

**Hamtramck Public Library  
Library Board  
2360 Caniff Ave., Hamtramck, MI 48212  
Minutes from August 14, 2025**

**Board Members present at the meeting:** Ray Bittner, Rachel Srodek, George Gorday (on Zoom), Sandra Jabril (on Zoom), Valerie Hillary (on Zoom) and Gregory Kirchner. 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 or download the report from email sent to every member of the board.

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

July 10th meeting minutes were read and adopted on a motion by Mr. Gorday, seconded by Ms. Srodek, 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 presented regarding the library staff.

Activities of Friends of the library were discussed. The consisted on operating the copy machines, purchasing supplies for the library, providing refreshments for library program and providing prizes for the children's reading program.

Search for Librarian continues.

Proposal for clearing the weeds and removing them from the library garden was presented.

Search for library aide continue (application are being accepted).

Under new business:

Library user statistics for the past month were presented.

Council resolution approving Mayor's appointments to the library board was presented.

The Hamtramck Finance Director transferred funds from the city's general fund to cover library expenses paid by the credit card.

The library has updated its employment application to follow the city's employment application with format approved by the city's attorney.

The library has received funds from Wayne County to settle the shortages in payments made during the last several years. The settlement amount matched that calculated by the library and concluded a year long process.

The library has received its July transfer of State Aid from the state of Michigan and posted the amount to the 2025-26 fiscal year income.

The 2025 payment of Penal fines from Wayne County has been received in the amount correctly calculated matching the population of the city.

A proposal from Macomb Mechanical for periodic maintenance of the air conditioning system was presented and discussed. No action was taken. The majority opinion was that we should not purchase this annual service but pay for the service as it becomes necessary.

Proposal for replacement of bearings on the air handler for cooling and heating system was presented by Macomb Mechanical. On advice of Blue Ray Mechanical, a decision was made to grease the bearings as necessary, but according to an opinion from Blue Ray Mechanical, the bearings do not need to be replaced at this time.

A discussion was held on the purchase of the storage container for the library. The amount was already approved, and the cement slab has been laid and cured. The next step will be to have the container delivered.

Under Public Comments: There was no participation of the public.

Motion to adjourn made Ms. Srodek, seconded by Mr. Gorday, passed at 7:00 pm. The next meeting was set for Thursday, September 11, 2025

Minutes taken by  
Gregory Kirchner  
Executive Assistant to the Library Board