



Loutit District Library

Expanding Horizons. Enriching Minds. Engaging Community.

BOARD OF TRUSTEES MEETING

Date: Tuesday, November 3, 2020

Time: 4:30 p.m.

Place: **ONLINE ZOOM MEETING DUE TO MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES ORDERS**

Join Zoom Meeting

<https://us02web.zoom.us/j/81758428082?pwd=YnUzSDkySFVXRkd2clhtRVVlekeE0UT09>

Meeting ID: 817 5842 8082

Passcode: 428532

Dial by your location

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

+1 301 715 8592 US (Germantown)

+1 346 248 7799 US (Houston)

+1 669 900 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

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AGENDA

1. CALL TO ORDER AND ROLL CALL

2. APPROVAL OF AGENDA

3. STAFF UPDATE – BEN KNIGHT

4. APPROVAL OF CONSENT AGENDA

A. Approve the regular meeting minutes of October 6, 2020

Pages 3-8

B. Approve the Non-Resident Card Fee for the period January 1, 2021 through December 31, 2021 at \$75.00 per family

Page 9

407 Columbus Avenue, Grand Haven, MI 49417
Phone (616) 850-6900 ~ www.loutitlibrary.org

- C. Approve Library Closed Dates for 2021 Page 10
- D. Approve the Check Register for Month of September 2020, in the amount of \$154,845.56 Pages 11-12

5. PUBLIC COMMENT

6. TRUSTEE COMMENT

7. UNFINISHED BUSINESS

8. NEW BUSINESS

- A. Consideration of a motion to accept the FY 2019-2020 Annual Audit Pages 13-52
- B. Consideration of a motion to revise the Library’s Fund Balance Policy Pages 53-55
- C. Review of the recently revised Michigan Open Meetings Act Pages 56-60
- D. Consideration of a motion to close the library on Friday, November 27, Saturday, November 28, Saturday, December 26 and Saturday, January 2 Page 61

9. TREASURER’S REPORT

- A. General Fund Financial Report as of September 30, 2020 Pages 62-65
- B. Maintenance Fund Financial Report as of September 30, 2020 Pages 66-67
- C. Debt Service Fund Financial Report as of September 30, 2020 Pages 68-71
- D. Bank Account Report as of September 30, 2020 Page 72

10. COMMITTEE REPORTS

- A. Executive Committee
 - 1. Minutes from the meeting of October 27, 2020 Pages 73-74
- B. Finance
 - 1. Minutes from the meeting of October 21, 2020 Page 75
- C. Building and Grounds
- D. Policy
- E. Personnel

11. DIRECTOR’S REPORT Pages 76-77

12. PRESIDENT’S REPORT

13. PUBLIC COMMENT

14. TRUSTEE COMMENT

15. NEXT REGULAR MEETINGS

- C. December 1, 2020, 4:30 p.m., REMOTE ONLINE MEETING
- D. January 5, 2021, 4:30 p.m., REMOTE ONLINE MEETING

16. ADJOURNMENT