

**Regular Meeting of the Library Board
Hamtramck Public Library
2360 Caniff Ave., Hamtramck, MI 48212
March 10, 2022 - 6:00 PM**

MEETING AGENDA

1. Opening of the Library Board meeting.
2. Approval of today's Agenda and Minutes from February 10, 2022 meeting.
3. Financial Information.
 - a. Invoice Listing (invoices since last meeting)
 - b. Summary Income/Expense Report - from city for last month.
 - c. Detailed Income and Expense report for the last month from city.
 - d. Balance of the Library fund - from city for the last month
 - e. Discrepancies in City Accounting (payrolls, FICA, and accounting)
 - f. September and October 2021 grant receipts – still not posted to Library Fund.
 - g. Request to establish separate accounts within Library Fund to track expenses related to the ARPA grant and corresponding reimbursements.
4. Old business:
 - a. Update of library Staff
 - b. Activities of the Friends of the Library
 - c. Update of charges for the city-imposed energy cost savings program,
funds withdrawn by city in excess of DTE bill without approval of the Library Board
January 2021 - DTE \$631.83 plus energy saving cost program charge \$409.66 (65%)
February 2021 - DTE \$662.48 plus energy saving cost program charge \$409.66 (62%)
March 2021 - DTE \$677.50 plus energy saving cost program charge \$409.66 (61%)
April 2021 - DTE \$587.36 plus energy saving cost program charge \$409.66 (70%)
May 2021 - DTE \$657.46 plus energy saving cost program charge \$409.66 (62%)
June 2021 - DTE \$837.75 plus energy saving cost program charge \$409.66 (49%)
July 2021 - DTE \$1268.41 plus energy saving cost program charge \$409.66 (32%)
Aug. 2021 - DTE \$1318.81 plus energy saving cost program charge \$409.66 (31%)
Sept. 2021 - DTE \$1093.09 plus energy saving cost program charge \$409.66 (37%)
Oct. 2021 - DTE \$813.12 plus energy saving cost program charge \$409.66 (50%)
Nov. 2021 - DTE \$746.94 plus energy saving cost program charge \$409.66 (55%)
Dec. 2021 - DTE \$635.39 plus energy saving cost program charge \$409.66 (65%)
Jan, 2022 - DTE \$716.36 plus energy saving cost program charge \$409.66 (57%)
 - d. Equipment acquisitions under the ARPA grant
 - e. Equipment received from TLN under their new equipment grant program
 - f. Re-establishing of Library Fund Bank Account (as required by state law)
 - g. Progress on establishment of Comcast Broadcast Studio in the Library.
5. New business:
 - a. Future programs.
 - b. Director's report
 - c. Update in Open Meetings Act to allow Library Boards to meet on ZOOM
 - d. Report on funds illegally diverted from the Library Fund to city's General Fund
 - e. Donation from Mr. Robert Przygocki (deposited with treasurer on March 8, 2022)
 - f. Statistics on library use

- g. New edition of state manual for Library Finances and Accounting
- h. Transition to UEI number from the old DUNS number
- i. Application for grant (\$2,000.00) for Summer Reading Program. Conditional on city's transition to UEI number and signing of the application by City Manager.
- j. Emails to the city manager regarding management of Library Fund and response.
- k. Discussion of Library Budget for the Fiscal Year 2022-2023
- l.
- m.
- n.
- o.
- p.

- 6. Comments and questions from the audience.
- 7. Date for the next meeting of the Library Board (March 10, 2022) 6:00 PM
- 8. Adjournment.