

REDFORD TOWNSHIP DISTRICT LIBRARY
BOARD OF TRUSTEES MEETING
September 15, 2014

The regular meeting of the Redford Township District Library Board of Trustees was held on Monday September 15, 2014 in the library.

The meeting was called to order by Presiding Officer Reva Wujcik at 4:02 p.m.

Members present: Michelle Baker Lonita Love (arr. 4:13)
Fred Inman David Wirth
Hugh Laird Reva Wujcik
Betsy Lepak

Member Absent: None

Also present: Lisa Hoenig, Director
 Huberta Karpinski, Recording Clerk
 Jann Dagg, Co-Chair Citizens Supporting Redford Township
 Library
 Beth Jachman, Redford Observer

MOTION

A motion was made by Fred Inman to approve the agenda as amended. The motion was seconded by Hugh Laird and passed.

Ayes: Baker, Inman, Laird, Lepak, Wirth and Wujcik.

Nays: None.

MOTION

David Wirth made a motion, seconded by Betsy Lepak, to approve the warrant requests of June 25, July 11 and 24, August 7 and 21 and September 4. The motion passed.

Ayes: Baker, Inman, Laird, Wirth and Wujcik.

Nays: None.

MOTION

A motion was made by Fred Inman and seconded by David Wirth to approve the minutes of the meeting of June 16, 2014. The motion passed.

Ayes: Baker, Inman, Laird, Lepak, Wirth and Wujcik.

Nays: None.

CITIZEN'S COMMENTS

No citizens made comments

Jann Dagg distributed a report of the activities and future plans of the committee.

She reviewed the report and answered questions from the Board..

FINANCIAL REPORT

Treasurer Lonita Love reported the following:

For June 2014	\$ 87,276.63	JP Morgan (Bond) as of 6/30/2014
	\$ 185,647.25	Comerica J-Fund as of 6/30/2014
	\$ 247,500.99	Public Service Credit Union (CD) as of 6/30/2014
	\$ 2,219,283.71	UBS (Investments) as of 6/30/2014
	\$ 3,221.79	Comerica (Health Reimbursement Acct.) as of 6/30/2014

June UBS results were 0.18%, YTD 0.81%, since inception +1.91%. For comparison three month US Treasury notes for June +.00%

For July	\$ 87,278.14	J P Morgan (Bond) as of 7/31/2014
	\$ 656,809.70	Comerica J-Fund as of 7/31/2014
	\$ 247,500.99	Public Service Credit Union (CD) as of 6/30/2014
	\$ 1,722,623.04	UBS (Investments) as of 7/31/2014
	\$ 2,363.99	Comerica (Health Reimbursement Acct.) as of 7/31/2014

July UBS results were 0.23%, YTD 1.04%, since inception +1.91%. For comparison three month US Treasury note for July +.00%

For August	\$ 87,279.64	JP Morgan (Bond) as of 8/29/2014
	\$ 659,329.41	Comerica J-Fund as of 8/31/2014
	\$ 247,500.99	Public Service Credit Union (CD) as of 6/31/2014
	\$1,725,697.69	UBS (Investments) as of 8/29/2014
	\$ 2,231.09	Comerica (Health Reimbursement Acct.) as of 8/31/2014

August UBS results were 0.15%, YTD 1.19%, since inception +1.91%. For comparison three month US Treasury note for August +.00%

MOTION

Hugh Laird made a motion, seconded by David Wirth, to approve the Financial Report as given. The motion passed.

Ayes: Baker, Inman, Laird, Lepak, Love, Wirth and Wujcik.

Nays: None.

BUDGET TO ACTUAL REPORT

Director Lisa Hoenig reviewed the Budget to Actual Report and answered questions from the Board.

DIRECTOR'S REPORT

Director Lisa Hoenig reported circulation for the month of June was down 2.80% to 23,354, for the month of July it was down 6.86% to 26,575 and for the month of August it was down 4.41% to 23,224. Revenues including fines, faxes computer passes printing, public copiers, cafe, video rental, meeting room fees, purchased cards and miscellaneous including in June Memorial Day Parade float contest prize, café Health Department fee reimbursement, the Library Network Paypal fine collection, feminine products revenue, Haggerty Metals (recycling proceeds) Community Foundation grant, Kroger Community Rewards, Payphone revenue and Friends of the Library-Kohl's Cares grant from the Books and Bytes benefit totaled \$10,405.83, in July Livonia High Nooner's Lions Club donation, State of Michigan, first half of 2014 State Aid payment, Wayne County delinquent tax payment for January, Café Health Department fee reimbursement payment and Payphone revenue totaled \$123,569.76 and in August the Library Network PayPal fine collection, the State of Michigan second and final 2014 State Aid payment, Wayne County penal fines, Detroit Diesel sponsorship check for the 10th anniversary celebration, the DTE rebate for LED conversion of parking lot lights, Payphone revenue totaled \$63,826.20. Computer usage including Internet in June rose by 2.08% to 5,161, fell in July by 3.42% to 5,668 and fell in August by 0.90% to 5,610. There were 15.97% more people visiting the Library in June than in June of 2013, 14,599 people, 62.49% more in July, 16,728 people and 10.59% more in August, 15,844 people. We sent 6.48% fewer books to other libraries in June 2,582 books, 14.14% fewer in July, 2,733 books and 11.79% fewer in August, 2,687 books. We borrowed 15.48% fewer books than last year in June, 1,573 books, 14.05% fewer in July, 1,896 books, and 7.73% fewer in August, 1,947 books for use by Redford patrons.

The incident reports were reviewed and discussed.

COMMITTEE REPORTS

Director Lisa Hoenig reported the Personnel Committee has planned how to implement the changes required by the passage of Michigan Public Act #138 of 2014, the Michigan Workforce Opportunity Wage Act.

OLD BUSINESS

No old business was transacted.

NEW BUSINESS

Director Lisa Hoenig presented a draft schedule of Board meeting dates and times for 2015.

Discussion ensued re the schedule.

MOTION

Fred Inman made a motion, seconded by David Wirth, to approve the schedule of Board meeting dates and times. The motion passed.

Ayes: Baker, Inman, Laird, Lepak, Love, Wirth and Wujcik.
Nays: None

Director Lisa Hoenig requested an amendment to the 2015 Budget and reviewed the details.

MOTION

David Wirth made a motion to approve the Budget amendment. The motion was seconded by Lonita Love and passed.

Ayes: Baker, Inman, Laird, Lepak, Love, Wirth, and Wujcik.
Nays: None

Director Lisa Hoenig explained that Miss Vickie's Café will close at the end of business Saturday September 27 and requests for proposals seeking a new tenant received no responses. She suggests, for the short term, trying a vending service to keep the Café in continuous service. She presented a vending proposal for Sterling Services and described their services. Discussion ensued re the vending service.

MOTION

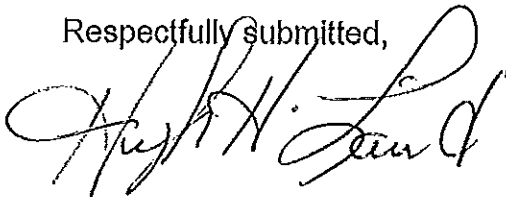
Fred Inman made a motion to enter into a six month contract beginning October 1, 2014 for Sterling Services. The motion was seconded by Hugh Laird and passed.

Ayes: Baker, Inman, Laird, Lepak, Love, Wirth and Wujcik.
Nays: None

Director Lisa Hoenig related the need for a Policy Committee meeting. The members of the Committee agreed by consensus to meet Monday September 22, 2014 at 4:15 p.m.

The meeting was adjourned at 5:09 p.m.

Respectfully submitted,



Hugh Laird
Secretary

Recorded by Huberta Karpinski

REDFORD TOWNSHIP DISTRICT LIBRARY
BOARD OF TRUSTEES MEETING
October 20, 2014

The regular meeting of the Redford Township District Library Board of Trustees was held on Monday, October 20, 2014 in the library.

The meeting was called to order by Presiding Officer Reva Wujcik at 4:00p.m.

Members present: Michelle Baker arrived at 4:03
 Fred Inman David Wirth
 Hugh Laird Reva Wujcik
 Betsy Lepak

Members absent: Lonita Love

Also present: Lisa Hoenig, Library Director
 Michael Gazzarari, Circulation Supervisor
 Lisa Bachman, Children's Library Aide
 Nick Tochman, Senior Auditor, Plante & Moran
 Darlene House, NIRMM

Hoenig requested New Business Item D be added to the agenda to discuss Library Board Recording Clerk.

MOTION

A motion was made by Laird to approve the agenda as amended, seconded by Wirth. The motion passed.

Ayes: Inman, Laird, Lepak, Wirth and Wujcik

Nays: None

MOTION

A motion was made by Wirth to approve the warrant requests, seconded by Lepak. The motion passed.

Ayes: Baker, Inman, Laird, Lepak, Wirth and Wujcik

Nays: None

MOTION

A motion was made by Inman to approve the minutes of the meeting of September 15, 2014, seconded by Wirth. The motion passed.

Ayes: Baker, Inman, Laird, Lepak, Wirth and Wujcik

Nays: None

Wujcik made note of Huberta Karpinski and her contributions to the Library Board.

CITIZEN'S COMMENTS

No citizens made comments

AWARD PRESENTATION

National Inspirational Role Models Month presented by Darlene House

House explained the NIRMM and thanked the library for its contribution in helping support the group and their effort. House presented a certificate to Hoenig. Bachman took photos of House, Hoenig and Wujcik to commemorate the award.

AUDITOR'S REPORT

Nick Tochman from Plante & Moran gave his presentation of the library's FY 2014 audit. There was an overview of the audit. Revenue was down about \$78,000 and the library used that much more of fund balance. Tochman gave an opinion to invest in shorter-term investments to avoid "paper losses". GASB will require unfunded pension liabilities to be shown on the government wide statements.

FINANCIAL REPORT

Hoenig gave the financial report to the Board in Love's absence. The fund that our bond is paid from is being liquidated by J.P. Morgan Chase.

MOTION

A motion was made by Inman to approve the Financial Report as given, seconded by Lepak. The motion passed.

Ayes: Baker, Inman, Laird, Lepak, Wirth and Wujcik

Nays: None

BUDGET TO ACTUAL REPORT

No report this month since the head bookkeeper has been on vacation.

DIRECTOR'S REPORT

Hoenig gave her Director's Report to the Board. Due to the number of patron injuries Wujcik asked whether staff were aware of precautions to handle blood borne pathogens.

COMMITTEE REPORTS

Policy committee, Hoenig, Inman and Wujcik met about the Meeting Room Policy. Wujcik presented the report. User categories and fees were the main topics of discussion. A Library card will be required for resident rate.

OLD BUSINESS

No old business was transacted.

NEW BUSINESS

MOTION

A motion was made by Wirth, seconded by Inman to approve the new Meeting Room and Group Study Room Policy effective January 1, 2015.

Ayes: Baker, Inman, Laird, Lepak, Wirth and Wujcik

Nays: None

A special meeting date will be required if the millage is approved. The Library Board would need to meet to sign a new tax collection rate. A tentative meeting date of Thursday, November 6, 2014 at 4:00 was set.

A memorial for Huberta Karpinski was discussed. It was suggested that Board members take time to think about possible ideas and present them at the November meeting.

MOTION

A motion was made by Laird, seconded by Inman to seek a replacement for the Recording Clerk.

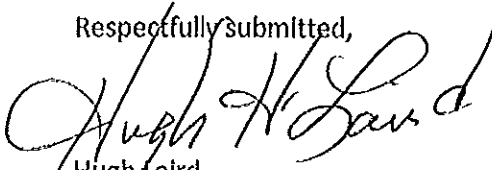
Ayes: Baker, Inman, Laird, Lepak, Wirth and Wujcik

Nays: None

MOTION

The meeting was adjourned at 5:05p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Hugh Laird". The signature is written in black ink and is positioned above the printed name and title.

Hugh Laird
Secretary

Recorded by Michael Gazzarari

REDFORD TOWNSHIP DISTRICT LIBRARY
BOARD OF TRUSTEES MEETING
November 6, 2014

The special meeting of the Redford Township District Library Board of Trustees was held on Thursday, November 6, 2014 in the library.

The meeting was called to order by Presiding Officer Reva Wujcik at 4:03 p.m.

Members present: Michelle Baker David Wirth
 Fred Inman Reva Wujcik
 Hugh Laird
 Betsy Lepak

Members absent: Lonita Love

Also present: Lisa Hoenig, Library Director
 Elaine Sutter, Recording Secretary
 Michael Gazzarari, Circulation Supervisor

MOTION

A motion was made by Fred Inman to approve the agenda, seconded by David Wirth. The motion passed.

Ayes: Baker, Inman, Laird, Lepak, Wirth and Wujcik

Nays: None

MOTION

A motion was made by David Wirth to approve the Minutes of the meeting of October 20, 2014, seconded by Fred Inman. The motion passed.

Ayes: Baker, Inman, Laird, Lepak, Wirth and Wujcik

Nays: None

CITIZEN'S COMMENTS

No citizens made comments

OLD BUSINESS

No old business was transacted.

NEW BUSINESS

MOTION

A motion was made by Hugh Laird to approve the revised Tax Rate Request Form L-4029, seconded by Betsy Lepak. The motion passed.

Ayes: Baker, Inman, Laird, Lepak, Wirth and Wujcik

Nays: None

The meeting was adjourned at 4:07p.m.

Respectfully submitted,

Hugh H. Laird, Chair

Hugh H. Laird
Secretary

Recorded by Elaine Sutter

REDFORD TOWNSHIP DISTRICT LIBRARY
BOARD OF TRUSTEES MEETING
November 17, 2014

The regular meeting of the Redford Township District Library Board of Trustees was held on Monday, November 17, 2014 in the library.

The meeting was called to order by Presiding Officer Reva Wujcik at 4:00p.m.

Members present: Michelle Baker (arrived at 4:07) Lonita Love
 Fred Inman David Wirth
 Betsy Lepak Reva Wujcik

Members absent: Hugh Laird (excused)

Also present: Lisa Hoenig, Library Director
 Jann Dagg, co-chair Citizens Supporting Redford Library
 Elaine Sutter, Recording Clerk
 Michael Gazzarari, Circulation Supervisor

MOTION

A motion was made by Wirth to approve the agenda seconded by Inman. The motion passed.

Ayes: Baker, Inman, Lepak, Love, Wirth and Wujcik

Nays: None

MOTION

A motion was made by Wirth to approve the warrant requests of October 17 2014, November 6, 2014 and November 13, 2014 seconded by Inman. The motion passed.

Ayes: Baker, Inman, Lepak, Love, Wirth and Wujcik

Nays: None

MOTION

A motion was made by Inman to approve the minutes as amended of the meeting of November 6, 2014, seconded by Lepak. The motion passed.

Ayes: Baker, Inman, Lepak, Love, Wirth and Wujcik

Nays: None

CITIZEN'S COMMENTS

Jann Dagg commented on her experience chairing the Citizens Supporting Redford Library.

FINANCIAL REPORT

Board Treasurer Lonita Love presented the Financial Report to the Board. A typo was noted in the printed material.

MOTION

A motion was made by Wirth to approve the Financial Report as amended, seconded by Inman. The motion passed.

Ayes: Baker, Inman, Lepak, Love, Wirth and Wujcik

Nays: None

BUDGET TO ACTUAL REPORT

Library Director Lisa Hoenig presented the October budget to actual report.

LIBRARY REPORT

Library Director Lisa Hoenig gave her Director's Report to the Board.

COMMITTEE REPORTS

None

OLD BUSINESS

A memorial for Huberta Karpinski was discussed. A framed photo of Huberta and a stained glass picture created by Huberta will be hung in the library. Discussion ensued about naming a room after Huberta but a decision was tabled until the next meeting.

MOTION

A motion was made by Inman seconded by Love to table naming a room after Huberta. The motion passed

Ayes: Baker, Inman, Lepak, Love, Wirth and Wujcik

Nays: none

NEW BUSINESS**Board Officer Elections****Motion**

A motion was made by Wirth to appoint Fred Inman as Board President seconded by Lepak. The motion passed.

Ayes: Baker, Inman, Lepak, Love, Wirth and Wujcik

Nays: none

Motion

A motion was made by Inman to appoint Betsy Lepak as Board Vice President seconded by Love. The motion passed

Ayes: Baker, Inman, Lepak, Love, Wirth and Wujcik

Nays: none

Motion

A motion was made by Lepak to appoint Michelle Baker as Board Secretary seconded by Love. The motion passed

Ayes: Baker, Inman, Lepak, Love, Wirth and Wujcik

Nays: none

Motion

A motion was made by Love to appoint David Wirth as Board Treasurer seconded by Baker. The motion passed

Ayes: Baker, Inman, Laird, Lepak, Wirth and Wujcik

Nays: None

Appointment of Committees

Budget Committee: David Wirth (Chair), Lonita Love and Fred Inman

Personnel Committee: Hugh Laird, Michelle Baker and Betsy Lepak

Policy Committee: Fred Inman, Reva Wujcik and Lonita Love

Reimbursement for Polly Koenigsknecht

Library Director Lisa Hoenig suggested reimbursing Polly Koenigsknecht \$1,150 for graphic design costs she incurred during her millage consulting work.

MOTION

A motion was made by Michelle Baker, seconded by Betsy Lepak to reimburse Polly Koenigsknecht.

Ayes: Baker, Inman, Lepak, Love, Wirth and Wujcik

Nays: None

Discussion of Library Budget, Personnel and hours or operation

The library budget was discussed. The Personnel Committee is to meet on December 8, 2014 to discuss staff raises. The Thursday night 5-8:30pm hours were reinstated as well as the Sunday 12 to 5pm hours during the school year beginning February 1, 2015.

Motion

A motion was made by Inman seconded by Wirth to extend Thursday hours to 8:30pm and reopen noon-5pm on Sundays during the school year beginning February 1, 2015

Ayes: Baker, Inman, Lepak, Love, Wirth and Wujcik

Nays:

The meeting was adjourned at 5:28 p.m.

Respectfully submitted,



Michelle Baker

Secretary

Recorded by Elaine Sutter

REDFORD TOWNSHIP DISTRICT LIBRARY
BOARD OF TRUSTEES MEETING
December 15, 2014

The regular meeting of the Redford Township District Library Board of Trustees was held on Monday, December 15, 2014 in the library.

The meeting was called to order by Presiding Officer Fred Inman at 4:02p.m.

Members present: Michelle Baker (arrived at 4:05) Lonita Love
Fred Inman David Wirth
Hugh Laird Reva Wujcik
Betsy Lepak

Members absent: None

Also present: Lisa Hoenig, Library Director
Jann Dagg, Co-Chair Citizens Supporting Redford Township Library
Elaine Sutter, Recording Clerk

MOTION

A motion was made by Wujcik to approve the agenda seconded by Laird. The motion passed.

Ayes: Inman, Laird, Lepak, Love, Wirth and Wujcik

Nays: None

MOTION

A motion was made by Wirth to approve the warrant requests of November 26, 2014 and December 12, 2014 seconded by Love. The motion passed.

Ayes: Inman, Laird Lepak, Love, Wirth and Wujcik

Nays: None

MOTION

A motion was made by Lepak to approve the minutes of the meeting on November 17, 2014, seconded by Wujcik. The motion passed.

Ayes: Baker, Inman, Laird, Lepak, Love, Wirth and Wujcik

Nays: None

CITIZEN'S COMMENTS

Betsy Lepak inquired about the Library hosting an overnight event for a Cub Scout Troop. Liability and Policy issues are to be looked into.

FINANCIAL REPORT

Board Treasurer David Wirth presented the Financial Report to the Board.

MOTION

A motion was made by Wirth to approve the Financial Report, seconded by Laird. The motion passed.

Ayes: Baker, Inman, Laird, Lepak, Love, Wirth and Wujcik

Nays: None

BUDGET TO ACTUAL REPORT

Library Director Lisa Hoenig presented the November budget to actual report.

LIBRARY REPORT

Library Director Lisa Hoenig gave her Director's Report to the Board.

COMMITTEE REPORTS

Personnel Committee met December 17, 2014 to discuss staff raises.

Motion

A motion was made by Wujcik, seconded by Love to accept the recommendation of the Personnel Committee to grant staff raises effective January 1, 2015. The motion passed.

Ayes: Baker, Inman, Laird, Lepak, Love, Wirth and Wujcik

Nays: None

OLD BUSINESS

A memorial for Huberta Karpinski was again discussed. A framed photo of Huberta and a stained glass picture created by Huberta will be hung in the library. Discussion continued about naming Group Study Room A after Huberta.

MOTION

A motion was made by Wujcik seconded by Love to name Group Study Room A after Huberta. The motion passed.

Ayes: Baker, Inman, Laird, Lepak, Love, Wirth and Wujcik

Nays: none

NEW BUSINESS

The Revised budget plan for FY2015 was discussed.

Motion

A motion was made by Lepak to accept the Budget amendment as presented, seconded by Love. The motion passed.

Ayes: Baker, Inman, Laird, Lepak, Love, Wirth and Wujcik

Nays: none

Motion

A motion was made by Wirth to continue to opt out of State of Michigan Public Act 152 of 2011 seconded by Laird. The motion passed.

Ayes: Baker, Inman, Laird, Lepak, Love, Wirth and Wujcik

Nays: none

Motion

A motion was made by Laird to approve Comerica Banks internal transfers resolution seconded by Love. The motion passed.

Ayes: Baker, Inman, Laird Lepak, Love, Wirth and Wujcik

Nays: none

Motion

A motion was made by Wirth to invest in another 18 month CD at Public Service Credit Union seconded by Baker. The motion passed.

Ayes: Baker, Inman, Laird, Lepak, Love, Wirth and Wujcik

Nays: None

The meeting was adjourned at 5:25 p.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Michelle Baker".

Michelle Baker

Secretary

Recorded by Elaine Sutter

REDFORD TOWNSHIP DISTRICT LIBRARY
BOARD OF TRUSTEES MEETING
January 26, 2015

The regular meeting of the Redford Township District Library Board of Trustees was held on Monday, January 26, 2015 in the library.

The meeting was called to order by Presiding Officer Betsy Lepak, Vice-President at 4:12 p.m.

Members present: Michelle Baker Betsy Lepak
 Hugh Laird Reva Wujcik (arr. 4:10)

Members absent: Fred Inman, Lonita Love, and David Wirth

Also present: Lisa Hoenig, Library Director
 Jan Dagg, Co-chair Citizens Supporting Redford Library
 Elaine Sutter, Recording Clerk

MOTION

A motion was made by Laird to approve the agenda seconded by Wujcik. The motion passed.
Ayes: Baker, Laird, Lepak, and Wujcik
Nays: None

MOTION

A motion was made by Wujcik to approve the warrant requests of December 22, 2014, January 08, 2015 and January 22, 2015, seconded by Laird. The motion passed.
Ayes: Baker, Laird Lepak, and Wujcik
Nays: None

MOTION

A motion was made by Laird to approve the minutes of the meeting on December 15, 2014, seconded by Wujcik. The motion passed.
Ayes: Baker, Laird, Lepak, and Wujcik
Nays: None

CITIZEN'S COMMENTS

None

FINANCIAL REPORT

Director Lisa Hoenig presented the Financial Report to the Board.

MOTION

A motion was made by Wujcik to approve the Financial Report, seconded by Baker. The motion passed.
Ayes: Baker, Laird, Lepak, and Wujcik
Nays: None

BUDGET TO ACTUAL REPORT

Library Director Lisa Hoenig presented the December budget to actual report.

LIBRARY REPORT

Library Director Lisa Hoenig gave her Director's Report to the Board.

COMMITTEE REPORTS

None

OLD BUSINESS

None

NEW BUSINESS

Motion

A motion was made by Wujcik to table the discussion of after-hours Library use, seconded by Laird. The motion passed.

Ayes: Baker, Laird, Lepak, and Wujcik

Nays: none

Motion

A motion was made by Laird to accept the policy changes to reflect new Library hours seconded by Wujcik. The motion passed.

Ayes: Baker, Laird, Lepak, and Wujcik

Nays: none

Motion

A motion was made by Laird to approve the proposal to repurpose the Children's Story Alcove, seconded by Wujcik. The motion passed.

Ayes: Baker, Laird Lepak, and Wujcik

Nays: none

The meeting was adjourned at 5:05 p.m.

Respectfully submitted,



Michelle Baker

Secretary

Recorded by Elaine Sutter

**REDFORD TOWNSHIP DISTRICT LIBRARY
BOARD OF TRUSTEES MEETING
February 23, 2015**

The regular meeting of the Redford Township District Library Board of Trustees was held on Monday, February 23, 2015 in the library.

The meeting was called to order by Presiding Officer Fred Inman at 4:01 p.m.

Members present: Michelle Baker Lonita Love
 Fred Inman David Wirth
 Hugh Laird Reva Wujcik
 Betsy Lepak (arr: 4:10)

Members absent: None

Also present: Lisa Hoenig, Library Director
 Jan Dagg, Co-chair Citizens Supporting Redford Library
 Rob Tripp, Senior Warden Lola Valley #584
 Elaine Sutter, Recording Clerk

MOTION

A motion was made by Laird to approve the agenda with the addition of New Business Item E: Comerica Wire Transfer resolution, seconded by Wujcik. The motion passed.

Ayes: Baker, Inman, Laird, Love, Wirth and Wujcik

Nays: None

MOTION

A motion was made by Wirth to approve the warrant requests of February 6, 2015, February 13, 2015 and February 20, 2015, seconded by Love. The motion passed.

Ayes: Baker, Inman, Laird, Love, Wirth and Wujcik

Nays: None

MOTION

A motion was made by Wujcik to approve the minutes of the meeting on January 26, 2015, seconded by Wirth. The motion passed.

Ayes: Baker, Inman, Laird, Love, Wirth and Wujcik

Nays: None

CITIZEN'S COMMENTS

Rob Tripp briefly introduced himself and his proposal (New business A).

FINANCIAL REPORT

Board Treasurer David Wirth presented the Financial Report to the Board.

MOTION

A motion was made by Wirth to approve the Financial Report, seconded by Laird. The motion passed.

Ayes: Baker, Inman, Laird, Lepak, Love, Wirth and Wujcik

Nays: None

BUDGET TO ACTUAL REPORT

Library Director Lisa Hoenig presented the budget to actual report.

LIBRARY REPORT

Library Director Lisa Hoenig gave her Director's Report to the Board.

COMMITTEE REPORTS

Café Committee

The Café committee met Feb 09, 2015 and decided to allow café to operate as is for the present time.

Budget Committee

Met Feb 19 2015 David Wirth presented 2015-2016 budget draft proposal.

Motion

Motion was made by Wirth to accept the 2015-2016 budget draft proposal as presented, seconded by Laird. The motion passed.

Ayes: Baker, Inman, Laird, Lepak, Love, Wirth and Wujcik

Nays: None

OLD BUSINESS

Cub Scout after-hours request

Motion

Motion was made by Laird to deny the Cub Scout after hours request, seconded by Wujcik. The motion passed.

Ayes Baker, Inman, Laird, Lepak, Love, Wirth and Wujcik

Nays: None

NEW BUSINESS

Robert Tripp requested meeting room use for a Redford Interfaith Relief fund raiser. No action was taken.

Motion

A motion was made by Wirth to schedule the public hearing regarding FY2016 budget at 4:00p.m.on March 16, 2015 with the regular Board meeting immediately to follow, seconded by Love. The motion passed.

Ayes: Baker, Inman, Laird, Lepak, Love, Wirth and Wujcik

Nays: None

Motion

A motion was made by Wirth to approve the Holiday closures 2016, seconded by Baker. The motion passed.

Ayes: Baker, Inman, Lepak and Wirth

Nays: Laird, Love and Wujcik

Motion

A motion was made by Laird to accept the Comerica Wire Transfer resolution, seconded by Lepak. The motion passed.

Ayes: Baker, Inman, Laird, Lepak, Love, Wirth and Wujcik

Nays: None

The meeting was adjourned at 5:20 p.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Michelle Baker".

Michelle Baker

Secretary

Recorded by Elaine Sutter

REDFORD TOWNSHIP DISTRICT LIBRARY
BOARD OF TRUSTEES PUBLIC HEARING
March 16, 2015

A Public Hearing for the purpose of discussing the property tax millage rate proposed to be levied, to support the Redford Township District Library, was held on Monday March 16, 2015 in the Library.

The meeting was called to order by Presiding Officer Fred Inman at 4:00 p.m.

Members present: Michelle Baker David Wirth
Fred Inman Reva Wujcik
Hugh Laird

Members Absent: Betsy Lepak, Lonita Love

Also present: Lisa Hoenig, Director
Jan Dagg, Co-chair Citizens Supporting Redford Library
Elaine Sutter, Recording Clerk

MOTION

A motion was made by Wujcik to approve the agenda, seconded by Wirth
The motion passed
Ayes: Baker, Inman, Laird, Wirth and Wujcik.
Nays: None.

The proposed property tax millage rate was introduced by Director Lisa Hoenig.

Citizen's comments

None

MOTION

A motion was made by Wujcik, seconded by Wirth, to adjourn the Public Hearing.
The motion passed.
Ayes: Baker, Inman, Laird, Wirth and Wujcik.
Nays: None.

The Public Hearing was adjourned at 4:01 p.m.

Respectfully submitted,



Michelle Baker
Secretary

Recorded by Elaine Sutter

REDFORD TOWNSHIP DISTRICT LIBRARY
BOARD OF TRUSTEES MEETING
March 16, 2015

The regular meeting of the Redford Township District Library Board of Trustees was held on Monday, March 16, 2015, in the library.

The meeting was called to order by Presiding Officer Fred Inman at 4:01 p.m.

Members present:	Michelle Baker	Lonita Love (arr: 4:08)
	Fred Inman	David Wirth
	Hugh Laird	Reva Wujcik

Members absent: Betsy Lepak (Excused)

Also present: Lisa Hoenig, Library Director
Leslie Love, Michigan State Representative, District 10
Jan Dagg, Co-chair Citizens Supporting Redford Library
Jean Marbel, Library Friend
Elaine Sutter, Recording Clerk

MOTION

A motion was made by Wujcik to approve the agenda with the Presentation to be when Representative Leslie Love arrives, seconded by Wirth. The motion passed.

Ayes: Baker, Inman, Laird, Wirth and Wujcik

Nays: None

MOTION

A motion was made by Wirth to approve the warrant requests of March 5, 2015 March 6, 2015 and March 12, 2015 seconded by Laird. The motion passed.

Ayes: Baker, Inman, Laird, Wirth and Wujcik

Nays: None

MOTION

A motion was made by Wujcik to approve the minutes as amended of the meeting on February 23, 2015 as corrected, seconded by Laird. The motion passed.

Ayes: Baker, Inman, Laird, Love, Wirth and Wujcik

Nays: None

CITIZEN'S COMMENTS

None

FINANCIAL REPORT

Board Treasurer David Wirth presented the Financial Report to the Board.

MOTION

A motion was made by Wirth to approve the Financial Report, seconded by Laird. The motion passed.

Ayes: Baker, Inman, Laird, Love, Wirth and Wujcik

Nays: None

BUDGET TO ACTUAL REPORT

Library Director Lisa Hoenig presented the budget to actual report.

LIBRARY REPORT

Library Director Lisa Hoenig gave her Director's Report to the Board.

COMMITTEE REPORTS

None

Old Business

None

New Business

Motion

A motion was made by Laird to adopt the 2015-2016 Budget with the millage rates as follows:

Operating millage #1 rate: .9233

Operating millage #2 rate: 1.4

Debt reduction millage rate: .75

The motion was seconded by Wirth. The motion passed.

Ayes: Baker, Inman, Laird, Love, Wirth and Wujcik

Nays: None

Motion

A motion was made by Laird to accept the amendment to the 2015 Budget as presented, seconded by Baker. The motion passed.

Ayes Baker, Inman, Laird, Love, Wirth and Wujcik

Nays: None

Motion

A motion was made by Wujcik to accept the Endowment fund grant distribution resolution, seconded by Baker. The motion passed.

Ayes: Baker, Inman, Laird, Love, Wirth and Wujcik

Nays: None

Presentation

Proposal 1 was explained by State Representative Leslie Love. She fielded questions from the Board and audience.

The meeting was adjourned at 5: 18 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Michelle Baker". The signature is fluid and elegant, with the first and last names being clearly legible.

Michelle Baker

Secretary

Recorded by Elaine Sutter

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REDFORD TOWNSHIP DISTRICT LIBRARY
BOARD OF TRUSTEES MEETING
April 20, 2015

The regular meeting of the Redford Township District Library Board of Trustees was held on Monday, April 20, 2015, in the library.

The meeting was called to order by Presiding Officer Fred Inman at 4:01 p.m.

Members present: Michelle Baker Betsy Lepak
 Fred Inman David Wirth
 Hugh Laird Reva Wujcik

Members absent: Lonita Love (excused)

Also present: Lisa Hoenig, Library Director
 Jan Dagg, Co-chair Citizens Supporting Redford Library
 Theresa Burgess, Redford Township Youth Advisor
 Shannon Polsson, Redford Township Youth Advisor
 Elaine Sutter, Recording Clerk

MOTION

A motion was made by Wujcik to approve the agenda seconded by Wirth. The motion passed.

Ayes: Baker, Inman, Laird, Lepak, Wirth and Wujcik

Nays: None

MOTION

A motion was made by Wirth to approve the warrant requests of March 23, 2015 April 1, 2015 and April 17, 2015 seconded by Wujcik. The motion passed.

Ayes: Baker, Inman, Laird, Lepak, Wirth and Wujcik

Nays: None

MOTION

A motion was made by Wirth to approve the minutes of the Public Hearing and the regular Board of Trustees meeting on March 16, 2015 seconded by Laird. The motion passed.

Ayes: Baker, Inman, Laird, Lepak, Wirth and Wujcik

Nays: None

CITIZEN'S COMMENTS

None

FINANCIAL REPORT

Board Treasurer David Wirth presented the Financial Report to the Board.

MOTION

A motion was made by Wirth to approve the Financial Report, seconded by Laird. The motion passed.

Ayes: Baker, Inman, Laird, Lepak, Wirth and Wujcik

Nays: None

BUDGET TO ACTUAL REPORT

Library Director Lisa Hoenig presented the budget to actual report.

LIBRARY REPORT

Library Director Lisa Hoenig gave her Director's Report to the Board.

COMMITTEE REPORTS

None

Old Business

None

New Business

Motion

A motion was made by Wirth to allow the use of the Library as a site for the Summer Lunch Program from June 22, 2015 to August 14, 2015 as proposed seconded by Baker. The motion passed.

Ayes: Baker, Inman, Laird, Lepak, Wirth and Wujcik

Nays: None

Motion

A motion was made by Laird to award the parking lot resurfacing contract to Mr. Sealcoat at a cost of \$5,135.00 seconded by Wirth. The motion passed.

Ayes Baker, Inman, Laird, Lepak, Wirth and Wujcik

Nays: None

The Capital Improvements budget was discussed but no action was taken.

The meeting was adjourned at 4:57 p.m.

Respectfully submitted



Michelle Baker

Secretary

Recorded by Elaine Sutter

REDFORD TOWNSHIP DISTRICT LIBRARY
BOARD OF TRUSTEES MEETING
May 18, 2015

The regular meeting of the Redford Township District Library Board of Trustees was held on Monday, May 18, 2015, in the library.

The meeting was called to order by Presiding Officer Fred Inman at 4:15 p.m.

Members present: Michelle Baker Lonita Love (arr 4:35 p.m.)
 Fred Inman Reva Wujcik
 Betsy Lepak

Members absent: Hugh Laird (excused)
 David Wirth (excused)

Also present: Lisa Hoenig, Library Director
 Jan Dagg, Co-chair Citizens Supporting Redford Library
 Martin Smith, Automation Manager
 Elaine Sutter, Recording Clerk

MOTION

A motion was made by Wujcik to approve the agenda seconded by Lepak. The motion passed.

Ayes: Baker, Inman, Lepak and Wujcik

Nays: None

MOTION

A motion was made by Lepak to approve the warrant requests of April 24, 2015, April 30, 2015, May 08, 2015 and May 15 2015 seconded by Baker. The motion passed.

Ayes: Baker, Inman, Lepak and Wujcik

Nays: None

MOTION

A motion was made by Wujcik to approve the minutes of the regular Board of Trustees meeting on April 20, 2015 seconded by Lepak. The motion passed.

Ayes: Baker, Inman, Lepak and Wujcik

Nays: None

CITIZEN'S COMMENTS

None

FINANCIAL REPORT

Library Director Lisa Hoenig presented the Financial Report to the Board.

MOTION

A motion was made by Lepak to approve the Financial Report, seconded by Baker. The motion passed.

Ayes: Baker, Inman, Lepak and Wujcik

Nays: None

BUDGET TO ACTUAL REPORT

Library Director Lisa Hoenig presented the budget to actual report.

LIBRARY REPORT

Library Director Lisa Hoenig gave her Director's Report to the Board.

COMMITTEE REPORTS

None

Old Business

Capital Improvements priorities were discussed and determined reasonable.

New Business

A proposal for the purchase of patron computers was presented by Martin Smith.

Motion

A motion was made by Wujcik to approve the purchase of 34 computers and 34 monitors for an amount not to exceed \$20,000 seconded by Love. The motion passed.

Ayes: Baker, Inman, Lepak, Love and Wujcik

Nays: None

Motion

A motion was made by Baker to adjourn the meeting at 5:00 p.m. seconded by Love. The motion passed.

The meeting was adjourned at 5:00 p.m.

Respectfully submitted



Michelle Baker
Secretary
Recorded by Elaine Sutter

REDFORD TOWNSHIP DISTRICT LIBRARY
BOARD OF TRUSTEES MEETING
June 15, 2015

The regular meeting of the Redford Township District Library Board of Trustees was held on Monday, June 15, 2015, in the library.

The meeting was called to order by Presiding Officer Fred Inman at 4:13 p.m.

Members present: Michelle Baker Betsy Lepak
 Fred Inman David Wirth
 Hugh Laird Reva Wujcik

Members absent: Lonita Love

Also present: Lisa Hoenig, Library Director
 Jan Dagg, Co-chair Citizens Supporting Redford Library
 Patricia Slater, Head of Children's Services
 Karen Clinton, Children's Services Librarian
 Linda Pride, Adult Services Librarian
 Elaine Sutter, Recording Clerk

MOTION

A motion was made by Wirth to approve the agenda, seconded by Wujcik. The motion passed.

Ayes: Baker, Inman, Laird, Lepak, Wirth and Wujcik

Nays: None

MOTION

A motion was made by Wirth to approve the warrant requests of May 28, 2015 and June 11, 2015, seconded by Lepak. The motion passed.

Ayes: Baker, Inman, Laird, Lepak, Wirth and Wujcik

Nays: None

MOTION

A motion was made by Wujcik to approve the minutes of the regular Board of Trustees meeting on May 18, 2015, seconded by Baker. The motion passed.

Ayes: Baker, Inman, Laird, Lepak, Wirth and Wujcik

Nays: None

CITIZEN'S COMMENTS

Jan Dagg complimented the Library on its prize winning float at the Redford Township Memorial Day Parade on May 30, 2015.

Presentations

Karen Clinton presented the Baby and Toddler Children's Summer Reading program activities.

Patricia Slater presented the Children's Summer Reading Program activities.

Karen Clinton presented the Teen Summer Reading Program activities.

Linda Pride presented the Adult Summer Reading Program activities.

FINANCIAL REPORT

David Wirth presented the Financial Report to the Board.

MOTION

A motion was made by Wirth to approve the Financial Report, seconded by Wujcik . The motion passed.

Ayes: Baker, Inman, Laird, Lepak, Wirth and Wujcik

Nays: None

BUDGET TO ACTUAL REPORT

Library Director Lisa Hoenig presented the budget to actual report.

LIBRARY REPORT

Library Director Lisa Hoenig gave her Director's Report to the Board.

COMMITTEE REPORTS

The Policy Committee met Tuesday, June 2, 2015 to conduct a policy review.

Old Business

None

New Business

Motion

A motion was made by Wirth to approve the Form L-4029 Tax Rate Request as detailed, seconded by Lepak. The motion passed.

Ayes: Baker, Inman, Laird, Lepak, Wirth and Wujcik

Nays: None

Motion

A motion was made by Laird to approve all of the changes to the Library Policy, recommended by the Policy Committee seconded by Wirth. The motion passed.

Ayes: Baker, Inman, Laird, Lepak, Wirth and Wujcik

Nays: None

Motion

A motion was made by Wirth to adopt the resolution to approve FOIA procedures and guidelines, a written public summary, and detailed itemization, seconded by Wujcik. The motion passed.

Ayes: Baker, Inman, Laird, Lepak, Wirth and Wujcik

Nays: None

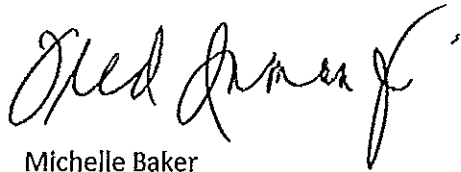
The President appointed a committee consisting of Fred Inman, Reva Wujcik and Betsy Lepak to study the feasibility of a drive-up materials return.

Motion

A motion was made by Laird to adjourn the meeting at 5:07 p.m. seconded by Lepak . The motion passed.

The meeting was adjourned at 5:07 p.m.

Respectfully submitted

A handwritten signature in black ink, appearing to read "Michelle Baker". The signature is written in a cursive, flowing style with a large initial "M".

Michelle Baker
Secretary
Recorded by Elaine Sutter

REDFORD TOWNSHIP DISTRICT LIBRARY
BOARD OF TRUSTEES MEETING
August 10, 2015

The special meeting of the Redford Township District Library Board of Trustees was held on Monday, August 10, 2015 in the library.

The meeting was called to order by Presiding Officer Fred Inman at 4:31 p.m.

Members present: Jan Dagg Lonita Love (arr: 4:38)
 Fred Inman Reva Wujcik
 Betsy Lepak

Members absent: Michelle Baker
 David Wirth

Also present: Lisa Hoenig, Library Director
 Elaine Sutter, Recording Secretary

MOTION

A motion was made by Wujcik to approve the agenda, seconded by Lepak. The motion passed.

Ayes: Dagg, Inman, Lepak, and Wujcik

Nays: None

MOTION

A motion was made by Dagg to approve the Minutes of the meeting of June 15, 2015, seconded by Lepak. The motion passed.

Ayes: Dagg, Inman, Lepak, and Wujcik

Nays: None

CITIZEN'S COMMENTS

No citizens made comments.

OLD BUSINESS

No old business was transacted.

NEW BUSINESS

An Interim plan was discussed.

MOTION

A motion was made by Wujcik to name Carol Deckert and Patricia Slater Co-Interim Directors with Michael Gazzarari as support for financial affairs until such time that a new Director is appointed, seconded by Lepak. The motion passed.

Ayes: Dagg, Inman, Lepak, Love and Wujcik

Nays: None

Motion

A motion was made by Lepak to increase the salaries 20% for Carol Deckert, Patricia Slater and Michael Gazzarari until such time that a new Director is appointed, seconded by Wujcik. The motion passed.

Ayes: Dagg, Inman and Lepak

Nays: Love, Wujcik

Pending projects were discussed.

Motion

A motion was made by Wucik to accept with regrets, the resignation of Director Lisa Hoenig seconded by Dagg. The motion passed.

Ayes: Dagg, Inman, Lepak, Love and Wujcik

Presiding officer Fred Inman appointed Jan Dagg, Reva Wujcik and himself as the Director Search Committee.

Director search firms will be considered by the committee.

The meeting was adjourned at 5:47 p.m.

Respectfully submitted,



Michelle Baker
Secretary

Recorded by Elaine Sutter