

**Hamtramck Public Library  
Library Board  
2360 Caniff Ave., Hamtramck, MI 48212  
Minutes from September 11, 2025**

**Board Members present at the meeting:** Ray Bittner, Rachel Srodek, George Gorday, Sandra Jabril (on Zoom), Valerie Hillary 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.

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

August 14th meeting minutes 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. Srodek, passed.

Under the old business:

An update was presented regarding the library staff.

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

Search for Librarian continues.

Interviews for the library aide were conducted and one candidate was selected to fill that position. List of applicants was provided to library board.

The storage container was purchased and set up on the concrete slab in the back of the library garden.

Under new business:

Library user statistics for the past month were presented.

The library board was informed that we need to dispose of old Ricoh copier that has been standing in storage for the last 9 years. The copier is obsolete since Ricoh no longer makes parts to maintain the machine that was purchased 15 years ago. Along with the copier, we disposed of 15 old computers that were 10 to 30 years old and no longer functional. Also 2 non-working printers were also disposed of. Since electronics must be disposed of correctly, we needed to arrange for proper disposal with GOT JUNK pick up service.

The library board was informed that state aid received in July 2025 and entered into the city's accounting that way, had its posting moved to June 2025, which placed it in the previous fiscal year. We have asked the city to change that posting back to the actual date and not make any changes in entries made correctly by the library.

One of the certificates of deposit at PNC bank (for \$104k) is approaching its maturity date and will have to be renewed. A motion was made and seconded to renew that certificate, passed unanimously.

A motion was made and seconded to purchase another certificate of deposit at PNC bank for \$120k, passed unanimously.

With changes in the membership of the library board, new signature documentation needs to be signed at the PNC bank. The following individuals have been designated as signers on the accounts: Raymond Bittner, George Gorday, Sandra Jabril and Rachel Srodek. Motion was made and seconded, passed unanimously.

The library board was informed that the State Aid Report program has been posted by the Library of Michigan and deadline to file is January 31, 2026.

The ESL classes for the current school year have started. There are two classes held each day (Monday to Wednesday) and additional class with use of laptop computers on Thursday mornings.

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

Motion to adjourn was made Ms. Srodek, seconded by Mr. Gorday, passed at 7:00 pm. The next meeting was set for Thursday, October 9, 2025

Minutes taken by  
Gregory Kirchner  
Executive Assistant to the Library Board