BOARD OF TRUSTEES MEETING

Date: Tuesday, May 3, 2022
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. STAFF PRESENTATION – ALLISON BOYER, YOUTH SERVICES UPDATE

4. APPROVAL OF CONSENT AGENDA
   A. Approve the April 12, 2022 regular meeting minutes
   B. Approve March 2022 invoice payments in the amount of $193,476.23
   C. Approve General Fund Budget Amendment #2 with an expenditure increase of $39,800
   D. Approve Maintenance Fund Budget Amendment #1 with an expenditure increase of $50

5. PUBLIC COMMENT

6. TRUSTEE COMMENT

7. UNFINISHED BUSINESS
   A. Transition of Library Director Job Duties

8. NEW BUSINESS
   A. Consideration of a motion to approve revisions to the following job descriptions as recommended by the Personnel Committee:
      Introductory Memo
      1. Executive Director
      2. Library Director
      3. Community Engagement Librarian
      4. Circulation Lead
      5. Genealogy Specialist
      6. Accountant
   B. Consideration of a motion to increase working hours for two part-time Reference and Information employees from 28-hours per week to 30-hours per week as recommended by the Personnel Committee
9. TREASURER’S REPORT
   A. General Fund Financial Report as of March 31, 2022  
      Pages 41-44
   B. Maintenance Fund Financial Report as of March 31, 2022  
      Pages 45-46
   C. Debt Service Fund Financial Report as of March 31, 2022  
      Pages 47-50
   D. Bank Account Report as of March 31, 2022  
      Page 51

10. COMMITTEE REPORTS
    A. Finance
       1. Minutes from the meeting of April 26, 2022  
          Pages 52-53
    B. Building and Grounds
    C. Executive Committee
       1. Minutes from the meeting of April 26, 2022  
          Pages 54-55
    D. Policy
    E. Personnel
       1. Minutes from the meeting of April 27, 2022  
          Pages 56-57

11. DIRECTOR’S REPORT
    Pages 58-66

12. PRESIDENT’S REPORT

13. PUBLIC COMMENT

14. TRUSTEE COMMENT

15. NEXT REGULAR MEETINGS
    A. Tuesday, June 7, 2022, 5:30 p.m., LDL Program Room B
    B. ANNUAL MEETING, Tuesday, July 5, 2022, 5:30 p.m., LDL Program Room B

16. ADJOURNMENT