

Loutit District Library
 Expanding Horizons. Enriching Minds. Engaging
 Community.

BOARD OF TRUSTEES MEETING

Date: Tuesday, June 09, 2026
 Time: 4:30 p.m. Regular Board Meeting
 Place: Loutit District Library, Program Room B

AGENDA

1. REGULAR BOARD MEETING: CALL TO ORDER AND ROLL CALL

2. APPROVAL OF AGENDA

3. PUBLIC HEARING: PROPOSED FISCAL YEAR 2026-2027 LIBRARY MILLAGE RATES

Pages 1

- A. Open
- B. Discussion
- C. Close

4. PUBLIC HEARING: PROPOSED FISCAL YEAR 2026-2027 LIBRARY BUDGET

Pages 2-33

- A. Open
- B. Discussion
- C. Close

5. APPROVAL OF CONSENT AGENDA

A. Approve the regular meeting minutes of May 12,2026

Pages 34-38

B. Approve the following Purchase Orders for FY 2026/27: \$ 889,138.00

PO	Name	Amount
2550	Priority Health for FY 2026/27 Insurance Premiums	\$235,000.00
2551	Lakeland Library Cooperative Services FY 2026/27	\$27,000.00
2552	City of Grand Haven Finance, BS&A, & HR Services FY 2026/27	\$96,300.00
2553	Vredevelde Haefner LLC for June 30, 2026, Auditing Services	\$7,500.00
2554	Overdrive FY 2026/27 for Cooperative shared E-Books	\$35,000.00
2555	Overdrive Advantage (our patrons first) E-Books FY 2026/27	\$35,000.00
2564	Other downloadable eBooks/Audiobooks/Videos FY 2026/27	\$36,000.00
2556	BHS Insurance for Property & Liability Insurance FY 2026/27	\$19,288.00
2557	GHAPS Technology Services contract through 06/30/2027	\$53,000.00
2558	Spring Lake District Library – Share of Ferrysburg Penal Fines	\$12,000.00

2559	Howard Miller Library – Zeeland School District	\$61,000.00
2560	Dykstra – Landscape Services (Snow Removal & Lawn Care) FY 2026/27	\$17,500.00
2561	Michigan Gas Utilities FY 2026/27	\$25,000.00
2562	City of Grand Haven Board of Light & Power FY 2026/27	\$90,000.00
2566	Envisionware Service and Software Licensing FY 2026/27	\$ 6,000.00
2567	Foster Swift Collins & Smith PC Legal Services FY 2026/27	\$5,000.00
2568	Kanopy, LLC Electronic Database FY 2026/27	\$7,000.00
2569	Delta Dental for FY 2026/27 Insurance Premiums	\$24,000.00
2570	Verizon Wireless FY 2026/27	\$4,750.00
2571	OAISD Internet and Mobile Hotspots Data – FY 2026/27	\$6,600.00
2572	Van Dyken Mechanical for HVAC Services – FY 2026/27	\$12,700.00
2573	City of Grand Haven – Water Utilities FY 2026/27	\$8,500.00
2574	Z's Green Clean	\$65,000.00

6. PUBLIC COMMENT

This is the time when members of the audience may address the Library Board of Trustees regarding any topic, including items on the agenda. Please limit your remarks to no more than three minutes. When addressing the Library Board of Trustees, please state your name, address, and the subject of the comment.

7. TREASURER’S REPORT

- A. Balance Sheet Reports as of May 31, 2026 Pages 39-43
- B. Revenue and Expenditure Reports as of May 31, 2026 Pages 44-50
- C. Cash Summary Reports as of May 31, 2026 Page 51
- D. Check Register as of May 31, 2026 Pages 52-53
- E. **Approve May invoice payments in the amount of \$ 250,452.09** Page 53
- F. May FNBO Credit Card Payments: Check #1889(E) \$ 2,914.06 & #1897(E) \$ 9,350.36 Page 54

8. TRUSTEE COMMENT

9. UNFINISHED BUSINESS

10. NEW BUSINESS

- A. Motion to approve a resolution to set the 2026 property tax levy for operating purposes at .9243 mill and the supplemental millage at .1529, and to set the 2025 property tax levy for debt retirement purposes at .1150 mill Page 55
- B. Motion to approve a resolution to adopt a Budget for Loutit District Library for the 2026-2027 Fiscal Year and to appropriate funds for said purposes, as follows: Pages 56-57

	Revenue	Expenditure
General Fund	4,037,840	4,036,265
Maintenance Fund	18,000 projected	255,000
Debt Service A Fund	346,120	473,950
Debt Service B Fund	329,600	329,600

- C. Consideration of a motion to establish the following annual compensation rates for full-time employees opting out of the library's health insurance plan, pursuant to section 11.1a, Insurance Waiver, of the library's Personnel Policy:
 - Family Coverage \$1,000
 - Double Coverage \$750
 - Single Coverage \$500These payments are distributed bi-weekly as part of the employee's pay.

- D. Appoint Board of Trustee Officers for FY2026-2027

Page 58

11. COMMITTEE REPORTS

- A. **Finance Committee** – No Meeting
- B. **Building and Grounds Committee** - No Meeting
- C. **Ad hoc Committee for Waanders' Maker Space / Art Studio**
 - A. Update on Ribbon-cutting event in Director's Report. Motion to Dissolve Committee.
- D. **Ad hoc Committee to review Bylaws (Collins, Harrison, Sanchez) – had last meeting**
 - A. Bylaws Completed. Motion to Dissolve Committee.

12. DIRECTOR'S REPORT

Pages 59-63

13. PRESIDENT'S REPORT

14. PUBLIC COMMENT

15. TRUSTEE COMMENT

16. NEXT REGULAR BOARD MEETING:

July 14, 2026 - Program Room B

17. ADJOURNMENT

**Loutit District Library
Board of Trustees**

Public Comment Guidelines for LDL Board and Committee Meetings

The agenda for each regular meeting designates two "Public Comment" opportunities for individuals or groups wishing to address the Board. During these times community members are invited to publicly comment on any library-related topic, whether or not it appears on the agenda. For the sake of order, we ask that public statements, presentations, or reports be made only during these times in the meeting. A board member may ask the person making a comment to clarify his/her thoughts, but at no time is a board member or employee obligated to immediately respond to the person making comment.

To facilitate this process, please adhere to the following guidelines. Citizens wishing to speak must:

1. Be recognized by the chair.
2. Clearly state his/her name, address, and the subject of the comment.
3. At the discretion of the chair, limit their time to three minutes.
4. Comment only once per public comment portion of the Agenda.
5. Direct all comments to the Board chair.

The Board will not allow the following and will respectfully interrupt and ask the person speaking to cease:

1. Public comments directed to any employee of the district or to anyone else in the audience.
2. Debates with people making comments.
3. Inappropriate comments (unrelated to the agenda or to the activities of the board or library) or of a personal nature attacking any board member or any employee of the library or their job performance. Comments of this nature must be submitted in writing to the board and can be reviewed in a closed session or open session at a later date, at the discretion of the person to whom the complaint is directed.

Persons wishing to make public comment and requesting a response should submit their questions in writing to the chair, along with contact information. The board chair will then deliver that statement to the appropriate person for a thorough review and possible answers. Contact will be made either in writing or in person.

2026 Tax Rate Request (This form must be completed and submitted on or before September 30, 2026)

MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

This form is issued under authority of MCL Sections 211.24e, 211.34 and 211.34d. Filing is mandatory. Penalty applies.

Carefully read the instructions on page 2.

County(ies) Where the Local Government Unit Levies Taxes

Ottawa

2026 Taxable Value of ALL Properties in the Unit as of 05-26-2026

3,140,753,822

Local Government Unit Requesting Millage Levy

Loufit District Library

For LOCAL School Districts: 2026 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties.

This form must be completed for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2026 tax roll.

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election Charter, etc.	(5) ** 2025 Millage Rate Permanently Reduced by MCL 211.34g "Headlee"	(6) 2026 Current Year "Headlee" Millage Reduction Fraction	(7) 2026 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(8) Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	(9) Maximum Allowable Millage Levy *	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized
To be levied in the City of Grand Haven and City of Ferrysburg											
VOTED	Operating	04/2000	1.0000	0.9352	0.9884	0.9243	1.0000	0.9243	0.9243		
VOTED	Operating	08/2024	0.1557	0.1547	0.9884	0.1529	1.0000	0.1529	0.1529		None
To be levied in Grand Haven Charter Township, Robinson Township, and Port Sheldon Township											
VOTED	Operating	04/2000	1.0000	0.9352	0.9884	0.9243	1.0000	0.9243	0.9243		None
VOTED	Operating	08/2024	0.1557	0.1547	0.9884	0.1529	1.0000	0.1529	0.1529		12/2034
VOTED	Debt	05/2007	NA	NA	NA	NA	NA	NA		0.1150	12/2026

Prepared by **Nicholas Brown** Telephone Number **(616) 842-3210** Title of Preparer **Treasurer** Date

CERTIFICATION: As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

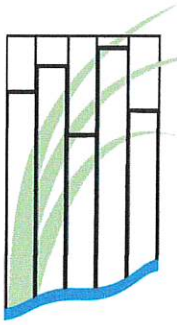
Clerk
 Secretary
 Chairperson
 President

Signature **Cathy Rusco** Date
Signature **Caryn Lannon** Date

* Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

** IMPORTANT: See instructions on page 2 regarding where to find the millage rate used in column (5).

Local School District Use Only. Complete if requesting millage to be levied. See STC Bulletin 2 of 2026 for instructions on completing this section.	Rate
Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)	
For Principal Residence, Qualified Ag., Qualified Forest and Industrial Personal	
For Commercial Personal	
For all Other	



Loutit District Library

Expanding Horizons. Enriching Minds. Engaging

Memo

DATE: June 9, 2026

To: LDL Finance Committee / Board of Trustees

From: Ellen Peters, Executive Director

RE: Review of Director's Proposed FY2026-2027 Budget

Loutit District Library has a dedicated staff whose top priority is to offer our patrons an enjoyable experience when they engage with the library, whether in person, or online. We want to welcome the community into our spaces, and where possible, provide everyone with resources that will meet their diverse needs, materials and programs that will appeal to their interests, and opportunities to make and create, without the burden of course fees. In order to make sure we were satisfying patron's needs, early in 2025, the library conducted a community-wide survey that informed several decisions throughout the year. These opportunities were made possible, financially, because of the new supplemental millage revenue.

Many of our survey respondents requested that we extend our Saturday hours. As a result, in September of 2025, we expanded Saturday hours from 10:00 am to 4:00 pm. Analyzing the number of visits per day and per hour, it's clear that those later open hours on Saturday are well-used, so we will maintain that schedule. Another request was for more Saturday programming and storytimes for patrons, especially parents, who work during the week. Expanding the hours allowed staff to schedule extra programming as well, so we were able to fulfill both community asks, booking programs on both Saturday and Sunday. We are now open seven days a week, every weekday evening, have expanded service and programming hours, have more opportunities to use Local History and Genealogy, and starting in July 2026, will have hours in our new Makerspace as well.

Statistical data shows that numbers have increased for programs (for all ages), program attendance, and digital downloads. Vinyl records are circulating more, as are video games and other non-traditional items. Print materials are holding steady with a slight decrease, common to the field, as eBooks and downloadable audiobooks usage is rising. The biggest number to consider is that the number of visitors that come through our door every day has increased. We know that is not due to checking out print materials, so we attribute our very busy library to the always full study rooms, teleconference room, public computers, free Wi-Fi, quiet spaces, and many programs we offer.

So, we strategically moved budget amounts around this year to align with what the community said they wanted in the survey or showed they needed in the stats, and reduced spending in areas that showed waning interests.

407 Columbus Avenue, Grand Haven, MI 49417
Phone (616) 850-6900 ~ www.loutitlibrary.org

In FY2025-2026, we were in a position to grow due to our new supplemental millage that added almost \$500,000 to the annual budget, enough for the library to operate “in the black,” rather than supplementing from our savings, as well as to move several staff members from part-time to full-time, allowing the library the capacity to create a new “Outreach Department” model. The library now visits nine assisted living centers regularly. They don’t just take reading materials; they take the record player and vinyl and listen to music and sing-along; they do crafts together, like Tulip Origami; they help the residents with technology, and take our new Tovertafel Pixie, a mobile unit that projects interactive games and stimulating or relaxing images on a table, wall or floor, and is used to improve memory and care for dementia patients. The latter has been very successful, purchased using a \$20,000 donation from the Sherwood family to offset the \$18,000 cost.

Outreach efforts extend beyond the assisted living centers, with youth staff now visiting preschools, daycares, and all grade levels of K-12 schools. One of the librarians also conducts storytimes every week at the Robinson Township Hall, building a following of young families in the southern end of our district. The staff is also mindfully placing programs at locations around the district, such as birding programs or a Petting Zoo in Ottawa County Parks, in order to reach more patrons and better serve the area geographically. These efforts have proven to be successful, and we will continue to grow in this area.

We are holding on to \$20,000 in funds from FY2025-2026 slated to purchase materials lockers for the outlying areas while we explore the idea of instead adding a leased space as a temporary “branch” library. We want to determine how great the need is to add full-time services further south in the district, since the library resides in the upper northwest corner. This would allow an inexpensive way to test the waters. However, as the new Makerspace will use staff capacity, as will a new branch, and as the budget is limited for FY2026-2027, we will likely choose to go with the lockers this year and save the idea of a leased-space branch for later consideration.

In FY2024-2025 the Waanders Family Fund donated \$150,000 to the library through the Grand Haven Area Community Foundation to go toward building a Makerspace on the lower level in the old computer lab. Since then, and due to the annual survey, that showed the many interests that people had in both technology learning and traditional art, we made the decision to expand the Makerspace into the next room over, basically creating not only a STEM lab, but also an art studio, both creative, hands-on learning, but with separate functions. After approaching the Waanders family, they agreed with the new design and generously committed another \$50,000 in funds to the project, bringing their donation to \$200,000. Architektura was already on board for the design, but after putting it out to bid, we selected Journey Construction for that piece, and demolition began in January 2026.

We also submitted a grant request to the Grand Haven Area Community Foundation to cover the cost of the furniture, quality chairs, as well as custom-made flex/mobile/adjustable height butcher-block top tables. We received \$71,000. The youth team applied to GHACF for \$10,000 for youth materials for the Makerspace, and they received that grant. They applied for another youth grant in the spring of 2026, and were award that request for \$4,763.50.

We transferred some interest income and other small fund revenue from our accounts at GHACF to help cover both Makerspace and summer reading program costs. We also rolled the \$10,000 Carnegie grant into FY2026-2027 and earmarked it for a special project that we weren’t ready to tackle in FY2025-2026.

The Friends of the Library / Cheapstacks Bookstore were extremely generous, again. We used those donations for multiple practical needs of the library, such as book bags, as well as \$2,000 for the summer reading program.

Burton Brooks’ gift to the library of over \$20,000 in order to fund saving our digital archives to microfilm, a more stable medium than digital, still has almost \$5,000 remaining in the GHACF account. Jeanette Weiden did much work on that archival project and will draw from that fund as needed in the future. Loutit District Library is an important repository of local history and genealogy archives in the region.

We are delighted to report that in FY2026-2027, our bonds will be paid, marking the end of those debt funds.

Following are brief summaries of FY2026-2027 budget requests for the General Fund, Debt Service Funds, and Capital Project Maintenance Fund budgets.

REVENUE ASSUMPTIONS

Library district total taxable value (TV) increased \$162,423,968 to \$3,140,753,822 representing an overall TV increase of 5.45%. Revenue from property taxes and Personal Property Tax reimbursement is projected to increase to a total of \$3,180,150 representing an increase of 3.33% from the current FY2025-2026 budgeted revenue of \$3,077,700. The prior year's increase was 19.50%. There was also a Headlee reduction due to inflation, so our millage rate dropped to .9243 mill. Residents approved a supplemental operating millage of .1557 in August 2024, and the Headlee reduction due to inflation dropped that millage rate to .1529 mill. The tax rate for debt service millage will remain .1150 mill.

In March 2018, a Michigan Tax Tribunal (MTT) case brought by Consumers Energy challenging Port Sheldon Township's property assessments for 2016 and 2017 was settled. The library joined Port Sheldon Township and other taxing authorities which receive tax funds from the Port Sheldon Consumers Energy plant in challenging Consumers at the MTT. In the settlement the taxing authorities agreed to adjust the way Consumers Energy property and equipment is taxed and to lower their assessments for 2016, 2017 and years going forward through 2022. In addition, Consumers Energy announced in July 2021 that the JH Campbell plant in Port Sheldon will stop producing electricity in 2025, well ahead of the previously announced closures in 2031 and 2040. Beginning in FY2023-2024, the library expected a reduction in property tax revenue from Port Sheldon Township based on the anticipated closure of the Campbell plant in 2025. However, a series of emergency orders issued by the U.S. Department of Energy in 2025 and 2026 resulted in the plant continuing operations due to the operating extensions, so that property is assessed at the same value for 2026 as it was in 2025.

State aid is revenue allocated by the Michigan legislature and distributed by the Library of Michigan to libraries meeting State requirements. This revenue is based on the library district's certified federal census population. In February 2022, the Library of Michigan certified the library district's service population from the 2020 census as 39,331, an increase of 10.67% from the 2010 census. State aid revenue budgeted in FY2026-2027 is \$41,000.

Penal fines collected from the County Court system and distributed by the County Treasurer are anticipated to remain stagnant from the prior year to projected total annual revenue of \$90,000.

In early 2019, the library joined the Michigan Cooperative Liquid Assets Securities System (Michigan CLASS), an investment pool of Michigan governmental entities. This "is a local government investment pool that emphasizes safety, liquidity, convenience, and competitive yield. Since 1991, Michigan CLASS has provided Michigan public agencies a safe and competitive investment alternative. Michigan CLASS invests only in instruments applicable to Michigan state laws governing investment options for local agencies." Interest income decreased in the current fiscal year and in FY2026-2027 is budgeted at \$30,000.

In December 2019, the library's Robbins Road property was sold to a local developer. Funds were deposited into Michigan CLASS from the proceeds and is included as revenue to offset debt service bond payments from the library's General Fund. It is anticipated the amount remaining in this account will be transferred from committed Fund Balance in May 2027 when the original 2007 construction bonds will be paid off.

Overall, library revenue is budgeted to decrease \$126,090 in FY2026-2027 over the current fiscal year.

DEBT SERVICE FUNDS

In 2017, the library's two building bonds, originally issued in 2007 to fund reconstruction and furnishings of the library, were refinanced. This lowered the interest rates on each bond saving taxpayers approximately \$500,000 over the remaining ten years of the bonds.

Debt Service A Fund is used to repay the 2017A bond which in FY2026-2027 will total the principal payment of \$240,000 and interest payment of \$7,200. This bond is paid for through a separate voted tax levy on property owners in the library's district. For FY2026-2027, the library anticipates maintaining the millage rate at .1150 to generate adequate funds to meet principal and interest payments and leave a projected Fund Balance at the end of FY2026-2027 of \$6,069.

Debt Service B Fund is used to repay the 2017B bond. This bond is repaid from the library's General Fund. The library is budgeting to transfer \$329,600 from the General Fund to pay the \$320,000 principal payment and \$9,600 interest payment. No other funds are being appropriated from the Debt Service B Fund Balance which is projected to have a small Fund Balance of \$90 at the end of FY2026-2027.

CAPITAL PROJECT MAINTENANCE FUND

A number of maintenance repairs and preventative projects continue to be identified, and the library continues to complete those projects by following the guidelines set by Wiss, Janney, and Elstner, a large, local architectural and engineering firm. The library also continues to reassess building needs with the help of various expert companies in the Grand Haven area. In FY2025-2026, the library began and completed multiple building improvement projects. The library's HVAC system was a major part of building updates and repairs in the last fiscal year.

In FY2025-2026, we hired VanDyken Mechanical Inc. to replace the library's two boilers and some associated piping. This came after several expensive repairs to the boilers over the last few years and the boilers nearing their end of life. This was a helpful and necessary upgrade to our HVAC system. It took about two weeks to complete, costing \$128,415. Fortunately, we applied to the Loutit Foundation for assistance with the expense, and they granted the library \$50,000 to help offset the replacement cost, lowering the library's total cost to \$78,415.

The building's chiller had two major repairs that were needed in the last fiscal year. There were issues with coolant leaking and at one point the chiller was shut down entirely. Plans are in place to replace the chiller within the next two to three years to save the library on costly repairs as the current chiller nears end of life. That replacement cost is estimated at \$150,000.

The library worked with Grand Valley Automation Inc. to implement a major upgrade to our building automation system. This has allowed us to monitor and control our infrastructure more reliably and has helped us pinpoint issues more clearly and accurately.

One of the building's water heaters broke, causing water damage to several rooms on the main floor of the library. The water heater was replaced and further investigation into possible building damage is taking place. We are also looking into the condition of the building's other two water heaters and will take any necessary steps to repair or replace those water heaters if needed.

The library made the choice to turn a large janitor's closet into a serenity room. The room will be available to those who are nursing or who just need a quiet space. This renovation required cleanup, painting, new flooring, and a new sink. The room was near completion when it was affected by the broken water heater. It is one of the

spaces being assessed for water damage, but we are hoping to have the room completed soon and available to the public for use.

The library underwent a major plumbing and door awning project in the last fiscal year. One of the outside drains next to a doorway was not draining as needed during heavy rainfall and resulted in water coming into the building. To combat this issue, we replaced the drain and built an awning to cover the area. This appears to have resolved the issue. This project cost \$67,632 and was done simultaneously with the construction of our new Makerspace to save money.

We made the decision this last fiscal year to provide much-needed repairs to the library's outdoor parking lot. Pittman Asphalt Maintenance provided major repairs to the parking lot, repairing cracks and holes in the asphalt. They also repainted the lines in both the outdoor parking lot and the covered garage.

Other building repairs happened throughout the year, including multiple repairs to the elevator, outside doors, and our security system. As the building continues to age, we are regularly assessing the next steps and making decisions about further updates.

It was an active year of capital improvements, repairs and updates, with the cost of these projects totaling around \$220,000.

GENERAL FUND

This budget includes staffing levels necessary to provide excellent public service to our residents and visitors, both in and out of the library, since we have added new outreach services. In the previous budget plan, we increased hours to 61 hours per week, and we increased hours again to 63 hours per week in September 2025 after listening to our patron's survey feedback on Saturday hours.

For FY2026-2027, changes in staffing structure and extended hours plus union negotiations with salary adjustments based on the new wage scale increased employee wages and benefits by \$233,060 to \$2,336,210, which is 57.88% of the total budget expenditures. For budgeting purposes in FY2025-2026, we allocated \$2,103,150 toward overall employee wages and benefits.

This budget slightly increases expenditures to allow for natural rising prices for our collection in the areas of most use. We allocated Youth books \$19,000. Books for adults, fiction and non-fiction, remain budgeted at \$47,100. We have budgeted \$32,500 for additional materials for adults and youth, e.g. CDs, DVDs, video games, audio books, magazines, newspapers, etc. Circulation in these areas remain static, so we've chosen to maintain spending levels and direct extra funds to areas of most need. For instance, we increased the annual budget for the Library of Things collection from \$500 to \$3,500, since we now have the new Makerspace storage closet for the LOT, as well as the items from the Makerspace programming that will be used in tandem with the Library of Things circulating items.

Patrons continue to utilize the digital materials at the highest rate in library history, so the library has maintained the budget for electronic resources in FY2026-2027, with bumps for inflationary factors, with one exception. Because the cost of Hoopla was climbing to between \$70,000 and \$80,000 per year, staff researched alternatives that would provide patrons similar content at a more reasonable cost. We found that we could not only do that, but also considerably improve our popular Libby (Overdrive) services, while still saving the library an estimated \$40,000 annually. In addition to print materials detailed above, we have budgeted \$116,100 for electronic materials including OverDrive, Kanopy, and other new downloadable subscriptions replacing Hoopla. Together with the \$10,600, a slight decrease budgeted for patron access to electronic databases, expenditures for

electronically accessible materials and information were curated this year to save money, however, it's expected that costs will continually increase to meet growing library patron needs and inflation moving forward.

This budget includes an appropriation from the General Fund of \$4,036,265. It is anticipated that the Unassigned General Fund Balance will be approximately 21.56% of FY2026-2027 General Fund expenses, or \$815,242 at June 30, 2026. (Note that Capital Project Maintenance Fund transfers/expenses are excluded from this calculation). It is anticipated that the FY2026-2027 budget will finish June 30, 2027, with an Unassigned Fund Balance of \$942,865 and a total Fund Balance of \$975,434.

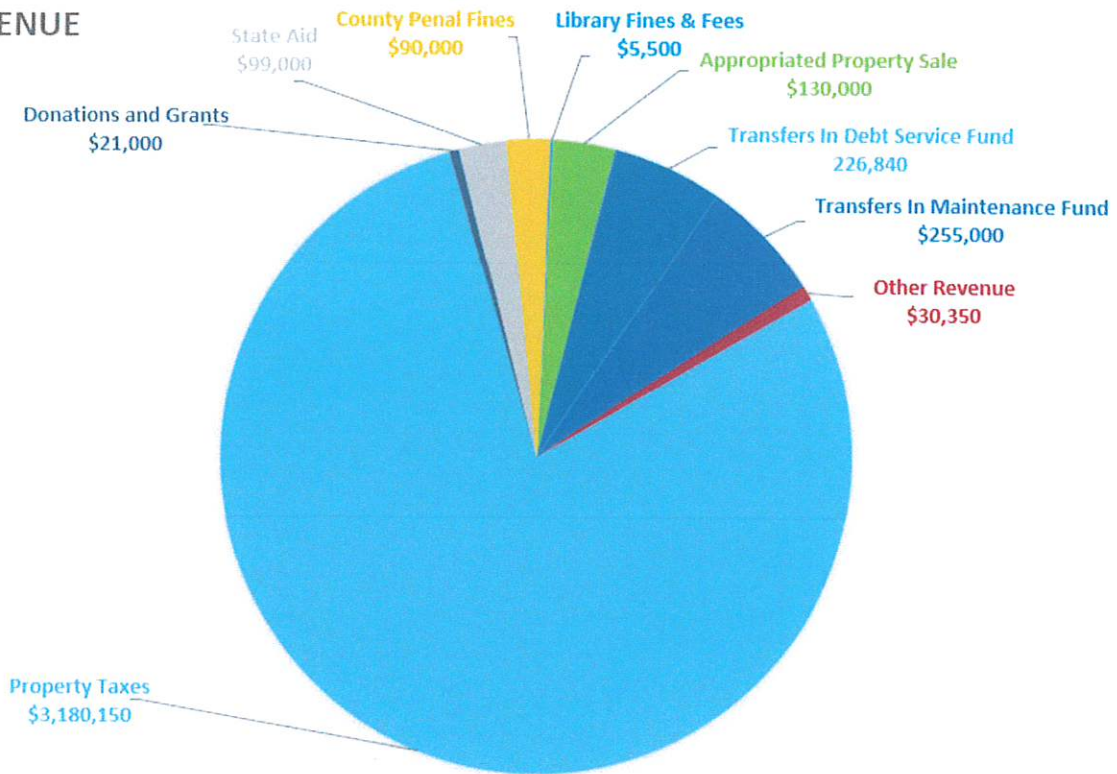
In FY2026-2027, we will continue to provide the expanded hours and broadened services and will remain open to growth. In this next fiscal year, we are excited to see the changes to library services, spaces, and programming take shape, as we realize the potential of the new Makerspace and expansion of the offerings in The Lab and The Palette. When the budget and staffing allow, we will also explore adding a branch in the southern part of our district by leasing a small space. The plan is to staff minimally, provide some programming and public computers, as well as a popular collection, and to analyze the usage. This will allow us to determine the feasibility of adding a permanent branch library in the future. We aim to position the library to be adaptable and prepared to meet the needs of our taxpayers and library users for years to come.

PROPOSED FY2025-2026 GENERAL FUND BUDGET SUMMARY

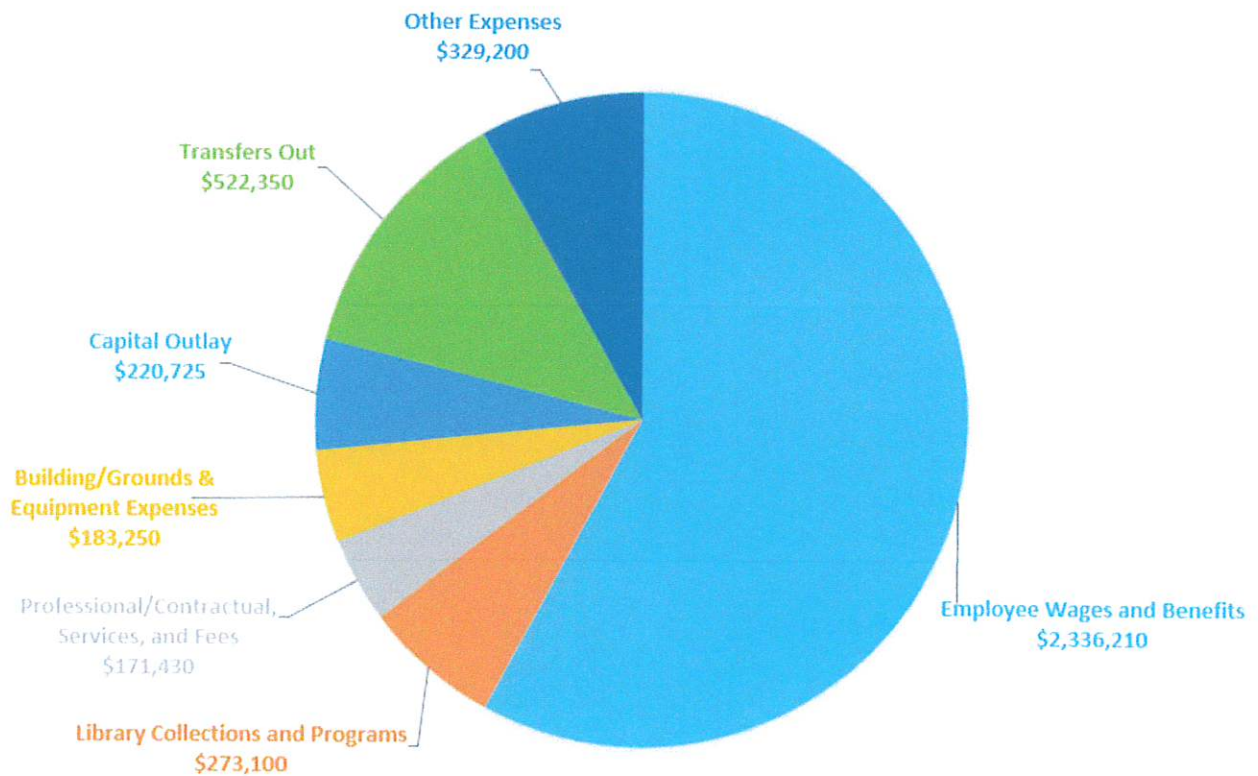
<u>REVENUE:</u>	Requested FY2026-2027	% of Total
Property Taxes	\$3,180,150	78.76%
Donations and Grants	21,000	0.52%
State Aid	99,000	2.45%
County Penal Fines	90,000	2.23%
Library Fines & Fees	5,500	0.14%
Appropriated Property Sale	130,000	3.22%
Transfers In Debt Service Fund	226,840	5.62%
Transfers In Maintenance Fund	255,000	6.32%
Other Revenue	30,350	0.74%
TOTAL REVENUE	\$4,037,840	100.00%

<u>EXPENDITURES:</u>	Requested FY2026-2027	% of Total
Employee Wages and Benefits	\$2,336,210	57.88%
Library Collections and Programs	273,100	6.77%
Professional/Contractual, Services, Fees	171,430	4.25%
Building/Grounds & Equipment Expenses	183,250	4.54%
Capital Outlay	220,725	5.47%
Transfers Out	522,350	12.94%
Other Expenses	329,200	8.15%
TOTAL EXPENDITURES	\$4,036,265	100.00%

REVENUE



EXPENDITURES



COMMENTS ON REQUESTED FY2025-2026 FUND BUDGETS

GENERAL FUND:

Revenue:

- Library's taxable value (TV) increased \$162,423,968 (5.45%) to \$3,140,753,822. In 2025, TV increased \$143,534,468 (5.06%).
- Property tax revenue is projected to increase \$102,450 (3.33%) to \$3,180,150. The total includes the State of Michigan's reimbursement for personal property tax.
- State aid to libraries is projected to remain the same at \$41,000.
- County penal fines are projected to remain the same at \$90,000.
- Fines & penalties for library materials are projected to remain the same at \$5,500.
- Transfers from the Capital Project Maintenance Fund for projects is projected to increase to \$255,000.
- Appropriation from sale of Robbins Road property is projected to increase to \$130,000.
- Total revenue is projected to decrease \$126,090 (-3.03%), which includes the millage approved by voters in 2024.

Expenditures:

- Employee wages and benefits are projected to increase \$233,060 (11.08%) due to changing staffing structure and expanding hours from millage approved by voters, increase in staff wages per employment contracts, required Defined Benefit contributions, and overall higher benefit expense costs.
- Building/Grounds & Equipment expenses are projected to increase \$20,950 (12.91%) with projections for outside custodial services and utilities remaining steady.
- Library collections and programs are projected to decrease \$47,250 (-14.75%) due to the continued reorganization of library operations, functions, and programming as well as digital materials expenses.
- Transfers to the Debt Service Fund are projected to increase in accordance with the bond repayment schedule.
- Other expenses are projected to decrease \$78,050 (-19.17%) due to increases in operating materials and supplies, insurance costs, and maker space expenses, which will be covered by generous donations.
- Total operating expenses increased \$112,080 (2.86%).

Fund Balance:

- The target minimum Unassigned Fund Balance is 25% of estimated expenses. (Note that Capital Project Maintenance Fund transfers/expenses are excluded from this calculation.) It is projected the Unassigned Fund Balance will be approximately 21.56% of proposed FY2026-2027 General Fund expenses, or \$815,242, at June 30, 2026.
- It is projected the Unassigned Fund Balance will increase by \$127,623 to \$942,865 at June 30, 2027.
- Total General Fund Balance is projected to increase by \$1,575 to \$975,434 at June 30, 2027.

CAPITAL PROJECT MAINTENANCE FUND:

- Revenue: Projected to equal interest earned.
- Expenses: A transfer to the General Fund will pay for building maintenance and capital expenses.
- Fund Balance: Projected to decrease by \$237,000 to (estimate) \$467,952 at June 30, 2027.

DEBT SERVICE A FUND:

- Revenue: Tax revenue raised by levying .1150 mill property tax is projected to be \$346,120. Also, a portion of the State PPT Reimbursement is allocated to Debt Service A Fund, projected at \$6,500.
- Expenses: Scheduled principal (\$240,000) and interest (\$7,200) payments on Building Project bonds.
- Fund Balance: Projected to decrease by \$127,830 to (estimate) \$6,069 at June 30, 2027 due to estimated tax revenue, State PPT Reimbursement, IFT, miscellaneous taxes, transfer to General Fund, and interest income.

DEBT SERVICE B FUND:

- Revenue: \$329,600 is projected to be transferred in from the General Fund to pay the Debt Service B bond payments.
- Expenses: Scheduled principal (\$320,000) and interest (\$9,600) payments on Building Project bonds.
- Fund Balance: Projected to remain the same at (estimate) \$90 at June 30, 2027.

PROPOSED PROPERTY TAX MILLAGES:

- General Fund:Operating millage----- .9243 mill
- General Fund:Operating millage Supplemental----- .1529 mill
- Debt Service Fund: Debt service millage----- .1150 mill

Fund Balances will be at adequate levels at June 30, 2027.

The proposed requested FY2026-2027 General Fund budget allows Loutit District Library to deliver to our patrons the library services they expect and support.

All fund comments are based on comparison of the proposed FY2025-2026 amended General Fund budget to be adopted at the Library Board of Trustees meeting on June 9, 2026; proposed FY2025-2026 amended Capital Project Maintenance Fund budget to be adopted at the Library Board of Trustees meeting on June 9, 2026, and proposed FY2025-2026 Debt A and Debt B budgets as compared to the requested FY2026-2027 budget.

LOUTIT DISTRICT LIBRARY (LDL) BACKGROUND

- LDL is a district library established on February 24, 1999 in accordance with Act 24 of 1989 Public Acts of Michigan.
- LDL serves the residents of the City of Grand Haven, the City of Ferrysburg, Grand Haven Charter Township, Robinson Township, and that part of Port Sheldon Township which is in the Grand Haven Area Public School District.
- LDL serves a population of 39,331 as certified by the 2020 federal Census, covering an area of 81.18 square miles.
- In addition to serving the residents of our district, LDL is open to the public wherever they live.
- LDL is classified by the Library of Michigan as a Class V Library. Class V libraries serve populations from 26,000 to 49,999.
- LDL is a member of the Lakeland Library Cooperative (LLC) which has offices in Grand Rapids. LLC has 42 member libraries, serving a total combined population of 1,399,372 in 8 West Michigan counties. Services provided by LLC to LDL include online catalog support, interlibrary loans, delivery of materials between LLC libraries, data lines for access to the integrated library system, IT and wide area network VPN support, continuing education and training opportunities, and other services. LLC receives revenue directly from the State and the balance of its revenue from fees charged to member libraries.
- The District Library Agreement under which LDL was established provides for LDL to make certain annual payments to Spring Lake District Library and Zeeland Public Library.

LOUTIT DISTRICT LIBRARY OPERATING STATISTICS

Open hours:

- 63 hours per week
 - Monday – Thursday 9:00 am – 8:00 pm
 - Friday 9:00 am – 6:00 pm
 - Saturday 10:00 am – 4:00 pm
 - Sunday 12:00 pm – 4:00 pm

Number of employees:

- Full-time: 21
- Part-time: 12
- Total: 33
- Full-time equivalents (FTEs): 20.6

Building and grounds:

- 50,000 square-foot building opened July 1, 2009
- 92 on-site parking spaces (34 in parking garage and 58 in surface lot)
- 1.72 acres total campus at 407 Columbus Avenue, Grand Haven, Michigan
- \$6.9 million in land, building, furniture, equipment, and collections (net of depreciation) at June 30, 2025

Usage Statistics for prior year

Patron visits, eBook/audiobook downloads, and program attendance have all substantially increased. Other statistics remain robust.

	FY2024/2025
Physical Items in LDL collection	708,194
Digital materials available for download via Lakeland Coop and LDL: eBooks, audiobooks, video	15,956,737
Cardholders	18,066
Patron visits	157,549
Number of Physical Items Circulated	346,508
Number of Electronic Items Circulated	190,495
Total Circulation	537,003
Adult programs and classes attendance	4,342
Children programs attendance	7,955
Teen programs attendance	631
All Ages (new category)	4,034

LOUIT DISTRICT LIBRARY
GENERAL FUND
FY2026-2027
BUDGET OVERVIEW

GL NUMBER	DESCRIPTION	2023-24 ACTUAL	2024-25 ACTUAL	2025-26 ORIGINAL BUDGET	2025-26 PROJECTED BUDGET	2026-27 REQUESTED BUDGET	2026-27 Requested % Change
Fund 271 - LIBRARY GENERAL FUND							
ESTIMATED REVENUES							
Dept 040 - REVENUE ACCOUNTS							
271-040-402.01	CURRENT PROPERTY TAX - GRAND HAVEN TWP	\$ 991,905	\$ 1,057,860	\$ 1,235,000	\$ 1,285,000	\$ 1,320,000	2.72
271-040-402.02	CURRENT PROPERTY TAX - ROBINSON TWP	311,852	335,186	395,000	412,000	425,000	3.16
271-040-402.04	CURRENT PROPERTY TAX - PORT SHELDON	254,880	241,969	275,000	252,730	240,000	(5.04)
271-040-402.05	CURRENT PROPERTY TAX - FERRYSBURG	221,767	242,234	275,000	293,050	303,000	3.40
271-040-402.06	CURRENT PROPERTY TAX - GRAND HAVEN CITY	657,368	707,487	835,000	868,000	890,000	2.53
271-040-403.03	PERSONAL PROP TAX STATE REIMBURSEMENT	58,877	60,324	60,000			
271-040-412.00	DELINQUENT PERSONAL PROPERTY TAX	608	857	200	200	200	0.00
271-040-414.00	PROPERTY TAX ADJUSTMENTS	172					
271-040-437.00	IFT - INDUSTRIAL FACILITY TAX	2,125	1,599	2,000	1,495	1,450	(3.01)
271-040-445.00	PENALTY & INTEREST ON TAXES	1,074	1,257	500	1,060	500	(52.83)
271-040-528.10	FEDERAL GRANTS - IMLS		500				
271-040-541.00	STATE GRANTS	2,000					
271-040-544.00	STATE AID - LIBRARY	20,070	21,365	19,000	20,500	20,500	0.00
271-040-544.01	STATE AID - LIBRARY COOP SERVICE	20,070	21,365	19,000	20,500	20,500	0.00
271-040-569.01	STATE GRANTS OTHER - SBTE REIMBURSEMENT				5,481	3,000	(45.27)
271-040-573.00	STATE LCSA - LOCAL COMM STABILIZATION				57,020	55,000	(3.54)
271-040-585.00	LOCAL GRANTS	1,000					
271-040-585.01	LOCAL GRANTS - GHACF	81,473	19,320	140,000	361,584	2,000	(99.45)
271-040-629.00	MISCELLANEOUS	360	516		145	150	3.45
271-040-630.00	VENDING MACHINE REVENUE	301	445	300	215	200	(6.98)
271-040-645.00	PRINTING & FAX						
271-040-658.00	PENAL FINES	92,364	90,633	80,000	90,000	90,000	0.00
271-040-659.00	FINES & PENALTIES - LIBRARY MATERIALS	6,252	6,080	5,500	5,500	5,500	0.00
271-040-665.00	INTEREST INCOME	67,029	55,517	24,000	35,000	30,000	(14.29)
271-040-666.00	DIVIDENDS	318	501				
271-040-673.01	SALE OF ASSETS		400				
271-040-674.00	DONATIONS TO LIBRARY						
271-040-674.01	FRIENDS - ASSIGNED DONATIONS	4,601	3,130	2,500	4,500	2,500	(44.44)
271-040-674.02	FRIENDS - UNASSIGNED DONATIONS	2,000	2,000	2,000	500	500	0.00
271-040-674.03	ASSIGNED DONATIONS	2,201	1,567	1,000	10,450	10,000	(4.31)
271-040-674.04	UNASSIGNED DONATIONS	14,208	2,391	500	2,870	2,000	(30.31)
271-040-674.05	OWED TO FRIENDS						
271-040-674.06	DONATIONS ENVISIONWARE	4,158	4,157	3,000	7,230	4,000	(44.67)
271-040-674.07	DONATIONS MAKERSPACE						
271-040-674.08	DONATIONS ART STUDIO						
271-040-676.00	REIMBURSEMENTS		59				
271-040-687.00	REFUNDS/REBATES						
271-040-689.00	CASH OVER & SHORT	21					
271-040-699.05	TRANSFERS IN DEBT SERVICE FUND			328,000	256,410	226,750	(11.57)
271-040-699.06	TRANS IN BOARD COMMIT ROBBINS RD PROCDS	72,490	72,490	72,490	72,490	130,000	79.34
271-040-699.07	TRANSFERS IN DEBT SERVICE FUND B					90	
271-040-699.19	TRANSFERS IN MAINTENANCE FUND	116,754	108,640	150,000	100,000	255,000	155.00
Totals for dept 040 - REVENUE ACCOUNTS		\$ 3,008,296	\$ 3,059,849	\$ 3,924,990	\$ 4,163,930	\$ 4,037,840	(3.03)
TOTAL ESTIMATED REVENUES		\$ 3,008,296	\$ 3,059,849	\$ 3,924,990	\$ 4,163,930	\$ 4,037,840	(3.03)

GL NUMBER	DESCRIPTION	2023-24 ACTUAL	2024-25 ACTUAL	2025-26 ORIGINAL BUDGET	2025-26 PROJECTED BUDGET	2026-27 REQUESTED BUDGET	2026-27 Requested % Change
APPROPRIATIONS							
Dept 790 - LOUIT LIBRARY							
271-790-702.00	FULL TIME WAGES	\$ 825,268	\$ 962,615	\$ 1,073,000	\$ 1,075,000	\$ 1,145,000	6.51
271-790-703.00	PART TIME WAGES	389,869	304,899	332,000	270,000	325,000	20.37
271-790-704.00	OVERTIME				0	225	
271-790-705.00	MERIT PAY			400			
271-790-706.00	VACATION PAY	64,142	85,774	75,000	108,000	108,000	0.00
271-790-707.00	SICK PAY	36,916	57,745	50,000	52,000	52,000	0.00
271-790-708.00	HEALTH INSURANCE OPT OUT	1,000	1,000	2,000	500	1,000	100.00
271-790-709.00	EMPLOYEE ASSISTANCE	760	780	800	1,225	2,000	63.27
271-790-711.00	HEALTH INSURANCE ER	110,336	158,129	180,000	220,000	235,000	6.82
271-790-711.01	VISION INSURANCE ER	1,757	2,348	2,600	2,675	2,800	4.67
271-790-711.03	HSA PRETAX ER	10,339	13,108	15,200	15,201	15,300	0.65
271-790-712.00	DENTAL INSURANCE ER	12,881	17,534	19,300	21,790	24,000	10.14
271-790-713.00	LIFE INSURANCE ER	778	952	1,100	1,720	2,100	22.09
271-790-714.00	WORKERS COMP INSURANCE ER	3,898	2,761	2,850	1,035	2,500	141.55
271-790-715.00	DISABILITY INSURANCE ER	2,085	2,084	2,100	2,415	3,000	24.22
271-790-716.00	MERS DB PENSION ER	172,223	183,361	188,000	204,600	232,785	13.78
271-790-716.01	MERS 401A DC ER	13,131	11,295	11,900	12,190	12,500	2.54
271-790-716.02	MERS 457 ER	12,080	14,449	14,900	17,000	17,000	0.00
271-790-716.06	MERS DB PENSION ER SURPLUS		15,834	17,000	17,540	20,000	14.03
271-790-717.00	FICA ER	98,516	104,930	115,000	111,900	130,000	16.18
271-790-719.00	SHORT TERM DISABILITY INSURANCE ER					6,000	
271-790-740.00	REPLACEMENT ITEMS		1,872	1,500	1,900	1,900	0.00
271-790-741.00	LIBRARY DONATIONS EXPENSE		75				
271-790-741.01	FRIENDS ASSIGNED DONATIONS EXPENSE	2,769		2,500	4,500	2,500	(44.44)
271-790-741.02	ASSIGNED DONATIONS EXPENSE	2,020	1,351	1,000	10,450	2,000	(80.86)
271-790-741.03	UNASSIGNED DONATIONS EXPENSE	10,545	1,023	500	1,000	1,500	50.00
271-790-741.04	FRIENDS UNASSIGNED DONATIONS EXPENSE	1,999		2,000	500	2,000	300.00
271-790-741.50	LIBRARY DONATIONS GRANTS EXPENSE	84,366	20,883	140,000	23,500	2,000	(91.49)
271-790-742.00	ELECTRONIC DATABASES	11,860	10,015	11,900	12,155	12,300	1.19
271-790-743.10	BOOKS ADULT FICTION	27,634	29,948	30,600	30,600	30,600	0.00
271-790-743.20	BOOKS ADULT NON FICTION	18,289	16,466	16,500	16,500	16,500	0.00
271-790-743.30	BOOKS YOUTH	17,582	16,859	19,000	19,000	19,000	0.00
271-790-743.40	BOOKS REFERENCE	80					
271-790-743.41	GENERAL REFERENCE	479	241	150	300	300	0.00
271-790-743.42	GENEALOGY REFERENCE	681	472	750	1,000	1,000	0.00
271-790-743.43	PROFESSIONAL COLLECTION	570	543	400	400	400	0.00
271-790-744.03	VIDEO GAMES	1,249	2,188	3,000	3,000	3,000	0.00
271-790-744.10	AUDIOBOOKS	291					
271-790-744.11	ADULT AUDIOBOOKS	7,664	6,779	7,000	7,000	7,000	0.00
271-790-744.12	YOUTH AUDIOBOOKS	496	439	500	500	500	0.00
271-790-744.20	MUSIC	1,553	2,999	4,500	5,000	5,000	0.00
271-790-744.30	VIDEOS	24					
271-790-744.31	FEATURE FILMS	3,986	3,745	3,500	4,000	4,000	0.00
271-790-744.32	DOCUMENTARY FILMS	1,394	755	750	750	750	0.00
271-790-744.33	CHILDREN'S FILMS	2,613	2,463	2,500	2,500	2,500	0.00
271-790-744.34	TV SERIES	3,165	2,148	3,000	2,750	2,750	0.00
271-790-745.00	ELECTRONIC MATERIALS						
271-790-745.01	OVERDRIVE EBOOKS & AUDIOBOOKS	30,859	32,384	34,000	34,800	35,000	0.57
271-790-745.02	OVERDRIVE ADVANTAGE (FOR LDL PATRONS)	13,630	35,961	34,000	34,000	34,500	1.47
271-790-745.03	OVERDRIVE MAGAZINES	3,207	3,291	3,600	3,600	3,600	0.00
271-790-745.04	HOOPLA EBOOKS, EAUDIOBOOKS, MUSIC, VIDEO	44,126	62,393	70,000	76,000	36,000	(52.63)
271-790-745.05	KANOPIV VIDEOS (STREAMING MEDIA)	5,507	6,346	6,000	6,900	7,000	1.45
271-790-746.00	PERIODICALS AND SUBSCRIPTIONS		4,921				
271-790-746.01	NEWSPAPERS, FINANCIAL JOURNALS	4,755	1,227	5,500	5,500	5,500	0.00
271-790-746.02	MAGAZINE SERVICE	1,981		1,800	1,300	1,400	7.69
271-790-746.03	CONSUMER'S REPORT	118			60	100	66.67
271-790-747.00	LIBRARY OF THINGS	166	742	1,500	500	3,500	600.00
271-790-748.10	ADULT PROGRAMMING	4,686	9,510	10,000	10,000	11,000	10.00
271-790-748.20	YOUTH PROGRAMMING	4,131	6,020	7,000	7,000	7,000	0.00
271-790-748.30	LIBRARY-WIDE PROGRAMMING	9,584	3,480	6,000	6,000	6,000	0.00
271-790-748.40	SUMMER READING PROGRAMMING	9,785	8,454	6,500	6,500	6,500	0.00
271-790-748.50	GENEALOGY PROGRAMMING	547	660	500	500	1,000	100.00
271-790-748.51	ARCHIVAL PRESERVATION			1,000	500	500	0.00
271-790-749.00	COLLECTION MAINTENANCE & SUPPLIES	7,904	6,343	7,500	5,100	5,100	0.00

GL NUMBER	DESCRIPTION	2023-24 ACTUAL	2024-25 ACTUAL	2025-26 ORIGINAL BUDGET	2025-26 PROJECTED BUDGET	2026-27 REQUESTED BUDGET	2026-27 Requested % Change
271-790-749.01	ARCHIVAL SUPPLIES		607	1,500	750	750	0.00
271-790-750.00	OPERATING MATERIALS, COSTS & SUPPLIES	16,506	20,440	18,000	15,000	15,000	0.00
271-790-751.11	BUILDING/PATRON SOFTWARE & SUBSCRIPTIONS	4,700	8,470	14,745	9,700	9,750	0.52
271-790-751.12	PROGRAM/STAFF SOFTWARE & SUBSCRIPTIONS	16,015	12,446	13,600	13,205	14,475	9.62
271-790-751.20	TECHNOLOGY EQUIPMENT	10,189	18,848	17,600	45,500	15,000	(67.03)
271-790-751.30	TECHNOLOGY MISCELLANEOUS		142	500	500	500	0.00
271-790-751.31	TECHNOLOGY SERVICE & MAINTENANCE	2,131	1,892	2,500	2,450	2,250	(8.16)
271-790-752.00	MAKERSPACE ART STUDIO				180,000		(100.00)
271-790-752.10	MS/AS PROGRAMMING & STIPENDS				75	3,500	4566.67
271-790-752.20	MAKERSPACE MATERIALS & SUPPLIES				14,750	4,000	(72.88)
271-790-752.21	ART STUDIO MATERIALS & SUPPLIES				2,000	4,000	100.00
271-790-752.30	ART STUDIO MATERIALS & SUPPLIES				71,000	2,500	(96.48)
271-790-752.40	MS/AS TECHNOLOGY				17,000	2,500	(85.29)
271-790-755.00	OUTREACH		25	1,500	500	500	0.00
271-790-801.00	PROFESSIONAL/CONTRACTUAL	4,324	1,733	2,300	1,720	4,680	172.09
271-790-801.01	PROF/CONT - LAKELAND LIBRARY COOP	25,106	25,267	27,000	26,700	27,000	1.12
271-790-801.02	PROF/CONT - IT SERVICE & SUPPORT	49,524	50,762	53,000	53,000	53,000	0.00
271-790-801.03	PROF/CONT - SERVICE CONTRACTS	64,488	67,102	80,500	87,110	98,500	13.08
271-790-803.00	EMPLOYMENT RELATED EXPENSES			500	50	500	900.00
271-790-804.00	CUSTODIAL SERVICE & SUPPLIES	4,696	6,063	6,000	6,700	7,000	4.48
271-790-805.00	BUILDING & GROUNDS						
271-790-805.01	BUILDING & GROUNDS MAINTENANCE	31,541	40,041	38,000	46,000	53,000	15.22
271-790-805.02	BUILDING & GROUNDS EQUIPMENT & SUPPLIES	938	1,748	2,500	3,000	3,000	0.00
271-790-805.03	BUILDING & GROUNDS SERVICE CONTRACTS	56,096	94,332	111,800	110,000	115,000	4.55
271-790-806.00	BANK AND CREDIT CARD FEES	1,937	1,957	2,250	2,250	2,250	0.00
271-790-807.00	AUDITING & ACCOUNTING SERVICES	7,250	7,500	7,500	7,500	7,500	0.00
271-790-808.00	LEGAL FEES	4,554	1,281	5,000	2,000	5,000	150.00
271-790-810.00	TRASH SERVICES	3,980	3,657	4,000	5,055	5,250	3.86
271-790-850.00	TELEPHONE	1,560	1,200	1,500	1,500	1,500	0.00
271-790-850.01	CELL PHONE REIMBURSEMENT	6,115	6,096	6,350	4,550	4,750	4.40
271-790-852.00	INTERNET	9,881	6,356	6,600	6,600	6,600	0.00
271-790-860.00	TRANSPORTATION, LODGING & MEALS	11,383	18,644	14,500	12,000	14,500	20.83
271-790-900.00	PRINTING, MARKETING & PROMOTIONAL ITEMS	29,831	40,469	44,000	40,000	44,000	10.00
271-790-920.00	ELECTRICITY	82,047	88,580	81,000	86,000	90,000	4.65
271-790-921.00	NATURAL GAS	9,563	15,618	16,000	23,000	25,000	8.70
271-790-922.00	WATER & SEWER	7,099	7,546	8,500	8,500	8,500	0.00
271-790-924.00	POSTAGE	7,263	10,184	10,500	10,500	10,500	0.00
271-790-930.00	EQUIPMENT MAINTENANCE	1,697	1,753	1,800	1,800	3,500	94.44
271-790-956.00	MISCELLANEOUS	2,203	1,619	22,200	22,200	2,200	(90.09)
271-790-957.00	PROFESSIONAL DEVELOPMENT	5,966	4,935	13,500	13,500	13,500	0.00
271-790-958.00	MEMBERSHIPS, DUES, SUBSCRIPTIONS	385	315	400	400	400	0.00
271-790-958.01	PROFESSIONAL ORGANIZATIONS	3,286	3,140	5,000	5,000	5,000	0.00
271-790-958.02	MEMBERSHIPS	1,897	2,274	2,500	3,450	3,450	0.00
271-790-958.03	GENEALOGY	268	425	400	400	400	0.00
271-790-958.04	PROF BOOKS, MAGAZINES & PERIODICALS	148	644	650	800	800	0.00
271-790-960.00	PROPERTY TAX ADJUSTMENTS	1,040	1,247	1,000	1,000	1,000	0.00
271-790-965.00	PROPERTY/LIABILITY INSURANCE	15,526	17,439	21,000	21,000	23,000	9.52
271-790-971.00	CAPITAL IMPROVEMENTS	63,924	86,699	243,000	222,650	180,000	(19.16)
271-790-971.01	FURNITURE AND EQUIPMENT				1,025	1,500	46.34
271-790-980.00	FINES TRANSFER OUT	551	554	500	750	750	0.00
271-790-995.01	TRANSFERS OUT SPRING LAKE LIBRARY		9,945	12,000	10,010	12,000	19.88
271-790-995.02	TRANSFERS OUT ZEELAND LIBRARY	46,884	49,269	50,000	61,000	50,000	(18.03)
271-790-995.05	TRANSFERS OUT DEBT SERVICE FUND	326,600	327,900	328,900	328,900	329,600	0.21
271-790-995.06	TRANS OUT BOARD COMMIT ROBBINS RD PROCDS	72,490	72,490	72,490	72,490	130,000	79.34
Totals for dept 790 - LOUIT LIBRARY		\$ 3,109,854	\$ 3,382,248	\$ 3,924,185	\$ 4,162,896	\$ 4,036,265	(3.04)
TOTAL APPROPRIATIONS		\$ 3,109,854	\$ 3,382,248	\$ 3,924,185	\$ 4,162,896	\$ 4,036,265	(3.04)
NET OF REVENUES/APPROPRIATIONS - FUND 271		\$ (101,558)	\$ (322,399)	\$ 805	\$ 1,034	\$ 1,575	52.32
BEGINNING FUND BALANCE		\$ 1,396,783	\$ 1,295,226	\$ 972,827	\$ 972,827	\$ 973,861	0.11
FUND BALANCE ADJUSTMENTS							
ENDING FUND BALANCE		\$ 1,295,226	\$ 972,827	\$ 973,632	\$ 973,861	\$ 975,436	0.16

Loutit District Library
 GENERAL FUND
 FY2026-2027
 Fund Balance Overview

Fund Balance as % of Expenditures 25% Goal

NOTE: Any expected expenditures from the Maintenance Fund are excluded from calculation to more accurately reflect expenditures solely from the General Fund.

Unassigned Fund Balance June 30, 2022	\$ 987,123
Committed Fund Balance June 30, 2022	\$ 518,451
Total Fund Balance June 30, 2022	\$ 1,505,574

22/23 Revenues Over (Under) Expenditures	\$ (108,792)
Less: Assigned/Committed Fund Balance Expended in CY	\$ (163,696)
Less: Committed Fund Balance Robbins Road	\$ (309,290)
Less: Assigned Fund Balances & Prepaid Expenses	\$ (28,626)
Unassigned 22/23 Revenues Over (Under) Expenditures	\$ (610,404)

Unassigned Fund Balance June 30, 2023	\$ 895,170
Committed Fund Balance June 30, 2023	\$ 501,612
Total Fund Balance June 30, 2023	\$ 1,396,782

23/24 Revenues Over (Under) Expenditures	\$ (101,555)
Less: Assigned/Committed Fund Balance Expended in CY	\$ (250,479)
Less: Committed Fund Balance Robbins Road	\$ (253,537)
Less: Assigned Fund Balances & Prepaid Expenses	\$ (30,685)
Unassigned 23/24 Revenues Over (Under) Expenditures	\$ (636,256)

Unassigned Fund Balance June 30, 2024	\$ 760,526
Committed Fund Balance June 30, 2024	\$ 534,701
Total Fund Balance June 30, 2024	\$ 1,295,227

24/25 Revenues Over (Under) Expenditures	\$ (322,401)
Less: Assigned/Committed Fund Balance Expended in CY	\$ (6,103)
Less: Committed Fund Balance Robbins Road	\$ (192,564)
Less: Assigned Fund Balances & Prepaid Expenses	\$ (26,466)
Unassigned 24/25 Revenues Over (Under) Expenditures	\$ (547,534)

Unassigned Fund Balance June 30, 2025	\$ 747,693
Committed Fund Balance June 30, 2025	\$ 225,133
Total Fund Balance June 30, 2025	\$ 972,825

Est. 25/26 Revenues Over (Under) Expenditures	\$ 1,034
Less: Est. Assigned/Committed Fund Balance Expended in CY	\$ (6,103)
Less: Est. Committed Fund Balance Robbins Road	\$ (126,048)
Less: Est. Assigned Fund Balances & Prepaid Expenses	\$ (26,466)
Est. Unassigned 25/26 Revenues Over (Under) Expenditures	\$ (157,583)

Est. Unassigned Fund Balance June 30, 2026	\$ 815,242
Est. Committed Fund Balance June 30, 2026	\$ 158,617
Est. Total Fund Balance June 30, 2026	\$ 973,859

Est. 26/27 Revenues Over (Under) Expenditures	\$ 1,575
Less: Est. Assigned/Committed Fund Balance Expended in CY	\$ (6,103)
Less: Est. Committed Fund Balance Robbins Road	\$ -
Less: Est. Assigned Fund Balances & Prepaid Expenses	\$ (26,466)
Est. Unassigned 26/27 Revenues Over (Under) Expenditures	\$ (30,994)

Est. Unassigned Fund Balance June 30, 2027	\$ 942,865
Est. Committed Fund Balance June 30, 2027	\$ 32,569
Est. Total Fund Balance June 30, 2027	\$ 975,434

Unassigned Fund Balance June 30, 2022	\$ 987,123
---------------------------------------	------------

2022/23 Expenditures	\$ 2,798,731
Less: Maintenance Fund Transfer	\$ (8,905)
Net General Fund Expenditures	\$ 2,789,826

2022/23 Ratio 35.38%

Unassigned Fund Balance June 30, 2023	\$ 895,170
---------------------------------------	------------

2023/24 Expenditures	\$ 3,109,854
Less: Maintenance Fund Transfer	\$ (116,754)
Net General Fund Expenditures	\$ 2,993,100

2023/24 Ratio 29.91%

Unassigned Fund Balance June 30, 2024	\$ 760,526
---------------------------------------	------------

2024/25 Expenditures	\$ 3,428,240
Less: Maintenance Fund Transfer	\$ (110,000)
Net General Fund Expenditures	\$ 3,318,240

2024/25 Ratio 22.92%

Unassigned Fund Balance June 30, 2025	\$ 747,693
---------------------------------------	------------

Est. 2025/26 Expenditures	\$4,162,896
Less: Est. Maintenance Fund Transfer	(100,000)
Net General Fund Expenditures	\$ 4,062,896

Est. 2025/26 Ratio 18.40%

Est. Unassigned Fund Balance June 30, 2026	\$ 815,242
--	------------

Est. 2026/27 Expenditures	\$4,036,265
Less: Est. Maintenance Fund Transfer	(255,000)
Net General Fund Expenditures	\$ 3,781,265

Est. 2026/27 Ratio 21.56%

Est. Unassigned Fund Balance June 30, 2027	\$ 942,865
--	------------

LOUTIT DISTRICT LIBRARY
GENERAL FUND
FY2026-2027
BUDGET REPORT WITH FOOTNOTES

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 REQUESTED BUDGET
Fund 271 - LIBRARY GENERAL FUND				
ESTIMATED REVENUES				
Dept 040 - REVENUE ACCOUNTS				
271-040-402.01	CURRENT PROPERTY TAX - GRAND HAVEN TWP	1,235,000	1,285,000	1,320,000
271-040-402.02	CURRENT PROPERTY TAX - ROBINSON TWP	395,000	412,000	425,000
271-040-402.04	CURRENT PROPERTY TAX - PORT SHELDON	275,000	252,730	240,000
271-040-402.05	CURRENT PROPERTY TAX - FERRYSBURG	302,100	293,050	303,000
271-040-402.06	CURRENT PROPERTY TAX - GRAND HAVEN CITY	835,000	868,000	890,000
271-040-412.00	DELINQUENT PERSONAL PROPERTY TAX	200	200	200
271-040-414.00	PROPERTY TAX ADJUSTMENTS			
271-040-437.00	IFT - INDUSTRIAL FACILITY TAX	2,000	1,495	1,450
271-040-445.00	PENALTY & INTEREST ON TAXES	500	1,060	500
271-040-528.00	FEDERAL GRANTS			
271-040-528.10	FEDERAL GRANTS - IMLS			
271-040-528.20	FEDERAL GRANTS - IMLS TECHNOLOGY			
271-040-541.00	STATE GRANTS			
271-040-544.00	STATE AID - LIBRARY	19,000	20,500	20,500
271-040-544.01	STATE AID - LIBRARY COOP SERVICE	19,000	20,500	20,500
271-040-569.01	STATE GRANTS OTHER - SBTE REIMBURSEMENT		5,481	3,000
271-040-573.00	STATE LCSA - LOCAL COMM STABILIZATION	60,000	57,020	55,000
271-040-585.00	LOCAL GRANTS			
271-040-585.01	LOCAL GRANTS - GHACF	140,000	361,584	2,000
	GHACF WAANDERS - MAKERSPACE DEFERRED		140,000	0
	GHACF - MAKERSPACE DEFERRED		28,680	0
	WAANDERS - MAKERSPACE		50,000	0
	GHACF - MAKERSPACE FURNITURE		71,000	0
	YAC - MAKERSPACE YOUTH		10,000	0
	LOUTIT FOUNDATION - BOILERS		50,000	0
	GHACF TX- SALARY STUDY		5,753	0
	GHACF - SUMMER READING PROGRAM		1,151	0
	GHACF - WALKING TOUR SPEAKERS		5,000	0
	GHACF - DIGITIZATION/MICROFILM		0	2,000
	GL # FOOTNOTE TOTAL:		361,584	2,000
271-040-590.00	MISCELLANEOUS GRANTS			
271-040-629.00	MISCELLANEOUS REVENUE		145	150
271-040-630.00	VENDING MACHINE REVENUE	300	215	200
271-040-658.00	PENAL FINES	80,000	90,000	90,000
271-040-659.00	FINES & PENALTIES - LIBRARY MATERIALS	5,500	5,500	5,500
271-040-665.00	INTEREST INCOME	24,000	35,000	30,000
271-040-666.00	DIVIDENDS			
271-040-673.01	SALE OF ASSETS			
271-040-674.01	FRIENDS - ASSIGNED DONATIONS	2,500	4,500	2,500
271-040-674.02	FRIENDS - UNASSIGNED DONATIONS	2,000	500	500
271-040-674.03	ASSIGNED DONATIONS	1,000	10,450	10,000
	ASSIGNED DONATIONS		10,450	0
	CARNEGIE DONATION		0	10,000
	GL # FOOTNOTE TOTAL:		10,450	10,000
271-040-674.04	UNASSIGNED DONATIONS	500	2,870	2,000

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 REQUESTED BUDGET
271-040-674.05	OWED TO FRIENDS			
271-040-674.06	DONATIONS ENVISIONWARE	3,000	7,230	4,000
271-040-674.07	DONATIONS MAKERSPACE			
271-040-674.08	DONATIONS ART STUDIO			
271-040-676.00	REIMBURSEMENTS			
271-040-687.00	REFUNDS/REBATES			
271-040-689.00	CASH OVER & SHORT			
271-040-699.05	TRANSFERS IN DEBT SERVICE FUND A	328,900	256,410	226,750
271-040-699.06	TRANS IN BOARD COMMIT ROBBINS RD PROCDS	72,490	72,490	130,000
271-040-699.07	TRANSFERS IN DEBT SERVICE FUND B			90
271-040-699.19	TRANSFERS IN MAINTENANCE FUND	150,000	100,000	255,000
	MAINTENANCE/OPERATIONS		100,000	80,000
	CHILLER UNITS REPLACEMENT		0	150,000
	OUTSIDE MORTIS & CAULK REPAIRS		0	25,000
	GL # FOOTNOTE TOTAL:		100,000	255,000
Totals for dept 040 - REVENUE ACCOUNTS		3,952,990	4,163,930	4,037,840
TOTAL ESTIMATED REVENUES		3,952,990	4,163,930	4,037,840
APPROPRIATIONS				
Dept 790 - LOUIT LIBRARY				
271-790-702.00	FULL TIME WAGES	1,073,000	1,075,000	1,145,000
271-790-703.00	PART TIME WAGES	332,000	270,000	325,000
271-790-704.00	OVERTIME			
271-790-705.00	LONGEVITY PAY	400		225
271-790-706.00	VACATION PAY	75,000	108,000	108,000
271-790-707.00	SICK PAY	50,000	52,000	52,000
271-790-708.00	HEALTH INSURANCE OPT OUT	2,000	500	1,000
271-790-709.00	EMPLOYEE ASSISTANCE	800	1,225	2,000
271-790-711.00	HEALTH INSURANCE ER	180,000	220,000	235,000
271-790-711.01	VISION INSURANCE ER	2,600	2,675	2,800
271-790-711.03	HSA PRETAX ER	15,200	15,201	15,300
271-790-712.00	DENTAL INSURANCE ER	19,300	21,790	24,000
271-790-713.00	LIFE INSURANCE ER	1,100	1,720	2,100
271-790-714.00	WORKERS COMP INSURANCE ER	2,850	1,035	2,500
271-790-715.00	LONG TERM DISABILITY INSURANCE ER	2,100	2,415	3,000
271-790-716.00	MERS DB PENSION ER	188,000	204,600	232,785
271-790-716.01	MERS 401A DC ER	11,900	12,190	12,500
271-790-716.02	MERS 457 ER	14,900	17,000	17,000
271-790-716.06	MERS DB PENSION ER SURPLUS	17,000	17,540	20,000
271-790-717.00	FICA ER	115,000	111,900	130,000
271-790-719.00	SHORT TERM DISABILITY INSURANCE ER			6,000
271-790-740.00	REPLACEMENT ITEMS	1,500	1,900	1,900
271-790-741.00	LIBRARY DONATIONS EXPENSE			
271-790-741.01	FRIENDS ASSIGNED DONATIONS EXPENSE	2,500	4,500	2,500
271-790-741.02	ASSIGNED DONATIONS EXPENSE	1,000	10,450	2,000
271-790-741.03	UNASSIGNED DONATIONS EXPENSE	500	1,000	1,500
271-790-741.04	FRIENDS UNASSIGNED DONATIONS EXPENSE	2,000	500	2,000
271-790-741.50	LIBRARY DONATIONS GRANTS EXPENSE	140,000	23,500	2,000
	DIGITIZATION/MICROFILM		0	2,000
	GHACF		11,900	0
	MISCELLANEOUS		11,600	0
	GL # FOOTNOTE TOTAL:		23,500	2,000

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 REQUESTED BUDGET
271-790-742.00	ELECTRONIC DATABASES	11,900	12,155	12,300
	ANCESTRY 1 YR CONTRACT		3,305	3,350
	ASLDEFINED 1 YR CONTRACT		800	800
	FOLD3 1 YR CONTRACT		1,700	1,750
	HERITAGE QUEST (BUNDLE) 1 YR CONTRACT		4,850	4,900
	PRONOUNCIATOR 1 YR CONTRACT		1,500	1,500
	GL # FOOTNOTE TOTAL:		12,155	12,300
271-790-743.10	BOOKS ADULT FICTION	30,600	30,600	30,600
	FICTION		16,500	16,500
	SCIFI/FANTASY NOW INSPIRATION/WESTERN		2,000	2,000
	GRAPHIC NOVELS		1,000	1,000
	LARGE PRINT		7,000	7,000
	WORLD LANGUAGES		650	650
	BOOK CLUB IN A BAG		1,450	1,450
	MISCELLANEOUS		2,000	2,000
	GL # FOOTNOTE TOTAL:		30,600	30,600
271-790-743.20	BOOKS ADULT NON FICTION	16,500	16,500	16,500
271-790-743.30	BOOKS YOUTH	19,000	19,000	19,000
271-790-743.40	BOOKS REFERENCE			
271-790-743.41	GENERAL REFERENCE	150	300	300
271-790-743.42	GENEALOGY REFERENCE	750	1,000	1,000
271-790-743.43	PROFESSIONAL COLLECTION	400	400	400
271-790-744.03	VIDEO GAMES	3,000	3,000	3,000
271-790-744.10	AUDIOBOOKS			
271-790-744.11	ADULT AUDIOBOOKS	7,000	7,000	7,000
271-790-744.12	YOUTH AUDIOBOOKS	500	500	500
271-790-744.20	MUSIC	4,500	5,000	5,000
271-790-744.30	VIDEOS			
271-790-744.31	FEATURE FILMS	3,500	4,000	4,000
271-790-744.32	DOCUMENTARY FILMS	750	750	750
271-790-744.33	CHILDREN'S FILMS	2,500	2,500	2,500
271-790-744.34	TV SERIES	3,000	2,750	2,750
271-790-745.01	OVERDRIVE EBOOKS & AUDIOBOOKS	34,000	34,800	35,000
	PURCHASED THROUGH MCLS (CONTRACT)		34,800	35,000
271-790-745.02	OVERDRIVE ADVANTAGE (FOR LDL PATRONS)	34,000	34,000	34,500
271-790-745.03	OVERDRIVE MAGAZINES	3,600	3,600	3,600
	PURCHASED THROUGH MCLS (CONTRACT)		3,600	3,600
271-790-745.04	OTHER EBOOKS, EAUDIOBOOKS, MUSIC, VIDEO	70,000	76,000	36,000
	HOOPLA		76,000	0
	TANTOR MEDIA		0	3,500
	BLACKSTONE AUDIO		0	4,200
	CPC/ADVANTAGE COPIES AUDIO BOOKS		0	16,500
	CPC/ADVANTAGE COPIES EBOOKS		0	8,550
	ALL ACCESS COMIC BOOKS		0	3,250
	GL # FOOTNOTE TOTAL:		76,000	36,000
271-790-745.05	KANOPY VIDEOS (STREAMING MEDIA)	6,000	6,900	7,000
271-790-746.01	NEWSPAPERS, FINANCIAL JOURNALS	5,500	5,500	5,500
	GR PRESS/MUSKEGON/WSJ/DOW JONES/BARRON'S/GH TRIBUNE/NYT/HOLLAND		5,500	5,500
271-790-746.02	MAGAZINE SERVICE	1,800	1,300	1,400
	DETROIT FREE PRESS/ADDING NEW FINANCIAL JOURNAL		1,300	1,400
271-790-746.03	CONSUMER'S REPORT		60	100
271-790-747.00	LIBRARY OF THINGS	1,500	500	3,500
271-790-748.10	ADULT PROGRAMMING	10,000	10,000	11,000
271-790-748.20	YOUTH PROGRAMMING	7,000	7,000	7,000

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 REQUESTED BUDGET
271-790-748.30	LIBRARY-WIDE PROGRAMMING	6,000	6,000	6,000
271-790-748.40	SUMMER/WINTER READING PROGRAMMING	6,500	6,500	6,500
271-790-748.50	GENEALOGY PROGRAMMING	500	500	1,000
271-790-748.51	ARCHIVAL PRESERVATION	1,000	500	500
271-790-749.00	COLLECTION MAINTENANCE & SUPPLIES	7,500	5,100	5,100
	LABELS (SPINE, GENRE, OWNER, BARCODE, HOLDS)		200	200
	BOOK JACKETS/LAMINATE		1,500	1,500
	BOOK TAPE		500	500
	ARCHIVAL SUPPLIES - LIBRARY		500	500
	CASES (DVD/CD)		1,500	1,500
	MENDING/DISC REPAIR SUPPLIES & SERVICE		300	300
	MISCELLANEOUS (STAMPS/BOOK CLEANER/GOO GONE)		600	600
	GL # FOOTNOTE TOTAL:		5,100	5,100
271-790-749.01	ARCHIVAL SUPPLIES	1,500	750	750
271-790-750.00	OPERATING MATERIALS, COSTS & SUPPLIES	18,000	15,000	15,000
	FIRST AID/SAFETY PRODUCTS AND SUPPLIES		800	800
	INK CARTRIDGES		3,000	3,000
	HOLIDAY DECORATING		600	600
	MEETING EXPENSE		1,500	1,500
	MISCELLANEOUS (NAME BADGES/BUSINESS CARDS/ETC)		1,000	1,000
	OFFICE SUPPLIES		2,000	2,000
	PAPER/PAPER PRODUCTS		2,000	2,000
	PRINTING CHARGES		4,000	4,000
	SAFE DEPOSIT BOX RENTAL		100	100
	GL # FOOTNOTE TOTAL:		15,000	15,000
271-790-751.11	BUILDING/PATRON SOFTWARE & SUBSCRIPTIONS	14,745	9,700	9,750
	ENVISIONWARE		5,800	6,000
	PASTPERFECT HOSTING & PUBLIC ACCESS		1,245	1,250
	SENSOURCE COUNTER MAINTENANCE LIBRARY NETWORK		420	450
	SPOTIFY		215	230
	ZOOBEAN / BEANSTACK		1,600	1,600
	MISCELLANEOUS - DOMAIN RENEWAL/DEEP FREEZE		420	220
	GL # FOOTNOTE TOTAL:		9,700	9,750
271-790-751.12	PROGRAM/STAFF SOFTWARE & SUBSCRIPTIONS	13,600	13,205	14,475
	ORANGE BOY (SAVANNAH)		4,350	500
	LOCAL HOP		1,525	150
	MARKETING - APPLE/GSUITE/GRAMMERLY/SMARTERQ/TECHSOUP CREATIVE CLI		1,500	1,500
	ADOBE		400	500
	BS&A SOFTWARE		2,500	2,500
	MICROSOFT (60 LICENSES)		2,160	2,250
	DYMAXION SCHEDULING SOFTWARE		170	175
	SPRINGSHARE EVENT CALENDAR SOFTWARE		600	2,400
	SPRINGSHARE LIBRARY CALENDAR SOFTWARE		0	4,500
	GL # FOOTNOTE TOTAL:		13,205	14,475
271-790-751.20	TECHNOLOGY EQUIPMENT	45,600	45,500	15,000
	TECHNOLOGY PLAN PURCHASE - COMPUTERS - STAFF & PATRON (15)		17,500	10,300
	COMPUTER MONITRS - PATRON (7) & BACKUP		0	980
	YOUTH PRINTER		0	920
	MAKERPACE LAPTOP		0	1,000
	LOCAL HISTORY SCANNERS (2)		0	600
	RECEIPT PRINTERS (2 BACKUP)		0	700
	WIFI ACCESS POINTS		0	500
	SELF CHECKOUT KIOSKS (2)		28,000	0
	GL # FOOTNOTE TOTAL:		45,500	15,000

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 REQUESTED BUDGET
271-790-751.30	TECHNOLOGY MISCELLANEOUS	500	500	500
271-790-751.31	TECHNOLOGY SERVICE & MAINTENANCE	2,500	2,450	2,250
	MK SOLUTIONS SELF-CHECK MAINTENANCE (CONTRACT)		200	0
	B&W STANDARD - WEB HOSTING		600	600
	REHMANN TECHNOLOGY - WATCHGUARD SECURITY (MARCH RENEWAL)		1,250	1,250
	MISCELLANEOUS		400	400
	GL # FOOTNOTE TOTAL:		2,450	2,250
271-790-752.00	MAKERSPACE/ART STUDIO		180,000	
	MAKERSPACE ENGINEERING		11,600	0
	MAKERSPACE CONSTRUCTION		166,200	0
	MAKERSPACE MISCELLANEOUS		2,200	0
	GL # FOOTNOTE TOTAL:		180,000	
271-790-752.10	MS/AS PROGRAMMING & STIPENDS		75	3,500
271-790-752.20	MAKERSPACE MATERIALS & SUPPLIES		14,750	4,000
271-790-752.21	ART STUDIO MATERIALS & SUPPLIES		2,000	4,000
271-790-752.30	MS/AS EQUIPMENT & FURNITURE		71,000	2,500
271-790-752.40	MS/AS TECHNOLOGY		17,000	2,500
271-790-755.00	OUTREACH	1,500	500	500
	OUTREACH HOMEBOUND MAILING - MILEAGE, SUPPLIES & MATERIALS		500	500
271-790-801.00	PROFESSIONAL/CONTRACTUAL	2,300	1,720	4,680
	BOARD MEMBER STIPENDS		720	2,880
	WEB HOSTING & MAINTENANCE		0	300
	WEBSITE UPDATE UPDATES/MAINTENANCE AS NEEDED		0	500
	MISCELLANEOUS		1,000	1,000
	GL # FOOTNOTE TOTAL:		1,720	4,680
271-790-801.01	PROF/CONT - LAKELAND LIBRARY COOP	27,000	26,700	27,000
271-790-801.02	PROF/CONT - IT SERVICE & SUPPORT	53,000	53,000	53,000
	GHAPS - CAMERA SYSTEM/FILE SERVERS/WIRELESS CONTROLLER; 5% INCREASE		53,000	53,000
271-790-801.03	PROF/CONT - SERVICE CONTRACTS	80,500	87,110	98,500
	FINANCE & HR SERVICES/CITY OF GRAND HAVEN		87,110	96,300
	MISCELLANEOUS		0	2,200
	GL # FOOTNOTE TOTAL:		87,110	98,500
271-790-803.00	EMPLOYMENT RELATED EXPENSES	500	50	500
	EMPLOYEE BACKGROUND CHECKS		50	500
271-790-804.00	CUSTODIAL SUPPLIES	6,000	6,700	7,000
271-790-805.00	BUILDING & GROUNDS			
271-790-805.01	BUILDING & GROUNDS MAINTENANCE	38,000	46,000	53,000
	BUILDING MAINTENANCE - MISCELLANEOUS REPAIRS, ELECTRICAL, PLUMBING, L		25,290	39,250
	ELEVATOR LICENSE (ANNUAL) - STATE OF MI LICENSING		200	200
	HVAC MAINTENANCE & REPAIRS ESTIMATED - GRAND VALLEY AUTOMATION, VA		10,000	5,000
	K9 SCENT DETECTION		1,800	1,800
	PEST CONTROL - LIBERTY PEST CONTROL (MONTHLY INSPECTION)		710	750
	PLANTSCAPING - HOLWERDA INTERIOR		1,425	1,500
	ROOF INSPECTION/REPAIRS - GREAT LAKES SYSTEMS INC		3,175	1,000
	WINDOW CLEANING - LAKE'S EDGE		3,400	3,500
	GL # FOOTNOTE TOTAL:		46,000	53,000
271-790-805.02	BUILDING & GROUNDS EQUIPMENT & SUPPLIES	2,500	3,000	3,000
	TOOLS, HARDWARE, FUEL		1,500	2,500
	CINTAS FIRST AID CABINET SUPPLIES		1,500	500
	GL # FOOTNOTE TOTAL:		3,000	3,000

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 REQUESTED BUDGET
271-790-805.03	BUILDING & GROUNDS SERVICE CONTRACTS	111,800	110,000	115,000
	ELEVATOR MAINTENANCE - OTIS ELEVATOR (CONTRACT)		3,700	3,800
	FIRE PROTECTION SYSTEM TESTING, MAINTENANCE, ALARM MONITORING - JOH		3,100	3,250
	GENERATOR MAINTENANCE - TOTAL ENERGY SYSTEM (CONTRACT)		1,600	1,650
	HVAC CONTROL MAINTENANCE - GRAND VALLEY AUTOMATION (CONTRACT)		100	375
	HVAC PM - VANDYKEN (CONTRACT)		11,000	12,000
	LANDSCAPING, LAWN, SNOW REMOVAL - DYKSTRA LANDSCAPE (CONTRACT)		17,100	17,500
	Z'S GREEN CLEAN		65,000	65,000
	MISCELLANEOUS		8,400	11,425
	GL # FOOTNOTE TOTAL:		110,000	115,000
271-790-806.00	BANK AND CREDIT CARD FEES	2,250	2,250	2,250
271-790-807.00	AUDITING & ACCOUNTING SERVICES	7,500	7,500	7,500
271-790-808.00	LEGAL FEES	5,000	2,000	5,000
271-790-810.00	TRASH SERVICES	4,000	5,055	5,250
271-790-850.00	TELEPHONE	1,500	1,500	1,500
	2 REMAINING LINES - \$100/MONTH		1,500	1,500
271-790-850.01	CELL PHONES	6,350	4,550	4,750
271-790-852.00	INTERNET	6,600	6,600	6,600
	OASD INTERNET - EST \$350/QUARTER		1,400	1,400
	HOTSPOT DATA & SERVICE		5,200	5,200
	GL # FOOTNOTE TOTAL:		6,600	6,600
271-790-860.00	TRANSPORTATION, LODGING & MEALS	14,500	12,000	14,500
	CONFERENCES - MEALS		3,000	3,000
	CONFERENCES - TRANSPORTATION		2,000	2,500
	CONFERENCES - LODGING		7,000	7,000
	MISCELLANEOUS		0	2,000
	GL # FOOTNOTE TOTAL:		12,000	14,500
271-790-900.00	PRINTING, MARKETING & PROMOTIONAL ITEMS	44,000	40,000	44,000
	ANNUAL REPORT QTY: 200		300	300
	CANVA.COM 3 USERS - ADULT/YOUTH/MARKETING		400	400
	DISPLAY ADS - RFPS/LEGAL NOTICES		225	225
	INCENTIVES (MAGNETS/PENCILS/WINDOW CLINGS/SWAG/ETC)		2,000	2,000
	MARKETING FB BOOSTS/SOCIAL MEDIA MARKETING		3,500	3,500
	COMMUNITY EVENTS WINTERFEST/JINGLE BELL PARADE/COAST GUARD		875	875
	NEW READER ROUNDUP ENVELOPE PRINTING		200	200
	NEWSLETTERS (4)		32,500	36,500
	GL # FOOTNOTE TOTAL:		40,000	44,000
271-790-920.00	ELECTRICITY	81,000	86,000	90,000
	BLP		86,000	90,000
271-790-921.00	NATURAL GAS	16,000	23,000	25,000
	MICHIGAN GAS		23,000	25,000
271-790-922.00	WATER & SEWER	8,500	8,500	8,500
	GRAND HAVEN CITY		8,500	8,500
271-790-924.00	POSTAGE	10,500	10,500	10,500
	GENERAL		1,500	1,500
	NEWSLETTERS (4)		9,000	9,000
	GL # FOOTNOTE TOTAL:		10,500	10,500
271-790-930.00	EQUIPMENT MAINTENANCE	1,800	1,800	3,500
	OFFICE MACHINES CO - PRINTERS/COPIERS SERVICE CONTRACT		1,800	3,500
271-790-956.00	MISCELLANEOUS	22,200	22,200	2,200
	MISCELLANEOUS		2,200	2,200
	LOCKERS FOR SATELLITE LOCATIONS		20,000	0
	GL # FOOTNOTE TOTAL:		22,200	2,200

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 REQUESTED BUDGET
271-790-957.00	PROFESSIONAL DEVELOPMENT	13,500	13,500	13,500
	ALA/PLA STAFF CONFERENCES		2,000	2,000
	ALA/PLA TRUSTEE CONFERENCES			
	MLA CONFERENCES		1,800	1,800
	INTERNATIONAL CONFERENCE			
	CONTINUING EDUCATION		400	400
	NICHE ACADEMY		6,500	6,500
	IN-SERVICE		1,800	1,800
	MISCELLANEOUS		1,000	1,000
	GL # FOOTNOTE TOTAL:		13,500	13,500
271-790-958.00	MEMBERSHIPS, DUES, SUBSCRIPTIONS	400	400	400
271-790-958.01	PROFESSIONAL ORGANIZATIONS	5,000	5,000	5,000
	ALA DIRECTOR; ASST DIRECTOR; HEAD OF YOUTH; HEAD OF R&I		1,100	1,100
	ALA/PLA		400	400
	BOOK BROWSE REFERENCE		30	30
	FRIENDS OF MI LIBRARIES		35	35
	MCLS REQUIRED FOR OVERDRIVE		150	150
	MLA - INSTITUTION		1,625	1,625
	MLA - STAFF/BOARD 1 BOARD MEMBERS @ \$50/EACH; 8 LIBRARIANS @ \$85/EACH		730	730
	PROFESSIONAL SUBSCRIPTIONS PROFESSIONAL JOURNALS - ADD HARVARD BUSI		900	900
	MISCELLANEOUS		30	30
	GL # FOOTNOTE TOTAL:		5,000	5,000
271-790-958.02	MEMBERSHIPS	2,500	3,450	3,450
	CHAMBER OF COMMERCE MEMBERSHIP \$625 & EVENT ATTENDANCE \$500		1,175	1,175
	LAKESHORE NONPROFIT ALLIANCE		325	325
	LOCAL MEMBERSHIPS		250	250
	ROTARY DIRECTOR		1,200	1,200
	MISCELLANEOUS		500	500
	GL # FOOTNOTE TOTAL:		3,450	3,450
271-790-958.03	GENEALOGY	400	400	400
	GREAT LAKES HISTORICAL SOCIETY J. WEIDEN		70	70
	HISTORICAL SOCIETY OF MICHIGAN J. WEIDEN		50	50
	MICHIGAN ARCHIVAL ASSOCIATION J. WEIDEN		25	25
	NATIONAL GENEALOGICAL SOCIETY J. WEIDEN		105	105
	MISCELLANEOUS		150	150
	GL # FOOTNOTE TOTAL:		400	400
271-790-958.04	PROF BOOKS, MAGAZINES & PERIODICALS	650	800	800
271-790-960.00	PROPERTY TAX ADJUSTMENTS	1,000	1,000	1,000
271-790-965.00	PROPERTY/LIABILITY INSURANCE	21,000	21,000	23,000
271-790-971.00	CAPITAL IMPROVEMENTS	243,000	222,650	180,000
	HVAC BOILER UNITS REPLACEMENT		150,000	0
	SECURITY PANEL - SIMPLEX			
	EXTERIOR BUILDING DRAIN REPAIRS (WATER INTRUSION), CANOPY		67,650	0
	CHILLER UNITS REPLACEMENT		0	150,000
	OUTSIDE MORTIS & CAULK REPAIRS		0	25,000
	MISCELLANEOUS		5,000	5,000
	GL # FOOTNOTE TOTAL:		222,650	180,000
271-790-971.01	FURNITURE & EQUIPMENT		1,025	1,500
271-790-980.00	FINES TRANSFER OUT	500	750	750
271-790-995.01	TRANSFERS OUT SPRING LAKE LIBRARY	12,000	10,010	12,000
271-790-995.02	TRANSFERS OUT ZEELAND LIBRARY	50,000	61,000	50,000

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 REQUESTED BUDGET
271-790-995.05	TRANSFERS OUT DEBT SERVICE FUND	328,900	328,900	329,600
	NOVEMBER & MAY SERIES B INTEREST PAYMENT		18,900	9,600
	MAY SERIES B PRINCIPAL PAYMENT		310,000	320,000
	GL # FOOTNOTE TOTAL:		328,900	329,600
271-790-995.06	TRANS OUT BOARD COMMIT ROBBINS RD PROCDS	72,490	72,490	130,000
	Totals for dept 790 - LOUIT LIBRARY	3,952,185	4,162,896	4,036,265
TOTAL APPROPRIATIONS		3,952,185	4,162,896	4,036,265
NET OF REVENUES/APPROPRIATIONS - FUND 271		805	1,034	1,575
	BEGINNING FUND BALANCE	972,826	972,826	973,860
	ENDING FUND BALANCE	973,631	973,860	975,435

LOUTIT DISTRICT LIBRARY
 DEBT SERVICE A FUND
 FY2026-2027
 BUDGET OVERVIEW

GL NUMBER	DESCRIPTION	2023-24 ACTUAL	2024-25 ACTUAL	2025-26 ORIGINAL BUDGET	2025-26 PROJECTED BUDGET	2026-27 REQUESTED BUDGET	2026-27 Requested % Change
Fund 371 - DEBT SERVICE A (VOTED BONDS) LIBRARY							
ESTIMATED REVENUES							
Dept 040 - REVENUE ACCOUNTS							
371-040-402.01	CURRENT PROPERTY TAX - GRAND HAVEN TWP	\$ 119,753	\$ 129,249	\$ 135,000	\$ 135,000	\$ 138,000	2.22
371-040-402.02	CURRENT PROPERTY TAX - ROBINSON TWP	37,646	42,828	44,000	43,500	44,000	1.15
371-040-402.04	CURRENT PROPERTY TAX - PORT SHELDON	30,776	27,690	30,000	26,660	22,000	(17.48)
371-040-402.05	CURRENT PROPERTY TAX - FERRYSBURG	26,733	29,523	30,000	30,280	30,000	(0.92)
371-040-402.06	CURRENT PROPERTY TAX - GRAND HAVEN CITY	87,900	96,429	100,000	98,988	100,000	1.02
371-040-403.03	PERSONAL PROP TAX STATE REIMBURSEMENT	7,116	7,290	7,000	7,000	6,500	(7.14)
371-040-412.00	DELINQUENT PERSONAL PROPERTY TAX	173	211	100	50	50	0.00
371-040-437.00	IFT - INDUSTRIAL FACILITY TAX	189	214	200	200	200	0.00
371-040-445.00	PENALTY & INTEREST ON TAXES	49	48	20	20	20	0.00
371-040-569.01	STATE GRANTS OTHER - SBTE REIMBURSEMENT				665	350	(47.37)
371-040-665.00	INTEREST INCOME	6,447	6,791	4,000	6,000	5,000	(16.67)
Totals for dept 040 - REVENUE ACCOUNTS		\$ 316,780	\$ 340,273	\$ 350,320	\$ 348,363	\$ 346,120	(0.64)
TOTAL ESTIMATED REVENUES		\$ 316,780	\$ 340,273	\$ 350,320	\$ 348,363	\$ 346,120	(0.64)
APPROPRIATIONS							
Dept 906 - DEBT							
371-906-806.00	BANK AND CREDIT CARD FEES						
371-906-960.00	PROPERTY TAX ADJUSTMENTS						
371-906-991.00	BOND PRINCIPAL	\$ 230,000	\$ 235,000	\$ 235,000	\$ 235,000	\$ 240,000	2.13
371-906-993.00	BOND INTEREST	28,200	21,300	14,250	14,250	7,200	(49.47)
371-906-995.00	TRANSFERS OUT GENERAL FUND			328,000	256,410	226,750	(11.57)
Totals for dept 906 - DEBT		\$ 258,200	\$ 256,300	\$ 577,250	\$ 505,660	\$ 473,950	(6.27)
TOTAL APPROPRIATIONS		\$ 258,200	\$ 256,300	\$ 577,250	\$ 505,660	\$ 473,950	(6.27)
NET OF REVENUES/APPROPRIATIONS - FUND 371		\$ 58,580	\$ 83,973	\$ (226,930)	\$ (157,297)	\$ (127,830)	(18.73)
BEGINNING FUND BALANCE		\$ 148,643	\$ 207,223	\$ 291,196	\$ 291,196	\$ 133,899	(54.02)
FUND BALANCE ADJUSTMENTS							
ENDING FUND BALANCE		\$ 207,223	\$ 291,196	\$ 64,266	\$ 133,899	\$ 6,069	(95.47)

**Loutit District Library
DEBT SERVICE A FUND
FY2026-2027
Fund Balance Overview**

20/21 Revenue Over (Under) Expenditures	\$ 15,298
Fund Balance June 30, 2021	\$ 79,660
21/22 Revenue Over (Under) Expenditures	\$ 22,939
Fund Balance June 30, 2022	\$ 102,599
22/23 Revenue Over (Under) Expenditures	\$ 46,045
Fund Balance June 30, 2023	\$ 148,643
23/24 Revenue Over (Under) Expenditures	\$ 58,580
Fund Balance June 30, 2024	\$ 207,223
24/25 Revenue Over (Under) Expenditures	\$ 83,973
Fund Balance June 30, 2025	\$ 291,196
Est. 25/26 Revenue Over (Under) Expenditures	\$ (157,297)
Est. Fund Balance June 30, 2026	\$ 133,899
Est. 26/27 Revenue Over (Under) Expenditures	\$ (127,830)
Est. Fund Balance June 30, 2027	\$ 6,069

LOUTIT DISTRICT LIBRARY
 DEBT SERVICE B FUND
 FY2026-2027
 BUDGET OVERVIEW

GL NUMBER	DESCRIPTION	2023-24 ACTUAL	2024-25 ACTUAL	2025-26 ORIGINAL BUDGET	2025-26 PROJECTED BUDGET	2026-27 REQUESTED BUDGET	2026-27 Requested % Change
Fund 372 - DEBT SERVICE B (VOTED BONDS) LIBRARY							
ESTIMATED REVENUES							
Dept 040 - REVENUE ACCOUNTS							
372-040-665.00	INTEREST INCOME	4	4		0	0	
372-040-699.01	TRANSFERS IN GENERAL FUND	\$ 326,600	\$ 327,904	\$ 328,900	\$ 328,900	\$ 329,600	0.21
Totals for dept 040 - REVENUE ACCOUNTS		\$ 326,604	\$ 327,904	\$ 328,900	\$ 328,900	\$ 329,600	0.21
TOTAL ESTIMATED REVENUES		\$ 326,604	\$ 327,904	\$ 328,900	\$ 328,900	\$ 329,600	0.21
APPROPRIATIONS							
Dept 906 - DEBT							
372-906-806.00	BANK AND CREDIT CARD FEES						
372-906-991.00	BOND PRINCIPAL	\$ 290,000	\$ 300,000	\$ 310,000	\$ 310,000	\$ 320,000	3.23
372-906-993.00	BOND INTEREST	36,600	27,900	18,900	18,900	9,600	(49.21)
Totals for dept 906 - DEBT		\$ 326,600	\$ 327,900	\$ 328,900	\$ 328,900	\$ 329,600	0.21
TOTAL APPROPRIATIONS		\$ 326,600	\$ 327,900	\$ 328,900	\$ 328,900	\$ 329,600	0.21
NET OF REVENUES/APPROPRIATIONS - FUND 372		\$ 4	\$ 4	\$ -	\$ -	\$ -	
BEGINNING FUND BALANCE		\$ 82	\$ 86	\$ 90	\$ 90	\$ 90	0.00
FUND BALANCE ADJUSTMENTS							
ENDING FUND BALANCE		\$ 86	\$ 90	\$ 90	\$ 90	\$ 90	0.00

**Loutit District Library
DEBT SERVICE B FUND
FY2026-2027
Fund Balance Overview**

20/21 Revenue Over (Under) Expenditures	\$	50
Fund Balance June 30, 2021	\$	79
21/22 Revenue Over (Under) Expenditures	\$	-
Fund Balance June 30, 2022	\$	79
22/23 Revenue Over (Under) Expenditures	\$	3
Fund Balance June 30, 2023	\$	82
23/24 Revenue Over (Under) Expenditures	\$	4
Fund Balance June 30, 2024	\$	86
24/25 Revenue Over (Under) Expenditures	\$	4
Fund Balance June 30, 2025	\$	90
Est. 25/26 Revenue Over (Under) Expenditures	\$	-
Est. Fund Balance June 30, 2026	\$	90
Est. 26/27 Revenue Over (Under) Expenditures	\$	-
Est. Fund Balance June 30, 2027	\$	90

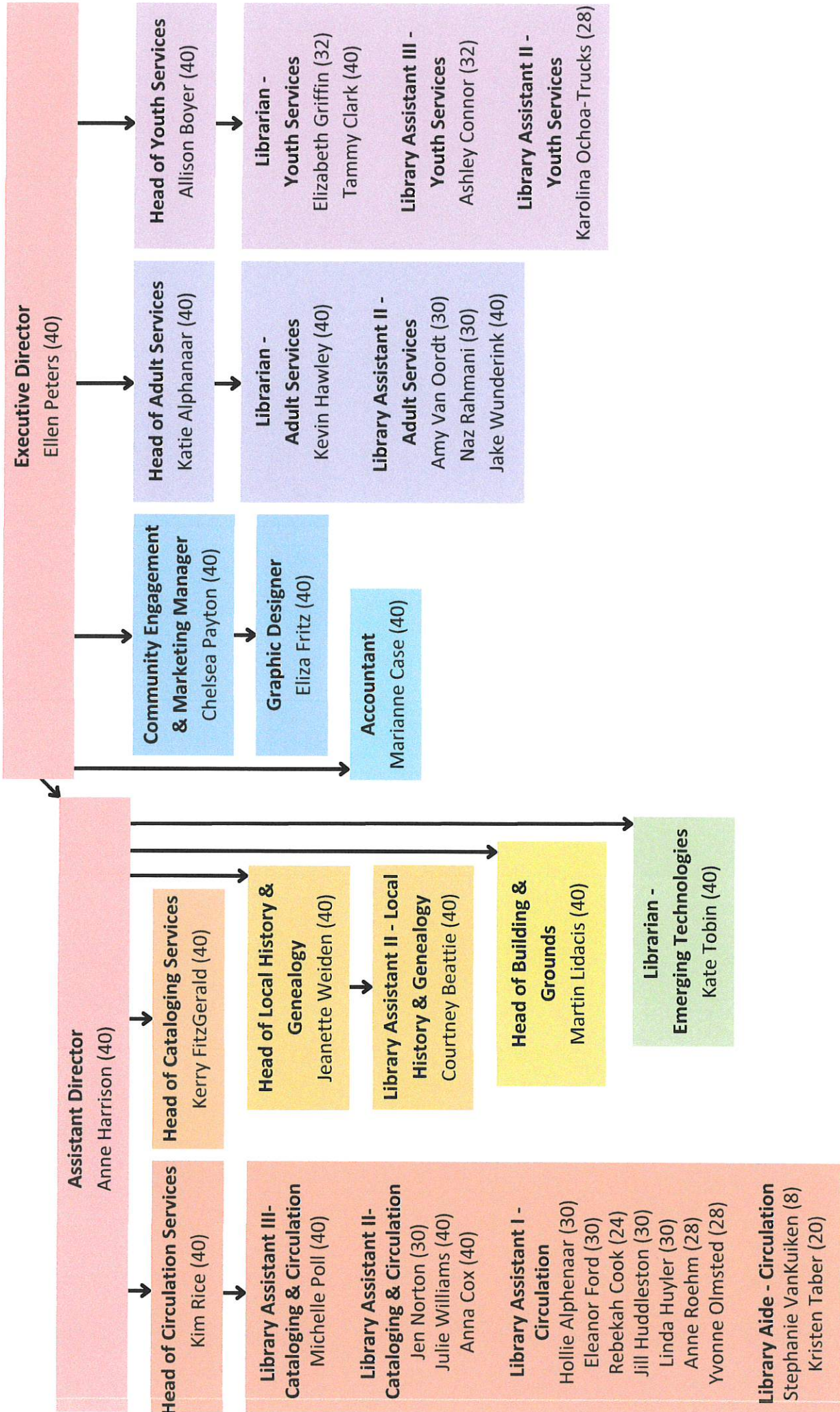
LOUTIT DISTRICT LIBRARY
 CAPITAL PROJECT MAINTENANCE FUND
 FY2026-2027
 BUDGET OVERVIEW

GL NUMBER	DESCRIPTION	2023-24 ACTUAL	2024-25 ACTUAL	2025-26 ORIGINAL BUDGET	2025-26 PROJECTED BUDGET	2026-27 REQUESTED BUDGET	2026-27 Requested % Change
Fund 401 - CAPITAL PROJECT MAINTENANCE FUND							
ESTIMATED REVENUES							
Dept 040 - REVENUE ACCOUNTS							
401-040-665.00	INTEREST INCOME	\$ 38,529	\$ 31,864	\$ 12,000	\$ 25,000	\$ 18,000	(28.00)
401-040-669.00	UNREALIZED GAIN/LOSS INVESTMENTS	5,968	8,229				
401-040-679.00	REALIZED GAIN/LOSS INVESTMENTS	(123)	8,294				
Totals for dept 040 - REVENUE ACCOUNTS		\$ 44,375	\$ 48,387	\$ 12,000	\$ 25,000	\$ 18,000	(28.00)
TOTAL ESTIMATED REVENUES		\$ 44,375	\$ 48,387	\$ 12,000	\$ 25,000	\$ 18,000	(28.00)
APPROPRIATIONS							
Dept 901 - CAPITAL OUTLAY - MAINTENANCE							
401-901-806.00	BANK AND CREDIT CARD FEES						
401-901-995.00	TRANSFERS OUT GENERAL FUND	\$ 116,754	\$ 108,640	\$ 150,000	\$ 100,000	\$ 255,000	155.00
Totals for dept 901 - CAPITAL OUTLAY - MAINTENANCE		\$ 116,754	\$ 108,640	\$ 150,000	\$ 100,000	\$ 255,000	155.00
TOTAL APPROPRIATIONS		\$ 116,754	\$ 108,640	\$ 150,000	\$ 100,000	\$ 255,000	155.00
NET OF REVENUES/APPROPRIATIONS - FUND 401		\$ (72,380)	\$ (60,253)	\$ (138,000)	\$ (75,000)	\$ (237,000)	216.00
BEGINNING FUND BALANCE		\$ 912,585	\$ 840,205	\$ 779,952	\$ 779,952	\$ 704,952	(9.62)
FUND BALANCE ADJUSTMENTS							
ENDING FUND BALANCE		\$ 840,205	\$ 779,952	\$ 641,952	\$ 704,952	\$ 467,952	(33.62)

Loutit District Library
CAPITAL PROJECT MAINTENANCE FUND
FY2026-2027
Fund Balance Overview

20/21 Revenue Over (Under) Expenditures	\$ (67,448)
Unrealized Gain/Loss Investments	\$ (9,265)
Fund Balance June 30, 2021	\$ 1,020,429
21/22 Revenue Over (Under) Expenditures	\$ (52,784)
Unrealized Gain/Loss Investments	\$ (49,124)
Fund Balance June 30, 2022	\$ 918,521
22/23 Revenue Over (Under) Expenditures	\$ 18,440
Unrealized Gain/Loss Investments	\$ (24,376)
Fund Balance June 30, 2023	\$ 912,585
23/24 Revenue Over (Under) Expenditures	\$ (78,348)
Unrealized Gain/Loss Investments	\$ 5,968
Fund Balance June 30, 2024	\$ 840,205
24/25 Revenue Over (Under) Expenditures	\$ (60,253)
Unrealized Gain/Loss Investments	\$ -
Fund Balance June 30, 2025	\$ 779,952
Est. 25/26 Revenue Over (Under) Expenditures	\$ (75,000)
Unrealized Gain/Loss Investments	
Est. Fund Balance June 30, 2026	\$ 704,952
Est. 26/27 Revenue Over (Under) Expenditures	\$ (237,000)
Unrealized Gain/Loss Investments	
Est. Fund Balance June 30, 2027	\$ 467,952

LDL LIBRARY BOARD



Executive Director
Ellen Peters (40)

Head of Adult Services
Katie Alphenaar (40)

Librarian - Adult Services
Kevin Hawley (40)

Library Assistant II - Adult Services
Amy Van Oordt (30)
Naz Rahmani (30)
Jake Wunderink (40)

Community Engagement & Marketing Manager
Chelsea Payton (40)

Graphic Designer
Eliza Fritz (40)

Accountant
Marianne Case (40)

Assistant Director
Anne Harrison (40)

Head of Cataloging Services
Kerry FitzGerald (40)

Head of Local History & Genealogy
Jeanette Weiden (40)

Library Assistant II - Local History & Genealogy
Courtney Beattie (40)

Head of Building & Grounds
Martin Lidacis (40)

Librarian - Emerging Technologies
Kate Tobin (40)

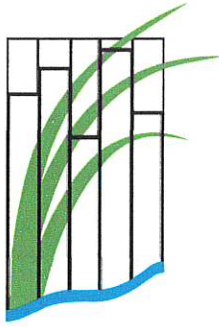
Head of Circulation Services
Kim Rice (40)

Library Assistant III - Cataloging & Circulation
Michelle Poll (40)

Library Assistant II - Cataloging & Circulation
Jen Norton (30)
Julie Williams (40)
Anna Cox (40)

Library Assistant I - Circulation
Hollie Alphenaar (30)
Eleanor Ford (30)
Rebekah Cook (24)
Jill Huddleston (30)
Linda Huyler (30)
Anne Roehm (28)
Yvonne Olmsted (28)

Library Aide - Circulation
Stephanie VanKuiken (8)
Kristen Taber (20)



Loutit District Library
Expanding Horizons. Enriching Minds. Engaging
Community.

**LOUTIT DISTRICT LIBRARY
BOARD OF TRUSTEES
MEETING MINUTES
May 12, 2026**

- 1. The meeting was called to order at 4:31 p.m. in Program Room B by VP Nancy Collins.**

Board members present: Nancy Collins, Penni DeWitt, Marc Longstreet (4:52 p.m. arrival), Andrea Morano, Cathy Rusco, Carol Sanchez

Board Members Absent: Burton Brooks, Caryn Lannon,

Library Staff present: Ellen Peters, Anne Harrison, Eliza Fritz

City of Grand Haven Staff present: Emily Greene

Members of the Public: Annie Deater (Ferrysburg), James Ohern, Martha Alexander

- 2. APPROVAL OF AGENDA**

- 26-23 Motion by Sanchez, second by Rusco, to approve the agenda. The motion carried 5:0.**

Discussion: None

- 3. APPROVAL OF CONSENT AGENDA**

- 26-24 Motion by Sanchez, second by Rusco, to approve the consent agenda as amended. The motion carried 5:0.**

Discussion: None

- Approve the regular meeting minutes of April 14, 2026
- Request by Collins to change wording for Motion 26-21. Needs to revote in June.

- 4. PUBLIC COMMENT**

- James Olhern – Founded “Reach Up” – became a corporation for abuse prevention. Has an advisory board comprised of students, parents, and teachers. Looking for a space for counseling appointments. Contact information was given to Executive Director Ellen Peters.

- 5. TREASURER’S REPORT**

- Balance Sheet Reports as of April 30, 2026
- Revenue and Expenditure Reports as of April 30, 2026
- Cash Summary Reports as of April 30, 2026

- D. Check Register as of April 30, 2026
- E. Approve March invoice payments in the amount of \$749,197.64
- F. April FNBO Credit Card Payments Check #1842E \$ 4,686.66 & #1850E \$ 10,780.21

Report by Emily Greene, City of Grand Haven, financial management provider for LDL:

- Working on the budget (part of which is included in this packet). These are preliminary numbers. We are still waiting on Union Negotiations and the Wage Study. A lot of the line items remain the same. The new addition is for the new Makerspace.
- We met with the Finance Committee last week. Peters: Still in the black this year, and will be next year. We will possibly be able to put some more money towards the MERS Accrued Liability Fund.
- Sanchez asked for clarification of wording that was used surrounding the budget. In reference to the first footnote, are we anticipating to not have any funds for the Makerspace? Green: We currently have no anticipated donations going to the Makerspace, but that line item is where those donations would go.
- Collins: Fourth footnote, Hoopla is listed as \$0. What was the reasoning for that? Peters: Since Hoopla is such a high expense, but is providing less to patrons, we are thinking of canceling the service. We have kept the line item in case we decide to continue service. We have looked into ways to replace all the services Hoopla provides, and save money. Collins: How will patrons be notified of the changes? Peters: There is a full marketing plan in place, and patrons will have plenty of time to transition to the new systems.
- Collins: Outreach – what was the reasoning for the cut to this budget? Peters: It was from the Homebound Delivery service that was being unused. The outreach opportunities we provide are all well-funded and not being cut.
- Collins had questions about how the Millage Rate was presented in the packet, and the certificate of compliance. Greene: The wording is very specific, but is accurate to the way it needs to be filled out.

26-25 Motion by Rusco, second by Morano, to approve April 2026 invoice payments in the amount of \$749,197.64. The motion carried 6:0.

6. TRUSTEE COMMENT

- Longstreet will not be renewing his contract with the board. This is his formal notice.
- Collins thanked Longstreet for his service, and for helping with the millage campaign.
- Rusco will be renewing her contract. Wanted to introduce her guest, Martha Alexander, who is a member of the Community Center board as well as a former art teacher.
- DeWitt asked if Longstreet has a replacement for his position on the board. Yes, they have had applications.

7. UNFINISHED BUSINESS

- A. Motion to approve Final Consideration of a Resolution rescinding current Loutit District Library Bylaws and Adopting Restated Bylaws. First Consideration included for review.

26-26 Motion by Rusco, second by DeWitt, to approve Final Consideration for the Adoption of the Proposed Revised Loutit District Library Bylaws. Roll call vote: the motion carried 6:0.

Roll Call Vote:

Collins - y

DeWitt- y

Longstreet-y

Morano-y

Rusco-y

Sanchez-y

Discussion:

- Resolution was adopted unanimously and will be effective immediately.

B. Review signed MOU with Momentum Center establishing Friendship Bench at LDL for 1 yr

8. NEW BUSINESS

A. Review Proposed/Amended Budget for FY 2025/26 and FY 2026/27.

- Reviewed during the Treasurer's Report.

B. Set Public Hearing to review FY 2026/27 Budget for Tuesday, June 9, 2026 at 4:30pm.

26-27 Motion by Sanchez, second by Morano, to set the Public Hearing to review FY 2026/27 Budget for Tuesday, June 9, 2026 at 4:30pm. The motion carried 6:0.

C. Peters sends Public Hearing Notice to GH Tribune May 18, 2026 to publish May 21, 2026.

D. Request for Board President and Secretary to sign L-4029 (2026 Tax Rate Request) and Ottawa County 2026 Certificate of Compliance to be submitted to the County.

E. Motion to approve Makerspace Policy

26-28 Motion by Rusco, second by Sanchez, to approve Makerspace Policy. The motion carried 6:0.

Discussion:

- Sanchez thought everything looked very thorough and well thought out.
- Longstreet: Will supplies be provided for artists? Fritz: Some supplies will be available, but it will mostly be the tools for people to use. All materials will still be free for all programming provided by the library.
- DeWitt: Do we need more insurance to cover the liability? Peters and Fritz: We are covered by the liability waivers people will sign, and there will be a certification process to ensure safety of patrons and the longevity of equipment. Harrison: The age groups align with library-wide policies already in place. Worked with Youth Services to determine all this information.

9. COMMITTEE REPORTS

A. Finance

- Met Monday, May 4, 2026 – about the budget

B. Building and Grounds Committee (Brooks, Harrison, Lidacis, Fitzgerald, Smith)

- No Meeting

C. Waanders' Maker Space Ad hoc Committee (Peters, Harrison, Rusco, Morano, Brooks, Griffin, Tobin, Fritz)

- Update on progress – Work almost finished, ribbon-cutting, open house, fieldtrip after meeting.

D. Bylaws Ad hoc Committee (Collins, Harrison, Rusco, Sanchez)

- No new meetings – voting this month on final approval of revised bylaws
- Add motion to dissolve committee to the next meeting

10. DIRECTOR'S REPORT –

- Peters spoke briefly about the seed library, vinyl collection, and Makerspace ribbon cutting.
- Working with the city and the HR department to add a part time Administrative Assistant to relieve Fritz of that part of her job description as she transitions to running her section of the Makerspace. We are analyzing the budget to make sure that is something we can do. Right now we are distributing her admin responsibilities.
- Harrison: Boilers are in the process of being replaced. Van Dyken has been wonderful at working to replace one at a time, so we did not lose access to the HVAC system.

11. PRESIDENT'S REPORT – None**12. PUBLIC COMMENT –**

- Annie Deater: Had questions about the discussion around the library millage.
- Martha Alexander: On the board of the Community Center. Very excited about the Makerspace opening. I have a lot of connections to the community and is available for teaching classes and expertise. Love the opportunity for the community to come together and create together.
- Rusco: Asked Martha Alexander about the Children's Museum. Alexander: I am only part of the advisory board, but they were trying to change too much about the building without an ironed out plan. So that is not part of the near future.

13. TRUSTEE COMMENT –

- DeWitt: John Martin says hi, and he is excited about all the changes happening at the library.

14. NEXT BOARD MEETINGS

- Board Meeting: June 9, 2026, at 4:30 pm
- PUBLIC HEARING 4:30p.m.
- REGULAR MEETING: Following Public Hearing

15. **ADJOURNMENT -**

The meeting adjourned at 5:50 p.m.

Secretary
Cathy Rusco

President
Caryn Lannon

Prepared by Elizabeth Fritz, Graphic Designer

Fund 271 LIBRARY GENERAL FUND

GL Number	Description	Balance
*** Assets ***		
271-000-001.00	CASH - HUNTINGTON CHECKING	241,836.14
271-000-002.00	CASH - LMCU MONEY MARKET	2,646.37
271-000-003.00	CASH - LMCU CD (08/09/22 MATURITY)	0.00
271-000-003.01	CASH - LMCU CD (04/13/23 MATURITY)	0.00
271-000-004.00	PETTY CASH	200.00
271-000-004.01	CASH IN DRAWER	174.55
271-000-017.00	CASH - MI CLASS GENERAL FUND	962,490.32
271-000-017.04	CASH - MI CLASS ROBBINS ROAD PROCE	126,525.85
271-000-017.50	CASH - GHACF NON-ENDOWMENT FUND	0.00
271-000-040.00	ACCOUNTS RECEIVABLE	75.64
271-000-071.00	DUE FROM CITY OF GRAND HAVEN	0.00
271-000-071.05	DUE FROM CITY OF FERRYSBURG	0.00
271-000-072.00	DUE FROM GRAND HAVEN TOWNSHIP	0.00
271-000-074.00	DUE FROM OTTAWA COUNTY	0.00
271-000-078.00	DUE FROM STATE OF MICHIGAN	0.00
271-000-084.18	DUE FROM DEBT SERVICE FUND	0.00
271-000-084.19	DUE FROM MAINTENANCE FUND	0.00
271-000-123.00	PREPAID EXPENSES	18,257.52

Total Assets

1,352,206.39

*** Liabilities ***

271-000-202.00	ACCOUNTS PAYABLE	0.00
271-000-214.18	DUE TO DEBT SERVICE FUND	0.00
271-000-214.19	DUE TO MAINTENANCE FUND	0.00
271-000-214.20	DUE TO CAPITAL PROJECTS FUND	0.00
271-000-231.00	FICA EE AND ER	0.00
271-000-231.01	FEDERAL TAX EE	0.00
271-000-231.02	STATE TAX EE	0.00
271-000-231.04	GENERAL PENSION EE	7,598.00
271-000-231.05	MERS 401A DC EE	0.00
271-000-231.06	MERS 457 EE	0.00
271-000-231.10	HEALTH INSURANCE EE	3,204.43
271-000-231.11	DENTAL INSURANCE EE	73.36
271-000-231.12	VISION INSURANCE EE	0.00
271-000-231.13	HSA PRETAX EE	30.00
271-000-231.14	FLEX MEDICAL EE	0.00
271-000-231.15	FLEX DEPENDENT CARE EE	0.00
271-000-231.16	AFLAC PRE-TAX EE	0.00
271-000-231.17	VOLUNTARY LIFE EE	(42.48)
271-000-231.18	AFLAC DISABILITY EE	0.00
271-000-231.19	COLONIAL LIFE EE	24.81
271-000-231.20	UNITED WAY EE	0.00
271-000-231.21	UNION DUES SEIU EE	0.00
271-000-257.00	ACCRUED WAGES PAYABLE	0.00
271-000-259.00	FLEXIBLE SPENDING LIABILITY	0.00
271-000-260.00	ACCRUED VACATION PAYABLE	0.00
271-000-261.00	ACCRUED SICK LEAVE PAYABLE	0.00
271-000-262.00	BENEFITS PAYABLE ER	0.00
271-000-262.01	MERS 401A ER	0.00
271-000-262.02	MERS 457 ER	0.00
271-000-262.03	MERS PENSION ER	2,442.79
271-000-262.04	MERS PENSION SURPLUS ER	2,044.15
271-000-262.10	HEALTH PREMIUMS ER	(9,195.38)
271-000-262.11	DENTAL PREMIUMS ER	1,641.54
271-000-262.12	VISION PREMIUMS ER	31.99
271-000-262.13	HSA PRETAX ER	0.00
271-000-262.15	LIFE INSURANCE ER	(237.31)
271-000-262.17	LONG-TERM DISABILITY ER	(430.35)
271-000-266.00	FRIEND OF THE COURT EE	0.00
271-000-269.00	GARNISHMENTS - COURT EE	0.00
271-000-360.00	DEFERRED REVENUE	10,161.39

Total Liabilities

17,346.94

*** Fund Balance ***

Fund 271 LIBRARY GENERAL FUND

GL Number	Description	Balance
*** Fund Balance ***		
271-000-390.00	FUND BALANCE	1,044,122.71
271-000-390.10	UNASSIGNED FUND BALANCE	0.00
271-000-390.50	ASSIGNED FUND BALANCE	0.00
271-000-392.00	RETAINED EARNINGS	(71,296.75)
271-000-399.00	UNREALIZED GAIN/LOSS INVESTMENT	0.00
Total Fund Balance		972,825.96
Beginning Fund Balance		972,825.96
Net of Revenues VS Expenditures		362,033.49
Ending Fund Balance		1,334,859.45
Total Liabilities And Fund Balance		1,352,206.39

Fund 371 DEBT SERVICE A (VOTED BONDS) LIBRARY

GL Number	Description	Balance
*** Assets ***		
371-000-001.00	CASH - HUNTINGTON CHECKING	0.00
371-000-001.01	CASH - DEBT A CHECKING ACCOUNT	23,145.81
371-000-017.02	CASH - MI CLASS DEBT A FUND	108,554.31
371-000-040.00	ACCOUNTS RECEIVABLE	0.00
371-000-071.05	DUE FROM CITY OF FERRYSBURG	0.00
371-000-072.00	DUE FROM GRAND HAVEN TOWNSHIP	0.00
371-000-084.01	DUE FROM GENERAL FUND	0.00
Total Assets		131,700.12
*** Liabilities ***		
371-000-202.00	ACCOUNTS PAYABLE	0.00
371-000-214.01	DUE TO GENERAL FUND	0.00
Total Liabilities		0.00
*** Fund Balance ***		
371-000-390.00	FUND BALANCE	268,256.23
371-000-392.00	RETAINED EARNINGS	22,939.30
Total Fund Balance		291,195.53
Beginning Fund Balance		291,195.53
Net of Revenues VS Expenditures		(159,495.41)
Ending Fund Balance		131,700.12
Total Liabilities And Fund Balance		131,700.12

Fund 372 DEBT SERVICE B (VOTED BONDS) LIBRARY

GL Number	Description	Balance
*** Assets ***		
372-000-001.00	CASH - HUNTINGTON CHECKING	0.00
372-000-017.03	CASH - MI CLASS DEBT B FUND	93.16
Total Assets		93.16
*** Liabilities ***		
372-000-202.00	ACCOUNTS PAYABLE	0.00
372-000-214.01	DUE TO GENERAL FUND	0.00
Total Liabilities		0.00
*** Fund Balance ***		
372-000-390.00	FUND BALANCE	90.05
372-000-392.00	RETAINED EARNINGS	0.07
Total Fund Balance		90.12
Beginning Fund Balance		90.12
Net of Revenues VS Expenditures		3.04
Ending Fund Balance		93.16
Total Liabilities And Fund Balance		93.16

Fund 401 CAPITAL PROJECT MAINTENANCE FUND

GL Number	Description	Balance
*** Assets ***		
401-000-001.00	CASH - HUNTINGTON CHECKING	0.00
401-000-002.00	CASH - LMCU MONEY MARKET	527.68
401-000-002.01	CASH - FIFTH THIRD MONEY MARKET	0.00
401-000-002.02	CASH - FIFTH THIRD MONEY MARKET	229,244.53
401-000-002.11	CASH - FIFTH THIRD SECURITIES	0.00
401-000-002.12	CASH - FIFTH THIRD SECURITIES	250,725.42
401-000-017.01	CASH - MI CLASS LIBRARY MAINTENANC	320,830.69
401-000-084.01	DUE FROM GENERAL FUND	0.00
Total Assets		801,328.32
*** Liabilities ***		
401-000-202.00	ACCOUNTS PAYABLE	0.00
401-000-214.01	DUE TO GENERAL FUND	0.00
Total Liabilities		0.00
*** Fund Balance ***		
401-000-390.00	FUND BALANCE	881,860.83
401-000-392.00	RETAINED EARNINGS	(101,907.89)
401-000-399.00	UNREALIZED GAIN/LOSS INVESTMENT	0.00
Total Fund Balance		779,952.94
Beginning Fund Balance		779,952.94
Net of Revenues VS Expenditures		21,375.38
Ending Fund Balance		801,328.32
Total Liabilities And Fund Balance		801,328.32

GL NUMBER	DESCRIPTION	AMENDED BUDGET	YTD BALANCE 05/31/2026	MONTH INCREASE 05/31/2026	ACTIVITY FOR MONTH (DECREASE)	AVAILABLE BALANCE	% BDTG USED
			NORMAL (ABNORMAL)			NORMAL (ABNORMAL)	
Fund 271 - LIBRARY GENERAL FUND							
Revenues							
Dept 040 - REVENUE ACCOUNTS							
271-040-402.01	CURRENT PROPERTY TAX - GRAND HAVEN TWP	1,235,000.00	1,272,697.40	2,415.86	(37,697.40)	103.05	
271-040-402.02	CURRENT PROPERTY TAX - ROBINSON TWP	395,000.00	404,143.22	0.00	(9,143.22)	102.31	
271-040-402.04	CURRENT PROPERTY TAX - PORT SHELDON	275,000.00	252,732.14	0.00	22,267.86	91.90	
271-040-402.05	CURRENT PROPERTY TAX - FERRYSBURG	302,100.00	293,072.31	0.00	9,027.69	97.01	
271-040-402.06	CURRENT PROPERTY TAX - GRAND HAVEN CITY	835,000.00	860,979.78	0.00	(25,979.78)	103.11	
271-040-412.00	DELINQUENT PERSONAL PROPERTY TAX	200.00	147.88	0.00	52.12	73.94	
271-040-414.00	PROPERTY TAX ADJUSTMENTS	0.00	0.00	0.00	0.00	0.00	
271-040-437.00	IFT - INDUSTRIAL FACILITY TAX	2,000.00	1,498.20	0.00	501.80	74.91	
271-040-445.00	PENALTY & INTEREST ON TAXES	500.00	1,060.87	0.40	(560.87)	212.17	
271-040-528.00	FEDERAL GRANTS	0.00	0.00	0.00	0.00	0.00	
271-040-528.10	FEDERAL GRANTS - IMLS	0.00	0.00	0.00	0.00	0.00	
271-040-528.20	FEDERAL GRANTS - IMLS TECHNOLOGY	0.00	0.00	0.00	0.00	0.00	
271-040-541.00	STATE GRANTS	0.00	0.00	0.00	0.00	0.00	
271-040-544.00	STATE AID - LIBRARY	19,000.00	10,542.79	0.00	8,457.21	55.49	
271-040-544.01	STATE AID - LIBRARY COOP SERVICE	19,000.00	10,542.79	0.00	8,457.21	55.49	
271-040-569.01	STATE GRANTS OTHER - SBTE REIMBURSEMENT	0.00	5,481.81	0.00	(5,481.81)	100.00	
271-040-573.00	STATE LCSA - LOCAL COMM STABILIZATION	60,000.00	57,020.95	0.00	2,979.05	95.03	
271-040-585.00	LOCAL GRANTS	0.00	0.00	0.00	0.00	0.00	
271-040-585.01	LOCAL GRANTS - GHACF	140,000.00	361,584.00	0.00	(221,584.00)	258.27	
271-040-590.00	MISCELLANEOUS GRANTS	0.00	0.00	0.00	0.00	0.00	
271-040-629.00	MISCELLANEOUS REVENUE	0.00	184.50	40.50	(184.50)	100.00	
271-040-630.00	VENDING MACHINE REVENUE	300.00	218.32	14.58	81.68	72.77	
271-040-658.00	PENAL FINES	80,000.00	0.00	0.00	80,000.00	0.00	
271-040-659.00	FINES & PENALTIES - LIBRARY MATERIALS	5,500.00	5,424.47	203.86	75.53	98.63	
271-040-665.00	INTEREST INCOME	24,000.00	32,847.65	0.00	(8,847.65)	136.87	
271-040-666.00	DIVIDENDS	0.00	0.00	0.00	0.00	0.00	
271-040-673.01	SALE OF ASSETS	0.00	0.00	0.00	0.00	0.00	
271-040-674.01	FRIENDS - ASSIGNED DONATIONS	2,500.00	4,500.00	250.00	(2,000.00)	180.00	
271-040-674.02	FRIENDS - UNASSIGNED DONATIONS	2,000.00	500.00	0.00	1,500.00	25.00	
271-040-674.03	ASSIGNED DONATIONS	1,000.00	10,950.40	(9,000.00)	(9,950.40)	1,095.04	
271-040-674.04	UNASSIGNED DONATIONS	500.00	2,871.07	60.65	(2,371.07)	574.21	
271-040-674.05	OWED TO FRIENDS	0.00	278.13	115.69	(278.13)	100.00	
271-040-674.06	DONATIONS ENVISTONMARE	3,000.00	7,279.21	1,517.95	(4,279.21)	242.64	
271-040-674.07	DONATIONS MAKERSPACE	0.00	0.00	0.00	0.00	0.00	
271-040-674.08	DONATIONS ART STUDIO	0.00	0.00	0.00	0.00	0.00	
271-040-676.00	REIMBURSEMENTS	0.00	0.00	0.00	0.00	0.00	
271-040-687.00	REFUNDS/REBATES	0.00	0.00	0.00	0.00	0.00	
271-040-689.00	CASH OVER & SHORT	0.00	0.00	0.00	0.00	0.00	
271-040-699.05	TRANSFERS IN DEBT SERVICE FUND A	328,900.00	256,410.00	0.00	(72,490.00)	77.96	
271-040-699.06	TRANSFERS IN BOARD COMMIT ROBBINS RD	72,490.00	72,490.00	0.00	0.00	100.00	
271-040-699.07	TRANSFERS IN DEBT SERVICE FUND B	0.00	0.00	0.00	0.00	0.00	
271-040-699.19	TRANSFERS IN MAINTENANCE FUND	150,000.00	5,437.13	0.00	144,562.87	3.62	
Total Dept 040 - REVENUE ACCOUNTS		3,952,990.00	3,930,929.57	(4,361.61)	22,060.43	99.44	
TOTAL REVENUES		3,952,990.00	3,930,929.57	(4,361.61)	22,060.43	99.44	

Expenditures						
Dept 790 - LOUITT LIBRARY	FULL TIME WAGES	1,073,000.00	964,643.29	123,652.16	108,356.71	89.90
	PART TIME WAGES	332,000.00	244,285.59	29,150.59	87,714.41	73.58
	OVERTIME	0.00	0.00	0.00	0.00	0.00

GL NUMBER	DESCRIPTION	AMENDED BUDGET	NORMAL	YTD BALANCE 05/31/2026	MONTH 05/31/2026	ACTIVITY FOR INCREASE (DECREASE)	NORMAL	AVAILABLE BALANCE	% BDT USED
Fund 271 - LIBRARY GENERAL FUND									
Expenditures									
271-790-705.00	LONGEVITY PAY	400.00		0.00		0.00		400.00	0.00
271-790-706.00	VACATION PAY	75,000.00		96,302.48		13,759.62		(21,302.48)	128.40
271-790-707.00	SICK PAY	50,000.00		45,916.06		7,754.76		4,083.94	91.83
271-790-708.00	HEALTH INSURANCE OPT OUT	2,000.00		499.98		0.00		1,500.02	25.00
271-790-709.00	EMPLOYEE ASSISTANCE	800.00		1,225.00		425.00		(425.00)	153.13
271-790-711.00	HEALTH INSURANCE ER	180,000.00		197,205.62		18,297.56		(17,205.62)	109.56
271-790-711.03	VISION INSURANCE ER	2,600.00		2,436.60		329.88		153.40	93.72
271-790-712.00	HSA PRETAX ER	15,200.00		13,969.58		1,846.20		1,230.42	91.91
271-790-713.00	DENTAL INSURANCE ER	19,300.00		20,103.90		2,525.40		(803.90)	104.17
271-790-714.00	LIFE INSURANCE ER	1,100.00		1,513.35		203.55		(413.35)	137.58
271-790-715.00	WORKERS COMP INSURANCE ER	2,850.00		1,033.00		0.00		1,817.00	36.25
271-790-716.00	LONG TERM DISABILITY INSURANCE ER	2,100.00		2,205.56		207.76		(105.56)	105.03
271-790-716.01	MERS DB PENSION ER	188,000.00		171,787.68		18,034.81		16,212.32	91.38
271-790-716.02	MERS 401A DC ER	11,900.00		11,223.45		1,444.50		676.55	94.31
271-790-716.06	MERS DB PENSION ER SURPLUS	14,900.00		15,631.81		1,998.94		(731.81)	104.91
271-790-717.00	FICA ER	17,000.00		16,166.21		2,044.15		833.79	95.10
271-790-719.00	SHORT TERM DISABILITY INSURANCE ER	115,000.00		103,037.03		13,025.97		11,962.97	89.60
271-790-740.00	REPLACEMENT ITEMS	0.00		0.00		0.00		0.00	0.00
271-790-741.00	LIBRARY DONATIONS EXPENSE	1,500.00		1,869.95		131.92		(369.95)	124.66
271-790-741.01	FRIENDS ASSIGNED DONATIONS EXPENSE	0.00		0.00		0.00		0.00	0.00
271-790-741.02	ASSIGNED DONATIONS EXPENSE	2,500.00		51.41		0.00		2,448.59	2.06
271-790-741.03	UNASSIGNED DONATIONS EXPENSE	1,000.00		5,640.70		111.16		(4,640.70)	564.07
271-790-741.04	FRIENDS UNASSIGNED DONATIONS EXPENSE	500.00		732.35		0.00		(232.35)	146.47
271-790-741.50	LIBRARY DONATIONS GRANTS EXPENSE	2,000.00		0.00		0.00		2,000.00	0.00
271-790-742.00	ELECTRONIC DATABASES	140,000.00		20,766.74		1,468.86		119,233.26	14.83
271-790-743.10	BOOKS ADULT FICTION	11,900.00		10,338.90		0.00		1,561.10	86.88
271-790-743.20	BOOKS ADULT NON FICTION	30,600.00		29,085.62		2,433.83		1,514.38	95.05
271-790-743.30	BOOKS YOUTH	16,500.00		15,118.55		2,263.18		1,381.45	91.63
271-790-743.40	BOOKS REFERENCE	19,000.00		16,926.60		1,854.28		2,073.40	89.09
271-790-743.41	GENERAL REFERENCE	0.00		0.00		0.00		0.00	0.00
271-790-743.42	GENERAL REFERENCE	150.00		274.44		135.36		(124.44)	182.96
271-790-743.43	PROFESSIONAL COLLECTION	750.00		911.48		0.00		(161.48)	121.53
271-790-744.03	VIDEO GAMES	400.00		0.00		0.00		400.00	0.00
271-790-744.10	AUDIOBOOKS	3,000.00		2,937.21		405.19		62.79	97.91
271-790-744.11	ADULT AUDIOBOOKS	0.00		0.00		0.00		0.00	0.00
271-790-744.12	YOUTH AUDIOBOOKS	7,000.00		6,684.24		1,474.62		315.76	95.49
271-790-744.20	MUSIC	500.00		451.84		0.00		48.16	90.37
271-790-744.30	VIDEOS	4,500.00		4,555.11		267.83		(55.11)	101.22
271-790-744.31	FEATURE FILMS	0.00		0.00		0.00		0.00	0.00
271-790-744.32	DOCUMENTARY FILMS	3,500.00		3,667.91		38.98		(167.91)	104.80
271-790-744.33	CHILDREN'S FILMS	750.00		627.90		15.74		122.10	83.72
271-790-744.34	TV SERIES	2,500.00		1,793.38		15.74		706.62	71.74
271-790-745.01	OVERDRIVE EBOOKS & AUDIOBOOKS	3,000.00		1,996.07		0.00		1,003.93	66.54
271-790-745.02	OVERDRIVE ADVANTAGE (FOR LDL PATRONS)	34,000.00		34,719.95		0.00		(719.95)	102.12
271-790-745.03	OVERDRIVE MAGAZINES	34,000.00		34,000.00		0.00		0.00	100.00
271-790-745.04	OTHER EBOOKS, AUDIOBOOKS, MUSIC, VIDEO	3,600.00		0.00		0.00		3,600.00	0.00
271-790-745.05	KANOPY VIDEOS (STREAMING MEDIA)	70,000.00		62,712.41		6,922.40		7,287.59	89.59
271-790-746.01	NEWSPAPERS, FINANCIAL JOURNALS	6,000.00		5,878.60		569.50		121.40	97.98
271-790-746.02	MAGAZINE SERVICE	5,500.00		4,894.33		80.00		605.67	88.99
271-790-746.03	CONSUMER'S REPORT	1,800.00		1,239.83		0.00		560.17	68.88
271-790-747.00	LIBRARY OF THINGS	0.00		60.00		0.00		(60.00)	100.00
271-790-748.10	ADULT PROGRAMMING	1,500.00		8,821.97		0.00		1,493.01	0.47
271-790-748.20	YOUTH PROGRAMMING	10,000.00		4,530.84		656.45		1,178.03	88.22
271-790-748.30	LIBRARY-WIDE PROGRAMMING	7,000.00		4,809.44		211.67		2,469.16	64.73

GL NUMBER	DESCRIPTION	AMENDED BUDGET	2025-26	YTD BALANCE 05/31/2026	MONTH 05/31/2026	ACTIVITY FOR MONTH (DECREASE)	AVAILABLE BALANCE	% BDT USED
Fund 271 - LIBRARY GENERAL FUND								
Expenditures								
271-790-748.40	SUMMER/WINTER READING PROGRAMMING	6,500.00	5,383.01	3,255.12	1,116.99	82.82		
271-790-748.50	GENEALOGY PROGRAMMING	500.00	500.00	0.00	0.00	100.00		
271-790-748.51	ARCHIVAL PRESERVATION	1,000.00	485.11	0.00	514.89	48.51		
271-790-749.00	COLLECTION MAINTENANCE & SUPPLIES	7,500.00	5,066.23	519.33	2,433.77	67.55		
271-790-749.01	ARCHIVAL SUPPLIES	1,500.00	1,500.00	0.00	1,214.47	19.04		
271-790-750.00	OPERATING MATERIALS, COSTS & SUPPLIES	18,000.00	14,845.49	1,954.97	3,154.51	82.47		
271-790-751.11	BUILDING/PATRON SOFTWARE & SUBSCRIPTIONS	14,745.00	9,515.64	496.91	5,229.36	64.53		
271-790-751.12	PROGRAM/STAFF SOFTWARE & SUBSCRIPTIONS	13,600.00	11,698.32	288.66	1,901.68	86.02		
271-790-751.20	TECHNOLOGY EQUIPMENT	45,600.00	42,534.71	589.00	3,065.29	93.28		
271-790-751.30	TECHNOLOGY MISCELLANEOUS	500.00	366.13	0.00	133.87	73.23		
271-790-751.31	TECHNOLOGY SERVICE & MAINTENANCE	2,500.00	2,424.30	0.00	75.70	96.97		
271-790-752.00	MAKERSPACE/ART STUDIO	0.00	167,991.44	56,175.27	(167,991.44)	100.00		
271-790-752.10	MS/AS PROGRAMMING & STIPENDS	0.00	55.15	0.00	(55.15)	100.00		
271-790-752.20	MAKERSPACE MATERIALS & SUPPLIES	0.00	14,675.77	1,806.81	(14,675.77)	100.00		
271-790-752.21	ART STUDIO MATERIALS & SUPPLIES	0.00	1,991.88	1,975.90	(1,991.88)	100.00		
271-790-752.30	MS/AS EQUIPMENT & FURNITURE	0.00	37,691.83	5,753.91	(37,691.83)	100.00		
271-790-752.40	MS/AS TECHNOLOGY	0.00	16,181.26	8,907.78	(16,181.26)	100.00		
271-790-801.00	OUTREACH	1,500.00	403.73	29.31	1,096.27	26.92		
271-790-801.01	PROFESSIONAL/CONTRACTUAL	2,300.00	660.00	0.00	1,640.00	28.70		
271-790-801.02	PROF/CONT - LAKELAND LIBRARY COOP	27,000.00	26,697.05	0.00	302.95	98.88		
271-790-801.03	PROF/CONT - IT SERVICE & SUPPORT	53,000.00	46,531.65	4,230.15	6,468.35	87.80		
271-790-803.00	EMPLOYMENT RELATED EXPENSES	80,500.00	71,372.36	7,867.49	9,127.64	88.66		
271-790-804.00	CUSTODIAL SUPPLIES	500.00	0.00	0.00	500.00	0.00		
271-790-805.00	BUILDING & GROUNDS	6,000.00	6,592.16	140.84	(592.16)	109.87		
271-790-805.01	BUILDING & GROUNDS MAINTENANCE	0.00	0.00	0.00	0.00	0.00		
271-790-805.02	BUILDING & GROUNDS EQUIPMENT & SUPPLIES	38,000.00	44,974.16	2,693.65	(6,974.16)	118.35		
271-790-805.03	BANK AND CREDIT CARD FEES	2,250.00	2,171.08	11.99	78.92	96.49		
271-790-807.00	AUDITING & ACCOUNTING SERVICES	7,500.00	7,500.00	0.00	0.00	100.00		
271-790-808.00	LEGAL FEES	5,000.00	1,762.80	0.00	3,237.20	35.26		
271-790-810.00	TRASH SERVICES	4,000.00	5,052.95	1,197.68	(1,052.95)	126.32		
271-790-850.00	TELEPHONE	1,500.00	1,136.64	111.60	363.36	75.78		
271-790-850.01	CELL PHONES	6,350.00	3,769.10	376.80	2,580.90	59.36		
271-790-852.00	INTERNET	6,600.00	5,614.48	0.00	985.52	85.07		
271-790-860.00	TRANSPORTATION, LODGING & MEALS	14,500.00	3,765.46	(1,640.80)	10,734.54	25.97		
271-790-900.00	PRINTING, MARKETING & PROMOTIONAL ITEMS	44,000.00	44,443.44	200.00	19,556.56	55.55		
271-790-920.00	ELECTRICITY	81,000.00	72,341.01	7,142.43	8,658.99	89.31		
271-790-921.00	NATURAL GAS	16,000.00	17,090.49	1,688.99	(1,090.49)	106.82		
271-790-922.00	WATER & SEWER	8,500.00	6,258.94	295.56	2,241.06	73.63		
271-790-930.00	EQUIPMENT MAINTENANCE	10,500.00	8,737.97	147.59	1,762.03	83.22		
271-790-930.00	MISCELLANEOUS	1,800.00	1,623.49	0.00	176.51	90.19		
271-790-957.00	PROFESSIONAL DEVELOPMENT	22,200.00	1,566.61	0.00	20,633.39	7.06		
271-790-958.00	MEMBERSHIPS, DUES, SUBSCRIPTIONS	13,500.00	10,902.49	0.00	2,597.51	80.76		
271-790-958.01	PROFESSIONAL ORGANIZATIONS	400.00	0.00	0.00	400.00	0.00		
271-790-958.02	MEMBERSHIPS	5,000.00	3,164.35	0.00	1,835.65	63.29		
271-790-958.03	GENEALOGY	2,500.00	3,108.83	0.00	(608.83)	124.35		
271-790-958.04	PROF BOOKS, MAGAZINES & PERIODICALS	400.00	321.33	0.00	78.67	80.33		
271-790-960.00	PROPERTY TAX ADJUSTMENTS	650.00	726.04	0.00	(76.04)	111.70		
271-790-965.00	PROPERTY LIABILITY INSURANCE	1,000.00	287.92	0.00	712.08	28.79		
271-790-971.00	CAPITAL IMPROVEMENTS	21,000.00	19,288.00	0.00	1,712.00	91.85		
271-790-971.01	FURNITURE & EQUIPMENT	243,000.00	79,071.36	67,632.00	163,928.64	32.54		
271-790-980.00	FINES TRANSFER OUT	0.00	1,020.27	386.37	(1,020.27)	100.00		
271-790-995.01	TRANSFERS OUT SPRING LAKE LIBRARY	500.00	710.78	0.00	(210.78)	142.16		
		12,000.00	10,009.65	0.00	1,990.35	83.41		

REVENUE AND EXPENDITURE REPORT FOR LOUTTIT DISTRICT LIBRARY

PERIOD ENDING 05/31/2026

Fiscal Year-To-Date 7/1/25 - 5/31/26

GL NUMBER	DESCRIPTION	2025-26		YTD BALANCE 05/31/2026	MONTH 05/31/2026 INCREASE (DECREASE)	ACTIVITY FOR MONTH 05/31/2026 INCREASE (DECREASE)	AVAILABLE BALANCE		% BDT USED
		AMENDED BUDGET	NORMAL				NORMAL (ABNORMAL)	NORMAL (ABNORMAL)	
Fund 271 - LIBRARY GENERAL FUND									
Expenditures									
271-790-995.02	TRANSFERS OUT ZEELAND LIBRARY	50,000.00		60,190.56		0.00		(10,190.56)	120.38
271-790-995.05	TRANSFERS OUT DEBT SERVICE FUND	328,900.00		328,900.00		0.00		0.00	100.00
271-790-995.06	TRANS OUT BOARD COMMIT ROBBINS RD PROCDS	72,490.00		72,490.00		0.00		0.00	100.00
Total Dept 790 - LOUTTIT LIBRARY		3,952,185.00		3,568,896.08		441,011.48		383,288.92	90.30
TOTAL EXPENDITURES		3,952,185.00		3,568,896.08		441,011.48		383,288.92	90.30
Fund 271 - LIBRARY GENERAL FUND:									
TOTAL REVENUES		3,952,990.00		3,930,929.57		(4,361.61)		22,060.43	99.44
TOTAL EXPENDITURES		3,952,185.00		3,568,896.08		441,011.48		383,288.92	90.30
NET OF REVENUES & EXPENDITURES		805.00		362,033.49		(445,373.09)		(361,228.49)	14,973.10

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 05/31/2026 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 05/31/2026 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BGT USED
Fund 371 - DEBT SERVICE A (VOTED BONDS) LIBRARY						
Revenues						
Dept 040 - REVENUE ACCOUNTS						
371-040-402.01	CURRENT PROPERTY TAX - GRAND HAVEN TWP	135,000.00	134,258.25	254.90	741.75	99.45
371-040-402.02	CURRENT PROPERTY TAX - ROBINSON TWP	44,000.00	42,629.77	0.00	1,370.23	96.89
371-040-402.04	CURRENT PROPERTY TAX - PORT SHELTON	30,000.00	26,663.57	0.00	3,336.43	88.88
371-040-402.05	CURRENT PROPERTY TAX - FERRYSBURG	30,000.00	30,281.36	0.00	(281.36)	100.94
371-040-402.06	CURRENT PROPERTY TAX - GRAND HAVEN CITY	100,000.00	98,988.82	0.00	1,011.18	98.99
371-040-403.03	PERSONAL PROP TAX STATE REIMBURSEMENT	7,000.00	7,000.37	0.00	(0.37)	100.01
371-040-412.00	DELINQUENT PERSONAL PROPERTY TAX	100.00	3.46	0.00	96.54	3.46
371-040-437.00	IFT - INDUSTRIAL FACILITY TAX	200.00	143.38	0.00	56.62	71.69
371-040-445.00	PENALTY & INTEREST ON TAXES	20.00	34.97	0.04	(14.97)	174.85
371-040-569.01	STATE GRANTS OTHER - SBTE REIMBURSEMENT	0.00	666.42	0.00	(666.42)	100.00
371-040-665.00	INTEREST INCOME	4,000.00	5,494.22	0.00	(1,494.22)	137.36
Total Dept 040 - REVENUE ACCOUNTS		350,320.00	346,164.59	254.94	4,155.41	98.81
TOTAL REVENUES						
350,320.00			346,164.59	254.94	4,155.41	98.81
Expenditures						
Dept 906 - DEBT						
371-906-806.00	BANK AND CREDIT CARD FEES	0.00	0.00	0.00	0.00	0.00
371-906-960.00	PROPERTY TAX ADJUSTMENTS	0.00	0.00	0.00	0.00	0.00
371-906-991.00	BOND PRINCIPAL	235,000.00	235,000.00	0.00	0.00	100.00
371-906-993.00	BOND INTEREST	14,250.00	14,250.00	0.00	0.00	100.00
371-906-995.00	TRANSFERS OUT GENERAL FUND	328,000.00	256,410.00	0.00	71,590.00	78.17
Total Dept 906 - DEBT		577,250.00	505,660.00	0.00	71,590.00	87.60
TOTAL EXPENDITURES						
577,250.00			505,660.00	0.00	71,590.00	87.60
Fund 371 - DEBT SERVICE A (VOTED BONDS) LIBRARY:						
TOTAL REVENUES						
350,320.00			346,164.59	254.94	4,155.41	98.81
TOTAL EXPENDITURES						
577,250.00			505,660.00	0.00	71,590.00	87.60
NET OF REVENUES & EXPENDITURES						
(226,930.00)			(159,495.41)	254.94	(67,434.59)	70.28

REVENUE AND EXPENDITURE REPORT FOR LOUITT DISTRICT LIBRARY

PERIOD ENDING 05/31/2026

Fiscal Year-To-Date 7/1/25 - 5/31/26

GL NUMBER	DESCRIPTION	YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDT USED
		AMENDED BUDGET	NORMAL (ABNORMAL)	MONTH 05/31/2026	INCREASE (DECREASE)	NORMAL (ABNORMAL)	BALANCE	
Fund 372 - DEBT SERVICE B (VOTED BONDS) LIBRARY								
Revenues								
Dept 040 - REVENUE ACCOUNTS	INTEREST INCOME	0.00	3.04	0.00	0.00	(3.04)	0.00	100.00
372-040-665.00	TRANSFERS IN GENERAL FUND	328,900.00	328,900.00	0.00	0.00	0.00	0.00	100.00
Total Dept 040 - REVENUE ACCOUNTS		328,900.00	328,903.04	0.00	0.00	(3.04)	0.00	100.00
TOTAL REVENUES								
Expenditures								
Dept 906 - DEBT	BANK AND CREDIT CARD FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
372-906-806.00	BOND PRINCIPAL	310,000.00	310,000.00	0.00	0.00	0.00	0.00	100.00
372-906-991.00	BOND INTEREST	18,900.00	18,900.00	0.00	0.00	0.00	0.00	100.00
372-906-993.00	TRANSFERS OUT GENERAL FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00
372-906-995.00								
Total Dept 906 - DEBT		328,900.00	328,900.00	0.00	0.00	0.00	0.00	100.00
TOTAL EXPENDITURES								
Fund 372 - DEBT SERVICE B (VOTED BONDS) LIBRARY:								
TOTAL REVENUES		328,900.00	328,903.04	0.00	0.00	(3.04)	0.00	100.00
TOTAL EXPENDITURES		328,900.00	328,900.00	0.00	0.00	0.00	0.00	100.00
NET OF REVENUES & EXPENDITURES		0.00	3.04	0.00	0.00	(3.04)	0.00	100.00

REVENUE AND EXPENDITURE REPORT FOR LOUITT DISTRICT LIBRARY

PERIOD ENDING 05/31/2026

Fiscal Year-To-Date 7/1/25 - 5/31/26

GL NUMBER	DESCRIPTION	YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDC	
		AMENDED BUDGET	NORMAL (ABNORMAL)	MONTH 05/31/2026	INCREASE (DECREASE)	NORMAL (ABNORMAL)	BALANCE		USBD
Fund 401 - CAPITAL PROJECT MAINTENANCE FUND									
Revenues									
Dept 040 - REVENUE ACCOUNTS									
401-040-665.00	INTEREST INCOME	12,000.00	21,605.22	0.00	0.00	(9,605.22)	180.04		
401-040-669.00	UNREALIZED GAIN/LOSS INVESTMENTS	0.00	0.00	0.00	0.00	0.00	0.00		
401-040-679.00	REALIZED GAIN/LOSS INVESTMENTS	0.00	5,207.29	0.00	0.00	(5,207.29)	100.00		
Total Dept 040 - REVENUE ACCOUNTS		12,000.00	26,812.51	0.00	0.00	(14,812.51)	223.44		
TOTAL REVENUES									
		12,000.00	26,812.51	0.00	0.00	(14,812.51)	223.44		
Expenditures									
Dept 901 - CAPITAL OUTLAY - MAINTENANCE									
401-901-806.00	BANK AND CREDIT CARD FEES	0.00	0.00	0.00	0.00	0.00	0.00		
401-901-995.00	TRANSFERS OUT GENERAL FUND	150,000.00	5,437.13	0.00	0.00	144,562.87	3.62		
Total Dept 901 - CAPITAL OUTLAY - MAINTENANCE		150,000.00	5,437.13	0.00	0.00	144,562.87	3.62		
TOTAL EXPENDITURES									
		150,000.00	5,437.13	0.00	0.00	144,562.87	3.62		
Fund 401 - CAPITAL PROJECT MAINTENANCE FUND:									
TOTAL REVENUES									
		12,000.00	26,812.51	0.00	0.00	(14,812.51)	223.44		
TOTAL EXPENDITURES									
		150,000.00	5,437.13	0.00	0.00	144,562.87	3.62		
NET OF REVENUES & EXPENDITURES									
		(138,000.00)	21,375.38	0.00	0.00	(159,375.38)	15.49		
TOTAL REVENUES - ALL FUNDS									
		4,644,210.00	4,632,809.71	(4,106.67)	11,400.29	99.75			
TOTAL EXPENDITURES - ALL FUNDS									
		5,008,335.00	4,408,893.21	441,011.48	599,441.79	88.03			
NET OF REVENUES & EXPENDITURES									
		(364,125.00)	223,916.50	(445,118.15)	(588,041.50)	61.49			

06/02/2026

CASH SUMMARY BY FUND FOR LOUITIT DISTRICT LIBRARY
 FROM 05/01/2026 TO 05/31/2026
 FUND: ALL FUNDS
 CASH AND INVESTMENT ACCOUNTS

Fund	Description	Beginning Balance 05/01/2026	Total Debits	Total Credits	Ending Balance 05/31/2026
271	LIBRARY GENERAL FUND	1,806,599.71	257,368.75	730,095.23	1,333,873.23
371	DEBT SERVICE A (VOTED BONDS) LIBRARY	131,445.18	254.94	0.00	131,700.12
372	DEBT SERVICE B (VOTED BONDS) LIBRARY	93.16	0.00	0.00	93.16
401	CAPITAL PROJECT MAINTENANCE FUND	801,328.32	0.00	0.00	801,328.32
	TOTAL - ALL FUNDS	2,739,466.37	257,623.69	730,095.23	2,266,994.83

Check Date	Check	Vendor Name	Description	Amount
05/01/2026	1852(A)	ACTION CHEMICAL, INC	CUSTODIAL SUPPLIES	450.42
05/01/2026	1853(A)	AMAZON CAPITAL SERVICES, INC	HEADPHONES, ICE CRM MKR, COOLER, DUP	3,042.01
05/01/2026	1854(A)	VOID		0.00
05/01/2026	1855(A)	BOYER, ALLISON	MILEAGE COUNTY YOUTH SVCS MTG	39.37
05/01/2026	1856(A)	INGRAM	TWF, JACKET	1,854.04
05/01/2026	1857(A)	VOID		0.00
05/01/2026	1858(A)	VOID		0.00
05/01/2026	1859(A)	TRELLIS - GRAND RAPIDS	GHACF GRANTS-DEP MS/AS FURNITURE 50%	31,887.93
05/07/2026	1860(A)	VIVACITY TECH PBC	30-UNIT SMART CHARGING CART	724.00
05/07/2026	21532	ARCHITECTURAL HARDWARE COMPANY	FIX DOOR	160.00
05/07/2026	21533	CINTAS CORP	MATS, MOP, WIPES, URINAL SCREENS	140.84
05/07/2026	21534	HANKS, MORGAN	MILEAGE FOR AI PRESENTATION	47.85
05/07/2026	21535	XTOOL	AP2 MAX AIR PURIFIER	2,499.00
05/08/2026	1861(A)	AMAZON CAPITAL SERVICES, INC	PAPER TRIMMER, LAMINATORS	5,028.89
05/08/2026	1862(A)	CHARTER COMMUNICATIONS OPERATING	005625301 APR	111.60
05/08/2026	1863(A)	DYKSTRA LANDSCAPE MANAGEMENT INC	MAY 2026 LANDSCAPE SERVICE	1,417.72
05/08/2026	1864(A)	ENVISIONWARE, INC.	1 YR RES SERVICE, TXT MSGS, EMAIL DELIVE	4,268.89
05/08/2026	1865(A)	GRAND HAVEN AREA PUBLIC SCHOOLS	IT SERVICES-MAY 26	4,230.15
05/08/2026	1866(A)	HOLWERDA INTERIOR PLANTSCAPING INC	MAY 26 PLANT SERVICE	118.65
05/08/2026	1867(A)	INGRAM	JPIC, JACKET	1,236.51
05/08/2026	1868(A)	VOID		0.00
05/08/2026	1869(A)	VOID		0.00
05/08/2026	1870(A)	JOURNEY CONSTRUCTION GROUP	WAANDERS MAKER SPACE CONSTRUCTION	122,806.49
05/08/2026	1871(A)	KANOPIY INC	KANOPIY APR 2026	569.50
05/08/2026	1872(A)	OFFICE MACHINES COMPANY INC	APR 26 COPY MACHINES	1,495.56
05/08/2026	1873(A)	OVERDRIVE INC	0870-1023 DEP ON ACCT, CONTENT	5,670.00
05/08/2026	1874(A)	PAYTON, CHELSEA	KDL MEETING, WORKSHOP, CHAMBER	76.85
05/08/2026	1875(A)	REPUBLIC SERVICES INC	3-0240-0378919 MAY 26 WASTE	529.64
05/08/2026	1876(A)	ZS GREEN CLEAN LLC	25 CLEANINGS APR 2026	5,825.00
05/14/2026	1889(E)	FIRST NATIONAL BANK OF OMAHA/CC	APR 26 GOOGLE WORKSPACE (AH)	2,914.06
05/14/2026	21536	BARTON, GRAYSON	SUNDAY CONCERT SERIES	250.00
05/14/2026	21537	GRAND HAVEN BOARD OF LIGHT & POWER	77847002 ELECTRICITY APR 2026	7,142.43
05/14/2026	21538	HAWLEY, KEVIN	OWL PROWL EVENT, CONNER BAYOU	24.50
05/14/2026	21539	MICHIGAN GAS UTILITIES CORPORATION	0504468306-00001 APR NATURAL GAS	1,688.99
05/14/2026	21540	OLMSTEAD SIGNS & DESIGN, LLC	SRP SIGNS	360.00
05/15/2026	21541	VERIZON WIRELESS	742640288-00001 EMPLOYEE CELLS APR	376.80
05/15/2026	1877(A)	AMAZON CAPITAL SERVICES, INC	WATERCOLOR PAINT	818.82
05/15/2026	1878(A)	BLACKSTONE PUBLISHING	ADULT AUDIOBOOKS	1,181.68
05/15/2026	1879(A)	CENGAGE LEARNING INC	LP: CALAMITY CLUB	26.65
05/15/2026	1880(A)	CITY OF GRAND HAVEN	APR 26 ADMIN, BS&A	8,075.82
05/15/2026	1881(A)	ENVISIONWARE, INC.	QTRLY FAX OVERAGES 1/1-3/31/26	138.75
05/15/2026	1882(A)	INGRAM	JF	3,036.77
05/15/2026	1883(A)	VOID		0.00
05/15/2026	1884(A)	VOID		0.00
05/15/2026	1885(A)	VOID		0.00
05/15/2026	1886(A)	VOID		0.00

Check Date	Check	Vendor Name	Description	Amount
05/15/2026	1887(A)	RYCENGA ELECTRIC, INC.	REPL STAFF BATHROOM SWITCH	115.00
05/15/2026	1888(A)	WGHN INC.	APR 26 AIR SPOTS	200.00
05/21/2026	1897(E)	FIRST NATIONAL BANK OF OMAHA/CC	SOLO MONTHLY MAY 2026 (CP)	9,350.36
05/21/2026	1898(E)	VOID		0.00 V
05/21/2026	21542	ARCHITEKTURA	1347 MAKERSPACE ARCHITECTURAL SVCS	1,000.00
05/21/2026	21543	ENGINEERING SUPPLY & IMAGING INC	HP DESIGNJET PRINTER	3,348.00
05/21/2026	21544	INTEGRITY BUSINESS SOLUTIONS	6 BOXES OF COPY PAPER	281.94
05/21/2026	21545	OTTAWA COUNTY PARKS & RECREATION	FLIGHTPATH: BIRDING BASICS 4-28-26	225.00
05/21/2026	21546	PLAYAWAY PRODUCTS LLC	LSTA GRNT YOUTH VOX BOOKS	1,226.82
05/21/2026	21547	RUSKY, ANN G.	BEGINNER SKETCHING SESSION	100.00
05/22/2026	1890(A)	AMAZON CAPITAL SERVICES, INC	BLINDS	1,612.97
05/22/2026	1891(A)	CENGAGE LEARNING INC	LP	100.10
05/22/2026	1892(A)	CITY OF GRAND HAVEN	290590000 WATER/SEWER	295.56
05/22/2026	1893(A)	INGRAM	YAGN	879.02
05/22/2026	1894(A)	VOID		0.00 V
05/22/2026	1895(A)	MIDWEST TAPE LLC	ADULT AUDIOBOOK	7,285.80
05/22/2026	1896(A)	VER DUINS INC	2 NAME BADGES FOR SRP	99.00
05/28/2026	21548	CENTER POINT LARGE PRINT	LP	100.68
05/28/2026	21549	LIBRARY STORE, THE	LAMINATE, LABELS	266.67
05/29/2026	1899(A)	AMAZON CAPITAL SERVICES, INC	AFIC: JOHN OF JOHN	468.37
05/29/2026	1900(A)	DATA IMAGE LLC	EPSON PROJECTOR	1,130.00
05/29/2026	1901(A)	INGRAM	ANF	1,007.58
05/29/2026	1902(A)	VOID		0.00 V
05/29/2026	1903(A)	ISOLVED, INC.	COBRA INSURANCE	425.00
05/29/2026	1904(A)	REPUBLIC SERVICES INC	3-0240-0378919 JUNE 26 WASTE	668.04

LDISB TOTALS:
 Total of 71 Checks: 250,452.09
 Less 12 Void Checks: 0.00
 Total of 59 Disbursements: 250,452.09

FNBO CREDIT CARD PAYMENT 5-14-26

Vendor Name	Invoice #	Description	Amount
BOOKMAN	4-21-26 ALLISON	SRP PRIZES (AB)	127.50
BEST BUY	4-23-26 KATE	IPAD AIR (KT)	589.00
TASCAM	TAS10827400	DOUBLE CASSETTE DECK W/USB (KT)	549.00
USA TODAY-GANNETT-HOLLAND SENTINAL	APRIL 2026	HOLLAND SENTINAL APR 26 (KA)	40.00
HEAT PRESS NATION	3512680755	PRINTER ITEMS AND TECH (KT)	798.93
MINNEAPOLIS CONVENTION CENTER	4-3-26 ALLISON	BAGGAGE CK TO MSP (AB)	10.00
HOME DEPOT	4-28-26 MARTY	WALLPLATE FOR MS/AS (ML)	0.78
DOLLAR TREE	4-30-26 TAMMY	RED CUPS (TC)	5.00
GOOGLE GSUITE	5551851100	APR 26 GOOGLE WORKSPACE (AH)	29.36
MEIJER	5-1-26 ALLISON	SRP PRIZES GIFT CARDS (AB)	250.00
SPOTIFY	MAY 2026	SPOTIFY MONTHLY (EG)	18.99
BOOK OUTLET	4-30-26 ALLISON	SRP PRIZES (AB)	215.58
LIBRARY IDEAS, LLC	9597	YOUTH VOX BOOKS LSTA GRANT (AB)	242.04
BOOK OUTLET	5-5-26 ALLISON	SRP PRIZES (AB)	37.88
TOTAL			2,914.06

FNBO CREDIT CARD PAYMENT 5-21-26

Vendor Name	Invoice #	Description	Amount
HOME DEPOT	WH30709711	WORKBENCH, TOOL CAB MS/AS (ML)	1,313.95
OFF THE RECORD	5-13-26 CHELSEA	VINYL LPS (CP)	267.83
SCHOOL OUTFITTERS	11737983	STORAGE CART, STAND DESK (KT)	2,126.51
MEIJER	5-5-26 KEVIN	STAR WARS TRIVIA SNACKS (KH)	29.17
SCHOLASTIC INC.	30828466	SRP BOOKS (AB)	1,580.96
SMARTERQUEUE	208227	SOLO MONTHLY MAY 2026 (CP)	14.99
BERGSMA PLUMBING	51306856	REPL WATER HEATER (ML)	1,150.00
CUSTOM PATCH FACTORY	883170351	PATCHES, XTRA COLOR FEE, REBATE (EF)	416.50
HOME DEPOT	5-5-26 MARTY	PAINT BRUSHES TRAY (ML)	82.87
ADOBE	3448095757	MAY 26 ADOBE (KT)	34.99
USA TODAY-GANNETT-HOLLAND SENTINAL	MAY 26	HOLLAND SENTINAL MAY 26 (KA)	40.00
HEAT PRESS NATION	3512684423	HEAT PRESS & SUPPL (AH)	582.85
BAMBU LAB	5-11-26 KATE	FILAMENT (KT)	410.87
BAMBU LAB	5-12-26 KATE	FILAMENT (KT)	147.88
BERGSMA PLUMBING	51301985	FAILED WATER HEATER (ML)	1,150.00
APPLE	MAY 26	EXTRA STORAGE PHOTOS (CP)	0.99
TOTAL			9,350.36

June 9, 2026

**RESOLUTION
TO AUTHORIZE THE LOUITIT DISTRICT LIBRARY
2026 TAX LEVY**

BE IT RESOLVED, THAT the Loutit District Library Board of Trustees does hereby authorize the Loutit District Library 2026 Tax Levy, in accordance with the provisions of Act 532, Public Acts of Michigan 1978 as amended (Headlee Amendment), and in accordance with the provisions of Act 5, Public Acts of Michigan 1982 as amended (Truth in Taxation Act):

Library Purposes	.9243 mill
Library Purposes	.1529 mill
Debt Service	.1150 mill

Offered by Board Member _____

Seconded by Board Member _____

Yeas: _____

Nays: _____

Absent: _____

Resolution adopted.

June 9, 2026

Date

Cathy Rusco, Secretary

**RESOLUTION
TO ADOPT A BUDGET FOR THE
LOUTIT DISTRICT LIBRARY
FOR FISCAL YEAR 2026-2027
AND TO APPROPRIATE FUNDS FOR SAID PURPOSES**

- WHEREAS, the Loutit District Library Board of Trustees (the "Board") is required to adopt a resolution covering the matters set forth in the title hereof, and
- WHEREAS, the Board Finance Committee has received and reviewed the proposed FY2026-2027 budget documents submitted by the Library Director on June 9, 2026, and
- WHEREAS, the Board has received and reviewed the proposed FY2026-2027 budget proposal as recommended by the Finance Committee, and
- WHEREAS, the Board has held a public hearing on the proposed FY2026-2027 budget in accordance with Act 43, P.A. of 1963 Second Extra Session, as amended, and with Act 2, P.A. of 1968, as amended,

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The revenue and expenditure budgets for the Loutit District Library for the

	<u>Revenue</u>	<u>Expenditure</u>
General Fund	\$4,037,840	\$4,036,265
Maintenance Fund	\$18,000	\$255,000
Debt Service A Fund	\$346,120	\$473,950
Debt Service B Fund	\$329,600	\$329,600

for the fiscal year beginning July 1, 2026 and ending June 30, 2027, as depicted in the attached Loutit District Library Budget FY2026-2027 are hereby adopted.

2. The expenditure amounts set forth in (1) above are hereby appropriated for the purposes of the Loutit District Library operations on a fund (not line item) basis.
3. The Library Director is authorized to make budgetary transfers between and among the line item accounts as established by this budget within a fund, except for:
 - Salaries and Wages – Full-time
 - Salaries and Wages – Part-time
 - Equipment
 - Capital Improvements

- 4. Any budgetary transfer involving salaries and wages full-time, salaries and wages part-time, equipment, and capital improvements line item accounts may be made by the Library Director only with the prior approval of the Board pursuant to the Uniform Budgeting and Accounting Act, Act 2, P.A. of 1968, as amended.

Offered by Board Member _____

Seconded by Board Member _____

Yeas: _____

Nays: _____

Absent: _____

Resolution adopted.

June 9, 2026

Date

Cathy Rusco, Secretary

Loutit District Library Board of Trustees
FY 2025-26

City of Grand Haven

- Burton Brooks, Trustee

bhbrooks@loutitlibrary.org

Term expires: 6-30-26

- Nancy Collins, Vice-President

ncollins@loutitlibrary.org

Term expires: 6-30-27

Grand Haven Township

- Cathy Rusco, Trustee

crusco@loutitlibrary.org

Term expires: 6-30-26

- Caryn Lannon, President

clannon@loutitlibrary.org

Term expires: 6-30-27

City of Ferrysburg - TBD

- Andrea Morano, Trustee

amarano@loutitlibrary.org

Term expires 6-30-28

Robinson Township

- Marc Longstreet, Treasurer

mlongstreet@loutitlibrary.org

Term expires: 6-30-26

- Penni DeWitt, Trustee

pdewitt@loutitlibrary.org

Term expires: 6-30-27

Grand Haven Area Public Schools

- Carol Sanchez

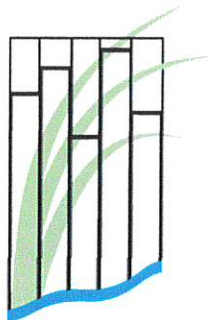
csanchez@loutitlibrary.org

Term expires 6-30-28

Library Contact:

Loutit District Library
 407 Columbus Avenue
 Grand Haven, MI 49417
 (616) 850-6900

- Ellen Peters, Executive Director
 Direct – (616) 850-6912
epeters@loutitlibrary.org



Loutit District Library

Expanding Horizons. Enriching Minds. Engaging Community.

Memo

To: LDL Board of Trustees
 From: Ellen Peters, Executive Director
 Date: June 9, 2026
 Re: Director's Update for the June 2026 Board meeting

Collections, Circulation Services, Programs, and Classes

Collections (from Kerry FitzGerald):

-The recataloging of the YA Manga collection has been completed so that these titles are now shelved together in their own section in the Teen Room and are more discoverable in the online catalog.

-Last month, we added some donations by local authors to the Local History and Genealogy Room:

Jeffers Elementary, Spring Lake, Michigan: One Room School House History was compiled by Ron Lovelace and includes student and teacher lists, school and class pictures, and remembrances from former students who attended the school in the 1940s.

-Retired Grand Haven orthopedic surgeon Henry "Henk" Ottens shares memories and musings of his life in *Reflections at Eighty: Memoir, Essays, Poems, and Dreams*. Ottens was born in the Netherlands and served the community at North Ottawa Community Hospital.

Circulation (from Kim Rice):

Total checkouts: 15,673

Renewed: 12,069

Loaned out: 1037

Borrowed: 1609

New cards: 125

Active patrons: 5431

Hot spots: 47

Chromebook: 3

Video games: 204

Vinyl: 144

Local History and Genealogy (from Jeanette Weiden): - attached as **DR-1**

Adult programs and Service Highlights (from Katie Alphenaar): Attached as **DR-2**

Youth programs and Services Highlights (from Allison Boyer): Attached as **DR-3**

Marketing and Library-wide program (from Chelsea Payton): Attached as **DR-4**

407 Columbus Avenue, Grand Haven, MI 49417
 Phone (616) 850-6912 ~ www.loutitlibrary.org

Facilities and Equipment Maintenance (from Harrison/Lidacis):

- Pittman Asphalt has begun work on the parking lot and is planning to continue next week, Friday the 12th.
- New boilers have been installed by VanDyken. They also did repairs - another refrigerant leak.
- Grand Valley Automation has done some work on various units throughout the admin hall and LH/Gen
- A new water heater was installed in the serenity room (former janitorial closet)
- Elevator needed a new door sensor for the 4th street entrance

Patron Visits: Heat map attached as **DR-5**

Relations with Other Agencies

- Peters, Harrison, Greene, and Carlen conducted emails with SEIU union rep, Christine Stressman, to confirm the tentative agreements from the April meeting with the two bargaining units. There are still counter proposals on the table & the salary study to be considered. Status: Salary Study is finished, but wage range recommendations still being done by Rahmberg Stover (contractor for Salary Study – are anticipated soon. Final bargaining June 22nd and 24th & hoping for signed contracts before July 1, 2026.
- Green, Peters, and Harrison worked on content of FY2025-26 Budget Narrative to include with annual public budget reporting.
- Peters and Payton met with MADL staff who run the Library for the Visually & Physically Disabled serving Ottawa County. We learned about their services, got brochures and applications and plan to collaborate.
- Peters met with Mayor Monetza to discuss board vacancy for City of Grand Haven. There are currently two good candidates whom the mayor will interview and from there, choose a new Trustee.
- Robinson Township is moving to approve a new library Trustee to replace Mark Longstreet at their June board meeting. If approved, Sheila Reinecke will be sworn in before the library's July board meeting.
- Peters and Harrison had weekly meetings, phone calls, and emails with Journey Construction, Architektura, and Trellis Design Co. trying to make sure the Makerspace / Art Studio project and furniture all meets the deadlines. There were some hiccups. The chairs and all Journey custom builds were here and complete on time. The custom-build butcher block tables didn't make the ribbon-cutting event, but here in time for the summer reading kick-off party/first public Makerspace open house.
- Peters is attending weekly Rotary meetings, as well as the Rotary Committee WEHOP's meetings, and the Rotary's board meetings, and attended another planning meeting in May. Peters begins stint as President-Elect in July.
- Peters attending monthly Lakeland Coop meetings.
- Peters attending monthly Cheapstacks/Friends of the Library meetings.
- Peters and Harrison attended Chamber event May 19th and delivered event invites to chamber staff.
- Harrison is attending meetings at Eagles.
- Payton is attending Chamber events.
- Momentum Center Friendship Bench begins in July.

Professional Development

- Clark and Tobin are going to the ALA Conference in Chicago later this month
- Weiden went to a Genealogy conference in Indiana in May.
- Harrison is attending MLA's 2-day Intellectual Freedom Summit in Lansing this week.

Other

- Annual Monthly Planner Outline – attached as **DR-6**
- The Makerspace Ribbon-Cutting was Saturday, May 30th. The Waanders seemed very happy with the project and were delightful to host. We had 126 attendees come to the event. Open houses in June. **DR-7**
- Summer Reading Kick off party was Saturday June 6th!!
- The Art-o-Mat has been a big hit, and we've already had to place another order for art.

Goals:

1. **FINANCIAL** – Write grants where appropriate to seek other revenue streams. Look for cost-saving measures. Begin working on MERS pay back plan. Partner with finance committee.

Grants:

- Youth department wrote and received another Youth grant from the Grand Haven Area Community Foundation for \$4,763.50. That's a total of \$14,763.50 this fiscal year.
- We're moving the \$10,000 Carnegie grant to FY 2026-2027, with the hopes of funding a book bike (chariot?), working with local book shops.

Other:

- We have completed the process of working with the Finance Director to determine next fiscal year's budget, with the exception of Wages and Benefits, still to be determined as part of the Wage Study and Union negotiations – by end of June 2026.
 - Continuously looking for grant opportunities.
 - We are recommending switching from Hoopla to several alternate options in order to save \$40,000/year.
1. **STAFFING** – Look for ways to staff new Maker Space. Create staffing space for more outreach. Create formal plan for staff's continuous learning.
 - We have looked at staff roles and titles as part of the lead-up to union negotiations and the salary study that has been commissioned. Harrison updated all of the job descriptions for the salary study and budget talks. Once everything is determined, we can formalize with the board. We are discussing future staffing needs, and we will bring them to the budget and union discussions.
 - This is still the case, but Eliza Fritz (Marketing) is now working half-time in the Art Studio and with Tobin (in the Makerspace) to help teach classes, oversee supplies, and coordinate presenters. As an artist herself, this is a good opportunity all around.
 - We've also discussed the need of a part-time admin assistant to take on those tasks that Eliza did, as she will no longer have time for those duties. This will all be discussed at the union bargaining meetings, and, of course, if there are any suggested changes to staffing, salary, title, etc., the board will have approval over those decisions.
 1. **PLANNING** – Develop Strategic Plan with staff, board, and community. Identify and meet the needs of the community, reach new audiences, embrace all audiences, and enrich community partnerships in order to enhance the library's impact. Revisit mission, values, and vision.
 - Aside from using the results from the community survey to inform the Strategic Plan, the Trustees and Leadership's feedback is helping to mold the future direction of the library. We are working to finetune the language of the plan and create actionable outcomes. We haven't worked on this since focusing on the Makerspace, Budget, and Union Contracts so heavily this Spring, but we will return to it in June.
 - We are actively exploring opportunities for opening a second branch in the general location of the high school / Grand Haven Township Hall. We have toured two spaces already and are gathering information (building leases available, costs, needs, etc.).
 - On hold until budget is finalized. Might look for locations nearer to Robinson Twnshp.
 2. **FACILITIES** –

Consult the Facility Master Plan annually to maintain building integrity. Review building usage and determine optimal usage of facility to meet current and future library user demands. Harrison and Lidacis will take the lead on this.

- a. **Both boilers are slated to be replaced in the 2025/2026 fiscal year, with funding assistance from the Loutit Foundation grant money.**

The new boilers were installed in May!

- b. **The security panel replacement will wait until the 2026/2027 fiscal year, though some parts and pieces will be replaced now to hopefully reduce the number of false alarms.**
- c. **Maker Space / Art Studio Construction started February 2, 2026 with demo.**

The Makerspace has been completed!!

- d. **New Serenity Room in the youth area where storage closet wasn't being used**
The new Serenity Room is almost completed.
- e. **In fiscal year 2026/2027, we're hoping to pay for a 10-year plan to be done (separate from the maintenance plan) for other needs, such as new carpet and paint, looking at proper office and work spaces, etc. We need to update the working model to today's usage. We would also include any rebranding with this plan.**

3. **COLLABORATION** – Collaborate with area non-profits, governmental units and libraries to increase the library's visibility in the community, and leverage the library's revenues to improve services for our residents. Seek leadership roles within the community.

- **Continue to be active in Rotary weekly. I serve on the Rotary Board, on the Rotary WEHOP committee, and the Rotary Literacy Committee. I am the President-Elect-Elect (2027-28 year will be president). I commit to many of the service projects to show my commitment to the community, from roadside trash pickup to putting up and taking down flags on special holidays.**
I worked with the Rotary board to create a 3-year Strategic Plan and write a district grant. Met again May 14th to update plan for year two.
- **I'm one of the Founding Friends of the Ottawa Connect Digital Empowerment Project started by Ottawa County, along with superintendents of OAISD, Director of Senior Resources, Director of Lakeshore Non-Profits, and a few other people in Ottawa County Leadership roles. We're trying to build a coalition/network of digital resources to help the community – my role is to bring libraries to the table.**
- **I attend Chamber meetings, Lakeland Cooperative Board and Advisory Board Meetings, and Rotary Board Meetings Monthly.**
- **We've partnered with Spring Lake District Library and many local businesses on the Show Your Library Card project. It's been very successful.**
- **I partnered with SL District Library, Ottawa Reads, GH Rotary, and more on a Literacy Project, the "Literacy Summit" on March 27th - our Youth Librarian, Elizabeth Griffin, led a workshop on "How to Read to Kids." It was very successful. I met with the group again and the partners agreed to work together again next year for a similar project!**
- **We've partnered with Tri-Cities Historical Museum on programming and with them and the Momentum Center on trying to get a shared Grants Database.**
- **We've partnered with the local Hispanic Heritage group and migrant populations on outreach and programs.**
- **We're partnering with all local assisted living centers, preschools, and K-12 schools.**
- **We're partnering with the YMCA for the Makerspace.**
- **We're partnering with Gracious Grounds for programming and the Makerspace.**

- We partner with other local groups, like the Lighthouse Quilt Guild for Quilt Hop Month and The Bookman for Adopt-a-Book and Kindness month, as well as author programs, or Patricia's Chocolates for programs.
 - When we need food for summer reading kick-off parties, we use local food truck vendors. We also hire local bands to play music.
- *** We've been making a real effort to connect with businesses in the community in a very intentional way. **We invited many of these partners to the Makerspace Ribbon-cutting!**

4. **OUTREACH**– Conduct library programs outside of the building, attend area events, and bring library service to residents in our communities. Begin outreach programs and delivery to adult assisted living centers and youth programs to preschools, K-12 schools, and rural community locations. Promote Homebound mailing. Research bookmobile possibility – options and costs.
- **Our entry into Outreach this last year has gone incredibly well, even better than expected. The staff who raised their hand (who went from part-time to full-time) really stepped up with enthusiasm and made this successful. We now have a spreadsheet of 9 Assisted Living Centers that Jake and/or Anna are visiting regularly, making library cards, taking books, playing music, and now, taking the Tovertafel.**
 - **On the youth side, Tammy and Elizabeth are going into preschools and elementary schools and conducting storytimes – up to eight now. They are building relationships with the teachers and the schools. Ashley and Allison are doing the same with the middle schools and high schools, creating chess game day and other programs. The outreach is a game-changer for us, not just in reaching the kids, but in building that bridge with the schools. We are inviting groups in as well, such as Gracious Grounds, as doing special programming with them.**
 - **Tammy is conducting storytimes every Monday at Robinson Township Hall, and the attendance is growing. There seems to be a real need for us to meet them where they're at – farther south.**
5. **DIGITAL EMPOWERMENT** – Work with Ottawa County to bring internet, technology, and training to the community by building a network of non-profits and other businesses to meet a wide range of needs.
- As stated above, this is an ongoing project. Library Directors came together in March. This project grew out of a grant that Ottawa County got from the state (millions of dollars that went into putting broadband all over Ottawa County's rural areas – so if you can now get Surfnet, that's why). This part of the project is their next step – how to educate and facilitate the community with resources and learning. If you look at our stats with free Wi-Fi, public computers, hotspots, the new Teleconferencing Room and Tech One-on-Ones – we're doing our part!**
6. **COMMUNITY SERVICE** – Year-round Free Pantry & more initiatives with other NPs.
- **We're looking at our Free pantry and plan to revamp it but continue it.**
 - **We continue to provide women's hygiene products at no cost in our public bathrooms (we get them for free from a non-profit)**
 - **Kindness Month – we clear peoples' accounts who have fines from lost books/materials through generous donations from staff and the community.**

**** Some of these goals are just starting and others are ongoing and may straddle into next fiscal year.**

Local History and Genealogy Department Highlights – May 2026

Programs

Scheduled Library Programs

- GenChat on May 5 with 7 attendees
- Historic Tavern Tour on May 15 with 18 attendees

Volunteers

This month, volunteers contributed 30 hours of service to the Local History and Genealogy Department. They added or modified over 295 records in PastPerfect, indexed two months of *Focus on People*, and scanned 184 photographs.

Patron Interactions

- Patron One-on-One = 2
- Photo Requests = 4
- In-depth research requests = 3

Publications

The Grand Haven Tribune published “Female Trailblazers in the Field of Medicine” on June 9, 2026.

Research Projects

Continuing to research and write genealogy and local history programs for this summer and fall.

Community Engagement

- Jeanette attended several Tri-Cities Historical Museum meetings. They are as follows: the millage renewal committee meeting on May 7, the board prep meeting on May 12, the finance committee meeting on May 14, and the board meeting on May 19.
- Courtney attended the City of Grand Haven’s Historic Conservation District Commission meeting on May 20.
- Jeanette and Courtney received a private tour of the First Reformed Church clock tower and were allowed to photograph it.

National Genealogical Conference

Jeanette attended the National Genealogical Conference in Fort Wayne, Indiana, from May 27 through May 30. Key takeaways from the conference included:

- Genealogy program idea to highlight women and demonstrate research methods for tracing their lives.
- Valuable research techniques, including how to use Freedom of Information Act (FOIA) requests to obtain records, a new National Archives and Records Administration (NARA) database for researching 20th-century immigrants, methods for house history research, and the use of property records.
- Effective interview techniques for conducting oral history interviews, which will be helpful for future library interviews.

Adult Services Highlights: May 2026

Programs

- **Coffee & Coloring** was a huge hit this month with a total of 75 attendees over two sessions! (There were 48 at one event!)
- **Origami Tulip Craft:** Jake and Tammy have continued their origami programs. In May they made tulips over two different sessions with a total of 31 attendees of all ages. They made A LOT of tulips. One attendee sent a really nice email afterward:

"Thank you for such a lovely time in your origami tulip class. I am so proud of my creation, and was able to give the 2nd one that I made to my daughter for Mother's Day. I hope to come to future origami classes, and possibly other programs and classes that you have. I just moved here and am so happy to have your library in our community."



- The **Sunday Concert** this month was a “new to us” group, **The Barton Duo**, and we a lot of wonderful comments about them! 45 listeners came out to see the final concert of the season.
- May’s **Ukulele Jam Session** had 17 players. They’ve been working on creating a group name and getting ready to perform at Robbinswood Assisted Living Community this summer!
- **Beginner Composing with Noteflight** was an intentionally smaller group of 7 learners, so that Tammy could provide as much 1-1 assistance as possible. Two attendees even brought pieces they had already written in their own way (not musical notation) and worked on inputting those into Noteflight.
- **Star Wars TV Show Trivia**, our last Odd Side Trivia partnership until Fall had a good turnout of 54 competitors—despite the beautiful weather!

Spring Birding Programs

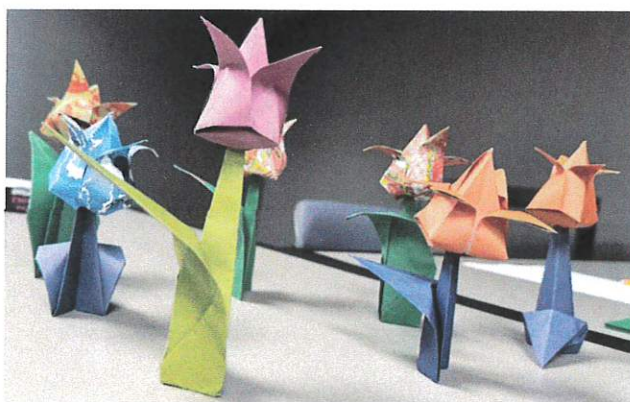
The final 3 programs in our spring birding program series took place in May:

- Beginner Bird Walk with Ottawa County Parks: 13 attended
- For the Birds -Fostering Backyard Habitats to Attract Birds: 10 attended
- *Wild Hope* Bird Rescue Documentary Series: 10 attended

Outreach:

In addition to the locations Jake visited in May, 6 people from Gracious Grounds joined us at the library for a Pixie Tovertafel demonstration!

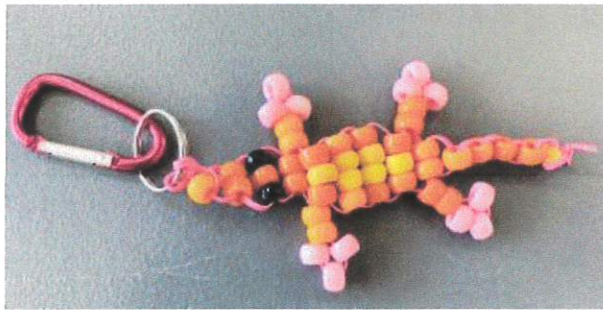
Location	# people	Services
Bridgeway Park (formerly Christian Haven)	5	Pixie Tovertafel visit
Grand Pines	14	Buddha Board painting
Lakeshore Assisted Living - Simarron	6	Origami Tulip craft
Lakeshore Assisted Living – Seville	6	Pixie Tovertafel visit
Pinewood Place	4	Technology 1-1 appointments
Robbinswood Assisted Living	6	Vinyl record listening and word searches
	8	Pixie Tovertafel visit
The Village at the Pines	8	Origami Tulip craft, book drop off



Youth May 2026 Highlights

Tween Club

In May, Tween Club favorites were Lizard Key Chains and Video Games



Kids Craft: Decoupage Vase & Tulips

Over two sessions, on May 5 and 6, 82 people attended. They had an opportunity to decorate recycled jars and make tulips.



Brickmasters Family LEGO Challenge

May 11th

In this Month's exciting episode, families were challenged to make food out of LEGO. 12 people participated.

Kids Pokemon Club

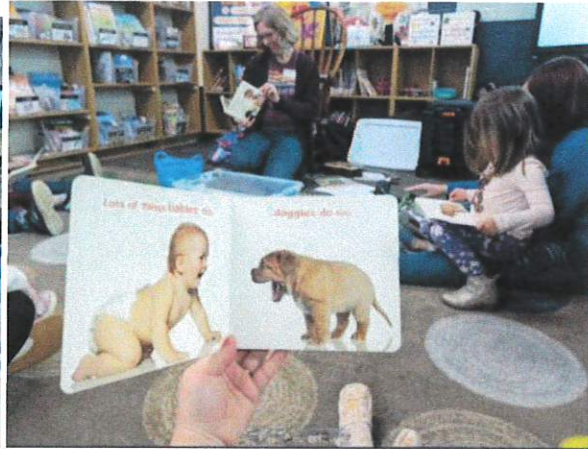
May 18th

The new monthly Pokemon Club had been a HUGE hit. 42 attended May's event. One of the Kids' favorite things to do is share their love of Pokemon with each other and swap cards!

Outreach

Storytime Time for Baby and Toddler Storytime at Duneside Discovery Center at Mary A. White

Our monthly storytime at the DDC on May 1st had 11 people



New Reader Round-Up

We had 425 people from 8 area schools, Grand Haven Christian, St. John's Lutheran, Ferry, Griffin, Robinson, Peach Plains, Lake Hills, and Rosy Mound Elementaries.

The First graders had a great time seeing an Elephant and Piggie Skit and getting a behind the scenes tour of the library!



FOX 17 Morning Buzz:

Loutit District Library creative space

A brand-new creative hub is opening this weekend at Loutit District Library, giving community members free access to everything from 3D printers and laser engravers to sewing machines and art studios.

The new makerspace, created with support from the Waanders Family Trust and the Grand Haven Area Community Foundation, is designed to help people create, learn, connect, and even digitize old photos and home videos. The public can get a first look during an open house Saturday from 10 A.M. to 2 P.M.

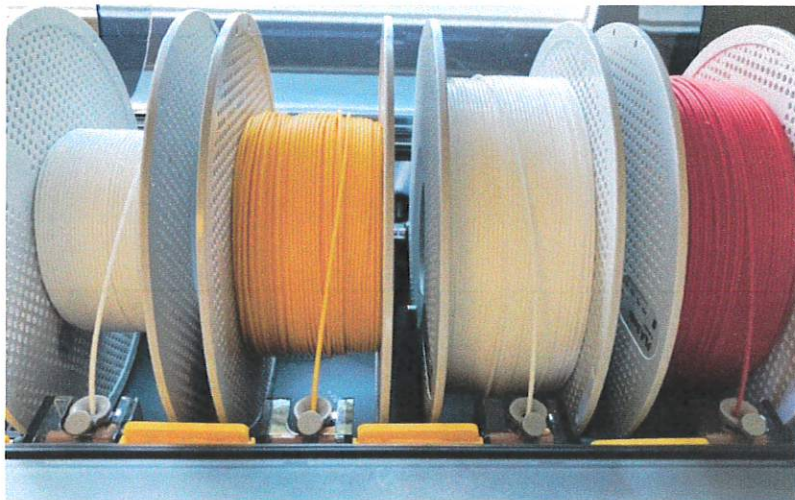
The space includes two areas: one focused on technology and making, and another dedicated to artistic expression and traditional crafting. Best of all, classes, events, and one-on-one instruction will be free for the community.

MLIVE:

[Muskegon](#)

The new Grand Haven library 'Makerspace' has 3D printers, laser engravers, and free art studios

- | Published: Jun. 01, 2026, 1:59 p.m.



The Loutit District Library plans to make use of a 3D printer available as part of it's Makerspace area. (MLive file photo) MLive file photo

-

GRAND HAVEN, MI -- Loutit District Library will unveil its new Makerspace June 6, offering community members a free venue to explore technology, arts and crafts in a hands-on environment shaped by public input.

The facility features two distinct areas designed for different creative pursuits. The Lab provides technology-focused equipment including 3D printers, sewing machines, a laser engraver and a digital conversion station for photos, film and home videos.

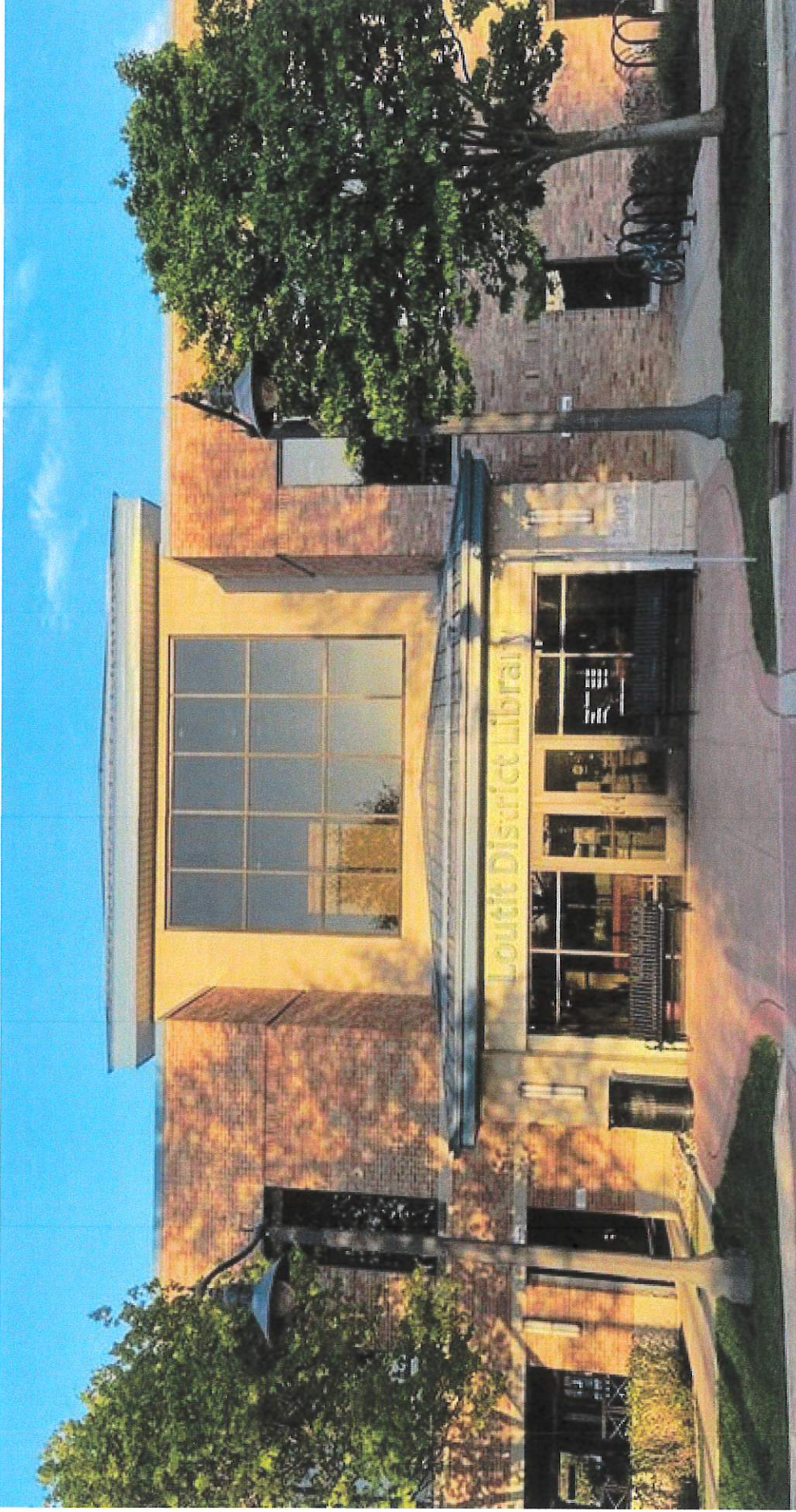
The Palette serves as an art studio where visitors can engage in traditional crafting and artistic projects.

Community members will have access to walk-in hours beginning the second week of July. The space will be open Tuesdays from 2 p.m. to 7 p.m., Wednesdays and Thursdays from 10 a.m. to 2 p.m., Fridays from 10 a.m. to 5 p.m., and on the first and third Saturdays from 10 a.m. to 2 p.m. Visitors can use available equipment during these hours or reserve specific machines through the library's website.

The library will host its first open house Saturday, June 6, from 10 a.m. to 2 p.m. during the Grand Adventure Kick-Off Party. Additional open house hours are scheduled throughout June, with details available at loutitlibrary.org/calendar.

All classes, events and materials used during one-on-one instruction will be free to the public. The Waanders Family Trust and the Grand Haven Area Community Foundation funded the project.

Outside regular walk-in hours, the space will host programs and individual appointments for learning equipment and tools.



Loutit District Library [Courtesy]

► NEWS GRAND HAVEN LIBRARIES ARTS

Loutit District Library to unveil new makerspace for hands-on innovation,

collaboration

Loutit District Library is set to launch a highly anticipated, brand-new makerspace designed to bring hands-on, do-it-yourself innovation directly to the public.



by ONN Staff Updated June 02, 2026



GRAND HAVEN — Loutit District Library is set to launch a highly anticipated, brand-new makerspace designed to bring hands-on, do-it-yourself innovation directly to the public.

Shaped by extensive community feedback, the collaborative environment will offer free access to creative classes, events and one-on-one instructional materials.

The launch of the cutting-edge creative hub was made possible through major funding from the Waanders Family Trust and the Grand Haven Area Community Foundation.

**Please consider becoming a
monthly donor!**

[Click here to donate to ONN](#)

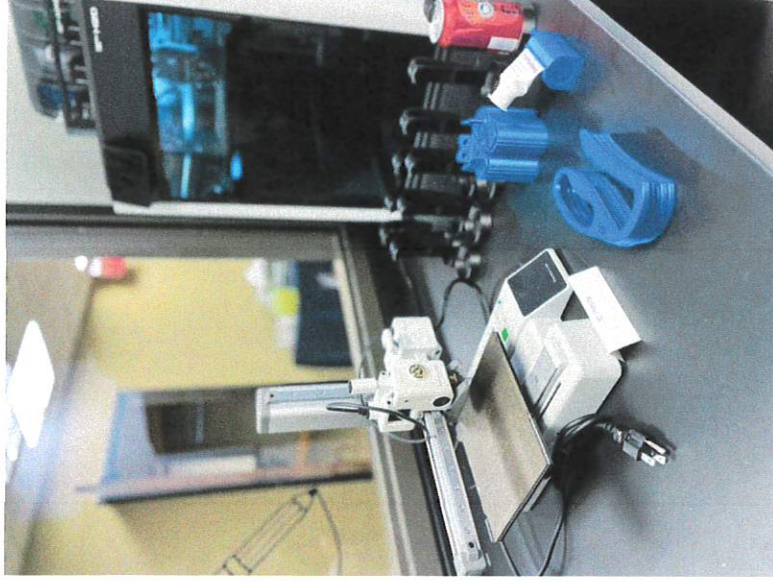
Area residents will get their first look at the facility during an upcoming open house from 10 a.m.-2 p.m. Saturday, June 6, coinciding with the library's Grand Adventure

Kick-Off Party.

The new facility is split into two specialized wings tailored to different creative disciplines: a technology-driven DIY area and a traditional art studio designed for shared creativity.



The new makerspace at Loutit District Library features a technology-driven DIY area. [Courtesy]



The new makerspace at Loutitt District Library features a technology-driven DIY area. [Courtesy]

For local makers, artists and tech enthusiasts, the library has outfitted the space with commercial-grade equipment and specialized learning tools:

Advanced prototyping, fabrication

3D printing: A Bambu Lab H2D printer equipped with two Automatic Material Systems, capable of low-waste printing in up to eight colors of PLA simultaneously.

Laser engraving: An xTool P2S 55W Desktop CO2 laser engraver, complete with a specialized rotary tool for customizing tumblers.

Die-cutting: A Cricut Maker 3, capable of precision-cutting vinyl, cardstock, sticker paper, felt and fabrics.

Digital printing, textile arts

Large format printing: An HP DesignJet Z9 24-inch printer utilizing a 9-color ink system to produce fine art prints, banners, and event graphics.

Sublimation and laminating: An Epson SureColor F170 sublimation printer paired with dedicated heat and mug presses for apparel and custom merchandise, alongside a GBC Ultima 65 27-inch thermal roll laminator.

Photo printing: An Epson EcoTank 8550 for borderless photos up to 13 inches by 19 inches, business cards and stationery.

Textiles: Six Baby Lock Zest sewing machines designated for independent projects and public workshops.

STEM education, mindful creation

Educational tech: LEGO Education Computer Science and AI Kits specifically curated for grades 3-5 and 6-8, providing structured lessons in coding and robotics.

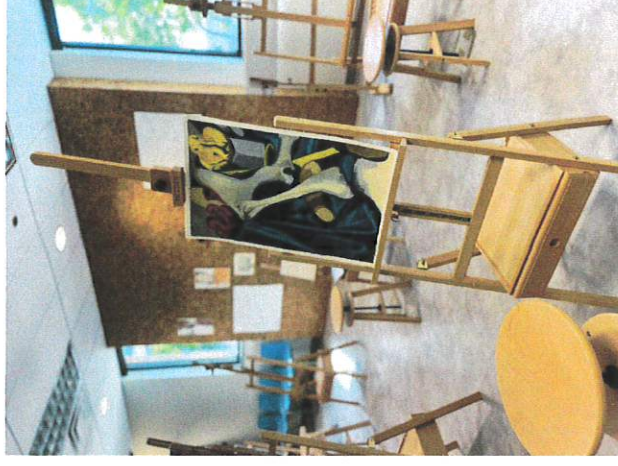
Youth prototyping: A "ChompSaw" — a child-safe power tool designed to function as a table saw for cutting and shaping cardboard.

Mindfulness and interactive art: Buddha Boards for temporary water-painted art, alongside a unique Art-O-Mat — a refurbished cigarette vending machine that

dispenses miniature, original artworks from 22 rotating artists for \$5 each.



The new makerspace at Loutfit District Library features a traditional art studio designed for shared creativity. [Courtesy]



The new makerspace at Louitit District Library features a traditional art studio designed for shared creativity. [Courtesy]

Additional open house events are scheduled throughout June, with full timing details available on the [library's online calendar](#).

Formally opening its doors for walk-in traffic and equipment reservations the second week of July, the makerspace will be available:

2-7 p.m. on Tuesdays

10 a.m.-2 p.m. Wednesdays, Thursdays and the first and third Saturdays

10 a.m.-5 p.m. Fridays

Patrons can drop in to use available machinery or secure specific tools via the library's reservation system. Outside of standard walk-in hours, the facility will host structured programming and private instructional appointments.

— Submitted by Loutit District Library. To submit a news tip, email newsroom@ottawanewsnetwork.org.

Loutit District Library May 2026 Heatmap

Total Number of Visits per Hour

Day	9a	10a	11a	12p	1p	2p	3p	4p	5p	6p	7p	TOTAL
Su				271	272	231	272					1046
Mo	77	140	150	131	186	180	151	202	197	81	97	1592
Tu	97	197	251	194	178	208	202	226	225	178	116	2072
We	104	292	415	236	250	256	282	222	208	161	119	2545
Th	86	195	292	215	252	192	208	208	199	127	119	2093
Fr	123	365	403	252	318	266	243	246	185			2401
Sa		219	378	266	224	256	263					1606
TOTAL	487	1408	1889	1565	1680	1589	1621	1104	1014	547	451	

Total Visits: 13,355

LOUITT DISTRICT LIBRARY

Monthly Planner

Month	Operations	Financial	Special Events	Committee Meetings
June 30, 2026 End of Fiscal Year	<ul style="list-style-type: none"> - American Library Association Annual Conference (June 26 – June 29, 2025 in Chicago) - Election of Board officers - Union Contracts Signed by June 30, 2026 	<ul style="list-style-type: none"> - Hold Public Hearing on FY 2026-2027 budget - Approve FY 2026-2027 budget - Set 2026-2027 operating & debt millage rate - Sign Resolutions for budget and taxes - Approve budgeted purchase orders greater than \$5,000 / Annual Contracts - Approve service agreements 	<ul style="list-style-type: none"> - Summer Reading Program & Kick-off Party, and makerspace open house Saturday, June 6th - <i>Pride Month</i> - <i>Juneteenth</i> - Touch a Truck Event 	<ul style="list-style-type: none"> Union Negotiations – final bargaining
July 2026 Start of New Fiscal Year	<ul style="list-style-type: none"> - File Conflict of Interest Forms - Approve President's appointments to standing committees - Marketing starts Annual Report 		<ul style="list-style-type: none"> Coast Guard Festival – Closed for Closed for July 3rd and July 4th 	<ul style="list-style-type: none"> Set Annual Building and Grounds Meeting to review Capital Improvement needs
August	<ul style="list-style-type: none"> - April-June stats and year-end stats to trustees in packet - Goal setting session between Board President and Executive Director for next fiscal year - Strategic Plan Review - Work on Annual Report 	<ul style="list-style-type: none"> - Receive penal fines - Receive balance of prior year's State Aid - Review Bank Ratings & Authorizations 	<ul style="list-style-type: none"> Coast Guard Holiday Friday CG Library Closure Dates 	
September	<ul style="list-style-type: none"> - Review revised policies & job desc. - Complete Annual Report 		<ul style="list-style-type: none"> Library Card Sign-up Month Hispanic Heritage Month Banned Books Week 	

LOUTIT DISTRICT LIBRARY

Monthly Planner

Month	Operations	Financial	Special Events	Committee Meetings
Oct	<ul style="list-style-type: none"> - Michigan Library Association -- Annual Conference - Start State Aid reporting 	<ul style="list-style-type: none"> - Final Audit presented to board 		HR Mngr sends Exec.Dir.Eval.to board/mngrs
November	<ul style="list-style-type: none"> - July-Sept. stats to trustees in packet - Staff in-service training (Nov. 11) - Work on State Aid - Board evaluates Executive Director - Board presents/approves Executive Director's annual benefits increase 	<ul style="list-style-type: none"> - Audit distributed to municipalities - Ten Year Financial Plan updated - Qualifying statement filed with State --- - Director report +\$1,000 assets disposed of in previous fiscal year - File Continuing Disclosure Report 	Native American Heritage Month	Eval for Exec. Dir Completed
Dec. 2026	<ul style="list-style-type: none"> - Set library closure dates for next calendar year - Set board meeting dates for next calendar year - Set nonresident fee for next calendar year - Complete State Aid 	<ul style="list-style-type: none"> - State Aid Report -- Submit - Qualifying statement filed with State - File Continuing Disclosure Report 	Holiday Luncheon Winter Reading Program begins Adopt-a-Book	
Jan. 2027	<ul style="list-style-type: none"> - Peters and trustees over next two months present annual report to respective municipalities - Regular Staff Evaluations by EOM 	<ul style="list-style-type: none"> - 1st Round Budget Amendments for current FY - Director/City start preparing budget for next fiscal year - Building and Grounds budget proposals for next fiscal year 	MLK Jr. Holiday Winter fest Winter Reading Challenge	
February	<ul style="list-style-type: none"> - Include Oct - Dec Stats in packet 	<ul style="list-style-type: none"> - Continue budget preparation 	Black History Month Kindness Month	

LOUTIT DISTRICT LIBRARY

Monthly Planner

Month	Operations	Financial	Special Events	Committee Meetings
March	<ul style="list-style-type: none"> - Michigan Library Association: Spring Institute - Executive Director to PELS (Rotary President Elect Conference) in Kalamazoo 	<ul style="list-style-type: none"> - Continue budget preparation 	Reading Month Quilt Hop Women's History Month	
April	<ul style="list-style-type: none"> - Recognize volunteers - Notice to gov't units re: board member renewals 	<ul style="list-style-type: none"> - Continue Budget preparation - Director meet with Finance Committee to review budget for next fiscal year - Receive taxable values and millage reduction fraction from county (by end of month) 	Poetry Month Library Week Volunteer Week	Finance Committee reviews annual budget if ready
May	<ul style="list-style-type: none"> - Include Jan.-March stats in packet 	<ul style="list-style-type: none"> - Finance Committee reviews Proposed Budget for next FY with board - Set Public Hearing on Budget for next FY - Publish notice of Budget Public Hearing - Budget amendments - Sign L-4029 		

LOUIT DISTRICT LIBRARY

Monthly Planner

Committee Assignments:	
Building & Grounds	Brooks, FitzGerald, Lidacis, Harrison
Executive	Lannon, Rusco, Longstreet, Collins, Peters, Harrison
Finance	Longstreet, Brooks, Monetza, Greene, Peters, Harrison, Zink
Personnel	HR Manager, City of Grand Haven
Ad hoc Committees as assigned	
Board Term Expirations (June 30):	
2026 -- Brooks, Longstreet, Rusco	
2027 -- DeWitt, Collins, Lannon	
2028-- Sanchez, Morano	
	<p>Contract Expirations:</p> <p>GHAPS – IT Services – June 30, 2026</p> <p>Dykstra – Grounds, Snow & Ice – June 30, 2026</p> <p>Auditing – Vredevelde – Three audits, June 30, 2027 with options for years 2028 and 2029</p> <p>Legal – Foster, Swift – Began Nov 2018 - Open ended</p> <p>Van Dyken (HVAC) – Began Oct 2020 - Open ended</p> <p>Johnson Controls (Fire & Security Systems) – Aug. 20, 2027</p> <p>OASD – Internet Service Provider – June 30, 2026</p> <p>City of Grand Haven HR/Financial – New as of July 2025, recurring until terminated</p> <p>BHS/Selective Commercial Insurance – June 30, 2026</p> <p>The Pool Insurance – Three-year contract starts July 1, 2025</p> <p>Digital Downloads: Overdrive, Hoopla, Kanopy – FY 25/26</p> <p>Envisionware – FY 25/26</p> <p>Tmobile – FY 25/26</p> <p>Niche Academy – five-year contract signed starting FY25/26</p>







Gluten Free