

**PARCHMENT COMMUNITY LIBRARY  
401 S. Riverview Drive, Parchment, MI 49004**

**AGENDA  
BOARD OF TRUSTEES MEETING  
December 16, 2025**

- Item 1.** Call to order
- Item 2.** Roll call
- Item 3.** Approval of agenda
- Item 4.** Acknowledgment of guests
- Item 5.** Reading and approval of minutes\*
- Item 6.** Financial report\*
- Item 7.** Public comment\*\*
- Item 8.** Director's report\*
- Item 9.** Statistical report\*
- Item 10.** Communications
- Item 11.** Strategic Planning
- Item 12.** Committee reports

**Unfinished business**

- Item 13.** Policy Review – Personnel Policy – 3<sup>rd</sup> Reading\*

**New business**

- Item 14.** Board comments
- Item 15.** Public comment\*\*
- Item 16.** Adjournment

*\*Items marked with an asterisk (\*) will have accompanying documentation in the board packet. Each document will be marked with the Item number (i.e. Item 4), followed by subheadings a, b, c, etc. as necessary.*

*\*\* Public comment is encouraged at all Board Meetings. These comments are limited to three (3) minutes per person. SEE: Public Comment Policy at [parchmentlibrary.org/board-of-trustees/#policies](http://parchmentlibrary.org/board-of-trustees/#policies)*

*The Parchment Community Library will provide necessary reasonable auxiliary aids and services during and after the voice conference, such as closed captioning for the hearing impaired or a transcription of the meeting **upon five (5) days' notice to the Library Director**. Individuals with disabilities requiring such services should contact the Library Director by sending an email to [jwillard@parchmentlibrary.org](mailto:jwillard@parchmentlibrary.org), or by leaving a voicemail at (269) 343-7747, x203.*