

Minutes of the Hillsdale Community Library Board of Trustees

June 12, 2025 at 5:00 pm | 11 E. Bacon St, Hillsdale, MI 49242

I. Call to Order

5:02pm

II. Roll Call

4 of 5 members present - Josh Paladino absent. New member Adam Kear present.

III. Approval of Agenda

Allen motioned to approve, Negus Seconded, Motion passed 4-0

IV. Approval of Minutes

A. [Minutes of May 8, 2025](#)

Negus motioned to approve, Kear Seconded, Motion passed 4-0

V. Visitor Comments - Agenda Items

Two community members spoke.

VI. Director's Report

Distribution has been slow for new titles, problem with distribution companies

Circulation has been consistent, more young adult audio, J nonfiction and fiction had a dip

Summer Reading Party Kick Off went well, Magic Show, 200 signed up for program

Local Author events were well-attended and authors sold books to patrons

Carpet will be replaced next week

A. [Balance Sheet, Library Fund](#)

Allen explained our investment vs. checking account.

B. [Revenue and Expenditure Report](#)

Projected surplus is \$83,146 and some revenue has not come in yet. The budget surplus was only \$38,712. Budget is healthy and safely in the black.

VII. Communications

A. Communication from the Friends of the Library

Donations coming in from letter drive, hoping to help with more author visits

VIII. Old Business

A. Annual Library Director Evaluation

Board members signed director's evaluation

B. Library Fund Investments Discussion

We can not move funds out of the Michigan Class. Trustee Springer made contact with David Mackie, city manager. This was researched, and the city attorney previously gave an opinion.

Sharon Bisher spoke about the Library Fund at the Hillsdale County Community Foundation

\$53,452 in the fund currently.

Money is invested with City of Hillsdale guidelines.

Current fund is completely invested. 4% each year is transferred to spendable.

Future donations: We must decide whether they will be invested or liquid dollars (spendable).

50% must remain endowed at all times. HCCF is not a checking account. If we want to make donations spendable, we should have a reason like a project for which we are saving.

The board sentiment is to encourage donations to go to the HCCF endowment in the future given the large amount of spendable funds in the Michigan Class available to us.

C. Discussion of changing annual report timeline

Change language: Annual report following the close of the fiscal year. Fiscal year ends in June, adopt the annual report at the August meeting

D. Update from subcommittee on Children's Librarian position proposal

Position Title: Junior Services Librarian, Director wrote job duties, Technical Services Librarian title was considered

Vote on position in July with the goal to post in August.

Subcommittee will continue to discuss and come back to the board about this in July. Subcommittee will discuss posting, duties/program coordinator collaboration, hiring process

IX. New Business

A. Township Contracts

Township numbers have not changed since being set by the past boards. Certain legalities about it. Townships have to contract with a library. Penal fines must go to a library.

Name a subcommittee now to deal with this. Negus motioned to form a subcommittee with Paladino to meet with the township. Allen seconded. Motion passed 4-0.

X. Visitor Comments - General (see above guidelines in italics under point V)

Four community members spoke about the township payments, junior services librarian position, and the school board representation to the library board.

XI. Board Comments

Kear introduced himself.

Springer commented about the junior services librarian position and loving the community and the library.

XII. Next Meeting Date - Thursday July 10

XIII. Adjournment

Allen moved to adjourn, Springer seconded. Motion passed 4-0.