

BELLAIRE PUBLIC LIBRARY
REGULAR MEETING OF THE BOARD OF TRUSTEES
AT: 111 SOUTH BRIDGE STREET, BELLAIRE, MI
Date: Friday, January 16, 2026
MINUTES

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

CALL TO ORDER: President Edens called the meeting to order at 10:05 am
PUBLIC COMMENTS: none

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

APPROVAL OF MINUTES: **Motion by Holtzmann, second by Ciganick to approve the December 19, 2025 minutes of regular Board of Trustees meeting. Motion carried.**

FINANCIAL REPORT: Financial Report for December 2025 was presented. Balance Sheet: As of December 31, there were total assets of \$492,002.86. There was \$492,002.86 in total Liabilities and Equity. Profit and Loss December 2025 showed Income of \$7,269.70 and total expenses in December were \$110,066.39. Profit and Loss for January-December 2025 showed Income of \$197,267.79. Total Expenses January through December was \$174,828.74. **Motion by Ciganick, second by Kerr to accept the December Financial report. Roll Call. Motion carried. Motion by Kerr second by Ciganick to approve payment of bills as listed. Motion carried.**

LIBRARIAN'S REPORT: DeHeer reports usage and circulation for the month of December increased. New programs include Hygge Saturdays and a Hygge night January 29th hosting a quiet, relaxation, cozy time in the library. Continued collaboration with the Historical Society for writers workshop . Nick Butler to continue with the Homeschool Discovery Program monthly. Grants and donations and suggested use for a donation for the children's section. Looking to hire a part-time staff member to help with programming and front desk. Check the website for updates on events and library news.

COMMITTEE REPORTS:

- Finance Committee: Meeting planned the following Tuesday to adjust budget categories and finalize the yearly budget for 2026.
- Policy Committee- Meeting planned to work on policy for cameras in the library.

OLD BUSINESS:

- Strategic Plan to implement Friends of Library encouragement to participate in reception on January 30th.

CORRESPONDENCE: none

NEW BUSINESS:

- Year in Review
- Staff wages and new hire discussed.

GRANTS, MEMORIALS & DONATIONS:

- Grant given of \$500 MMLL Mini Grant
- Donation of \$200 from Dan & Mary Jo Hickey.
- **Motion by Holtzmann, second by Kerr to accept the grant of \$500 from MMLL. Motion carried.**
- **Motion by Holtzmann, second by Kerr to accept the donation of \$500. Motion carried.**

UPDATES AND REMINDERS:

- Grass River Spring Fling.
- Historical Society of One Room Schoolhouse on National Teachers' Day.
- Audit to be held on February 5th.

PUBLIC COMMENTS: none

TRUSTEE COMMENTS: Investigation and promotion for Dolly Parton Book Club.

MEETING ADJOURNMENT: **Motion by Holtzmann, second by Kerr to adjourn meeting at 11:16 am. Motion carried.**

NEXT MEETING: February 20, 2025.

Respectfully submitted, Diane Bennett, Secretary

Approved
02/20/2026