

Romulus Public Library Board

Meeting Minutes

August 15, 2022

1. Call to Order: President Jim Napiorkowski called the meeting to order at 5:03 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 Johnson to approve the agenda as presented. **Yes-** Hoffman, Johnson, Lewkowicz, Napiorkowski. Motion carried.

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

4. Communications: Director Braden responded to an inquiry from a resident regarding how the library improvements were funded.

5. President's Report: None

6. Financial Reports

a. Financial Reports: Treasurer Hoffman presented the financial report for period ending 7/31/2022. This was the first month of this fiscal year.

b. Warrant: Treasurer Hoffman presented the warrant. **Motion by Lewkowicz, supported by Johnson** to approve the warrant in the amount of \$19,117.18 and to place the financial reports on file. **Yes-** Hoffman, Johnson, Lewkowicz, Napiorkowski. Motion carried.

7. Library Director's Report: Director Braden provided a written report and it was reviewed. Next year will be the 100th Anniversary of the Library. Jake Rynicki is forming a committee to plan a celebration. A digitizing machine has been borrowed and old photos of the library will be shown. A new logo is being designed with the dates of operation on it.

8. Friends of the Library Report: The Friends are sponsoring a game night on August 29th from 5:30-7:30 p.m. A used Book Sale will be held September 8,9, and 10th. They will participate in the Pumpkin Festival and will hold a Kindle raffle.

9. Unfinished Business:

a. Update on Capital Improvement Project: Director Braden reported that the project is very near completion. A list of items to complete was presented with only 5 items to be done.

10. New Business: None

a. Closed Session to discuss staffing: Motion by Hoffman, supported by Johnson to enter into closed session at 5:41 pm. Yes- Hoffman, Johnson, Lewkowicz, Napiorkowski. Motion carried. **Motion by Hoffman, supported by Lewkowicz to exit closed session at 5:55 pm. Yes-**Hoffman, Johnson, Lewkowicz, Napiorkowski. Motion carried. **Motion by Hoffman, supported by Johnson to agree with**

recommendation of Library Director to make staffing payroll adjustment. Yes- Hoffman, Johnson, Lewkowicz, Napiorkowski. Motion carried.

b. Review Huron Township Library Services Agreement terms: Discussion held regarding upcoming Huron Budget and possible increase.

c. Review/approve revised Dress Code Policy: Motion by Hoffman, supported by Johnson to approve the revised dress code policy as presented. Yes- Hoffman, Johnson, Lewkowicz, Napiorkowski. Motion carried.

11. Public Comment: None

12. Adjournment: Motion by Johnson, supported by Hoffman to adjourn the meeting at 5:57 p.m. **Yes-** Hoffman, Johnson, Lewkowicz, Napiorkowski. Motion Carried.

Next Meeting: Monday, September 19, 2022 5:00 p.m.

Minutes submitted by Candace Lewkowicz, Secretary