

REDFORD TOWNSHIP DISTRICT LIBRARY BOARD OF TRUSTEES MEETING

The regular meeting of the Redford Township District Library Board of Trustees was held on
Monday, May 19, 2025, in the Board Room.

CALL TO ORDER

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

ROLL CALL

Members Present:

Jann Dagg
Ed Horeczy
Fred Inman
Betsy Lepak
Felicia Thomas (arrived at 4:31)
Sue Pevovar

Members Absent:

Betsy McRae

Also Present:

Garrett Hungerford, Director
Michael Gazzarari, Business and Facilities Manager

AGENDA

Motion made by Dagg to approve the agenda, seconded by Horeczy.

Ayes: All (Thomas arrival after motion)

Nays: None

MINUTES

Motion made by Pevovar to approve minutes of the regular meeting on March 17, 2025, seconded by Dagg.

Ayes: All (Thomas arrival after motion)

Nays: None

CITIZEN COMMENTS

None

WARRANTS

Motion made by Dagg to approve warrant requests as presented, seconded by Thomas.

Ayes: All

Nays: None

BUDGET-TO-ACTUAL REPORT

Director Hungerford presented the Budget-to-Actual Report to the Board.

FINANCIAL REPORT

Director Hungerford submitted the Financial Report to the Board.

DIRECTOR'S REPORT

The Redford Township District Library expanded its Seed Library, launched the Open eBooks program for Title I students, and completed major tech upgrades including Windows 11 and improved network speed. Facilities work included spring cleanup and preparations for new furnishings, along with a new digital display to promote events. Outreach efforts saw strong engagement, with a 57% newsletter open rate and a successful appreciation event for

staff and volunteers. The employee manual was revised and included in the board packet, with further policy updates planned before summer. The director will work remotely from July 14 to August 1 during his wife's recovery.

COMMITTEE REPORTS

None

OLD BUSINESS

None

NEW BUSINESS

RESOLUTION TO AUTHORIZE LIBRARY DIRECTOR TO EXECUTE AGREEMENTS RELATED TO WAYNE COUNTY PENAL FINE REIMBURSEMENT

Resolution to authorize Library Director was presented. Motion made by Dagg to approve resolution to authorize Library Director to execute agreements related to Wayne County penal fine reimbursement as presented, seconded by Lepak.

Ayes: All

Nays: None

LEGAL SERVICES ENGAGEMENT WITH NOVARA LAW GROUP PLLC

Resolution for legal services with Novara Law Group PLLC was presented. Motion made by Pevovar to approve the legal services engagement with Novara Law Group PLLC as presented, seconded by Thomas.

Ayes: All

Nays: None

EMPLOYEE HANDBOOK UPDATES

Employee handbook updates were presented. Motion made by Dagg to approve updates to the employee handbook as presented, seconded by Horeczy.

Ayes: All

Nays: None

POLICY UPDATES

Meeting Room Use, Study Room Use and Lending Policy updates were presented. Motion made by Pevovar to approve the policy updates as presented, seconded by Dagg.

Ayes: All

Nays: None

ADJOURNMENT

Motion to adjourn at 5:13 pm made by Dagg, seconded by Lepak.

Ayes: All

Nays: None