



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

**BOARD OF TRUSTEES MEETING**

Date: Tuesday, October 14, 2025  
Time: 4:30 p.m. FY 2024-2025 Audit Review  
Time: 5:00 p.m. Regular Board Meeting

Place: Loutit District Library, Program Room B

**AG E N D A**

**1. CALL TO ORDER AND ROLL CALL**

**2. APPROVAL OF AGENDA**

**3. Vredeveld Haefner, LLC reviews the FY 2024-25 Audit from 4:30pm – 5:00pm**

**Enclosed**

**4. APPROVAL OF CONSENT AGENDA**

- A. Approve the regular meeting minutes of September 09, 2025

Pages 1-3

**5. 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.*

**6. TREASURER'S REPORT**

- A. Balance Sheet Reports as of September 30, 2025  
B. Revenue and Expenditure Reports as of September 30, 2025  
C. Cash Summary Reports as of September 30, 2025  
D. Check Register as of September 30, 2025  
E. Approve September invoice payments in the amount of \$ 107,204.46

Pages 4-8

Pages 9-15

Page 16

Pages 17-18

Page 18

**7. TRUSTEE COMMENT**

**8. UNFINISHED BUSINESS**

- A. Approve Media Relations Policy

Pages 19-21

**9. NEW BUSINESS**

- A. Central Park Place partnership discussion with City of Grand Haven  
B. Salary Study needed for union bargaining  
C. New Sharepoint Resource page for Board of Trustees  
D. Strategic Plan Outline

Pages 22-23

**10. COMMITTEE REPORTS**

A. Finance Committee - No Meeting

B. Building and Grounds Committee (Brooks, Harrison, Lidacis, Fitzgerald, Smith) - No Meeting

C. Ad hoc Committee for Waanders' Maker Space / Art Studio (Peters, Harrison, Rusco, Morano, Brooks, Griffin, Tobin, Fritz)

A. Discuss updates and review action plan Pages 24-25

D. Ad hoc Committee to review Bylaws (Collins, Harrison, Sanchez)

A. Discuss meeting held on 09/15/25 to review existing bylaws. Pages 26-30

**11. DIRECTOR'S REPORT**

Pages 31-35

**12. PRESIDENT'S REPORT**

**13. PUBLIC COMMENT**

**14. TRUSTEE COMMENT**

**15. NEXT BOARD MEETING:**

**NOVEMBER MEETING CANCELED DUE TO LIBRARY CLOSURE / IN-SERVICE STAFF DAY**

A. December 9, 2025 Regular Meeting: 5:00 pm - Program Room B

**16. 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.