

Ruth Hughes Memorial District Library
Regular Meeting of November 1, 2018
Imlay City, MI – 6:30 PM

Minutes

1. **Call to Order**
The meeting was called to order at 6:40 pm.
2. **Roll Call**
Present: Mary Lou Bissett, Conni Brett, Karen Hibbler, Carol Kocik, Deb Miller. Absent: Cynthia Stroebel. Also Present: Library Director Tracy Aldrich.
3. **Additions/Deletions/Approval of Agenda**
Ms. Bissett moved to approve the agenda as presented, seconded by Ms. Kocik. Motion carried unanimously.
4. **Additions/Deletions/Approval of Minutes of October 2018 Regular Meeting**
Ms. Hibbler moved to approve the minutes of the October 2018 regular meeting as presented, seconded by Ms. Miller. Motion carried unanimously.
5. **Approval of Bills/Financial Status**
Ms. Miller moved to approve payment of the bills in the amount of \$16,203.86 and payroll in the amount of \$20,392.28, seconded by Ms. Kocik. Motion carried unanimously.
6. **Public Comment**
There was no public comment.
7. **Library Director's Report**
Ms. Aldrich presented the monthly director's report.
8. **Committee Reports**
There were no committee reports.
9. **Old Business**
 - A: Don Davenport Memorials**
Ms. Aldrich reported the library had received \$1,276.00 in memorial donations for Don Davenport as of the meeting date, with \$450.00 earmarked for the memorial concert series, \$14.00 for a dedication sign for the community meeting room, \$100.00 to be spent on a memorial painting, and approximately \$533.00 intended for travel books with special memorial bookplates, leaving an estimated \$179 balance. The board discussed options for the use of these remaining funds. It was decided to use them to support the staff in arranging their annual year end holiday get together at the library, an event Don always participated in and enjoyed, which was this year being designed also as a memorial time for the staff.
 - B: Staffing Levels & Payroll Budgets**
The board continued their discussion from the previous meeting regarding increasing the hours of the page at the Attica branch to improve safety, starting in the new year. After considering options, the board decided to add 10 extra page hours per week to the 2019 payroll budget. With the 2019 state minimum wage still unsettled, Ms. Aldrich said she would bring a suggested budget revision to the December meeting for adoption, hoping the figure would be available by then.

10.

New Business

A: 2018/2019 Snow Plowing Contract

The board considered a proposed snow plowing contract for the 2019 winter season from their current contractor, Yard Services, Inc. It was noted that the price of salt is doubling nationally due to a supply shortage, and that this increase was reflected in the higher price of salting in the contract.

Ms. Bissett moved to approve the 2019 snow plowing contract from Yard Services, Inc., seconded by Ms. Kocik. Motion carried unanimously.

11.

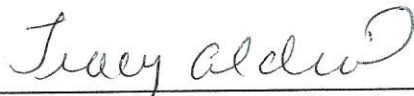
Communications

Communications included newspaper articles about library events.

12.

Adjournment

Ms. Hibbler moved to adjourn, seconded by Ms. Bissett. Motion carried unanimously. The meeting adjourned at 7:12 pm.



Tracy Aldrich, Library Director

12-6-18