



**BOARD OF TRUSTEES  
REGULAR BOARD MEETING**

**September 24, 2025**

**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 – *Paul Travis – Chairperson***

**II. Pledge of Allegiance**

**III. Roll Call**

**Staff Greeting – Cassandra Race – Senior Library Assistant Fiction Department  
Wirt Branch Library**

**IV. Additional Agenda Items**

**V. Public Comments**

A person requesting to address the Board will be allowed up to five (5) minutes per meeting. This time allowance may change based on the number of people wishing to make comment.

**VI. Minutes**

- A. September 24, 2025 Regular Meeting Minutes – **(Approve)**
- B. October 9, 2025 Special Board Meeting Minutes **(Approve)**

**VII. Bills Payable – (Approve)**

**VIII. Financial Reports**

- A. Penal Fine Report – **(Receive)** (will be handed out at meeting)
- B. Financial Report – **(Receive)**
- C. September to September Comparison – **(Informational)**

**IX. Administration Report**

- A. Administrative Report **(Receive)**

**X. Correspondence –No Correspondence**

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

**XII. Committee Reports**

- A. Finance Committee
- B. Personnel Committee

**XIII. Unfinished Business**

**XIV. New Business**

- A. Second Boiler Replacement **(Approve)**
- B. Library Card Registration Policy **(Approve)**
- C. Library Benchmarks – Doug Stone

**XV. Announcements**

**XVI. Other**

**XVII. Adjourn**

- **INFORMATION ITEMS**
- 3<sup>rd</sup> Quarter Patron Statistics
- Circulation Report
- Managing Librarian Reports
- Monthly Program Statistics/Year To Date Program Statistics
- Monthly Visitor Total
- Monthly Volunteer Hours