

**Ruth Hughes Memorial District Library**

Regular Meeting of March 3, 2016

Imlay City, MI – 6:30 PM

**Minutes**

1. Call to Order *The meeting was called to order at 6:35 pm.*
2. Roll Call *Present: Mary Lou Bissett, Conni Brett, Don Davenport, Karen Hibbler, Cynthia Stroebel. Absent: Diane Malczewski, Deb Miller. Also absent: Library Director Tracy Aldrich.*
3. Additions/Deletions/Approval of Agenda *Ms. Brett made a motion to approve the agenda as presented, seconded by Ms. Hibbler. Motion carried.*
4. Additions/Deletions/Approval of Minutes of February 2016 Meeting *Ms. Stroebel made a motion to approve the minutes of the February 2016 meeting as presented, seconded by Ms. Hibbler. Motion carried.*
5. Approval of Bills/Financial Status *Ms. Brett made a motion to approve payment of the bills in the amount of \$13,228.53 and payroll in the amount of \$18,368.06, seconded by Ms. Stroebel. Motion carried.*
6. Citizens' Comments *There were no citizens' comments.*
7. Library Director's Report *Mr. Davenport read the Library Director's report.*
8. Committee Reports:
  - A. Personnel Committee - *none*
  - B. Policy Committee - *none*
  - C. Budget Committee - *none*
9. Unfinished Business:
  - A. Conference Room Use Policy & Application *This item was tabled until the next meeting due to the Library Director's absence.*
  - B. Strategic Plan 2011-2015 *This item was also tabled until the next meeting.*
10. New Business:
  - A. Strategic Plan 2016-2020 *This item was also tabled until the next meeting.*
  - B. Library of Michigan: Beginner's Workshop Conference *Ms. Bissett made a motion to approve sending Library Assistant Mandy Summers and Technical Services Coordinator Jessica Bostian to the Library of Michigan Beginner's Workshop at an estimated cost of \$816.00 plus taxes/fees, seconded by Ms. Brett. Motion carried.*
11. Communications *Communications included newspaper articles and the Spring newsletter.*
12. Adjournment *Ms. Hibbler made a motion to adjourn, seconded by Ms. Stroebel. Motion carried. The meeting adjourned at 6:57 pm.*

*Tracy Aldrich*

Tracy Aldrich, Director

4-7-16