



SPRINGFIELD TOWNSHIP LIBRARY  
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## **Library Board Meeting Minutes June 17, 2025**

The meeting was called to order at 7:25 p.m.

Members present: Mary Bell, Kristy Bower, Ruth Gruber, Sam Marohn, Kathy Rollins, Joan Rusch, Cathy Forst and Kristina Costigan

Guests present: Amy Baner-Berceli, Mike Forst, Sharon Parke

### **Public Comment**

Mike Forst noted what a good job the carpet installation company did with the project.

### **Secretary's Report:**

The following documents were emailed to the Library Board for review prior to the meeting:

- May 20, 2025 Library Board Meeting Minutes
- June 10, 2025 Special Library Board Meeting Minutes
- Memo from June 13, 2025 detailing the meeting between Supervisor Ric Davis and Kristina on May 30, 2025 in which Ric demanded Kristina leave his office while discussing the scheduling of a building-wide power shutdown.
- Letter from Kristina that was submitted to the Springfield Township Board regarding proposed Springfield Township Civic Center- Security Enhancements Update to be voted on at June 12, 2025 Township Board Meeting

Hard copies of the above documents were distributed at the meeting. The May and June Board Meeting Minutes were approved as written.

### **Treasurer's Report:**

The bills for June total \$90,490.13. This includes half of the carpet installation costs. The invoice for the remaining balance on the carpet project will be submitted with the July bills.

Joan moved to pay the bills. Sam seconded. Motion passed.

We have \$659,305.70 in our regular account and \$179,619.55 in our reserve account for a total of \$838,925.25.

At the Library Board's request, Township Treasurer Jamie Dubre transferred \$160,000 from Library Reserve Account to General Library Account. A budget amendment will be made in August to include the \$160,000 for the carpet under Repairs and Maintenance (271-794-930.000)

Phone charges will increase to cover the license costs as well as dedicated firewall and internet costs. We will also be charged a set amount per month based on the percentage of call volume from the previous fiscal year. This cost increase will be effective in the next billing cycle; the library will be billed quarterly by the township.

The auditor's report was distributed and reviewed. The auditor had no comments for the library.

### **Library Director's Report:**

#### May Statistics

Circulation—7,047

Circulation numbers were lower than normal for this time of year due to the library closure during the carpet installation.

New Patrons—38

Patrons—3,404

Collection Total—74,941

Website Visits—8,509

#### Program Updates

The July activities calendar was distributed and reviewed. Summer Reading Programs for kids, teens and adults are in full swing and will go through the end of July.

### **Old Business:**

#### Firewall Replacement

The new firewall was installed with no problems on May 28, 2025.

#### Carpet Replacement

The new carpet installation is complete. The project was completed on time. The township shut down the building power on Monday, June 2 for an additional generator repair but we brought in a generator to run lights and keep the project on schedule. The staff came in on Saturday, June 7 and Sunday, June 8 to prepare the library for reopening. The response from patrons has been favorable.

Business was completed. The meeting was adjourned at 8:20pm.

Respectfully submitted,  
Kathleen Rollins, Secretary

KFR/kmc