Ruth Hughes Memorial District Library
Regular Meeting of November 3, 2022
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: Cynthia Stroebel, Mary Lou Bissett, Deb Miller, Carol Kocik, Conni Brett.
Absent: Angie McCoy, Karen Hibbler.
Also present: Library Director Tracy Aldrich.

3. **Additions/Deletions/Approval of Agenda**
Ms. Bissett moved to approve the agenda with additional item 9C: Investments, added under Old Business, seconded by Ms. Stroebel. Motion carried unanimously.

4. **Additions/Deletions/Approval of Minutes of October 6, 2022 Regular Meeting**
Ms. Miller moved to approve the minutes of the October 6 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 $10,983.36, debit card purchases in the amount of $3,810.32, debit card correction from October in the amount of $40.26, and payroll in the amount of $23,755.02, 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: Novel Coronavirus COVID-19 and the Library**
   Ms. Aldrich provided an overview on the latest info of COVID-19 in the area.

   **B: Fence**
   Installation of the new fence is now complete, noting that it was done ahead of schedule and under budget.

   **C: Investments**
   Ms. Aldrich presented an email from Raymond James regarding a new investment recommendation. She will prepare a proposal and bring it back to the board for the December meeting.

10. **New Business**
    **A: 2023 Closing Calendar**
    The board reviewed the proposed 2023 calendar of closings. Ms. Stroebel moved to approve the 2023 closed dates as presented, seconded by Ms. Kocik. Motion carried unanimously.

    **B: Collection Development/Material Selection Policy**
    The board was presented with the current Collection Development policy and a proposed Material Selection Policy for review.

11. **Communications**
    Communications included an assortment of photos taken this year from Attica Days, Mad Hatter Tea Party, Zombie Plushy Craft and the library staff during the Merchant Trick or Treat Day.

12. **Adjournment**
    Ms. Stroebel moved to adjourn, seconded by Ms. Bissett. Motion carried unanimously. The meeting adjourned at 7:07 pm.

   *Carol Kocik (signed electronically)*
   Carol Kocik, Trustee 11-05-22