BOARD OF TRUSTEES MEETING

Date: Tuesday, November 2, 2021
Time: 5:30 p.m.
Place: Loutit District Library, Program Room B

AGENDA

1. CALL TO ORDER AND ROLL CALL

2. APPROVAL OF AGENDA

3. APPROVAL OF CONSENT AGENDA
   A. Approve the regular meeting minutes of October 5, 2021
   B. Approve the Non-Resident Card Fee for the period January 1, 2022 through December 31, 2022 at $75.00 per family
   C. Approve Library Closed Dates for 2022
   D. Approve the Check Register for Month of September 2021, in the amount of $160,268.15

4. PUBLIC COMMENT

5. TRUSTEE COMMENT

6. UNFINISHED BUSINESS

7. NEW BUSINESS
   A. Consideration of a motion to accept the FY 2020-2021 Annual Audit
   B. Assistant Director, Library Services Search Update
   C. Discussion of Succession Plan Details
   D. Consideration of a motion to approve a Memorandum of Agreement for Library Director position between the LDL Board of Trustees and Sara Derdowski
   E. Presentation of updated 10 Year Financial Plan

407 Columbus Avenue, Grand Haven, MI 49417
Phone (616) 850-6900 ~ www.loutitlibrary.org
F. Consideration of a motion to add the following six positions as recommended by the Personnel and Finance Committees:
   1. Reference & Information Library Assistant II Position (28 hours per week)
   2. Youth Library Assistant II Position (28 hours per week)
   3. Circulation Library Assistant I Position (28 hours per week)
   4. Circulation Library Assistant I Position (28 hours per week)
   5. Marketing Assistant Position (28 hours per week)
   6. Accounting Assistant Position (28 hours per week)

G. Approve job descriptions for the following new positions recommended by the Personnel and Finance Committees:
   1. Marketing Assistant Position (28 hours per week)
   2. Accounting Assistant Position (28 hours per week)

H. Discussion of Staff Luncheon – December 2021

9. TREASURER’S REPORT
   A. General Fund Financial Report as of September 30, 2021
   B. Maintenance Fund Financial Report as of September 30, 2021
   C. Debt Service Fund Financial Report as of September 30, 2021
   D. Bank Account Report as of September 30, 2021

10. COMMITTEE REPORTS
    A. Building and Grounds Committee
    B. Executive Committee
       1. Minutes from the meeting of October 26, 2021
    C. Finance
       2. Minutes from the meeting of October 26, 2021
    D. Library Director Search Committee
       1. Minutes from the meeting of October 19, 2021
    E. Long Term Financial Planning
    F. Policy
    G. Personnel
       1. Minutes from the meeting of October 12, 2021

11. DIRECTOR’S REPORT

12. PRESIDENT’S REPORT

13. PUBLIC COMMENT

14. TRUSTEE COMMENT

15. NEXT REGULAR MEETINGS
    A. December 7, 2021, 5:30 p.m., Program Room B
    B. January 4, 2022, 5:30 p.m., Program Room B

16. ADJOURNMENT