence during a defined work schedule.

PURPOSE:

To provide guidance on defining work schedules and the authorization of flex-time or job sharing for Professional Staff or Support Staff holding non-exempt (hourly) and exempt (salaried) positions.

APPLIES TO:

Professional and Support Staff positions.

DEFINITIONS:

Work Schedule: An employee's regularly assigned hours of the day, days of the week, and shift rotations.

Flex-Time: Any set, routine work schedule other than eight hours per day during a five-day week or temporary, intermittent alterations in set work schedule.

Job Sharing: Option for part-time staff to share responsibilities of a full-time job.

Protocols:

A. Staff Reporting for Work: Employees are expected to report to their position during assigned work hours and follow the attendance, sick, and vacation leave policies and procedures of the Library.

B. Establishing Work Schedules: The Library establishes work schedules for staff to maintain necessary operations and services. Weekend and/or night work schedules may be assigned based upon the requirements of the position. Work schedules may be authorized to alter or stagger the beginning and ending of a workday while matching the position's standard work hours.

C. Flex-Time Within a Work Schedule: The supervisor has the discretion to allow or assign temporary or intermittent flex-time within an established work schedule when requested by a staff member or when dictated by the needs of the department. For example, a staff member may request flex-time for personal or family reasons (e.g. transportation

schedules, childcare arrangements, class attendance). The department may require flex-time for projects, an impending deadline, or programs.

a. Flex-Time Options: Some ways to create flex-time within the work schedule may include:

i. early departure;

ii. late arrival;

iii. working longer/shorter day(s) in the work week while matching the position's standard work hours.

iv. Working from a remote location.

b. Determining Factors: A work from home schedule cannot be authorized for jobs that require a standard workday schedule, on-site presence, on-site supervision, and/or because of the needs of the Library. Emergency situations may alter work schedule needs and flexibility for designated essential employees to ensure continuous business operations.

i. Coverage during core hours of operation would be provided to ensure work functions are performed and patron coverage is maintained;

ii. The nature of work allows variation or flexibility in schedules;

iii. The Library must understand and be responsible for fiscal liabilities (e.g. compensatory time and additional hours);

iv. The number of hours worked per week are consistent with the FTE/standard work hours;

v. The overall needs of the department or Library would be met.

vi. For remote work, staff members will provide formal documentation of work. A daily summary of work will be completed and submitted to supervisors.

D. Work Schedules for Job Sharing: The Library may authorize the sharing of a full-time set of job responsibilities with part-time arrangements between multiple staff members after consultation with the director and after considering budgetary impacts. Reasons to consider job sharing requests may include childcare, educational progress, or other compelling reasons.

EXCLUSIONS OR SPECIAL CIRCUMSTANCES:

The Library may not authorize flexible work schedules to staff with whom there is a pattern of attendance problems.

Individuals with disabilities and/or medical conditions who need a flexible work schedule to perform their essential job duties may contact the director or assistant director for information about the reasonable accommodation process.

CONSEQUENCES:

Failure to comply with established work schedules and reporting requirements may result in work schedule restrictions and/or disciplinary action.

Merit Pay Procedure:

The Salem-South Lyon District Library is committed to providing a competitive compensation program. The purpose of this procedure is to recognize, reward, and reinforce exemplary job performance. This procedure applies to all eligible Full-Time/Part-Time staff and is effective July 1, 2026.

To be eligible for merit pay, an employee must meet the following criteria:

- Completed their initial introductory/probationary employment period.
- Have no active Performance Improvement Plan (PIP) or formal disciplinary actions on file within the review period.
- Merit pay is based on employee performance and contributions.

On an annual basis, an employee's years of service beyond one year and their maintained and/or improved performance will be rewarded through two merit pays. The payments are awarded in the first pay periods of December and June. These payments do not permanently increase base pay and are based on the annual budget.

Merit Eligibility

Merit eligibility is determined after completion of a review by the employee's supervisor. To determine eligibility and amount of merit pay, the Library looks at two factors:

- o An employee's performance
- o An employee's length of service at the Library

Schedule for Merit Pay (effective 7-01-2026). The schedule may change due to budget:

Position	Table Lookup Value	Years of Service	Percent of Amount	Maximum Amount	Actual Amount
Tech Services	2	28	40%	\$800.00	\$320.00
Assistant Director	5	18	100%	\$700.00	\$700.00
Director	5	16	100%	\$700.00	\$700.00
Librarian	1	15	30%	\$700.00	\$210.00
IDC	1	13	30%	\$600.00	\$180.00
Marketing	5	12	100%	\$600.00	\$600.00
Processing	5	11	100%	\$600.00	\$600.00
Librarian	2	11	40%	\$600.00	\$240.00
CS Specialist	3	11	60%	\$600.00	\$360.00
Cleaning Asst	1	11	30%	\$600.00	\$180.00
Tech Services	2	10	40%	\$600.00	\$240.00
CS Specialist	1	9	30%	\$400.00	\$120.00
IDC	1	9	30%	\$400.00	\$120.00
Librarian	3	9	60%	\$400.00	\$240.00
Librarian	5	8	100%	\$400.00	\$400.00
CS Specialist	3	8	60%	\$400.00	\$240.00
CS Supervisor	4	8	80%	\$400.00	\$320.00
CS Specialist	2	8	40%	\$400.00	\$160.00
Librarian	5	7	100%	\$400.00	\$400.00
Cleaning Asst	2	7	40%	\$400.00	\$160.00
CS Specialist	1	6	30%	\$400.00	\$120.00
IDC	1	6	30%	\$400.00	\$120.00
Maintenance	3	6	60%	\$400.00	\$240.00
Head of IT	5	5	100%	\$400.00	\$400.00
Librarian	5	5	100%	\$400.00	\$400.00
CS Supervisor	2	5	40%	\$400.00	\$160.00
CS Specialist	2	5	40%	\$400.00	\$160.00
Librarian	1	5	30%	\$400.00	\$120.00
CS Specialist	3	4	60%	\$300.00	\$180.00
Tech	5	3	100%	\$300.00	\$300.00
Librarian	5	2	100%	\$300.00	\$300.00
CS Specialist	2	2	40%	\$300.00	\$120.00
CS Specialist	3	2	60%	\$300.00	\$180.00
CS Specialist	2	1	40%	\$300.00	\$120.00
CS Specialist	1	1	30%	\$300.00	\$100.00
Maintenance	2	1	40%	\$300.00	\$120.00
Maintenance	2	1	40%	\$300.00	\$120.00
CS Specialist	1	1	30%	\$300.00	\$100.00
				Total	\$9,850.00

1-4 years	5-9 years	10-14 years	15-19 years	20+ years
\$300.00	\$400.00	\$600.00	\$700.00	\$800.00
>10 hrs	1	30%		
11-20 hrs	2	40%		
21-30 hrs	3	60%		
31-39 hrs	4	80%		
40 hrs	5	100%		

Employees will be evaluated on criteria including, but not limited to:

- Job knowledge and quality of work
- Patron service and community engagement
- Initiative, special projects, and collaboration
- Compliance with library policies, procedure and professional standards
- Completing projects on time and within budget
- Punctuality, teamwork and attitude

Administration and Appeals

- **Approval:** Merit pay is approved by the Library Director.
- **Appeals:** Performance evaluations and associated merit pay determinations are final. However, employees may submit a written addendum to be attached to their performance assessment if they disagree with the evaluation.

Policy 400: Children and vulnerable adults in the Library

Reviewed: 5/18/2026

Revised: 6/29/2026

Approved: 8/25/2025

SSLDL is dedicated to providing a welcoming environment that encourages children **and vulnerable adults** to visit the Library, attend programs, and use the Library's collection and technology. Library staff are available to assist and support children **and vulnerable adults** in using the Library. Parents, guardians and caregivers are responsible for the supervision and safety of children **and vulnerable adults** at the Library.

I. Definitions

- A. "Child" means a minor under the age of 18.
- B. "Vulnerable Adult" an individual age 18 or over who, because of age, developmental disability, mental illness, or physical disability requires supervision or personal care or lacks the personal and social skills required to live independently.
- C. "Caregiver" is an individual who is at least 16 years old and is responsible for monitoring or caring for a child or a vulnerable adult.

II. Rules and Regulations Regarding Children

- A. Children **and vulnerable adults**, like all library users, are required to respect library property and act in a manner appropriate to the use and function of the Library. Children **and vulnerable adults** are expected to comply with all SSLDL policies including the Library's Code of Behavior (see policy 410.0).
- B. Parents, guardians and caregivers shall be fully aware of all Library policies that may apply to children **and vulnerable adults**, including the Library's Code of Behavior (see policy 410.0)
- C. Parents, guardians and caregivers are responsible for the behavior, safety, and supervision of children **and vulnerable adults** while in the Library or on Library property.
- D. Library staff will not be expected to supervise or monitor children **or vulnerable adults** except when they are attending an official Library program that does not require **an adult, caregiver or guardian** to be attendance.
- E. Library staff will not be responsible if unsupervised children **or vulnerable adults** leave the Library premises alone or with other persons.
- F. Children age 6 and under must be in the presence of a parent, guardian or caregiver at all times, except when attending a Library program that does not require adult attendance. The parent, guardian or caregiver shall remain in the Library at all times.
- G. Children age 7-11 must have a parent, guardian or caregiver on the library premises at all times including the duration of a Library program the child is attending.

- H. Children ages 12 and older may be in the Library without a parent, guardian or caregiver.
- I. The Library requests that children ages 12 – 17 be picked up at least ten minutes before closing time. If a parent, guardian or caregiver cannot be reached by closing time or fails to arrive within a reasonable time after being contacted, Library staff may contact law enforcement officials to take charge of the unattended child.
- J. Library staff are not permitted to transport an unattended child or vulnerable adult under any circumstances.

Cross reference: Policies 410.0

Policy 410.0: Patron Code of
Behavior **Reviewed: 5/4/2026**
Revised: 5/04/2026
Approved:10/28/2024

Policy Statement:

The Salem-South Lyon District Library (SSLDL) is committed to providing a safe and appropriate environment within the library that allows all patrons to use library facilities to the fullest extent during regularly scheduled hours.

The SSLDL Board of Trustees has established the following guidelines to ensure:

- Everyone may access SSLDL'S information, services, and opportunities
- SSLDL patrons experience safe library spaces
- SSLDL resources are protected from theft and damage
- SSLDL staff members have a safe workplace

SSLDL does not tolerate illegal behavior which is never permitted in physical and virtual library spaces. Visitor conduct must never endanger the health, safety, or well-being of other SSLDL users or employees or cause or threaten to cause damage to SSLDL property.

Any patron not abiding by regulations of the library may be required to leave the library premises and may have his or her library privileges suspended. Library employees will contact the police if deemed advisable.

A. Disruptive or unsafe behavior is prohibited, including, but not limited to:

- Abusive and disruptive language
- Climbing furniture, throwing, hitting, pushing, or shoving
- Obstructing, threatening, bullying, or harassing other people or staff
- Inflicting physical, sexual, or verbal abuse

A. Patrons who possess a firearm on library property are required to be in compliance with all State and Federal Laws.

B. Visitors must not interfere with the use of the library by other patrons or with staffs' performance of duties which includes monopolizing the attention of staff.

C. Visitors must have permission from a library staff member to enter a designated staff area.

D. Personal items must be kept in the owner's possession at all times. SSLDL is a public space; staff are not responsible for loss or damage of unattended items.

E. Visitors must not misuse or loiter inside restrooms.

- F. Covered beverages are allowed in the adult and teen departments. No food or drink is allowed in the children's area.
- G. Smoking, vaping, consuming alcohol, or use of illegal controlled substances are prohibited on Library property.
- H. **Soliciting support for political causes must occur outside of the SSLDL and may only take place in designated areas per the Michigan Election Law. Act 116 of 1954.**
- I. **Any organization wishing to place a collection receptacle at SSLDL to gather donated items must first contact the Director or Assistant Director to determine whether the request can be accommodated..**
- J. No person shall damage or deface library property.
- K. Patrons must wear proper attire in the library at all times, including shoes.
- L. Roller-blades, skateboards, or bicycles are not to be used as recreation in or outside the Library except as a legitimate mode of transportation or pursuant to library programs.
- M. When on a cell phone, patrons shall keep conversation at low levels.

These guidelines apply to visitors of all ages. Parents, guardians, and caregivers are responsible for the behavior and safety of minors or adults who require care. Any conduct that violates these guidelines may result in exclusion from SSLDL spaces and from the use of SSLDL services.

The Library Administration has the authority to deny use of the facility to any person or group that disturbs or interferes with the health, safety and welfare of people in the area. SSLDL does not tolerate illegal behavior which is never permitted in physical and virtual library spaces. **All staff are authorized to call 911 and required to document the incident. SSLDL will work with law enforcement if any person is suspected of criminal acts on Library property.**

Suspension from the SSLDL and the length of suspension will be at the discretion of administrative staff based on the severity of the offense. Suspension from the SSLDL includes library services, grounds and spaces. In cases of disruptive behavior patron identification including name, address and phone number, may be requested and the following disciplinary actions may be taken:

First violation: Initial warning and given copy of Library Rules of Conduct.

Second violation: Library privileges suspended for one day.

Third violation: Library privileges suspended for up to one month.

Fourth violation: Library privileges suspended for up to one year.

A patron whose privileges have been suspended or revoked may have the decision reviewed by the Board of Trustees.

DRAFT Salem-South Lyon District Library Strategic Plan 2026-2029

Our Vision: Imagine the Possibilities!

Focus	Goals	Investments	Outcomes	Total Investment Cost	7.01.26 - 6.30.27 Costs	7.01.27 - 6.30.28 Costs	7.01.28 - 6.30.29
Exceptional Facilities	Upgrade existing facilities	Complete Adult Department renovation to include new carpet, paint, casual seating, signage and an adult reference desk.	Provide a functional and comfortable space for our patrons. Increase usage of Adult Department space and resources.	\$330,000	\$330,000		
	Upgrade existing facilities	Investigate expanding the Olson Meeting Room, a patio or covered outdoor area.	Increasing meeting room and outdoor space for programming and intergenerational, patron experiences.	\$250,000 - \$400,000			
	Maintain facility	Maintain the existing parking lot.	Preventative maintenance for the building.	\$30,000 - \$40,000			
	Safety and security inside and outside of the Library	Develop a security plan.	Increase safety for staff and patrons. Reinforce the security of the building.	\$40,000 - \$50,000			
Technology Enhancements	Upgrade the PA system in the Library	Updating equipment to provide better communication in the Library.	Increase patron awareness and safety in the Library.	\$20,000 - \$25,000			
	Investigate Library Lending Kiosk	Compare options and configurations for the various kiosks.	Assists with barriers to access, provides a 24/7 Library for the community and an improved patron experience.	\$30,000 - \$50,000			
Programs and Services	Provide services that engage new and current users and foster lifelong learners.	Continue to investigate and provide resources, such as adaptive technology, necessary to help children and adults increase their reading.	Supporting literacy an lifelong habits in the community.	\$18,000 - \$20,000	\$6,500	\$6,500	\$6,500
	Provide programs and resources that are intergenerational	Intentional programming that supports our community.	Bridge age gaps by bringing children, teen and adults together through shared activities.	\$8,000 for in-Library Resources & programming budget			
Community Awareness & Involvement	Increased awareness in the community	Provide homebound services to children with disabilities.	Supporting literacy, removing barriers to access and providing a support system to caregivers in the community.	\$10,000 - \$14,000	\$10,000.00	\$2,000.00	\$2,000.00
		Develop a Marketing Plan.	Ensure marketing activities support Library goals.	\$0	\$0	\$0	\$0
		Explore opportunities to increase outreach for our senior population.	Promote our library/digital services and volunteer opportunities. Collaborations will benefit our patrons and will increase Library awareness in the community.	\$0			