

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

Minutes

1. **Call to Order**
The meeting was called to order at 6:33 pm.
2. **Roll Call**
Present: Mary Lou Bissett, Conni Brett, Karen Hibbler, Carol Kocik, Deb Miller, Cynthia Stroebel. Absent: none. Also present: Library Director Tracy Aldrich.
3. **Additions/Deletions/Approval of Agenda**
Ms. Hibbler moved to approve the agenda as presented, seconded by Ms. Bissett. Motion carried unanimously.
4. **Additions/Deletions/Approval of Minutes of August 2018 Regular Meeting**
Ms. Kocik moved to approve the minutes of the August 2018 meeting as presented, seconded by Ms. Bissett. Motion carried unanimously.
5. **Approval of Bills/Financial Status**
Ms. Stroebel moved to approve payment of the bills in the amount of \$16,941.19 and payroll in the amount of \$21,135.75, 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: Front Door**
Ms. Aldrich explained that when the locksmith began installing the new locking crash bar on the inner front door, it was discovered the existing door handle wouldn't fit with the mechanism due to design changes over time. A new handle had to be ordered, which added \$372 to the final bill. She added that the locksmith did not charge for the return visit and additional time he spent due to this issue. Ms. Bissett made a motion to approve the additional amount of \$372, for a new total of \$2,190.95 to Greg's Lock and Safe for the front door crash bar installation, seconded by Ms. Miller. Motion carried unanimously.
 - B: Millage Renewal**
The board and director reviewed and discussed the results of the August millage election.

10. New Business

A: 2019 Calendar

The board reviewed the proposed calendar of 2019 library closing dates and board meetings. Ms. Bissett moved to approve the 2019 calendar of library closings and board meetings, seconded by Ms. Kocik. Motion carried unanimously.

B: CC's Computer Services Priority Service Client Agreement

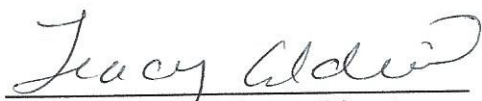
The board and director considered a proposal from CC's Computer Services to adopt a Priority Service Client Agreement for the 2019 fiscal year, guaranteeing one hour of IT support per week at the regular rate of \$70 per hour, with quarterly billing. Ms. Strobel moved to approve the Priority Service Client Agreement with CC's Computer Services for FY 2019, seconded by Ms. Miller. Motion carried unanimously.

11. Communications

Communications included newspaper articles on the millage election and Imlay City Schools' bookmobile, and the library's fall newsletter.

12. Adjournment

Ms. Hibbler moved to adjourn, seconded by Ms. Bissett. Motion carried unanimously. The meeting adjourned at 7:23 pm.


Tracy Aldrich, Library Director

10-4-18