

**Ruth Hughes Memorial District Library**  
Regular Meeting of September 12, 2024  
Imlay City, MI – 6:30 PM

**Minutes**

**1. Call to Order**

The meeting was called to order at 6:31pm.

**2. Roll Call**

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

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

Ms. Brett noted additions of 10D, 10E and 10F under New Business. Ms. Stroebel moved to approve the agenda as amended, seconded by Ms. Miller. Motion carried unanimously.

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

Ms. Miller moved to approve the minutes of the August 14 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 acknowledge the bills in the amount of \$64,559.11, debit card purchases in the amount of \$81.06 and payroll in the amount of \$8,771.35, amended to include \$8,682.23 for a new total of \$17,453.58, seconded by Ms. McCoy. Motion carried unanimously.

**6. Public Comment**

There was no public comment.

**7. Library Director's Report**

The board received updates from Ms. Cox.

**8. Committee Reports**

There were no committee reports.

**9. Old Business**

**A: Grant Follow-up with MMLC**

Ms. Cox to follow-up with Eric Palmer.

**B: ACH Policy**

Item tabled for now.

**C: Director Mobile Phone**

Ms. Stroebel to research carriers.

**D: Salary & Wages**

Item continues to be discussed. Ms. Stroebel to reach out to King & King.

**E: Drain Issue**

Keeping an eye on it.

**F: Phone & Internet Services**

Under research.

**10. New Business**

**A: Director Search Updates**

Item complete. Ms. Brett to begin insurance process for new director.

**B: Bank Accounts**

Ms. Stroebel moved to add new library director, Ryan Tackabury, to the library bank accounts effective September 30, 2024, seconded by Ms. Miller. Motion carried unanimously.

**C: Credit Card**

Under Research.

**D: Retirement of Imlay Township Trustee**

The board accepted that Imlay Township Trustee, Mary Lou Bissett, is now retired.

**E: PTO Alterations**

Ms. Stroebel moved to alter the new director's PTO benefit package to five weeks for the first one to five years, and six weeks after six years, seconded by Ms. McCoy. Motion carried unanimously.

**F: New Director Actions**

Ms. Kocik moved to declare Ryan Tackabury as the lead director candidate, seconded by Ms. Stroebel. Motion carried unanimously.

Ms. Stroebel moved to tender a letter of employment to Ryan Tackabury to become the new director of Ruth Hughes Memorial District Library effective September 30, 2024, seconded by Ms. McCoy. Motion carried unanimously.

**11. Communications**

Communications included the newspaper article regarding the recent fire alarm at the Imlay branch.

**12. Adjournment**

Ms. Stroebel moved to adjourn, seconded by Ms. Miller. Motion carried unanimously. The meeting adjourned at 7:39pm.

Carol Kocik, Secretary