

REDFORD TOWNSHIP DISTRICT LIBRARY BOARD OF TRUSTEES MEETING

The regular meeting of the Redford Township District Library Board of Trustees was held on Monday, January 12, 2026, in the Boardroom.

CALL TO ORDER

The meeting was called to order by Fred Inman, President, at 4:38 p.m.

ROLL CALL

Members Present:

Jann Dagg
Fred Inman
Betsy McRae
Sue Pevovar

Members Absent:

Ed Horeczy
Betsy Lepak
Felicia Thomas

Also Present:

Garrett Hungerford, Director
Michael Gazzarari, Business and Facilities Manager

AGENDA

Motion made by McRae to approve the agenda, seconded by Pevovar.

Ayes: All

Nayes: None

MINUTES

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

Ayes: All

Nayes: None

CITIZEN COMMENTS

None.

WARRANTS

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

Ayes: All

Nayes: None

BUDGET-TO-ACTUAL REPORT

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

FINANCIAL REPORT

Betsy McRae submitted the Financial Report to the Board.

DIRECTOR'S REPORT

Operational Effectiveness

Staff completed circulation database cleanup, multiple full shelf-reading cycles, and continued cross-training and certification efforts. These improvements strengthened accuracy, efficiency, and service consistence while supporting

reliable daily operations and readiness for 2026.

Community Engagement & Partnerships

The library maintained a strong community presence through Township events, expanded. Goodwill efforts, including “Thankful for You” bookmarks and a record-setting Redford Goodfellows gift drive, reinforced the library’s role as a welcoming community resource.

Facilities, Technology & Sustainability

Facility and technology updates focused on safety, sustainability, and long-term planning, including new study table outlets, youth computer access controls, and data security enhancements. Cost-saving measures resulted in a 50% reduction in monthly waste removal expenses.

Staffing & Compensation

Annual staff evaluations were completed in December and will inform upcoming wage adjustments, with supporting data being prepared in partnership with ElementOne. The library remains fully staffed overall, with Information Services currently interviewing for Substitute Librarian positions.

Financial Overview

With approximately 25% of the fiscal year remaining, budget amendments are included in the board packet, and the annual budget meeting is scheduled for Monday, February 2. A 100% adoption rate of the retiree healthcare lump-sum payout is projected to save nearly \$500,000 over 50 years. Correspondence continues with the State of Michigan Unemployment Agency to correct a clerical error at the state level.

COMMITTEE REPORTS

Director Review Committee

Inman met with Hungerford to deliver his annual review. Inman presented the review to the Board.

OLD BUSINESS

None

NEW BUSINESS

BUDGET AMENDMENTS FOR FY 2025-2026

A motion was made by McRae to approve the budget amendments for FY 2025-2026 as presented, seconded by Dagg. The motion passed.

SCHEDULING OF PUBLIC HEARING FOR FY 2026-2027 BUDGET

A motion was made by McRae to schedule the public hearing for the FY 2026-2027 budget on March 16, 2026 at 4:30pm, seconded by Dagg. The motion passed.

Ayes: All

Nayes: None

ADJOURNMENT

Motion to adjourn at 5:21 pm was made by Dagg, seconded by Pevovar. The motion passed.

Recorded by: Michael Gazzarari