



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

**BOARD OF TRUSTEES MEETING**

Date: Tuesday, January 13, 2026  
Time: 4:30 p.m. Regular Board Meeting  
Place: Loutit District Library, Program Room B

**AG E N D A**

**1. REGULAR BOARD MEETING: CALL TO ORDER AND ROLL CALL**

**2. APPROVAL OF AGENDA**

**3. APPROVAL OF CONSENT AGENDA**

- A. Approve the strategic plan/regular meeting minutes of December 9, 2025 Pages 1-6
- B. Approve the closed session meeting minutes of December 9, 2025 Attached

**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. Please state your name, address, and the subject of the comment.*

**5. TREASURER'S REPORT**

- A. Balance Sheet Reports as of December 31, 2025 Pages 7-11
- B. Revenue and Expenditure Reports as of December 31, 2025 Pages 12-18
- C. Cash Summary Reports as of December 31, 2025 Page 19
- D. Check Register as of December 31, 2025 Pages 20-21
- E. Approve December invoice payments in the amount of \$ 71,357.36 Page 21

**6. TRUSTEE COMMENT**

**7. UNFINISHED BUSINESS**

- A. Motion to approve amended Executive Director Annual Performance Review Policy Pages 22-25

**8. NEW BUSINESS**

- A. Motion to request (non-Brooks') non-endowed funds totaling \$5,753 from Grand Haven Area Community Foundation to help fund Salary Study. Page 26-27
- B. Discuss alternative options to fund Salary Study.
- C. Motion to approve replacing both boilers – cost \$128,415 less \$50,000 granted from Loutit Foundation for **total of \$ 78,415 paid for by Loutit District Library.** Pages 28-29
- D. Motion to approve moving \$78,415 from the Maintenance Fund into Capital Improvements To cover replacement of two boilers.

**9. 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) – hasn't met yet**
  - A. Update on progress
- D. **Ad hoc Committee to review Bylaws (Collins, Harrison, Sanchez)**
  - A. Update on meeting held on 12/15/25  
Next meeting scheduled for 01/26/2025

**10. DIRECTOR'S REPORT**

Pages 30-35

**11. PRESIDENT'S REPORT**

**12. PUBLIC COMMENT**

**13. TRUSTEE COMMENT**

**14. NEXT BOARD MEETING:**

February 10, 2026 at 5:00 pm - Program Room B

**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.