

BELLAIRE PUBLIC LIBRARY

REGULAR MEETING OF THE BOARD OF TRUSTEES

AT: 111 SOUTH BRIDGE STREET, BELLAIRE, MI

Date: Friday, December 19, 2025

MINUTES

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

EXCUSED ABSENCE: Lee Kerr

CALL TO ORDER: President Edens called the meeting to order at 10:00 am

PUBLIC COMMENTS: none

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

APPROVAL OF MINUTES: **Motion by Holtzmann, second by Hirt to approve the November 21, 2025 minutes of regular Board of Trustees meeting. Motion carried.**

FINANCIAL REPORT: Financial Report for November 2025 presented. Balance Sheet: As of November 30, there were total assets of \$493,131.70. There was \$493,131.70. in Total Liabilities and Equity. Profit and Loss November 2025 showed Income of \$918.00 and total expenses in October were \$11,887.04. **Motion by Holtzmann, second by Bennett to accept the November Financial report. Roll Call. Motion carried.** Approved payment of bills as listed. Finance committee to meet for proposed budget on January 16, 2026 at 9:00 am.

LIBRARIAN'S REPORT: DeHeer reports usage and circulation for the month of November down. "Light UpThe Night" events were a huge success with MMLL Mini Grant helping to cover programing costs.. Check the website for updates on events and library news.

COMMITTEE REPORTS:

- Finance Committee: none
- Policy Committee- none

OLD BUSINESS:

- Strategic Plan to implement Friends of Library encouragement to participate.
- Charging table communications to County Building will be(postponed) tabled until May 2026.
- Recommended Security cameras be purchased from Costco.

CORRESPONDENCE:

Received FOIA Request for book challenge information.

NEW BUSINESS:

- Slate of Officers of Board of Trustees 2026 to be voted on in January as follows:
 - President: Mary Edens
 - Vice President: Lee Kerr
 - Secretary: Diane Bennett
 - Treasurer: Don Hirt

Calendar for 2026 meetings.

Friends of library fundraising auction results. Silent Auction: \$3415.00, Holiday Treat Table \$263.60

GRANTS, MEMORIALS & DONATIONS:

- Donation of \$500 MMLL Mini Grant
- Mark Gardner memorial \$200.00 donation.
- Donation \$2000.00 by Bennett family.
- **Motion by Holtzmann, second by Ciganick to accept the grant of \$500 from MMLL. Motion carried.**
- **Motion by Holtzmann, second by Ciganick to accept the memorial of \$200 and donations of \$2000.00. Motion carried.**

UPDATES AND REMINDERS: Marketing promotions

(ADA webpage update next year.

PUBLIC COMMENTS: none

TRUSTEE COMMENTS: none

MEETING ADJOURNMENT: **Motion by Hirt, second by Ciganick to adjourn meeting at 11:22 am. Motion carried.**

NEXT MEETING: January 16, 2025.

Respectfully submitted, Diane Bennett, Secretary

Approved
01/16/2026