

BELLAIRE PUBLIC LIBRARY
REGULAR MEETING OF THE BOARD OF TRUSTEES
AT: 111 SOUTH BRIDGE STREET, BELLAIRE, MI
Date: Friday, April 17, 2026
MINUTES

TRUSTEES ATTENDING: Diane Bennett, Mary Edens, Don Hirt, Sue Holtzmann, Director Dawn DeHeer.

EXCUSED ABSENCE: Pam Ciganick

GUEST: Lee Kerr

CALL TO ORDER: President Edens called the meeting to order at 9:30 am

PUBLIC COMMENTS: Welcome MaryJo Hickey.

TRUSTEE ADDITION: **Motion by Edens second by Hirt to accept the addition of Mary Jo Hickey as a trustee from Kearney Township. Motion passed.** Mary Jo Hickey was approved by Kearney Township board at the township's April meeting. Director, Mary Edens, gave the oath to swear in Hickey.

APPROVAL OF AGENDA: **Motion by Hirt second by Holtzmann to approve the agenda. Motion carried.**

AUDITOR REPORT: Dan Smith & Company, PC from Gaylord representative, Chrissy Nowicki, presented the Audited Financial Statements for the year ended December 31, 2025 via Zoom. **Motion by Hirt second by Holtzmann to accept the auditor report. Roll Call. Motion carried.**

APPROVAL OF MINUTES: **Motion by Hickey, second by Holtzmann to approve the February 20, 2026 minutes of regular Board of Trustees meeting. Motion carried.**

FINANCIAL REPORT:

- Financial Report update for January 2026 was presented. Correction was made of amount placed in an incorrect account. Addition was corrected and revised Profit and Loss for the February was presented.

Balance Sheet: As of February 28, there were total assets of \$542,670.03. There was \$542,670.03. in total liabilities and equity. Profit and Loss February 2026 showed income of \$74,625.01 from Township income from Forest Home and Kearney and total expenses in February were \$10,501.70.

- Financial report for March 2026 was presented. As of March 31, there were total assets of \$573,761.75. There was \$573,761.75 In total Liabilities and Equity. Income for March was \$41,786.72 and total expenses in March were \$11,021.65.

Motion by Holtzmann second by Hickey to accept the February and March Financial reports. Roll Call. Motion carried. Motion by Hirt second by Holtzmann to approve payment of bills. Motion carried.

LIBRARIAN'S REPORT: DeHeer reports usage and circulation numbers for the month of February and March. Regular programming continues to see great attendance. New programs included *Fishing For Beginners*, *History Hounds*, *Tiny Art Show*, *Seed Library*, *Second Saturday Story Hour*, Special guests at, Tuesday Story Hour. Community engagement continues. Facilities clean up and layout changes to occur. Grants were received and Director DeHeer listed several events scheduled for coming months. Check the website for updates on events and library news.

COMMITTEE REPORTS:

- Finance Committee: none
- Policy Committee- none

OLD BUSINESS:

- FOIA request update: abandoned because of lack of payment.

CORRESPONDENCE:

- Thank You note from patron on usage of Square App.
- Baker & Taylor filing Chapter 11

NEW BUSINESS:

- **Approval of guest (former trustee) Lee Kerr participation (except motions and voting). Motion Carried**
- **Motion by Bennett second by Holtzmann to approve purchase of children's furniture cost estimate of \$2100 using donation funds of \$2000. Roll Call. Motion carried.**
- **Motion by Holtzmann second by Hirt to approve payment for Statement from CPA of \$4,500. Roll Call. Motion Carried.**
- State Farm Indemnity Agreement papers for Board of Trustees who handle money accounts.
- Director to meet with Edens, Bennett and Holtzmann, April 24, 9:00 a.m. to plan May 21 Appreciation event.

GRANTS, MEMORIALS & DONATIONS: Memorials for John Voelker by a number of individuals totaling \$545 and Memorial of a children's book. Memorial for Marguerite Karabin of \$50. Donation in Library's name to North Central Michigan College Foundation for Andy Place of \$300. **Motion by Holtzmann second by Hirt to accept all memorials listed. Motion Carried**
Motion by Holtzmann second by Hirt to approve funeral arrangement donation. Motion carried.

UPDATES AND REMINDERS: Need to form committee to plan Bellaire Bellaire Public library 130th Anniversary Event committee to make plans.

PUBLIC COMMENTS: Lee Kerr commented, she appreciated the honor of serving as a Trustee for the last six years.

TRUSTEE COMMENTS:

- Welcome Mary Jo Hickey to the Board.
- Farewell to Lee Kerr.
- Staff Anniversary Hire Dates acknowledgments

MEETING ADJOURNMENT: **Motion by Holtzmann, second by Hickey to adjourn meeting at 11:07 am. Motion carried.**

NEXT MEETING: May 15, 2026.

Respectfully submitted, Diane Bennett, Secretary

Approved
05/15/2026