

Romulus Public Library Board

Meeting Minutes

April 20, 2026

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

Present: Kathy Abdo, Debra Hoffman, Candace Lewkowicz, Emery Long. Director Patty Braden **Guest:** Mildred Alexander **Excused:** Late arrival at 5:22 p.m. Jennifer Johnson.

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

3. Public Comment: One guest made public comment.

4. Approval of the Minutes: Motion by Hoffman, second by Long to approve the minutes from the March 16, 2026 Board Meeting. **Yes-** Abdo, Hoffman, Lewkowicz, Long. Motion carried.

5. Communications: Director Braden shared May calendar and highlights.

6. President's Report: None

7. Financial Reports:

a. Financial Reports: Treasurer Hoffman presented the Revenue and Expenditure Report Period ending 3/31/2026. The report shows that we are slightly under in expenditures and that 97% of revenues are posted.

b. Warrant: Treasurer Hoffman presented the warrant. **Motion by Lewkowicz, second by Long** to approve the warrant in the amount of \$25,964.39 and to place the financial reports on file. **Yes-** Abdo, Hoffman, Lewkowicz, Long. Motion carried.

c. Intrafund Transfer: Motion by Hoffman, second by Abdo to approve an Intrafund Transfer. To Increase Shared Automation by \$1,550.00 and Decrease Electronic Resources by \$1,550.00 to cover costs for Shared Automation through 6/30/26. **Yes-** Abdo, Hoffman, Lewkowicz, Long. Motion carried.

8. Library Director's Report: Director Braden presented a written report and it was reviewed. 1st Quarter staff anniversaries were celebrated, assisted with interviews and hired a new part time Library Assistant 1.

9. Friends of the Library Report: Mildred Alexander reported that they have looked into selling books on eBay but have declined joining. 5th Monday Game Night was held on March 30th. The next book sale is May 28-30th. June 18th they will participate in the Summer Reading Kick-off. The Friends will provide lunch for the Employees during Library Appreciation week. A wagon has been purchased to assist in moving books and supplies.

10. Unfinished Business:

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

11. New Business:

a. Review/approve updated Library Financial Plan: Motion by Johnson, second by Hoffman to approve the Library Financial Plan as presented. **Yes-** Abdo, Hoffman, Johnson, Lewkowicz, Long. Motion carried.

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

Next Meeting: Monday, May 18, 2026 5:00 p.m.

Minutes submitted by Candace Lewkowicz, Secretary