

**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. Gorday, seconded by Ms. Srodek, passed.

September 11th 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 Ms. Srodek, seconded by Ms. Hillary, 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.

Second position for library aide has been filled.

Moving of items for storage into the storage container in the library garden.

Under new business:

Library user statistics for the past month were presented.

Two certificates of deposit at the PNC bank are approaching maturity and will have to be renewed within 10 days of November 2, 2025.

The new board of directors was asked to sign bank documents for the PNC bank indicating authorized members of the board to allow for transaction from the Library Fund account.

The library has entered into a 2025-26 agreement for use of auditorium to conduct the ESL classes for residents of Hamtramck.

A rate adjustment was due for the circulation desk clerk. A motion was made to accept the new proposed pay rate. Motion made by Ms. Srodek, seconded by Mr. Gorday, passed.

The employment status for recently hired library aide was upgraded from probationary status to permanent status, along with appropriate change in compensation. Motion made by Ms. Srodek, seconded by Mr. Gorday, passed.

New extended open hours for our library will be starting on October 16, 2025, every Thursday, from 9:00 am to 7:00 pm.

A movie was released by Hamtramck Public TV-19 documenting the street naming ceremony for Commissioner Martha G. Scott.

Ms. Sky Covington has started fall/winter sessions of the "Preservation of Jazz" classes for Hamtramck residents, every Thursday evening at 5:00 pm.

The library accepted a sizeable donation of books from the library of late Dr. Radzilowski from Piast Institute. Many books from that collection will be given away to library patrons at no charge.

The library will be celebrating 107<sup>th</sup> anniversary of its founding. To commemorate the occasion, a breakfast program will be organized in the library on November 12<sup>th</sup>.

The second library aide position has been filled. The position entails regular library aide duties along with some work related to maintenance.

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

Motion to adjourn was made by Ms. Srodek, seconded by Ms. Hillery, passed at 7:00 pm. The next meeting was set for Thursday, November 20, 2025

Minutes taken by  
Gregory Kirchner  
Executive Assistant to the Library Board