

Romulus Public Library Board

Meeting Minutes

May 18, 2026

1. Call to Order: President Johnson called the meeting to order at 4:28 p.m.

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

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

3. Closed session to discuss attorney-client communication: Motion by Abdo, second by Long to enter into closed session at 4:34 p.m. **Yes-** Abdo, Johnson, Lewkowicz, Long. Motion carried. **Motion by Long, second by Abdo** to exit closed session at 5:37 p.m. **Yes-** Abdo, Johnson, Lewkowicz, Long. Motion carried.

4. Public Comment: None

5. Approval of Minutes: Motion by Long, second by Abdo to approve the minutes from the April 20, 2026 Board Meeting. **Yes-** Abdo, Johnson, Lewkowicz, Long. Motion carried.

6. Communications: Director Braden shared that the Summer Reading Kickoff will be June 18, 2026 from 5-7:30 p.m. and a sign-up sheet was shared with the board to volunteer. Director Braden attended a DSLRT meeting held at the Plymouth District Library and saw the Youth area updated by the same Architects that we use. She noted that MCD is or has worked with most of the libraries in our area. She also learned that the Plymouth Library writes and prints a newspaper for the community.

7. President's Report: President Johnson shared an Internal Memo from the Romulus Chief of Staff, Office of the Mayor regarding the Dress Code.

President Johnson was excused from the Board Meeting at 5:45 p.m.

8. Financial Reports:

a. Financial Reports: Director Braden presented the Revenue and Expenditure Report Period ending 4/30/2026. The report shows that we are slightly under in expenditures and that 98% of revenues are posted.

b. Warrant: Director Braden presented the warrant. **Motion by Abdo, second by Long** to approve the warrant in the amount of \$13,700.17 and to place the financial reports on file. **Yes-** Abdo, Lewkowicz, Long. Motion carried.

c. Intrafund Transfer: Motion by Lewkowicz, second by Long to approve an Intrafund Transfer. To Increase Flexible Spending by \$40.00 and Decrease Transportation-Mileage by \$40.00 to cover costs for Flexible Spending through 6/30/26. **Yes-** Abdo, Lewkowicz, Long. Motion carried.

9. Library Director's Report: Director Braden presented a written report and it was reviewed. The part time position has been filled. Thanks to the board for the snack basket given to staff for Library Appreciation Week. Director Braden has been attending the City Council Meetings.

10. Friends of the Library Report: Director Braden shared that there will be a Book Sale May 28-30th and cookies and Flea Market items will be accepted. Two purchase requests were approved. \$1,300.00 to purchase new bar code scanners and \$375.00 for Employee Anniversary Gift Cards. The group will assist with the Summer Reading Kickoff and the Juneteenth Celebration on June 20th.

11. Unfinished Business:

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

12. New Business:

a. Request for library closure Friday, July 17, 9 a.m.-noon for half-day Staff In-Service Training: Motion by Lewkowicz, second by Long to approve the requested library closure. **Yes-**Abdo, Lewkowicz, Long. Motion carried.

13. Adjournment: Motion by Abdo, second by Long to adjourn the meeting at 5:58 p.m. **Yes-** Abdo, Lewkowicz, Long. Motion Carried.

Next Meeting: Monday, June 15, 2026 5:00 p.m.

Minutes submitted by Candace Lewkowicz, Secretary