

Ruth Hughes Memorial District Library

Regular Meeting of June 1, 2023

Imlay City, MI – 6:30 PM

Minutes

1. Call to Order

The meeting was called to order at 6:33 pm.

2. Roll Call

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

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 May 4, 2023 Regular Meeting

Ms. Stroebel moved to approve the minutes of the May 4 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 \$28,993.21, debit card purchases in the amount of \$540.91 and payroll in the amount of \$23,292.00, seconded by Ms. Kocik. 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: Parking Lot Repaving Project

Ms. Aldrich reported that while the sidewalk project went smoothly, the parking lot was delayed for an extra week due to issues with the soil. Tentative paving date is scheduled for June 3, 2023.

10. New Business

A: Gutters

The board was presented with two quotes to: (1) replace all existing gutters and downspouts on the Imlay building and add gutter guards to all, or (2) install commercial size gutters to eaves where gutters are not existing, and add gutter guards to all. Ms. Hibbler made a motion to approve the second quote from Paramount Building Inc. at a cost of \$4,795, seconded by Ms. Kocik. A roll call vote was taken: 5 yeas, 0 nays, 2 absent, motion carried.

Yeas 5 Kocik, Stroebel, McCoy, Brett, Hibbler
Nays 0
Absent 2 Miller, Bissett

B: FY2022 Audit Report

The board was presented with the Audited Financial Report for December 31, 2022. Ms. Stroebel made a motion to accept the report, seconded by Ms. McCoy. Motion carried unanimously.

C: FY 2024 Budget

Ms. Aldrich reported that she will be starting the budget and will bring updates to the July meeting.

11. Communications

Communications included several newspaper articles and the library's summer newsletter.

12. Adjournment

Ms. Hibbler moved to adjourn, seconded by Ms. Stroebel. Motion carried unanimously. The meeting adjourned at 7:16 pm.

Carol Kocik (signed electronically)

Carol Kocik, Trustee

06-02-23