

## **Ruth Hughes Memorial District Library**

Regular Meeting of October 6, 2022

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: Cynthia Stroebel, Karen Hibbler, Carol Kocik, Angie McCoy, Deb Miller.

Absent: Mary Lou Bissett, Conni Brett.

Also present: Library Director Tracy Aldrich.

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

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

**4. Additions/Deletions/Approval of Minutes of September 1, 2022 Budget Hearing**

Ms. Hibbler moved to approve the minutes of the Sep 1 budget hearing meeting, seconded by Ms. McCoy. Motion carried unanimously.

**5. Additions/Deletions/Approval of Minutes of September 1, 2022 Regular Meeting**

Ms. Stroebel moved to approve the minutes of the Sep 1 regular meeting, seconded by Ms. McCoy. Motion carried unanimously.

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

The board reviewed the bills and financial reports. Ms. Hibbler moved to approve the bills in the amount of \$20,983.98, debit card purchases in the amount of \$1,504.26 and payroll in the amount of \$23,163.76, seconded by Ms. Stroebel. Motion carried unanimously.

**7. Public Comment**

There was no public comment.

**8. Library Director's Report**

The board received the monthly director's report. In the Facilities section of the report, Ms. Aldrich gave an update on the fence replacement, explaining that the temp agency had no laborers available for hire, and that the library may need to hire someone temporarily to assist. Ms. Stroebel moved to allow Ms. Aldrich to temporarily hire someone to help with the installation of the new fence so they would be insured, seconded by Ms. McCoy. Motion carried unanimously.

**9. Committee Reports**

There were no committee reports.

**10. Old Business**

**A: Novel Coronavirus COVID-10 and the Library: Updates**

Ms. Aldrich provided an overview on the latest info of COVID-19 in the area, and an update on her health related work schedule.

**11. New Business**

**A: Quarterly All Staff Meetings**

Ms. McCoy moved to begin, in January 2023, having quarterly staff meetings and opening the library starting at noon on the day of the meetings, seconded by Ms. Stroebel. Motion carried unanimously.

**B: Saturday Staff Day**

Ms. Stroebel moved to have a designated annual Saturday Staff Day, seconded by Ms. Hibbler. Motion carried unanimously.

**12. Communications**

There were no communications.

**13. Adjournment**

Ms. Stroebel moved to adjourn, seconded by Ms. Kocik. Motion carried unanimously. The meeting adjourned at 6:58 pm.

*Carol Kocik (signed electronically)*

Carol Kocik, Trustee

10-10-22