

AGENDA

Henika District Library
Board of Trustees Meeting
April 14th, 2026 at 6:30pm

I. Call to Order

- A. Members Present:
- B. Members Absent:
- C. Staff Present:
- D. Guests:

II. Approval of Agenda (M)

III. Community Opportunity to Address the Board

IV. Approval of Meeting Minutes

- A. March Regular Meeting Minutes (M) *(Pages 3 - 5)*

V. Financial Reports

- A. March 2026 *(Pages 6 - 13)*
 - 1. Approval of Paid Bills (M)
 - 2. Credit Card Detail Report (i)
 - 3. YTD Budget vs Actual (i)
 - 4. United Bank Accounts Overview (i)
 - 5. CD Renewal (M)

VI. Director's Report

(Pages 1 - 3)

- A. Monthly Statistics (i)
- B. Youth Report (i)
- C. Adult Report (i)
- D. Circulation Report (i)
- E. Kennari Report (i)
 - 1. Meet Jordan!

VII. Committee Reports

A. No Committees Met

VIII. Unfinished Business

A. Director Eval Edits (M) *(Pages - 32)*

B. Website Preview (i)

IX. New Business

A. Social Media *(Pages 33 - 36)*

X. Around the table (i)

XI. Adjournment (M)

Meeting Minutes

Henika District Library

Board of Trustees Meeting

March 10, 2026 at 6:30 p.m.

Members Present: Rachel Brinks, Elizabeth Engels, Jacqui Kuhn, Gary Marsh, Pam Meyer, Deb Vander Slik

Members Absent: Meghan Augustin, Danielle Simmons

Staff Present: Cierra Bakovka – Director

Guests: None

- I. Call to Order: Meeting called to order at 6:30 p.m. by Kuhn.
- II. Approval of Agenda with discussed changes motioned by Kuhn and seconded by Meyer. All yes, motion carried.
- III. Community Opportunity to Address the Board: No community present.
- IV. Approval of February 2026 regular meeting minutes motioned by Kuhn and seconded by Brinks. All yes, motion carried.
- V. Financial Reports for February 2026
 - A. Monthly check register was reviewed. Snow removal costs were higher due to worse than normal weather. The bill from MJA for fall 2025 costs was paid a few months later than normal.
 - B. Credit card detail report was reviewed.
 - C. YTD vs Actual was reviewed. This is the first year doing an audit with Dunham Accounting. It was a frustrating process for Bakovka, with the report containing many errors (more expense line items were incorrect than correct). They have also been incorrectly entering our payments from Square. Bakovka will be contacting Dunham to ensure we are not paying for both the original hours and the hours required to correct the errors. Meyer suggested we request a refund of all fees for the month.
 - D. United Bank accounts were reviewed. Our new CD ending in -59 for \$80,000 has been opened.
 - E. Approval of paid bills motioned by Brinks and seconded by Vander Slik. All in favor, motion carried.

- VI. Director's Report for February 2026
 - A. We received 14 applications for the Campaign Project Manager position. Bakovka has hired Jordan Malkov, a regular patron and experienced project manager. The furnace has been replaced. Tori will be going to ALA in Chicago in June. Summer Reading Program plans are well under way. This month, the staff meeting will be focused on 'mastering memory.'
 - B. Monthly Statistics, Youth Services, Adult Services, and Circulation reports were reviewed.

- VII. Kennari Report
 - A. Bakovka summarized the monthly report from Kennari. Notable accomplishments include securing a campaign committee co-chair and receiving an invitation to apply for a grant through the Allegan County Community Foundation.

- VIII. Committee Reports
 - A. Finance Committee 3/2: Kuhn summarized the meeting.
 - B. Planning Committee 3/9: Brinks summarized the meeting.

- IX. Unfinished Business: None

- X. New Business
 - A. Capital Campaign Budget
 - 1. Discussed the proposed Expansion Project Budget. Kuhn motioned to approve the Capital Campaign Budget as presented. Engels seconded. All in favor, motion carried.
 - B. Naming Opportunities
 - 1. Discussed the naming opportunities and the gift sizes associated with them. Brinks motioned to approve the Naming Opportunities with gift sizes as presented. Vander Slik seconded. All in favor, motion carried.
 - C. F/Y 2026 Budget Amendment #1
 - 1. Discussed the differences between the two versions of the budget amendment presented (one keeping the campaign project manager's payments in a separate capital campaign fund versus the regular fund). Decided to go with Version 2, which separates them. Kuhn motioned to approve the F/Y 2026 Budget Amendment #1 Ver 2 with the correction of the total discussed. Brinks seconded. All in favor, motion carried.
 - D. Book Return
 - 1. Brinks motioned to purchase the Kingsley 50 S-Series Outdoor Return System in Sandstone from Demco. Meyer seconded. All in favor, motion carried.

- XI. Around the table:
- A. Brinks - Nothing to add.
 - B. Vander Slik - Nothing to add.
 - C. Meyer - Nothing to add.
 - D. Engels - Nothing to add.
 - E. Marsh - Believes we should spend public money in the same way that we would spend our own money.
 - F. Bakovka - Has been taking notes from her employee evaluation seriously and would appreciate any feedback outside of a meeting if anyone has noticed and has comments. Knows that patrons will appreciate the new book return. Thanks especially to the Planning and Finance Committees for their meetings.
 - G. Kuhn - Mentioned that if a patron has a \$10 or more fine from overdue items, holds cannot be checked out. Appreciates everyone and their input.
- XII. Adjournment of the meeting motioned by Kuhn and seconded by Brinks. Meeting adjourned at 8:17 p.m.



March 2026 Statement

Open Date: 02/13/2026 Closing Date: 03/12/2026

Account Ending in:

Visa® Business Cash Card

Elan Financial Services

1-866-552-8855

BUS 30 ELN

1

9

HENIKADISTRICTLIBRARY

New Balance	\$1,369.94
Minimum Payment Due	\$14.00
Payment Due Date	04/10/2026
Late Payment Warning: If we do not receive your minimum payment by the date listed above, you may have to pay up to a \$41.00 Late Fee and your APRs may be increased up to the Penalty APR of 30.74%.	

Activity Summary		
Previous Balance	+	\$2,933.63
Payments	-	\$2,933.63 ^{CR}
Other Credits		\$0.00
Purchases	+	\$1,369.94
Balance Transfers		\$0.00
Advances		\$0.00
Other Debits		\$0.00
Fees Charged		\$0.00
Interest Charged		\$0.00
New Balance	=	\$1,369.94
Past Due		\$0.00
Minimum Payment Due		\$14.00
Credit Line		\$40,500.00
Available Credit		\$39,130.06
Days in Billing Period		28

Reward Points	
Earned This Statement	1,615
Reward Center Balance as of 03/11/2026	42,219
For details, see your rewards summary.	

Payment Options:



Mail payment coupon with a check



Pay online at myaccountaccess.com



Pay by phone 1-866-552-8855

Please detach and send coupon with check payable to: Elan Financial Services



24-Hour Elan Financial Services: 1-866-552-8855

- to pay by phone
- to change your address

Account Ending in	
Payment Due Date	4/10/2026
New Balance	\$1,369.94
Minimum Payment Due	\$14.00

Amount Enclosed \$ _____

HENIKADISTRICTLIBRARY

 ACCOUNTS PAYABLE

 149 S MAIN ST

 WAYLAND MI 49348-1208

Elan Financial Services

P.O. Box 790408
St. Louis, MO 63179-0408



What To Do If You Think You Find A Mistake On Your Statement

If you think there is an error on your statement, please call us at the telephone number on the front of this statement, or write to us at: Elan Financial Services, P.O. Box 6335, Fargo, ND 58125-6335.

In your letter or call, give us the following information:

- ▶ Account information: Your name and account number.
- ▶ Dollar amount: The dollar amount of the suspected error.
- ▶ Description of Problem: If you think there is an error on your bill, describe what you believe is wrong and why you believe it is a mistake. You must contact us within 60 days after the error appeared on your statement. While we investigate whether or not there has been an error, the following are true:
 - ▶ We cannot try to collect the amount in question, or report you as delinquent on that amount.
 - ▶ The charge in question may remain on your statement, and we may continue to charge you interest on that amount. But, if we determine that we made a mistake, you will not have to pay the amount in question or any interest or other fees related to that amount.
 - ▶ While you do not have to pay the amount in question, you are responsible for the remainder of your balance.
 - ▶ We can apply any unpaid amount against your credit limit.

Your Rights If You Are Dissatisfied With Your Credit Card Purchases

If you are dissatisfied with the goods or services that you have purchased with your credit card, and you have tried in good faith to correct the problem with the merchant, you may have the right not to pay the remaining amount due on the purchase.

To use this right, all of the following must be true:

1. The purchase must have been made in your home state or within 100 miles of your current mailing address, and the purchase price must have been more than \$50. (Note: Neither of these are necessary if your purchase was based on an advertisement we mailed to you, or if we own the company that sold you the goods or services.)
2. You must have used your credit card for the purchase. Purchases made with cash advances from an ATM or with a check that accesses your credit card account do not qualify.
3. You must not yet have fully paid for the purchase.

If all of the criteria above are met and you are still dissatisfied with the purchase, contact us in writing at: Elan Financial Services, P.O. Box 6335, Fargo, ND 58125-6335. While we investigate, the same rules apply to the disputed amount as discussed above. After we finish our investigation, we will tell you our decision. At that point, if we think you owe an amount and you do not pay we may report you as delinquent.

Important Information Regarding Your Account

1. INTEREST CHARGE: Method of Computing Balance Subject to Interest Rate: We calculate the periodic rate or interest portion of the **INTEREST CHARGE** by multiplying the applicable Daily Periodic Rate ("DPR") by the Average Daily Balance ("ADB") (including new transactions) of the Purchase, Advance and Balance Transfer categories subject to interest, and then adding together the resulting interest from each category. We determine the **ADB** separately for the Purchases, Advances and Balance Transfer categories. To get the **ADB** in each category, we add together the daily balances in those categories for the billing cycle and divide the result by the number of days in the billing cycle. We determine the daily balances each day by taking the beginning balance of those Account categories (including any billed but unpaid interest, fees, credit insurance and other charges), adding any new interest, fees, and charges, and subtracting any payments or credits applied against your Account balances that day. We add a Purchase, Advance or Balance Transfer to the appropriate balances for those categories on the later of the transaction date or the first day of the statement period. Billed but unpaid interest on Purchases, Advances and Balance Transfers is added to the appropriate balances for those categories each month on the statement date. Billed but unpaid Advance Transaction Fees are added to the Advance balance of your Account on the date they are charged to your Account. Any billed but unpaid fees on Purchases, credit insurance charges, and other charges are added to the Purchase balance of the Account on the date they are charged to the Account. Billed but unpaid fees on Balance Transfers are added to the Balance Transfer balance of the Account on the date they are charged to the Account. In other words, billed and unpaid interest, fees, and charges will be included in the **ADB** of your Account that accrues interest and will reduce the amount of credit available to you. To the extent credit insurance charges, overlimit fees, Annual Fees, and/or Travel Membership Fees may be applied to your Account, such charges and/or fees are not included in the **ADB** calculation for Purchases until the first day of the billing cycle following the date the credit insurance charges, overlimit fees, Annual Fees and/or Travel Membership Fees (as applicable) are charged to the Account. Prior statement balances subject to an interest-free period that have been paid on or before the payment due date in the current billing cycle are not included in the **ADB** calculation. If you do not pay your New Balance in full by the Payment Due Date, you will not get an interest-free period on Purchases again until you pay the New Balance in full by the Payment Due Date for two billing cycles in a row.

2. Payment Information: We will accept payment via check, money order, the internet (including mobile and online) or phone or previously established automatic payment transaction. You must pay us in U.S. Dollars. If you make a payment from a foreign financial institution, you will be charged and agree to pay any collection fees added in connection with that transaction. The date you mail a payment is different than the date we receive the payment. The payment date is the day we receive your check or money order at Elan Financial Services, P.O. Box 790408, St. Louis, MO 63179-0408 or the day we receive your internet or phone payment. All payments by check or money order accompanied by a payment coupon and received at this payment address will be credited to your Account on the day of receipt if received by 5:00 p.m. CT on any banking day. Payments sent without the payment coupon or to an incorrect address will be processed and credited to your Account within 5 banking days of receipt. Payments sent without a payment coupon or to an incorrect address may result in a delayed credit to your Account, additional **INTEREST CHARGES**, fees, and/or Account suspension. The deadline for on-time internet and phone payments varies, but generally must be made before 5:00 p.m. CT to 8 p.m. CT depending on what day and how the payment is made. Please contact Elan Financial Services for internet, phone, and mobile crediting times specific to your Account and your payment option. Banking days are all calendar days except Saturday, Sunday and federal holidays. Payments due on a Saturday, Sunday or federal holiday and received on those days will be credited on the day of receipt. There is no prepayment penalty if you pay your balance at any time prior to your payment due date.

3. Credit Reporting: We may report information on your Account to Credit Bureaus. Late payments, missed payments or other defaults on your Account may be reflected in your credit report.

March 2026 Statement 02/13/2026 - 03/12/2026
 HENIKADISTRICTLIBRARY

 Page 2 of 4
 Elan Financial Services (1-866-552-8855

Business Cash

Rewards Center Activity as of 03/11/2026	
Rewards Center Activity*	0
Rewards Center Balance	42,219

*This item includes points redeemed, expired and adjusted.

Rewards Earned	This Statement	Year to Date
Points Earned on All Purchases	1,370	5,696
2 Extra Points* - Telecom & Office Supply	233	699
1 Extra Point - Restaurants & Gas	12	12
Total Earned	1,615	6,407

Important Messages

Paying Interest: You have a 24 to 30 day interest-free period for Purchases provided you have paid your previous balance in full by the Payment Due Date shown on your monthly Account statement. In order to avoid additional INTEREST CHARGES on Purchases, you must pay your new balance in full by the Payment Due Date shown on the front of your monthly Account statement.

There is no interest-free period for transactions that post to the Account as Advances or Balance Transfers except as provided in any Offer Materials. Those transactions are subject to interest from the date they post to the Account until the date they are paid in full.

Transactions BAKOVKA, CIERRA J Credit Limit \$40500

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
Purchases and Other Debits					
02/23	02/20	0763	AMERICAN LIBRARY ASSOC 312-9446780 IL	\$55.00	Men/Train
02/23	02/21	5344	WHENIWORK.COM WHENIWORK.COM MN	\$25.00	CS
02/24	02/23	2160	SP FRESHWATERSYSTEMS FRESHWATERSYS SC	\$18.76	Equip Rep.
02/25	02/24	2990	DOLLAR TREE GRANDVILLE MI	\$2.92	Supp.
02/26	02/25	8282	ALDI 67026 JENISON MI	\$64.59	YP
03/02	02/28	2108	GIH*GLOBALINDUSTRIALEQ 800-645-2986 FL	\$33.79	supplies
03/02	02/28	3071	Mailchimp 678-9990141 GA	\$26.00	CS
03/03	03/01	2090	Adobe Inc 800-8336687 CA	\$21.19	CS
03/06	03/05	0345	CHECKR, INC CHECKR.COM CHECKR.COM CA	\$54.99	CS
03/09	03/06	4513	INTERMEDIA.NET INC 800-379-7729 WA	\$116.56	Util
03/12	03/11	7616	ALDI 67026 JENISON MI	\$21.18	YP
Total for Account				\$439.98	

Transactions SCHREUR, VICTORIA Credit Limit \$5000

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
Purchases and Other Debits					

Continued on Next Page



March 2026 Statement 02/13/2026 - 03/12/2026
 HENIKADISTRICTLIBRARY

Page 3 of 4

Elan Financial Services (1-866-552-8855

Transactions SCHREUR,VICTORIA Credit Limit \$5000

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
02/17	02/14	6759	DOLLAR-GENERAL #9954 WAYLAND MI	\$12.43	
02/17	02/15	1346	KIM NHUNG SUPERSTORE GRAND RAPIDS MA	\$12.69	
02/19	02/18	9326	TARGET.COM * WWW.TARGET.CO MN	\$36.34	
02/20	02/19	6681	MEIJER STORE #199 CALEDONIA MI	\$23.97	
02/23	02/21	3706	TARGET 00020156 CALEDONIA MI	\$13.76	
03/02	02/28	5065	DOLLAR-GENERAL #9954 WAYLAND MI	\$10.44	
03/03	03/02	9383	BRIGHT STAR THEATRE BRIGHTSTARTHE NC	\$615.83	
03/06	03/05	5790	TARGET 00010520 WYOMING MI	\$18.28	
03/09	03/07	4139	HOBBY LOBBY #244 KENTWOOD MI	\$31.05	
03/10	03/09	9138	DISC TRADERS GRANDVILL GRANDVILLE MI	\$5.29	
03/10	03/09	9146	DISC TRADERS GRANDVILL GRANDVILLE MI	\$13.77	
03/11	03/09	7474	HOBBY-LOBBY #0210 GRANDVILLE MI	\$12.62	
03/12	03/11	0097	ALDI 67039 CALEDONIA MI	\$15.88	
Total for Account				\$822.35	

Transactions CUMMINGS,ABIGAIL Credit Limit \$5000

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
Purchases and Other Debits					
02/23	02/21	1701	DOLLAR-GENERAL #9954 WAYLAND MI	\$18.50	
02/23	02/21	5642	MEIJER EXPRESS #615 GRAND RAPIDS MI	\$12.00	
02/27	02/25	7051	HARDING'S MARKET #3 WAYLAND MI	\$27.11	
03/02	03/01	3306	TARGET 00003970 GRAND RAPIDS MI	\$50.00	
Total for Account				\$107.61	

Transactions BILLING ACCOUNT ACTIVITY

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
Payments and Other Credits					
02/24	02/22	0004	PAYMENT THANK YOU	\$2,933.63CR	
Total for Account				\$2,933.63CR	

2026 Totals Year-to-Date	
Total Fees Charged in 2026	\$0.00
Total Interest Charged in 2026	\$0.00

12:01 PM
04/10/26
Cash Basis

Henika District Library
Balance Sheet
As of March 31, 2026

	Mar 31, 26
ASSETS	
Current Assets	
Checking/Savings	
Cash - Checking - 7152	366,712.54
Cash - HY Savings - 013	358,951.75
Certificate of Deposit - 359	80,232.21
Certificate of Deposit - 548	34,809.62
Certificate of Deposit - 556	58,680.98
Savings - Building Fund - 212	385,297.86
	1,284,684.96
Accounts Receivable	
Due from Other Government Units	2,072.78
Property Tax Receivable	331,103.06
	333,175.84
Total Current Assets	1,617,860.80
Other Assets	
Other Assets	2,425.00
	2,425.00
TOTAL ASSETS	1,620,285.80
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Deferred Property Taxes	331,103.06
Payroll Liabilities	2,379.99
	333,483.05
Total Other Current Liabilities	333,483.05
Total Current Liabilities	333,483.05
Total Liabilities	333,483.05
Equity	
Opening Balance Equity	51,707.97
Unrestricted Net Assets	902,603.89
Net Income	332,490.89
	1,286,802.75
Total Equity	1,286,802.75
TOTAL LIABILITIES & EQUITY	1,620,285.80

12:08 PM

04/10/26

Accrual Basis

Henika District Library
Profit & Loss Budget vs. Actual
January through March 2026

	Mar 26	YTD	Budget	\$ Over Budget
Ordinary Income/Expense				
Income				
400502 - Federal E-Rate	0.00	228.00	1,000.00	-772.00
400540 - State Aid	4,708.81	6,698.30	10,000.00	-3,301.70
400581.C - City Contribution	10,571.79	177,967.94	210,000.00	-32,032.06
400581.T - Township Contributio	97,911.17	237,729.50	240,000.00	-2,270.50
400582 - Non-Resident Fees	50.00	50.00		
400601 - Copies and Faxes	592.77	1,298.08	600.00	698.08
400656 - Penal Fines	3,070.39	7,687.16	30,000.00	-22,312.84
400657 - Fines	72.81	168.91	50.00	118.91
400665 - Interest Income	1,371.52	4,405.11	16,000.00	-11,594.89
400691 - Donations	15.42	6,847.45		
400693 - Book Sale	67.40	139.04	50.00	89.04
400700 - Grants	1,000.00	21,000.00	1,000.00	20,000.00
Total Income	119,432.08	464,219.49	508,700.00	-44,480.51
Expense				
700710 - Employee Benefits	5,804.04	18,259.58	72,000.00	-53,740.42
700727 - Postage	76.00	423.01	600.00	-176.99
700728 - Supplies	167.36	857.71	8,500.00	-7,642.29
700740 - Equipment	553.73	1,810.20	12,000.00	-10,189.80
700740 - Furnishings	0.00	247.05	8,000.00	-7,752.95
700740 - Materials	2,307.60	8,468.27	37,500.00	-29,031.73
700801 - Advertising & Promo	0.00	678.09	4,300.00	-3,621.91
700805.1 - Accounting	0.00	2,187.50	15,000.00	-12,812.50
700805.2 - Bank Charges & Fees	750.00	0.00	100.00	-100.00
700806 - Technology Support	0.00	285.00	2,500.00	-2,215.00
700808 - Building & Grounds	1,260.00	9,485.00	16,000.00	-6,515.00
700850 - Communications	395.46	1,276.50	5,000.00	-3,723.50
700910 - Building/Liability Ins	1,145.58	0.00	8,000.00	-8,000.00
700920 - Public Utilities	18.76	2,944.15	11,000.00	-8,055.85
700933 - Equipment Repairs	597.38	102.45	3,200.00	-3,097.55
700954 - Contractual Services	55.00	10,712.38	29,500.00	-18,787.62
700955 - Memberships / Training	1,601.72	760.00	5,500.00	-4,740.00
700956 - Programming	6,375.00	3,841.88	17,000.00	-13,158.12
700970 - Capital Outlay	17,752.73	12,750.00	12,750.00	0.00
Payroll Expenses	17,752.73	52,209.98	235,000.00	-182,790.02
Payroll Tax Expense	1,454.43	4,429.85	18,000.00	-13,570.15
Total Expense	40,314.79	131,728.60	521,450.00	-389,721.40
Net Ordinary Income	79,117.29	332,490.89	-12,750.00	345,240.89
Net Income	79,117.29	332,490.89	-12,750.00	345,240.89



Home

Alerts


You have no alerts.


Accounts

PUBLIC FUND CASH MANAGEMENT CHECKING XXXX7152	Current balance \$371,542.18
PUBLIC FUNDS HIGH-YIELD SAVINGS XXX013	Current balance \$358,951.75
BUILDING FUND XXX212	Current balance \$385,297.86
TIME DEPOSIT XXXX079	Current balance \$34,809.62
TIME DEPOSIT XXXX087	Current balance \$58,680.98
TIME DEPOSIT XXXX359	Current balance \$80,232.21

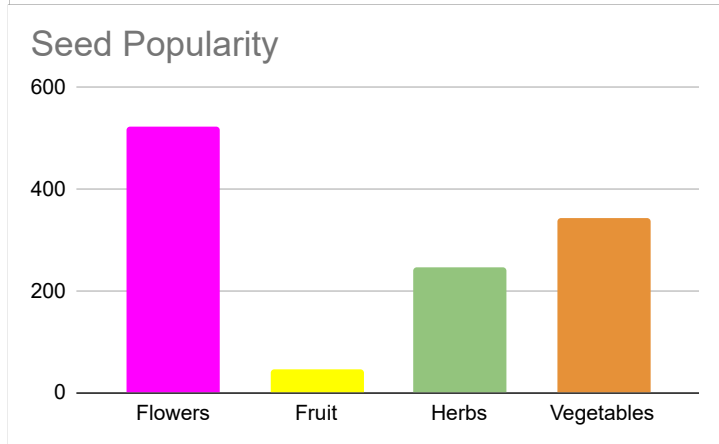
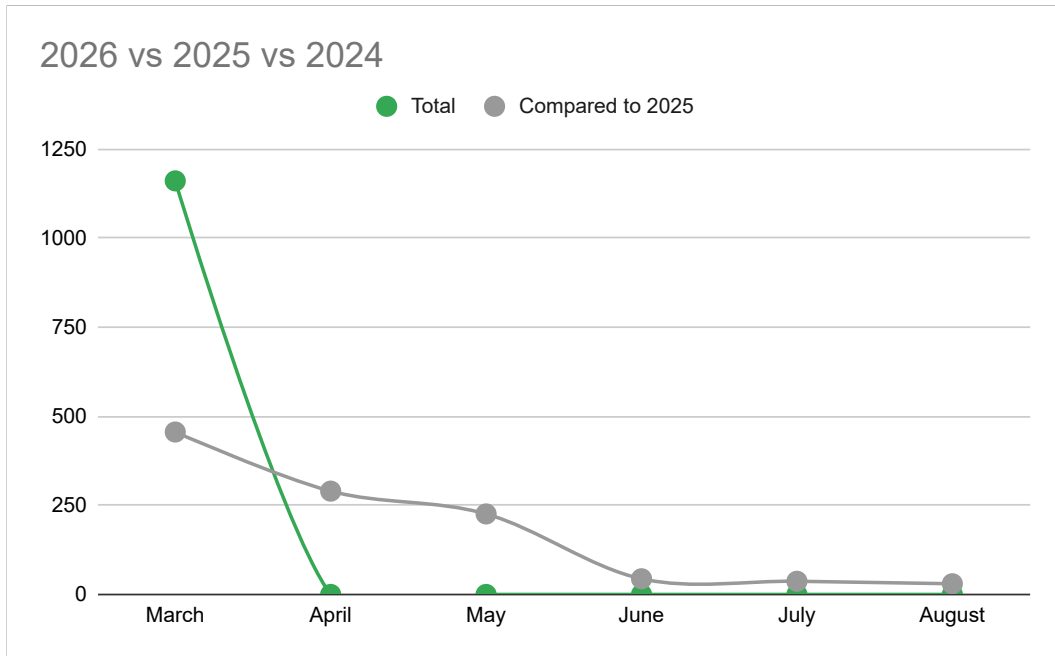
United Bank

900 East Paris Ave SE | Grand Rapids, MI 49546 | 616.559.7000 | 800.968.1990

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	March	April	May	June	July	August	Season
Flowers		523					523
Fruit		48					48
Herbs		246					246
Vegetables		344					344
Total		1161	0	0	0	0	1161
Compared to 2025		456	290	226	44	37	30
Compared to 2024		479	313	114	144	41	82
Patrons:		60 (116)					

March 2026**Youth Services Report****Tori Schreur, Youth Services Librarian****Lego Club: 10 attendees**

I wasn't able to make it to Lego Club this month due to schedule changes, but we had a little above average in terms of our turnout. Kids built all kinds of creative designs, from imaginative creations to cool structures, while practicing problem-solving and teamwork

Preschool Storytime: 13 attendees

My turnouts for Preschool Storytime have been getting better, and it is really encouraging for when I am developing my storytime curricula. One of the weeks, we had a fun and engaging storytime all about colors and sizes! We read books that helped us explore big and small, bright and bold, and everything in between.

After School Art: 56 attendees

We had a creative month at After School Art! We spent lots of time painting and using popsicle sticks to build fun projects. The kids especially loved making their spring wooden banners. I usually try to avoid using paint, but felt a little bold, and did it two weeks in a row.

Pine Street Literacy Night: 82 attendees

I had a great time at Pine Street's Literacy Night. They have been focusing on Anne Frank, so I brought a bunch of Anne Frank resources. Specifically ones that show great reads for kids of certain ages and reading levels. I also brought our new VR to demonstrate one of the awesome programs installed on the system. There is a program that lets you walk through Anne Frank's attic. A lot of people were surprised to see how bright it actually was inside.

Pokemon Club: 22 attendees

We're having a great time at Pokémon Club, and our numbers are growing! I'm still hoping to see even more trainers join in, but the group has been having a lot of fun trading, chatting, and sharing their love of Pokémon. I've also been collecting new card packs to give out in May for our very last program of the school year.

Preschool Playtime: 14 attendees

We had a fun and busy time at preschool playtime! Kids explored musical instruments, got creative with coloring, worked on puzzles, and used their imaginations with Play-Doh. I was unable to make one session, so other staff members were a great help.

National Chip Dip Day: 17 attendees

This one was fun and easy, and I had the most teens I have ever had show up for a program. All I did was buy individual bags of potato chips, and each teen got their own bag. Then I had a bunch of different flavors for them to try. Personally, I thought I would like the bacon, cheddar flavor french onion dip, but it was not the greatest!

Steeby Mystery Reader: 24 attendees

I volunteered to be a mystery reader in one of Steeby's third grade classrooms. I read, "Piece Out," which has been my go to as of lately, and kids and parents love it. Apparently, it was a great choice for the theme they were working with in their classroom, because the teacher and I kept going back through the book and had the kids point out elements of reading and writing that they have been working on in class.

K-Pop Demon Hunter Perler Beads: 27 attendees

This program couldn't have turned out better! We had a few patrons show up early, but it worked out because everything was set up. From then on, patrons kept coming in in waves, which was allowing groups to finish their Perler activities in time for the next wave of kids to come in. I am so happy with this program.

Take and Make: 48 patrons**Scavenger Hunt: 79 patrons****Looking Forward:**

April is going to be an interesting month. I will be gone for the second half of the month for surgery, but I'm trying to fit in as much as I can before I'm gone. After school Art will be on Thursday, April 2nd, 16th, 23rd, and 30th. We will not have a session during Spring Break. Lego Club will be held on Monday, April 6th. Due to my absence, we will only be having one storytime, to be held on Tuesday, April 7th. I'm going to have VR play sessions for Teens during Spring Break on Wednesday, April 8th, and Thursday, April 9th. One I'm really looking forward to, is a Saturday STEAM program, where we will be making Bluetooth Owl Speakers. Pokemon Club will be on Monday, April 13th. Despite my absence, we will still have two sessions of Preschool Playtime: one on April 14th and the other on the 28th. And lastly, a few classes will be coming to visit on April 15th and 16th.

Programs & Attendance

Cookie Decorating: 17

This was a hit! Everyone loves eating cookies, so maybe the decorating was just a bonus, but it was a super fun and busy night!

Gun Safety: 6

The Community for Gun Safety came and talked about gun safety here. There weren't a lot of people, but I think the people who did come got a lot out of it.

Coffee with the Mayor: 0

Unfortunately no one came to this. But it was the first one that Mayor Antel did, so I hope she gets better attendance in the future!

Adult Craft: Heart Garland: 5

This was a small attendance for a craft, but the people who came had a good time!

Silent Book Club: 10

This is the last Silent Book Club on a Monday. Starting in April, they're going to do it on Wednesdays, so I'll be able to be here to run it again.

Tech Help: 3

On one of the Fridays I had 3 people in a row! That felt great. I was really glad that the word is starting to get out.

Paint Along With Us: 17

I've switched to doing Paint Along With Us every month instead of alternating with free paint, and I'm definitely seeing an improvement in stats!

Sawmill: 4

It was nice to get back to Sawmill! I have a great group of people there.

Green Acres: 10

Green Acres was a good time! We played bingo and made a few more library cards. I think some of the people there are really appreciating the mobile library I've been bringing.

Bingo! Brunch: 21

I started doing Bingo! Brunch on Saturdays as well as Wednesdays this month, and I really saw a huge increase in stats! I got a lot of people who can't usually come on Wednesdays, so I'm glad.

Winter Reading: 22

I had way more people do this this year than last year! It's over now, and we had a winner. I'm glad more people are doing it!

Take and Make: 48

The take and makes have been super popular the past couple of months, so I bought extra in February and they all went out!

Blind Date With a Book: 5

This was our adult display this month. I always do it in February, and it's just a bit fun and whimsical for such a dreary month.

Spice Club: Mustard: 2

Not a great turn out for Spice Club. Maybe I chose too divisive of a spice!

Total Program Participants: 170**February Reflection**

I was really happy about my turnout this month! There were a couple of events that had a disappointingly low turnout, but between the take-and-make, winter reading, and bingo! Brunch all having higher stats than normal, I think it evened out! Last year we had a hundred people in February, so it's definitely an improvement.

Looking Forward

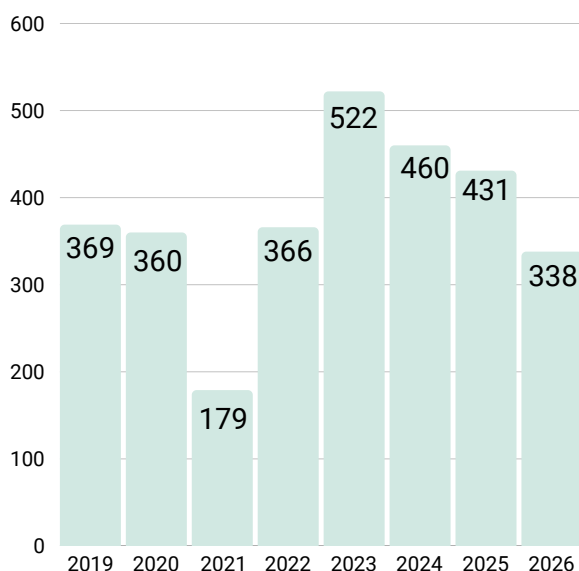
I am gone for a lot of March, but we're still doing programming! Jake is running painting and origami for me. We're launching the seed library and having New City Farms back for another gardening event. We also have bingo! Brunch, bullet journaling, and spice club, so hopefully it'll be a productive launch for spring!

March 2026

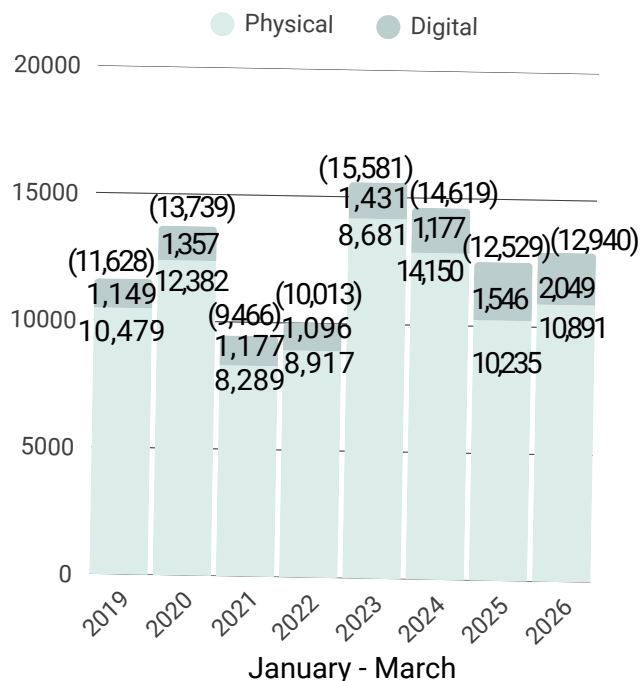
Our March 2026 circulation numbers are 411 higher than our March 2025 numbers. The categories showing the most growth from last year during the month of March are Adult Audiobooks; which circulated 6 times more than they did last March and Juvenile Audiobooks; which circulated 2 times the amount that they did last March. Other categories showing noticeable growth from last March include: Teen Print, Video Games, Youth DVDs, Tween Audiobooks, Teen e-Books, Juvenile e-Books, and Teen e-Audiobooks. The categories that are not circulating as well as they did in March of 2025 include: Adult Print, Tween Print, Juvenile Print, MeL items, Board Games, Special Collection items, Adult e-Books, Teen e-Audiobooks, and Juvenile e-Audiobooks. Our Spanish items have been checked out twice this month! Juvenile Spanish Fiction and Adult Spanish Fiction both circulated once and Adult Spanish Fiction had one renewal. I anticipate our circ numbers rising with folks checking out additional materials for Spring Break!

Courtney Schenkhuizen - Circulation Supervisor

Computer Sessions



Circulation YTD:



Henika has **2,542** total patron accounts. **506** of these accounts are active* (not expired). *Most expiration dates are set for 3 years upon renewal.*

93 Patron accounts added YTD

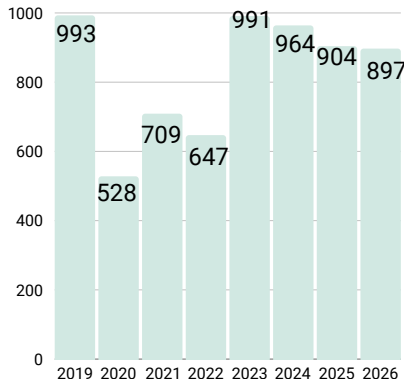
40 Patron accounts added in March:

- 25 -Wayland City
- 8 - Wayland Township
- 7 - Patron Point
 - City - 6
 - Twp - 1

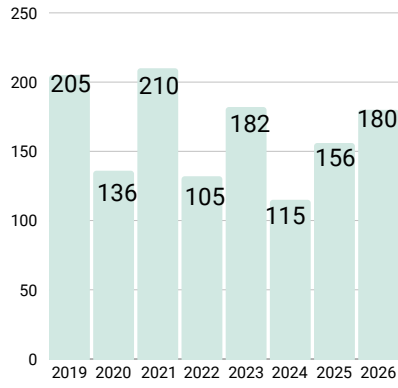
*Active refers to those physically checking out items. This does NOT include those who only borrow e-material.

March Circulation, 2019-2026

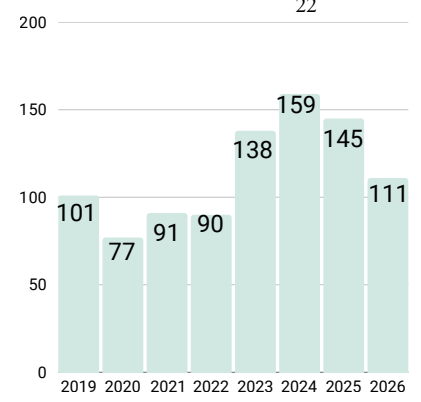
Adult Print



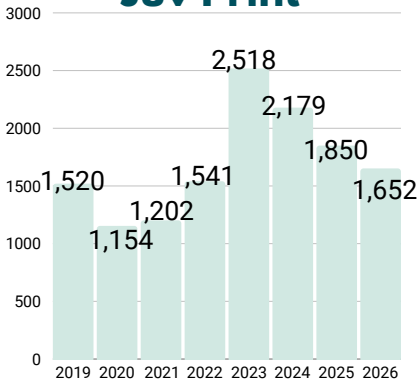
Teen Print



Tween Print

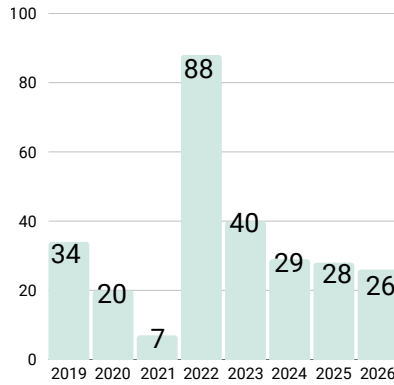


Juv Print

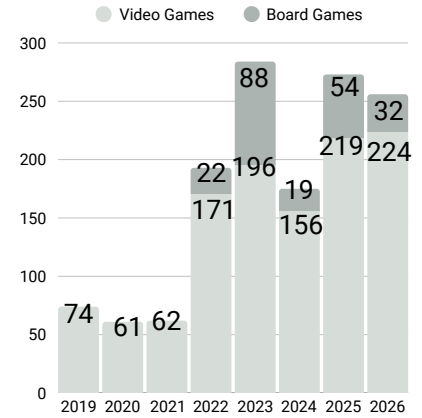


*pictures books, readers, chapter, juv graphic, juv NF

MeL

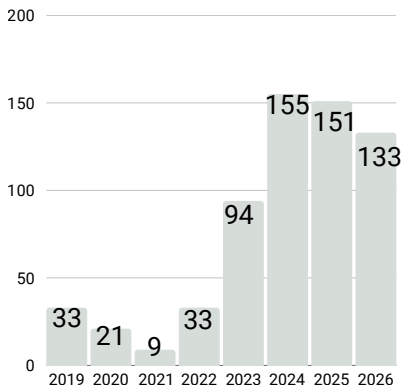


Games



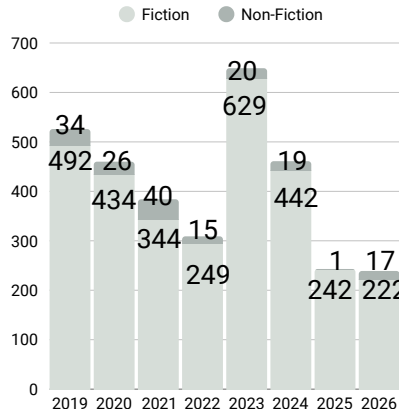
*prior to 2023, Video Games & Board Games were combined

Special Collection

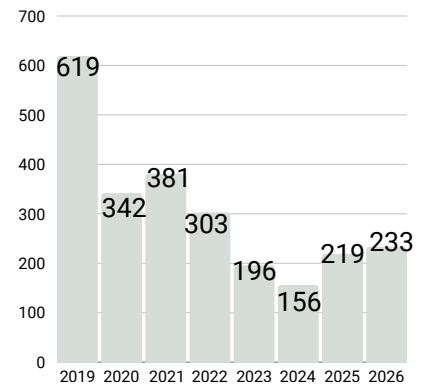


*prior to August 2021, this only included launchpads

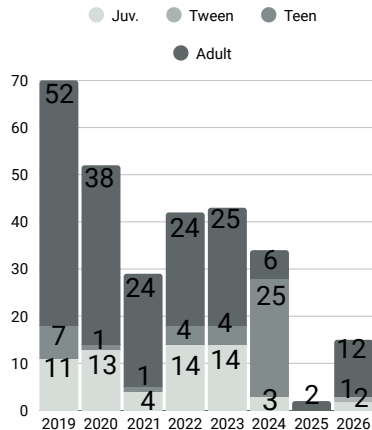
General DVD



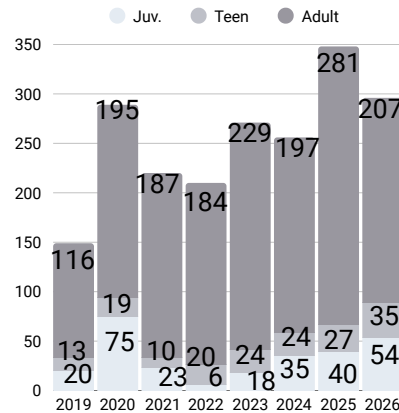
Youth DVD



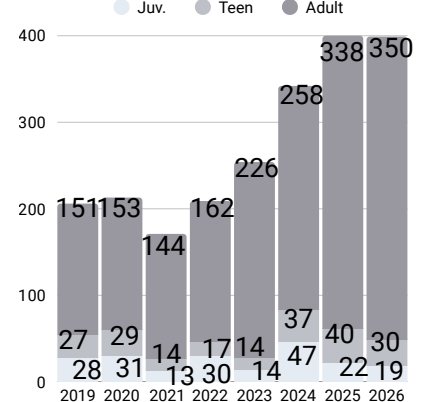
Audiobooks



eBooks



eAudio



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

Goal: \$6,000,000

Raised to Date: \$593,000

Campaign Development Accomplishments to Date

- Campaign budget approved by the Board
- Secured a campaign chair and some committee members
- Received invitation to apply to Allegan County Community Foundation; requesting \$100,000
- Pitch deck and talking points ready for use with donor prospects
- Naming opportunities identified and approved
- Campaign Project Manager hired and onboarded
- Pursuing paths to Bonnie Miller, Art Johnston, Granger Foundation and Granger Construction

Upcoming Activities

- Hold first co-chair meeting (4/22)
- Recruit and train remaining Campaign Committee members and hold one-on-one conversations with each committee member to identify their donor list and solicitation plans.
- Determine next donor prospects to pursue
- Create a library donor tour
- Implement an online giving platform such as Give Butter.
- Utilize patron data to identify additional funding prospects.

Board Tasks Today (and ongoing)

- Determine if serving on the campaign committee is a fit for you
- Invite people to upcoming events or tour the library with you
- April/May: help provide intel on campaign prospects including individuals, foundations, and businesses

Kennari Team: Kirstin VanderMolen & Kim Kvorka

Henika Team: Cierra Bakovka and Jordan Malkov

Henika District Library Director Evaluation

Director: _____

Fiscal Year in review: _____

The Library Board of Trustees will conduct a formal, written evaluation of the Library Director at the end of each fiscal year. The Board President will meet with the Director and review the feedback provided by the evaluations.

Purposes of the Performance Evaluation

- To provide the director with a clear understanding of the board's expectations.
- To ensure the director and the board are aware of how well the expectations are being met.
- To serve as a formal vehicle of primary communication between the board and director.
- To identify the board's actual concerns so that appropriate action can be taken.
- To demonstrate sound management practices and accountability to the board and the community.

Definition of Rating Terms:

4: Highly Effective: The Director always meets and frequently exceeds performance expectations. This is for the areas and times when the director went above and beyond expectations.

3: Effective: The Director consistently meets performance expectations and performs in a professional and competent manner. This would be the standard in which we are expecting the director to perform daily, weekly, monthly.

2: Needs Improvement: The Director meets only minimally acceptable levels of performance; the Director requires extra direction from the Library Trustees.

1: Unacceptable/Needs Substantial Improvement: The Director does not meet performance expectations, even at a minimally acceptable level; the Director requires significant extra direction and/or constant supervision from the Library Trustees. Need for immediate and significant improvement.

Please rate the Library Director in the following areas using the above scale 4 (highest) to 1 (lowest). Assigned scores should reflect what you have perceived within the last current year while serving on the board in relation to the director's performance. Add optional comments to expand on the understanding of that section rating or to note examples. You may opt out of providing a review if you have served less than one year on the board by informing the Board President.

I. Administrative Duties

1. Preparing and Managing the Budget

___ Necessary information is researched and compiled, with an offered preview to the Finance Committee, in a timely manner prior to presenting to the Board in the second half of the year.

___ The budget covers all necessary expenses and funds are effectively allocated.

___ Budget amendments are limited and used appropriately.

___ Monthly meetings are used to keep the Board up to date on the budget.

___ Other funding sources (grants, fundraising, donations) are explored and applied for as appropriate.

___ Any and all necessary information is compiled and provided for the yearly audit that happens in the first quarter of the year.

Tally _____ Comments: _____

2. Professional Awareness

___ Maintains an adequate knowledge of current library science practices.

___ Demonstrates to the Board a commitment to personal professional development by attending relevant conferences, meetings, workshops, and seminars, and by sharing knowledge gained with appropriate individuals.

Tally ___ Comments: _____

3. Use of the Library

___ Effectively communicates library services, current and new, to the public through multi-media options available.

___ A proper and realistic balance is maintained between the offering of services/programs and budget constraints.

___ Circulation trends and in-house use (circulation stats, door count, etc.) are summarized at monthly meetings.

Tally ___ Comments: _____

4. Establishing Priorities

___ Director's recommended priorities are aligned with the library's plan as defined by the Strategic Plan.

___ Priorities appropriately reflect community needs, and reflect advanced planning.

___ Director's accomplishments reflect and relate to the short and long range plans.

___ The Strategic Plan is reviewed on a regular basis and updated to reflect changing circumstances with the Planning Committee and presented to the Board.

Tally ___ Comments: _____

Total for Section I

_____ **points**

II. Staffing and Building

1. Managing the Staff

- Positive management/staff relations are maintained.
- Director sets an example for the staff through professional conduct.
- Staff hiring is accomplished through appropriate hiring resources, and follows all required hiring laws.
- Staff annual evaluations prepared and administered in a timely manner for the end of the year.
- Operation of the Library runs smoothly with respect to hours open, adequate staffing, and providing services.
- Statistical records compiled from staff reports, as well as monthly staff updates collected for review at monthly meetings.

Tally _____ Comments: _____

2. Development of Staff

- Enables the staff to develop their skills through continuing education, workshops, and seminars.
- Director adequately justifies the need for staff development funds and accounts for the use of such funds.
- Holds staff meetings regularly.

Tally _____ Comments: _____

3. Maintenance of Physical Building and Grounds

- Buildings and grounds are adequately maintained within the imposed budgetary constraints.
- Works with the Building Committee to assess the building and grounds on a regular basis to report to the Board.

Tally _____ Comments: _____

Total for Section II

_____ points

III. Board Relations, Community and External Relations

1. Reporting at monthly Board meetings and communications with the Board

___ Reports to the Board accurately on library budget, operations, activities, opportunities, and problems.

___ Supplies necessary information and research at committee and regular monthly meetings for Board members to understand, reference, and make decisions.

___ Works with Committees to streamline information at monthly meetings to enable efficient decision making.

___ Provides Board members with opportunities to learn about library operations and Board responsibilities, and keeps Board up to date on news in the Library world - local, state, and national.

Tally ___ Comments: _____

2. Policy Recommendations to Board

___ Recommends to the Board new and/or revised plans, policies, and technological improvements relating to library operations.

___ Policy recommendations are reviewed and deemed necessary/appropriate to the efficient operation of the library, with any relevant research or information provided when brought before the Board.

Tally ___ Comments: _____

3. Implementation of Board Decisions

___ Board decisions are implemented on a timely basis.

___ Director displays initiative.

___ Director is objective and consistent in decisions that affect the staff and/or public.

___ Director supports board decisions.

Tally ___ Comments: _____

4. Activity in Professional Organizations

___ Participates in professional organizations as appropriate.

___ Maintains positive relations with community organizations.

___ Participates in local, regional, state, and national opportunities related to libraries when able.

Tally ___ Comments: _____

5. Community Development

___ Needs of the community thoughtfully considered when offering library services and programs.

___ Develops and/or recommends changes and improvements in services to the community.

Tally ___ Comments: _____

Total for Section III

_____ **points**

Section I + Section II + Section III = overall performance

_____ + _____ + _____ = _____

Highly effective: 164-124

Effective: 123-83

Needs Improvement: 82-42

Unacceptable/Needs Substantial Improvement: 41

When providing this feedback, keep in mind that things need to be in the realm of the director's function, responsibilities, or performance. ²⁹

In what areas, in your opinion, does the director excel?

What changes would you like to see in the director's administration of the Library?

What performance objectives (1-3 goals) would you recommend for the director for the next year?

Fiscal Year in review: _____

Averages compiled from the collected evaluations of the Board members

Section I: Administrative Duties

1 Preparing the Budget: _____

2 Professional Awareness: _____

3 Use of Library: _____

4 Establishing Priorities: _____

Section overall average -

Summary of comments:

Section II: Staffing and Building

1 Managing the Staff: _____

2 Development of Staff: _____

3 Maintenance of Physical Building: _____

Section overall average -

Summary of comments:

Section III: Board Relations, Community and External Relations

1 Reporting at monthly Board meetings and communications with the Board: _____

2 Policy Recommendations to Board: _____

3 Implementation of Board Decisions: _____

4 Activity in Professional Organizations: _____

5 Community Development: _____

Section overall average -

Summary of comments:

Overall score average _____

Overall rating level:

Highly effective: 164-124

Effective: 123-83

Needs Improvement: 82-42

Unacceptable/Needs Substantial Improvement: 41

Summary of written feedback:

In what areas, in your opinion, does the director excel?

What changes would you like to see in the director's administration of the Library?

What performance objectives (goals) would you recommend for the director for the next year?



Henika District Library



★ 100% recommend (21 Reviews)

🕒 Open now

📍 149 S Main St, Wayland, MI, United States, 49348

📖 Wayland, MI

Links

🔗 henikalibrary.org · bibliocommons.com · bibliocommons.com

Services

📋 Specialties

In-person classes · Curbside pickup · Online classes · In-store pickup

Contact info

@ [henikalibrary](https://www.tiktok.com/henikalibrary)

☎ +1 269-792-2891

✉ inbox@henikalibrary.org

💬 Henika District Library

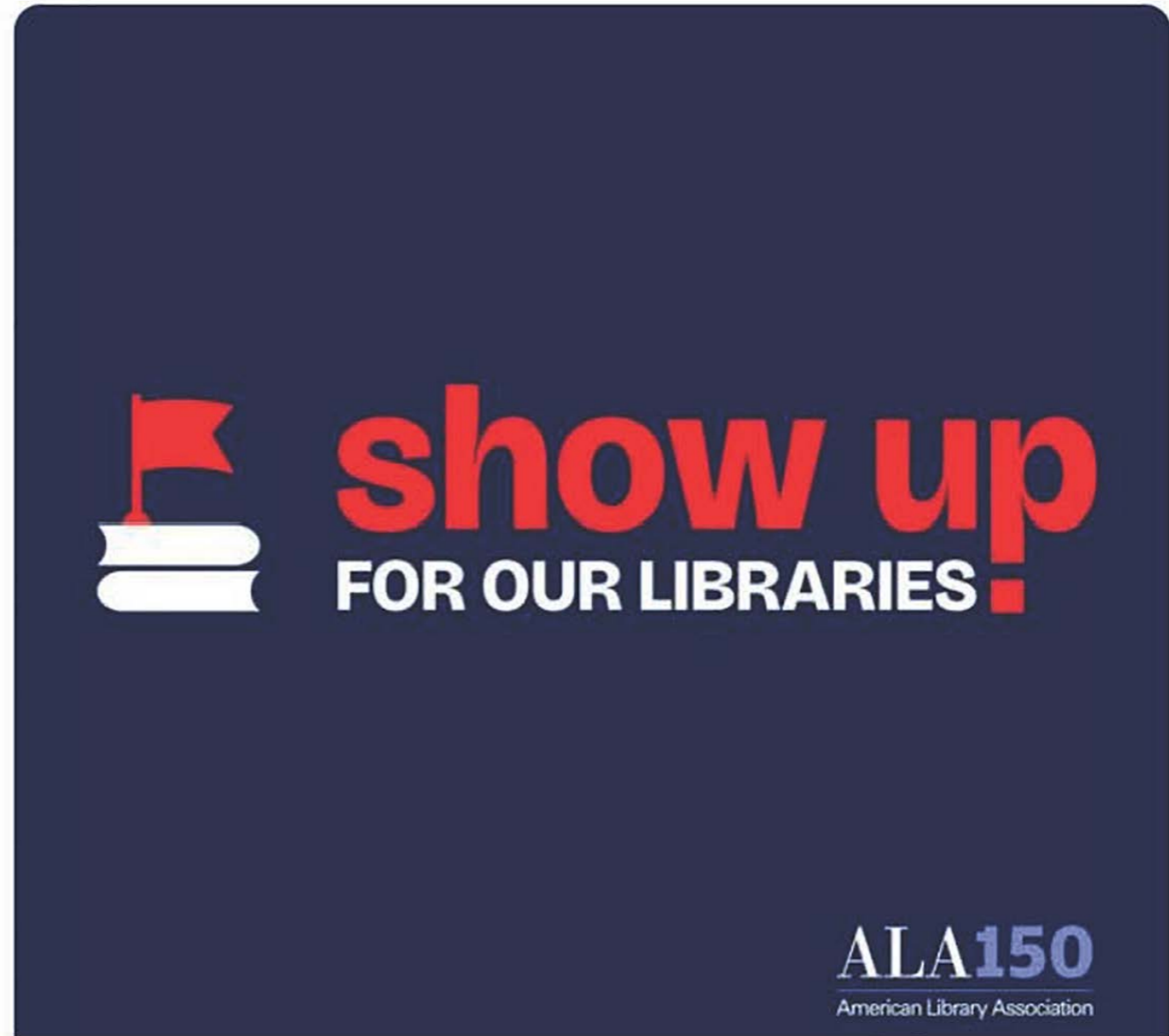
Highlights

Add highlights



Henika District Library

Published by Cierra Bakovka · March 20 at 3:30 PM



American Library Association

March 18 at 3:29 PM

ALA is disappointed that the House Committee on Education & Workforce moved forward dangerous federal book banning legislation yesterday. HR 7661 contains vague, confus... See more



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show up FOR OUR LIBRARIES!

ALA150
American Library Association



American Library Association ✓

March 18 at 3:29 PM · 🌐



ALA is disappointed that the House Committee on Education & Workforce moved forward dangerous federal book banning legislation yesterday. HR 7661 contains vague, confusing, and overly broad language, inviting government censorship.

Call your House Rep, tell them to OPPOSE HR 7661

📞 Capitol switchboard: 202-224-3121

More from ALA: <https://www.ala.org/.../03/HR7661-passes-house-committee>

228



219



System dark mode is now on. Switch Facebook to always match system setting? [Yes](#) ✕

FEDERAL COURT HALTS DISMANTLING OF IMLS IN ALA LAWSUIT

U.S. District Court for the District of Columbia grants temporary restraining order



American Library Association
May 2, 2025 ·

Yesterday, a federal court granted a temporary restraining order to halt the administration's dismantling of IMLS—a direct result of the lawsuit filed by ALA and AFSCME. The ruling temporarily prevents any further actions that would affect staff or grants, for example, mass layoffs of nearly all IMLS staff scheduled to begin May 4.

It's a step forward—but the fight is far from over. More to come soon.

<https://www.ala.org/.../federal-court-halts-dismantling...>

#ForOurLibraries #FundLibraries

American Library Association
April 11, 2025 ·

"It's really hard to make heads or tails of this. These are meaningful programs to Americans." — ALA President Cindy Hohl, MBA, MLIS on the abrupt termination of federal... See more



USATODAY.COM

Federal museum and library grants abruptly terminated

YOU MADE YOUR VOICE HEARD FOR LIBRARIES. THE HOUSE LISTENED.

A House of Representatives Subcommittee just voted to **continue library funding** in next year's federal budget.

The fight to **#FundLibraries** isn't over yet, but this good news is thanks to your hard work.

Stay tuned for more ways to take action for libraries!



American Library Association
September 2, 2025 ·

NEWS: A House of Representatives Subcommittee just voted to continue library funding in next year's federal budget. This is thanks to YOUR hard work as library advocate... See more

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Comment as Henika District Library

TELL CONGRESS: PROTECT LIBRARY FUNDING



American Library Association
April 10, 2025 ·

It's officially **#TakeActionForLibraries** Day! To celebrate and advocate for libraries and library funding, we want every library lover to make their voice heard today. Head to ala.org/showup to learn how you can take action by calling or emailing Congress, writing a letter to your local newspaper, and more! Show Up **#ForOurLibraries** by telling Congress how important your library is to your community - and how important federal funding is to sustain their work. Head to ala.org/showup to learn more! **#NationalLibraryWeek**.

FUND LIBRARIES

Tell Congress to invest in libraries.

ALA American Library Association #FUNDLIBRARIES

American Library Association
May 2, 2025 ·

ACTION ALERT: The Senate has joined the House in deliberating on next year's budget, and it's time for you to get involved.

Tell your Senators to **#FundLibraries** in next year's federal budget. The temporary restraining order issued yesterday is step forward in the fight to maintain federal library funding. Now it's Congress's turn.

We need YOU to make your voice heard, **#ForOurLibraries**. Act now: ala.org/FundLibraries

1





Photos

See all photos

- Contact info**
- [bccslibraries](https://www.bccslibraries.org)
 - (201) 498-7300
 - bccsb@bccs.org
 - BCCLS

bitly

Michigan Library Association

PO Box 27337, Lansing, MI, United States, 48909
Michigan

Links

[milibraries.org](https://www.milibraries.org)

Contact info

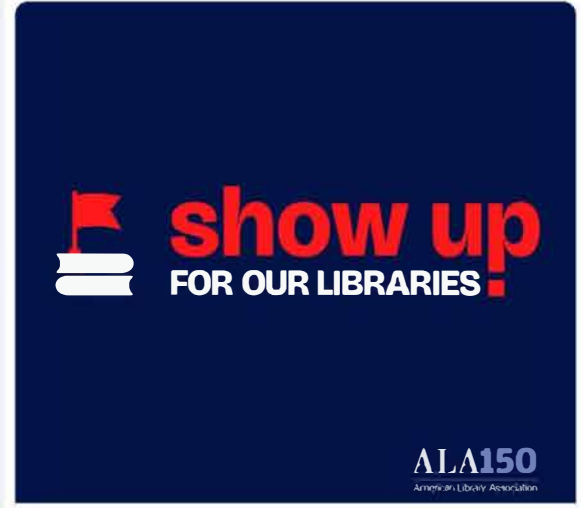
[michigan_library_association](#) · [MLAoffice](#)
(517) 394-2774
mla@milibraries.org
Michigan Library Association

Photos

See all photos



Michigan Library Association



American Library Association

ALA is disappointed that the House Committee on Education & Workforce moved forward dangerous federal book banning legislation yesterday. HR 7661 contains vague, confus... See more

Valley Community Library

739 River St, Peckville, PA, United States, 18452
Blakely, PA · Olyphant, PA · Dickson City, PA · Jessup, PA + 3

Links

[lclshome.org](https://www.lclshome.org)

Contact info

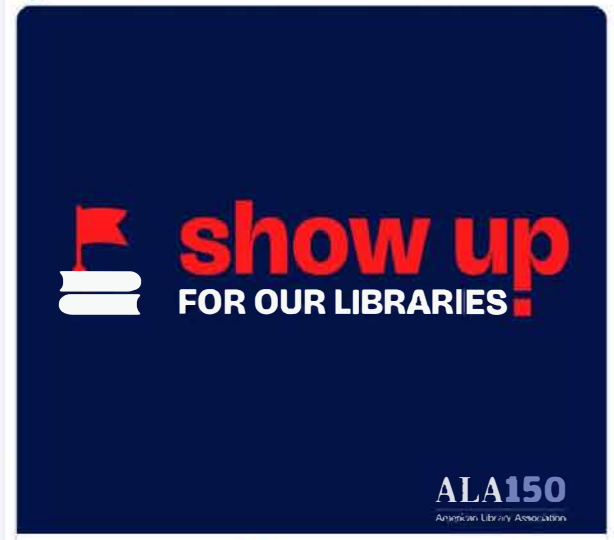
[valleycommunitylibrary](#)
(570) 489-1765
Valley Community Library

Photos

See all photos



Valley Community Library



American Library Association

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American Library Association
March 18 at 3:29 PM
ALA is disappointed that the House Committee on Education & Workforce moved forward dangerous federal book banning legislation yesterday. HR 7661 contains vague, confus... See more