

Hamtramck Public Library
Library Board
2360 Caniff Ave., Hamtramck, MI 48212
Minutes from December 14, 2023

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

Absent: None

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

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

Minutes from November 9, 2023, meeting were read and adopted, on a **motion by Mr. Gorday**, seconded by Ms. Jabril, passed.

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

Under the old business:

An update was made regarding the library staff.

Activities of Friends of the library were discussed.

Update on the replacement of the air conditioning system was presented. The company that was contracted, has been doing measurements, checking condition of the vents, checking the balance and bearings of the air handler, was given documentation of the asbestos remediation, established placement of roof top units, and was developing a plan to run refrigerant lines and electrical lines between the basement and the roof.

An update was presented on the upgrade of staff computers. I.T. tech has ordered, received and installed 4 new computers and 2 printers for the circulation desk staff.

The credit card for the library from PNC bank has not been processed to date. During discussion it was suggested that perhaps it would be easier to set up a debit card and minimize the balance on the checking account at the PNC bank (to limit liability).

A Christmas bonus for the staff was discussed. Last year Friends of the Library paid for the holiday bonus. It was suggested that we ask Friends of the Library to provide a bonus this year. The proposed amount was approved.

The January Board meeting schedule was discussed. Since the weather is usually very cold in January, and during the holiday season there is less patrons visiting, the Board decided to cancel the January meeting and set the next meeting for February 15, 2024.

Under new business:

The library use statistics has been presented.

Library Director presented monthly report of library programs.

Statistics for the month of November on the library users were presented.

The Board was informed that the inauguration of the newly elected government officials will be held in the library on January 7th, 2024. The library staff will oversee the program.

The GoGreen company was hired to complete Asbestos remediation for the line connecting the boilers to the heating coils.

It was decided to hire a company to clean the hot and cold air ducts before the installation of new air conditioning and heating coils.

The 12-year-old, absolute HP color printer was taken out of services (disposed of) and replaced by a new Brother color printer.

The Economic Development department of the will be organizing a public meeting at the library to get public input into the plan for bike trail in the east Jos. Campau alley between Holbrook and Caniff streets.

The next meeting was scheduled for February 15, 2024. The meeting was adjourned at 7:00 pm.

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