

## Policy 5.1: Annual Budget and Adjustments

*Approved and Adopted by Board of Trustees December 11, 2025*

Working with the Budget Committee, the Iosco-Arenac District Library Director will prepare an annual budget for the upcoming fiscal year (January–December) and present it to the Board of Trustees at the August board meeting. The Board will approve the final budget at the September board meeting.

The budget is a working document and may change due to shifting projections, new projects, or unforeseen events. To maintain accuracy, the Director will present any necessary budget adjustments to the Board throughout the fiscal year. All formal budget amendments will be authorized as soon as it becomes apparent that deviation from the original budget is necessary, but all amendments must be approved not later than the November board meeting.