

Ruth Hughes Memorial District Library
Regular Meeting of November 14, 2024
Imlay City, MI – 6:30 PM

Minutes

1. Call to Order

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

2. Roll Call

Present: Angie McCoy, Carol Kocik, Cynthia Stroebel, Conni Brett, Deb Miller. Absent: Karen Hibbler. Also present: Library Director Ryan Tackabury.

3. Additions/Deletions/Approval of Agenda

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

4. Additions/Deletions/Approval of Minutes of October 10, 2024 Regular Meeting

Ms. Stroebel moved to approve the minutes of the October 10 regular meeting, seconded by Ms. McCoy. 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 \$14,404.00, debit card purchases in the amount of \$803.57 and payroll in the amount of \$20,273.83, 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: Director Health Insurance

Ms. Stroebel moved that we pay 100% of employee health insurance premiums staying within the state's mandated cap, seconded by Ms. Miller. Motion carried unanimously.

b: Director Signing Bonus

Ms. Stroebel moved to present a signing bonus totaling \$10,000.00 to be distributed in quarterly installments at the end of the year of directors' employment. Distribution dates include: 9/29/2025; 9/29/2026; 9/29/2027; 9/29/2028, seconded by Ms. Kocik. A roll call vote was taken: 5 yeas, 0 nays, 1 absent, motion carried.

Yeas	5	Miller, Brett, Stroebel, McCoy, Kocik
Nays	0	
Absent	1	Hibbler

c: Staff Team Building Day

Mr. Tackabury would like to have a Staff Team Building day in either April or May of 2025. The library would be closed that day so they could all do something together. More details to follow.

10. New Business

a: Mobile Shelving Units

Ms. Stroebel moved to purchase six Demco Moving Shelves, three tall and three short, per the quote of \$3,071.54, seconded by Ms. McCoy. Motion carried unanimously.

b. WinterFest

The library staff will be participating the Imlay City WinterFest on December 7, 2024.

11. Communications

Communications included the Winter newsletter.

12. Adjournment

Ms. Stroebel moved to adjourn, seconded by Ms. Kocik. Motion carried unanimously. The meeting adjourned at 7:14pm.

Respectfully Submitted by:
Carol Kocik, Secretary