

# AGENDA

Henika District Library  
Planning Committee Meeting  
March 9th, 2026 at 4:30pm

## **I. Call to Order**

## **II. Approval of Agenda**

## **III. Approval of Meeting Minutes**

- January 2026 Minutes

## **IV. Unfinished Business**

- Campaign Committee/Cabinet Updates
- Campaign Project Manager Updates

## **V. New Business**

- A. Draft 2026 Planning Survey

## **VI. Around the Table**

## **VII. Adjournment**

# MINUTES

Henika District Library  
Planning Committee Meeting  
January 26th, 2026 at 4:15pm

## **I. Call to Order** - at 4:15pm by Brinks

Members Present: Rachel Brinks, Danielle Simmons, Deb VanderSlik  
Staff Present: Cierra Bakovka  
Guests: Meghan Augustin (ex-officio)

## **II. Approval of Agenda** - motioned by VanderSlik, seconded by Brinks

## **III. Approval of Meeting Minutes**

- 10/14/2025 Minutes - motioned by Brinks, seconded by VanderSlik

## **IV. Unfinished Business**

## **V. New Business**

- A. Campaign Committee/Cabinet
  - a. Discussion ensued. Committee compiled a short list of candidates for the Campaign Committee to present to Kennari
  
- B. Campaign Project Manager
  - a. Discussion ensued regarding the prospect of hiring a campaign project manager. Simmons motioned that the committee recommend hiring a campaign project manager as a temporary position with a pay range of \$20-25 and presenting that recommendation to the board. Seconded by Brinks. All in favor. Motion carried.
  
- C. Strategic Plan 2027 - 2030
  - a. Current strategic plan and it's creation process reviewed. Discussion ensued. Committee started drafting a list of survey questions for distribution (tentatively) 3/20/26 to 5/10/26 with an incentive of a \$50 visa gift card to be randomly drawn. Bakovka to draft survey. Committee to review at next meeting and approve before distribution.

## **VI. Around the Table**

Simmons & VanderSlik: Hungry for dinner  
Brinks: Had Taco Bell  
Bakovka: Nothing to add  
Augustin: Nothing to add

## **VII. Adjournment** – 5:50pm Motioned by VanderSlik, seconded by Augustin



**Henika District Library  
Expansion Project Campaign  
Board Progress Report March 2026**

**Goal: \$4.5m\***      **Raised to Date: \$593,000**

*\*Pending updated project budget*

**Campaign Development Accomplishments to Date**

- Secured one campaign co-chair; awaiting response from another
- Met with Allegan County Community Foundation; received invitation to apply
- Pitch deck ready for use with donor prospects
- Talking points available for use with donor prospects
- Initial naming opportunities identified
- Campaign Project Manager job posted; applications incoming; phone screen interviews taking place
- Grant funding prospects identified

**Upcoming Activities**

- Hold first co-chairs meeting
- Recruit and train Campaign Committee members and hold one-on-one conversations with each committee member to identify their donor list and solicitation plans.
- Complete initial donor conversations (Bonnie Miller, etc.)
- Determine next donor prospects to pursue
- Create a library donor tour showcasing what the project will entail and how it will impact the library long-term.
- Implement an online giving platform such as Give Butter.
- Utilize patron data to identify additional funding prospects.

**Board Tasks Today (and ongoing)**

- Approve updated project budget and approve/discuss secondary plan in the event the millage does not pass
- Approve naming opportunities
- Determine if serving on the campaign committee is a fit for you
- Invite people to upcoming events or tour the library with you
- In April, help provide intel on campaign prospects including individuals, foundations, and businesses

**Kennari Team:** Kirstin VanderMolen & Kim Kvorka

**Henika Team:** Cierra Bakovka

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# 2026 Planning Survey

Your feedback is essential as we work to improve our hours, programs, collections, and overall services to better meet the needs of our community. Whether you visit regularly or occasionally, your voice helps shape the future of your library. Alternatively, you can scan the QR Code in the corner to fill it out online. Thank you!



Scan me!

## 1) Do you have a library card? (Check only one)

- Yes - I have a Henika District Library Card
- Yes - I have a card from another Lakeland, Kent District, or Grand Rapids Public library
- No

## 2) If you checked "No" above, why don't you have a library card?

- I am not eligible (live outside the service area)
- I don't need/want to borrow materials
- The process is too complicated
- The library is not part of my life style
- Other (please specify): \_\_\_\_\_

## 3) Do you have any suggestions that would encourage you to get a library card?

## 4) How often do you visit the library?

- Daily
- Weekly
- A few times a month
- Monthly
- A few times a year
- Less often
- Never

## 5) If you indicated that you are not a regular library user, what could we do to make the library more useful to you?

## 6) How satisfied are you with the current opening hours (listed below) of the library?

*Monday: 10am - 8pm*

*Tuesday: 9am - 6pm*

*Wednesday: 10am - 8pm*

*Thursday: 9am - 6pm*

*Friday: 9am - 5pm*

*Saturday: 10am - 2pm*

- Very dissatisfied
- Dissatisfied
- Neutral
- Satisfied
- Very satisfied



**7) If you are less than satisfied, what about our current hours isn't working for you?**

- Too confusing     Not open early enough     Not open late enough  
 Other (please specify):

**8) What days of the week are you most likely to come to the library?**

- Monday     Tuesday     Wednesday     Thursday  
 Friday     Saturday     Sunday

**9) On the days you indicated, what's the EARLIEST you would come to the library?**

- 8am     9am     10am     Later

**10) On the days you indicated, what's the LATEST you would come to/stay at the library?**

- 3pm or earlier     4pm     5pm     6pm  
 7pm     8pm     9pm

**11) When you visit, what is your primary reason for coming to the library?**

- Borrowing Materials     Using Computers/Internet/Printing services  
 Attending programs/events     Quiet study or work  
 I don't visit the library     Other (please specify): \_\_\_\_\_

**12) Have you checked out a special collection item?**

*NOTE: We have a Special Collection that includes WiFi Hotspots, gaming consoles, Chromebooks, video cameras, power tools, Museum Passes and more that can all be checked out at no additional cost on an adult card after signing the appropriate lending agreements and/or liability waivers.*

- No, but I'm glad they're available     Yes, and I think it's great  
 No, and I don't think they're useful     Yes, but I wasn't satisfied

**13) What do you value most about the library or what do you think the library is doing well?**





**20) What are your preferences for the times programs/events are scheduled?**

	<i>Adults (18+)</i>	<i>All Ages</i>	<i>Children's (0 - 12)</i>	<i>Teen (13 - 17)</i>
<i>Morning (before noon)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Early Afternoon (12pm - 3pm)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Late Afternoon (3pm - 5pm)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Evening (after 5pm)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**21) What types of programs or events would you like to see offered?**

	<i>Adults (18+)</i>	<i>All Ages</i>	<i>Children's (0 - 12)</i>	<i>Teen (13 - 17)</i>
<i>Storytime</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Technology workshops</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Book Clubs</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Author Talks</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Job Hunting / Prof. Development</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Life Planning</i> <small>(finance, retirement, parenting, housing, etc)</small>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Health and wellness workshops</i> <small>(yoga, heart health, cooking, etc)</small>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Gardening / Home repair</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Genealogy</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Movies</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Crafts</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>STEM</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Animals</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Games</i> <small>(videogames, board games, card games)</small>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Pop Culture</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**22) Do you have any program/event suggestions?**



**23) Where do you hear about what's going on at the library (events, services, etc)?**

- |   |  |
|---|--|
| <input type="checkbox"/> Facebook           | <input type="checkbox"/> I don't hear about things often |
| <input type="checkbox"/> Instagram          | <input type="checkbox"/> Fliers/Signs in the library     |
| <input type="checkbox"/> Library Website    | <input type="checkbox"/> Library Staff Member            |
| <input type="checkbox"/> Library Newsletter | <input type="checkbox"/> Friend                          |
| <input type="checkbox"/> School             | <input type="checkbox"/> Other (specify): _____          |
| <input type="checkbox"/> Chamber Website    |  |

**24) What city do you live in?**

**25) Would you like someone to follow up with you regarding any concerns you shared?**

**You can be anonymous or leave it blank as well, but a name and contact number are required if you wish to be entered for the gift card.**

\_\_\_\_\_  
**Name**

\_\_\_\_\_  
**Phone Number**