Bridgman Public Library
Regular Board Meeting Minutes
July 28, 2026 - 9:00 A.M.

Meeting Called to Order:
9:01 A.M. by Kole

Roll Call:
Present: Kole (President), Shaver (Treasurer), Jasnoskey (arrived before Closed Session began), Noll, Valauskas, Wilk, Worcester
Absent: Etter (VP), Collins (Secretary), Cichon
Staff: Hebert, Abele, Mantei

Approval of Agenda:
Shaver motioned to approve the agenda as written. Motion seconded by Wilk . Motion passed 6-0.

Guests:
Bernstein, Friends President

Public Comments (maximum 3 minutes per person):
None

Friends of the Library Representative:
The Friends donated $1000 to the Library's 60/60 Campaign. A book sale will be held on September 11 & 12. More donated books are needed for the sale. Current Friends membership is at 82; the goal is 100. Friends officers have been working with staff to explore projects they can assist with at the library.

Committee Reports:
Personnel and Policy Committee:
- Updates will be given in the Closed Session.

Facilities Committee:
- The Facilities Committee is addressing the list of immediate building repairs, as well as updating the maintenance log.

Finance Committee:
- The Finance Committee has been finalizing year-end numbers. Audit will be forthcoming in October.

Director's Report:

- Hebert highlighted items from her written report: New shelving in the children's area was installed thanks to the generous donation from the Friends. We recently hosted a Michigan Notable Author visit with Zoe Persico. Building issues are starting to be addressed - including issues related to roofing, support beams and berm-related seepages. Windows, carpet and tile are all scheduled to be cleaned soon as well.

Approval of Board Meeting Minutes:

- Motion made by Shaver to approve the June 23, 2026 Regular Board Meeting Minutes and the June 23, 2026 Budget Hearing Minutes as written. Motion seconded by Valauskas. Motion passed 6-0.

Discussion Items:

- **Millage Information:** August 11 is the deadline to get information on the ballot for the November election. Or we have the option to until February 2028. An special meeting will be held on August 6, 2026 with the Board and the City Attorney to discuss what will work best for the library.

Action Items:

- **Bills for June 2026 - $22,530.81:** Motion made by Valauskas to approve June 2026 bills totaling $22,530.81. Motion seconded by Wilk. Motion passed 6-0.

- **Entered into a Closed Session:** Motion made by Noll to enter into a Closed Session at 9:34 A.M.. Motion seconded by Worcester. Motion passed 6-0.

- **Reopen Public Session:** Unanimous decision to reopen the public session at 9:55 A.M.

Second Public Comment (maximum 3 minutes per person):

No comments.

Communication and Correspondence:

None

Meeting Adjourned:

Motion made by Wilk to adjourn the meeting at 9:56 A.M. Motion seconded by Valauskas. Motion passed 6-0.

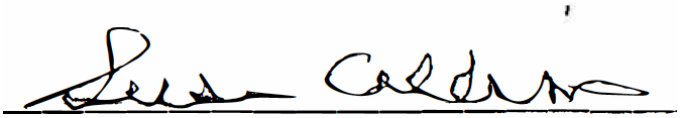
Next Meeting:

August 25, 2026 - 9:00 A.M. at the Library

Respectfully submitted by:

Amy Abele

Approved by the Secretary:



Date:
August 25, 2026

Bridgman Public Library
Balance Sheet
As of July 31, 2026

	Total
Assets	
Current Assets	
Bank Accounts	
101-790-035 United Federal Credit Union	
101-790-035.1 Savings	5.00
101-790-035.3 UFCU CD 6428	0.00
101-790-035.5 UFCU Public Funds 1865	15,479.62
101-790-035.6 UFCU CD 5051	0.00
101-790-035.7 UFCU CD 5069	51,011.80
Total for 101-790-035 United Federal Credit Union	**$66,496.42**
101-790-035.8 UFCU CD 4779	101,066.06
101-790-068.0 Honor CU Svgs xx683000	5.00
101-790-068.1 Honor CU xx683001	121,564.49
101-790-068.3 Honor CU CD xx683330	102,427.74
101-790-068.331 Honor CU CD xx683331	52,018.76
101-790-086.1 Horizon Bank	
101-790-086.11 Horizon Petty Cash 1378	28,781.96
101-790-086.13 General Account 1381	589.25
101-790-086.15 Public Funds 1394	4,612.76
101-790-086.17 Merchant Account 1811	8,197.26
Total for 101-790-086.1 Horizon Bank	**$42,181.23**
101-790-086.27 Horizon CD xx4336	$0.00
101-790-086.28 Horizon CD xx4763	$0.00
101-790-086.29 Horizon CD xx4764	$0.00
101-790-086.30 Horizon CD xx5818	$0.00
101-790-086.31 Horizon CD 6964	$0.00
101-790-086.32 Horizon CD 6576	$0.00
Total for Bank Accounts	**$485,759.70**
Other Current Assets	
101-790-101 Endowment Fund	87,536.99
Total for Other Current Assets	**$87,536.99**
Total for Current Assets	**$573,296.69**
Total for Assets	**$573,296.69**
Liabilities and Equity	
Liabilities	
Current Liabilities	
Credit Cards	
101-790-204.0 Accrued Expenses	1,639.90

Bridgman Public Library
Balance Sheet
As of July 31, 2026

101-790-230 Honor CC 683600	2,479.78
Total for Credit Cards	**$4,119.68**
Other Current Liabilities	
101-790-202.1 Accounts Payable*	750.00
101-790-210.0 Payroll Liabilities	$0.00
101-790-210.10 SUTA	-81.94
101-790-210.13 FUTA	455.09
101-790-210.14 Health Ins Cafe 125	-554.90
101-790-210.15 Child Support Withheld	$0.00
101-790-210.16 MERS 457 Payable	-290.75
101-790-210.6 IN Counties Payable	103.89
101-790-210.7 Indiana WH Payable	-14.41
101-790-210.8 941 Taxes Payable	-35.89
101-790-210.9 Michigan WH Payable	1,676.34
Total for 101-790-210.0 Payroll Liabilities	**$1,257.43**
101-790-220 Friends	-2.45
101-790-257 Accrued Payroll	$0.00
110-790-257.1 Accrued Payroll Taxes	$0.00
Total for Other Current Liabilities	**$2,004.98**
Total for Current Liabilities	**$6,124.66**
Total for Liabilities	**$6,124.66**
Equity	
101-790-398 Fund Balance	590,483.95
Net Income	-23,311.92
Total for Equity	**$567,172.03**
Total for Liabilities and Equity	**$573,296.69**

Bridgman Public Library Profit and Loss July 2026

	Total
Income	
101-790-401 Property Taxes	4,048.47
101-790-401.5 Chikaming Township Contract	5,217.57
101-790-510 Technology Income	1,754.84
101-790-588 Grants & State Aid	19,500.00
101-790-608 Membership Dues	515.00
101-790-642 Copy & Fax	762.80
101-790-646.1 Replace, Lost, Patron	18.64
101-790-656.1 Material Fines	154.85
101-790-665.1 Bank Account Interest	41.61
101-790-665.2 CD Interest	182.55
101-790-675.2 Donations	422.45
101-790-675.4 Donations - Capital Projects	3,120.00
101-790-675.6 Memorials	500.00
101-790-687.0 Refunds & Rebates	71.04
101-790-694 Misc Income	75.75
Total Income	**$36,385.57**
Gross Profit	**$36,385.57**
Expenses	
101-790-701 Payroll Expenses	
101-790-701.1 Wages	22,621.66
101-790-701.11 MERS 457 Expense	78.36
101-790-701.2 FICA 941 Taxes	1,673.24
101-790-701.3 FUTA Taxes	4.58
101-790-701.4 MI UIA	132.62
101-790-701.7 Employee Life & AD&D Insurance	242.50
101-790-701.8 Health Insurance	5,241.98
Total for 101-790-701 Payroll Expenses	**$29,994.94**
101-790-702 Mileage Reimbursement	1,054.90
101-790-727 Operational Supplies	3,343.02
101-790-728 Technology & Supplies	2,832.99
101-790-740 Materials	1,236.31
101-790-740.14 Large Print	38.82
101-790-740.2 Periodicals	24.95
101-790-740.3 Newspapers	230.97
101-790-740.5 740005 - e books	774.38
101-790-740.9 740009 - Movies	1,275.00
Total for 101-790-740 Materials	**$3,580.43**
101-790-880 Patron Programs	

101-790-880.1 Friends SRP	1,191.20
101-790-880.2 Early Literacy	320.00
101-790-880.4 Regular	260.94
Total for 101-790-880 Patron Programs	**$1,772.14**
101-790-881 Community Promotion	
101-790-881.2 Promotion & Marketing	785.83
Total for 101-790-881 Community Promotion	**$785.83**
101-790-920 Public Utilities	1,515.24
101-790-820.1 Community Garden Utilities	112.95
Total for 101-790-920 Public Utilities	**$1,628.19**
101-790-930 Repairs & Maintenance	4,429.25
101-790-951 Insurance	9,621.00
101-790-955 Bank Service Charges	22.37
101-790-957 Staff & Board Development	587.43
101-790-959 Direct Deposit Fees Intuit	45.00
Total Expenses	**$59,697.49**
Net Operating Income	**-$23,311.92**
Net Income	**-$23,311.92**