



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

**LOUTIT DISTRICT LIBRARY  
BOARD OF TRUSTEES  
MEETING MINUTES  
March 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, Andrea Morano

**Board Members Absent:** Marc Longstreet, Cathy Rusco, Carol Sanchez

**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**

**26-13 Motion by DeWitt, second by Collins, to approve the agenda. The motion carried 5:0.**

Discussion: None

3. **APPROVAL OF CONSENT AGENDA**

**26-14 Motion by DeWitt, second by Morano, to approve the consent agenda. The motion carried 5:0.**

Discussion: None

- A. Approve the regular meeting minutes of February 10, 2026

4. **PUBLIC COMMENT** - None

5. **TREASURER'S REPORT**

- A. Balance Sheet Reports as of February 28, 2026
- B. Revenue and Expenditure Reports as of February 28, 2026
- C. Cash Summary Reports as of February 28, 2026
- D. Check Register as of February 28, 2026
- E. Approve February invoice payments in the amount of \$ 73,231.25

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

- Monthly stipend for the board will be added on April 1, 2026 – will be paid at the end of the quarter with ACH. Marianne Case will prepare paperwork for the ACH.

- Follow-up about the Consumers Energy revenue – additional tax revenue since they did not close – we will continue to receive it until we hear otherwise
- Entering the last year of bond payments
- Collins: Question about the Check Register – Case will make a detailed expense report for the credit card bills

**26-15 Motion by Collins, second by Morano, to approve February 2026 invoice payments in the amount of \$73,231.25. The motion carried 5:0.**

6. **TRUSTEE COMMENT** - None

7. **UNFINISHED BUSINESS**

8. **NEW BUSINESS**

A. Review Proposed Revised Loutit District Library Bylaws

- Collins: Revisions were finalized at the last meeting – changes were approved by the attorney.
- DeWitt: If there are unexplained absences, who do we notify? – Trustees should inform the Board President, or Executive and Assistant Director.
- Collins: There was clarification on trustees attending meetings virtually – they may attend as a member of the public but will not be permitted to vote unless they are present in person.
- There was discussion of term limits and location of public comment within the agenda.

B. Motion to approve new Library Board Compensation Policy

**26-16 Motion by Morano, second by Lannon, to approve new Library Board Compensation Policy. The motion carried 4:1 (Brooks).**

Discussion:

- Peters: This vote is just determining the language of the policy, not the stipend itself.
- Collins asked about a possible wording change.

C. Motion to approve requesting grant funds from GHACF from available annual endowment interest, amount totaling \$1,151, to be used for summer reading prizes.

**26-17 Motion by Collins, second by DeWitt, to approve requesting grant funds from GHACF from available annual endowment interest, amount totaling \$1,151, to be used for summer reading prizes. The motion carried 5:0.**

Discussion: None

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 – Work started, new timeline, meeting, fieldtrip after meeting
- Already meeting with artists to potentially teach classes. Waiting to confirm a date for a Grand Opening with the Waanderers family.

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

- Meeting 02/23/2026 – completed draft of bylaws for review (see new business)
- Lannon thanked the team for their hard work!

**10. DIRECTOR'S REPORT -**

- Peters – Salary study is in the works. Talked to the Union and decided to combine supervisory and non-supervisory teams to negotiate together.
- Collins: Question about the elevator repair. Harrison: Discovered something minor during the repair of another part. Everything is all set now.
- Collins: Will the Executive Director and Assistant Director's jobs be included in the salary study? Yes, as well as clarifying a few job descriptions to make sure they accurately reflect what is expected of them.
- Collins: Question about the reciprocal library card agreements. Explanation of the difference between this and inter-library loan system.
- Collins: Asked about the grants being crossed off of the Goals Section. These were grants we applied for but did not receive. We are still actively working to get some of those projects taken care of through grants or in the budget.

**11. PRESIDENT'S REPORT - None**

**12. PUBLIC COMMENT - None**

**13. TRUSTEE COMMENT - None**

**14. NEXT BOARD MEETINGS**

- Board Meeting: April 14, 2026, at 4:30 pm

**15. ADJOURNMENT -**

The meeting adjourned at 5:52 p.m.

Secretary  
Cathy Rusco

President  
Caryn Lannon

Prepared by Elizabeth Fritz, Graphic Designer