

Romulus Public Library Board

Meeting Minutes

May 16, 2022

**1. Call to Order:** President Jim Napiorkowski called the meeting to order at 5:00 p.m.

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

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

**3. Approval of the Minutes: Motion by Hoffman, supported by Johnson** to approve the minutes from the April 18, 2022 meeting. **Yes-** Hoffman, Johnson, Lewkowicz, Napiorkowski. Motion carried.

**4. Communications:** none

**5. President's Report:** President Napiorkowski went to the Belleville Library Friends book sale and shared information he picked up there with Mildred Alexander and the board.

**6. Financial Reports**

**a. Financial Reports:** Treasurer Hoffman presented the financial report for period ending 4/30/2022. Revenues are over budget and expenditures are slightly under budget.

**b. Warrant:** Treasurer Hoffman presented the warrant. **Motion by Johnson, supported by Lewkowicz** to approve the warrant in the amount of \$184,354.46 and to place the financial reports on file. **Yes-** Hoffman, Johnson, Lewkowicz, Napiorkowski. Motion carried.

**c. Intrafund Transfer:** Director Braden presented three Intrafund Transfers. 1- To increase Programming by \$160.00 and decrease Transportation-Mileage Reimbursement by \$160.00. This is to cover costs for programming through 6/30/22. 2- To increase Health Insurance by \$1,480.00 and decrease Part time Salaries by \$1,480.00 to cover health insurance expenses through 6/30/22. 3-To increase Misc Exp-Donation by \$4,231.28 and decrease Part time Salaries by \$4,231.28 to cover donations expense through 6/30/22. **Motion by Hoffman, supported by Johnson** to approve the 3 intrafund transfers as presented. **Yes-** Hoffman, Johnson, Lewkowicz, Napiorkowski. Motion carried.

**7. Library Director's Report:** Director Braden provided a written report and it was reviewed. Director Braden also reported that she presented the State of the Library to Huron Township and it went well. Director Braden also reported that with the extra donation money received she is looking into a bench and bushes for the front of the library.

**8. Friends of the Library Report:** The Friends will be having a used book sale May 19-21. The Friends will also be attending two vendor events at Flowers in the Mitten this summer. The Friends group will also be working with the Romulus High School Library to assist with weeding the current books and organizing as needed. The group has also signed up with Amazon Smiles and Kroger to receive a percentage of the amount purchased by those who have signed up under charities and select Friends of the Romulus Library. A Free Book Cart will also be put out for patrons after the book sale.

**9. Unfinished Business:**

**a. Update on Capital Improvement Project:** Director Braden provided a detailed written update on the renovation project. The project is going well and is in the final stages. Once the project is completed a Grand Opening will be held.

**10. New Business:** None

**11. Public Comment:** None

**12. Adjournment: Motion by Hoffman, supported by Johnson** to adjourn the meeting at 5:42 p.m. **Yes-** Hoffman, Johnson, Lewkowicz, Napiorkowski. Motion Carried.

**Next Meeting: Monday, June 20, 2022 5:00 p.m.**

Minutes submitted by Candace Lewkowicz, Secretary