



**BOARD OF TRUSTEES  
REGULAR BOARD MEETING**

**February 28, 2024**

**5:30 P.M.**

**Kantzler Community Room  
Alice and Jack Wirt Public Library  
500 Center Avenue, Bay City MI 48708**

**AGENDA**

**I. Call to Order – *Mary Herr* – *Chairperson***

**II. Pledge of Allegiance**

**III. Roll Call**

**Staff Greeting – Ruth Lofaro – Acquisitions Department Head**

**IV. Additional Agenda Items**

**V. Public Comments**

A person requesting to address the Board will be allowed up to three (3) minutes per meeting. This time allowance may change based on the number of people wishing to make comment.

**VI. Minutes**

A. January 24, 2024– Regular Board Meeting – **(Approve)**

**VII. Bills Payable – (Approve)**

**VIII. Financial Reports**

A. Penal Fine Report – **(Receive)**

B. Financial Report – **(Receive)**

**IX. Administration Report**

A. Administration Report – **(Receive)**

**X. Correspondence**

**XI. Committee Reports**

A. Finance Committee

B. Personnel Committee

**XII. Unfinished Business**

**XIII. New Business**

A. Notary Policy (**Approve**)

**XIV. CLOSED SESSION** - (to consider matters exempt from disclosure under statute (as provided for under PA 267 of 1976))

**XV. Announcements**

**XVI. Other**

**XVII. Adjourn**

- **INFORMATION ITEMS**
- Circulation Report
- Managing Librarian Reports
- Monthly Program Statistics/Year To Date Program Statistics
- Monthly Visitor Total
- Monthly Volunteer Hours