

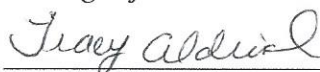
Ruth Hughes Memorial District Library

Regular Meeting of June 2, 2016

Imlay City, MI – 6:30 PM

Minutes

1. Call to Order *The meeting was called to order at 6:31 PM.*
2. Roll Call *Present: Conni Brett, Don Davenport, Karen Hibbler, Diane Malczewski, Deb Miller. Absent: Mary Lou Bissett, Cynthia Stroebel. Also Present: Library Director Tracy Aldrich.*
3. Additions/Deletions/Approval of Agenda *Ms. Miller made a motion to approve the agenda as presented, seconded by Ms. Brett. Motion carried.*
4. Additions/Deletions/Approval of Minutes of May 2016 Meeting *Ms. Brett made a motion to approve the minutes of the May 2016 meeting as presented, seconded by Ms. Miller. Motion carried.*
5. Approval of Bills/Financial Status *Ms. Miller made a motion to approve payment of the bills in the amount of \$13,564.13 and payroll in the amount of \$18,143.24, seconded by Ms. Brett. Motion carried.*
6. Citizens' Comments *There were no citizens' comments.*
7. Library Director's Report *Ms. Aldrich presented the monthly Director's Report.*
8. Committee Reports:
 - A. Personnel Committee - *none*
 - B. Policy Committee - *none*
 - C. Budget Committee - *none*
9. Unfinished Business:
 - A. Strategic Plan 2016-2020 *The board and director discussed suggested mission statements from library staff, and reviewed and revised a first draft of the new strategic plan.*
10. New Business:
 - A. Location Filming Release and Agreement *The board reviewed a location filming release and agreement submitted by a company that wanted to film at the library. There was a discussion of several possible legal issues in the agreement, and concern was expressed over the brief time available to explore the matter. Ms. Malczewski made a motion to deny the filming and not approve the release and agreement due to legal ramifications and time constraints, seconded by Ms. Miller. Motion carried.*
 - B. FY 2015 Audit Report *The library received a satisfactory audit. Ms. Brett made a motion to accept the King & King audit report for FY 2015 as received and presented, seconded by Ms. Malczewski. Motion carried. Ms. Brett made a motion to approve the attached proposed three year audit contract from King & King for years 2016 – 2018 at a cost of \$3,900 per year, seconded by Ms. Miller. Motion carried.*
 - C. FY 2017 Budget *In preparation for work on the 2017 budget, Ms. Aldrich briefed the board on some issues which will impact it, including PPT losses of over \$13,000 and a Headlee rollback which will prevent the library from levying its full 1 mill. While the PPT losses are scheduled to be reimbursed in 2017, their status going forward is uncertain, and Headlee reductions are expected to remain in effect for the immediate future. Ms. Aldrich also detailed some significantly rising costs, such as that for ILL delivery, and there was discussion of library hours and staff compensation levels in light of the state mandated minimum wage increases.*
11. Communications *Newspaper articles, letters, MLA and MMLC updates, thank you card from library staff.*
12. Adjournment *Ms. Brett made a motion to adjourn, seconded by Ms. Malczewski. Motion carried. The meeting adjourned at 7:29 PM.*



Tracy Aldrich, Library Director

7-7-16