



Loutit District Library
Expanding Horizons. Enriching Minds. Engaging
Community.

BOARD OF TRUSTEES MEETING

Date: Tuesday, May 13, 2025

Time: 5:00 p.m.

Place: Loutit District Library, Program Room B

A G E N D A

1. CALL TO ORDER AND ROLL CALL

2. APPROVAL OF AGENDA

3. APPROVAL OF CONSENT AGENDA

- A. Approve the regular meeting minutes of April 8, 2025

Pages 1-6

4. PUBLIC COMMENT

This is the time when members of the audience may address the Library Board of Trustees regarding any topic, including items on the agenda. Please limit your remarks to no more than three minutes. When addressing the Library Board of Trustees, please state your name, address, and the subject of the comment.

5. TREASURER'S REPORT

- A. Balance Sheet Reports as of April 30, 2025
- B. Revenue and Expenditure Reports as of April 30, 2025
- C. Cash Summary Reports as of April 30, 2025
- D. Check Register as of April 30, 2025
- E. Sign City of Grand Haven Contract
- F. Approve April invoice payments in the amount of \$

Pages 7-11
Pages 12-18
Page 19
Pages 20-21
Page 21

6. TRUSTEE COMMENT

7. UNFINISHED BUSINESS

- A. Motion to approve Staff Recognition Policy, with taxes on award being absorbed into personnel compensation.
- B. Survey for board members re: strategic plan / maker space
- C. Contract for Architektura services for Waanders' Maker Space

Pages 22
Pages 23-40
Pages 41-50

8. NEW BUSINESS

- A. Approve Tovertafel Pixie purchase using \$20,000 donated funds
- B. Motion to move health insurance broker - from OVD to **The Pool**:
Options 1 for PPO & HSA Plans for improved health insurance coverage for staff with \$7,281 budget increase for FY25/26, with overall saving past first few years.

Pages 51-66
Attachment/Folded

- C. Set Public Hearing to review FY 2025/26 Budget for Tuesday, June 10, 2025 @ 5:00
- D. Peters sends Public Hearing Notice to Grand Haven Tribune Monday, May 19, 2025

9. COMMITTEE REPORTS

- A. **Finance Committee**
Meeting Thursday, May 8, 2025
- B. **Building and Grounds Committee**
No business
- C. **Personnel**
Meeting Tuesday, May 13, 2025
- D. **Policy**

- E. **Waanders' Maker Space Ad hoc Committee**
 - 1. Set meeting to review architectural plans

10. DIRECTOR'S REPORT

Pages 67-70

11. PRESIDENT'S REPORT

12. PUBLIC COMMENT

13. TRUSTEE COMMENT

14. NEXT REGULAR MEETINGS:

- PUBLIC HEARING: June 10, 2025, at 5:00 p.m.
- REGULAR MEETING: Following Public Hearing

15. ADJOURNMENT

**Loutit District Library
Board of Trustees**

Public Comment Guidelines for LDL Board and Committee Meetings

The agenda for each regular meeting designates two "Public Comment" opportunities for individuals or groups wishing to address the Board. During these times community members are invited to publicly comment on any library-related topic, whether or not it appears on the agenda. For the sake of order, we ask that public statements, presentations, or reports be made only during these times in the meeting. A board member may ask the person making a comment to clarify his/her thoughts, but at no time is a board member or employee obligated to immediately respond to the person making comment.

To facilitate this process, please adhere to the following guidelines. Citizens wishing to speak must:

1. Be recognized by the chair.
2. Clearly state his/her name, address, and the subject of the comment.
3. At the discretion of the chair, limit their time to three minutes.
4. Comment only once per public comment portion of the Agenda.
5. Direct all comments to the Board chair.

The Board will not allow the following and will respectfully interrupt and ask the person speaking to cease:

1. Public comments directed to any employee of the district or to anyone else in the audience.
2. Debates with people making comments.
3. Inappropriate comments (unrelated to the agenda or to the activities of the board or library) or of a personal nature attacking any board member or any employee of the library or their job performance. Comments of this nature must be submitted in writing to the board and can be reviewed in a closed session or open session at a later date, at the discretion of the person to whom the complaint is directed.

Persons wishing to make public comment and requesting a response should submit their questions in writing to the chair, along with contact information. The board chair will then deliver that statement to the appropriate person for a thorough review and possible answers. Contact will be made either in writing or in person.