

PINCKNEY COMMUNITY PUBLIC LIBRARY HYBRID BOARD MEETING
DECEMBER 18, 2025
9:00 AM
HYBRID ANNUAL BOARD MEETING Draft MINUTES

CALL TO ORDER @ 9:00 AM

Present: Kate Pratt, President; Shelly Wagnitz, Vice-President; Patti Nicholson, Secretary; Kate Robertson, Treasurer; Judy Wismont, Trustee; Hope Siasoco, Director; Sara Castle, Staff Member, and Jennifer Brennan, Note Taker.

Guests: Valerie Niemiec, Putnam Township Clerk; Emily Cogswell, Putnam Township Deputy Clerk; and Jim Jensen, Putnam Township Trustee

ABSENT: None

President's Announcement regarding Public Comment Section

PUBLIC COMMENT: None

Note: Public Comment for this hybrid meeting is made available in advance of the meeting through this publicly available Google Document: <https://forms.gle/JbZBfHEmfhJqgp8R7> or email: hsiasoco@pinckneylibrary.org or during the time of the meeting.

CONSENT AGENDA

 **CORRECTION/ADDITIONS TO AGENDA**

- Move Bookkeeper and Treasurer's Report to Special Issues after "2025 Wage & Salary Proposal"

 **READING OF MINUTES FROM NOVEMBER 20, 2025 HYBRID BOARD MEETING**

 **PRESENTATION OF BILLS:**

- December 2025 Bills for Review
- Shelly Wagnitz's name was spelled incorrectly in the November minutes.
- Kate Pratt made a motion to accept the consent agenda as corrected and Judy Wismont seconded. All approved and the motion passed.

SPECIAL ISSUES

- Library's 1.3895 Operational Millage Expiration – Election Planning Timeline for 2026 – Guests: Valerie Niemiec, Putnam Twp Clerk; Emily Cogswell Deputy Clerk; Jim Jensen, Township Trustee
 - Val and Emily gave information regarding the upcoming 2026 election timeline and when the Library Board might want to consider going for a millage election given that our operational millage is set to expire at the end of 2026
 - A discussion followed with several ideas and a timeline being suggested
 - The current operational millage must be renewed in 2026 for a "continuous" millage to be maintained
 - August election seems most likely the best time. This will allow for the library to go for a return to the ballot in the November election in case the August primary fails
 - The types of voters who turn out in August are mostly the ones most interested in voting and more informed about what will be on the ballot
 - May 12th at 4pm is deadline to turn in ballot language. Probably best to get the ballot language ready by the March Board Meeting for Board approval
 - Look at ballot language other Libraries have used for ideas beyond using the legal language from the library's lawyer
 - June 15th mailing date for absentee voting
 - Absentee ballots are sent 45 days before election date of the August 5, 2026 primaries
 - Voting Trends in Putnam Twp: 40% absentee; 35% early voting, and 20% in person
 - Increase Pinckney Library programs to draw voters
 - Valerie Niemiec will gather and share other libraries' wording to show the library board
- Oath of Office Swearing In for Kate Pratt (reappointed November 1, 2023) Patti Nicholson (reappointed July 1, 2026) and Shelly Wagnitz (January 1, 2026) – Guest: Valerie Niemiec, Putnam Twp Clerk

- Valerie shared that she is glad the governmental entities are working together. Pinckney Library should think about adding library news to the Township newsletters
- Library Board Annual Officer Elections:
 - Candidates:
 - President: Kate Pratt
 - Vice-President: Shelly Wagnitz
 - Treasurer: Kate Robertson
 - Secretary: Patti Nicholson

Shelly Wagnitz made a motion to elect the current slate of officers as listed above and Judy Wismont seconded.

Roll Call Vote:

 - Kate Pratt- Aye
 - Shelly Wagnitz- Aye
 - Kate Robertson - Aye
 - Patti Nicholson - Aye
 - Judy Wismont - Aye
 - All present voted to approve. Motion passed.
- Board Meeting Schedule and Calendar for 2026
 - Board Meetings for 2026
 - Judy Wismont made a motion to accept the Board Meeting Schedule and Calendar for 2026 as revised, and Patti Nicholson seconded. All approved and the motion passed.
 - Putnam Township Board Term of Appointment for Renewal—Shelly Wagnitz for January 1, 2026
 - 2026 Holiday Closings
 - 1/1/2026 New Year's Day
 - 4/3/2026 1/2 Day Good Friday and 4/4/2026 Saturday before Easter
 - 5/25/2026 Memorial Day
 - 7/4/2026 Independence Day
 - 9/7/2026 Labor Day
 - 11/26 & 11/27 1½ Days Thanksgiving/Black Friday
 - 12/24/2026 Christmas Eve
 - 12/25/2026 Christmas Day
 - 12/31/2026 New Year's Eve
 - 2026 Special Holiday Closings in Observance of Holidays – Request to close the library on:
 - Friday, July 3 (closed 2pm – 6pm) and Saturday, July 4 (closed) – in observance of Independence Day 2026
 - Special Hours: Friday, November 27, 2026 (closed 2pm – 6pm)
 - Special Hours: Saturday, November 28, 2026 (closed 2pm – 4pm)
 - Saturday, December 26, 2026
 - Saturday, January 2, 2027
 - Kate Robertson made a motion to accept the 2026 Special Holiday Closings in Observance of Holidays requests and Judy Wismont seconded. All approved and the motion passed.
- REMINDER: 2025/2026 Holiday Hours
 - Closed: Wednesday, December 24 – Christmas Eve
 - Closed: Thursday, December 25 – Christmas Day
 - Closed: Wednesday, December 31 – New Year's Eve
 - Closed: Thursday, January 1, 2026 – New Year's Day
- 2025 Budget Amendment & 2026 Budget Proposal
 - A discussion about closing the account at Huntington Bank and opening the account at Bank of Ann Arbor followed.
 - Kate Robertson will talk to Bank of Ann Arbor before the next meeting.
 - Shelly Wagnitz made a motion to accept the 2025 Budget Amendment as amended and Kate Pratt seconded. All approved and the motion passed.

- Shelly Wagnitz made a motion to accept the 2026 Budget Proposal as presented and Patti Nicholson seconded. All approved and the motion passed. (See attached 2025 Budget Readjustment & 2026 Budget Proposal Document)
- 2026 Wages & Salary Proposal
 - Shelly Wagnitz made a motion to raise the hourly wage of “Library Assistant #5” to \$15 based on the 2026 Wages & Salary Proposal and Kate Robertson seconded. All approved and the motion passed.
 - Kate Robertson made a motion to adjust the minimum wage of the positions “Library page” and “Substitute” to the state mandated minimum and Kate Pratt seconded. All approved and the motion passed.
 - Shelly Wagnitz made a motion to designate the final pay period of December 2025 at the new 2026 Wages & Salary Proposal rate and Patti Nicholson seconded. All approved and the motion passed.
 - See attached revised 2026 Wage & Salary Proposal document
- ✚ Bookkeeper’s Report- Reviewed and on file
 - End-of-the-Year Cash Flow Report
 - Transfer of Funds between Debt Service Fund and General Fund
 - Kate Robertson made a motion to transfer \$110,000 from Huntington Debt Fund #5325 to Bank of Ann Arbor Checking/Operations #5426 using [Bill.com](#) and Shelly Wagnitz seconds. All approved and the motion passed.
 - Kate Robertson initiated the creation of a bill through [Bill.com](#) to transfer \$110,000 from Huntington Debt Fund #5325 to Bank of Ann Arbor Checking/Operations #5426 and Shelly Wagnitz seconds. All approved and the motion passed.
 - Update: Transfer from Quickbooks to Intacct
 - Intacct will go live on 1-1-2026
 - Both programs will run concurrently until PCPL is done with Quickbooks
 - The library is now compliant for “Chart of Account” as required by the State of Michigan
- ✚ Treasurer’s Report- Reviewed and on file
 - Update on Bank of Ann Arbor Checking account – 5798 (credit card acceptance checking account)
 - See transfer on Treasurers report

OLD BUSINESS: None

NEW BUSINESS:

Reports:

- ✚ Library Progress Report
 - 2025/2026 Staff Holiday Dinner
 - Place: Bliss & Fish Restaurant
 - Request for dinner stipend
 - Kate Robertson made a motion to provide a \$50 stipend per employee for the Staff Holiday Party which is not to be used for alcohol and Judy Wismont seconded. All approved and the motion passed.
 - Staff Updates/Changes – Karen Sala’s retirement and open Interlibrary Loan Coordinator in 2026
 - Light Up the Park Christmas Tree for Hamburg Twp Library and Pinckney Library – Thank you to Holly Hentz and Judy Wismont for the great tree at the Putnam Twp Park
 - Notes from the Library of Michigan Directors’ Meeting on December 12, 2025
 - Highlights: State of Michigan, State Aid Reporting Due Date, Law—Minimum Wage Increase for 2026 and Board Members Oath of Office
 - UPDATE – OCLC’s CloudLibrary Platform – ebooks & eAudiobooks Collection for Pinckney Library – the library went “live” on the new CloudLibrary platform on December 15, 2025
 - Update: December 12, 2025 Staff Training – Closed from 10am-2pm. Agenda: Learning new BambooHR system for 2026 payroll service, and refresher course on AED and CPR. Thank you to Katie Alestra from Plante Moran, and Putnam Twp Fire Department
 - Update: Scout Troop Lock In at the Library – Friday, December 5 – Saturday, December 6, 2025 – Library Official on Duty: Patti Nicholson, Board Secretary. Patti reported that it was a success. The scouts left the library in pristine condition and even created ornaments for the library’s Christmas Tree. Thank you, Scouts!

- Update on Library Events:
 - Baby Time Storytime on Mondays at 10am – weekly (September 8 – December 15)
 - Family Story Time on Tuesdays at 11am – weekly (September 9 – December 16)
 - Crafty Chix Knitting Group on Thursdays at 12pm-2pm
 - Monday Kids Knit & Crochet—3pm-4pm weekly from September 8 – December 15
 - Mindfulness Meditation with Denise Johnson – Saturdays (weekly) at 10am-11am until January 3, 2026
 - Sound Bath Meditation with Karen Kline– Wednesday, December 10, 2025, 6:30pm – 7:30pm – 30 registered attendees, 26 total attendees. Sponsored by the Friends of the Pinckney Library
 - Family Bingo Night – Thursday, December 18, 2025, 6:30pm-7:30pm
 - Winter Fun Scavenger Hunt – December 22, 2025 – January 4, 2026
 - Elf! Family Holiday Movie & PJ Night – Tuesday, December 23 at 5:30pm-6pm

- ✚ Friends Group Report- Reviewed and on file
 - Reminder: Christmas Blind Gifts – in hallway until January 2026
 - Return of Monthly Friends Book Sale: January 17, 2026 from 10am-2pm
 - No February, May, and August monthly Book Sales in 2026
 - Reminder: Hiatus in Book Donations November 2025 – January 2026 (Return of Friday Book Donation Acceptance: Friday, February 6, 2026)

Issues: None

NEW AND ONGOING BOARD ISSUES

- The Board discussed ways to Honor Diane Gonzalez for her years of service at the Pinckney Community Public Library.
 - Kate Robertson made a motion to budget \$150 in honor of Diane Gonzalez retirement in January 2026, and Shelly Wagnitz seconded. All approved and the motion passed.
- Employee Handbook Revision
 - Section II.C. Wage & Salary Scale – to reflect 2026 State Minimum Wage Increase

CALL TO THE PUBLIC: None

ADJOURNMENT@11:36 am

Kate Robertson made a motion to adjourn the meeting and Patti Nicholson seconded. All approved and the motion passed.

Respectfully Submitted by Jennifer Brennan, Board Notetaker



2026 Board Calendar



Board Term Limits Due:

Shelly Wagnitz—
1/1/2030 Township
Appointee

Kate Pratt—
11/1/2027 Township
Appointee

Patti Nicholson—
4/1/2029 Township
Appointee

Kate Robertson—
9/1/2027
Village Appointee

Judy Wismont—
2/1/2028
Village Appointee

PINCKNEY COMMUNITY
PUBLIC LIBRARY

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Pinckney, MI 48169

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www.pinckneylibrary.org

We Are More Than What
We Seem

1. Monthly Library Board Meetings: Third Thursday of the month @ 9:30am — **Annual Board Meeting:** December at 9am (Officer Elections, Next Year Budget & Staff Wage Adjustments/Pay Request Approval)

2. Budget, Director’s Review/Short & Long Term Goals, & Staff Salary/Pay Adjustment Proposal: November/December (effective January 1)

3. Budget Readjustments: July & December Meetings

4. Holidays: 1/1/2026 (New Year’s Day), 4/3/2026 (1/2 Day Good Friday), 4/4/2026 (Saturday before Easter), 5/25/2026 (Memorial Day), 7/4/2026 (Independence Day), 9/7/2026 (Labor Day), 11/26-27/2026 (1 1/2 Days Thanksgiving/Black Friday), 12/24/2026 (Christmas Eve), 12/25/2026 (Christmas Day), and 12/31/2026 (New Year’s Eve)

5. Policy Manual: Ongoing

6. Employee Manual Review: Ongoing

7. Friends Group Meetings: Thursdays Before the Monthly Book Sale or Third Thursday of the Month Without a Book Sale @ 6:30pm

8. Form L-4029 Tax Rate Request: September

9. Millage (1.3895 Operational Millage: 2020-2026); (.5700 Millage: 2011-2040)

10. State Aid Reports Due: end of January

**Pinckney Community Public Library
2024 Budget Readjustment and 2025 Budget Proposal**

	10/31/2025			2025 Budget	2025 Budget	2026 Budget
	<u>General Fund</u>	<u>Debt Service</u>	<u>Total General Fund Budget</u>	<u>Readjustment Amount</u>	<u>Amended General Fund Budget</u>	<u>Proposal (3% Increase)</u>
Income						
401 Property Taxes						
401.1 Prop. Taxes - Chargeback	(2,313.75)	-	-	-	-	-
401.2 Prop. Taxes - 1.3895 Millage	662,929.65		650,000.00	12,500.00	662,500.00	682,375.00
401.3 Prop. Taxes - .5700 Debt Service	271,951.09		250,000.00	21,500.00	271,500.00	279,645.00
401.5 Prop. Taxes - Delinquents	37,231.51		20,000.00	17,000.00	37,000.00	38,110.00
401.9 Prop. Taxes - LCSA	2,115.33		1,400.00	100.00	1,500.00	1,545.00
Total 401.0 Property Taxes	971,913.83	-	921,400.00	51,100.00	972,500.00	1,001,675.00
520.0 Restricted Income						
520.2 Community Foundation			100.00	(100.00)	-	-
520.7 Friends Banned Books				-	-	-
520.8 Restricted Income - Youth Area			500.00	(500.00)	-	-
680.9 Restricted Income - Other			500.00	(500.00)	-	-
Total 680.0 Restricted Income	-	-	1,100.00	(1,100.00)	-	-
574 State Aid	12,028.90		12,000.00	-	12,000.00	12,360.00
575 Penal Fines	24,133.82		22,000.00	2,000.00	24,000.00	24,720.00
600 Charges for Services						
600.1 Copier	1,115.67		2,000.00	(600.00)	1,400.00	1,442.00
600.15 JAMEX Copier Income	1,163.00		2,000.00	(600.00)	1,400.00	1,442.00
600.2 Fax Income	744.19		1,500.00	(700.00)	800.00	824.00
600.35 Lost/Damage Reimbursement	745.10		500.00	180.00	680.00	700.40
600.6 Reimbursements			50.00	(50.00)	-	-
600.8 Charges for Accessories	38.00		50.00	(35.00)	15.00	15.45
600.5 Misc Receipts / Other	575.86		-	-	-	-
Total 600.0 Charges for Services	4,381.82	-	6,100.00	(1,805.00)	4,295.00	4,423.85
670.0 Special Events						
670.1 Book Sale	-		50.00	(50.00)	-	-
670.3 Fees for Room Usage	54.80		50.00	(15.00)	35.00	36.05
670.4 Annual Fundraiser Event	2,080.00		500.00	1,600.00	2,100.00	2,163.00
670.5 Annual Special Events	758.00			760.00	760.00	782.80
670.9 Other Programs	52.00		50.00	-	50.00	51.50
Total 670.0 Special Events	2,944.80	-	650.00	2,295.00	2,945.00	3,033.35
674.0 Contributed Support						
674.2 Colone Endowment	816.00		850.00	(30.00)	820.00	844.60
674.3 Donations	1,224.74		2,500.00	(1,290.00)	1,210.00	1,246.30
674.4 Donations from special groups	5,351.34		5,000.00	(850.00)	4,150.00	4,274.50
674.5 Memorials	285.00			285.00	285.00	293.55
674.6 Events & Programs	500.00		500.00	(500.00)	-	-
Total 674.0 Contributed Support	8,177.08	-	8,850.00	(2,385.00)	6,465.00	6,658.95
690.2 Interest Income	6,004.66		3,000.00	3,000.00	6,000.00	6,180.00
Total Income	1,029,584.91	-	975,100.00	53,105.00	1,028,205.00	1,059,051.15

**Pinckney Community Public Library
2024 Budget Readjustment and 2025 Budget Proposal**

		10/31/2025		2025 Budget	2025 Budget	2026 Budget	
		General Fund	Debt Service	Total General Fund Budget	Readjustment Amount	Amended General Fund Budget	Proposal (3% Increase)
Expenditures							
701.0 Payroll Expense							
	701.2 Director's salary	124,543.40		147,368.00	-	147,368.00	151,789.04
	701.3 Employee wages	245,905.52		355,000.00	-	355,000.00	370,000.00
	704.0 Payroll taxes	32,452.37		46,000.00	(12,000.00)	34,000.00	52,178.90
	701.0 Total Payroll Expense	402,901.29		548,368.00	(12,000.00)	536,368.00	573,967.94
705.0 Employee Paid Time Off							
	705.3 Vacation	26,674.70		50,000.00	(10,000.00)	40,000.00	41,200.00
	705.32 Personal/Sick	9,981.36			10,000.00	10,000.00	10,300.00
	705.33 PTO (new) Personal & Sick	1,665.99			800.00	800.00	824.00
	705.34 Holiday	12,855.60		10,000.00	7,000.00	17,000.00	17,510.00
	705.5 AOG	1,924.70			2,000.00	2,000.00	2,060.00
	705.52 Bereavement	662.40			700.00	700.00	721.00
	705.0 Total Paid Time Off	53,764.75	-	60,000.00	10,500.00	70,500.00	72,615.00
706.0 Employee Benefits							
	705.2 Benefits - HRA	32,075.00		45,000.00	(8,000.00)	37,000.00	39,600.00
	706.6 Employee Assistance Program	194.52		183.00	12.00	195.00	200.85
	706.8 Employee group insurance	14,203.60		16,623.00		16,623.00	18,701.00
	706.0 Total Employee Benefits	46,473.12		61,806.00	(7,988.00)	53,818.00	58,501.85
726.0 Library Supplies		2,265.90		3,000.00	-	3,000.00	3,090.00
727.0 Office Expense							
	727.1 Office Supplies	1,540.36		3,000.00	(1,000.00)	2,000.00	2,060.00
	727.2 Postage, shipping, delivery	431.45		450.00		450.00	463.50
	727.9 Office Expense - Other					-	-
	Total 727.0 Office Expense	1,971.81	-	3,450.00	(1,000.00)	2,450.00	2,523.50
730.0 Equip rental		10,565.14		12,000.00	-	12,000.00	12,360.00
801.0 Accounting fees							
	801.2 Audit	5,600.00		4,600.00	-	4,600.00	7,000.00
	801.3 Bookkeeper	10,029.75		9,500.00	26,500.00	36,000.00	37,080.00
	801.5 Consultant/Outside PR Service	2,584.11		2,000.00	2,000.00	4,000.00	4,120.00
	Total 801.0 Accounting fees	18,213.86	-	16,100.00	28,500.00	44,600.00	48,200.00
805.0 Bank & Credit Card Fees		166.73		100.00	100	200.00	206.00
806.0 Janitorial							
	806.6 Janitorial Supplies	2,004.95		2,000.00		2,000.00	2,060.00
	806.9 Janitorial Services	5,100.00		7,000.00		7,000.00	7,210.00
	Total 806.0 Janitorial	7,104.95	-	9,000.00	-	9,000.00	9,270.00
807.0 Legal fees		994.50		500.00	650	1,150.00	1,300.00
808.0 Outside services				50.00	(50)	-	-
850.0 Telephone & telecommunications		6,419.03		8,500.00	-	8,500.00	8,755.00
880.0 Marketing & Promotion							
	880.1 Postage & Mailing						
	880.2 Newsletter/Events Calendar						
	880.9 Marketing & Promotion - Other	14,888.97		10,000.00	8,000.00	18,000.00	18,540.00
	Total 880.0 Marketing & Promotion	14,888.97	-	10,000.00	8,000.00	18,000.00	18,540.00

**Pinckney Community Public Library
2024 Budget Readjustment and 2025 Budget Proposal**

	10/31/2025		Total General Fund Budget	2025 Budget	2025 Budget	2026 Budget
	General Fund	Debt Service		Readjustment Amount	Amended General Fund Budget	Proposal (3% Increase)
882.0 Fundraiser Expense	29.85		500.00	(150)	350.00	500.00
884.0 Program Funding & Development						
884.4 Public Programming	5,543.67			5,100	5,100.00	5,253.00
884.5 Program Supplies	3,665.26			3,100	3,100.00	3,193.00
884.9 Program Funding & Dev - Other	1,734.21		10,000.00	(6,000)	4,000.00	4,120.00
Total 884.0 Program Funding & Dev.	10,943.14	-	10,000.00	2,200.00	12,200.00	12,566.00
890.0 Restricted Grant Spending			1,000.00	(1,000)	-	-
910.0 Insurance			14,000.00	(14,000)	-	-
910.1 Workers comp	639.00		-	1,000	1,000.00	1,030.00
910.2 Liability	13,908.60		-	15,000	15,000.00	15,450.00
Total 910.0 Insurance	14,547.60	-	-	16,000.00	16,000.00	16,480.00
920.0 Utilities	289.19					
920.12 Gas, Elec, Sewer, Water	20,328.47		25,000.00	3,000	28,000.00	28,840.00
920.22 Trash Removal	1,335.52		1,300.00	400	1,700.00	1,751.00
Total 920.0 Utilities	21,663.99	-	26,300.00	3,400.00	29,700.00	30,591.00
930.0 Repairs & Maintenance						
930.12 Building Maintenance	9,695.87		30,000.00	(12,000)	18,000.00	18,540.00
930.2 Equipment Repair & Maint.	1,383.09		3,000.00	36,000	39,000.00	9,270.00
930.32 Grounds Care & Maint.	8,733.93		7,000.00	3,000	10,000.00	10,300.00
930.5 Furniture Repair & Replacement	54.82			100	100.00	103.00
930.9 Repair & Maint - Other	723.87			800	800.00	824.00
Total 930.0 Repairs & Maintenance	20,591.58	-	40,000.00	27,900.00	67,900.00	39,037.00
933.0 Security Monitoring	327.60		500.00		500.00	515.00
934.0 Subcontractors			50.00	(50)	-	-
955.0 Miscellaneous	(0.02)				-	-
960.0 Board Meeting Expenses	585.00		1,000.00		1,000.00	1,030.00
965.0 Automation						
965.1 Automation Equipment	4,785.59		10,000.00	(3,000)	7,000.00	7,210.00
965.2 Automation Support	14,985.28		10,000.00	7,000	17,000.00	17,510.00
Total 965.0 Automation	19,770.87	-	20,000.00	4,000.00	24,000.00	24,720.00
968.0 Meeting Expenses	596.77		2,000.00	(800)	1,200.00	1,236.00
968.4 Training & Conferences	74.00			2,000	2,000.00	7,000.00
Total 968.0 Meeting Expenses	670.77	-	2,000.00	1,200.00	3,200.00	8,236.00
969.0 Memberships & Dues	1,933.00		2,500.00		2,500.00	2,575.00
971.0 Mileage Reimbursement			300.00	(200)	100.00	103.00
985.10 Books	2,671.81		7,000.00	(2,000)	5,000.00	15,000.00
985.11 Children's Books	6,619.34		10,000.00	1,500	11,500.00	15,000.00
Total 985.10 Books	9,291.15	-	17,000.00	(500.00)	16,500.00	30,000.00
985.20 Audiobooks	79.88		2,000.00	(1,500)	500.00	500.00
985.21 Children's Audiobooks	1,461.04		2,000.00		2,000.00	1,500.00
Total 985.20 Audiobooks	1,540.92	-	4,000.00	(1,500.00)	2,500.00	2,000.00
985.40 Electronic Database Subscriptions	19,841.60		20,000.00	5,000	25,000.00	25,750.00
985.50 Freading Downloads			10.00	(10)	-	-
985.60 Music CD Expense	157.23		20.00	10	30.00	30.00
985.70 Video Expense	723.41		4,500.00	(2,000)	2,500.00	5,000.00
985.71 Children's Videos	2,296.22		2,000.00	1,000	3,000.00	5,000.00
Total 985.70 Video Expense	3,019.63	-	6,500.00	(1,000.00)	5,500.00	10,000.00

**Pinckney Community Public Library
2024 Budget Readjustment and 2025 Budget Proposal**

		10/31/2025		2025 Budget			
		General Fund	Debt Service	Total General Fund Budget	Readjustment Amount	2025 Budget Amended General Fund Budget	2026 Budget Proposal (3% Increase)
985.80 Periodicals & Newsletters		2,385.40		2,000.00	1,000	3,000.00	3,000.00
	985.81 Children's Periodicals			50.00	(30)	20.00	20.60
	Total 985.80 Periodicals & Newsletters	2,385.40	-	2,050.00	970.00	3,020.00	3,020.60
986.10 Interlibrary Loan				3,500.00	(2,500)	1,000.00	1,030.00
	986.12 Interlibrary - Fees	3,252.49			3,300	3,300.00	3,399.00
	986.13 Interlibrary - Postage & Handli	16.03			17	17.00	17.51
	986.14 Interlibrary-Supplies/Materials	215.95			216	216.00	222.48
	Total 986.10 Interlibrary Loan	3,484.47	-	3,500.00	1,033.00	4,533.00	4,668.99
987.10 eBooks		12,579.78		20,000.00		20,000.00	19,000.00
	987.11 eBooks - Children	3,473.61		10,000.00		10,000.00	8,000.00
	Total 987.10 eBooks	16,053.39	-	30,000.00	-	30,000.00	27,000.00
988.0 Seed Library Collection		52.36		500.00	(300)	200.00	300.00
989.0 SportPort Equipment		132.99		100.00	100	200.00	200.00
990.0 Uncategorized expense (credit card)		3,478.13				-	-
997.0 Non-budgeted Operational Expense		4,053.90	-	1,000.00	3,000	4,000.00	4,120.00
998.0 Capital Outlay		-				-	-
	998.2 Capital Improvement					-	-
	Total 998.0 Capital Outlay	-		-	-	-	-
Total Expenditures		720,284.60	-	935,704.00	72,815.00	1,008,519.00	1,052,771.88
Net Operating Revenue		309,300.31	-	39,396.00	(19,710.00)	19,686.00	6,279.27
Transfers In /Out Debt Service		(150,300.00)	150,300.00	(174,650.00)	24,350	(150,300.00)	(147,900)
Bond Payment			(150,300.00)		150,300		-
Excess Revenue over Expenditures		159,000.31	-	39,396.00	154,940.00	(130,614.00)	(141,620.73)
Excess Revenue Allocation:		<u>2023</u>	<u>2024</u>	<u>2025</u>			
Board Meeting Date		12/21/2023	12/19/2024				
GL	997.0 Non-budgeted Operational Expense	51,891	13,831				
GL	998.4 Capital Outlay	51,891	44,500				
		103,782	58,331	-			

**Pinckney Community Public Library
2026 Proposed Salary Rates**

Staff Position	Average Hrs.	2025 Wages	2026 Proposed Wage Adjustment (3% increase)		Weekly
Library Page					
Library Page	8	\$ 13.25	\$ 13.73	\$	109.84
					2026 minimum wage increase
Substitutes					
Substitute 3	4	\$ 15.00	\$ 15.45	\$	61.80
Substitute 4	4	\$ 15.00	\$ 15.45	\$	61.80
Library Assistants					
Library Assistant 1	16	\$ 20.50	\$ 21.11	\$	337.76
Library Assistant 2	18	\$ 15.60	\$ 16.06	\$	289.08
Library Assstant 3	18	\$ 15.60	\$ 16.06	\$	289.08
Library Assistant 4	18	\$ 15.25	\$ 15.70	\$	282.60
Library Assistant 5	18	\$ 14.00	\$ 15.00	\$	270.00
Senior Library Assistants					
MeL Coordinator-Periodicals Coordinator	36	\$ 23.00	\$ 23.70	\$	853.20
Public Services & Tech Services Manager	32	\$ 36.40	\$ 37.49	\$	1,199.68
Office Manager	28	\$ 24.90	\$ 25.65	\$	718.20
Business Operations Asst	28	\$ 15.00	\$ 20.00	\$	560.00
Assistant Director/Youth Librarian	35	\$ 58.00	\$ 59.74	\$	2,090.90
			Total	\$	7,123.94
			Annual Total	\$	370,444.88
		2026 Budget Allowance		\$	370,000.00

Director/Adult Services Librarian

Salaried Exempt

\$ 147,368.00 \$ 151,789.04 3% increase

Employee	Anniversary	Status		HRA Tier
Business Operations Assistant	11/4/24	Libr Asst	PT	100.00
Assistant Director/Youth Librarian	1/13/98	Asst Director	FT	500.00
Public Services & Tech Services Manager	5/8/01	Sr Libr Asst	FT	500.00
MeL Coordinator-Periodicals Coordinator	8/30/05	Libr Asst	FT	500.00
Library Assistant 1	9/3/03	Libr Asst	PT	250.00
Library Assistant 2	10/6/22	Libr Asst	PT	150.00
Library Page	10/6/23	Page	PT	100.00
Library Assistant 4	10/12/23	Libr Asst	PT	150.00
Office Manager	10/25/05	Sr Libr Asst	PT	250.00
Library Assistant 5	9/1/25	Libr Asst/Page	PT	150.00
Library Assstant 3	10/27/22	Libr Asst	PT	150.00
Library Director	9/1/02	Director	SAL	500.00
			TOTAL	3300.00

Position	2026	
	Minimum	Maximum
Library Page	\$13.73	\$40.00
Library Assistant	\$15.00	\$44.00
Senior Lib. Asst. (certified)	\$22.00	\$50.00
Librarian (entry level)	\$30.00	\$60.00
Senior Librarian	\$40.00	\$70.00
Substitute	\$13.73	\$40.00
Maintenance Coordinator	\$20.00	\$45.00
Assistant Director	\$50.00	\$80.00

From Michigan Labor and Economic Opportunity (LEO)

Effective February 21, 2025, the minimum wage rate is \$12.48 per hour

Effective January 1, 2026 the minimum wage rate is \$13.73 per hour

Effective January 1, 2027 the minimum wage rate is \$15.00 per hour