

Romulus Public Library Board

Meeting Minutes

January 20, 2026

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

Present: Kathy Abdo, Debra Hoffman, Jennifer Johnson, Candace Lewkowicz, Emery Long. Director Patty Braden. **Guest:** Mildred Alexander

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

3. Public Comment: None

4. Approval of the Minutes: Motion by Hoffman, second by Abdo, to approve the minutes from the December 15, 2025 Board Meeting. **Yes-** Abdo, Hoffman, Johnson, Lewkowicz, Long. Motion carried.

5. Communications: The Romulus Public Library Board received a holiday card from MCD Architects.

6. President's Report: President Johnson, Director Braden, and Treasurer Hoffman, met with the Romulus City Council in a Study Session to discuss financial concerns. A discussion was held regarding that meeting. Discussion held regarding changing the date of the February Library Board Meeting in February from February 17, 2026 to Monday February 9th 2026 at 1:00 p.m. The change is necessary due to 2 board members absence on the 17th and it is important for us to have the meeting in February to discuss the budget. All board members agreed to the change and Director Braden will make sure the change of date is shared with the public.

7. Financial Reports:

a. Financial Reports: Treasurer Hoffman presented the Revenue and Expenditure Report Period ending 12/31/25. The report shows we are slightly below expected expenses.

b. Warrant: Treasurer Hoffman presented the warrant. **Motion by Long, second by Lewkowicz** to approve the warrant in the amount of \$7,951.59 and to place the financial reports on file. **Yes-** Abdo, Hoffman, Johnson, Lewkowicz, Long. Motion carried.

c. Intrafund Transfer: Motion by Abdo, second by Long to approve an Intrafund Transfer to Increase Heating and Cooling by \$2,100.00 and Decrease Compensated Absences by \$2,100.00 to cover the Heating and Cooling costs through 6/30/2026. **Yes-** Abdo, Hoffman, Johnson, Lewkowicz, Long. Motion carried.

8. Library Director's Report: Director Braden presented a written report and it was reviewed.

9. Friends of the Library Report: Mildred Alexander reported that the next Book Sale is January 29-31. They are currently accepting Flea Market items. Elections were held. President- Mildred Alexander, Vice-President- Carol Oberg, Secretary- Sue Dossette, Treasurer- Debbie Latner. \$300.00 was approved to help with costs for Library Programs. New signs for the Book Sales have been purchased. 5th Monday Game Night will be March 30th. 6 boxes of books are being sent to Goodwill and the group is looking into holding a Bowling Event.

10. Unfinished Business:

a: Update on penal fines: There is no new information to report.

11. New Business:

a. Huron Township contract: Discussion was held regarding the Huron Township contract. Information shared by Director Braden regarding use and services provided. A new contract will be drawn up for 2027.

b. 2026 closure requests: Friday July 3 (Independence Day Observed and Saturday December 26: Motion by Abdo, second by Long to approve the closures on Friday July 3, and Saturday December 26, 2026. **Yes-** Abdo, Hoffman, Johnson, Lewkowicz, Long. Motion carried.

c. Closed Session: Library Director annual review: Motion by Hoffman, second by Abdo to enter into closed session for Director Braden's Annual Review at 6:18 p.m. **Yes-** Abdo, Hoffman, Johnson, Lewkowicz, Long. Motion carried. **Motion by Hoffman, second by Long** to exit closed session at 6:58 p.m. **Yes-** Abdo, Hoffman, Johnson, Lewkowicz, Long. Motion carried.

12. Adjournment: Motion by Johnson, second by Hoffman to adjourn the meeting at 7:01 p.m. **Yes-** Abdo, Hoffman, Lewkowicz, Long. Motion Carried.

Next Meeting: Monday, February 9, 2026 1:00 p.m.

Minutes submitted by Candace Lewkowicz, Secretary