

**Ruth Hughes Memorial District Library**  
Regular Meeting of February 8, 2024  
Imlay City, MI – 6:30 PM

**Minutes**

**1. Call to Order**

The meeting was called to order at 6:34 pm.

**2. Roll Call**

Present: Carol Kocik, Cynthia Stroebel, Angie McCoy, Karen Hibbler, Deb Miller, Conni Brett. Absent: Mary Lou Bissett. Also present: Library Director Tracy Aldrich.

**3. Trustee Reappointment & Oath of Office**

Ms. Aldrich previously reported that Imlay City had reappointed Ms. Stroebel for another term to expire on December 31, 2027. Ms. Stroebel then took the oath of office.

**4. Board Officer Elections**

Ms. Stroebel moved to accept Ms. Miller as Vice-President to her nominated position and to nominate Ms. Kocik as Secretary, both positions being held for the next two years, seconded by Ms. McCoy. Motion carried unanimously.

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

Ms. Aldrich noted an addition of 12E and Ms. Brett noted an addition of 12F both under New Business. Ms. Hibbler moved to approve the agenda as amended, seconded by Ms. Stroebel. Motion carried unanimously.

**6. Additions/Deletions/Approval of Minutes of January 11, 2024 Regular Meeting**

Ms. Stroebel moved to approve the minutes of the January 11 regular meeting, seconded by Ms. Hibbler. Motion carried unanimously.

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

The board reviewed the bills and financial reports. Ms. Stroebel moved to approve the bills in the amount of \$20,353.35, debit card purchases in the amount of \$1,216.22 and payroll in the amount of \$27,163.08, seconded by Ms. Kocik. 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**

None

12.

**New Business**

**A: TK Elevator Repair**

Ms. Stroebel moved to have TK Elevator Corporation perform the mandatory Door Lock Monitoring update on the Imlay elevator per the quote of \$22,601.74 (to be paid in two installments), seconded by Ms. Miller. A roll call vote was taken: 6 yeas, 0 nays, 1 absent, motion carried.

Yeas 6 Brett, Miller, Hibbler, McCoy, Stroebel, Kocik  
Nays 0  
Absent 1 Bissett

**B: Copy Machine Contract**

Ms. Miller moved to accept the quote from Marco to lease a new Konica Minolta C4501 copier at the cost of \$415.31/month along with \$10.00/month Support Desk assistance, seconded by Ms. McCoy. A roll call vote was taken: 6 yeas, 0 nays, 1 absent, motion carried.

Yeas 6 Hibbler, McCoy, Brett, Kocik, Stroebel, Miller  
Nays 0  
Absent 1 Bissett

**C: Hoopla Budget**

Ms. Hibbler moved to amend FY2024 Budget by adding \$3,000.00 under the Materials Budget to increase the amount budgeted for Hoopla, seconded by Ms. Stroebel. A roll call vote was taken: 6 yeas, 0 nays, 1 absent, motion carried.

Yeas 6 Stroebel, Hibbler, Miller, Kocik, McCoy, Brett  
Nays 0  
Absent 1 Bissett

**D: Raymond James CD**

Ms. McCoy moved to keep all of our funds in the Raymond James money market account, seconded by Ms. Stroebel. A roll call vote was taken: 6 yeas, 0 nays, 1 absent, motion carried.

Yeas 6 Kocik, Brett, Miller, Stroebel, Hibbler, McCoy  
Nays 0  
Absent 1 Bissett

**E: New Hire Pay Rate**

Ms. Hibbler moved to approve starting the new hire Technical Services Coordinator, Taylor Gerrity, at \$35,535.00 (3% past the base rate), seconded by Ms. McCoy. A roll call vote was taken: 6 yeas, 0 nays, 1 absent, motion carried.

Yeas 6 Hibbler, McCoy, Miller, Stroebel, Brett, Kocik  
Nays 0  
Absent 1 Bissett

**E: Compensation for Supervisors**

Item will be revisited.

**13. Communications**

None

**14. Adjournment**

Ms. Kocik moved to adjourn, seconded by Ms. Miller. Motion carried unanimously. The meeting adjourned at 7:38 pm.

*Carol Kocik (signed electronically)*

Carol Kocik, Secretary

2-10-24