

REDFORD TOWNSHIP DISTRICT LIBRARY BOARD OF TRUSTEES MEETING

The regular meeting of the Redford Township District Library Board of Trustees was held on Monday, November 17, 2025, in the Boardroom.

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

Members Absent:

Betsy McRae
Sue Pevovar

Also Present:

Garrett Hungerford, Director
Michael Gazzarari, Business and Facilities Manager

AGENDA

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

Ayes: All

Nays: None

MINUTES

Motion made by Dagg to approve minutes of the regular meeting on September 15, 2025, seconded by Thomas.

Ayes: All

Nays: None

CITIZEN COMMENTS

Patron complimented the new furniture on the first floor and asked about our Teen Advisory Board.

WARRANTS

Motion made by Lepak to approve warrant requests as presented, seconded by Horeczy.

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

Community Outreach & Engagement

The library greatly increased its visibility by participating in several major community events.

Operational improvements

Miscellaneous building maintenance tasks were completed and a new alarm monitoring agreement was finalized. System updates and server maintenance were completed. Planning for future technology needs was completed.

Staff Development & Service Enhancements

Youth Services launched a new Storytime website framework and secured a grant to support an upcoming literacy initiative. Staff completed sensory training and several completed Paraprofessional Library certifications.

Recognition

RTDL was the only library project nominated for an award by the Construction Association of Michigan. The library also received national visibility through a recent feature in *Library Journal*.

Staffing

The annual in-service was held on October 13. Annual reviews remain on schedule for December. Compensation data is being prepared in partnership with ElementOne.

Finances

41% of the fiscal year remains. Budget amendments and annual budget meeting planned for early 2026. Staff are working to resolve issues with RTDL's Michigan Unemployment Insurance Agency account.

COMMITTEE REPORTS

None

OLD BUSINESS

None

NEW BUSINESS

UPDATES TO POLICY 308 AND 401

A motion was made by Dagg to approve the updates to policy 308 and 401 as presented, seconded by Thomas. The motion passed.

STATE OF MICHIGAN PUBLIC ACT 152 OF 2011

A motion was made by Dagg to opt-out of Michigan Public Act of 2011, seconded by Lepak. The motion passed.

Ayes: All

Nays: None

LONGEVITY RECOGNITION

A motion was made by Dagg to approve longevity pay to employees with 5+ years of service \$500, employees with 10+ years of service \$1,000 and employees with 20+ years of service \$2,000, as of December 31, 2025, to be paid on December 12, 2025, seconded by Lepak. The motion passed.

Ayes: All

Nays: None

ANNUAL DIRECTOR REVIEW

No action necessary

ADJOURNMENT

Motion to adjourn at 5:05 pm was made by Dagg, seconded by Thomas. The motion passed.

Recorded by: Michael Gazzarari