

Ruth Hughes Memorial District Library

Regular Meeting of April 7, 2022

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: Mary Lou Bissett, Karen Hibbler, Carol Kocik, Deb Miller, Angie McCoy
Cynthia Stroebel, Conni Brett. Absent: None

Also present: Library Director Tracy Aldrich.

3. Additions/Deletions/Approval of Agenda

Ms. Aldrich noted that the meeting date was incorrect. Ms. Hibbler moved to approve the agenda as amended, seconded by Ms. McCoy. Motion carried unanimously.

4. Additions/Deletions/Approval of Minutes of March 3, 2022 Regular Meeting

Ms. Bissett moved to approve the minutes of the Mar 3 regular meeting, seconded by Ms. Stroebel. 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 \$17,740.79, debit card purchases in the amount of \$623.14 and payroll in the amount of \$21,808.30, seconded by Ms. McCoy. 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: Novel Coronavirus COVID-10 and the Library: Updates

Ms. Aldrich presented an update. The toys are out and plexiglass is down at the front desk. Cases and hospitalizations are down in Lapeer County, no deaths reported this past week.

10. New Business

A: Attica Cleaning Quote

The board was presented with a quote, to review, that would allow for the weekly cleaning of the Attica branch. Ms. Hibbler made a motion to contract with Country Clean to clean the Attica branch at a cost of \$675.00 for the rest of this year, seconded by Ms. Stroebel. Motion carried unanimously.

B: EAP Quote

The board reviewed information and a quote for the Employee Assistance Program (EAP) that would give all library staff the ability to reach out for assistance with everyday life struggles they may be facing. Ms. Hibbler made a motion to accept the EAP quote for all employees @ \$14.40 per person/year, seconded by Ms. Miller. Motion carried unanimously.

11. Communications

Communications included several newspaper articles regarding events at Ruth Hughes Library; Celebrating Library Week, Easter Craft kits, Outdoor story time at Attica Branch, the Auction (overview and thank-you letter), and kick off to the Kindness Project. Two articles recognizing Jessica Bostian for a mental health initiative, and Diane Willick's retirement as well as recognition for her 25 years of library service.

12. Adjournment

Ms. Kocik moved to adjourn, seconded by Ms. Stroebel. Motion carried unanimously. The meeting adjourned at 7:03 pm.

Carol Kocik (signed electronically)

Carol Kocik, Trustee

4-8-21