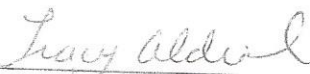


Ruth Hughes Memorial District Library
Regular Meeting of April 6, 2017
Imlay City, MI – 6:30 PM

Minutes

1. Call to Order *The meeting was called to order at 6:40 PM.*
2. Roll Call *Present: Mary Lou Bissett, Conni Brett, Don Davenport, Karen Hibbler, Deb Miller, Cynthia Stroebel. Absent: Carol Kocik. Also Present: Library Director Tracy Aldrich.*
3. Oath of Office – New Board Member *This item was tabled due to Ms. Kocik's absence.*
4. Additions/Deletions/Approval of Agenda *Ms. Brett made a motion to approve the agenda as presented, seconded by Ms. Miller. Motion carried.*
5. Additions/Deletions/Approval of Minutes of March 2017 Regular Meeting *Ms. Bissett made a motion to approve the minutes of the March 2017 regular meeting as presented, seconded by Ms. Stroebel. Motion carried.*
6. Approval of Bills/Financial Status *Ms. Hibbler made a motion to approve payment of the bills in the amount of \$22,471.98 and payroll in the amount of \$19,167.39, seconded by Ms. Stroebel. Motion carried.*
7. Citizens' Comments *There were no citizens' comments.*
8. Library Director's Report *Ms. Aldrich presented the monthly director's report.*
9. Committee Reports: *none*
10. Old Business:
 - A. Conference Room Use Policy *Ms. Aldrich asked if the board wanted to consider changing the conference room use policy to once again allow businesses to rent the space, based upon feedback she had received from staff. After some discussion, the board agreed to so alter the policy, along with changing the rental fee to an hourly one and shortening the advance booking time. It was decided Ms. Aldrich will work with attorney Anne Seuryneck to revise the policy.*
 - B. Disability Coverage *Ms. Aldrich reported on her research regarding disability insurance. As it was found to be fairly inexpensive, the board asked her to revise the budget to enable the purchase of short and long term disability coverage.*
11. New Business:
 - A. Proposed IMLS/LSTA Cuts *Ms. Aldrich shared information from the Library of Michigan regarding the effects the proposed elimination of the Federal Institute of Museum and Library Services could have on Ruth Hughes, most notably the loss of MeLCat, the online catalog and interlibrary loan service, and potential endangerment of matching State funds.*
 - B. FY 2017 Budget Revisions *The board reviewed budget revisions prepared by Ms. Aldrich to accommodate unexpected additional income and expenses. Ms. Hibbler made a motion to approve the FY 2017 budget revisions as presented, including an addition of \$8,000 to the Capital Outlay line for a new server, seconded by Ms. Brett. Motion carried. A roll call vote was taken. The motion passed with six ayes and one absent.*

Aye: Stroebel, Bissett, Hibbler, Miller, Brett, Davenport.
No: none Absent: Kocik
12. Communications *Communications included newspaper articles and a card from a library patron.*
13. Adjournment *Ms. Brett made a motion to adjourn, seconded by Ms. Stroebel. Motion carried. The meeting adjourned at 7:28 PM.*


Tracy Aldrich, Library Director