

Albion District Library
Board of Trustees
Regular Meeting
February 17, 2026
Makerspace

Call to Order

President Krause called the meeting to order at 1:03pm.

Roll Call

Present: Eric Krause, Rebecca Soltis, Phillip Kidder, Alma Morgan, Kathryn Brautigam, Thomas Wilch

Absent: Tiffany Weitzel

Public Comment (3 min)

None present

Approval of Agenda

Motion to approve the agenda as presented by Kidder, 2nd by Morgan. All in favor, motion carried.

Old Business

January 22, 2026 Annual Meeting

Motion to accept the minutes as presented by Morgan, 2nd by Kidder. All in favor, motion carried.

Financial Statement Review

Report by Treasurer Soltis and Director Stanczak

- Profit & Loss Budget (vs) Actual, Jan-Dec 2025
Director Stanczak noted that this P&L includes the approved December year-end budget amended figures.
 - Local Millage/Taxes: \$ 760,565.98 100.1% pg 1
 - Total Income: \$ 821,177.99 82.9% pg 3
 - Personnel: \$ 553,424.38 96.2% pg 4
 - Building/Grounds: \$ 116,475.73 96.6% pg 5
 - Total Expenses: \$ 923,558.69 94.3% pg 6
- Check Detail, January 2026
 - Pg 1, 4245, 01/27/26, Battle Creek Enquirer, \$392.79
2026 subscription
 - Pg 2, 4250, 01/08/26, SBIS, \$6,183.30
New BCBSM insurance cost under 2026 Benefit Package, as BCBSM is paid one month ahead
 - Pg 2, 4253, 01/27/26, WT Cox, \$1,303.97
Annual magazine subscriptions through this distributor
 - Pg 2, 4254, Interactive Sciences, \$500.00
Annual subscriptions for monthly Wowbrary newsletter sent to patron emails and posted to Facebook

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- Profit & Loss Budget (vs) Actual, January 2026
 - Local Millage/Taxes: \$ 6,458.82 0.8% pg 1
 - Total Income: \$ 6,304.34 0.6% pg 2
 - Personnel: \$ 46,865.52 7.0% pg 3
 - Building/Grounds: \$ 14,852.52 11.9% pg 4
 - Total Expenses: \$ 74,130.45 7.3% pg 5
- Balance Sheet, January 31, 2026
 - Total Checking/Saving: \$ 566,363.26 7.2%
 - Total Library Trust: \$ 1,370,941.56 -1.3%
 - Total Assets: \$ 1,938,113.82 -2.6%
 - Total Current Liabilities \$ 143,445.00 5.5%

Director Stanczak noted that this includes the Blomquist donation still listed as an Unearned Revenue, which was addressed specifically in the audit as being resolved. She will follow up with the auditor.

Motion to accept financial reports made by Brautigam, 2nd by Kidder. Roll Call Vote: Krause-yes, Soltis-yes, Kidder-yes, Morgan-yes, Brautigam-yes, Wilch-yes. Motion carried.

Update on Wightman Facility Project

Director Stanczak presented market cost evaluation from Elite Companies, based on the preliminary schematics prepared by Wightman. The estimated cost of the project is \$1.39 million, but includes \$80,000 to address the most likely cause of the water incursion on the lower level, a 15% contingency for unexpected costs/overrun/additional design requirements, and an inflation factor that should hold for approximately six (6) months. Director Stanczak notes that she will be meeting with ACF director, Shane Williamson soon and will update the Board on next steps for funding.

Committee Updates

Committees have not met.

New Business

Scheduling Trustee Training with WLC Director Kate Pohjola-Andrade

Woodlands Library Cooperative director, Kate Pohjola-Andrade, is available for board orientation and training. The Board discussed date and time options for April. Director Stanczak will discuss with Pohjola-Andrade and update the Board on the final schedule at the March meeting.

Director's Report

Provided in the packet, together with a printed copy of the completed State Aid Report, which includes statistics from all areas of library operation.

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Public Comment (3 mins)

None

Board Comments

None

Motion to Excuse Absent Trustees

Motion to excuse Trustee Weitzel made by Kidder, 2nd by Morgan. All in favor, motion carried.

Adjournment

President Krause adjourned the meeting at 2:12 pm.

Next Meeting:
March 17, 2026