

**Ruth Hughes Memorial District Library**  
Regular Meeting of November 4, 2021  
Imlay City, MI – 6:30 PM

**Minutes**

**1. Call to Order**

The meeting was called to order at 6:30 pm.

**2. Roll Call**

Present: Deb Miller, Mary Lou Bissett, Carol Kocik, Cynthia Stroebel.

Present by teleconference as allowed by statute: Conni Brett, Angie McCoy.

Absent: Karen Hibbler.

Also present: Library Director Tracy Aldrich.

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

Ms. Brett moved to approve the agenda, seconded by Ms. Bissett. Motion carried unanimously.

**4. Additions/Deletions/Approval of Minutes of September 2, 2021 Budget Hearing Meeting**

Ms. Kocik moved to approve the minutes of the Sept 2 budget hearing meeting, seconded by Ms. Bissett. Motion carried unanimously.

**5. Additions/Deletions/Approval of Minutes of September 2, 2021 Regular Meeting**

Ms. Miller moved to approve the minutes of the Sept 2 regular meeting, seconded by Ms. Bissett. Motion carried unanimously.

**6. Additions/Deletions/Approval of Minutes of October 7, 2021 Regular Meeting**

Ms. Stroebel moved to approve the minutes of the Oct 7 regular meeting, seconded by Ms. Bissett. Motion carried unanimously.

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

The board reviewed the bills and financial reports. Ms. Brett moved to approve the bills in the amount of \$11,976.27, debit card purchases in the amount of \$294.72 and payroll in the amount of \$21,592.55, seconded by Ms. McCoy. Motion carried unanimously.

**8. Public Comment**

There was no public comment.

**9. Library Director's Report**

The board received the monthly director's report.

**10. Committee Reports**

There were no committee reports.

**11. Old Business**

**A: Novel Coronavirus COVID-19 and the Library**

Ms. Aldrich provided a very detailed COVID-19 report to the board. She stated that for the past two weeks, it had looked like there might be some light visible at the end of the tunnel. New cases had dropped a bit, from 258 per week in Lapeer County to 170 the next week. Weekly deaths stayed constant at about 5. Even at 170 cases a week, the county remained at a High level of transmission, which meant no change to masking and mitigation efforts, but it did look like we might be on the downside.

Unfortunately, today the new numbers came from the state health department, and they have gone back up. Between October 29 and November 3, there were 201 new cases in Lapeer County. Michigan's new cases overall have gone up 41.3% since the previous week, and Michigan now has the second highest number of new cases nationwide.

Additionally, Lapeer County is in the region with by far the highest number of new clusters, 194 in a week (with 157 already ongoing). These clusters represent sort of super-spreader events, where one case in a location is found to have led to many more cases. Most of the clusters are happening in schools, including K-12 schools.

Ms. Aldrich wanted to make it clear why the library is still following the CDC and MIOSHA guidelines regarding masking, and also, and particularly, why we are not yet having in-person, indoors youth programming. She added that the library is participating carefully in community events like Merchant Trick or Treat and Winter Playground, but in a modified format in keeping with safety considerations.

The revised COVID 19 Preparedness and Response policy was reviewed and the following updates were made; on page 2 under *Enhanced Cleaning and Disinfecting* section, the words 'or until' were added after 24 hours and 'will be' was replaced with 'has been' after CDC guidelines. On page 4 under the section '*If an employee qualifies as a Suspected Case, then the Library will*' the word 'or' was added after 24 hours. Ms. Miller moved to adopt the updated guidelines in the COVID-19 Preparedness and Response Plan, seconded by Ms. Stroebel. Motion carried unanimously.

**B: Going Fine Free**

The board was presented the updated Circulation Policy. Ms. Stroebel moved to adopt the policy as revised, seconded by Ms. Bissett. Motion carried unanimously.

**C: 2020 Annual Report**

The board was presented the updated report with its narrative portion rearranged putting more positive events at the beginning, and the report was received.

**D: Fence**

Ms. Aldrich spoke to the volunteer at Gateway Church who reported that they looked at the fence and suggested that with the number of sections needing replacement, the best

course would be to replace the entire fence. Ms. Aldrich will look to getting a quote for new fencing, and the church said that we will be on the top of their to-do list for next year once the ground thaws.

**12. New Business**

**A: 2022 Closed Dates**

The board reviewed the proposed 2022 calendar of closings. Ms. Stroebel moved to approve the 2022 closed dates as presented, seconded by Ms. Bissett. Motion carried unanimously.

**B: 2022 Board of Trustees**

Ms. Aldrich informed the board of two trustee positions that would be expiring December 31. Ms. Bissett and Ms. Miller both expressed interest in being reappointed to the board, so Ms. Aldrich said she would send letters to the respective townships.

**13. Communications**

There were no communications.

**14. Adjournment**

Ms. Stroebel moved to adjourn, seconded by Ms. Kocik. Motion carried unanimously. The meeting adjourned at 7:15 pm.

*Carol Kocik (signed electronically)*

Carol Kocik, Trustee

3-3-22