

REDFORD TOWNSHIP DISTRICT LIBRARY BOARD OF TRUSTEES MEETING

September 18, 2023

APPROVED

The regular meeting of the Redford Township District Library Board of Trustees was held on Monday, September 18, 2023 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  
Edward Horeczy  
Fred Inman  
Betsy Lepak  
Betsy McRae  
Felicia Thomas

Members absent: Sue Pevovar

Also present: Garrett Hungerford, Director  
Michael Gazzarari, Business and Facilities Manager  
Bill Brickey, Plante & Moran

**AGENDA**

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

Ayes: Dagg, Horeczy, Inman, Lepak, McRae, Thomas

Nays: None

**MINUTES**

A motion was made by McRae to approve the Minutes of the regular meeting on June 26, 2023, seconded by Lepak. The motion passed.

Ayes: Dagg, Horeczy, Inman, Lepak, McRae, Thomas

Nays: None

**CITIZEN'S COMMENTS**

None

**FY 2022-2023 AUDIT PRESENTATION: PLANTE & MORAN**

Bill Brickey of Plante & Moran presented the audit report

A motion was made by McRae to accept the FY 2022-2023 audit report as presented, seconded by Dagg. The motion passed.

Ayes: Dagg, Horeczy, Inman, Lepak, McRae, Thomas

Nays: None

**WARRANTS**

A motion was made by McRae to approve the warrant requests as presented in the board packet, seconded by Thomas. The motion passed.

Ayes: Dagg, Horeczy, Inman, Lepak, McRae, Thomas

Nays: None

## **FINANCIAL REPORT**

Betsy McRae 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**

Construction of the library renovation project began Monday, September 11th and the demo phase is moving along swiftly. The second floor of the library has been closed off and affected areas on the first floor (around future elevator and stairwell) have been secured. Megan is already in the process of adding photos for patrons to view.

On September 1st, Linda Pride retired after 17 years at Redford Township District Library. Linda was instrumental in coordinating many of the adult programs (including computer classes, book clubs, and summer reading). On September 13th, Kim Kelly started at the library to fill the vacant role Linda left. Kim is a lifelong Redford resident who started her library career with us as a customer service specialist. Kim comes to us from West Bloomfield, where she in charge of adult programming.

A lot of financial tasks took place over the summer. To start, our audit took place at the end of June and Bill Brickey will be attending our board meeting to present. In addition, we worked with S&P Global in preparation of issuing our recent bond. I'm pleased to report that the rating for the library increased from A- to A+. This was a significant increase and validates the fiscal stability that the library has worked towards. The rating helped us secure a complete rate on our bond. A new sweep account was set up at Comerica to safeguard our assets.

## **COMMITTEE REPORTS**

### **OLD BUSINESS**

### **NEW BUSINESS**

### **APPOINTMENT OF STANDING COMMITTEES**

No action necessary

### **BOARD MEETING SCHEDULE 2024**

A motion was made by Dagg to approve the 2024 board meeting schedule as presented, seconded by Lepak. The motion passed.

Ayes: Dagg, Horeczy, Inman, Lepak, McRae, Thomas

Nays: None

### **POLICY 401: LENDING POLICY**

A motion was made by McRae to approve the lending policy, Policy 401 as presented, seconded by Thomas. The motion passed.

Ayes: Dagg, Horeczy, Inman, Lepak, McRae, Thomas

Nays: None

### **RETIREE HEALTHCARE STIPENDS ADJUSTMENT**

A motion was made by Dagg to approve the 65+ retiree healthcare stipends adjustment from \$276.00 to \$300.00 per person retroactive to June 2023, seconded by Horeczy. The motion passed.

Ayes: Dagg, Horeczy, Inman, Lepak, McRae, Thomas

Nays: None

**ADJOURNMENT**

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

Ayes: Dagg, Horeczy, Inman, Lepak, McRae, Thomas

Nays: None

The meeting was adjourned at 5:15 p.m.

Recorded by Michael Gazzarari