

Hamtramck Public Library
Library Board
2360 Caniff Ave., Hamtramck, MI 48212
Minutes from October 12, 2023

Board Members present at the meeting: George Gorday, Kathy Kristy (on Zoom), Jerzy Dabrowski (by proxy) and Tamara Sochacka. State Law allows library boards to continue to meet on Zoom.

Absent: Raymond Bittner, Sandra Jabril

The meeting was opened at 6:00 PM. All participants had an opportunity to pick up the report prior to the meeting.

As the first order of business - agenda was adopted on a **motion by Mr. Gorday**, seconded by Ms. Kristy, passed.

Minutes from July 13, 2023, meeting were read and adopted, on a **motion by Mr. Gorday**, seconded by Ms. Kristy, passed.

Financial reports and invoice listings were discussed and adopted on a **motion by Mr. Gorday**, seconded by Ms. Kristy, passed.

Under the old business:

An update was made regarding the library staff. Interviews have been held with applicants for the library aide position. One applicant has been selected and started work on Tuesday, October 10, 2023

The activities of the Friends of the Library have been discussed.

Progress on separating the library from the city accounting is on hold. A meeting was held on September 21st at the city hall. The only change that occurred was access to the journal entry in the BS&A system. Colleen will be providing the library with the new procedures for journal entries to substitute directions provided by Raimy. The activity of the Library Fund at the PNC bank has been entered up to the end of the 2022-23 fiscal year. No entries for the 2023-24 fiscal year have been made into the BS&A system.

Progress of the installation of the new air conditioning system stands as follows: Measurements of the heat exchange units have taken. The contractor advised that not only cold deck needs replacement, but at the same time the hot deck should be replaced as well, to prevent another major repair in the near future.

The air flow through the vent system has also been measured to evaluate its efficiency and sizing of the compressors and condenser units.

To accommodate the replacement of the hot deck as well, we will need to remove asbestos insulation from the line running to the furnace also. This change should not

significantly impact the cost of system replacement.

On October 8, 2023, a city council candidate forum has been held in the library. This was the first event that was held jointly by all ethnic groups residing in Hamtramck.

Under new business:

The library use statistics has been presented. The first three months of this fiscal year show steady growth of library visits.

A request has been made with the city's finance department to provide the library with end of the month statements for the investment account and cash held by the city in the city's general fund to allow the board the ability to better manage cash flow, investments and immediate availability of funds to pay anticipated expenses. There was no response from the city.

Kanopy digital services made changes in the charges and type of services provided. The library will analyze the changes and for the next meeting provide explanation how will these changes affect our services.

The library will be participating in the HFT Community Engagement Fair on October 25 at the High School Community Center.

The next meeting was scheduled for November 9th, 2023. The meeting was adjourned at 6:45 pm.

Minutes taken by
Gregory Kirchner
Executive Assistant to the Library Board.