

REDFORD TOWNSHIP DISTRICT LIBRARY BOARD OF TRUSTEES MEETING

September 16, 2024

APPROVED

The regular meeting of the Redford Township District Library Board of Trustees was held on Monday, September 16, 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
Felicia Thomas

Members absent: Betsy Lepak, Betsy McRae, Sue Pevovar

Also present: Garrett Hungerford, Director
Michael Gazzarari, Business and Facilities Manager
Darlene Goman
Steven Schneemann
Dianne Schurg
Alissa Flury

AGENDA

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

Ayes: Dagg, Inman, Horeczy, Thomas

Nays: None

MINUTES

A motion was made by Dagg to approve the Minutes of the regular meeting on June 17, 2024, seconded by Thomas. The motion passed.

Ayes: Dagg, Inman, Horeczy, Thomas

Nays: None

CITIZEN'S COMMENTS

Darlene Goman

ARCHITECT PRESENTATION

Steven Schneemann, MCD Architects, Dianne Schurg, MCD Architects presented an award to Hungerford for his work on the construction project.

FY 2023-2024 AUDIT PRESENTATION: PLANTE & MORAN

Alissa Flury presented the FY 2023-2024 audit report to the Board.

WARRANTS

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

Ayes: Dagg, Inman, Horeczy, Thomas

Nays: None

FINANCIAL REPORT

Hungerford 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

The construction is complete and the library is fully operational. We had over 1,700 visitors to the library on the day of the Grand Celebration. Response to the new space has been overwhelmingly positive. We have received incredible social media exposure by *Little Guide Detroit*.

The library will be closed on Friday, September 27th for our annual staff in-service day. Staff will participate in True Colors training which is designed to enhance communication and strengthen relationships among team members. We are also once again collaborating with Element One to update wage ranges, job descriptions, and performance reviews for the coming year.

As of August 31st, 58% of the fiscal year remains. An issue with penal fines from Wayne County were found to be incorrect in previous years. The 2024 payment has been delayed because of this. Payment is expected within the next 2-4 weeks. This has resulted in some libraries being over or underpaid. I will provide further updates once corrected information is received.

We recently issued our annual Impact Report for the previous fiscal year. The report highlights key accomplishments and showcases how RTDL's initiatives have contributed to greater community engagement and growth.

COMMITTEE REPORTS

OLD BUSINESS

NEW BUSINESS

ELECTION OF OFFICERS

A motion was made by Thomas to reappoint board members to currently held positions, seconded by Horeczy. The motion passed.

Ayes: Dagg, Inman, Horeczy, Thomas

Nays: None

APPOINTMENT OF STANDING COMMITTEES

No action necessary

BOARD MEETING SCHEDULE FOR 2025

A motion was made by Dagg to accept the board meeting schedule for 2025 as presented, seconded by Thomas. The motion passed.

Ayes: Dagg, Inman, Horeczy, Thomas

Nays: None

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, Horeczy, Thomas

Nays: None

RETIREE HEALTHCARE STIPENDS ADJUSTMENT

A motion was made by Thomas to approve the revised retiree healthcare stipends for employees 65+ as presented, seconded by Horeczy. The motion passed.

Ayes: Dagg, Inman, Horeczy, Thomas

Nays: None

ADJOURNMENT

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

Ayes: Dagg, Inman, Horeczy, Thomas

Nays: None

The meeting was adjourned at 5:26 p.m.

Recorded by Michael Gazzarari