

**Ruth Hughes Memorial District Library**

Regular Meeting of February 2, 2017

Imlay City, MI – 6:30 PM

**Minutes**

1. Call to Order *The meeting was called to order at 6:39 PM.*
2. Roll Call *Present: Conni Brett, Don Davenport, Karen Hibbler, Deb Miller, Cynthia Stroebel. Absent: Mary Lou Bissett, Diane Malczewski. Also Present: Library Director Tracy Aldrich.*
3. Additions/Deletions/Approval of Agenda *Ms. Brett made a motion to approve the agenda as presented, seconded by Ms. Stroebel. Motion carried.*
4. Additions/Deletions/Approval of Minutes of January 2017 Regular Meeting *Ms. Miller made a motion to approve the minutes of the January 2017 regular meeting as presented, seconded by Ms. Stroebel. Motion carried.*
5. Approval of Bills/Financial Status *Ms. Hibbler made a motion to approve payment of the bills in the amount of \$7,246.00 and payroll in the amount of \$18,632.97, seconded by Ms. Miller. 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. Oaths of Office *Ms. Brett and Ms. Hibbler were sworn in and took the oath of office.*
10. New Business:
  - A. Salary Resolution *Ms. Aldrich reported that the library's payroll accountant recommended the board begin making a formal motion to approve salaries and wages separately from the rest of the budget. Normally this would be done during the September budget adoption, but it was recommended the board make the motion now and then begin doing so at the regular budget hearings. Ms. Miller made a motion to approve the 2017 salaries and wages as presented, totaling \$214,311, including mandated minimum wage increases, step increases for six employees, and a 3% increase for one employee who was past the final step, seconded by Ms. Stroebel. A roll call vote was taken. Motion carried with five aye votes, zero no votes, and two absences.*  
  

Aye:	Hibbler, Brett, Stroebel, Miller, Davenport
No:	None
Absent:	Bissett, Malczewski
11. Communications *Newspaper articles, a patron compliment, and a legislative news update from the Michigan Library Association were shared with the board.*
12. Adjournment *Ms. Hibbler made a motion to adjourn, seconded by Ms. Stroebel. Motion carried. The meeting adjourned at 7:09 PM.*



Tracy Aldrich, Library Director

3-2-17