

HAZEL PARK DISTRICT LIBRARY
123 EAST NINE MILE ROAD
HAZEL PARK, MICHIGAN 48030

MAY 2025 LIBRARY BOARD MEETING
MONDAY, MAY 19, 7:00 P.M.
HAZEL PARK DISTRICT LIBRARY
(248) 546-4095

CALL TO ORDER

ROLL CALL

CONVOCATION: PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS ON AGENDA ITEMS

ADDITIONS TO AND APPROVAL OF AGENDA

APPROVAL OF MINUTES: 4/28/2025 Meeting

DIRECTOR'S REPORT:

- CIRCULATION REPORT—APRIL, 2025
- PROGRAM STATISTICS—APRIL, 2025
- INVOICES—MAY, 2025

NEW BUSINESS:

- Proposed change to August 2025 meeting date from 8/25/25 to 8/18/25

OLD BUSINESS:

- FY 2025/2026 Budget
- Elevator replacement plan
- Library Logo

PUBLIC COMMENTS

BOARD MEMBER AND DIRECTOR COMMENTS

ADJOURNMENT

HAZEL PARK DISTRICT LIBRARY
123 EAST NINE MILE ROAD
HAZEL PARK, MICHIGAN 48030

APRIL 2025 LIBRARY BOARD MEETING
MONDAY, APRIL 28, 7:00 P.M.
HAZEL PARK DISTRICT LIBRARY
(248) 546-4095

CALL TO ORDER	7:03 pm
ROLL CALL	
Richard Robbins- President-	Present
April Beaton-Vice President-	Present
Lisa Chrouch-Johnson-Secretary-	Present
Erica Bednarski – Member at Large -	Present
Jacob Makowski-Member at Large -	Present
Lori McPhee – Member at Large -	Absent
Jeffrey Olivier-Member at Large -	Absent (Excused)

Corrine Stocker – Library Director -	Present
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CONVOCATION: PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS ON AGENDA ITEMS

One member of HP public in attendance – No Comment

ADDITIONS TO AND APPROVAL OF AGENDA

Moved	LCJ
Second	JM
Vote	Unanimous

APPROVAL OF MINUTES: 3/24/2025 Meeting

Moved	LCJ
Second	AB
Vote	Unanimous

DIRECTOR'S REPORT:

- CIRCULATION REPORT—MARCH, 2025
- PROGRAM STATISTICS—MARCH, 2025
- INVOICES—APRIL, 2025

Moved	LCJ
Second	JM
Vote	Unanimous

NEW BUSINESS:

- Annual review and raise for Library Director

Moved	AB
Second	LCJ
Vote	Unanimous

OLD BUSINESS:

- FY 2025/2026 Budget
Tabled until May 2025 meeting

Moved	LCJ
Second	AB
Vote	Unanimous

- Elevator replacement plan
Tabled awaiting further quote

Moved	LCJ
Second	JM
Vote	Unanimous

- Library Logo
Tabled

Moved	LCJ
Second	AB
Vote	Unanimous

PUBLIC COMMENTS

None

BOARD MEMBER AND DIRECTOR COMMENTS

CS – Thanks the Board for the alacrity of this evenings meeting, their kindness in approving her raise, and their attendance at this evenings meeting.

LCJ – Thanks the generosity of Christian Cole.

AB – Is excited for Summer Reading

EB – Attended the Bee Nectar event and was very pleased to see so many Library faces.

ADJOURNMENT	7:37 pm
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Moved	JM
Seconded	LCJ
Vote	Unanimous



Hazel Park District Library May, 2025 Director's Report

Hazel Park Library Friends

The Friends are receiving just over \$4,000 in tip money from B. Nektar Meadary as their Nonprofit of the Month of April, 2025! Thank you to Karen Khalifah for making this happen! The Friends next meeting will be held on Thursday, June 12 at 6:30. Everyone is welcome to attend.

Program Highlights

Join us on Monday, June 2, from 6:30 – 8:00pm to learn how to Declutter Smarter with Stephanie Foley. In this down-to-earth workshop, decluttering coach Stephanie Foley shares real strategies to help you simplify your space and take confident action. You'll learn how to manage emotional roadblocks, make faster decisions, and build habits that actually last. This session is packed with practical guidance, space to ask questions, and encouragement to get unstuck.

I'm excited to announce that we have a new certified yoga instructor. Ms. Audrey London, who is a Hazel Park Middle School teacher, will be holding yoga classes one a week, on various days and times. She is donating her time.

The library is hosting a memorial for former Trustee Linda Zeiss on Saturday, June 15, from 12-4. For those of you who did not know her, Linda served on the board for at least 20 years, until she was no longer able. Her family is travelling her from Nevada and Florida to celebrate her life. They are having the event catered. Everyone is welcome to attend.

We are trying out a new program on Tuesday, June 17 from 6:00-7:00 pm. Join us for some adult only peace and quiet while we color. Coloring pages, coloring supplies, and light refreshments will be provided.

Building Updates

I am working with Senator Stephanie Chang's office on the elevator funding project. There is a new staff member handling the special appropriations, and I just filled out another round of paperwork.

April 2025						
	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24
ILL REQ RE	420	366	560	327	314	349
ILL REQ SN	690	765	607	719	545	533
VOLUNTEER HRS	43	56	89	75	86	71
PATRONS CUR YR	3220	3257	3340	3406	3398	3417
PATRONS LAST YR	2935	2978	3015	3037	3055	3053
PROG ATTN 0-5	166	74	75	147	72	70
PROG ATTN 6-11	194	56	94	88	74	61
PROG ATTN 12 UP	120	120	36	155	144	141
PROG ATTN ADULTS	342	192	4	298	230	225
PROG ATTN TOTAL	822	442	209	688	520	497
ADULT PROGRAMS	6	4	8	4	7	7
TEEN/TWEEN PROGRAMS	2	4	4	6	7	6
JUVENILE PROGRAMS	9	8	9	6	9	7
GENERAL PROGRAMS	11	5	5	3	2	4
TOTAL PROGRAMS	28	21	26	19	25	24
ITEMS LKN CUR YR	77,651	77,585	77,662	77,822	77,889	77,936
ITEMS LNK LAST YR	77,344	77,508	77,758	77,754	77,893	77,687
CIRCULATION CUR YR	3,202	2,998	3,259	3,152	2,576	2,968
CIRCULATION LST YR	4059	3,400	3,126	2982	2,689	2,343
CIRCULATION CHANGE	-22%	-12%	1%	6%	-4%	27%
OVERDRIVE CIRCULATION	747	716	667	657	622	648
HOOPLA CIRCULATION	298	273	258	246	281	291
MATERIALS CIRC TOTAL	4247	3987	4184	4055	3749	3907
FINES	\$15.50	\$11.00	\$5.00	\$77.17	\$61.00	\$18.10
PENAL FINES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
STATE AID	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
MISC INCOME	\$876.05	\$1,022.58	\$665.81	\$8,999.67	\$639.35	\$4,880.82
TOTAL INCOME	\$891.55	\$1,033.58	\$670.81	\$9,076.84	\$700.35	\$4,898.92
....						
	25-Jan	25-Feb	25-Mar	25-Apr	25-May	25-Jun
ILL REQ REQ RECD	468	364	459	456		
ILL REQ SENT OUT	612	614	734	604		
VOLUNTEER HOURS	56	87	66	91		
PATRONS CUR YR	3443	3478	3534	3576		
PATRONS LAST YR	3099	3151	3177	3207	3214	3224
PROG ATTN 0-5	66	87	187	253		
PROG ATTN 6-11	65	70	48	70		
PROG ATTN 12 UP	187	159	194	127		
PROG ATTN ADULTS	152	151	247	258		
PROG ATTN TOTAL	470	467	676	708	0	0
ADULT PROGRAMS	6	5	10	8		
JUVENILE PROGRAMS	11	5	11	12		
TEEN PROGRAMS	7	6	8	5		
GENERAL PROGRAMS	2	1	2	1		
TOTAL PROGRAMS	26	17	31	26	0	0
ITEMS LKN CUR YEAR	78,081	78,216	78,319	78,202		
ITEMS LKN LST YEAR	77,904	78,066	77,843	77,731	77,862	77,457

[illegible]

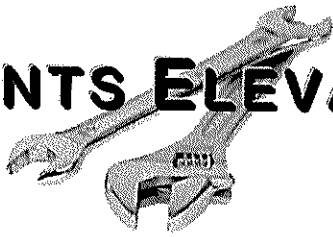
April 2025 Program Statistics

Program Name	Date	Type	Age 0-5	Age 6-11	Age 12-17	Adult	Total
Lego Club	4/1/2025	Juvenile				5	11
Baby Storytime	4/2/2025	Juvenile	4	6		4	8
Webster Preschool	4/2/2025	Juvenile	51			9	60
Stitch & Knit	4/3/2025	Adult				11	11
Senior Outreach HP Manor	4/3/2025	Adult				7	7
Tiny Tales	4/4/2025	Juvenile	11			11	22
Fun Friday	4/4/2025	Twens/Teens			18	3	21
FFN: Egg Hung	4/8/2025	General	49	53	8	73	183
Middle School Library Club	4/8/2025	Twens/Teens			36	1	37
Baby Storytime	4/9/2025	Juvenile	1			2	3
Senior Trivia @ Baldwin	4/9/2025	Adult				1	1
Ham Radio Club	4/9/2025	Adult				35	35
Tiny Tales	4/11/2025	Juvenile	9			10	19
Baby Storytime	4/16/2025	Juvenile	3			3	6
Webster Preschool	4/16/2025	Juvenile	50			9	59
Middle School Library Club	4/22/2025	Twens/Teens			25	1	26
FFN: Puppet making	4/22/2025	General	2	11	1	7	21
Baby Storytime	4/23/2025	Juvenile	4			4	8
Math Night @ Middle School	4/23/2025	Twens/Teens			17	4	21
Senior Book Club @ Baldwin	4/24/2025	Adult				2	2
Adult Craft Club	4/24/2025	Adult				12	12
Senior Outreach Baldwin	4/24/2025	Adult				8	8
Tiny Tales	4/25/2025	Juvenile	12			11	23
Fun Friday	4/25/2025	Twens/Teens			22	1	23
Webster Preschool	4/30/2025	Juvenile	52			10	62
Baby Storytime	4/30/2025	Juvenile	5			2	7
Between the Covers	4/30/2025	Adult				12	12
Grand Totals			253	70	127	258	708

INVOICES MAY 2025

978 Baker & Taylor (4/25)	\$1,056.65
978 TLN	\$21.67
728 Brodart	\$400.18
804 Clearly Manageable LLC	\$175.00
818 Michigan Office Solutions	\$1,462.96
818 Hoopla (4/25)	\$1,018.64
818 TLN Quarterly Telecom Shared Fiber 10/24-12/24	\$1,247.05
818 TLN Shared Automation 4/25-6/25	\$7,770.09
818 TLN Eap Annual Renewal	\$243.15
818 Kanopy	\$23.80
818 Rose Pest Solutions	\$355.00
818 5 Points Elevator	\$367.00
927 Hazel Park Water Dept	\$43.94
982 TLN Equipment	\$663.00
Total	\$14,848.13

5 POINTS ELEVATOR, INC



OFFICE: 734-422-1111

FAX: 734-212-1304

PO Box 401559
REDFORD, MI 48240

ASK ABOUT OUR NO-SHOW, NO-PAY POLICY

May 16, 2025

Hazel Park Library
Attention: Corrine Stocker
123 E Nine Mile RD
Hazel Park, MI 48030

Re: Elevator Modernization

Dear Corrine,

5 Points Elevator, Inc. proposes the following modernization scope of work:

- Pull State of Michigan Elevator Installation Permit.
- Remove old elevator equipment and completely strip hoistway in preparation of new elevator equipment.
- Fill in hydraulic jack hole and cap off with cement.
- Furnish and install new guide rails.
- Furnish and install new twin post hydraulic jacks.
- Furnish and install new sling, platform, and cab shell.
- Furnish and install new Power Unit, schedule 80 seamless blue diamond hydraulic pipe, shutoff valves, and fittings.
- Furnish and install new nonproprietary elevator microprocessor controller. No special service tool will be required and any contractor in good standing with the controller manufacturer can receive/acquire technical assistance, software, and parts.
- Furnish and install new hoistway wiring and switches.
- Furnish and install new car top equipment (inspection station, selector, cartop board)
- Furnish and install new travel cord.
- Furnish and install new car door panels, car door operators, linkage arms, clutches, zone locking devices, gate switches, and scanner edges.
- Refurbish existing hoist door entrances and sills.
- Furnish and install new hatch door equipment and door panels.
- Furnish and install new stainless hallway fixtures with vandal resistant buttons (hall stations, lobby position indicator, access switches and braille).
- Furnish and install new stainless steel car operating panel and car riding lantern.

ASK ABOUT OUR NO-SHOW, NO-PAY POLICY

- Furnish and install cab interior – stainless steel reveals, laminate panels, stainless steel handrails, and drop ceiling.
- Contract and supervise work by others needed for a successful installation.
 - Electrical for the machine room, elevator, and pit circuits.
 - Plumbing for a 3000 gal/hr sump pump with oil separator and holding tanks.
 - HVAC for machine room climate and humidity control – 1-ton mini split system.
 - Fire Alarm for fire initiating devices and interfacing modules.
 - Trade permits and inspections included.
- Conduct final inspection and testing with State of Michigan Elevator Inspector.
- Provide two-year warranty (parts and labor) on new equipment installed with quarterly maintenance visits. Includes phone monitoring service for the 2 years.
- The elevator will be interfacing with the entire building. We will collaborate with several of the other building trades. We will all need to work together and be familiar with at a minimum the following local codes, ASME A17.1-2016 and 2023 Michigan elevator laws, National fire, Electrical, Heating and Ventilation, Plumbing, the American Disabilities Act, and International Building Code.
- We also need access to the building dumpster to dispose of normal garbage and debris from the install.
- We will need a dry, secure room near the elevator to store material and equipment and work out of.
- Please be aware that the lead times for material have increased due to the COVID-19 pandemic. We do our best with the disruption to the supply chain. Delays can and do occur.

The estimated cost of this elevator project is \$335,800

The Estimated cost for Fire Monitoring is \$763.00 a year (optional)

- 10% due for surveying and engaging vendors for drawings.
- 40% due to release material into production and shipping.
- 20% due upon delivery of material and commencement of work.
- 20% due prior to scheduling final inspection.
- Final 10% to be paid quarterly over the 2-year warranty period. \$4,197.50 per quarter.

Representative _____ Date _____

5 Points Elevator Inc. _____ Date _____

MediaNews Group

MICHIGAN GROUP

Account:	892056
Name:	
Company:	Hazel Park District Library
Address:	123 E. 9 Mile Rd HAZEL PARK, MI 48030
Telephone:	(248) 546-4095
Fax:	
Description:	NOTICE OF BUDGET HEARING HAZEL PARK

Date:	05/08/25	Stop Date:	05/09/25
Start Date:	05/09/25	Class:	1201 - Legal Notices
Ad ID:	2719188	Ad Taker:	CRRBUDD
Sales Person:	Celeste Stimmei (200309)	Words:	170
Lines:	20	Agate Lines:	46
Depth:	2.5	Inserts:	3
Blind Box:		PO Number:	

Ad sample

**NOTICE OF BUDGET HEARING
HAZEL PARK DISTRICT LIBRARY**

The Hazel Park District Library Board will hold a public hearing on the proposed library budget for the fiscal year July 1, 2025 to June 30, 2026 in the Monroe Room of the Hazel Park District Library, located at 123 E. 9 Mile Rd., Hazel Park, MI 48030, on Monday, May 19 at 7:00 p.m. A copy of the budget is available for public inspection at the Hazel Park District Library, 123 E. 9 Mile Rd., Hazel Park, MI 48030, during business hours. The Hazel Park District Library Board will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities at the meeting upon 5 days notice to the Library Board. Individuals with disabilities requiring auxiliary aids or services should contact the Library by writing or calling the following: Corrine Stocker, Library Director, 123 E. 9 Mile Rd., Hazel Park, MI 48030 (248)546-4095.

Total: **\$353.67**

Paid Amount: **\$0.00**

Amount Due: **\$353.67**

Publication

Royal Oak Tribune, Oakland Press,
theoaklandpress.com

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CONTACT US:

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Heritage: (877) 332-1898

Daily Tribune: (866) 288-2989
Morning Star: (877) 483-3450

Oakland Press: (877) 271-1272
Voice: (877) 463-9893

04/28/2025

BUDGET REPORT FOR CITY OF HAZEL PARK

		2023-24	2023-24	2024-25	
GL NUMBER	DESCRIPTION	AMENDED BUDGET	ACTIVITY	AMENDED BUDGET	THRU
ESTIMATED REVENUES					
Dept 000					
271-000-402.000	CURRENT PROPERTY TAX	590,232	590,232	558,588	
271-000-407.000	DELINQUENT REAL PROPERTY TAX	(100)	(102)	0	
271-000-417.000	DEL PERSONAL PROPERTY TAX	873	1,308	500	
271-000-425.000	PAYMENT IN LIEU OF TAXES	3,118	3,118	2,800	
271-000-566.000	GRANTS - LIBRARY	0	50,000	0	
271-000-567.000	STATE AID - LIBRARY	19,506	19,550	22,000	
271-000-569.000	OTHER STATE GRANTS	0	134,613	0	
271-000-573.000	LOCAL COMMUNITY STABILIZATION SHA	18,478	18,478	18,500	
271-000-581.000	LIBRARY PENAL FINES	30,000	21,203	25,000	
271-000-627.000	DUPLICATING & PHOTO SERVICE	4,178	4,747	4,000	
271-000-633.000	NSF CHECK CHARGES	100	100	0	
271-000-656.000	LIBRARY BOOK FINES	500	537	500	
271-000-665.000	INTEREST ON INVESTMENTS	14,851	15,400	5,000	
271-000-673.020	SALE OF BOOKS	50	19	0	
271-000-675.000	CONTRIBUTION FROM PRIVATE SOUR	11,495	11,723	22,000	
271-000-690.000	SUNDRY	2,000	2,936	2,000	
Totals for dept 000 -		695,281	873,862	660,888	
TOTAL ESTIMATED REVENUES		695,281	873,862	660,888	
APPROPRIATIONS					
Dept 790					
271-790-706.000	WAGES - PERMANENT	189,110	187,342	197,936	
271-790-707.000	WAGES - TEMPORARY	106,077	103,050	95,000	
271-790-712.000	EMPLOYER'S SOCIAL SECURITY	23,200	22,257	18,363	
271-790-713.000	RETIREMENT FUND CONTRIBUTION	47,485	180,802	60,807	
271-790-716.000	HOSPITALIZATION INSURANCE	28,945	28,483	26,052	
271-790-716.200	PRESCRIPTIONS	10,513	10,288	5,100	
271-790-716.300	HCSP- EMPLOYER	6,240	6,240	6,240	
271-790-717.000	OPTICAL INSURANCE	562	561	564	
271-790-718.000	EMPLOYEES LIFE INSURANCE	528	492	396	

271-790-719.000	SHORT TERM DISABILITY	750	556	492
271-790-720.000	WORKER'S COMPENSATION INSURANC	1,000	30	1,000
271-790-723.000	DENTAL INSURANCE	3,419	3,464	3,600
271-790-728.000	OFFICE SUPPLIES	12,132	14,014	8,000
271-790-730.000	POSTAGE	200	0	200
271-790-756.000	MISC OPERATING SUPPLIES	8,000	7,121	7,500
271-790-804.000	COMPLIANCE PLANNING COSTS	19,364	17,368	12,000
271-790-808.000	INDEPENDENT AUDIT	6,000	6,000	6,000
271-790-818.000	CONTRACTUAL SERVICES	68,000	64,233	80,000
271-790-827.000	LEGAL EXPENSES	500	358	500
271-790-853.000	TELEPHONE	5,588	6,331	3,500
271-790-864.000	CONF. WORKSHOPS & TRAINING	1,250	20	1,250
271-790-870.000	MILEAGE	250	0	250
271-790-914.000	LIABILITY INSURANCE	17,369	14,474	16,000
271-790-921.000	ELECTRIC	6,157	6,344	10,000
271-790-923.000	HEAT	6,498	5,711	5,000
271-790-927.000	WATER	618	730	2,000
271-790-931.000	BUILDING MAINTENANCE	40,000	6,032	41,638
271-790-967.000	PERIODICALS, MAGAZINES, ETC	800	980	800
271-790-968.000	MEMBERSHIPS & DUES	1,200	1,694	1,200
271-790-965.101	CONTRIBUTION TO GENERAL FUND	10,000	10,000	10,000
271-790-978.000	BOOKS	25,585	24,043	22,000
271-790-982.000	MACHINERY & EQUIPMENT	17,500	59,841	17,500
Totals for dept 790 -		664,840	788,859	660,888
TOTAL APPROPRIATIONS		664,840	788,859	660,888
NET OF REVENUES/APPROPRIATIONS - FUND 271		30,441	85,003	0