



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

**LOUTIT DISTRICT LIBRARY  
BOARD OF TRUSTEES  
MEETING MINUTES  
February 10, 2026**

1. **The meeting was called to order at 4:35 p.m. in Program Room B by President Caryn Lannon.**

**Board members present:** Burton Brooks, Nancy Collins, Penni DeWitt, Caryn Lannon, Marc Longstreet, Andrea Morano, Cathy Rusco, Carol Sanchez

**Board Members Absent:**

**Library Staff present:** Anne Harrison, Ellen Peters, Eliza Fritz

**City of Grand Haven Staff present:** Emily Greene

**Members of the Public:** None

2. **APPROVAL OF AGENDA**

**26-07 Motion by DeWitt, second by Sanchez, to approve the agenda. The motion carried 8:0.**

Discussion: None

3. **APPROVAL OF CONSENT AGENDA**

**26-08 Motion by Rusco, second by Brooks, to approve the consent agenda. The motion carried 8:0.**

Discussion: None

- A. Approve the regular meeting minutes of January 13, 2026

4. **PUBLIC COMMENT** - None

5. **TREASURER'S REPORT**

- A. Balance Sheet Reports as of January 31, 2025
- B. Revenue and Expenditure Reports as of January 31, 2025
- C. Cash Summary Reports as of January 31, 2025
- D. Check Register as of January 31, 2025
- E. Approve January invoice payments in the amount of \$ 83,485.59

**Report by Emily Greene, City of Grand Haven, financial management provider for LDL:**

- One thing to note- tax revenue has started to come in – considerable amount which is nice

- Followed up on the Consumers Energy question from last meeting
- Collins: General Fund- Health Insurance, is there enough money for the rest of the year
- Greene: since these are projected numbers, they are enough to cover – These are talking points during the making of each yearly budget.

**26-09 Motion by Collins, second by Sanchez, to approve January 2026 invoice payments in the amount of \$83,485.59. The motion carried 8:0.**

**6. TRUSTEE COMMENT**

- There was more talk about the revenue received from Consumers Energy.

**7. UNFINISHED BUSINESS**

A. Motion to approve amended Executive Director Annual Performance Review Policy

**26-10 Motion by Sanchez, second by Morano, to approve amended Executive Director Annual Performance Review Policy. The motion carried 8:0.**

Discussion:

- Peters discussed suggested changes from the January meeting
- There was discussion of whether evaluations should be anonymous or not. Conclusion was to stay anonymous unless requested.

**8. NEW BUSINESS**

A. Discuss branch library opportunity

- Peters discussed the meeting they had with a realtor about a possibly renting a space near Grand Haven High School. There is space for a drive through, public computing, programming, and would not need extra staffing (just a shifting of hours).
- Still in an exploration stage, to see if it would be utilized. We are looking at the budget to see if it would be something that could be possible in the future.
- Collins: Has this been in the annual survey? Is there data that it would be useful?
- Peters: This would be in place of the lockers located in Robinson Township, because the book-mobile is not something we can currently afford. The money has already been set aside for at least the first year.

B. Motion to approve library paying stipends to board members of \$30 per meeting

**26-11 Motion by Sanchez, second by Rusco, to approve library paying stipends to board members of \$30 per meeting (effective April 1, 2026). The motion carried 5:3 (Brooks, Collins, Rusco).**

Discussion:

- Peters: Something we have been discussing in board meetings and bylaws meetings. That

way everyone would be paid the same amount and from the same place.

- Sanchez: Suggested a stipulation that this is only for the monthly meetings, not for committee meetings. Board wanted union negotiations included as well.
  - Lannon: Is there an option to opt out or donate it back to the library? Yes
  - Collins: Would this be considered a policy, not part of the bylaws? Consensus was it would be considered a policy.
  - There was discussion of where it would be taken from the budget, how each municipality would be notified, and how to opt out.
- C. Discuss Art-o-mat opportunity
- A patron has offered to donate the machine, in the hopes that the profits could be used to continue getting supplies for the Makerspace. Board got the chance to review some of the art that has come from machines across the country.
  - Board would like to move forward with the project.
- D. Motion to approve letter of support for Ottawa County Parks millage

**26-12 Motion by Rusco, second by DeWitt, to approve letter of support for Ottawa County Parks millage. The motion carried 8:0.**

Discussion:

- Peters: Explained who reached out and why she felt compelled to write the letter
- Collins: Why is it addressed to "Board of Commissioners" if it is already on the ballot? What are we asking of them? Peters will clarify who it is addressed to.
- Sanchez: Maybe approve the letter, if Peters checked about who it should be addressed to?

**9. COMMITTEE REPORTS**

**A. Finance**

- No Meeting

**B. Building and Grounds Committee (Brooks, Harrison, Lidacis, Fitzgerald, Smith)**

- No Meeting

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

- Update on progress – Demo started, new timeline, meeting
- There was question of what the canopy would look like. It will match the other awning.
- There was discussion of parking issues with the current construction and snow removal. Want to look ahead to make sure the hotel will not be taking our parking.

**D. Bylaws Ad hoc Committee (Collins, Harrison, Rusco, Sanchez)**

- Meeting canceled 01/26/2026 – attorney did not get the edits to us in time for review
- Next meeting scheduled for 02/23/2026 at 11:00 a.m.

**10. DIRECTOR'S REPORT –**

- Peters – finished the meetings with municipalities for the annual report

- Got named Community Partner of the Month by GHAPS
- Discussed the literacy summit.
- Brooks: Applauds the detail from the Director's Report. Peters credits staff for how much they are accomplishing.
- Collins: Referring to the Monthly Planner, if the Annual Report can be done in September that would be appreciated.

11. **PRESIDENT'S REPORT** – None

12. **PUBLIC COMMENT** – None

13. **TRUSTEE COMMENT**

- Rusco, Longstreet, and Sanchez will not be present at the March meeting.

14. **NEXT BOARD MEETINGS**

- Board Meeting: March 10, 2026, at 4:30 pm

15. **ADJOURNMENT -**

The meeting adjourned at 5:48 p.m.

Secretary  
Cathy Rusco

President  
Caryn Lannon

Prepared by Elizabeth Fritz, Graphic Designer