

REDFORD TOWNSHIP DISTRICT LIBRARY
BOARD OF TRUSTEES MEETING
September 17, 2012

The regular meeting of the Redford Township District Library Board of Trustees was held on Monday September 17, 2012 in the library.

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

Members present: Michelle Baker (arr. 4:10) Lonita Love (arr. 4:07)
Fred Inman David Wirth
Hugh Laird Reva Wujcik
Betsy Lepak

Members Absent: None

Also present: Lisa Hoenig, Director
Huberta Karpinski, Recording Clerk
Nick Tochman, Plante and Moran

MOTION

A motion was made by Hugh Laird to approve the agenda. The motion was seconded by David Wirth and passed.

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

Nays: None.

MOTION

David Wirth made a motion, seconded by Fred Inman, to approve the warrant requests of June 28, July 12 and 26, August 9 and 23 and September 6, 2012.

The motion passed.

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

Nays: None.

MOTION

A motion was made by Fred Inman and seconded by Betsy Lepak to approve the minutes of the meeting of June 18, 2012. The motion passed.

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

Nays: None.

CITIZEN'S COMMENTS AND PRESENTATIONS

Chairperson Wujcik introduced Nick Tochman, auditor, who detailed the Audit Report and offered to answer questions from the Board.

FINANCIAL REPORT

Treasurer Lonita Love reported the following:

\$ 128,585.78	JP Morgan (Bond) as of 8/31/2012
\$ 160,726.05	Comerica J-Fund as of 8/31/2012
\$ 246,980.86	Huntington Bank (CD) as of 6/22/2012
\$ 3,477,594.59	UBS (Investments) as of 3/31/2012
\$ 6,664.18	Comerica (Health Reimbursement Acct.) as of 7/31/2012

August UBS results were +.07%, YTD +1.31%, since inception +2.61%. For comparison three month US Treasury notes for August .01%

MOTION

Fred Inman made a motion, seconded by Michelle Baker, 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

The Budget to Actual Report was reviewed and questions from the Board were answered by the Director.

DIRECTOR'S REPORT

Director Lisa Hoenig reported circulation for the month of June rose 6.85% to 25,743; for the month of July rose 24.90% to 29,741 and for the month of August rose 4.26% to 27,403. Revenues including fines, printing, public copiers, cafe, video rental, meeting room fees, purchased cards and miscellaneous including Kroger Community Rewards, a Livonia Lions Club donation, Café Display Case repair reimbursement payment #1, Graphic Sciences refund, and Wayne County Delinquent Tax Settlement for June totaled \$101,196.00; including a donation and a Blue Cross refund for the month of July totaled \$7,136.76; and including PayPal fine collection, Wayne County Penal Fines, Café Display Case repair reimbursement #2 and #3 and State Aid of Michigan final payment for August totaled \$63,361.22. Computer usage including Internet in June fell 31.30% to 3,172 hours; in July rose 5.83% to 3,813 hours and fell 8.30% to 4112 hours for the month of August. There were 12,928 people visiting the Library, 41.70% fewer in June than in the month of June 2011; 20,049 people in July, 8.21% fewer than in July 2011 and 19,650 people in August, 1.54% fewer than in

August 2011. We sent 3,045 books to the Library Network in June, 26.51% more than last year, 3,361 books in July, 24.90% more than in 2011 and sent 3,343 books in August, 29.57% more than last year. We borrowed 2,186 books, 6.70% fewer in June; 2,531 books, 11.01% more in July and 2,736 books, 11.72% more in August for use by Redford patrons.

The incident reports were reviewed and discussed.

COMMITTEE REPORTS

The Strategic Planning Committee met July 10, August 6 and September 12, 2012. Project Innovations delivered a draft plan on September 4. The staff and committee reviewed the draft plan and made suggestions. The final draft will be unveiled at the Community Input meeting on September 26 and presented to the Board for consideration at the October meeting.

OLD BUSINESS

No old business was transacted.

NEW BUSINESS

Chairperson Wujcik announced Board Officer elections and requested nominations for the office of President of the Board. Hugh Laird nominated Reva Wujcik to the office of president. She accepted the nomination. There being no further nominations the Chair proclaimed Reva Wujcik president by acclamation. The Chair requested nominations for the office of Vice President. Hugh Laird nominated Fred Inman to the office of Vice President. He accepted the nomination and there being no further nominations was elected unanimously. The Chair requested nominations for the office of Treasurer. Hugh Laird nominated Lonita Love to the office of Treasurer. She accepted the nomination and there being no further nominations was elected unanimously. The Chair requested nominations for the office of Secretary. Betsy Lepak nominated Hugh Laird to the office of Secretary. He accepted the nomination and there being no further nominations was elected unanimously. Chairperson Wujcik reappointed all committee members to their assignments: Personnel Committee: Hugh Laird (Chair) Michelle Baker and Betsy Lepak. Budget Committee: Lonita Love (Chair) David Wirth and Fred Inman. Policy Committee: Reva Wujcik (Chair) Fred Inman and Lonita Love.

The Director presented a draft schedule of proposed Library Board of Trustees meetings for the year of 2013.

MOTION

Hugh Laird made a motion, seconded by Lonita Love to approve the proposed schedule of Library Board of Trustees meetings for the year 2013. The motion passed.

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

Nays: None.

Director Hoenig presented a draft schedule of proposed holiday closings for the year 2013.

MOTION

Hugh Laird made a motion to approve the proposed schedule of holiday closings for the year 2013. The motion was seconded by Fred Inman and passed.

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

Nays: None

Director Hoenig explained the need to approve a resolution required to implement the Security Benefit 457 Plan.

MOTION

Hugh Laird moved and Fred Inman seconded a motion to approve the Security Benefit 457 Plan Resolution. The motion passed.

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

Nays: None

Director Hoenig presented and explained proposed Budget Amendments for the 2013 Budget.

MOTION

David Wirth moved and Lonita Love seconded a motion to approve the proposed Budget Amendments for the 2013 Budget. The motion passed.

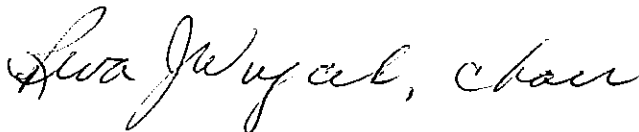
Ayes: Baker, Inman, Laird, Lepak, Love, Wirth and Wujcik.

Nays: None

David Wirth commended fellow board member Fred Inman for receiving the Redford InterFaith Relief "Person of the Year" award.

The meeting was adjourned at 5:35 p.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Hugh M. Laird", followed by the word "Chair" in a similar script.

Hugh M. Laird
Secretary

REDFORD TOWNSHIP DISTRICT LIBRARY
BOARD OF TRUSTEES MEETING
OCTOBER 15, 2012

The regular meeting of the Redford Township District Library Board of Trustees was held on Monday October 15, 2012 in the library.

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

Members present:	Michelle Baker	Lonita Love
	Fred Inman	David Wirth
	Betsy Lepak	Reva Wujcik

Member Absent: Hugh Laird

Also present: Lisa Hoenig, Director
Huberta Karpinski, Recording Clerk
Jo Anna Trierweller , Project Innovations, Inc.
Jay Johnson, Redford Jaycees
Mike Gazzarari, Patrica Slater and Beckie Vrtis, Staff
Catherine Plotts, Friends of the Library

MOTION

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

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

Nays: None.

MOTION

David Wirth made a motion, seconded by Lonita Love, to approve the warrant requests of September 20 and October 4, 2012. The motion passed.

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

Nays: None.

MOTION

A motion was made by Betsy Lepak and seconded by Fred Inman to approve the minutes of the meeting of September 17, 2012. The motion passed.

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

Nays: None.

CITIZEN'S COMMENTS AND PRESENTATIONS

Chairperson Wujcik introduced Jo Anna Trierweller who stated "Libraries are not just about books any more". She detailed the inputs and processes used to determine the wants and needs of the public from it's library. She explained the

process used to develop the Strategic Plan. Then she reviewed each step through the five year goals, the major challenges, and the resulting strategies. Ms. Trierweller answered questions from the Board.

Director Lisa Hoenig thanked Project Innovations for the outstanding community connections and broad vision for the community as a whole which they brought to this project.

FINANCIAL REPORT

Treasurer Lonita Love reported the following:

\$ 128,588.08	JP Morgan (Bond) as of 9/28/2012
\$ 155,403.11	Comerica J-Fund as of 9/30/2012
\$ 246,980.86	Huntington Bank (CD) as of 6/22/2012
\$ 3,478,227.00	UBS (Investments) as of 8/31/2012
\$ 6,298.07	Comerica (Health Reimbursement Acct.) as of 9/30/2012

September UBS results were .05%, YTD +1.36%, since inception +2.56%. For comparison three month US Treasury notes for September +.01%

MOTION

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

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

Nays: None.

BUDGET TO ACTUAL REPORT

The Budget to Actual report was reviewed and questions from the Board were answered by Director Hoenig.

DIRECTOR'S REPORT

Director Lisa Hoenig reported circulation for the month of September rose 9.98% to 24,536. Revenues including fines, printing, public copiers, cafe, video rental, meeting room fees, purchased cards and miscellaneous including Kroger Community Rewards totaled \$6,619.44. Computer usage including Internet fell by 7.29% to 3,369 hours for the month of September. There were 17,343 people visiting the Library, 30.12% fewer than in the month of September 2011. We sent 3,082 books to other libraries, an increase of 25.44% and borrowed 16.67% fewer than last year, 2,074 books, for use by Redford patrons.

The Director announced a short ceremony at noon on October 27, 2012 to dedicate the Quiet study room to deceased employee Frances Carpenter to honor her years of loyalty to the Library.

With the goal being to raise funds for the purchase of a Laptop Lab for the Library a March fund raiser is being planned.

Since the mailing of courtesy notices to patrons with five dollars or more in accrued fines was discontinued and elimination of paper overdue notices for

patrons with a phone notification preference in May the billing for Datamailer has dropped by nearly 50%.

COMMITTEE REPORTS

No committee reports were presented.

OLD BUSINESS

No old business was transacted.

NEW BUSINESS

Discussion ensued re the value of a Strategic Plan and consideration of the adoption of Strategic Plan 2013-2018.

MOTION

David Wirth made a motion, seconded by Fred Inman, to adopt the proposed Strategic Plan 2013-2018. The motion passed.

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

Nays: None

Director Hoenig explained the Library's recommendation regarding a patron's objection to a film in the collection 'Fat Girl'. Discussion ensued re consideration of the objection.

MOTION

Fred Inman moved and Lonita Love seconded the motion in the interest of broad access and in opposition to censorship the film 'Fat Girl' remain in the collection. The motion passed.

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

Nays: None

The Director described the pros and cons of offering a pay telephone in the lobby and detailed the possibilities for replacement.

MOTION

Fred Inman moved the Director replace the pay telephone in the lobby. The motion was seconded by Michelle Baker and passed.

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

Nays: Love.

The meeting was adjourned at 5:48 p.m.

Respectfully submitted,

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

Hugh Laird
Secretary

Recorded by Huberta Karpinski

REDFORD TOWNSHIP DISTRICT LIBRARY
BOARD OF TRUSTEES MEETING
NOVEMBER 19, 2012

The regular meeting of the Redford Township District Library Board of Trustees was held on Monday November 19, 2012 in the library.

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

Members present: Michelle Baker Lonita Love (arr. 4:14 p.m.)
Fred Inman David Wirth
Hugh Laird Reva Wujcik
Betsy Lepak (arr. 4:11 p.m.)

Members Absent: None

Also present: Lisa Hoenig, Director
Huberta Karpinski, Recording Clerk

MOTION

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

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

Nays: None.

MOTION

David Wirth made a motion, seconded by Fred Inman, to approve the warrant requests of October 18, November 8 and 16, 2012. The motion passed.

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

Nays: None.

MOTION

A motion was made by David Wirth and seconded by Fred Inman to approve the minutes of the meeting of October 15, 2012. The motion passed.

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

Nays: None.

CITIZEN'S COMMENTS

No citizens were present.

FINANCIAL REPORT

In the absence of Treasurer Lonita Love the Director reported the following:

Director Lisa Hoenig detailed the conditions of installing a Fax 24 service kiosk to replace the current Fax service we offer our patrons. It would free circulation desk personnel of the time spent servicing Fax patrons but would not provide the revenue currently enjoyed.

MOTION

Lonita Love made a motion, seconded by Hugh Laird, to make no changes in our current practice of performing outgoing Faxes for patrons at a charge of \$1.00 per page, cover pages free, including unemployment papers and resumes for Redford residents free of charge. The motion passed.

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

Nays: None

The Director explained the necessity to decide before the first of the year whether or not the Board wished to continue to opt out of the provisions of State of Michigan Public Acts 152 of 2011.

MOTION

Hugh Laird made a motion, seconded by Betsy Lepak, to continue to opt out of the provisions of State of Michigan Public Acts 152 of 2011. The motion passed.

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

Nays: None

The challenge by a patron to the shelving position of collection item 'After Eli' by Rebecca Rupp was presented.

MOTION

A motion was made by Betsy Lepak and seconded by Michelle Baker to reshell the book 'After Eli' by Rebecca Rupp from the Children's collection to the Teen collection. The motion passed.

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

Nays: None

The meeting was adjourned at 4:50 p.m.

Respectfully submitted,

Hugh Laird
Secretary

Recorded by Huberta Karpinski

REDFORD TOWNSHIP DISTRICT LIBRARY
BOARD OF TRUSTEES MEETING
December 17, 2012

The regular meeting of the Redford Township District Library Board of Trustees was held on Monday December 17, 2012 in the library.

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

Members present: Michelle Baker (arr.4:02) David Wirth
Fred Inman Reva Wujcik
Hugh Laird

Members Absent: Betsy Lepak (exc.) and Lonita Love (exc.)

Also present: Lisa Hoenig, Director
Huberta Karpinski, Recording Clerk

MOTION

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

Ayes: Inman, Laird, Wirth and Wujcik.

Nays: None.

MOTION

David Wirth made a motion, seconded by Fred Inman, to approve the warrant requests of November 30 and December 14, 2012. 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 November 19, 2012. The motion passed.

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

Nays: None.

CITIZEN'S COMMENTS

No citizens were present.

FINANCIAL REPORT

In the absence of Treasurer Lonita Love the Director reported the following:

\$ 535,857.96	JP Morgan (Bond) as of 11/30/2012
\$ 496,394.63	Comerica J-Fund as of 11/30/2012
\$ 246,980.86	Community Choice (CD) as of 6/22/2012
\$ 2,731,656.38	UBS (Investments) as of 11/30/2012
\$ 3,546.94	Comerica (Health Reimbursement Acct.) as of 11/30/2012

UBS results were .15%, YTD +1.52%, since inception +2.48%. For comparison three month US Treasury notes .01%.

MOTION

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

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

Nays: None.

DIRECTOR'S REPORT

Director Lisa Hoenig reported circulation for the month of November was up 12.70% to 24,392. Revenues including fines, printing, public copiers, cafe, video rental, meeting room fees, purchased cards and miscellaneous including Paypal fine collection and a Wayne County restitution payment for an April 2011 vandalism incident totaled \$9,852.18. Computer usage including Internet rose by 2.32% to 3,443 hours for the month of November. There were 15,539 people visiting the Library, 6.63% fewer than in the month of November 2011. We sent 2,768 books to other libraries, an increase of 2.71% and borrowed 19.31% more than last year, 2,404 books, for use by Redford patrons.

Director Lisa Hoenig commented on the passage of the elimination of the Personal Property Tax by the Michigan state legislature. She also described plans for the first annual Books and Bytes Benefit to be held on Friday April 19, 2013.

Chairperson Reva Wujcik complimented the Director on her presentation before the Redford Township Board of Trustees meeting and commented it continues to be repeated on the Redford Township local access television.

The incident reports were reviewed and discussed.

COMMITTEE REPORTS

There were no committee reports.

OLD BUSINESS

No old business was transacted.

NEW BUSINESS

The Director asked whether the Board would like to support a Friend of the Court brief urging the Michigan Supreme Court to hear an appeal by the Capitol Area District Library regarding the carrying of firearms in Michigan Public Libraries.

Miller Canfield is proposing this project.

Discussion ensued re the spending of public library funds for this purpose.

MOTION

Hugh Laird made a motion seconded by David Wirth to allocate a maximum of \$1500 to Miller Canfield in support of a Friend of the Court brief. The Library would request not to be named as a party to this brief. The motion passed.

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

Nays: None

Director Hoenig requested board approval to close the Library at 3:00 p.m. on Friday April 19, 2013 to facilitate preparations for the Books and Bytes Benefit.

MOTION

A motion was made by Fred Inman to approve closure of the Library at 3:00 p.m. on Friday April 19, 2013. The motion was seconded by Hugh Laird and passed.

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

Director Lisa Hoenig presented a proposal by Library Design Associates, Inc. for carpet replacement in the entry and restroom areas.

MOTION

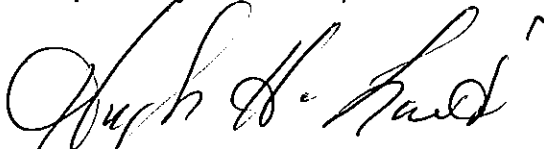
Hugh Laird made a motion, seconded by Fred Inman, to accept the Library Design Associates, Inc. proposal for carpet replacement at a total cost of \$7,200.00. The motion passed.

Ayes: Baker, Inman, Laird and Wirth.

Nays: Wujcik.

The meeting was adjourned at 5:10 p.m.

Respectfully submitted,



Hugh Laird
Secretary

REDFORD TOWNSHIP DISTRICT LIBRARY
BOARD OF TRUSTEES MEETING
January 28, 2013

The regular meeting of the Redford Township District Library Board of Trustees was held on Monday January 28, 2013 in the library.

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

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

Member Absent: None

Also present: Lisa Hoenig, Director
Huberta Karpinski, Recording Clerk
W. Isaac Robinson, Legal Counsel & Senior Advisor to
Rep. John Conyers

MOTION

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

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

Nays: None.

MOTION

Fred Inman made a motion, seconded by Hugh Laird, to approve the warrant requests of December 20, 2012 and January 11 and 24, 2013. The motion passed.

Ayes: Baker, Inman, Laird, Lepak, 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 December 17, 2012. The motion passed.

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

Nays: None.

CITIZEN'S COMMENTS

W. Isaac Robinson addressed the Board re Representative John Conyers.

FINANCIAL REPORT

In the absence of the Treasurer the Director reported the following:

\$ 535,875.40	JP Morgan (Bond) as of 12/31/2012
\$ 417,802.92	Comerica J-Fund as of 12/31/2012
\$ 246,980.86	Huntington Bank (CD) as of 6/22/2012
\$ 2,735,959.77	UBS (Investments) as of 12/31/2012
\$ 3,289.34	Comerica (Health Reimbursement Acct.) as of 12/31/2012

December UBS results were 0.19 %, YTD +1.71%, since inception +2.48%. For comparison three month US Treasury notes 0.01%

MOTION

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

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

Nays: None.

BUDGET TO ACTUAL REPORT

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

DIRECTOR'S REPORT

Director Lisa Hoenig reported circulation for the month of December was up 17.32% to 22,404. The year totaled 310,833, +10.63%. Revenues including fines, printing, public copiers, cafe, video rental, meeting room fees, purchased cards and miscellaneous including Kroger Rewards, a Community Foundation grant, four donations, The Library Network e-rate rebate and reimbursement from the Friends for a Scholastic purchase totaled \$13,454.54. Computer usage including Internet rose by 12.67% to 2980 hours for the month of December 2012, the total for the year of 2012 was down 14.36%, to 42,114 hours. There were 13,252 people visiting the Library in December, 3.57% fewer people than in the month of December 2011. 210,414 people visited in all of 2012, 16.88% fewer than in 2011. We sent 2,813 books to other libraries, an increase of 56.54% and borrowed 21.96% fewer than last year, 2,185 books. In 2012 we loaned 37,582 books, an increase of 27.43% and borrowed 28,915 books, an increase of 0.37% for use by Redford patrons.

COMMITTEE REPORTS

There were no committee reports.

OLD BUSINESS

No old business was transacted.

NEW BUSINESS

A Budget Amendment was presented by Director Hoenig.

MOTION

David Wirth made a motion, seconded by Hugh Laird to accept the Budget Amendment. The motion passed.

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

Nays: None

Director Hoenig requested a Board discussion of a Special Board meeting on February 11, 2013 for the purpose of preparing a draft budget. The Board agreed to have the Personnel and Budget Committees meet and discuss the results and review the draft budget at the February 25, 2013 meeting with Chairman Reva Wujcik on a conference call.

Director Lisa Hoenig presented a draft Lending Policy for Board consideration.

MOTION

Hugh Laird made a motion, seconded by Lonita Love, to alter the Draft Lending Policy by adding the language "digital images of library cards on mobile devices will not be accepted." The motion passed

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

Nays: Inman.

MOTION

Hugh Laird made a motion, seconded by Betsy Lepak, accepting the change to the regular Redford Township District Library card for minors as presented. The motion passed.

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

Nays: None.

MOTION

Hugh Laird made a motion, seconded by Fred Inman, to leave the section on school cards unchanged. The motion passed

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

Nays: Love.

MOTION

A motion was made by Betsy Lepak and seconded by David Wirth to extend the loan period for adult feature films to one week. The motion passed.

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

MOTION

A motion was made by Hugh Laird and seconded by David Wirth to revise the schedule of processing fees as proposed. The motion passed.

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

Nays: None.

A draft schedule of holiday closures for 2014 was presented to the Board by the Director.

MOTION

David Wirth made a motion, seconded by Fred Inman, to approve the schedule of 2014 holiday closures as presented. The motion failed.

Ayes: Inman, Lepak and Wirth.

Nays: Baker, Laird, Love and Wujcik.

MOTION

Lonita Love made a motion, seconded by Michelle Baker, to accept the schedule of holiday closures with the elimination of Saturday November 29, 2014. The motion passed.

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

Nays: Inman and Wirth

An Unclaimed Property Division claim form from the Michigan Department of the Treasury was detailed by Director Lisa Hoenig as providing \$4,141.91 in library funds.

MOTION

David Wirth moved funds of \$4,141.91 from the Unclaimed Property Division of the Michigan Department of the Treasury will be placed in the general fund and used for a MERS payment with the understanding that if claimed by a legitimate party it will be refunded. Fred Inman seconded the motion and it passed.

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

Nays: None.

The meeting was adjourned at 5:35 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Hugh M. Laird, chair".

Hugh M. Laird
Secretary

Recorded by Huberta Karpinski

REDFORD TOWNSHIP DISTRICT LIBRARY
BOARD OF TRUSTEES MEETING
February 25, 2013

The regular meeting of the Redford Township District Library Board of Trustees was held on Monday February 25, 2013 in the library.

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

Members present: Michelle Baker
Fred Inman
Betsy Lepak

Members Absent: Hugh Laird and David Wirth

Also present: Lisa Hoenig, Director
Huberta Karpinski, Recording Clerk
Student Observers

MOTION

A motion was made by Lonita Love to approve the agenda. The motion was seconded by Fred Inman and passed.

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

Nays: None.

MOTION

Lonita Love made a motion, seconded by Betsy Lepak to approve the warrant requests of February 7 and 21, 2013. The motion passed.

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

Nays: None.

MOTION

A motion was made by Lonita Love and seconded by Betsy Lepak to approve the minutes of the meeting of January 28, 2013 as corrected. The motion passed.

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

Nays: None.

CITIZEN'S COMMENTS

There were no comments from citizens.

FINANCIAL REPORT

Treasurer Lonita Love reported the following:

\$ 535,884.64 JP Morgan (Bond) as of 1/31/2013

\$ 605,362.79	Comerica J-Fund as of 1/31/2013
\$ 246,980.86	Huntington Bank (CD) as of 6/22/2012
\$ 2,739,397.65	UBS (Investments) as of 1/31/2013
\$ 2,509.60	Comerica (Health Reimbursement Acct.) as of 1/31/2013

January UBS results were 0.15%, YTD +0.15%, since inception +2.46%. For comparison: three month US Treasury notes for January +0.00%

MOTION

Betsy Lepak made a motion, seconded by Fred Inman, to approve the Financial Report as given. The motion passed.

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

Nays: None.

DIRECTOR'S REPORT

Director Lisa Hoenig reported circulation for the month of January was up 4.26% to 27,025. Revenues including fines, Public Copiers, Faxes, computer passes, printing, cafe, video rental, meeting room fees, purchased cards and miscellaneous including donations, EBSCO credit from periodicals renewal, café reimbursement for photocopies, Paypal fine collection and a Blue Cross Network Health Reimbursement Account credit totaled \$10,310.89. Computer usage including Internet rose by 11.20% to 3,753 hours for the month of January 2013. There were 15,061 people visiting the Library in January, 11.01% fewer than in the month of January 2012. We sent 3,380 books to other libraries, an increase of 6.26% and borrowed an increase of 7.39%, 2,382 books for use by Redford patrons.

The incident reports were reviewed and discussed.

The February 1, 2013 annual in-Service Day was attended by Dr. Lee Meadows of Walsh College. His keynote presentation was enjoyed by everyone.

COMMITTEE REPORTS

In the absence of Chairperson Hugh Laird Betsy Lepak reported on the Personnel Committee meeting of February 4, 2013.

Budget Committee Chairperson Lonita Love presented a report of the February 11, 2013 meeting of the Budget Committee.

OLD BUSINESS

No old business was transacted.

NEW BUSINESS

Director Lisa Hoenig detailed the budget plans and discussion ensued re the Draft Budget for Fiscal Year 2013-2014.

The Director suggested the Public Budget Hearing be held 4:00 p.m. Monday March 18, 2013 with the Regular Board Meeting following.

By consensus the Board agreed to hold the Public Budget Hearing at 4:00 p.m. Monday March 18, 2013 with the Regular Board Meeting following.

Director Lisa Hoenig explained wine is being donated by the Distributor to supply a wine tasting table at the Books and Bytes Benefit on April 19, 2013 at no cost to the Library. A special one-day liquor license from the State of Michigan is required for the sale of beer and wine at the event.

MOTION

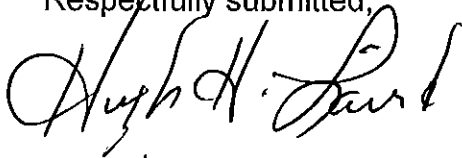
Fred Inman made a motion, seconded by Lonita Love, to approve a resolution authorizing the application to the State of Michigan Department of Licensing and Regulation, Michigan Liquor Control Commission for a special license for consumption on the premises. The motion passed

Ayes: Baker, Inman Lepak, Love and Wujcik.

Nays: None

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

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Hugh M. Laird". The signature is fluid and cursive, with the first name "Hugh" being the most prominent.

Hugh M. Laird
Secretary

Recorded by Huberta Karpinski

REDFORD TOWNSHIP DISTRICT LIBRARY
BOARD OF TRUSTEES MEETING
March 18, 2013

The regular meeting of the Redford Township District Library Board of Trustees was held on Monday March 18, 2013 in the library.

The meeting was called to order by Presiding Officer Fred Inman at 4:05 p.m.

Members present:	Michelle Baker (arr. 4:06 p. m.)	Betsy Lepak
	Fred Inman	Lonita Love
	Hugh Laird	David Wirth

Member Absent: Reva Wujcik

Also present: Lisa Hoenig, Director
Huberta Karpinski, Recording Clerk
Student Observer

MOTION

A motion was made by Hugh Laird to approve the agenda. The motion was seconded by Betsy Lepak and passed.

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

Nays: None.

MOTION

David Wirth made a motion, seconded by Lonita Love, to approve the warrant requests of March 7 and 14, 2013. The motion passed.

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

Nays: None.

MOTION

A motion was made by Lonita Love and seconded by David Wirth to approve the minutes of the meeting of February 25, 2013. The motion passed.

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

Nays: None.

CITIZEN'S COMMENTS AND PRESENTATIONS

Director Hoenig presented a picture of the masterpiece reproduction to be displayed at the Library by the Detroit Institute of Arts Inside/Outside program. She also showed a poster of and described the details of events to be held throughout the Township and the Detroit Institute of Arts Community Weekend to take place June 22-23, 2013.

FINANCIAL REPORT

Treasurer Lonita Love reported the following:

\$ 535,892.80	JP Morgan (Bond) as of 2/28/2013
\$ 671,805.36	Comerica J-Fund as of 2/28/2013
\$ 246,980.86	Huntington Bank (CD) as of 6/22/12
\$ 2,743,041.24	UBS (Investments) as of 2/28/2013
\$ 2,322.42	Comerica (Health Reimbursement Acct.) as of 2/28/2013

February UBS results were +.11%, YTD +.26%, since inception +2.44%. For comparison three month US Treasury notes for February +.00%

BUDGET TO ACTUAL REPORT

The Budget to Actual figures were reviewed and questions from the Board answered by the Director.

MOTION

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

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

Nays: None.

DIRECTOR'S REPORT

Director Lisa Hoenig reported circulation for the month of February was down 9.46% to 23,575. Revenues including fines, fares, computer passes, printing, public copiers, cafe, video rental, meeting room fees, purchased cards and miscellaneous including Books and Bytes revenue, State of Michigan unclaimed property and Blue Cross Network expense totaled \$9,845.75. Computer usage including Internet fell by 3.85% to 3,294 hours for the month of February 2013. There were 14,786 people visiting the Library in February, 18.64% fewer than last year. We sent 2,887 books to other libraries, a decrease 8.73% and borrowed an increase of 1.27%, 2,235 books, for use by Redford patrons. Director Lisa Hoenig reported the Chamber of Commerce's monthly breakfast was hosted by the Library on Tuesday March 12, 2013.

The Library will conduct a 'Food for Thought' program April 22-27, 2013. All food donations will be earmarked for the Redford Interfaith Relief

COMMITTEE REPORTS

No committee reports were presented.

OLD BUSINESS

No old business was conducted.

NEW BUSINESS

MOTION

Hugh Laird made a motion to approve the Fiscal Year 2013-2014 Budget with an operating millage rate of .93 and debt reduction rate of .75. The motion was seconded by David Wirth and passed

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

Nays: None

Discussion ensued re the alternative budget amendments presented by the Director.

MOTION

Lonita Love made a motion to approve the version of the Budget amendment that included a transfer of \$10,288. The motion was seconded by David Wirth and passed.

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

Nays: None

Director Lisa Hoenig explained the need to accept the grant proposal from the Community Foundation for Southeast Michigan.

MOTION

A motion was made by Lonita Love to accept the grant resolution from the Community Foundation for Southeast Michigan to support library operations in the Fiscal Year 2013-2014 budget. The motion was seconded by Hugh Laird and passed.

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

Nays: None

The meeting was adjourned at 4:49 p.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Hugh H. Laird".

Hugh H. Laird
Secretary

Recorded by Huberta Karpinski

REDFORD TOWNSHIP DISTRICT LIBRARY
BOARD OF TRUSTEES MEETING
April 15, 2013

The regular meeting of the Redford Township District Library Board of Trustees was held on Monday April 15, 2013 in the library.

The meeting was called to order by Presiding Officer Reva Wujcik at 4:04 p.m.

Members present:	Michelle Baker	Lonita Love (arr 4:14)
	Fred Inman	David Wirth
	Hugh Laird	Reva Wujcik
	Betsy Lepak	

Member Absent: None

Also present: Lisa Hoenig, Director
Huberta Karpinski, Recording Clerk

MOTION

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

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

Nays: None.

MOTION

David Wirth made a motion, seconded by Hugh Laird, to approve the warrant requests of March 21 and April 4 and 12, 2013. The motion passed.

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

Nays: None.

MOTION

A motion was made by Fred Inman and seconded by Betsy Lepak to approve the minutes of the Public Hearing and meeting of March 18, 2013. The motion passed.

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

Nays: None.

CITIZEN'S COMMENTS

No citizens were present.

FINANCIAL REPORT

In the absence of the treasurer Director Lisa Hoenig reported the following:

\$ 535,901.84	JP Morgan (Bond) as of 3/28/2013
\$ 716,595.80	Comerica J-Fund as of 3/31/2013
\$ 246,980.86	Huntington Bank (CD) as of 6/22/2012
\$ 2,748,031.00	UBS (Investments) as of 3/31/2013
\$ 7,780.22	Comerica (Health Reimbursement Acct.) as of 3/31/2013

March UBS results were .20%, YTD +.46%, since inception +2.43%. For comparison three month US Treasury notes for March +.01%

BUDGET TO ACTUAL REPORT

Director Hoenig reported that because we are still submitting invoices the Budget To Actual Report for March will be delayed until the May meeting.

MOTION

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

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

Nays: None.

DIRECTOR'S REPORT

Director Lisa Hoenig reported an adjustment to the circulation for the month of February. It was down 9.43% to 23,600. She also reported circulation for the month of March was down 8.80% to 25,324. Revenues including fines, fares, computer passes, printing, public copiers, cafe, video rental, meeting room fees, purchased cards and miscellaneous including pay phone revenue, Kroger Community Rewards and Books and Bytes revenue totaled \$14,753.96.

Computer usage including Internet rose 4.44% to 3,766 hours for the month of March. There were 17,377 people visiting the Library in March, 19.95% fewer than last year. We sent 3,213 books to other libraries, a decrease of 4.26% and borrowed a decrease of 12.86%, 2,012 books, for use by Redford patrons.

Director Lisa Hoenig presented the annual report of Unique Management Services detailing the cumulative recovery at 60.62% for a total invoice amount of \$44,875.30.

Director Hoenig mentioned Midwest Auto Auctions donated multiple items to the Library including a charging cart for the Laptop Lab. This was a \$1,400 + expense in the Laptop Lab Budget.

Discussion ensued regarding Strategic Planning goals, including the feasibility of a Drive-Up book return.

An incident report regarding an allergic reaction to nuts in the café was also discussed. A legal opinion was shared. The Board concluded that medication

should never be administered by staff. We should call 911 and leave this to EMS.

COMMITTEE REPORTS

There were no committee reports.

OLD BUSINESS

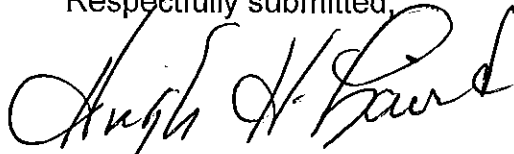
No old business was transacted.

NEW BUSINESS

No new business was transacted.

The meeting was adjourned at 4:45 p.m.

Respectfully submitted,

A handwritten signature in cursive script, reading "Hugh H. Laird". The signature is written in dark ink and is positioned above the printed name and title.

Hugh H. Laird
Secretary

Recorded by Huberta Karpinski

REDFORD TOWNSHIP DISTRICT LIBRARY
BOARD OF TRUSTEES MEETING
May 20, 2013

The regular meeting of the Redford Township District Library Board of Trustees was held on Monday May 20, 2013 in the library.

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

Members present:	Fred Inman	Lonita Love
	Hugh Laird	David Wirth
	Betsy Lepak	Reva Wujcik

Member Absent: Michelle Baker

Also present: Lisa Hoenig, Director
Huberta Karpinski, Recording Clerk
Martin Smith, Automation Manager
Two Student Observers

MOTION

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

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

Nays: None.

MOTION

David Wirth made a motion, seconded by Hugh Laird, to approve the warrant requests of April 18 and May 2, 9 and 16, 2013. The motion passed.

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

Nays: None.

MOTION

A motion was made by David Wirth and seconded by Fred Inman to approve the minutes of the meeting of April 15, 2013. The motion passed.

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

Nays: None.

CITIZEN'S COMMENTS

No citizens comments were forthcoming.

FINANCIAL REPORT

Treasurer Lonita Love reported the following:

\$ 79,950.77	JP Morgan (Bond) as of 4/30/2013
\$ 522,380.07	Comerica J-Fund as of 4/30/2013
\$ 246,980.86	Huntington Bank (CD) as of 6/22/2012
\$ 2,754,966.16	UBS (Investments) as of 4/30/2013
\$ 7,066.82	Comerica (Health Reimbursement Acct.) as of 4/30/2013

April UBS results were +.24%, YTD +.70%, since inception +2.45%. For comparison three month US Treasury notes for April +.01%

BUDGET TO ACTUAL REPORT

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

MOTION

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

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

Nays: None.

DIRECTOR'S REPORT

Director Lisa Hoenig reported circulation for the month of April was up 8.48% to 27,046 . Revenues including fines, faxes, computer passes, printing, public copiers, cafe, video rental, meeting room fees, purchased cards and miscellaneous including Books and Bytes revenue, Books and Bytes Detroit Diesel sponsorship, Michigan Municipal Risk Management Authority and State of Michigan first 2013 State Aid payment totaled \$35,586.25. Computer usage including Internet rose by 24.50% to 4,132 hours for the month of April. There were 17,567 people visiting the Library in April, 1.68% more than in the month of April, 2012. We sent 3,279 books to other libraries, an increase of 10.66% and borrowed 1.99% fewer than last year, 2,267 books, for use by Redford patrons. The incident reports were reviewed and discussion ensued re a patron's concern about a student causing a potential situation at the library.

Director Lisa Hoenig also reported one hundred twenty-one people attended the Books and Bytes Benefit. The fundraising goal was \$12,500.00. After expenses the total proceeds were \$14,846.89.

Director Hoenig mentioned the "Food for Thought" campaign was a tremendous success. Two hundred and seventy pounds of food were collected for Redford Interfaith Relief April 22 through April 27.

COMMITTEE REPORTS

No committee reports were presented.

OLD BUSINESS

No old business was transacted.

NEW BUSINESS

Director Lisa Hoenig introduced Martin Smith. He reported requesting quotes from three companies for computer lab computers. He recommended the Board approve the purchase of laptops from Tiger Direct and answered questions about the other software and equipment required to set up the laptop lab.

MOTION

Hugh Laird made a motion, seconded by David Wirth, to purchase laptops and additional equipment as recommended at a total cost not to exceed \$13,000.00. The motion passed.

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

Nays: None

Director Lisa Hoenig detailed her proposal for the use of the remaining funds from the Books and Bytes Benefit. A budget amendment detailing this plan will be presented at the June meeting.

Director Hoenig described the need to comply with the Children's Internet Protection Act. She presented alterations in a draft revision of the Internet Use Policy and answered questions from the Board.

Discussion ensued re the Public Hearing date for the revised Internet Use Policy,

MOTION

Hugh Laird made a motion to establish June 17, 2013 at 4:00 p.m. as the date and time of the Internet Use Policy Public Hearing with the regular meeting to follow immediately after. Betsy Lepak seconded the motion and it passed.

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

Nays: None.

Details of the Library's involvement in the Redford Township Memorial Day parade were discussed.

A request was distributed to the Board members from employee Nancy Kinjorski regarding paid time off.

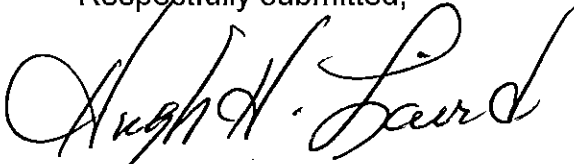
MOTION

David Wirth made a motion to table the request. The motion died for lack of support.

The Board took no action.

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

Respectfully submitted,

A handwritten signature in cursive script, reading "Hugh W. Laird". The signature is written in dark ink and is positioned above the printed name and title.

Hugh Laird
Secretary

Recorded by Huberta Karpinski

REDFORD TOWNSHIP DISTRICT LIBRARY
BOARD OF TRUSTEES PUBLIC HEARING
June 17, 2013

A Public Hearing for the purpose of discussing the proposed Internet Use Policy was held on Monday June 17, 2013 in the Library.

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

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

Member Absent: Lonita Love

Also present: Lisa Hoenig, Director
Huberta Karpinski, Recording Clerk

MOTION

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

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

Nays: None.

The proposed Internet Policy was introduced by Director Lisa Hoenig.
No citizens were in attendance.

MOTION

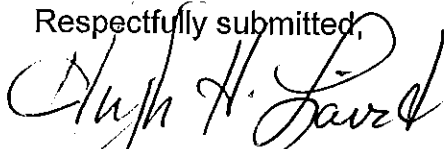
David Wirth made a motion, seconded by, Hugh Laird to adjourn the Public Hearing. The motion passed.

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

Nays: None.

The Public Hearing was adjourned at 4:05 p.m.

Respectfully submitted,



Hugh Laird
Secretary

Recorded by Huberta Karpinski

REDFORD TOWNSHIP DISTRICT LIBRARY
BOARD OF TRUSTEES MEETING
June 17, 2013

The regular meeting of the Redford Township District Library Board of Trustees was held on Monday June 17, 2013 in the library.

The meeting was called to order by Presiding Officer Reva Wujcik at 4:06 p.m.

Members present:	Michelle Baker	Lonita Love (arr 4:07)
	Fred Inman	David Wirth
	Hugh Laird	Reva Wujcik
	Betsy Lepak	

Member Absent: None

Also present: Lisa Hoenig, Director
Huberta Karpinski, Recording Clerk

MOTION

A motion was made by Hugh Laird to approve the agenda. The motion was seconded by Fred Inman 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 May 30 and June 13, 2013. The motion passed.

Ayes: Baker, Inman, Laird, Lepak, 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 May 20, 2013. The motion passed.

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

Nays: None.

CITIZEN'S COMMENTS

No citizens were present.

FINANCIAL REPORT

Treasurer Lonita Love reported the following:

\$ 79,952.06	JP Morgan (Bond) as of 5/31/2013
\$ 408,982.84	Comerica J-Fund as of 5/31/2013
\$ 246,980.86	Huntington Bank (CD) as of 6/22/2012
\$ 2,756,167.05	UBS (Investments) as of 5/31/2013
\$ 6,264.04	Comerica (Health Reimbursement Acct.) as of 5/31/2013

May UBS results were .02%, YTD .73%, since inception +2.40%. For comparison three month US Treasury notes for May +.00%

MOTION

Hugh Laird made a motion, seconded by Fred Inman, 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 detailed the Budget to Actual Report.

DIRECTOR'S REPORT

Director Lisa Hoenig reported circulation for the month of May was down 2.95% to 23,831. Revenues including fines, faxes, computer passes, printing, public copiers, cafe, video rental, meeting room fees, purchased cards and miscellaneous including, Books and Bytes revenue, pay phone revenue, Michigan Municipal Risk Management Authority distribution, Kohl's care grant from Books and Bytes Benefit, penal fines, and Wayne County delinquent tax settlement for April totaled \$37,861.97. Computer usage including Internet rose by 14.11% to 3,574 hours for the month of May. There were 13,221 people visiting the Library in the month of May, 22.84% less than in the month of May 2012. We sent 3,014 books to other libraries, a decrease of 4.68% and borrowed 18.57% fewer than last year, 1,960 books, for use by Redford patrons. The Celebration of the Arts, a DIA inside/Outside event, took place beginning this morning and has been very well attended. We expect to begin teaching the computer classes in July.

The incident reports were reviewed and discussed.

Chairperson Reva Wujcik commented recording of the Board meeting has begun. It will facilitate taking of the minutes and establish a permanent record of Board meetings.

COMMITTEE REPORTS

No committee reports were presented.

OLD BUSINESS

No old business was transacted.

NEW BUSINESS

MOTION

Hugh Laird made a motion to approve the 2013 Wayne County Tax Rate request form. The motion was seconded by David Wirth and passed.

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

Nays: None.

Director Lisa Hoenig explained that after checking three institutions the Public Service Credit Union was found to offer the best Certificate of Deposit interest rate. Membership requires adoption of a Resolution by the Board.

MOTION

A motion was made by Hugh Laird and seconded by Fred Inman to adopt the Resolution for a Public Service Credit Union membership. The motion passed.

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

Nays: None.

MOTION

Fred Inman made a motion to approve the Internet Use Policy revision. The motion was seconded by Michelle Baker and passed.

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

Nays: None.

Director Lisa Hoenig presented a budget amendment adding \$4,844 to the budget in reimbursement revenue to cover replacement of the damaged parking lot bollard. The budget amendment also increases the revenue from the Books and Bytes Benefit and allocates it toward teaching computer classes.

MOTION

A motion was made by Fred Inman and seconded by Lonita Love to approve the budget amendment. The motion passed.

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

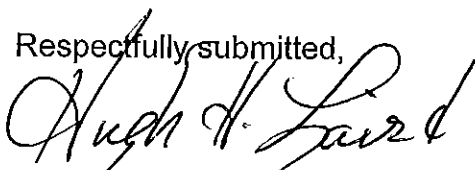
Nays: None.

Discussion ensued re the disposition of funds from the State of Michigan Unclaimed Property Division.

The Board requested Director Hoenig ask the advice of Redford Township Finance Director Suzanne Moreno as to whether we should consult an attorney or an accountant. They also requested she talk to the auditors again.

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

Respectfully submitted,



Hugh H. Laird
Secretary

Recorded by Huberta Karpinski

