

Romulus Public Library Board

Meeting Minutes

January 18<sup>th</sup>, 2022

**1. Call to Order:** President Jim Napiorkowski called the meeting to order at 5:05 p.m.

**Present:** Jim Napiorkowski, Debra Hoffman, Jennifer Johnson, Kathy Abdo, Director Patty Braden. **Guest:** Mildred Alexander.

**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 Hoffman, supported by Abdo** to approve the agenda as presented. **Yes-** Hoffman, Abdo, Johnson, Napiorkowski. Motion carried.

**3. Approval of the Minutes: Motion by Hoffman, supported by Abdo** to approve the minutes as presented. **Yes-** Hoffman, Abdo, Johnson, Napiorkowski. Motion carried.

**4. Communications:** Director Braden updated the board on new program kits coming in. Online programming kit and outdoor programming kit valued at \$4,724. The programming kits are from an ARPA Grant awarded to The Library Network (TLN).

**5. President's Report:** None

**6. Financial Reports:**

**a. Financial Reports:** Treasurer Hoffman presented the financial report for period ending 12/31/2021. Revenues and expenditures are doing well.

**b. Warrant:** Treasurer Hoffman presented the warrant. **Motion by Abdo, supported by Hoffman** to approve the warrant in the amount of \$18,089.82 and to place the financial reports on file. **Yes-** Hoffman, Abdo, Johnson, Napiorkowski. Motion carried.

**7. Library Director's Report:** Director Braden provided a written report and it was reviewed. She also informed the board that two assistant positions have been filled.

**8. Friends of the Library Report:** Mildred Alexander reported that the group did not hold a meeting in January. They are considering doing a bowling fundraiser with the Rotary Group. She said they are also looking for new members and to grow the group.

**9. Unfinished Business:**

**a. Update on Capital Improvement Project:** Director Braden provided a written report of the progress of the renovation. She will continue meetings every other week with contractor and architects.

**10. New Business:**

**a. Presidents Request for Closed Session to discuss Directors annual evaluation: Motion by Hoffman, supported by Johnson** to move into closed session at 5:23pm. **Yes-** Hoffman, Abdo, Johnson, Napiorkowski. Motion carried. **Motion by Hoffman, supported by Abdo** to enter back into open session

meeting at 5:33pm. **Yes-** Hoffman, Abdo, Johnson, Napiorkowski. Motion carried. **Motion by Abdo, supported by Hoffman** to agree with the general consensus of the board and give Director Braden a 3% salary increase that goes into effect July 1<sup>st</sup>, 2022. **Yes-** Hoffman, Abdo, Johnson, Napiorkowski. Motion carried.

**b. Review/approve 2022/2023 Preliminary Budget:** Reviewed the preliminary budget. Director Braden answered questions. **Motion to approve preliminary budget as presented for 2022/2023 by Hoffman, supported by Abdo.** **Yes-** Hoffman, Abdo, Johnson, Napiorkowski. Motion carried.

**11. Public Comment:** None

**12. Adjournment:** **Motion by Hoffman, supported by Abdo** to adjourn the meeting at 5:55 p.m. **Yes-** Hoffman, Abdo, Johnson, Napiorkowski. Motion carried.

**Next Meeting: Tuesday, February 22nd, 2022 5:00 p.m.**

Minutes submitted by Jennifer Johnson, Trustee.