

REDFORD TOWNSHIP DISTRICT LIBRARY BOARD OF TRUSTEES MEETING

October 21, 2024

APPROVED

The regular meeting of the Redford Township District Library Board of Trustees was held on Monday, October 21, 2024 in the Board Room.

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

Members present:

Jann Dagg
Ed Horeczy
Fred Inman
Betsy Lepak
Betsy McRae
Felicia Thomas

Members absent: Sue Pevovar

Also present: Garrett Hungerford, Director
Michael Gazzarari, Business and Facilities Manager
Kathleen Gomula, Customer Service Specialist II

AGENDA

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

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

Nays: None

MINUTES

A motion was made by Dagg to approve the Minutes of the regular meeting on Septmeber 16, 2024, seconded by Horeczy. The motion passed.

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

Nays: None

CITIZEN'S COMMENTS

None

WARRANTS

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

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

Nays: None

FINANCIAL REPORT

Hungerford submitted the Financial Report to the Board.

BUDGET TO ACTUAL REPORT

Betsy McRae presented the Budget-to-Actual report to the Board.

DIRECTOR'S REPORT

The library is experiencing a significant increase in patron visits. Circulation rising by 29% and visits rising by 57%.

The Library was closed on Friday, September 27th for a staff in-service day. New training videos focused on safety and de-escalation tactics were introduced, which will remain a training priority for 2025.

We are currently interviewing for a new Customer Service Specialist.

I attended the MLA annual conference from October 16-18 and look forward to discussing key sessions with staff.

We are still awaiting final figures from the Library of Michigan and Wayne County concerning penal fines that were previously miscalculated. It appears we have been underpaid and can expect funds owed to us. We are expecting \$245,477.93 in PPT funds which aligns well with our budgeted number of \$240,000.

Inflation data released on October 10 estimates that the increase in property tax revenue for the next fiscal year is projected at 3.1%.

On October 1st, the Michigan Department of Labor and Economic Opportunity announced the minimum wage schedule for 2025-2028. Thanks to the most recent salary adjustment we are well-prepared for this adjustment. An updated recommendation from ElementOne will be ready prior to the upcoming adjustments.

COMMITTEE REPORTS

None

OLD BUSINESS

None

NEW BUSINESS

POLICY UPDATES

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

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

Nays: None

ADJOURNMENT

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

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

Nays: None

The meeting was adjourned at 5:03 p.m.

Recorded by Michael Gazzarari