

**Ruth Hughes Memorial District Library**

Regular Meeting of November 3, 2022

Imlay City, MI – 6:30 PM

**Minutes**

**1. Call to Order**

The meeting was called to order at 6:32 pm.

**2. Roll Call**

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

Absent: Angie McCoy, Karen Hibbler.

Also present: Library Director Tracy Aldrich.

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

Ms. Bissett moved to approve the agenda with additional item 9C: Investments, added under Old Business, seconded by Ms. Stroebel. Motion carried unanimously.

**4. Additions/Deletions/Approval of Minutes of October 6, 2022 Regular Meeting**

Ms. Miller moved to approve the minutes of the October 6 regular meeting, seconded by Ms. Stroebel. Motion carried unanimously.

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

The board reviewed the bills and financial reports. Ms. Stroebel moved to approve the bills in the amount of \$10,983.36, debit card purchases in the amount of \$3,810.32, debit card correction from October in the amount of \$40.26, and payroll in the amount of \$23,755.02, seconded by Ms. Miller. 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-10 and the Library**

Ms. Aldrich provided an overview on the latest info of COVID-19 in the area.

**B: Fence**

Installation of the new fence is now complete, noting that it was done ahead of schedule and under budget.

**C: Investments**

Ms. Aldrich presented an email from Raymond James regarding a new investment recommendation. She will prepare a proposal and bring it back to the board for the December meeting.

**10. New Business**

**A: 2023 Closing Calendar**

The board reviewed the proposed 2023 calendar of closings. Ms. Stroebel moved to approve the 2023 closed dates as presented, seconded by Ms. Kocik. Motion carried unanimously.

**B: Collection Development/Material Selection Policy**

The board was presented with the current Collection Development policy and a proposed Material Selection Policy for review.

**11. Communications**

Communications included an assortment of photos taken this year from Attica Days, Mad Hatter Tea Party, Zombie Plushy Craft and the library staff during the Merchant Trick or Treat Day.

**12. Adjournment**

Ms. Stroebel moved to adjourn, seconded by Ms. Bissett. Motion carried unanimously. The meeting adjourned at 7:07 pm.

*Carol Kocik (signed electronically)*

Carol Kocik, Trustee

11-05-22