



**BOARD OF TRUSTEES  
REGULAR BOARD MEETING**

**December 17, 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 – Cora Schaeff – Managing Librarian Sage Branch**

**IV. 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.

**V. Minutes**

A. November 19, 2025 Regular Meeting Minutes – **(Approve)**

**VI. Bills Payable – (Approve)**

**VII. Financial Reports**

A. Penal Fine Report – **(Receive)** (will be handed out at meeting)

B. Financial Report – **(Receive)**

C. November to November Comparison – **(Informational)**

**VIII. Administration Report**

A. Administrative Report **(Receive)**

**IX. Correspondence –No Correspondence**

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

**XI. Committee Reports**

A. Finance Committee

B. Personnel Committee

**XII. Unfinished Business**

A. Boiler Inspection Quote (**Informational**)

**XIII. New Business**

A. Eric Palmer – Director of Mideastern Michigan Library Cooperative (MMLC)

**XIV. Additional Future Agenda Items**

**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