

REDFORD TOWNSHIP DISTRICT LIBRARY BOARD OF TRUSTEES MEETING
September 20, 2021

APPROVED

The regular meeting of the Redford Township District Library Board of Trustees was held on Monday, September 20, 2021 in the Meeting Room.

The meeting was called to order by Presiding Officer Fred Inman, President, at 4:30 p.m.

Members present:

Jann Dagg
Fred Inman
Betsy Lepak
Betsy McRae
Sue Pevovar
Felicia Thomas
David Wirth

Members absent: None

Also present: Garrett Hungerford, Director
Michael Gazzarari, Business and Facilities Manager
Yaakov Black, Plante & Moran via Zoom

MOTION

A motion was made by Wirth to approve the Agenda, seconded by Pevovar. The motion passed.

Ayes: Dagg, Inman, Lepak, McRae, Pevovar, Thomas, Wirth

Nays: None

MOTION

A motion was made by Dagg to approve the Minutes of the regular meeting on June 21, 2021, seconded by Wirth. The motion passed.

Ayes: Dagg, Inman, Lepak, McRae, Pevovar, Thomas, Wirth

Nays: None

CITIZEN'S COMMENTS

None

FY 20-21 AUDIT PRESENTATION

Yaakov Black of Plante & Moran presented the FY 20-21 annual audit to the library board remotely via Zoom

MOTION

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

Ayes: Dagg, Inman, Lepak, McRae, Pevovar, Thomas, Wirth

Nays: None

FINANCIAL REPORT

David Wirth submitted the Financial Report to the Board.

BUDGET TO ACTUAL REPORT

Garrett Hungerford presented the Budget-to-Actual report to the Board.

DIRECTOR'S REPORT

The annual audit took place the week of June 28th. We are in the process of updating the door access control for the staff entrance and front public entrance. Construction start date was moved to Monday, September 27th. The construction will begin on the patio while we wait for final approval of the permit for the exterior drive-thru work. Interior work for the drive-thru will commence at the same time as the patio. We anticipate the exterior drive-thru construction to begin within the first two weeks of October. Public computers were replaced this year as part of our scheduled equipment replacement plan.

Librarians continue to weed our collection to bring it to the level suggested by Kimberly Bolan and Associates. The lobby and café has once again began to open 30 minutes prior to the library opening. Stats are increasing year over year. The stats are still compared to last year's state-wide shut down. Staff reports from the summer show several highlights. Both the Adult and Children's departments are now using EDI to order items. This allows titles on order to be placed into the catalog for patrons to place holds. Online library card registration has been a success. This was done during the shut down, but will continue. Martin was able to keep our self-checks alive with some updating. We are doing well with our new accounting software and have implemented increased internal controls based on recommendations from Plante & Moran. Incident reports are now digital for easier access by everyone.

COMMITTEE REPORTS

BUDGET COMMITTEE OLD

BUSINESS

NEW BUSINESS

APPOINTMENT OF COMMITTEES

Committee appointments stayed the same. No action necessary.

FRIENDS GROUP DISCUSSION

Jann Dagg, also an active member of the Friends, gave an update about the reopening of the Friend's Shop and future plans.

MOTION

A motion was made by McRae to adjourn, seconded by Lepak. The motion passed. Ayes:

Dagg, Inman, Lepak, McRae, Pevovar, Thomas, Wirth

Nays: None

The meeting was adjourned at 5:26 p.m.

REDFORD TOWNSHIP DISTRICT LIBRARY BOARD OF TRUSTEES MEETING

October 18, 2021

APPROVED

The regular meeting of the Redford Township District Library Board of Trustees was held on Monday, October 18, 2021 in the Meeting Room.

The meeting was called to order by Presiding Officer Fred Inman, President, at 4:29 p.m.

Members present:

Jann Dagg
Fred Inman
Sue Pevovar
Felicia
Thomas
David Wirth

Members absent: Betsy Lepak, Betsy McRae

Also present: Garrett Hungerford, Director

Michael Gazzarari, Business and Facilities Manager

MOTION

A motion was made by Dagg to approve the Agenda, seconded by Pevovar. The motion passed. Ayes:

Dagg, Inman, Pevovar, Thomas, Wirth

Nays: None

MOTION

A motion was made by Wirth to approve the Minutes of the regular meeting on September 20, 2021, seconded by Pevovar. The motion passed.

Ayes: Dagg, Inman, Pevovar, Thomas, Wirth

Nays: None

CITIZEN'S COMMENTS

None

MOTION

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

Ayes: Dagg, Inman, Pevovar, Thomas, Wirth

Nays: None

FINANCIAL REPORT

David Wirth submitted the Financial Report to the Board.

BUDGET TO ACTUAL REPORT

Garrett Hungerford presented the Budget-to-Actual report to the Board.

DIRECTOR'S REPORT

We are half way through our fiscal year. After a third party inspection, it has been determined that the roof is in need of replacement. The board has already approved the roof bid package at the start of the current fiscal year. Merritt Cieslak Design is beginning to work on the roof bid pack. We obtained the final permit for the drive-thru from Wayne County. We are in the preplanning stages for an August 2022 millage request/renewal.

COMMITTEE REPORTS
BUDGET COMMITTEE OLD
BUSINESS
NEW BUSINESS

APPOINTMENT OF COMMITTEES

Committee appointments stayed the same. No action necessary.

MOTION

A motion was made by Pevovar to make an additional payment of \$550,000 to fully fund the MERS pension plan and to reduce the amortization schedule to 10 years, seconded by Thomas. The motion passed.

Ayes: Dagg, Inman, Pevovar, Thomas, Wirth

Nays: None

MOTION

A motion was made by Dagg to continue to opt out of Michigan PA 152 of 2011, seconded by Wirth. The motion passed.

Ayes: Dagg, Inman, Pevovar, Thomas, Wirth

Nays: None

MOTION

A motion was made by Dagg to adjourn, seconded by Pevovar. The motion passed.

Ayes: Dagg, Inman, Pevovar, Thomas, Wirth

Nays: None

The meeting was adjourned at 5:17 p.m.

Recorded by Michael Gazzarari

November 15, 2021

APPROVED

The regular meeting of the Redford Township District Library Board of Trustees was held on Monday, November 15, 2021 in the Meeting Room.

The meeting was called to order by Presiding Officer Fred Inman, President, at 4:25 p.m.

Members present:

Jann Dagg
Fred Inman
Betsy Lepak
Betsy McRae
Sue Pevovar
Felicia
Thomas
David Wirth

Members absent:

Also present: Garrett Hungerford, Director
Michael Gazzarari, Business and Facilities Manager

MOTION

A motion was made by Dagg to approve the Agenda, seconded by McRae. The motion passed. Ayes: Dagg, Inman, Lepak, McRae, Pevovar, Thomas, Wirth
Nays: None

MOTION

A motion was made by Wirth to approve the Minutes of the regular meeting on October 18, 2021, seconded by Dagg. The motion passed.
Ayes: Dagg, Inman, Lepak, McRae, Pevovar, Thomas, Wirth
Nays: None

CITIZEN'S COMMENTS

None

MOTION

A motion was made by Wirth to approve the warrant requests, seconded by Lepak. The motion passed.
Ayes: Dagg, Inman, Lepak, McRae, Pevovar, Thomas, Wirth
Nays: None

FINANCIAL REPORT

David Wirth submitted the Financial Report to the Board.

BUDGET TO ACTUAL REPORT

Garrett Hungerford presented the Budget-to-Actual report to the Board.

DIRECTOR'S REPORT

Statistics continue on an upward trend. Digital and remote stats are declining because in-house usage is increasing as more patrons return to the library. Our homebound program has begun. Hungerford gave an overview of the construction completed at this point and a look ahead as to what to expect in the next couple of weeks. The project is on track to be completed by mid-December, without any major weather delays.

COMMITTEE REPORTS
BUDGET COMMITTEE OLD
BUSINESS
NEW BUSINESS

APPOINTMENT OF COMMITTEES

Committee appointments stayed the same. No action necessary.

MOTION

A motion was made by McRae to approve the contract from Merritt Cieslak Design as presented, seconded by Thomas. The motion passed.

Ayes: Dagg, Inman, Lepak, McRae, Pevovar, Thomas, Wirth Nays:

None

MOTION

A motion was made by Pevovar to approve the fee schedule from McCarthy & Smith, as presented, not to exceed \$31,000, seconded by Lepak. The motion passed.

Ayes: Dagg, Inman, Lepak, McRae, Pevovar, Thomas, Wirth Nays:

None

MOTION

A motion was made by Dagg to approve the adjusted retiree healthcare stipends, seconded by Wirth. The motion passed.

Ayes: Dagg, Inman, Lepak, McRae, Pevovar, Thomas, Wirth Nays:

None

MOTION

A motion was made by Wirth to adjourn, seconded by Lepak. The motion passed. Ayes:

Dagg, Inman, Lepak, McRae, Pevovar, Thomas, Wirth

Nays: None

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

Recorded by Michael Gazzarari

December 20, 2021

APPROVED

The regular meeting of the Redford Township District Library Board of Trustees was held on Monday, December 20, 2021 in the Meeting Room.

The meeting was called to order by Presiding Officer Fred Inman, President, at 4:30 p.m.

Members present:

Jann Dagg Fred
Inman Sue
Pevovar
David Wirth

Members absent: Betsy Lepak, Betsy McRae, Felicia Thomas

Also present: Garrett Hungerford, Director
Michael Gazzarari, Business and Facilities Manager

MOTION

A motion was made by Wirth to approve the Agenda, seconded by Dagg. The motion passed.

Ayes: Dagg, Inman, Pevovar, Wirth

Nays: None

MOTION

A motion was made by Dagg to approve the Minutes of the regular meeting on November 15, 2021 with amended date, seconded by Wirth. The motion passed.

Ayes: Dagg, Inman, Pevovar, Wirth

Nays: None

CITIZEN'S COMMENTS

None

MOTION

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

Ayes: Dagg, Inman, Pevovar, Wirth

Nays: None

FINANCIAL REPORT

David Wirth submitted the Financial Report to the Board.

BUDGET TO ACTUAL REPORT

Garrett Hungerford presented the Budget-to-Actual report to the Board.

DIRECTOR'S REPORT

Hungerford provided a review of the major accomplishments of 2021. The two construction projects are nearing completion. It is planned for the drive-thru window to open on Monday, January 10, 2022. Weeding throughout the library continues based on recommendations by Kimberly Bolan and Associates. The library's pension plan has now been fully funded. The roof replacement project is underway and will likely begin in early spring. The library has currently filled all advertised positions with the recent addition of a part-time Youth Librarian. Circulation of physical materials continues to increase while digital collections decrease as more patrons return to the library in-person.

COMMITTEE REPORTS

OLD BUSINESS

NEW BUSINESS

BUDGET

AMENDMENTS

MOTION

A motion was made by Dagg to approve the budget amendments as presented, seconded by Pevovar. The motion passed.

Ayes: Dagg, Inman, Pevovar, Wirth

Nays: None

ANNUAL DIRECTOR REVIEW

No action necessary

LIBRARY CLOSURES 2022

MOTION

A motion was made by Dagg to amend the 2022 library closures as presented, seconded by Wirth. The motion passed.

Ayes: Dagg, Inman, Pevovar, Wirth

Nays: None

POLICY 304.0: MEETING ROOM USE

MOTION

A motion was made by Wirth to approve the revised Meeting Room Use Policy 304.0 as presented, seconded by Dagg. The motion passed.

Ayes: Dagg, Inman, Pevovar, Wirth

Nays: None

ADJOURNMENT

MOTION

A motion was made by Wirth to adjourn, seconded by Dagg. The motion passed.

Ayes: Dagg, Inman, Pevovar, Wirth

Nays: None

The meeting was adjourned at 4:51 p.m.

Recorded by Michael Gazzarari

REDFORD TOWNSHIP DISTRICT LIBRARY BOARD OF TRUSTEES MEETING

January 24, 2022

APPROVED

The regular meeting of the Redford Township District Library Board of Trustees was held on Monday, January 24, 2022 in the Meeting Room.

The meeting was called to order by Presiding Officer Fred Inman, President, at 4:30 p.m.

Members present:

Jann Dagg
Fred Inman
Betsy McRae
Sue Pevovar
David Wirth

Members absent: Betsy Lepak, Felicia Thomas

Also present: Garrett Hungerford, Director
Michael Gazzarari, Business and Facilities Manager

MOTION

A motion was made by Wirth to approve the Agenda, seconded by McRae. The motion passed.

Ayes: Dagg, Inman, McRae, Pevovar, Wirth

Nays: None

MOTION

A motion was made by Dagg to approve the Minutes of the regular meeting on December 20, 2021 with amended date, seconded by Wirth. The motion passed.

Ayes: Dagg, Inman, McRae, Pevovar, Wirth

Nays: None

CITIZEN'S COMMENTS

None

MOTION

A motion was made by McRae to approve the warrant requests, seconded by Pevovar. The motion passed.

Ayes: Dagg, Inman, McRae, Pevovar, Wirth

Nays: None

FINANCIAL REPORT

David Wirth submitted the Financial Report to the Board.

BUDGET TO ACTUAL REPORT

Garrett Hungerford presented the Budget-to-Actual report to the Board.

DIRECTOR'S REPORT

Ballot language is due on May 10, 2022. Working with the attorney to draft the language for the ballot. AMH (Automated Material Handling) unit is now operational along with the drive-thru. There are a few construction items to be completed in the spring due to weather and materials delay. Staff have been supplied with KN-95 masks based on current CDC guidelines. We are 75% of the way through the fiscal year. We received a grant for equipment through TLN, funded by the Institute of Museum and Library Services (IMLS) valued at \$6,000.00.

COMMITTEE REPORTS

OLD BUSINESS

NEW BUSINESS

DIRECTOR REVIEW COMMITTEE

Inman presented Hungerford with his annual review. No action necessary.

BOARD MEETING SCHEDULE 2022

MOTION

A motion was made by McRae to approve the 2022 Board meeting schedule as presented, seconded by Dagg. The motion passed.

Ayes: Dagg, Inman, McRae, Pevovar, Wirth

Nays: None

ADJOURNMENT

MOTION

A motion was made by Pevovar to adjourn, seconded by McRae. The motion passed.

Ayes: Dagg, Inman, McRae, Pevovar, Wirth

Nays: None

The meeting was adjourned at 4:54 p.m.

Recorded by Michael Gazzarari

REDFORD TOWNSHIP DISTRICT LIBRARY BOARD OF TRUSTEES MEETING
February 21, 2022

APPROVED

The regular meeting of the Redford Township District Library Board of Trustees was held on Monday, February 21, 2022 in the Meeting Room.

The meeting was called to order by Presiding Officer Fred Inman, President, at 4:30 p.m.

Members present:

Jann Dagg Fred
Inman Betsy
McRae Sue
Pevovar Felicia
Thomas
David Wirth

Members absent: Betsy Lepak

Also present: Garrett Hungerford, Director
Michael Gazzarari, Business and Facilities Manager

MOTION

A motion was made by McRae to approve the Agenda, seconded by Pevovar. The motion passed.

Ayes: Dagg, Inman, McRae, Pevovar, Thomas, Wirth

Nays: None

MOTION

A motion was made by Dagg to approve the Minutes of the regular meeting on January 24, 2022, seconded by Thomas. The motion passed.

Ayes: Dagg, Inman, McRae, Pevovar, Thomas, Wirth

Nays: None

CITIZEN'S COMMENTS

None

MOTION

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

Ayes: Dagg, Inman, McRae, Pevovar, Thomas, Wirth

Nays: None

FINANCIAL REPORT

David Wirth submitted the Financial Report to the Board.

BUDGET TO ACTUAL REPORT

Garrett Hungerford presented the Budget-to-Actual report to the Board.

DIRECTOR'S REPORT

Will begin working on millage materials. Attorney is completing ballot language. Schematic designs will be available to use in the millage campaign. Bids are now being accepted for the roof replacement. There will be a walk through with bidding vendors. Selected vendor will be announced at the next meeting. Wayne County COVID cases have dropped significantly and masks are no longer required for patrons. Mask requirements for staff are expected to expire at the end of February.

COMMITTEE REPORTS

OLD BUSINESS

NEW BUSINESS

DRAFT BUDGET

Wirth and Hungerford presented the draft budget for FY 2022 - 2023. No action necessary.

SCHEDULING OF A PUBLIC HEARING REGARDING FY 2022 – 2023 BUDGET

A motion was made by Wirth to schedule and advertise the public hearing for Monday, March 21, 2022 at 4:30 with the regular meeting to follow, seconded by McRae.

Ayes: Dagg, Inman, McRae, Pevovar, Thomas, Wirth

Nays: None

UPDATE TO EMPLOYEE BENEFITS – PART-TIME EMPLOYEES

A motion was made by Dagg to approve the update to part-time employee benefits as presented, seconded by Thomas.

Ayes: Dagg, Inman, McRae, Pevovar, Thomas, Wirth

Nays: None

ADJOURNMENT

MOTION

A motion was made by Wirth to adjourn, seconded by Dagg. The motion passed. Ayes: Dagg, Inman, McRae, Pevovar, Thomas, Wirth

Nays: None

The meeting was adjourned at 5:16 p.m.

REDFORD TOWNSHIP DISTRICT LIBRARY BOARD OF TRUSTEES MEETING

March 21, 2022

APPROVED

The regular meeting of the Redford Township District Library Board of Trustees was held on Monday, March 21, 2022 in the Meeting Room.

The meeting was called to order by Presiding Officer Fred Inman, President, at 4:32 p.m.

Members present:

Fred Inman
Betsy Lepak
Betsy McRae
Sue Pevovar (arrived at 4:47)
Felicia Thomas
David Wirth

Members absent: Jann Dagg

Also present: Garrett Hungerford, Director
Michael Gazzarari, Business and Facilities Manager

MOTION

A motion was made by Wirth to approve the Agenda, seconded by McRae. The motion passed.

Ayes: Inman, Lepak, McRae, Thomas, Wirth

Nays: None

MOTION

A motion was made by McRae to approve the Minutes of the regular meeting on February 21, 2022, seconded by Wirth. The motion passed.

Ayes: Inman, Lepak, McRae, Thomas, Wirth

Nays: None

CITIZEN'S COMMENTS

None

MOTION

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

Ayes: Inman, Lepak, McRae, Thomas, Wirth

Nays: None

FINANCIAL REPORT

David Wirth submitted the Financial Report to the Board.

BUDGET TO ACTUAL REPORT

Garrett Hungerford presented the Budget-to-Actual report to the Board.

DIRECTOR'S REPORT

Ballot language for the millage request in August is included in the packet. Bids for the roof replacement were unsealed on March 1, 2022 on Zoom. Bids came in lower than expected. Esko Roofing was low bid. Masks are now optional for patrons and staff. We currently have at-home COVID-19 test kits available through the drive through. Carol Deckert, Head of Adult Services, is retiring at the end of May after more than 30 years of dedicated service to the library. Brooke Galbreath will be taking over her position. Statistics for the library continue to increase year-over-year. Stats for some digital materials are decreasing, while physical items continue to increase. Library visits are also continuing to increase.

COMMITTEE REPORTS

OLD BUSINESS

NEW BUSINESS

FY 2022-2023 BUDGET

A motion was made by Wirth to approve the FY 2022-2023 budget as presented with an operating millage rate of 0.9000 mils, seconded by Thomas.

Ayes: Inman, Lepak, McRae, Thomas, Wirth

Nays: None

FY 2021-2022 BUDGET AMENDMENTS

A motion was made by McRae to approve the FY 2021-2022 budget amendments as presented, seconded by Thomas.

Ayes: Inman, McRae, Pevovar, Thomas, Wirth

Nays: None

MCCARTHY & SMITH CONTRACT AMENDMENT

A motion was made by Pevovar to approve McCarthy & Smith amendment not to exceed \$27,300, seconded by McRae.

Ayes: Inman, Lepak, McRae, Pevovar, Thomas, Wirth

Nays: None

ROOFING REPLACEMENT BID AWARD

A motion was made by Lepak to award the roofing replacement bid to Esko Roofing, not to exceed \$250,000, seconded by McRae.

Ayes: Inman, Lepak, McRae, Pevovar, Thomas, Wirth

Nays: None

BALLOT LANGUAGE RESOLUTION

A motion was made by McRae to approve the ballot language resolution as presented, seconded by Wirth.

Ayes: Inman, Lepak, McRae, Pevovar, Thomas, Wirth

Nays: None

POLICY 401

A motion was made by Pevovar to approve the changes to Policy 401 as presented, seconded by Wirth.

Ayes: Inman, Lepak, McRae, Pevovar, Thomas, Wirth

Nays: None

ADJOURNMENT

MOTION

A motion was made by Wirth to adjourn, seconded by McRae. The motion passed.

Ayes: Inman, Lepak, McRae, Pevovar, Thomas, Wirth

Nays: None

The meeting was adjourned at 5:08 p.m.

Recorded by Michael Gazzarari

REDFORD TOWNSHIP DISTRICT LIBRARY BOARD OF TRUSTEES MEETING

March 21, 2022

APPROVED

The regular meeting of the Redford Township District Library Board of Trustees was held on Monday, March 21, 2022 in the Meeting Room.

The meeting was called to order by Presiding Officer Fred Inman, President, at 4:32 p.m.

Members present:

Fred Inman
Betsy Lepak
Betsy McRae
Sue Pevovar (arrived at 4:47)
Felicia Thomas
David Wirth

Members absent: Jann Dagg

Also present: Garrett Hungerford, Director
Michael Gazzarari, Business and Facilities Manager

MOTION

A motion was made by Wirth to approve the Agenda, seconded by McRae. The motion passed.

Ayes: Inman, Lepak, McRae, Thomas, Wirth

Nays: None

MOTION

A motion was made by McRae to approve the Minutes of the regular meeting on February 21, 2022, seconded by Wirth. The motion passed.

Ayes: Inman, Lepak, McRae, Thomas, Wirth

Nays: None

CITIZEN'S COMMENTS

None

MOTION

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

Ayes: Inman, Lepak, McRae, Thomas, Wirth

Nays: None

FINANCIAL REPORT

David Wirth submitted the Financial Report to the Board.

BUDGET TO ACTUAL REPORT

Garrett Hungerford presented the Budget-to-Actual report to the Board.

DIRECTOR'S REPORT

Ballot language for the millage request in August is included in the packet. Bids for the roof replacement were unsealed on March 1, 2022 on Zoom. Bids came in lower than expected. Esko Roofing was low bid. Masks are now optional for patrons and staff. We currently have at-home COVID-19 test kits available through the drive through. Carol Deckert, Head of Adult Services, is retiring at the end of May after more than 30 years of dedicated service to the library. Brooke Galbreath will be taking over her position. Statistics for the library continue to increase year-over-year. Stats for some digital materials are decreasing, while physical items continue to increase. Library visits are also continuing to increase.

COMMITTEE REPORTS

OLD BUSINESS

NEW BUSINESS

FY 2022-2023 BUDGET

A motion was made by Wirth to approve the FY 2022-2023 budget as presented with an operating millage rate of 0.9000 mils, seconded by Thomas.

Ayes: Inman, Lepak, McRae, Thomas, Wirth

Nays: None

FY 2021-2022 BUDGET AMENDMENTS

A motion was made by McRae to approve the FY 2021-2022 budget amendments as presented, seconded by Thomas.

Ayes: Inman, McRae, Pevovar, Thomas, Wirth

Nays: None

MCCARTHY & SMITH CONTRACT AMENDMENT

A motion was made by Pevovar to approve McCarthy & Smith amendment not to exceed \$27,300, seconded by McRae.

Ayes: Inman, Lepak, McRae, Pevovar, Thomas, Wirth

Nays: None

ROOFING REPLACEMENT BID AWARD

A motion was made by Lepak to award the roofing replacement bid to Esko Roofing, not to exceed \$250,000, seconded by McRae.

Ayes: Inman, Lepak, McRae, Pevovar, Thomas, Wirth

Nays: None

BALLOT LANGUAGE RESOLUTION

A motion was made by McRae to approve the ballot language resolution as presented, seconded by Wirth.

Ayes: Inman, Lepak, McRae, Pevovar, Thomas, Wirth

Nays: None

POLICY 401

A motion was made by Pevovar to approve the changes to Policy 401 as presented, seconded by Wirth.

Ayes: Inman, Lepak, McRae, Pevovar, Thomas, Wirth

Nays: None

ADJOURNMENT

MOTION

A motion was made by Wirth to adjourn, seconded by McRae. The motion passed.

Ayes: Inman, Lepak, McRae, Pevovar, Thomas, Wirth

Nays: None

The meeting was adjourned at 5:08 p.m.

Recorded by Michael Gazzarari

REDFORD TOWNSHIP DISTRICT LIBRARY BOARD OF TRUSTEES MEETING

June 27, 2022

APPROVED

The regular meeting of the Redford Township District Library Board of Trustees was held on Monday, June 27, 2022 in the Meeting Room.

The meeting was called to order by Presiding Officer Fred Inman, President, at 4:30 p.m.

Members present:

Jann Dagg
Fred Inman
Betsy Lepak
Betsy McRae
Felicia Thomas (arr. 4:38)
David Wirth

Members absent: Sue Pevovar

Also present: Garrett Hungerford, Director
Michael Gazzarari, Business and Facilities Manager

MOTION

A motion was made by Wirth to approve the Agenda, seconded by Dagg. The motion passed.

Ayes: Dagg, Inman, Lepak, McRae, Wirth

Nays: None

MOTION

A motion was made by Dagg to approve the Minutes of the regular meeting on May 16, 2022, seconded by McRae. The motion passed.

Ayes: Dagg, Inman, Lepak, McRae, Wirth

Nays: None

CITIZEN'S COMMENTS

None

MOTION

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

Ayes: Dagg, Inman, Lepak, McRae, Wirth

Nays: None

FINANCIAL REPORT

David Wirth submitted the Financial Report to the Board.

BUDGET TO ACTUAL REPORT

Garrett Hungerford presented the Budget-to-Actual report to the Board.

DIRECTOR'S REPORT

Hungerford has spoken with most groups that were planned as part of the outreach for the millage. He will be attending the Township Board meeting on Tuesday, June 28th. There are two more community outreach conversations planned. McCarthy Smith is working on completing the outstanding exterior punch list items. Conceptual renderings have been received from Merritt Cieslak and are being used in our presentations and are on display in the Children's department. With successful passage of the millage we will solicit bids in spring of 2023 and construction will begin in fall of 2023 with a completion date of fall of 2024. The library is currently fully staffed. Hungerford gave an overview of the community conversation presentation to the Board. The library's annual audit began today, June 27th.

COMMITTEE

REPORTSOLD

BUSINESS

NEW BUSINESS

UBS CORPORATE RESOLUTION

A motion was made by McRae to approve the updated UBS Corporate Resolution, seconded by Lepak.

Ayes: Dagg, Inman, Lepak, McRae, Thomas,
WirthNays: None

COMPENSATION STUDY PROPOSALS

No action necessary

ADJOURNMENT

MOTION

A motion was made by Dagg to adjourn, seconded by Thomas. The motion passed.

Ayes: Dagg, Inman, Lepak, McRae, Thomas, Wirth
Nays: None

The meeting was adjourned at 5:12 p.m.

Recorded by Michael Gazzarari

