



Loutit District Library

Expanding Horizons. Enriching Minds. Engaging Community.

BOARD OF TRUSTEES MEETING

Date: Tuesday, December 7, 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 November 2, 2021 Pages 1-4
- B. Approve October 2021 invoice payments in the amount of \$161,313.87 Pages 5-6

4. PUBLIC COMMENT

5. TRUSTEE COMMENT

6. UNFINISHED BUSINESS

7. NEW BUSINESS

- A. Consideration of a motion to approve revisions to the Collection Development Policy Pages 7-18
- B. Consideration of a motion to approve revisions to the Entry of Building During Non-Open Hours Policy Page 19
- C. Consideration of a motion to approve revisions to the Media Relations Policy Pages 20-21
- D. Consideration of a motion to approve repealing the Computer Classroom Use Policy Pages 22-24
- E. Consideration of a motion to approve the Fiscal Year 2020-2021, Annual Report Pages 25-29
- F. Strategic Plan Review Pages 30-64
- G. Long-Term Financial Planning Committee Update Page 65

- H. Sara Derdowski Employment Agreement Pages 66-70
- I. Consideration of a motion to approve moving January 4, 2022 Board Meeting to January 11, 2022 Page 71
- J. Consideration of a motion to approve updated bank account authorized signers list, designating John Martin, Sara Derdowski and Amy Bailey as authorized signees on all bank accounts Page 72

8. TREASURER’S REPORT

- A. General Fund Financial Report as of October 31, 2021 Pages 73-77
- B. Maintenance Fund Financial Report as of October 31, 2021 Pages 78-79
- C. Debt Service Fund A Financial Report as of October 31, 2021 Pages 80-81
- D. Debt Service Fund B Financial Report as of October 31, 2021 Pages 82-83
- E. Bank Account Report as of October 31, 2021 Page 84

9. COMMITTEE REPORTS

- A. Building and Grounds
- B. Executive Committee
 - 1. Minutes from the meeting of November 30, 2021 Pages 85-86
- C. Finance
 - 1. Revised Minutes from the meeting of October 26, 2021 Pages 87-88
- D. Long-Term Financial Planning
 - 1. Minutes from the meeting of November 9, 2021 Pages 89-90
- E. Personnel
- F. Policy
 - 1. Minutes from the meeting of November 23, 2021 Pages 91-92

10. DIRECTOR’S REPORT Pages 93-107

11. PRESIDENT’S REPORT

12. PUBLIC COMMENT

13. TRUSTEE COMMENT

14. NEXT REGULAR MEETINGS

- A. January 11, 2022, 5:30 p.m.
- B. February 1, 2022, 5:30 p.m.

15. ADJOURNMENT