

Ruth Hughes Memorial District Library

Regular Meeting of December 7, 2023

Imlay City, MI – 6:30 PM

Minutes

1. Call to Order

The meeting was called to order at 6:34 pm.

2. Roll Call

Present: Mary Lou Bissett, Karen Hibbler, Carol Kocik, Cynthia Stroebel, Connie Brett.
Absent: Deb Miller, Angie McCoy. Also present: Library Director Tracy Aldrich.

3. Additions/Deletions/Approval of Agenda

Ms. Kocik moved to approve the agenda, seconded by Ms. Stroebel. Motion carried unanimously.

4. Additions/Deletions/Approval of Minutes of November 2, 2023 Regular Meeting

Ms. Brett moved to approve the minutes of the November 5 regular meeting, seconded by Ms. Kocik. Motion carried unanimously.

5. Approval of Bills/Financial Status

The board reviewed the bills and financial reports. Ms. Stroebel moved to approve the bills in the amount of \$19,535.07 debit card purchases in the amount of \$939.89 of which \$65.69 was refunded as cash, and payroll in the amount of \$22,413.43, seconded by Ms. Bissett. Motion carried unanimously.

6. Public Comment

There was no public comment.

7. Library Director's Report

The board received the monthly director's report.

8. Committee Reports

There were no committee reports.

9. Old Business

A: Raymond James Investments

Ms. Stroebel made a motion for Raymond James to move \$150,000.00 into a money market account, seconded by Ms. Kocik. A roll call vote was taken: 5 yeas, 0 nays, 2 absent, motion carried.

Yeas 5 Brett, Stroebel, Hibbler, Kocik, Bissett

Nays 0

Absent 2 McCoy, Miller

B: Roof – Imlay Branch

The board was presented with a quote to update the existing roof. Item was tabled for additional quotes.

10. New Business

A: Contract Renewal for CC's Computer Services

Ms. Hibbler made a motion to renew the contract for CC's Computer Services for one year, seconded by Ms. Stroebel. Motion carried unanimously.

B: Year-End Budget Revisions

Ms. Stroebel made a motion to adopt the year-end budget revisions as presented, seconded by Ms. Bissett. A roll call vote was taken: 5 yeas, 0 nays, 2 absent, motion carried.

Yeas	5	Hibbler, Stroebel, Kocik, Bissett, Brett
Nays	0	
Absent	2	McCoy, Miller

C: Payment in Lieu of Insurance for Lisa Cox

Ms. Stroebel moved to approve the annual \$500.00 payment in lieu of health benefits to staff member Lisa Cox, seconded by Ms. Kocik. Motion carried unanimously.

D: Director Schedule

The board reviewed the director's temporary schedule change.

11. Communications

Communications included the winter newsletter and an updated library brochure.

12. Adjournment

Ms. Stroebel moved to adjourn, seconded by Ms. Kocik. Motion carried unanimously. The meeting adjourned at 7:59 pm.

Carol Kocik (signed electronically)

Carol Kocik, Trustee

12-11-23