



Howard Miller Public Library

# Library Advisory Board Meeting

March 17, 2026

4:30 p.m.

*North Activity Room - Community Center*

## Meeting Schedule

- I. Call to Order
- II. Approval of Minutes for meeting on January 20, 2026  
(Motion and approval)
- III. Director's Report  
(Informational)
- IV. Board Comment
- V. Old Business
  - a. Update on funding needs from Endowment for acoustic wall installation project
- VI. New Business
  - a. Library staff appreciation week – April 19-25; Board sponsored meal Thursday April 23, 2026 – staff suggested a breakfast/brunch meal
- VII. Public Comment
- VIII. Board Comment
- IX. Adjournment

## Next Regularly Scheduled Meeting

Tuesday April 21, 2026, at 4:30 p.m.

West Activity Room – Community Center

# Supporting Documents

# Howard Miller Library Advisory Board

UNAPPROVED Meeting Minutes for January 20, 2026

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## Attendance:

**Present:** Amanda Hanson (staff), Mary Wilkos (Chair), Josh Eggleston, Alison Reese, MaryBeth Timmer, Barb Danenberg

**Absent:** Lynette Lam, Terry Allen

Meeting called to order 4:32pm

Minutes from the November 18, 2025, meeting were approved as written.

M-Mary Wilkos, S-MaryBeth Timmer - Passed unanimously.

## Director's Report:

- Reviewed activities offered during the month of December.
- Provided review of Library's strategic plan accomplishments to date and year-end statistics for circulation and in person visits.
- Reported on the acoustic testing that was done Sunday January 18 by ABD engineering firm. The findings and recommendations report will follow in 4-6 weeks.
- Former library board member Kate Kraak has joined the library staff as a Page working part time.

## Board Comment:

- Present Board members introduced themselves to Josh who is new to the Board as the Zeeland Township representative in place of Kate Kraak.

## Old Business:

### Endowment Fund Discussion

- i. The available funds at the Board's disposal for library projects is roughly \$200,000.
- ii. The principal amount of the fund has reached \$1.5 million, and the interest will continue to be distributed to the Endowment fund held by the City.

- iii. Amanda mentioned that the City would like the cost of the acoustic amelioration project to be covered by this fund and would like to set aside up to \$100,000 to cover these anticipated installation costs in 2026.
- iv. A list of projects for consideration was created by staff and distributed to the Board.
- v. No spending decisions were made.

### Strategic Plan Goals for 2026

- i. Amanda distributed her list of goals that she will present to City Council during the strategic planning sessions scheduled for City managers and the Council the week of January 26.

## New Business:

### Proposed Library Closings for 2026

- i. Attached list of Library closings in addition to the City closings for 2026 was approved. These are mostly Saturday closings, unpaid for staff, and the addition of Staff Development Day planned for Monday October 12, 2026, for which staff will be paid to attend this training.  
M-Mary Wilkos, S-Alison Reese – Passed unanimously.

### Board Comment:

- None.

Meeting adjourned at 5:17pm.

## Next Regularly Scheduled Meeting:

February 17, 2026

## 2026 Holiday Schedule

New Years Day 2026	Thursday, January 1
Martin Luther King Jr. Day	Monday, January 19
Memorial Day	Saturday, May 23 and Monday, May 25
Independence Day	Friday, July 3 and Saturday, July 4
Labor Day	Saturday, September 5 and Monday, September 7
Professional Development	Monday, October 12
Thanksgiving	Thursday, November 26 Friday, November 27 and Saturday, November 28
Christmas Eve	Thursday, December 24
Christmas	Friday, December 25 and Saturday, December 26
New Years Eve	Thursday, December 31 Closing at 5:00
New Years	Friday, January 1 and Saturday, January 2

*Highlighted dates are in addition to City holiday closings as approved by the Library Advisory Board, 1/20/26.*