

Alden District Library Board Agenda  
August 2025

Call to order and attendance

Approval of agenda

Approval of minutes

Correspondence

Public comment – non agenda items only (limit 3 min each)

Financial report

- Approve bills dated through the first of current month

Director's report

- Donations: two \$100 cash ones; one for children's chapter books
- Written & verbal reports
- Chair update

Friends of the Library report

Action items

Discussion items

- Director's performance review – Balhorn
- ESTA policy – Riegler
  - Revisit Resolution 2025-10, ESTA exemption for hourly employees. Library of MI law consultant recommends we contact Michigan Department of Labor and Economics and our library lawyer to see if our part-time staff are exempt from ESTA or not
  - Keep earned sick time for salaried workers as part of PTO?
  - ADP has a sick leave tracker that is included in our Timekeeping Plus plan
- Personnel Policy Review – All trustees
- Investment policy – Reck
- Fill vacant trustee position - All trustees
- Insurance review - Riegler
- Director spending authority – Riegler

Public comment (limit 3 min each)

Adjourn