

Romulus Public Library Board

Meeting Minutes

June 21st, 2021

1. Call to Order: President Jim Napiorkowski called the meeting to order at 5:10 p.m. via Zoom conferencing.

Present: Jim Napiorkowski joining from Romulus, Debra Hoffman, joining from Romulus, Jennifer Johnson joining from New Boston, William Wadsworth joining from Romulus, Director Patty Braden joining from Romulus, Assistant Director/Youth Services Librarian, Jessica Wilhoite.

Absent: Candy Lewkowicz. President Napiorkowski asked for someone to take the minutes in Lewkowicz's absence. Johnson volunteered.

2. Approval of the Agenda. Motion by Wadsworth, supported by Hoffman to approve the agenda as presented. **Yes-** Hoffman, Johnson, Wadsworth, Napiorkowski. Motion carried.

3. Approval of the Minutes: Motion by Wadsworth, supported by Hoffman to approve the minutes from the May 17, 2021 meeting. **Yes-** Johnson, Wadsworth, Napiorkowski, Hoffman. Motion carried.

4. Communications: None

5. President's Report: None

6. Financial Reports

a. Financial Reports: Treasurer Hoffman presented the financial report for period ending 5/31/2021. Revenues are over budget and expenditures are under budget.

b. Warrant: Treasurer Hoffman presented the warrant. **Motion by Johnson, supported by Wadsworth** to approve the warrant in the amount of \$19,217.57 and to place the financial reports on file. **Yes-** Hoffman, Johnson, Wadsworth, Napiorkowski. Motion carried.

7. Library Director's Report: Director Braden provided a written report and it was reviewed.

a. Update on Reopening Plan: Director Braden reported that as of June 22nd the library will be moving into Phase 5. No capacity limit, no mask requirements for patrons and no social distancing required during this phase.

8. Unfinished Business:

a. Capital Improvement Project: Selected furniture for the meeting room and circulation desk. Reviewed storage needs with Merritt-Cieslak. Planning to make temporary circulation desk. Will move 6 public computers so that the public has access to them during the 3 month remodel. New entrance to the building will be cut into the 1st display case. Director Braden discussed extending carpeting to the east wall/adult area. It will be an additional \$18,000 (\$10,000 for carpet, \$8,000 for moving shelves). **Motion by Wadsworth, supported by Hoffman** to amend the project scope to include the additional carpeting in the amount of \$18,000. **Yes-** Hoffman, Johnson, Wadsworth, Napiorkowski. Motion carried.

9. New Business: None

10. Public Comment: None

11. Adjournment: Motion by Hoffman, supported by Wadsworth to adjourn the meeting at 5:35 p.m.
Yes- Hoffman, Johnson, Wadsworth, Napiorkowski. Motion Carried.

Next Meeting: Monday, July 19th, 2021 5:00 p.m.

Minutes submitted by Jennifer Johnson, Trustee.