

Romulus Public Library Board

Meeting Minutes

July 18th, 2022

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

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

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

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

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

4. Communications: Director Braden updated the board on the positive feedback she has been receiving from patrons regarding the renovation.

5. President's Report:

a. Nomination of Officers: Motion by Johnson, supported by Abdo to approve the officers for the upcoming year as held currently. **Yes-**Abdo, Johnson, Napiorkowski. Motion carried.

a. Request for Closed Session to discuss staffing: Motion by Johnson, supported by Abdo to move into closed session at 5:05pm. **Yes-**Abdo, Johnson, Napiorkowski. Motion carried. **Motion by Johnson, supported by Abdo** to enter back into open session meeting at 5:10pm. **Yes-**Abdo, Johnson, Napiorkowski. Motion carried. **Motion by Johnson, supported by Abdo** to make staffing changes as suggested by Director Braden. **Yes-**Abdo, Johnson, Napiorkowski. Motion carried.

6. Financial Reports:

a. Financial Reports: President Napiorkowski presented the financial report for period ending 6/30/2022. Revenues and expenditures are doing well.

b. Warrant: President Napiorkowski presented the warrant. **Motion by Abdo, supported by Johnson** to approve the warrant in the amount of \$69,778.54 and to place the financial reports on file. **Yes-** Abdo, Johnson, Napiorkowski. Motion carried.

c. Year-end budget amendments and intra-fund transfers: Motion by Johnson, supported by Abdo to approve the intra-fund transfer of \$5,585 and the budget amendment in the amount of \$11,925. **Yes-**Abdo, Johnson, Napiorkowski. Motion carried.

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

8. Friends of the Library Report: Mildred Alexander reported to the group that the free book cart has been a success. She also informed the group of all the upcoming events they are participating in. The events are: Ribbon cutting ceremony, October book sale, Pumpkinfest and a Puzzle exchange.

9. Unfinished Business:

a. Update on Capital Improvement Project: Director Braden provided a written report of the progress of the renovation and what is left to be finished.

b. Date/time for ribbon cutting: August 4th at 11:00am.

10. New Business: None

11. Public Comment: None

12. Adjournment: Motion by Johnson, supported by Abdo to adjourn the meeting at 5:53 p.m. **Yes-** Abdo, Johnson, Napiorkowski. Motion carried.

Next Meeting: Monday, August 15th, 2022 5:00 p.m.

Minutes submitted by Jennifer Johnson, Trustee.