

## Ruth Hughes Memorial District Library

Regular Meeting of April 11, 2024

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

Absent: Angie McCoy, Karen Hibbler. Also present: Library Director Tracy Aldrich.

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

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

**4. Additions/Deletions/Approval of Minutes of March 14, 2024 Regular Meeting**

Ms. Miller moved to approve the minutes of the March 14 regular meeting, seconded by Ms. Brett. 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 \$7,859.11, debit card purchases in the amount of \$394.12 and payroll in the amount of \$19,284.36, seconded by Ms. Miller. Motion carried unanimously.

**6. Public Comment**

One person spoke during 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: Director Schedule**

Ms. Kocik moved to go into closed session to discuss a personnel matter as requested by the affected personnel, seconded by Ms. Miller. A roll call vote was taken: 5 yeas, 0 nays, 2 absent, motion carried. The board went into closed session at approximately 7:34pm.

Yeas 5 Kocik, Brett, Stroebel, Miller, Bissett

Nays 0

Absent 2 Hibbler, McCoy

Ms. Stroebel moved to return to open session, seconded Ms. Bissett. A roll call vote was taken: 5 yeas, 0 nays, 2 absent. The board returned to open session at approximately 7:49pm.

Yeas 5 Bissett, Miller, Kocik, Brett, Stroebel  
Nays 0  
Absent 2 Hibbler, McCoy

**B: Trustee Emails**

Still under research.

**C: Director Mobile Phone**

Still under research.

**10. New Business**

**A: SonicWall Renewal/Upgrade**

Ms. Miller moved accept the quote from CC's Computer Services to Renew/Upgrade from SonicWall TZ400 to SonicWall TZ670 Network Security Appliance for Imlay and Attica branches at a cost of \$7,912.80., seconded by Ms. Stroebel. A roll call vote was taken: 5 yeas, 0 nays, 2 absent, motion carried.

Yeas 5 Bissett, Brett, Miller, Kocik, Stroebel  
Nays 0  
Absent 2 Hibbler, McCoy

**B: Salaries & Wages**

Ms. Kocik moved to approve a 5% salary adjustment for Adult Services Coordinator, Lisa Cox for the remainder of the year, to take effect at the next payroll, seconded by Ms. Stroebel. A roll call vote was taken: 5 yeas, 0 nays, 2 absent, motion carried.

Yeas 5 Stroebel, Kocik, Miller, Bissett, Brett  
Nays 0  
Absent 2 Hibbler, McCoy

**11. Communications**

Communications include newspaper articles and an updated Trustee list.

**12. Adjournment**

Ms. Stroebel moved to adjourn, seconded by Ms. Miller. Motion carried unanimously. The meeting adjourned at 7:50pm.

*Carol Kocik (signed electronically)*

Carol Kocik, Secretary

4-12-24