

Howard Miller Library Advisory Board
Meeting Minutes for January 20, 2026

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

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 parttime.

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:

- A. 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.
- B. 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:

- A. 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.

Board Comment:

None.

Meeting adjourned at 5:17pm

Next Regularly Scheduled Meeting: February 17, 2026