

**Minutes of the Fennville District Library  
Board of Trustees**

*February 15, 2024 at 4:00 pm  
Regular Meeting*



**Present:** Midge Bernard, Dennis Martin, Donna Matula, Bob Sherwood, Willow Vandenberg, Kathleen Yankee, Marilyn Jessup

**Absent:** Robin Buchler

**Staff present:** Teresa Kline

**Observers present:** None

**Meeting called to order:** 4:00 pm, by Dennis Martin, President

**Approval of Agenda:** *It was moved by Yankee, seconded by Vandenberg, to approve the agenda. Carried 7-0.*

**Approval of the Minutes:** *It was moved by Matula, seconded by Bernard, to approve the minutes of January 18, 2024. Carried 7-0.*

**Correspondence:** None

**Financial and Budget Performance Report:**

- Millage money is coming in; penal fines just over \$5,000
- Pretty normal; no state aid yet
- Letter to Manlius in March
- More gifts in this month
- After reviewing the "Profit & Loss Budget vs Actual" Sheet and the Balance Sheet for January 2024, they were received and filed.

**Director's Report:**

- Meetings attended: Lakeland Library Board and Council
- Lighthouse is now the carrier for public officials liability
- Have to replace a smoke alarm in our fire alarm system
- The new Hot Spot Policy is working. We have 13 Hot Spots.
- Allegan County Library Association is now using Consumers Credit Union; our annual dues are \$50.00
- We are dealing with problems with Intuit Payroll System, due to changing our email
- Teresa took part in a Food Justice research grant; a paper will be coming out in November about the research.
- Our Annual Report will be coming out
- Abi has applied for an 18-month Leadership Program, dealing with personal improvement
- Gary Lemmon from EGL Tech is working on Cyber Training for staff
- Youth Activities handout, Monthly Circulation Statistics, Door Count

**President's Remarks:** None

**Board Members' Remarks:** from Kathleen: her neighbor LOVES our library

**Committee Reports:** None

**Unfinished Business:**

**Grant Update** – for the following grants:

1. We did not get the \$5000 grant from Allegan County Community Foundation.
2. We did receive a \$10,000 grant from ALA Libraries Transforming Communities. (For increasing our large print and audio collections as well as new shelving)
3. The City of Fennville, the Fennville Public Schools and the Fennville District Library received a grant of \$1,000,000 to be divided three ways. (Our portion is for increased parking...)

**Insurance Claim**– We have a quote of \$3,000 to repair the overhang. The County of Allegan has offered us \$915 to repair the overhang. We have had a structural engineer inspect the overhang/building and we are waiting for a report.

**Youth Restricted Card Policy** – It was moved by Sherwood, seconded by Yankee, adopt the Youth Restricted Card Policy (attached). Carried, 7-0.

**New Business:**

**Audit Report** – It was a good audit. It has been received and filed

**Cleaning Services** – With Tim Teske off work for an extended time due to injuries sustained in an auto accident, Teresa is looking for someone to fill in.

**Drinking Fountain Quote** – *It was moved by Vandenberg, seconded by Jessup, to approve the installation of a drinking fountain with bottle filler for \$2,100.00. Carried, 7-0.*

**Allegan Area Tech Center-Work Based Learning** – a student wants to do a job shadow at the library

**Gifts** –None

**Public Comments** – None

**Adjournment:** The meeting was adjourned by President Martin at 5:15.  
Next meeting is March 21, 2024 at 4:00.

Respectfully submitted,

Marilyn Jessup, Secretary

## **Fennville District Library**

### **Restricted Youth Card Policy**

#### **Purpose:**

In order to meet its stated mission—"to provide access to varied materials and services for lifelong enrichment"—the Fennville District Library (hereafter known as "the Library") aims to ensure that Juvenile Patrons (patrons younger than 18) are able to receive Library cards regardless of the status of their Co-Signer's library account. For this reason, rather than denying a card to a Juvenile Patron whose Co-Signer has a library account in Collections, such patrons will be issued a Restricted Youth Card.

#### **Eligibility:**

Juvenile Patrons who live within the Library's stated service area are eligible to receive a Library card so long as their registration is co-signed by a legal guardian. If the Co-Signer of the Juvenile Library card has an existing library account that is in Collections, the Juvenile Patron will be issued a Restricted Youth Card in place of a Full-Service Juvenile Card. Once the Co-Signer is no longer in Collections, the Juvenile Patron's Library card will be changed to a Full-Service Juvenile Card. This only applies in the creation of a new Juvenile Patron Library card, or if a Juvenile Patron's legal guardianship has changed and they need a new Co-Signer. If the Co-Signer of an existing Juvenile Patron ends up in Collections, the status of the Juvenile Card remains unchanged.

#### **Loan Rules:**

Juvenile Patrons with a Restricted Youth Card are limited to checking out five (5) physical items at a time. These items must come from the Juvenile or Young Adult print collections. DVDs, Hotspots, Adult print materials, and other Multimedia are not available for check out to those with Restricted Youth Cards. Juvenile Patrons with Restricted Youth Cards still have unrestricted access to digital materials, such as Libby, Creativebug, and databases through MeL.

#### **Fines and Fees:**

Juvenile Patrons with a Restricted Youth Card are subject to the same Fines and Fees as those applied to Full-Service Juvenile Cards.

Fennville District Library  
**Profit & Loss Budget vs. Actual**  
 October 2023 through September 2024

	Oct '23 - Sep 24	Budget	\$ Over Budget	% of Budget
<b>Income</b>				
790.401 · MILLAGE				
790.402 · Casco Twp	155,230.99	169,000.00	-13,769.01	91.9%
790.403 · Clyde Township	23,954.52	41,000.00	-17,045.48	58.4%
790.404 · Ganges Township	108,036.45	131,000.00	-22,963.55	82.5%
790.405 · Fennville City	11,113.44	15,000.00	-3,886.56	74.1%
790.401 · MILLAGE - Other	36.98			
<b>Total 790.401 · MILLAGE</b>	<b>298,372.38</b>	<b>356,000.00</b>	<b>-57,627.62</b>	<b>83.8%</b>
790.539 · STATE AID	0.00	15,000.00	-15,000.00	0.0%
790.580 · LOCAL GOV'T SUP	0.00	8,000.00	-8,000.00	0.0%
790.581 · OTHER SUPPORT	0.00	2,000.00	-2,000.00	0.0%
790.607 · COPIER/FAX FEES	2,029.90	4,500.00	-2,470.10	45.1%
790.608 · FINES/LOST-DAMAGED	526.26	1,500.00	-973.74	35.1%
790.655 · PENAL FINES	26,657.95	62,000.00	-35,342.05	43.0%
790.664 · INTEREST	6,234.66	5,500.00	734.66	113.4%
790.671 · UNIVERSAL SERV FUND	4,594.59	8,500.00	-3,905.41	54.1%
790.674 · GIFTS/MEMORIALS	6,025.00	2,000.00	4,025.00	301.3%
790.675 · FENFRIENDS	1,083.37	2,000.00	-916.63	54.2%
<b>Total Income</b>	<b>345,524.11</b>	<b>467,000.00</b>	<b>-121,475.89</b>	<b>74.0%</b>
<b>Expense</b>				
790.702 · PAYROLL EXPENSES				
790.704 · MERS Defined Contribution	2,402.67	5,000.00	-2,597.33	48.1%
790.702 · PAYROLL EXPENSES - Ot...	120,042.32	275,000.00	-154,957.68	43.7%
<b>Total 790.702 · PAYROLL EXPENSES</b>	<b>122,444.99</b>	<b>280,000.00</b>	<b>-157,555.01</b>	<b>43.7%</b>
790.727 · OFFICE SUPP	1,182.70	3,000.00	-1,817.30	39.4%
790.728 · COLLECTION EXP	601.84	2,500.00	-1,898.16	24.1%
790.729 · CUSTODIAL SUPPLY	1,162.06	2,500.00	-1,337.94	46.5%
790.730 · YOUTH SERVICES SUPL	240.15	1,400.00	-1,159.85	17.2%
790.731 · POSTAGE	101.44	600.00	-498.56	16.9%
790.801 · PROF SERVICES	3,012.50	18,000.00	-14,987.50	16.7%
790.802 · TECHNOLOGY CHARGES	15,824.15	22,000.00	-6,175.85	71.9%
790.803 · COOP SERVICES	9,274.50	19,000.00	-9,725.50	48.8%
790.880 · SPECIAL PROGRAM	1,125.00	5,000.00	-3,875.00	22.5%
790.900 · PRINTING & PUBLCTY	135.19	500.00	-364.81	27.0%
790.903 · BUILDG MAINT & REP	12,306.97	26,000.00	-13,693.03	47.3%
790.920 · UTILITIES	9,032.98	22,000.00	-12,967.02	41.1%
790.931 · EQUIP & FURNISHINGS	2,674.95	5,000.00	-2,325.05	53.5%
790.946 · LOST & PAID MATRLS	83.92	300.00	-216.08	28.0%
790.947 · TRUSTEE REIMBMNT	1,140.00	3,000.00	-1,860.00	38.0%
790.958 · DIGITAL DATABASES	2,724.56	5,000.00	-2,275.44	54.5%
790.959 · BOOKS/AV	14,261.09	32,000.00	-17,738.91	44.6%
790.960 · PERIODICALS	798.43	2,000.00	-1,201.57	39.9%
790.961 · TRAINING & SEMINARS	1,181.93	3,700.00	-2,518.07	31.9%
790.962 · CONTINGENCY	0.00	2,000.00	-2,000.00	0.0%
790.963 · FENFRIENDS EXP	588.96	1,000.00	-411.04	58.9%
790.964 · Tax Charge Backs	6.20	500.00	-493.80	1.2%

Fennville District Library  
Profit & Loss Budget vs. Actual  
October 2023 through September 2024

	Oct '23 - Sep 24	Budget	\$ Over Budget	% of Budget
790.965 · INS & BONDING	3,594.00	6,000.00	-2,406.00	59.9%
790.970 · CAPITAL EXPENDITURE	2,302.55	4,000.00	-1,697.45	57.6%
Total Expense	205,801.06	467,000.00	-261,198.94	44.1%
Net Income	139,723.05	0.00	139,723.05	100.0%

## Balance Sheet

As of March 13, 2024

	Mar 13, 24
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
790.000 · Petty Cash	149.31
790.001 · Allegan Credit Union Chkg	253,028.24
790.002 · Huntington Reg Checking	12,913.42
790.003 · FenFriends - Savings Acct	3,697.04
790.005 · Hunt Invest Cash	80,124.01
790.006 · H I, HSBC Bank USA	102,000.00
790.007 · H I, Barclays Bank	104,000.00
790.008 · H I, Barclays Bank Wilmington	40,000.00
790.009 · H I, Barclasy Bk Del Retail CTF	84,000.00
790.011 · H I, Goldman Sachs 12/3/24	41,000.00
790.021 · H I, Capital One Natl As VA CTF	55,000.00
Total Checking/Savings	775,912.02
Accounts Receivable	
790.028 · Accounts Receivable	24.94
Total Accounts Receivable	24.94
Other Current Assets	
790.025 · Cumlt Unrlzd Gn/Ls	42,850.37
Total Other Current Assets	42,850.37
Total Current Assets	818,787.33
Other Assets	
790.026 · Invst Allegan Cmm Found	100,000.00
790.030 · PREPAID EXPENSE	238.65
Total Other Assets	100,238.65
<b>TOTAL ASSETS</b>	<b>919,025.98</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
790.202 · Accounts Payable	2,875.00
Total Accounts Payable	2,875.00
Other Current Liabilities	
790.257 · Accrued wages	4,473.74
790.258 · Payroll Liabilities	
790.261 · MERS Defined Contribution	-103.38
790.258 · Payroll Liabilities - Other	8,226.04
Total 790.258 · Payroll Liabilities	8,122.66
Total Other Current Liabilities	12,596.40
Total Current Liabilities	15,471.40
Total Liabilities	15,471.40

	Mar 13, 24
Equity	
790.392 · Restricted for Parking Lot	161.25
790.395 · Fund Balance	753,426.80
Net Income	149,966.53
Total Equity	903,554.58
TOTAL LIABILITIES & EQUITY	919,025.98

<b>Fennville District Library</b>						
<b>Penal Fines 2018-2023</b>						
	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>
January	\$5,909.24	\$6,021.68	\$5,538.04	\$4,432.49	\$5,122.93	\$5,137.08
February	\$8,675.25	\$7,149.82	\$5,144.69	\$4,467.55	\$5,409.11	\$5,832.08
March	\$9,639.45	\$6,690.97	\$9,076.28	\$5,581.77	\$5,474.56	
April	\$6,491.70	\$3,392.59	\$6,341.46	\$5,205.78	\$5,082.70	
May	\$8,475.77	\$4,730.94	\$4,705.86	\$5,361.21	\$6,389.91	
June	\$7,537.15	\$6,065.05	\$5,766.07	\$4,500.85	\$5,552.14	
July	\$8,381.00	\$5,755.32	\$5,204.45	\$4,302.91	\$4,946.23	
August	\$7,599.24	\$7,023.75	\$5,247.92	\$5,511.47	\$5,764.40	
September	\$7,252.06	\$5,371.44	\$5,056.02	\$4,542.95	\$6,559.13	
October	\$7,639.31	\$4,907.33	\$5,161.13	\$3,959.77	\$5,419.33	
November	\$5,104.51	\$4,837.14	\$4,311.78	\$4,249.38	\$5,229.70	
December	\$5,619.78	\$4,133.95	\$3,443.26	\$3,487.87	\$4,312.71	





## **SERVINSKY ENGINEERING & ASSOCIATES**

*Consulting Structural Engineers*

280 Douglas Avenue  
Holland, MI 49424-6515  
616-738-1281  
marks@servinskyeng.com

Theresa Kline, Director  
Fennville Distruct Library  
& Enrichment Center  
400 West Main St., P.O. Box 1130  
Fennville, MI 49408  
[tkline@fennvillelibrary.com](mailto:tkline@fennvillelibrary.com) 269-561-5050

Date: 15 March 2024  
SE Project #: FVL.24.001

Subject: Inspection and Certification of Carport Canopy-Overhang. Document and Structural Components of the Library

To whom may concern,

We have inspected the Canopy Overhang at the front entrance to the library. A truck hit the east side overhang as it entered the driveway from the east to the front entrance. Library personnel said that vibration from the truck striking the canopy was felt throughout the library interior.

### **Purpose and Inspection:**

The purpose was to determine the extent of structural or related damage to the library components from an impact force of a truck to the carport canopy. Brick support pillars support the canopy. Per the design drawings by Allegretti Architects, dated 15 December 1988, the library was likely constructed during the spring and summer of 1989. We inspected the building exterior and interior areas in February 2024 to determine the extent of damages .

### **Description of Construction Materials Affected by Impact Force**

#### **Affected Components of Exterior Canopy**

Metal siding panels of canopy at front entrance Photo P-2. P-2. P-3  
Steel Beam W8 x 24 Photo P-3  
Brick Pillars on concrete foundation piers Photo P-3

#### **Affected Interior Components of the Library**

Drywall Cracks near Front Entrance at North Photo INT-1  
Drywall Cracks at Rear Wall at South Photo INT-2  
*We estimate that only a few (up to 4) wall cracks may be present. We expect the Interior Finish Contractor to document cracks that may be found during their Work.*

### **Observations and Structural Evaluation:**

- *The siding materials at the east entrance face were bent and damaged. One (1) 9" x 18" metal panel was missing per Photos P-1, P-2 & P-3.*
- *The structural beams W6x31 (16" depth) of the carport canopy were in good condition, and were not affected by the truck impact force. Photo P-4.*
- *The metal siding below the east beam was bent and damaged. Photos P-5, P-6 & P-7.*
- *Gaps in the gutter indicate that the corner-gutter joint was affected by truck impact. Photo P-7.*

- *The brick pillars and concrete foundations were not damaged. Photo P-8.*
- *The exterior and interior structural components had no visible damage. Only architectural materials of steel siding and interior drywall were affected.*
- *Photos P-9 and P-10 show base of pillars and planter curbs that are older and require maintenance. Damage to these areas was not caused by truck impact.*
- *Cracks in the interior gypsum drywall occurred at some locations at the interior entrance stairs and the back south wall. Photos INT-1 and INT-2.*

**Reference Drawings:**

*Sheet A-2 by Allegretti Architects, St. Joseph, MI, dated Dec 1988*

**Recommendations:**

1. *No repairs or replacements of the structural steel beams of the carport overhang are necessary.*
2. *Replace the east carport siding 9" x 18" interlocking panels to match existing type, color and texture. Because of the older age of the panels, it's not possible to match panels of the other carport surfaces.*
3. *Replace the panel at the east-underside of the steel beam.*
4. *With proper matching of panels type color and texture, the remaining areas of the carport do not require panel replacements.*
5. *Place gutter sealants or flashing at the corner gutter of Photo P-7.*
6. *Repair drywall cracks of the interior space where located in Photos P-7, P-8, & P-9. Paint affected areas to match existing wall color and texture.*

**Certification:**

*We hereby certify the exterior carport structural components to be safe and unaffected by truck impact, and that the interior structural elements were not affected. Recommendations listed in this report should be followed. The facility is safe for continued occupancy.*



Mark S. Servinsky, P.E.  
Chief Engineer

Attachments:

- (12) Photos;
- (5) Details from Original Drawings



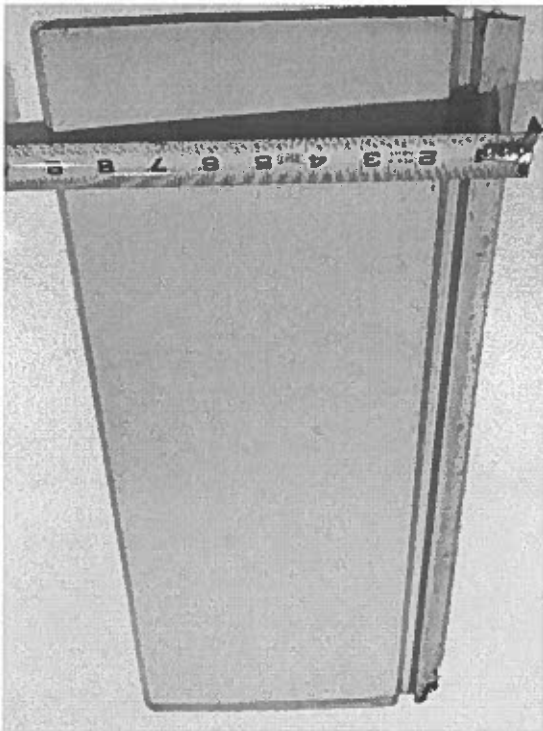
## EXTERIOR VIEWS



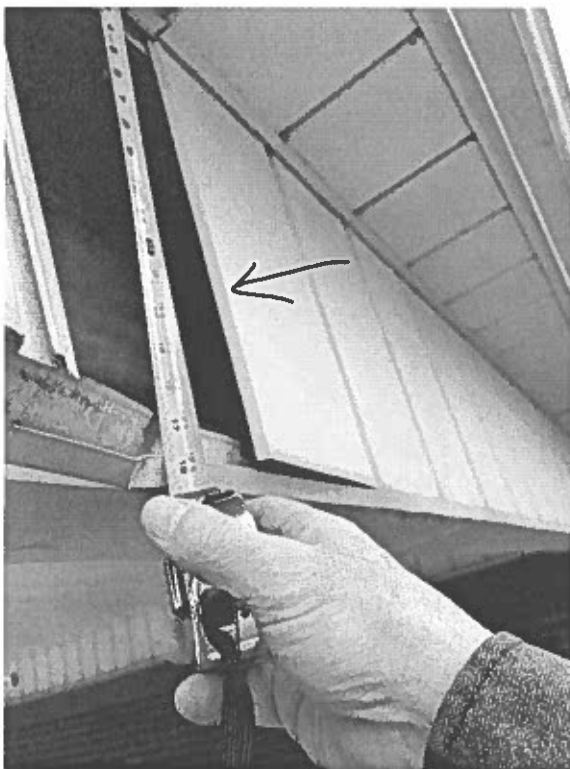
P-1 East Driveway to Library Entrance and Carport Overhang



P-2 East Entrance canopy; Truck Impact Location at East Beam and Siding



P-3 Canopy Side Panel that fell from East Side is stowed by Library Personnel



P-4 Structural Steel I-beam and Bent Metal Siding Panels of Canopy.at Area of Truck Impact



P-5 The underside of the steel beam has 6 1/2" approximate metal panel with that was damaged.



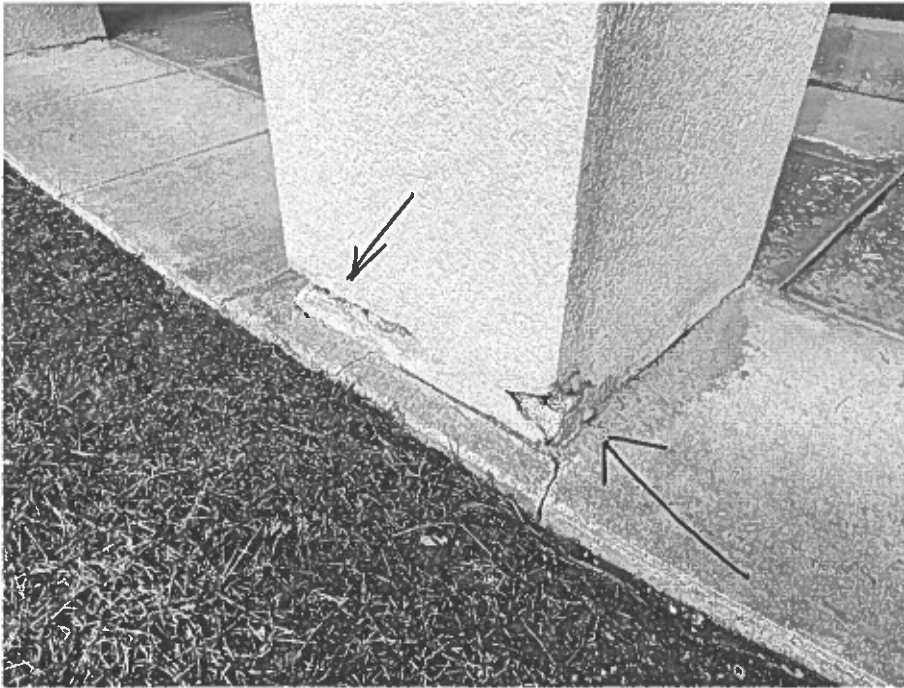
P-6 The far side and ceiling of the carport were undamaged. The bottom panel below the beam was bent and damaged as shown in Photo P-5



P-7 The gutters joining at the corner were affected by truck impact and baps joints and should be sealed with a gutter sealant.



P-8 The brick pillars were in good-structural condition without any visible affects from the truck impact at the canopy roof.



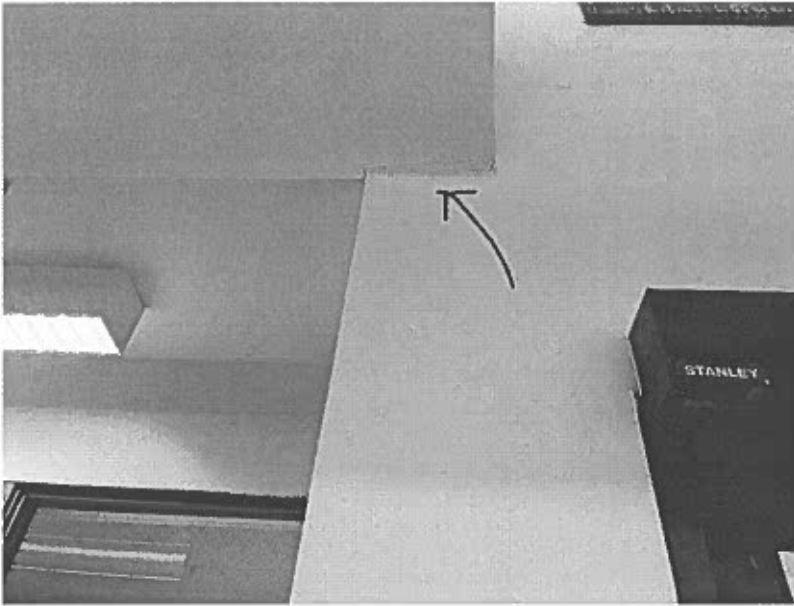
P-9 Base of Pillar Supports have damage, likely from natural aging of the EFIS Insulation System surrounding the pillar (Exterior Finish Insulation System).



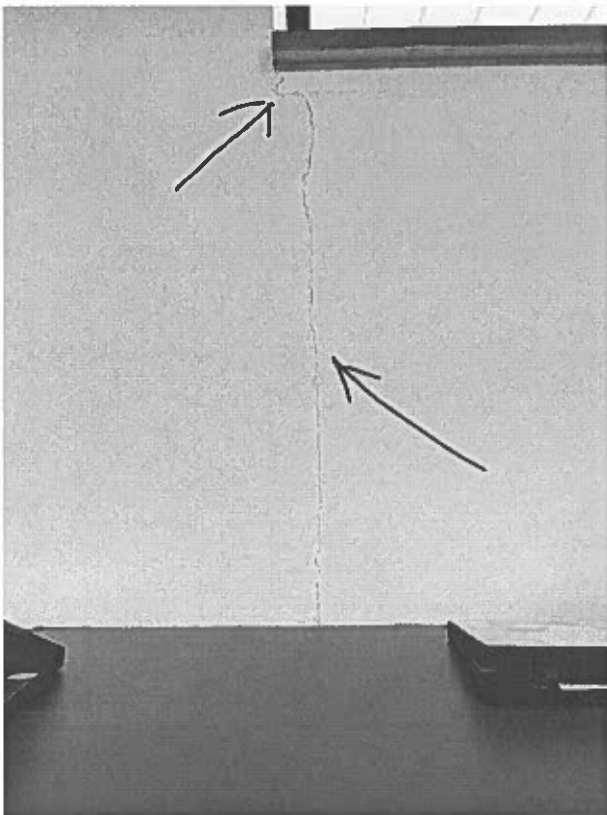
P-10 Planter curbs, Stairs & Railings. These have cracks and corrosion due to ag. Previous concrete repairs were made to the top of curbs. This area was not affected by truck impact to the carport Canopy-Overhang.



## INTERIOR VIEWS



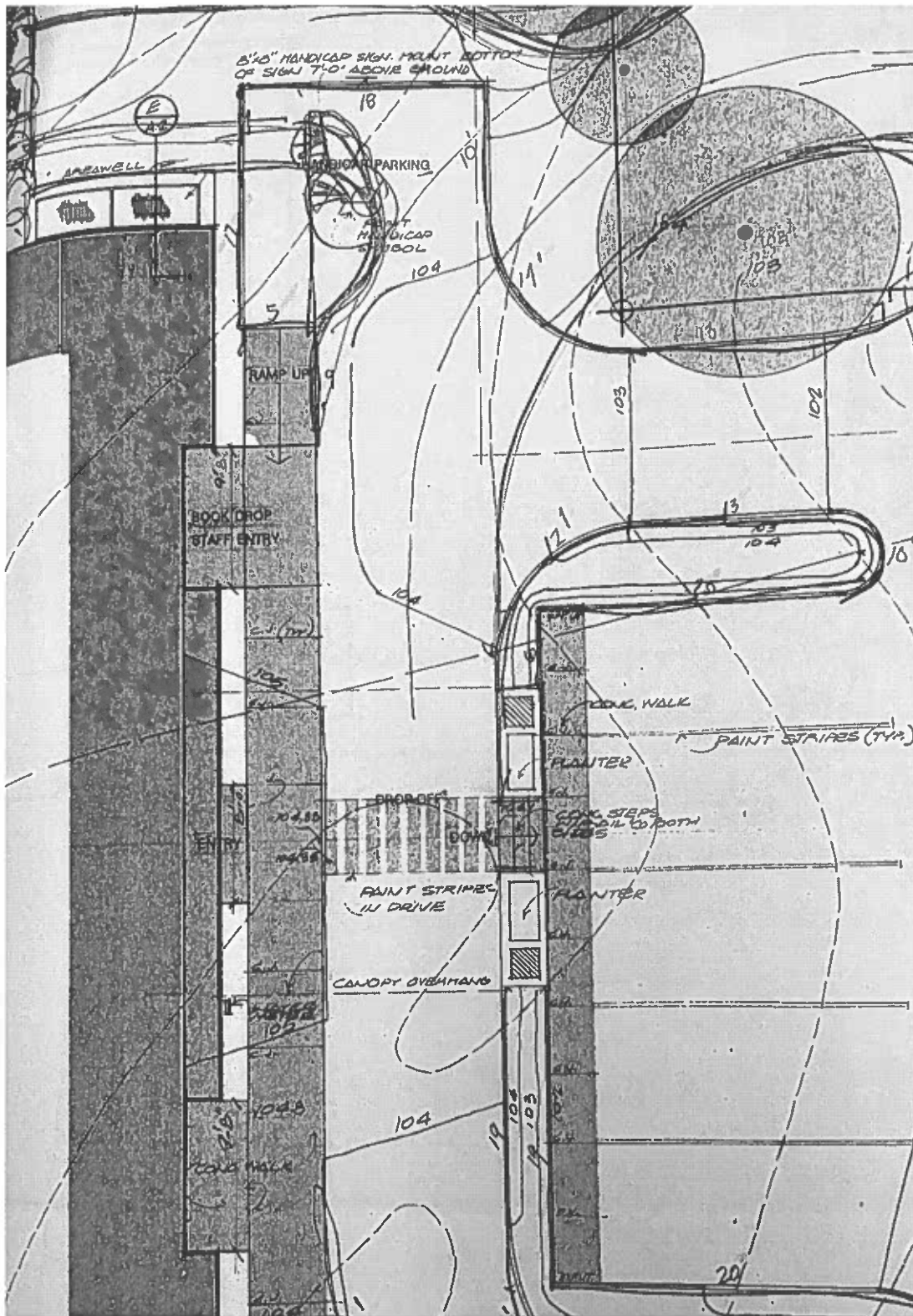
INT-1 Cracks in gypsum finish of walls and ceiling near interior stairs likely cause by truck impact force.



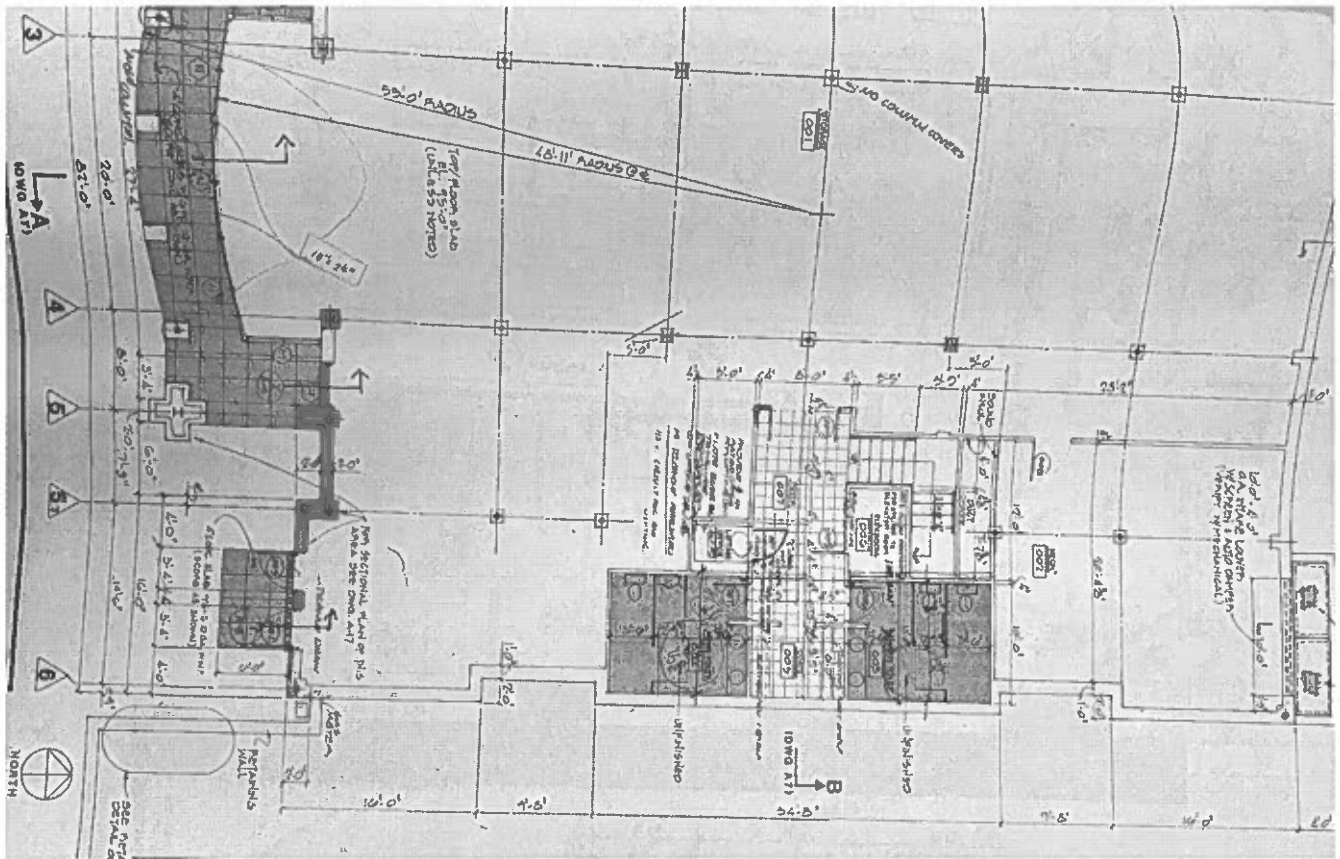
INT-2 Cracks in gypsum finish of walls and ceiling of rear west wall below window. This condition was likely the result of truck impact force.



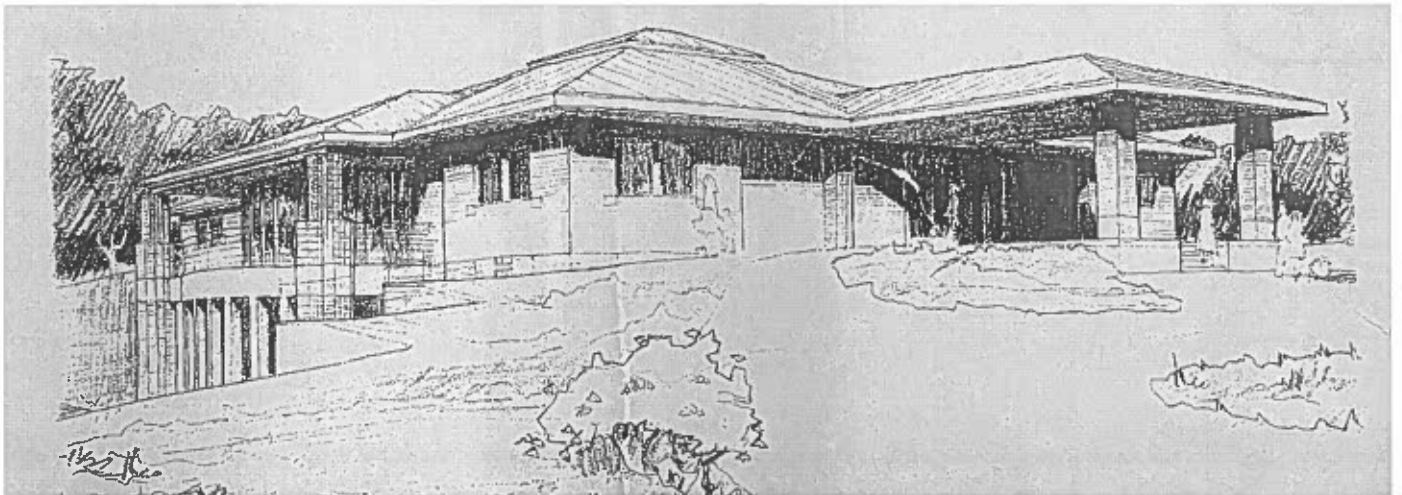
DESIGN DRAWING DETAILS



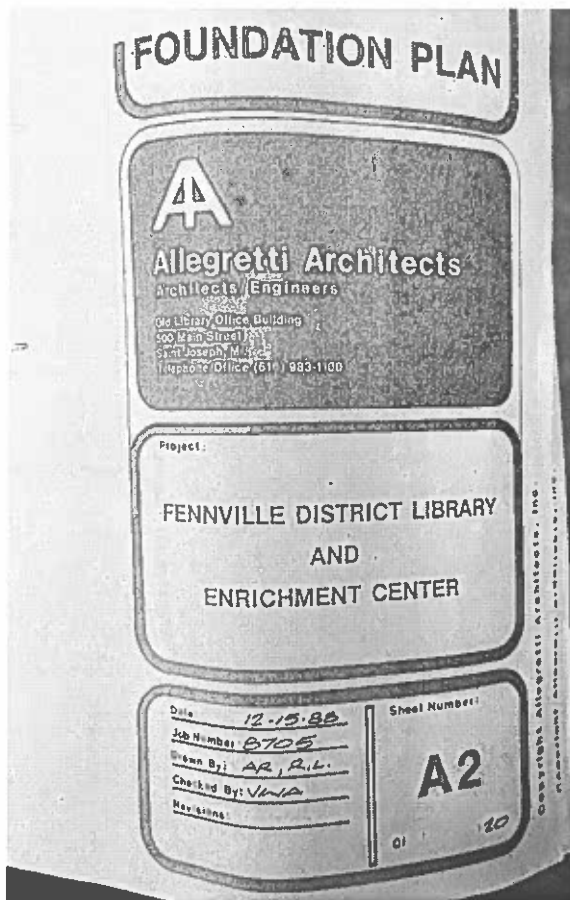
Canopy Overhang Plan- North is at Right Side



### Interior Plan at Front Entrance



1988 Architects' Rendering- Carport Overhang is at Right (East)



Design in 1988;  
 Code Information Listed

### CODE INFORMATION

#### Code Jurisdictions:

BOCA  
 Uniform Plumbing Code (latest edition)  
 Uniform Mechanical Code (latest edition)  
 National Electrical Code (latest edition)

#### Occupancy Group:

Assembly A3

#### Construction Type:

Type SA Protected Frame

#### Allowable floor area:

Basic allowable area 8,925 s.f.

200% floor area increase for  
 automatic fire suppression 17,850 s.f.

Total allowable floor area 26,775 s.f.

Actual floor area of building 13,736 s.f.

#### Maximum allowable height:

Basic allowable height 1 story, 20'

Increase in height for automatic  
 fire suppression 1 story, 20'

Total allowable height

2 story, 40'

Actual building height 1 story, 18'

### ALTERNATE BIDS

#### ALTERNATE BID #1 - MULTI-PURPOSE ROOM KITCHEN

Furnish and install cabinets, countertop, appliances, plumbing fixtures as shown on floor plans and elevation drawing 21/A-1B. Base bid to include rough in for plumbing and electrical.

#### ALTERNATE BID #2 - LIFTING DEVICE

Furnish and install lifting device as manufactured by R & D Manufacturing, Portage, Michigan and meeting the following specifications.

Travel:	10'-0"
Slope:	2
Power:	220 V., 1 h.p., 80 cy
Capacity:	850 lbs.
Platform:	34' x 54' x 80" Ngh
Speed:	20 fpm

Provisions should be allowed for in base bid for future install of this lifting device.

**BID SET #32**



Lakefront Roofing & Exteriors LLC  
1635 76th St.  
South Haven, MI 49090  
Phone: 888-766-3014

01/17/2024

**Company Representative**  
Jason Avery  
Phone: (269) 370-3143  
j.avery92@yahoo.com

Remove the damaged siding and beam wrap on the north side of the carport.  
Install Quality Aluminum 8" Smooth aluminum siding and j Channel.  
Install aluminum trim coil on the bottom of the beam.  
Paint all items to match the existing as close as possible.  
Labor, materials and disposal included.

**Abi Avery**  
**Fennville District Libray**  
400 West Main Street  
Fennville, MI 49408  
(269) 561-5050

Job: Abi Avery

### Siding Section

If bad or rotten wood is discovered, it will be replaced at a price of \$2.50 per sq ft for 1/2" Sheathing or \$3.00 per sq ft for 3/4" Sheathing.

- Clean up all job related debris
- Our Crews are licensed and insured.
- Crews will maintain safety requirement at all times during the construction process

This estimate is valid for 15 days from the date the estimate was given

**\$3,364.41**

**TOTAL**

**\$3,364.41**



22044 North 44th Street | Suite 200 | Phoenix, AZ 85050

Phone: 480-596-1105 | Fax: 480-596-1140

For supplements please call, visit: <https://ianetwork.net/supplements/> or email: [supplements@ianetwork.net](mailto:supplements@ianetwork.net)

Insured: Fennville District Library  
Property: 400 WEST MAIN ST  
MI 49408

Claim Rep.: Kendra Wallace

Business: (563) 331-7765

Estimator: Wynton Shamburger

**Claim Number:**

**Policy Number:**

**Type of Loss:**

Date of Loss:

Date Received:

Date Inspected:

Date Entered: 1/27/2024 12:02 PM

Price List: MIGR8X\_JAN24  
Restoration/Service/Remodel  
Estimate: FENNVILLE\_DISTRICT\_L



22044 North 44th Street | Suite 200 | Phoenix, AZ 85050  
Phone: 480-596-1105 | Fax: 480-596-1140

For supplements please call, visit: <https://ianetwork.net/supplements/> or email: [supplements@ianetwork.net](mailto:supplements@ianetwork.net)

## FENNVILLE\_DISTRICT\_L

### Debris Removal

QUANTITY	UNIT	TAX	RCV	AGE/LIFE	COND.	DEP %	DEPREC.	ACV
1. Haul debris - per pickup truck load - including dump fees								
1.00 EA	165.92	0.00	165.92	0/NA	Avg.	NA	(0.00)	165.92
<b>Totals: Debris Removal</b>		<b>0.00</b>	<b>165.92</b>				<b>0.00</b>	<b>165.92</b>

### Siding repair

QUANTITY	UNIT	TAX	RCV	AGE/LIFE	COND.	DEP %	DEPREC.	ACV
2. R&R Fascia - 2" x 8" - softwood - re-sawn								
20.00 LF	12.93	6.58	265.18	0/150 yrs	Avg.	15% [%]	<38.46>	226.72
Includes: Fascia, finish nails, and installation labor. Labor cost to remove fascia and to discard in a job-site waste receptacle.								
No rotten wood would be allowed for on our estimate we only owe for damages caused in accident .								
3. Siding Installer - per hour								
1.00 HR	110.91	0.00	110.91	0/NA	Avg.	0%	(0.00)	110.91
Allowing for siding to be installed 1 hours								
4. Material Only Siding - hardboard - sheet								
200.00 SF	1.88	22.56	398.56	0/150 yrs	Avg.	15% [%]	<59.78>	338.78
200 SF comes in a box								
<b>Totals: Siding repair</b>		<b>29.14</b>	<b>774.65</b>				<b>98.24</b>	<b>676.41</b>

### Labor Minimums Applied

QUANTITY	UNIT	TAX	RCV	AGE/LIFE	COND.	DEP %	DEPREC.	ACV
5. Siding labor minimum								
1.00 EA	73.15	0.00	73.15	0/NA	Avg.	0%	(0.00)	73.15
<b>Totals: Labor Minimums Applied</b>		<b>0.00</b>	<b>73.15</b>				<b>0.00</b>	<b>73.15</b>
<b>Line Item Totals: FENNVILLE_DISTRICT_L</b>		<b>29.14</b>	<b>1,013.72</b>				<b>98.24</b>	<b>915.48</b>

[%] - Indicates that depreciate by percent was used for this item

[M] - Indicates that the depreciation percentage was limited by the maximum allowable depreciation for this item



22044 North 44th Street | Suite 200 | Phoenix, AZ 85050  
Phone: 480-596-1105 | Fax: 480-596-1140

For supplements please call, visit: <https://ianetwork.net/supplements/> or email: [supplements@ianetwork.net](mailto:supplements@ianetwork.net)

### Summary for Dwelling

Line Item Total	984.58
Material Sales Tax	29.14
<b>Replacement Cost Value</b>	<b>\$1,013.72</b>
Less Non-recoverable Depreciation	<98.24>
<b>Actual Cash Value</b>	<b>\$915.48</b>
<b>Net Claim</b>	<b>\$915.48</b>

Wynton Shamburger

**CLOSING STATEMENT** This is the estimate of repairs for the damages to your property. The prices used are the prevailing rates in your geographic location. Please review the estimate with the contractor of your choice. Recoverable Depreciation In some estimates, depreciation may be applied, based on the age and condition of the items requiring repair or replacement. If the depreciation is listed as "recoverable depreciation" you may be able to collect the depreciation after the completion of the repairs and the expense has been incurred. You will need to forward the final bill/invoice/proof of payment from the repairer. A re-inspection may be required of completed repairs. Payment Payment of this claim has been made as outlined on the last page of this estimate. The check(s) will be mailed under separate cover in approximately 2-3 days. A letter regarding the replacement cost benefits and how to recover them will also follow under separate cover. Supplements Should you elect to make any changes or upgrades to your property, you will be responsible for any additional expenses as a result of these changes or upgrades. No supplement will be considered without prior approval. Flooring If your claim involves the replacement of flooring (carpet, vinyl, wood, ceramic) we reserve the right to send a sample to an independent third party for analysis of the existing flooring and recommend a like kind and quality replacement. If you receive flooring estimates, higher than allowed in this estimate, please retain a 12" x 12" sample to allow us the opportunity to have the flooring evaluated. Mortgage If there is a mortgage on the property, the mortgage company may be listed on any claim payments made as required by the policy. If the mortgage company is listed on your payment, you will need to contact them to inquire as to their procedures in processing insurance claim payments. This is an estimate of the damage observed: all payments and coverage decisions are subject to insurance company approval and policy provisions. This estimate neither expresses nor implies coverage for this loss. THIS ESTIMATE IS SUBJECT TO REVIEW, MODIFICATION, AND ACCEPTANCE BY A REPRESENTATIVE OF YOUR INSURANCE COMPANY AND IS NOT AN AUTHORIZATION TO REPAIR OR A COMMITMENT OR PROMISE TO PAY THE AMOUNT OF THE ESTIMATE

File Number: TRA23177198A

Insured: Medical Transportation Management,  
Inc.

Date of Loss: 12/14/2023

Driver: Emily Mills

**PROPERTY DAMAGE RELEASE**

In Consideration of (\$915.48) **Nine Hundred Fifteen & 48/100 Dollars**

COMES NOW the undersigned Fennville District Library and for full and adequate consideration, receipt and sufficiency of which is hereby acknowledged, does hereby release and forever discharge Medical Transportation Management, Inc., Old Republic Insurance Company, Emily Mills and Cottingham & Butler Claims Services, from any and all property damage liability whatsoever, including all claims, demands and causes of action for property damage, loss of use, or downtime which the undersigned, his heirs, assigns and successors may have or ever claim to have, known or unknown, resulting from or related to a certain accident on or about the 12/14/2023 in Fennville MI.

Further, the undersigned hereby agrees:

- 1) That the above-stated consideration is all the consideration that will be received by the undersigned for this Release and no promise for any further or other consideration has been made by anyone as it relates to the property damage claim.
- 2) That this Release does not constitute an admission of liability on the part of any person or entity.
- 3) That this Release is being executed solely in reliance upon the knowledge, belief and judgment of the undersigned and not upon any representation made by any party.

THE UNDERSIGNED HAS READ THE FORGOING RELEASE AND UNDERSTANDS ITS TERMS AND FREELY AND VOLUNTARILY SIGNS THE SAME.

Dated at \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Witness Signature

\_\_\_\_\_  
Please Print

\_\_\_\_\_  
Please Print

Payee Name and Address: \_\_\_\_\_

\_\_\_\_\_



**Teresa Kline**

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**From:** Michigan@OpenTheBooks.com  
**Sent:** Wednesday, March 13, 2024 10:47 AM  
**To:** fentk@llcoop.org  
**Subject:** New FOIA - Fennville District Library submitted on 03/13/2024

03/13/2024

Records Access Officer,

Pursuant to the FOIA, this is a request for **an electronic copy of all payment transactions for Fennville District Library for calendar year 2023 or fiscal year 2022-2023**. This could be considered one of the following reports: *Vendor Payment Checkbook Report, Checkbook Register, Expenditure Data, Transactional Detail Payments, Online Checkbook, or Disbursements*. Here is an online example from the City of San Antonio, Texas (<https://www.sanantonio.gov/Finance/bfi/registers#50043241-fy2019>). We would accept any existing report which contains a minimum of the Payee Name, Amount and Date of each transaction.

The principal purpose of this is to make this information more accessible to the public and to disseminate information regarding the health, safety, and welfare of the general public. This request is not for personal or commercial benefit and we are exercising the general rights of the public. For this reason we are requesting a waiver of fees.

If there is a fee for this data, please obtain my approval in writing prior to proceeding with this request. All documents can be e-mailed to Michigan@OpenTheBooks.com. We would prefer a file format of csv or xlsx.

If any records or portions of records are withheld, please provide the exemption and the name of the individual responsible for the decision.

Thank you for your prompt consideration of my request. If you have any questions, or if I can be of any assistance, please e-mail me at Michigan@OpenTheBooks.com.

Sincerely,  
Christopher Schreiner  
American Transparency  
P.O. Box 970999  
Boca Raton, FL 33497-0999

**Teresa Kline**

---

**From:** Michigan@OpenTheBooks.com  
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**Subject:** New FOIA - Fennville District Library submitted on 03/13/2024

03/13/2024

Records Access Officer

Pursuant to the FOIA, this is a request for a copy of the following records: An electronic file (ie Excel, PDF, Word) of any and all Fennville District Library employees including part-time, temporary, seasonal employees and elected officials for year of 2023 (fiscal or calendar year). Each employee record should contain the year of compensation, first name, middle initial, last name, hire date (mm-dd-yyyy), base salary amount, bonus amount, overtime amount, gross annual wages and position title.

The principal purpose of this is to make this information more accessible to the public and to access and disseminate information regarding the health, safety, and welfare of the general public. This request is not principally for personal or commercial benefit. Our agency is just exercising the general rights of the public. For these reasons, we are requesting a waiver of fees. If there is a charge for this service, please obtain my approval in writing prior to proceeding with request.

All documents can be e-mailed to Michigan@OpenTheBooks.com or mailed in electronic format (preferred format would be .csv or .xls). If any documents are not provided in the format specified, please provide the state or federal statutes relied upon for that decision. If any record or portion of a record responsive to this request is contained in a record or portion of a record deemed unresponsive to the request, I would like to inspect the entire document. Under the Open Records Act/Freedom of Information Act, all non-exempt portions of any partially-exempt documents must be disclosed. If any records or portions of records are withheld, please state the exemption on which you rely, the basis on which the exemption is invoked, and the name of the individual responsible for the decision.

Thank you for your prompt consideration of my request. If you have any questions, or if I can be of any assistance, please e-mail me at Michigan@OpenTheBooks.com.

Sincerely,

Christopher Schreiner  
American Transparency  
P.O. Box 970999  
Boca Raton, FL 33497-0999

# Libraries Transforming Communities: Accessible Small and Rural Communities

Libraries Transforming Communities: Accessible Small and Rural Communities will offer more than \$7 million in grants to small and rural libraries to increase the accessibility of facilities, services, and programs to better serve people with disabilities.

**To be eligible, a library must have a legal area population of 25,000 or less and be located at least five miles from an urbanized area, in keeping with the Institute of Museum and Library Services (IMLS) definitions of small and rural libraries.**

ALA will award two rounds of grants to be distributed over the next three years ranging from \$10,000 to \$20,000.

Participating libraries will first conduct community input-gathering sessions to assure that their work aligns with local needs. Libraries will be required to identify the primary audience they are hoping to reach (e.g., homebound seniors, children with autism, Deaf community members) and facilitate a community conversation with the impacted populations in order to guide the improvement of the library's services. Grantees would then use the funds to create services or improve their facilities based on the needs identified by their audience.

**PROPOSED PROGRAM TITLE**

Pay it Forward Month

**PROPOSED DATE**

Throughout the month of April

**DETAILED DESCRIPTION OF THE PROGRAM**

Currently, 388 Fennville library card holders are unable to use their library cards because they owe more than \$5 in fees or fines. An additional 398 Fennville library card holders have fines under \$5. In total, these patrons owe over \$12,000. In the month of April, Fennville District Library will host a "Pay It Forward Month" for the second year, in order to help clear fines of accounts so that patrons are not only physically able to access library services again, but also feel welcome to do so.

This program would have a two-prong approach. The first would be allowing patrons to "sponsor" the replacement cost of a book. The majority of the fees that our patrons owe is made up of charges for lost and damaged books. Staff could put out a small tree where we hang paper ornaments, which show pictures of the items people are being charged for as well as how much the item costs. Patrons are able to choose which specific item they would like to pay the replacement cost for to help their fellow community members return to the library.

The second prong would aim to help pay down non-replacement charges on people's accounts, such as overdue fines. It is not uncommon for staff to be told to "keep the change" when ringing people up for copies or bookstore purchases. In the month of April, staff would ask if the patron would instead like to "pay it forward" and put their change towards helping other patrons pay off these fines.

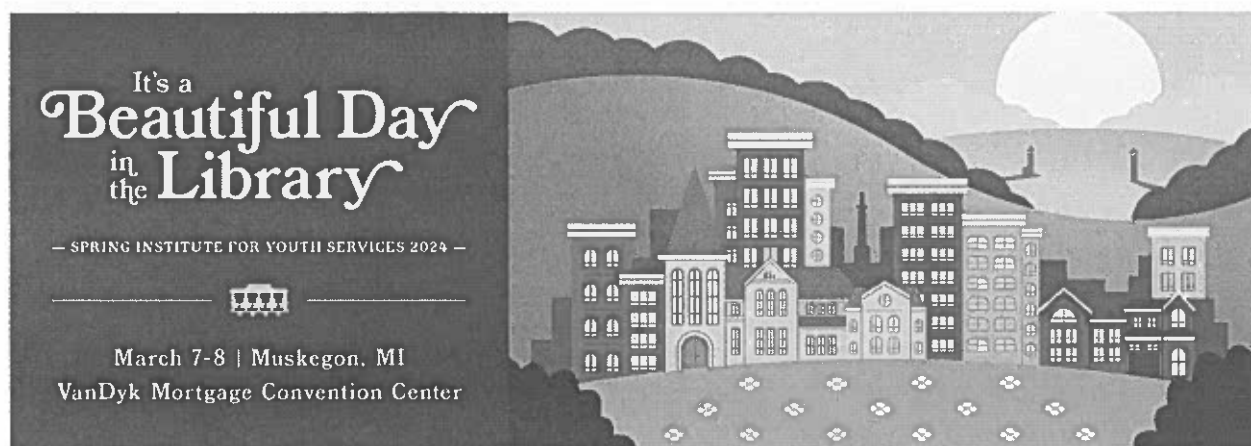
At the end of the month, staff will clear fines off of accounts and notify patrons who've had fines paid for. While some of the money collected will be assigned to specific patrons based on what replacement item is being paid for, the money gathered at the till by asking patrons to "pay it forward" will need to be randomly assigned. An online random number generator can be used to select a patron from a numbered list, which will ensure that no staff bias is entering into the equation of who "deserves" to have their fines paid off.

**PROGRAM GOALS**

1. Patrons who have significant fines are able to use the library again.
2. The library recoups money spent on replacement items for which fines were never paid.

**PROGRAM OBJECTIVES**

1. The replacement cost of at least one (1) item is paid for by a community member.
2. The overdue fines of at least one (1) patron are paid for by funds donated by community members.



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# SPRING INSTITUTE FOR YOUTH SERVICES 2024

## It's a Beautiful Day in the Library

March 7 – 8, 2024

Muskegon, Michigan

**VanDyk Mortgage Convention Center**

460 W Western Avenue

Muskegon, MI 49440

Spring Institute for Youth Services is Michigan's premier education and networking event for youth services library professionals. This annual event brings together approximately 250 librarians and library workers for two days of education, exhibits, networking, special events, and interactive activities.

The 2024 theme is **It's a Beautiful Day in the Library** and aims to rejuvenate library workers and celebrate them as neighborhood and community helpers.