

**Ruth Hughes Memorial District Library**

**DRAFT**

Regular Meeting of July 7, 2022

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: Cynthia Stroebel, Conni Brett, Deb Miller, Carol Kocik, Angie McCoy.

Absent: Mary Lou Bissett, Karen Hibbler.

Also present: Library Director Tracy Aldrich.

**3. Additions/Deletions/Approval of Agenda**

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

**4. Additions/Deletions/Approval of Minutes of June 2, 2022 Regular Meeting**

Ms. Stroebel moved to approve the minutes of the Jun 2 regular meeting, seconded by Ms. McCoy. Motion carried unanimously.

**5. Approval of Bills/Financial Status**

The board reviewed the bills and financial reports. Ms. Kocik moved to approve the bills in the amount of \$25,271.69, debit card purchases in the amount of \$142.81 and payroll in the amount of \$22,865.47, seconded by Ms. Stroebel. 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: Novel Coronavirus COVID-19 and the Library: Updates**

Ms. Aldrich provided updated stats on Covid-19 and described the current situation and future projections. There was some further discussion and clarification on the sick leave policy, set to sunset December 31, 2022. Ms. Aldrich gave updates on her health related work accommodation and schedule.

**10. New Business**

**A: Mid-Year Budget Revisions**

The board was presented with a mid-year update to the budget. Ms. Miller made a motion to adopt the mid-year budget revisions as presented, seconded by Ms. McCoy. Motion carried unanimously. A roll call vote was taken: 5 yeas, 0 nays, 2 absent, motion carried.

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

**B: Server Quote**

The board reviewed information and a quote from CC's Computer Services to replace the existing outdated server. Ms. Miller made a motion to accept the server quote as presented for \$12,645.00, seconded by Ms. Stroebel. A roll call vote was taken: 5 yeas, 0 nays, 2 absent, motion carried.

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

**C: 2021 Annual Report**

The board was presented with the 2021 Annual Report. Ms. Stroebel moved to accept the 2021 Annual Report, seconded by Ms. Kocik. Motion carried unanimously.

**11. Communications**

There were no communications.

**12. Adjournment**

Ms. Stroebel moved to adjourn, seconded by Ms. McCoy. Motion carried unanimously. The meeting adjourned at 7:10 pm.

*Carol Kocik (signed electronically)*

Carol Kocik, Trustee

7-8-22