



**Leanna Hicks Library Board
Library Board Meeting Minutes
Thursday, April 16, 2026 at 6:00pm**

Leanna Hicks Public Library of Inkster
2500 Hamlin Drive, Inkster, Michigan 48141
Phone (313) 563-2822
Website: www.inkster.lib.mi.us

Board President:	Akindede Akinyemi	Board Vice-President:	Dr. Hester Shoats
Board Secretary:	Dr. Louise Edje	Board Treasurer:	Ruth E. Williams
Board Trustee:	Carolyn Wilson	Board Trustee:	Sharron Tate

Library Director: Amisha Harijan

Call to Order- The meeting was called to order at 6:04 p.m. Eastern Standard Time (EST).

Pledge of Allegiance - Everyone stood for the Pledge of Allegiance to the flag of the United States of America.

Roll Call - Present: Akindede Akinyemi, Dr. Louise Edje, Carolyn Wilson and Sharon Tate..

Absent and Excused: Dr. Hester Shoats and Ruth E. Williams.

Approval of Agenda - The agenda was approved as presented.

Presentations – None.

Minutes

1. Approval of February 19, 2026, meeting minutes. There were no additions or corrections, so the minutes were approved and placed on file.

2. Approval of March 19, 2026, meeting minutes. There were no additions or corrections, so the minutes were approved and placed on file.

Treasurer's Report

1. Approval of February 2026 expenditures in the amount of \$31,967.48. The treasurer report was approved and placed on file for audit.

2. Approval of March 2026 expenditures in the amount of \$29,746.76. The treasurer report was approved and placed on file for audit.

Director's Report - Ms. Harijan presented a report as follows:

- EMPLOYEES – There are three part time library aides: Mark Foster – Part-Time Library Aide II; Dayna Long – Part-Time Library Aide II and Camille Jackson – Part-Time Librarian. All staff hold Level 3 Certifications from the Library of Michigan.

Staff Day field trip will be held at the Detroit Public Library and Detroit Institute of Arts will be 10:00 a.m. – 3:00 p.m. on Saturday, April 18, 2026. The library will be closed to the public.

- PROGRAMS AND SERVICES – The Spring Break programming was well attended.
- POLICIES NEEDED: 1. A Patron Board Policy is needed due to destruction which has occurred in the men’s bathroom by two different individuals. The policy should also include excessive baggage, poor hygiene, etc. 2. A purchasing authority threshold financial policy is still needed for the library as requested in the December 2025 meeting.
- FACILITIES & GROUNDS – 1. The fence was installed on March 23rd, and the balance has been paid to the vendor, Tyway, LLC. On April 2nd Security informed the Director of damage to the fence. Tyway, LLC repaired the fence. 2. The electrical outlet at the entrance of the building still needs to be addressed. It is leading to safety concerns and loitering. 3. The downed light poses are still in need of repair. 4. An appointment with a plumber is still needed to complete the alignment with the Water Department which attempted to switch the water meter. The plumber needs to align the adjoining fixtures to the new meter as was reported in the January 2025 meeting. 5. The window in the Children’s Library still needs to be replaced.
- TRAINING & MEETINGS – Meetings which the Director has attended are MERS Onboarding Zoom – March 31; TLN Directors Meeting – April 8; Michigan Public Library Meeting – April 10; and Library of Michigan Financial Management Class (ongoing bi-weekly meetings).

The Board was also informed that before we arrived a young lady overdosed outside on the lawn. Security Officer Rob was able to save her life. We must be aware of what is happening in and around the library.

The regular day-to-day issues both in and around the library are important.

Committee Reports - None

Friends Report – The Friends of the Leanna Hicks Library are scheduled to have a meeting next Thursday at 5:00 p.m.

Unfinished Business.

1. Discussion/Action: Board & Library Director Liability Insurance Quote – The Board approved Option 2 in the Chairman’s Memorandum after discussion. Option 2 includes Employment Practices Liability (EPL) and Crime Coverage.
2. Discussion/Action: IPA Uniform Donation Request for 2025
This recommendation rescinded the donation to the Inkster Preparatory Academy and will request the Friends to make a \$2000 donation to the academy for the Uniforms due to the legal standing of the library which cannot give money to private entities. The suggested process was that a Board member make this as a request for the Friends to assist with this endeavor. A copy of the original letter which is with Dr. Shoats is needed for the files and a written response.
3. Discussion/Action: Updates on library maintenance issues (electrical outlet outside, two light structures, plumbing, window in Children’s Library). Mr. Williams informed the board that the window is

to be repaired tomorrow. The plumber has been contacted for the meter alignment. Repairs of the light posts are still being investigated. The electrical outlet was discussed. It was concluded that a metal plate should be welded over the outlet.

New Business

1. Discussion/Action: Updating the Library Website for ADA Compliance. Last month the presentation stressed the status of the library website. The website needs to be updated by a webmaster before April 26, 2027 to comply.
2. Discussion/Action: Establishment of a Purchasing Authority Threshold Financial Policy.

A clearly defined financial policy is needed. The recommendation submitted in the Chairman's Memorandum was adopted. It will be fully drafted by Mr. Akindele and then approved by the board.

3. Discussion/Action: Adoption of Comprehensive Patron Behavior Policy. The recommendation was approved by the board and will be placed on the website and displayed in the library once the policy has been developed. Mr. Akindele will have the draft for the policy and be uploaded to the website and may be on display.
4. Discussion/Action: Adoption of Comprehensive Patron Behavior Policy which would incorporate best practice for patrons. This would be a standard policy for public libraries reasonable for all users. It was also stated that signs should be displayed both inside and outside.

Public Comments – Erick Carter representing Hood Missionary inquired about little free libraries. The location at the library was for Gamma Phi Delta. Ms. Carter may return if the previous organization chooses not to return. Mr. Williams mentioned that the sprinkler system may need to be turned on at different times to water the grass. The dandelions must be treated. Charles Blackwell sent a petter
Board Communications

Closed Session: Library Board may enter Closed Session in accordance with Public Act 267 of 1976, Michigan's Open Meetings Act.

- Next Library Board Annual Meeting: Thursday, May 21, 2026 at 6:00 p.m.

Adjournment– The meeting was adjourned at 7:32 p.m. EST.



Louise Edje, Ed.D. Secretary



Akindele Akinyemi - President

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