

AGENDA

Henika District Library
Planning Committee Meeting
October 28th, 2026 at 6pm

I. Call to Order

II. Approval of Agenda

III. Approval of Meeting Minutes

- May 2026 Minutes

IV. Unfinished Business

- Draft 2027-2030 Strategic Plan

V. New Business

- A. Review Kennari Contract Renewal

VI. Around the Table

VII. Adjournment

MINUTES

Henika District Library
Planning Committee Meeting
May 20th, 2026 at 4:30pm

I. Call to Order - 4:30pm by Brinks

Members Present: Rachel Brinks, Danielle Simmons, Deb VanderSlik
Staff Present: Cierra Bakovka
Guests: Meghan Augustin

II. Approval of Agenda

Motioned by Brinks, Seconded by Augustin. All in favor. Motion carried.

III. Approval of Meeting Minutes

- March 2026 Minutes - Motioned by Brinks, Seconded by VanderSlik. All in favor. Motion carried.

IV. Unfinished Business

- Campaign Committee Updates - The Campaign Committee had their kick-off meeting on Monday, May 18th. Communication issues led to only two committee members being present. Jordan is going to have one on one meetings with all committee members to get everyone up to speed and will follow up on meeting dates with committee members via phone moving forward.

V. New Business

A. 2026 Planning Survey Results

- a. Results reviewed. 95 Survey responses received. Discussion ensued. The committee would like to revisit potentially trialing different Saturday hours next summer.

B. Strategic Plan Drafting/Goal Setting

- a. The committee began drafting goals, objectives, and actions for Strategic Plan 2027-2030
 - i. Goal #1: Expand the library's physical building
 - 1. Objective 1.1: Fundraise 1.5 million in private support
 - a. Action 1.1.1: Cultivate and secure lead donors
 - b. Action 1.1.2: Explore and apply for grant funding as available
 - 2. Objective 1.2: Pass a millage to pay for a bond
 - a. Action 1.2.1: Create information-only campaign material
 - b. Action 1.2.2: Meet legal obligations for millage
 - c. Action 1.2.3: Make sure community is adequately informed

MINUTES

3. Objective 1.3: Create expansion blueprints
 - a. Action 1.3.1: Solicit design and construction partners
 - b. Action 1.3.2: Consult SHPO
 - c. Action 1.3.3: Ensure community needs are met
4. Objective 1.4: Construct Building
 - a. Action 1.4.1: Break ground and begin construction
 - b. Action 1.4.2: Install interior furnishing and design
 - c. Action 1.4.3: Move-in
- ii. Goal #2: Expand library outreach services
 1. Objective 2.1: Offer homebound delivery services
 - a. Action 2.1.1: Assess staff availability and community need to create schedule and radius
 - b. Action 2.1.2: Create procedures and train staff
 - c. Action 2.1.3: Advertise to community
 2. Objective 2.2: Expand adult outreach opportunities
 - a. Action 2.2.1: Continue regular adult outreach with Sawmill Estates and Green Acres
 - b. Action 2.2.2: Explore other opportunities with local groups and venues (examples: golf course, Harding's cafe, Carpentry and Millwright Training Center, etc).
 3. Objective 2.3: Expand youth outreach opportunities
 - a. Action 2.3.1: Continue regular youth outreach with local elementary schools, head start, and St. Therese
 - b. Action 2.3.2: Explore other opportunities with local groups and venues (examples: City Park, Middle and High Schools, areas in the township)

VI. Around the Table

- Brinks - Nothing to add
- VanderSlik- Nothing to add
- Augustin - Excited for Summerfest
- Bakovka - Excited for Summerfest
- Simmons - Pleased with work done so far. Wondering if the library would want a life-sized Dobby statue that is currently inhabiting her basement.

VII. Adjournment - Motioned by Augustin, Seconded by Brinks. Adjourned at 5:45pm



“A Place to Grow”

Strategic Plan 2027 - 2030

Library Profile:

The Henika District Library (HDL) is a class III public library serving the residents of Wayland City and Wayland Township. Located in downtown Wayland, the library is supported by both local Wayland City and Wayland Township taxes, local penal fines, and state aid. The library is housed in the original building that was built in 1899 and had an addition added on in 1968. This location holds the library's 18,800+ item collection. The library's seven employees consist of three full-time staff and four part-time staff. The full-time library director holds an MLIS and two other full-time staff members have a level 3 or above Michigan Library Staff Certificate from the State of Michigan. The library is open 50 hours a week Monday through Saturday and is closed on Sundays.

Planning Committee:

- Library Director, Cierra Bakovka
- Library Board President, Jacqui Kuhn (ex-officio)
- Library Board Secretary, Mike Miller (Committee Chair)
- Library Board Treasurer, Rachel Brinks
- Library Board Trustee, Deb VanderSlik

Planning Process:

Beginning at the start of 2026, the Planning Committee with the above members, who met throughout the year. Other outside library models were consulted as viable options and their examples were considered. Furthermore, Henika District Library's organizational culture and values were essential in determining ways to better serve the community. The previous Strategic Plan for 2023 - 2026 was reviewed and the committee discussed what went well, what didn't, and what was learned about the planning process to improve as we move forward. Community input was also at the center of the planning process. A community needs assessment survey was administered to members of the community and library patrons.

This information accumulated from prior experience, outside examples, and community input gave the library insight into Henika's needs and desires for the future. It was discovered that the community values the library's services and programming, particularly those revolving around collection diversity and the staff's good service. As a result, the Planning Committee formulated goals and objectives around these findings and submitted the plan to Henika District Library's Board of Trustees for approval.

Planning Outline:

- Stick with the mission.
 - The Planning Committee reviewed the library's current mission statement which is "To encourage community and personal growth through diverse materials, services, and experiences." The committee believes that it should be the driving force behind our strategic planning process.
- Develop a model.

- The Library Director researched other libraries' strategic plans with similar demographics and resources to Henika District Library in order to gain insight into possible models.
- Define community needs.
 - The Library Director worked with the Planning Committee to design a needs assessment survey for the Henika community. Both paper and digital copies were distributed, with staff members handing out surveys to patrons in the library and the Library Director adding the survey online to the library's website and social media channels.
 - The Library Director and Planning Committee analyzed internal data from circulation, website, technology, program, outreach and usage statistics and used it for additional consideration when assessing priorities.
- Develop goals and objectives.
 - The Planning Committee developed goals and objectives based on findings from the community needs assessment, library statistics, and outcomes from the prior Strategic Plan.
- Submit the plan to the Board of Trustees for approval.
 - The Library Director submitted the finalized strategic plan to the Board of Trustees.

Henika District Library Strategic Plan 2026-2030

Mission:

Henika District Library encourages community and personal growth through diverse materials, services, and experiences.

Goal 1:

Expand the Henika District Library's physical building

Serving nearly 8,000 residents, the library operates within just 3,500 square feet of usable space—far less space than libraries in comparable communities, which typically average about 8,500 square feet. Put simply, Henika has about half as much space per resident as similar libraries across the state. Expanding the building will allow us to increase capacity, accessibility, and allow for dedicated spaces for both patrons and staff.

Objective 1.1:

Fundraise 1.5 million in private support.

Expected Deadline: End of 2027

Action 1:

Cultivate and secure lead donors.

Action 2:

Explore and apply for grant funding as available

Objective 1.2:

Pass a 4 million dollar bond for the expansion project

Expected Deadline: Spring 2027

Action 1: Create information-only campaign material.

Action 2: Meet legal obligations for bond.

Action 3: Ensure the community is adequately informed.

Objective 1.3:

Create expansion project blueprints

Expected Deadline: Fall 2027

Action 1: Solicit design and construction partners.

Action 2: Consult SHPO.

Action 3: Ensure community needs are met and balanced with project budget.

Objective 1.4:
Construct Building
Expected Deadline: Late Summer 2029

Action 1: Break ground.

Action 2: Install interior furnishing & design.

Action 3: Move-In.

Goal 2:

Expand Henika District Library outreach services and opportunities.

Henika District Library currently does outreach a couple of times a year, mostly at the local elementary schools and at a couple of senior facilities. This goal will work to further bring the library to different members across the community and take into account the barriers that may prevent physical library access.

Objective 2.1:
Implement homebound delivery services for the community.
Expected Deadline: Fall 2028

Action 1: Assess staff availability and community need to create schedule and radius.

Action 2: Create procedures and train staff.

Action 3: Advertise to the community.

Objective 2.2
Expand adult outreach opportunities
Expected Deadline: Spring 2030

Action 1: Continue regular adult outreach with Sawmill Estates and Green Acres.

Action 2: Explore other opportunities with local groups and venues (examples: golf course, Harding's cafe, Carpentry and Millwright Training Center, etc).

Objective 2.3
Expand youth outreach opportunities.
Expected Deadline: Spring 2030

Action 1: Continue regular youth outreach with local elementary schools, head start, and St. Therese.

Action 2: Explore other opportunities with local groups and venues (examples: City Park, Middle and High Schools, areas in the township).

Summary:

The Henika District Library 2027-2030 Strategic Plan was created with involvement from various levels within the library and community including the Library Director, Henika District Library Planning Committee, public, stakeholders, and community partners. The collection of data from the prior strategic plan, a community needs assessment, and library statistics were key in helping to create the library's goals and objectives.

The next three years will be filled with opportunities for the Henika District Library. The library's focus on safety and space will help better meet community needs and standards. A more accessible building and elevator will allow all patrons the ability to use the library more easily. The addition of a dedicated programming space and more physical footage would allow more patrons access to our growing services and offerings. The Henika District Library will dedicate staff to cultivate connections and increase our community reach by actively seeking out partnerships to expand library presence in the community as well as provide service to those who cannot physically visit the library.

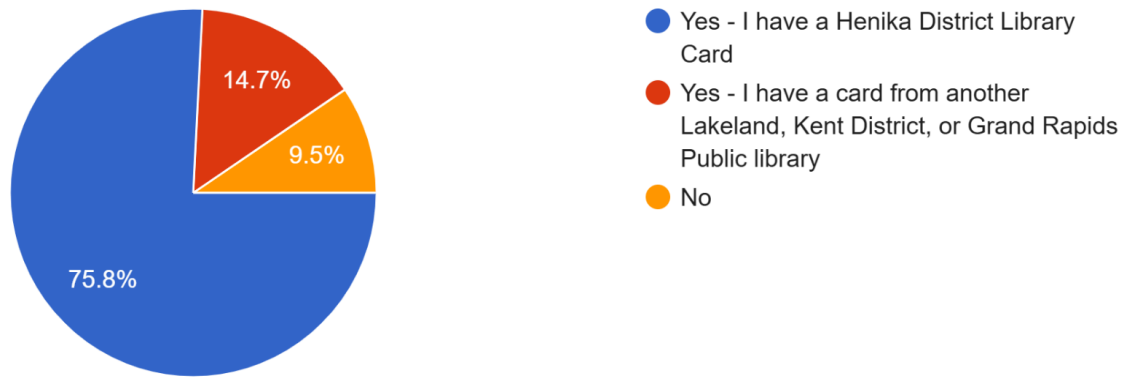
Through the implementation and execution of this strategic plan, Henika District Library will be able to provide the safety, space, and outreach services/partner programs to the Wayland community. By encouraging growth, Henika District Library can continue to carry on the work of cultivating connections, ensuring access to information and fostering community engagement.

Appendix:

2026 Planning Survey Responses

Do you have a library card?

95 responses



Why don't you have a library card?

9 responses

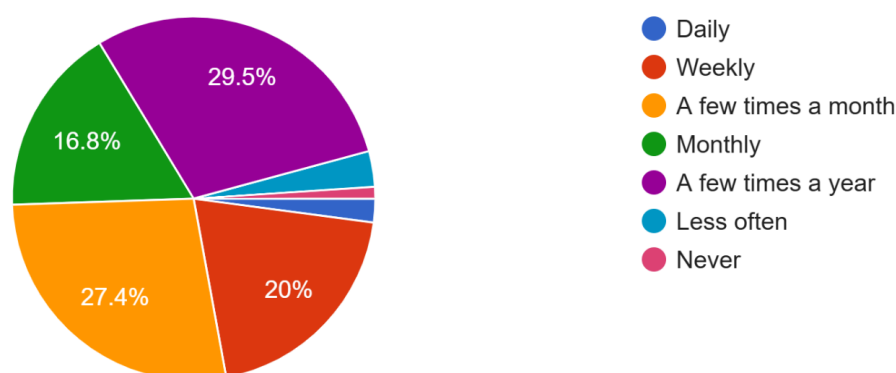


What would encourage you to get a library card?

- More children's activities
- If I lived there again no encouragement would be needed.,Loved your library the best of any I have joined.
- I will get one someday
- Maybe soon
- More library activities
- Motivation
- Not much, I know I need to.
- participating in activities and other materials
- If I can get one, I would love to. I am in Caledonia.

How often do you visit the library?

95 responses



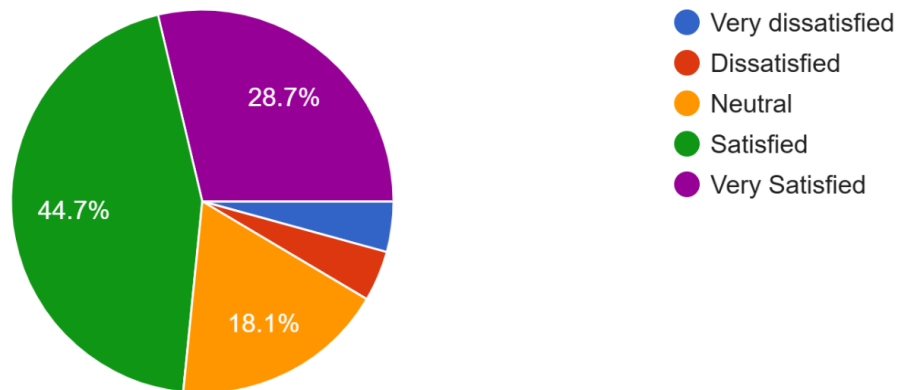
You indicated that you are not a regular library user, how could the library be more useful to you?

- I use other libraries that are more accessible. Mostly Leighton Township
- I just don't live super close, but we love going and I think you guys do a great job!
- Stronger children's center / activities
- Have more copies of current bestsellers.
- Unfortunately I live too far away. I loved how there were so many programs to get involved with.
- I'm just busy
- Not sure
- Hard to visit with two toddlers and a stroller for infant
- More true life books or ideas what is out there to order from the other library
- Love the craft, painting events and bingo
- You're very useful, I'm kinda introvert but working on that.
- Better programs for family and adults.
- Need bigger library
- More spaces for quiet working. Solitary places.
- Im a local resident and plan on going to the library more often than I have. The accessibility and updated materials keep things convenient. No concerns
- Afternoon events (we homeschool)
- It is useful and I should visit more.
- I have kids so soon I will get a card
- Adult programs for srs
- More fun activities
- I go to a library that is in the same building that I work in. But if there were more adult learning opportunities that interested me I would come more.
- I need historical records.

- Not sure, it's already helpful.
- Not a wide enough selection or availability for needs. Physical space is small for family to go together
- Nothing - just don't have time to read
- The building has a lot of character but does not evoke a modern learning hub. Too small, outdated
- activities, community events
- Have more craft classes
- Hours of operation open later would help especially on Saturdays.
- Need to make more time to go
- I use virtual more than in person

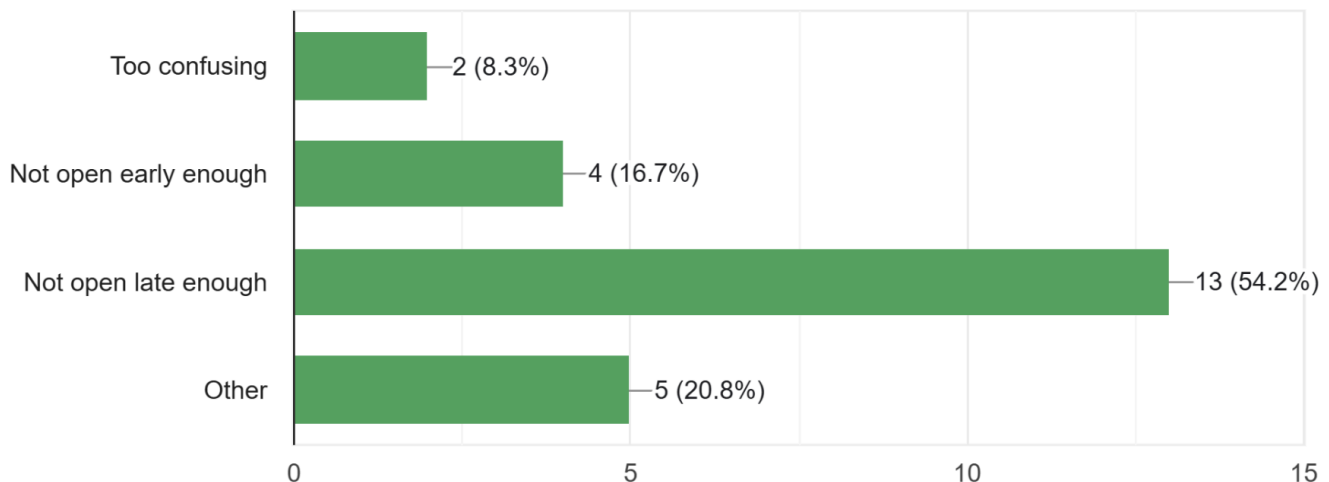
How satisfied are you with the current opening hours of the library?

94 responses



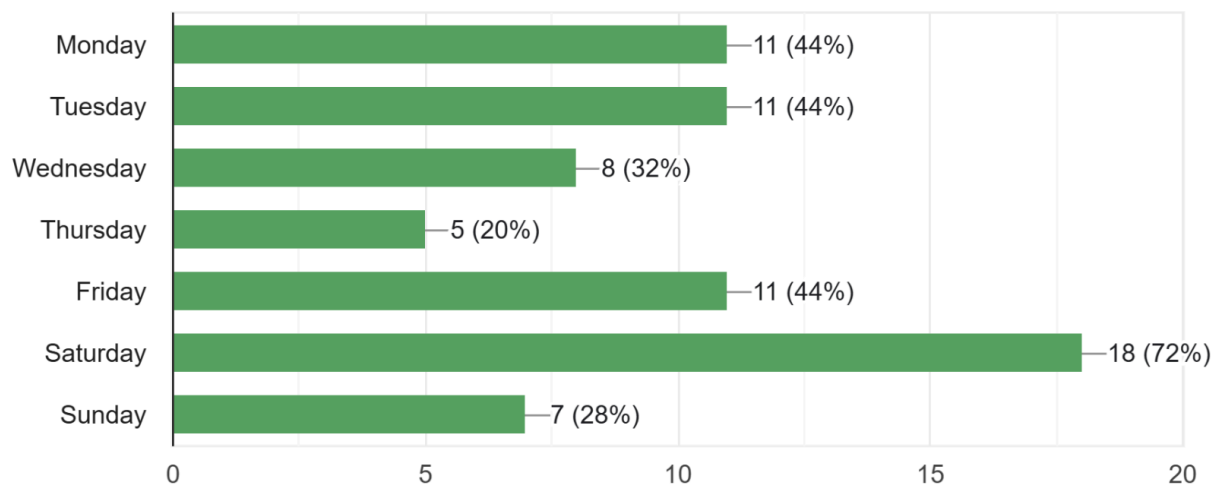
What about our current hours isn't working for you?

24 responses



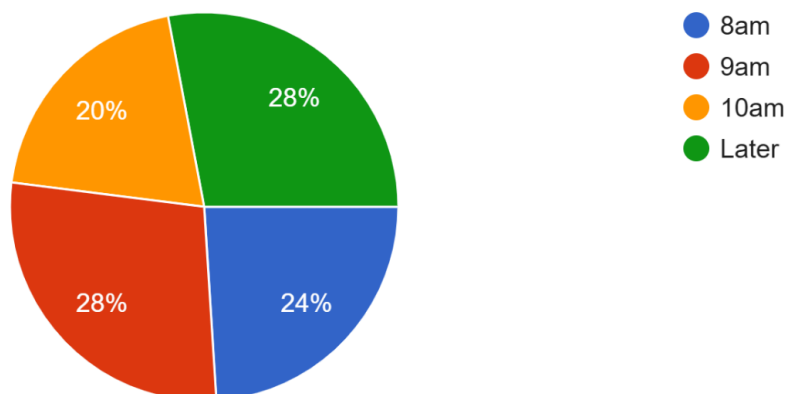
What days of the week are you most likely to come to the library?

25 responses



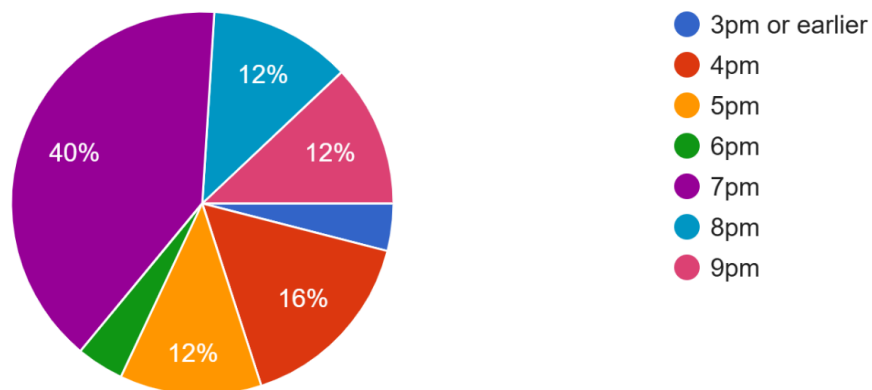
On the days you indicated, what's the EARLIEST you would come to the library?

25 responses



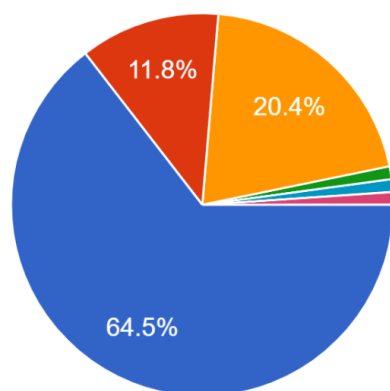
On the days you indicated, what's the LATEST you would come to or stay at the library

25 responses



What is your primary reason for visiting the library?

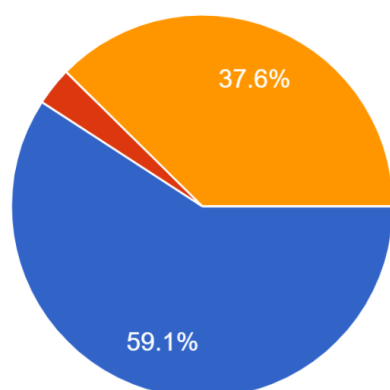
93 responses



- Borrowing books or materials
- Using computers, internet, or printer/copier/scanner/fax
- Attending programs or events
- Quiet study or work
- I don't visit the library
- Activities and books for toddlers
- Bribging grandkids

Have you checked out a special collection item?

93 responses



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

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

Summary:

Staff - 28

Collection - 30

Activities / Events - 24

Services - 7

Coop/MeL - 3

- Staff.
- Libby Services and Reading Programs
- All the services you offer for kids and adults alike.

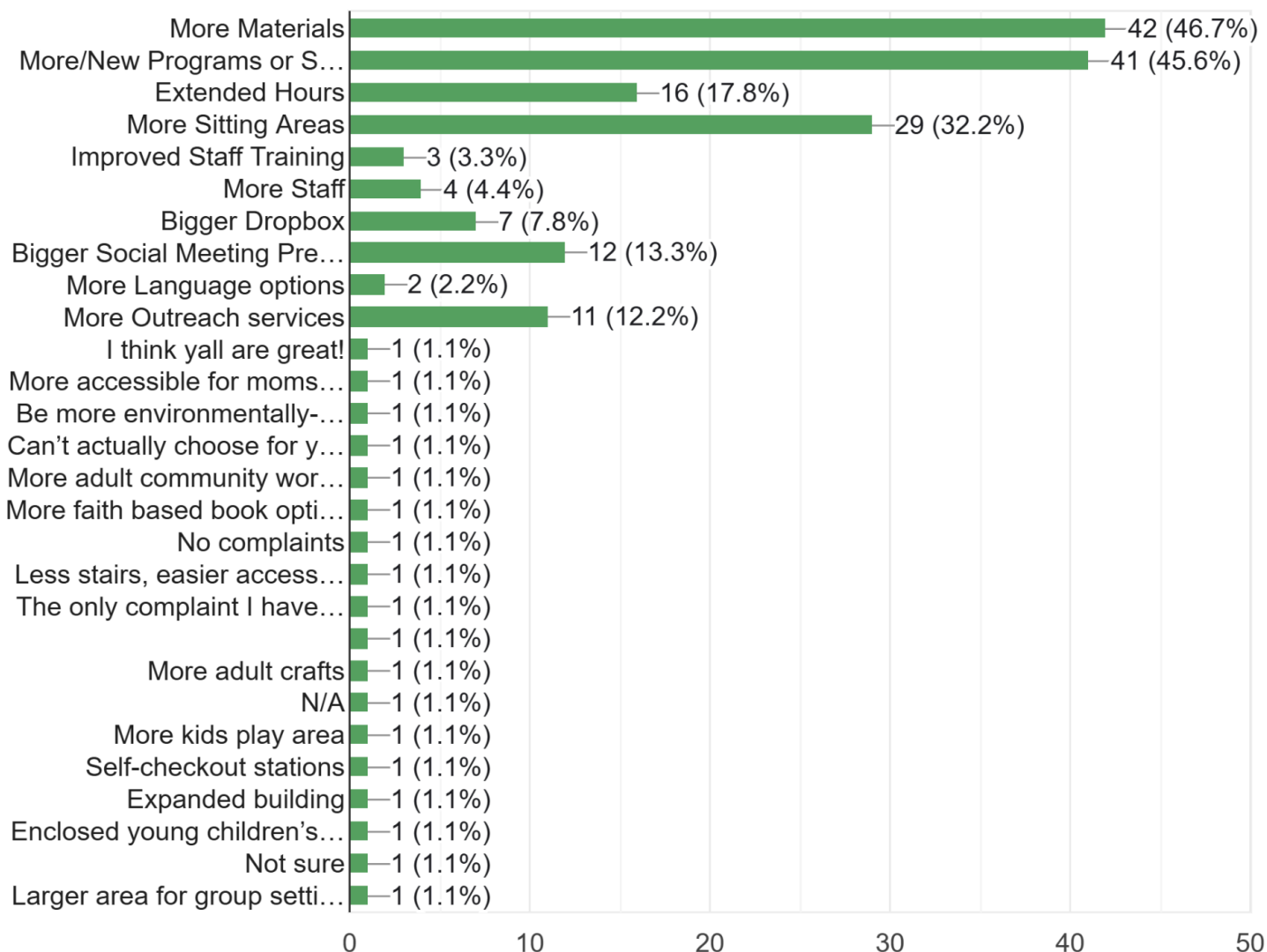
- Friendly staff! Love the new drop box.
- The staff, everyone is always so kinda, patient and overall super friendly, they definitely make it a better place.
- I really like this library being part of the Lakeland collective system! It's nice to be able to put a wide variety of books on hold through the app.
- Friendly staff always willing to help
- Trying to offer and include a variety of programs and activities to involve your community.
- Service
- Great book selection!
- Customer service
- Doing Well
- Supplying the latest popular fiction to check out.
- Events like art lessons and special guests
- The employees and how much they value guests and their time.
- I value that the library provides free access to books, internet, and learning resources for everyone in the community. The library also does a great job creating a quiet and welcoming space for studying, learning new skills, and attending helpful community programs for both children and adults.
- Keeping the community informed
- Have a variety of items for a small building
- I like the art and crafts the take and go ones plus the free seed catalog
- I like the Adult progress/Clubs they offer.
- I think that the library as a whole does an amazing job of staying ahead of the trends and having a great variety of items to check out! I love that we have not only books and movies but the special collection items & pre-made bags in the children's area. I also think that they do a fantastic job at having a variety of events to attend & really seem to care about the community!
- Staff are super friendly and helpful
- Events are great! I love the museum passes also.
- My family looks forward to the Summer Reading Program every year.
- Keeping engaging with the community
- Great, friendly and very helpful staff!
- I enjoy going to library. The staff is nice and work with you.
- Great staff .
- The friendly staff is a big plus. All are so helpful and welcoming.
- Kind staff, knowledgeable
- Being a good 3rd space
- I really value the library as a welcoming space for learning and community engagement. It does a great job providing access to resources, programs, and support for all ages.
- We value the materials and we think the staff is helpful.
- I love the ability to borrow books both in print and through melcat!
- Henika is perfect!
- The employees are so very kind and helpful!
- They have a great variety of programs. And availability of books for all ages.

- Programs and events. Seed library.
- The kids area in the basement, its the perfect place for my daughter to socialize, especially in the colder months!
- I enjoy going to library. I feel they help when I need something
- I like the helpful staff and the great selection of materials.
- The kind & helpful staff.
- Community Action
- Most all the Media aides are very friendly !!
- Great selection of new fiction
- Being able to get books I need, research things, and print forms I need.
- Customer service and access to important information
- I love the selection of popular children's books and the toniebox!
- Books, especially from other locations
- It's a nice resource
- Something for all peo9ple
- Because it has helped me more with the research
- Offering a wide variety to resourses
- Events
- I have always loved the libraries in the different towns I've live. I do enjoy the librarians in Wayland though!
- Special Programs - it provides a community space for people to come and gather in real life. It's especially valuable because we don't have a community center in our area.
- Having current authors available
- I love books! Having them available is amazing!
- Historical setting is well featured.
- I value the collection of books available to me and everyone who works there is so nice
- I value the inclusive, welcoming, and supportive environment. It feels like a place where everyone belongs.
- Community Events for all ages.
- I love that the special collections are available! I'd love to see that continue to grow.
- Value the community programs for kids and adults
- The book selection
- Everything
- Summer childrens programs
- Interactive programs they run for kids and staff are very helpful
- Personnel are very helpful.
- having many materials and activities
- I value that the library is always there for its community members.
- I love all the different materials that this library has to offer compared to other libraries
- I love all the activities and clubs. Video games are expensive and it's nice to be able to try new games at no cost. The staff there is always so friendly and helpful
- The staff!
- That it's available to our community-offering so may useful tools to those interested and in need of them!!

- programs they offer
- I appreciate freely available knowledge for the public
- Everything.
- Great for the community. Love the events. Wish there were more outside of 9-5 working hours.
- Good books

How can the library improve its service? (select up to 3)

90 responses



Comments to elaborate on suggestions:

Highlights:

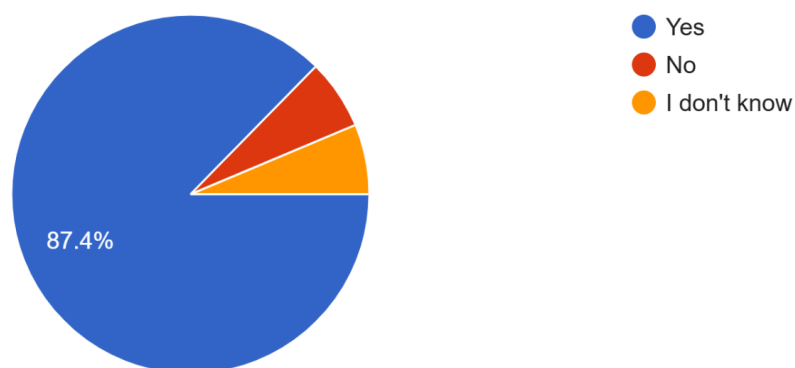
- Space/Accessibility
- Program Suggestions
- Material Suggestions
- Saturday Hours
- Tech Updates

- Thank you!
- I visit Wayland when I don't have my kids or just one kid. Can't bring the bag and the toddler and try to check out books for me and for them. Hard with the amount of steps in and out and the different levels. Hard for moms with strollers.
- Having materials, including the special collection items, to checkout is environmentally-friendly, but other things the library offers seem less so. For instance, many of the activities seem to involve cheap imported materials for crafts.
- It would be nice if you had a larger space to offer more art projects. The Leighton Library has a beautiful space and offers many classes.
- More adult educational workshops Mushroom classes, edlerberry workshop, tinctures etc. IYE (in your element wellness), great Lakes Mushroom Company, a seasonal of wellness (Camilla_officinalis on Instagram), invasive species, more outdoorsy/herbalist programs
- Wing feather series, The Ascendance Series, The Door Within Trilogy,
- None
- The library could continue expanding digital resources, community programs, and flexible study spaces to meet different needs. Improving awareness of available services and events would also help more people benefit from everything the library offers.
- Hard to visit with the kid's level being in the basement, a lot of steps to go down with littles.
- More board games, updated kids area
- More Adult programs.
- I think you do a great job with making people feel welcome and having a variety of events.
- Saturdays should be open a little longer because some people can't make it during the workweek hours.
- Space for groups or classes/lessons would be nice.
- Continue to obtain new books that are published. To me, that remains the #1 thing for a library. The arts and crafts, not so much.
- The library could expand its digital resources and online programs to reach more people who can't visit in person. Also, hosting more community events or workshops would make it even more engaging and helpful for all ages.
- Always like getting new books to read and the idea of suggested material. I think if the library was open longer on Saturday more families would come. Comfortable quiet sitting areas would be nice away from the kids on the computers. Perhaps a space just for adults.

- I wish there were more evening events, my husband works late so it would nice for us to all attend events once he's off work, or for me to attend adult without my child classes later.
- I wish there was more poetry by Keats or more music CD options.
- Work programs
- Self-checkout stations would make it easier especially during busy times or just to be convenient especially for books/materials to pick up from being on hold
- You should have longer hours on Saturday as families can't get there during the week after they get supper around after work and it would help families to be open longer on Saturdays!!
- Homeschool hangouts
- I'm not sure if you have a social media presence but I will follow you if you do. I'd love to be more informed about what you offer. A game night could be fun.
- It would be awesome to have a kids area that is enclosed for them to play.
- No
- No more comments
- I'd like to have someone come in to explain about trusts and wills
- I would reiterate that without a community center in our community, it is imperative that the library provides this service to give kids, adults and seniors a place to socialize in person.
- KDL has a craft give and take area, I frequent that often!
- Anishinabek History
- I like the idea of practical workshops, like how to do basic home or vehicle repairs, or how to start canning or growing a garden. Maybe a basic intro to taxes or credit scores and budgeting. Maybe a seed exchange or a clothing swap! Opportunities to learn skills and gain knowledge on normal "adulting" topics that just aren't covered in school anymore and beneficial community swaps/gatherings to promote a helpful and caring community.
- The library could never be big enough, there will forever be a need for more books. I don't normally sit around the library and read but I could see the benefit
- I feel that the facilities need to be updated. It does not meet the needs of a growing community or have much curb appeal beyond the historic significance.
- Quiet study areas would be nice.
- Keep on adapting and growing
- Weekend hours for us who work outside of Wayland

Does the library offer most of the materials you need?

95 responses

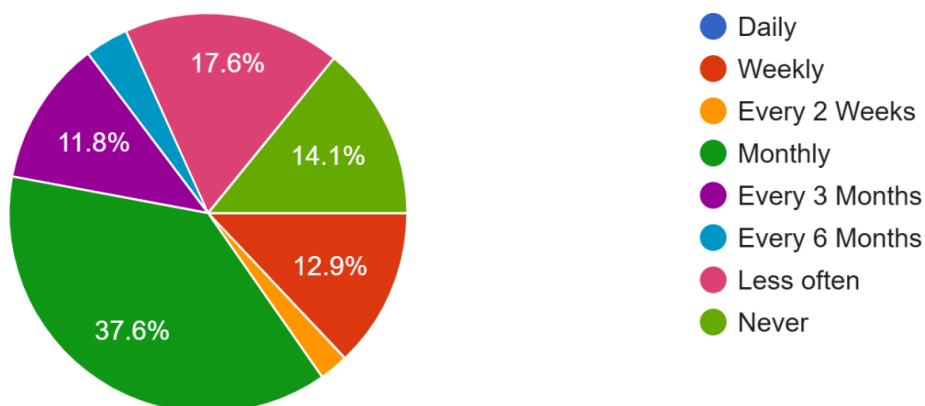


You indicated that the library doesn't offer some of the materials you need, please specify below what is missing

- More current bestsellers.
- Henika has very little faith based book options
- Limited selection of books
- Popular titles
- More finance and exercise books
- Not a lot of copies of books available

How often do you use the library website?

85 responses



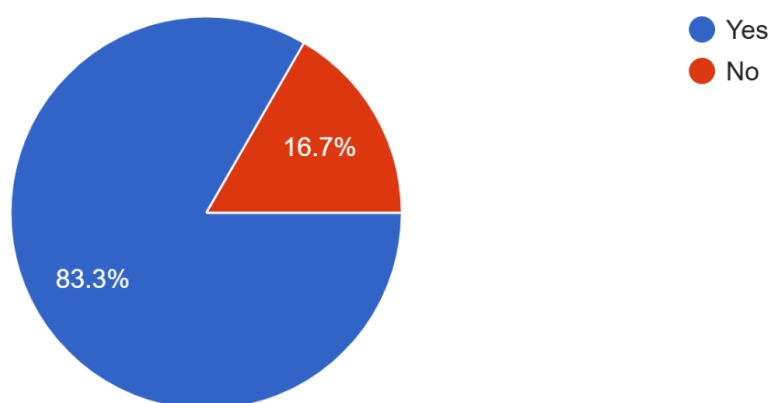
What information is the most difficult to find on our library website? (Please state briefly)

- I have no problems using it.
- Melcat
- Event sign up.
- I don't really use it much
- Anything is clearly laid out to me!
- Events-it's not iPhone friendly
- It generally seems difficult to navigate
- Information about specific programs, event schedules, and accessing digital resources can sometimes be difficult to find quickly on the website.
- Upcoming events facebook is easier
- Didn't know there was a website
- I think it is easy to use.
- where the books are.
- Jobs
- Events, some of the graphics are not obviously buttons

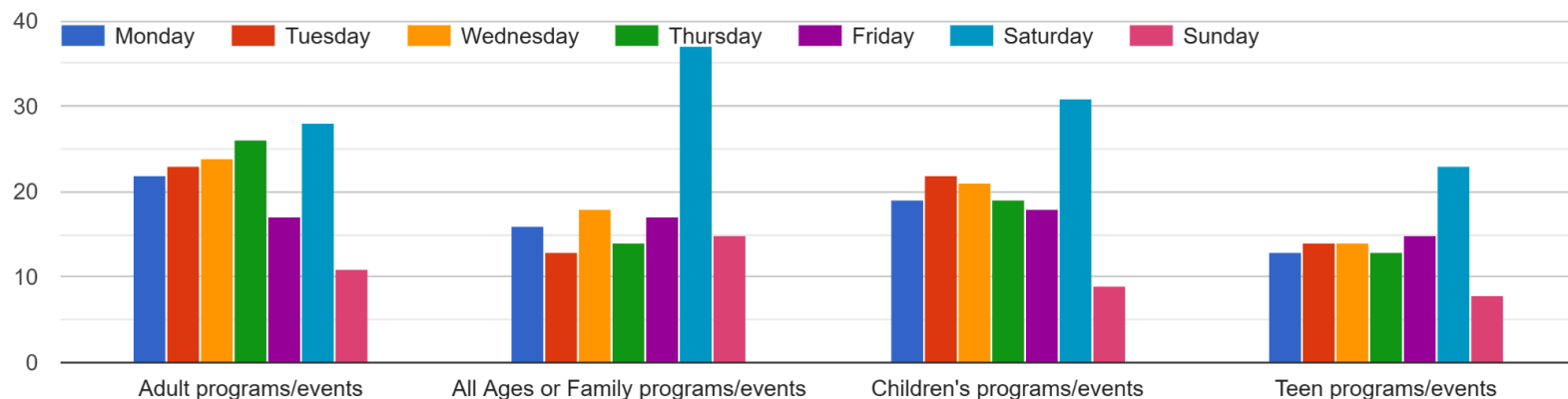
- I like audiobooks and don't see them on the website
- I've not used it much since the update, but current hours and the login for the larger catalog were difficult to find from what I recall.
- I don't know
- Certain books
- No problems
- Everything is easily accessible
- I didn't know there was one
- Not sure!
- Need to learn more on this feature.
- Hours
- I don't know off hand, information I needed was available and seemed easy to understand.
- new updates
- Haven't really had a problem.

Have you or your family been to a program/event at the library before?

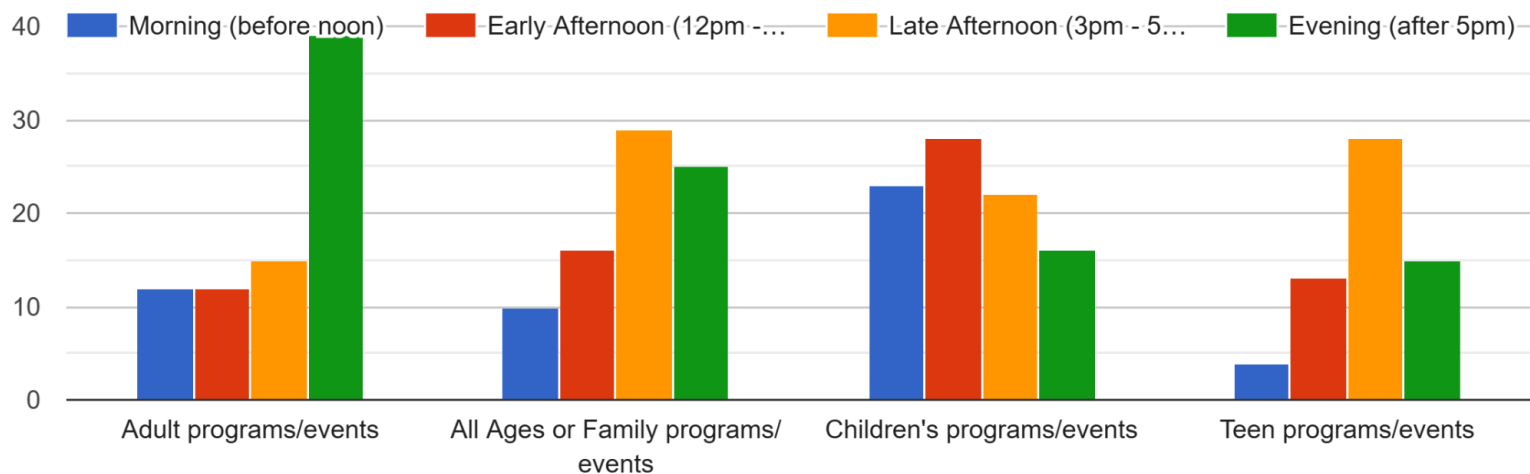
84 responses



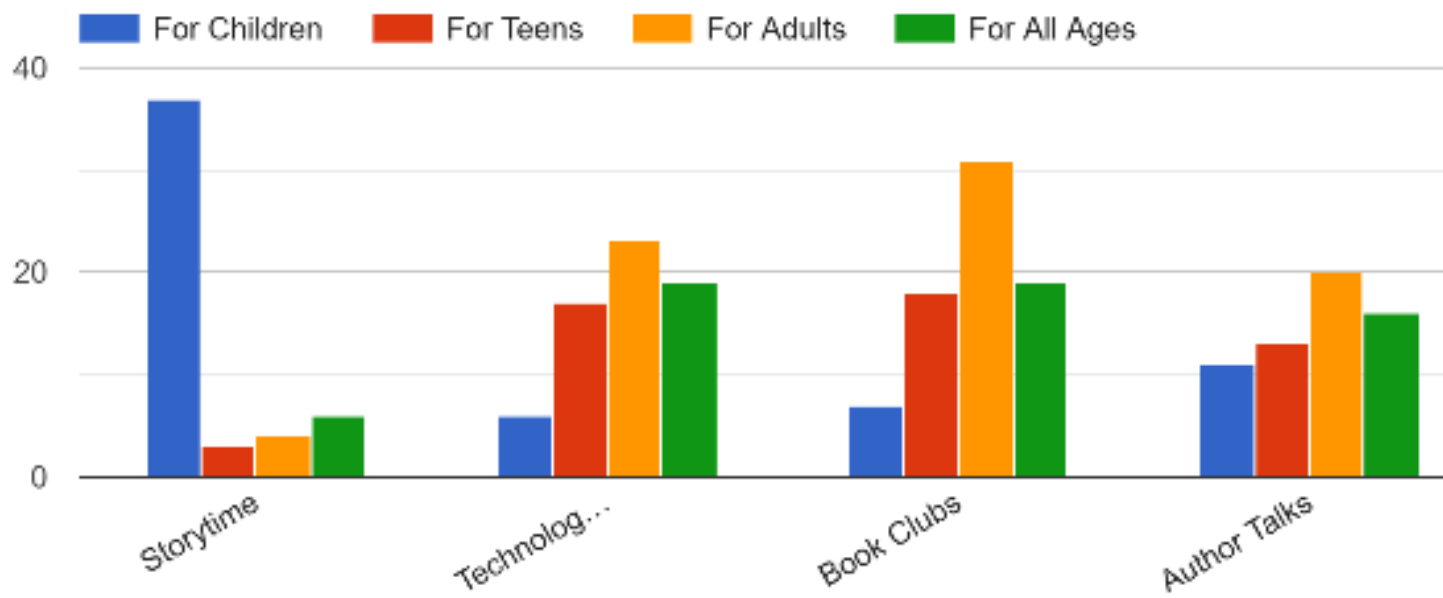
What are your preferences for the days programs/events are scheduled?

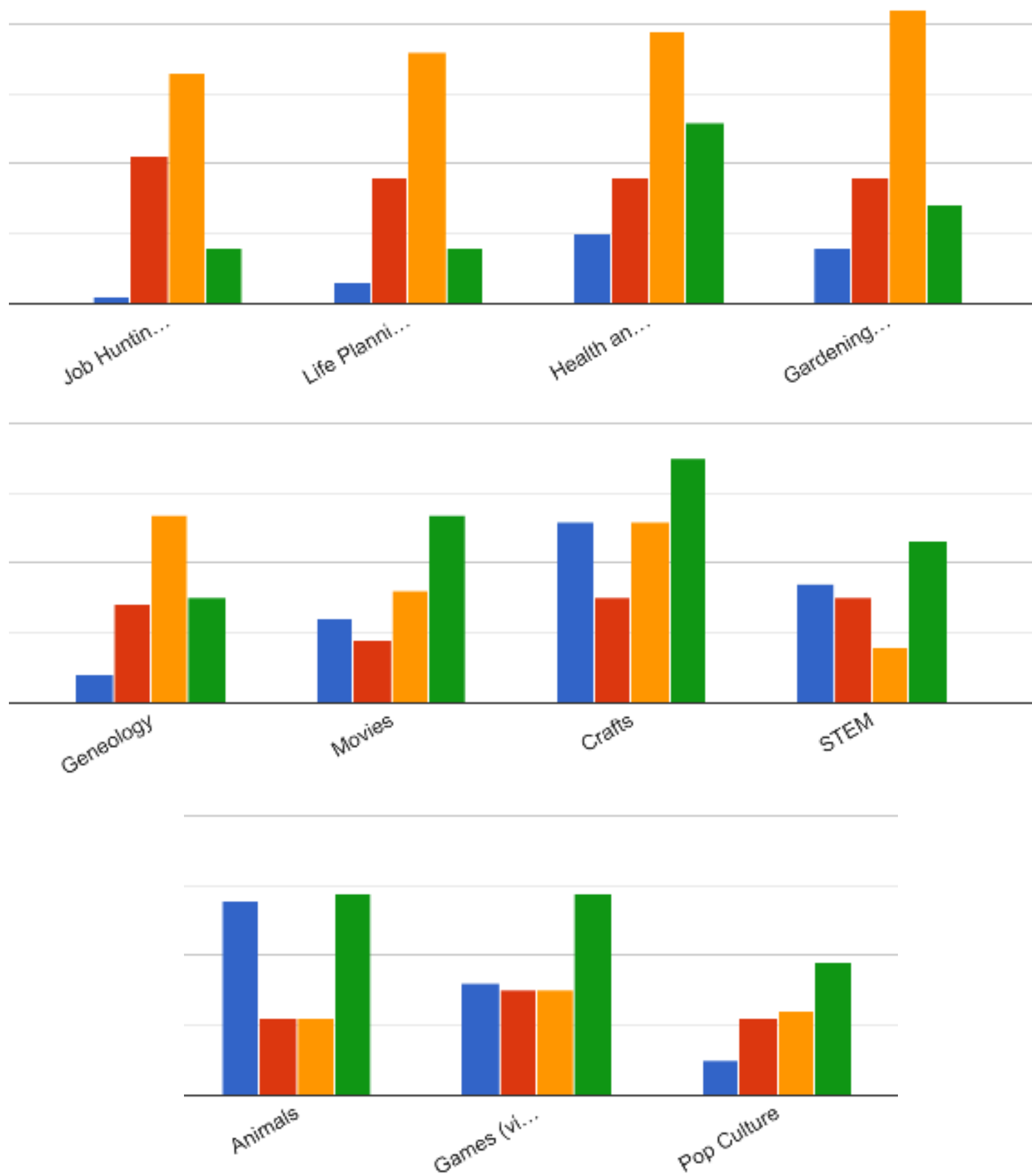


What are your preferences for the times programs/events are scheduled?



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



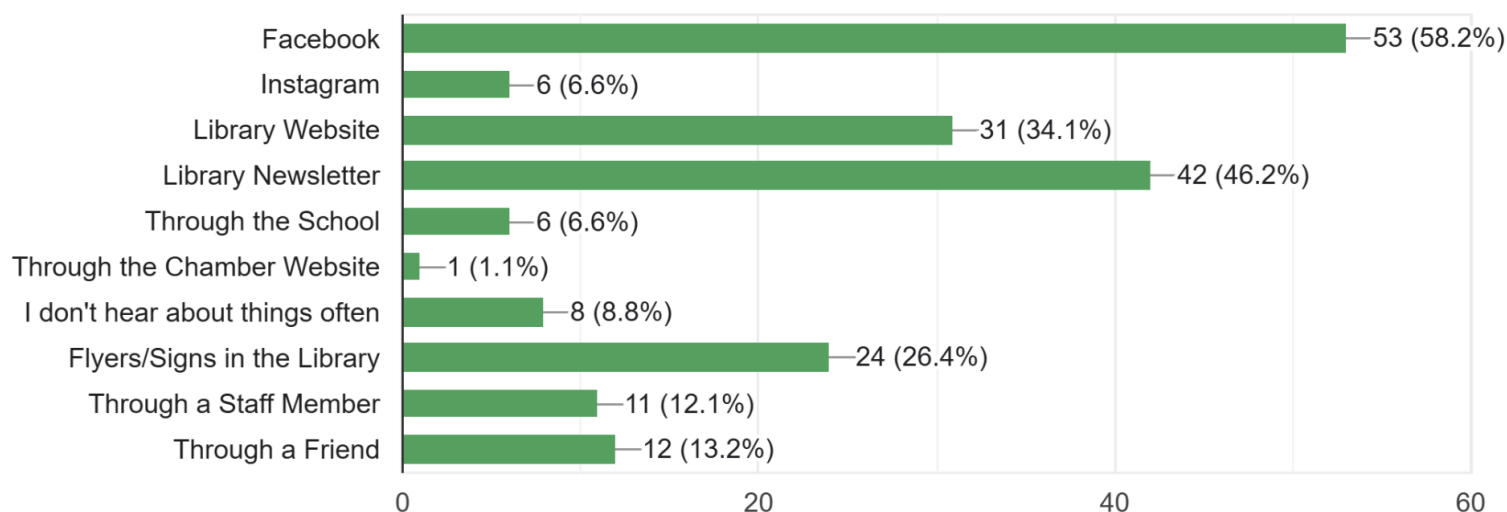


Do you have any program/event suggestions?

- Trivia nights; there was A Harry Potter trivia night once at a local bar that the library hosted and that was a blast.
- History presentations of Wayland
- Charcuterie classes, knitting classes, fiber arts classes. Think more along the lines of teaching something instead of only doing something. I was disappointed in the Valentine cookie class. I can decorate cookies at home, I thought I would learn a new skill or suggestions for improving an old skill. Even if you had to charge a small fee for supplies, I think people would enjoy a higher level of class offerings.
- More Technological stuff like phone and iPad and computers
- Outdoorsy/herbalist/wellness workshops
- Anything Food, Drinks, and Games.
- A book club for moms with scheduling into evening or if it was earlier in the day activities provided for toddlers/kids during
- Program for how to join, participate, get involved, volunteer any community programs or events.
- Yoga, tai chi, composting, gardening, ways to save money, travel, communication, cooking
- Euchre tournaments, tricia contests
- I suggest more workshops on digital skills, like coding or online research, and community events such as book clubs, story hours for kids, or local history talks. These programs could help more people engage with the library and its resources.
- No, but keep up with the craft nights for adults
- Foraging, natural holistic classes, gardening, candle making (bees wax)
- Resources/networking events for small business owners/entrepreneurs, work from home moms, Gardening/Homesteading, Homeschooling resources for young kids (pre-k)
- Foreign language and culture groups would be really cool!
- More fliers
- Game night, gardening/sewing classes
- Trust and Will
- Just the craft area.
- American I Dian Dance and History
- I like the kids programs that are hands on
- Teaching kids how to budget responsibly.
- Self defense for kids--what to do if they are lost or a stranger approaches them.
- Watercolor painting
- Sign Language

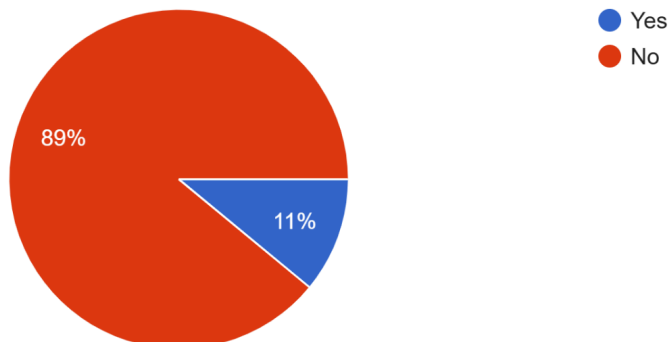
Where do you hear about what's going on at the library (events, services, etc)?

91 responses



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

91 responses



What city do you live in?

93 responses

