BOARD OF TRUSTEES MEETING

Date:  Tuesday, June 1, 2021
Time:  5:00 p.m.
Place: LOUTIT DISTRICT LIBRARY, PROGRAM ROOM A

AGENDA

1. CALL TO ORDER AND ROLL CALL
2. APPROVAL OF AGENDA
3. STAFF PRESENTATION – JEANETTE WEIDEN, LOCAL HISTORY/GENEALOGY
4. PUBLIC HEARING: PROPOSED FISCAL YEAR 2021-2022 LIBRARY BUDGETS
5. APPROVAL OF CONSENT AGENDA
   A. Approve the May 4, 2021 regular meeting minutes
   B. Approve April 2021 invoice payments in the amount of $199,888.13
   C. Approve FY 20/21 General Fund Budget Amendment #2
6. PUBLIC COMMENT
7. TRUSTEE COMMENT
8. UNFINISHED BUSINESS
9. **NEW BUSINESS**

A. Consideration of a motion to approve a resolution honoring Helen Bulthouse’s service to the Loutit District Library

B. Consideration of a motion to approve a resolution to adopt a Budget for Loutit District Library for the 2021-2022 Fiscal Year and to appropriate funds for said purposes, as follows:

<table>
<thead>
<tr>
<th>Fund</th>
<th>Revenue</th>
<th>Expenditure</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Fund</td>
<td>$2,567,340</td>
<td>$2,635,000</td>
</tr>
<tr>
<td>Maintenance Fund</td>
<td>$10,000</td>
<td>$90,000</td>
</tr>
<tr>
<td>Debt Service A Fund</td>
<td>$273,279</td>
<td>$251,900</td>
</tr>
<tr>
<td>Debt Service B Fund</td>
<td>$323,250</td>
<td>$323,250</td>
</tr>
</tbody>
</table>

C. Consideration of a motion to approve a resolution to set the 2021 property tax levy for operating purposes at .9613 mill and to set the 2021 property tax levy for debt retirement purposes at .1150 mill

D. Consideration of a motion to establish the following annual compensation rates for full-time employees opting out of the library’s health insurance plan, pursuant to section 11.1a, Insurance Waiver, of the library’s Personnel Policy:

- Family Coverage: $1,000
- Double Coverage: $750
- Single Coverage: $500

These payments are distributed bi-weekly as part of the employee’s pay.

E. Consideration of a motion to approve a two-year contract, July 1, 2021 – June 30, 2023, for IT services with Grand Haven Area Public Schools, and to authorize the Library Director to sign on behalf of the library. First year annual cost (FY 2021-2022) will be $48,052.68 and second year annual cost (FY 2022-2023) will be $48,773.52.

F. Consideration of a motion to authorize staff to purchase a new Sharp MX-4071 copier for $8,540 from Office Machines Company replacing an existing copier. Funds are available in the current year’s budget.

G. Consideration of a motion to approve compensating library staff $250 for exemplary service to residents from March 2020 to present as recommended by the Finance and Personnel committees
H. Consideration of a motion to approve the Cell Phone Subsidy of $40 per month to essential library staff members as recommended by the Finance and Personnel committees

I. Consideration of a motion to change provider of the library’s Long Term Disability Policy from Mutual to Omaha to AXA Equitable and increase the maximum LTD payment from $3,000 per month to $6,000 as recommended by the Finance and Personnel committees

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

11. COMMITTEE REPORTS
   A. Building and Grounds
   B. Executive Committee
      1. Draft Minutes from the May 25, 2021, committee meeting
   C. Finance and Personnel
      1. Draft minutes from the May 20, 2021 joint Finance and Personnel Committees Meeting
   D. Personnel
   E. Policy

12. DIRECTOR’S REPORT

13. PRESIDENT’S REPORT

14. PUBLIC COMMENT

15. TRUSTEE COMMENT

16. NEXT REGULAR MEETINGS
   A. Annual Meeting – Tuesday, July 6, 2021, 5:00 p.m., LDL Program Room A
   B. Tuesday, August 3, 2021, 5:00 p.m., LDL Program Room A