

Ruth Hughes Memorial District Library

Regular Meeting of March 2, 2017

Imlay City, MI – 6:30 PM

Minutes

1. Call to Order *The meeting was called to order at 6:36 PM.*
2. Roll Call *Present: Mary Lou Bissett, Conni Brett, Don Davenport, Karen Hibbler, Cynthia Stroebel. Absent: Diane Malczewski, Deb Miller. 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. Bissett. Motion carried.*
4. Additions/Deletions/Approval of Minutes of February 2017 Regular Meeting *Ms. Hibbler made a motion to approve the minutes of the February 2017 meeting as presented, seconded by Ms. Stroebel. Motion carried.*
5. Approval of Bills/Financial Status *Ms. Aldrich reported that she had been in discussions with ThyssenKrupp regarding the elevator service contract, and had received a new rate nearly \$1,000 less than the current price. Ms. Stroebel made a motion to approve payment of the bills in the amount of \$10,824.76 and payroll in the amount of \$19,682.27, seconded by Ms. Bissett. 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: *none*
10. New Business:
 - A. Board Member Resignation & Recommendation *The board accepted a letter of resignation from Diane Malczewski, who resigned due to other commitments. Ms. Aldrich said Attica Twp. resident Carol Kocik was willing to serve as a replacement, and a letter of recommendation was sent to the township board.*
 - B. Building Custodian *Ms. Aldrich informed the board that custodian Luke Shaulis was resigning effective at the end of March for health related reasons, but was willing to stay on as a backup. Substitute library assistant Lisa Cox had accepted the position and was currently in training. There was discussion about some of the logistical issues that had arisen with the in-house custodial position and possible options that might need to be considered in the future.*
11. Communications *Ms. Aldrich shared patron letters, the spring newsletter, and a meeting invitation from the Mideastern Michigan Library Cooperative.*
12. Adjournment *Ms. Stroebel made a motion to adjourn, seconded by Ms. Brett. The meeting adjourned at 7:02 PM.*



Tracy Aldrich, Library Director

4-6-17