

**DORR TOWNSHIP LIBRARY  
BOARD OF TRUSTEES  
MEETING  
Dorr Township Library  
Time: December 15, 2025 @ 6:30 pm**

**Call to Order:**

**Roll Call:**

**Changes to the Agenda:**

**Public Comment & Correspondence:**

**Approval of the Agenda:**

**Approval of the Minutes:** November 17, 2025

**Treasurer's Report:** Credit Card - 8,584.59

**Director's Report:**

**Committee Reports:**

**NEW BUSINESS:**

1. Discussion and approval of next year's meeting dates
2. Discussion and approval of next year's holiday closure dates
  - a. Thursday, Jan 1, 2026
  - b. Saturday and Monday, May 23 and 25, 2026
  - c. Friday and Saturday, July 3 and 4, 2026
  - d. Monday, Aug 3, 2026
  - e. Saturday and Monday, Sept 5 and 7, 2026
  - f. Thursday, Friday, and Saturday, Nov, 26, 27, and 28, 2026
  - g. Thursday, Friday, and Saturday, Dec. 24, 25, 26, 2026
  - h. Thursday, Friday, and Saturday, Dec 31, 2026 and Jan 1 and 2, 2027

**Township Board Meeting:** December 18, 2025 7 pm.

**Adjournment:**

**Next regular meeting:** January 19, 2026 at 6:30 pm

**DORR TOWNSHIP LIBRARY  
BOARD OF TRUSTEES  
MEETING  
Dorr Township Library  
Time: November 17, 2025 @ 6:30 PM**

**MINUTES**

**Meeting was called to order at 6:30 PM**

**Pledge of Allegiance:** was said.

**Roll Call:** Present- Reilly Brower, Brittany Hunter, Bruce Bendull, Gordon Lieffers, Carrie Brooks. Absent with notice - Andrea Strong.

**Changes to the Agenda:** None.

**Public Comment & Correspondence:** No correspondence. No public present for comment.

**Changes to the Agenda:** Brooks motioned to approve the agenda. Lieffers seconded. All yes, motion carried.

**Approval of the Minutes:** Brooks motioned to approve the minutes from June 16, 2025. Bendull seconded. All yes, motion carried.

**Treasurer's Report:** In treasurer's absence, report was tabled. Brooks made the motion to pay the credit card bill for September in the amount of \$4,129.97 and October in the amount of \$4,107.47. Hunter seconded. All yes, motion carried.

**Director's Report:** Was heard. Generally strong attendance, though the Wicked program was canceled due to low numbers. New hand dryers have been installed, and new faucets will be installed on November 25. Patron counts are on the rise.

**Committee Reports:** None.

**OLD BUSINESS:**

1. **Discussion and approval of network switch repair.** A representative of TechConnect presented the proposal to replace a broken network switch. Hunter made the motion to approve Option 3 presented by Tech Connect and move adequate funds from the capital fund to cover the costs of the project. Brooks approved. All yes, motion carried.

**NEW BUSINESS:**

1. **Discussion and approval to accept resignation of Michael Rydman.** Brooks motioned to accept Michael's resignation from the DTL board. Hunter seconded. All yes, motion carried.

2. **Discussion and approval to remove J. Babbit from library checking account.** Brooks motioned to remove J. Babbit from the library's checking account. Lieffers seconded. All yes, motion carried.
3. **Discussion and approval of closure for installation of new faucets.** Brooks motioned to close the library on Tuesday, November 25 to allow for installation of the new faucets. Lieffers seconded. All yes, motion carried.
4. **Discussion and approval of room rental fee reduction for Renewed Horizons.** Lieffers motioned to discount Renewed Horizons' room rental fee to \$5 per occurrence. Brooks seconded. All yes, motion carried.

**Township Board Meeting:** November 20, 2025 7 pm. Brower will attend.

**Adjournment:** Brooks motioned to adjourn at 7:12 PM. Hunter seconded. All yes, motion carried.

**Next Regular Meeting:** December 15, 2025 at 6:30 pm

Submitted by Brittany Hunter, Secretary.

## **Director's Report, November 17, 2025**

### **Library Operation Updates**

Programs have been well attended with Ornament Making at 17 participants and Grinch Bottles with 10.

Due to the snow day on Thursday, December 4, we have rescheduled the Swell Christmas Concert with Luke and Stephanie Lenhart to this Wednesday at 7 pm. Due to the Winter Storm Warning on Saturday, November 29, we cancelled the Bus Trip and refunded tickets, as this was outside the riders' control.

Lakeland is requesting our closure dates for our library for next year. You will see the dates on our meeting agenda.

The board will also discuss the meeting dates for our meetings for next year. The tentative meeting dates are in the packet.

### **Statistics**

Our circulation trends are similar to last year, the difference being a shift in more digital check-outs compared to physical checkouts.

Our patron count for September was 2408, with 578 active patrons this month and 18 patrons added.

### **Budget and Financial Items**

Due to snow days and meeting timing, I do not have an updated budget. That will be completed by the next meeting.

Jim Martin has not given me the millage numbers for the budget, so I will have a tentative budget for next fiscal year for you in January.

The credit card amount was a bit higher this month, as I paid for Hopkins Electric's bill for the hand dryer installation.

January 1st, minimum wage will increase to \$13.73/hr. I will adjust our newest person in January to reflect this increase.

### **Staff and Building Items**

Both the faucets and hand dryers are fully installed and working great! I am working with Jared from TechConnect to begin the network equipment installation.

Midwest Sign should be out tomorrow to install the transmitters and get our sign back up and running

The person we initially offered the Library Assistant position to, found a different full-time position, so we spent a few more weeks interviewing people and have now hired Jaymee Groendyk. Her first day was Thursday, December 11, and her first day went very well!

### **Meetings, Workshops, etc.**

The Lakeland Meeting for December was cancelled. There was not an Allegan County Library Association Meeting. DBA does not have a meeting this month either.

### **Volunteers**

No volunteers currently.

### **Library Closings**

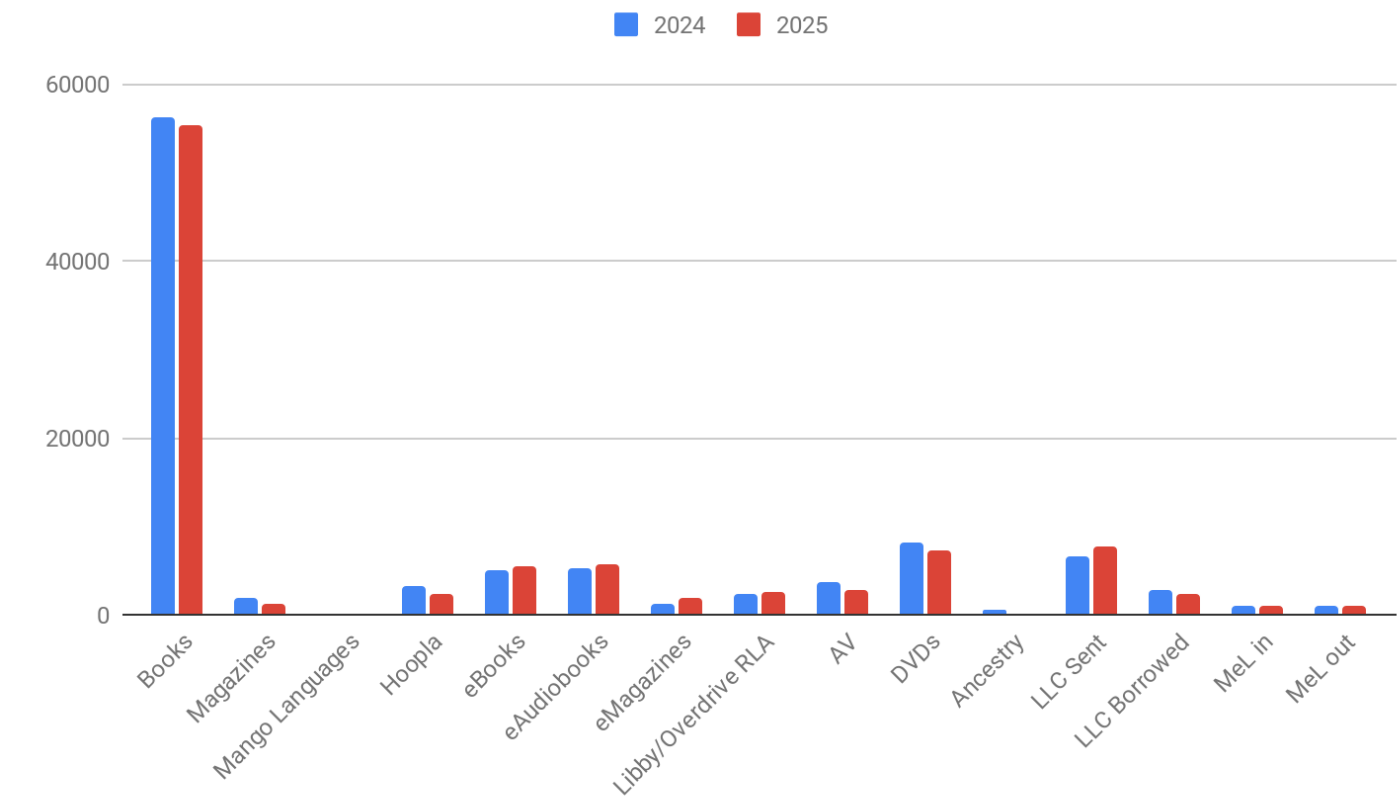
The library was closed Tuesday, November 25 for the installation of the automatic faucets (which are amazing!) We were also closed Thursday, Friday and Saturday, November 27, 28 and 29 for the Thanksgiving Holiday. We were closed Thursday, December 4 and Wednesday, December 10 for Snow days.

Completed December 14, 2025, at 5:30 pm.

	2024											
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Books	3659	3928	4824	4747	4394	5005	6038	5532	5094	4973	4066	3944
Magazines	172	154	177	261	122	165	194	177	202	131	123	71
Mango Languages	12	3	0	0	7	22	28	33	26	23	23	34
Hoopla	252	229	281	267	255	276	269	303	314	293	307	261
eBooks	347	415	338	331	407	376	348	464	418	341	452	717
eAudiobooks	399	412	433	437	467	459	450	454	455	426	413	414
eMagazines	132	134	135	48	69	58	80	47	62	93	88	202
Libby/Overdrive RLA Loans	217	207	211	175	147	194	184	204	162	190	191	159
AV	348	277	330	285	292	347	366	321	282	259	251	243
DVDs	629	566	682	761	719	641	941	899	710	565	544	598
Ancestry	0	39	0	59	71	118	182	0	24	0	84	22
LLC Sent	430	478	492	453	408	509	659	748	666	743	522	475
LLC Borrowed	267	223	267	237	208	225	191	279	293	269	228	206
MeL in	75	94	76	77	80	75	71	82	90	81	67	81
MeL out	87	91	80	84	88	79	66	85	89	81	64	75

	2025											
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec

Books	4224	4137	4910	7262	4574	5714	5618	4670	4449	4870	4801	
Magazines	56	76	100	156	106	138	60	177	121	140	123	
Mango Languages	35	45	39	13	4	9	12	1	0	6	1	
Hoopla	266	235	242	185	226	189	203	196	170	219	204	
eBooks	577	712	569	450	436	492	532	466	400	358	410	
eAudiobooks	512	454	474	497	497	467	518	556	520	552	541	
eMagazines	187	141	179	155	217	170	193	185	187	197	151	
Libby/Overdrive RLA Loans	196	165	229	198	239	269	250	240	254	238	264	
AV	288	256	348	269	258	346	248	245	204	204	170	
DVDs	708	631	655	736	606	693	887	633	519	742	524	
Ancestry	5	13	0	107	0	19	28	8	0	0	24	
LLC Sent	715	645	598	676	617	706	688	613	594	988	811	
LLC Borrowed	236	281	265	251	147	167	207	175	232	151	143	
MeL in	97	97	99	61	82	99	90	106	79	67	83	
MeL out	103	98	93	68	81	102	92	104	80	75	77	



## **Dorr Township Library Board of Trustees Meeting Dates 2026**

**3rd Monday of each month, January-November, 6:30 PM**

**2nd Monday of December, 6:30 PM**

January 19

July 20

February 16

August 17

March 16

September 21

April 20

October 19

May 18

November 16

June 22

December 14

Approved by the Dorrr Township Library Board of Trustees  
December 15, 2025.