

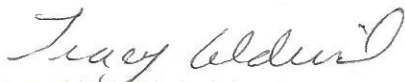
**Ruth Hughes Memorial District Library**

Regular Meeting of September 1, 2016

Imlay City, MI – 6:30 PM

**Minutes**

1. Call to Order *The meeting was called to order at 6:30 PM.*
2. Roll Call *Present: Mary Lou Bissett, Conni Brett, Don Davenport, Karen Hibbler, Deb Miller, Diane Malczewski, Cynthia Stroebel. Absent: None. Also Present: Library Director Tracy Aldrich.*
3. Additions/Deletions/Approval of Agenda *Ms. Hibbler made a motion to approve the agenda as presented, seconded by Ms. Miller. Motion carried.*
4. Additions/Deletions/Approval of Minutes of August 2016 Meeting *Ms. Miller made a motion to approve the minutes as presented, seconded by Ms. Bissett. Motion carried.*
5. Approval of Bills/Financial Status *Ms. Stroebel made a motion to approve payment of the bills in the amount of \$15,287.80 and payroll in the amount of \$18,377.97, seconded by Ms. Malczewski. 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. Library Policy Manual Revision *Ms. Aldrich gave an update on the progress of the library policy manual revision project.*
10. New Business:
  - A. MMLC Technology Grant *Ms. Aldrich presented a spending proposal for the \$3,000 Technology Grant received from the Mideastern Michigan Library Cooperative, suggesting it be used to replace the last four aged and outdated computers in the public lab. Ms. Stroebel made a motion to authorize spending up to \$2,300 on four replacement computers for the public lab, seconded by Ms. Bissett. Motion carried.*
11. Communications *Ms. Aldrich delivered the fall newsletter, and described changes she made to the layout and design. Other communications included a newspaper article and handouts for the new Hoopla digital media service.*
12. Adjournment *Ms. Brett made a motion to adjourn, seconded by Ms. Hibbler. Motion carried. The meeting adjourned at 6:57 PM.*



Tracy Aldrich, Library Director

10-6-16