**Potterville Benton Township District Library**

**Agenda**

**May 5, 2025**

**6:30 PM**

1. Call to Order

2. Approval of Minutes

1. Reports to the Board
   1. Treasurer’s Report
   2. Library Bills
   3. Director’s Report – Circulation -

New Patrons –

Computer Hours -

Libby -

Hoopla –

1. Committees
   1. Other

1. Old Business
2. Employee Handbook
3. Minimum Wage
4. Earned Sick Time Act
5. Meeting Procedures Policy
6. Student Trustee Position – Kayla Blake
7. Board Vacancy – Judy Lenneman
8. By-Laws
9. Hyland Software – Depository has closed
10. Bed Bug & Pest Policy and Regulation Policy
11. Other
12. New Business
    1. L-4029 Form
    2. Library Budget – 2025-2026
    3. Revised Library Budget – 2024-2025
    4. Other
13. Adjournment

***Next Meeting June 2, 2025***

*Misson Statement: The mission of the Potterville-Benton Township District Library is to provide and make readily available library services necessary to meet the education, information, recreational and cultural needs of the community*

***Proudly Serving Your Community Since 1904.***