Ruth Hughes Memorial District Library
Regular Meeting of September 10, 2026
Imlay City, MI – 6:30 PM

Minutes

1. Call to Order
The meeting was called to order at 6:30pm.

2. Roll Call
Present: Carol Kocik, Conni Brett, Deb Miller, Karen Hibbler, Erin Frederickson, Cynthia Stroebel. Absent: Angie McCoy. Also present: Library Director Ryan Tackabury.

3. Additions/Deletions/Approval of Agenda
Ms. Hibbler moved to approve the agenda as presented, seconded by Ms. Miller. Motion carried unanimously.

4. Additions/Deletions/Approval of Minutes of August 13, 2026 Regular Meeting
Ms. Stroebel moved to approve the minutes of the Aug 13th regular meeting, seconded by Ms. Frederickson. Motion carried unanimously.

5. Approval of Bills/Financial Status
The board reviewed the bills and financial reports. Ms. Stroebel moved to approve the bills in the amount of $29,215.74, debit card purchases in the amount of $535.02 and payroll in the amount of $28,171.13 seconded by Ms. Miller. Motion carried unanimously.

6. Public Comment
There was no public comment.

7. Library Director's Report
The board received the monthly director's report.

8. Committee Reports*
a: The Personnel Committee met in August to look at how the payscales for positions at the library will need to be adjusted in response to the increase in minimum wage effective January 1, 2026.

9. Old Business
a: Payscales
The board reviewed the Personnel Committee payscale recommendations, based on information and research compiled by Mr. Tackabury. Two motions followed; Ms. Stroebel moved to accept approving the payscales for staff as recommended, excluding the director, to be effective October 1, 2026, noting it will be at the director's discretion where employees fall within the range, seconded by Ms. Miller. A roll call vote was taken: 6 yeas, 0 nays, 1 absent. Motion carried.

Yeas	6	Stroebel, Kocik, Frederickson, Brett, Hibbler, Miller
Nays	0	
Absent	1	McCoy

Continuing, Ms. Stroebel moved to accept the payscale adjustment for Mr. Tackabury from $66,500 to $86,500 effective October 1, 2026, seconded by Ms. Miller A roll call vote was taken: 6 yeas, 0 nays, 1 absent. Motion carried.

Yeas	6	Hibbler, Miller, Brett, Kocik, Frederickson, Stroebel
Nays	0	
Absent	1	McCoy

b: Director Signing Bonus
Ms. Hibbler moved to authorize the director signing bonus of $2,500 to be paid out for year three, seconded by Ms. Frederickson. Motion carried unanimously.

c: Applied Innovation
Ms. Miller moved to approve the invoice from Applied Innovation for $21,276.76, noting the payment will come from MMLC money, seconded by Ms. Frederickson. Motion carried unanimously.

Ms. Stroebel moved to approve the digitizing of our library card registrations by Applied Innovation allowing $2,000.00 to be used from MMLC money seconded by Ms. Frederickson. Motion carried unanimously.

d: Strategic Planning
The board previewed the flyer for the five Strategic Planning sessions to be held in September and October.

10. New Business

a: Winter Hours
The board agreed to enact the Attica Library winter hours changing Monday and Thursday hours from 2:00-7:00 to 12:00-5:00, effective November 2nd.

b: Merchant Trick-or-Treat Hours
The board agreed in moving the opening time to 11:00am on October 17th.

11. Communications
Mr. Tackabury presented the newly purchased Digitation Kit.

12. Adjournment
Ms. Miller moved to adjourn. Motion carried unanimously. The meeting adjourned at 7:37pm.

Respectfully submitted by:
Carol Kocik, Secretary

Committee Members: **Budget – Ms. Hibbler, Ms. Kocik, Ms. McCoy; **Personnel** – Ms. Brett, Ms. Miller, Ms. Stroebel; **Policy** – Ms. Frederickson, Ms. Miller, Ms. Stroebel*