

10/15/2025

To whom it may concern:

Please accept this letter as formal notification that I am resigning from my position as Public Service Clerk 1 and Interim Reference Librarian at the Grand Rapids Area Library. My final day of employment will be October 31, 2025.

Thank you for the opportunity to work in this position for the past 3 years. I have greatly enjoyed my time here and appreciate the experience and professional development I've gained.

During my final weeks, I am committed to training and will do my best to ensure a smooth transition of my responsibilities. Please let me know how I can assist with this process.

Sincerely,

A handwritten signature in black ink, appearing to read 'Christa Roerick', with a stylized, cursive script.

Christa Roerick