

**Leanna Hicks Library Board
Library Board Meeting Minutes
Thursday, December 18, 2025 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: Akindele 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 6:06 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 - Akindele Akinyemi, , Dr. Louise Edje, Ruth E. Williams, Sharron Tate, **Absent and Excused** - Carolyn Wilson, Dr. Hester Shoats.

Approval of Agenda - The agenda was approved as presented.

Presentations - None

Minutes - Approval of November 20, 2025 meeting minutes. The minutes were approved and placed on file.

Treasurer's Report

Approval of November 2025 expenditures in the amount of \$32,309.73

Director's Report – Ms. Amisha Harijan reported on the following topics and discussions follows: 1. Medical Insurance coverage and increases will be investigated and the discussion will be continued. 2. Library Calendars were welcomed from Ms. Omar Jean Winborn and Ms. Amisha Harijan which will be available to Inkster residents with a library card. This is a means to display some of the history of Inkster and may become a collaboration with the Friends of the Leanna Hicks Library. 3. Emergency thrush holds for the Director to take care of emergencies was discussed. A public policy is needed for this to begin. 4. Concerns about the snow removal and salting of the parking lot and walkways were discussed. Removal and salting should be

completed before the library is opened at 11:00 in the morning. 5. The fencing at the back of the library is not complete and the pedestrian foot paths are continuing. The repair of the fence is delayed due to weather and supply of materials. 6. Replacement of the shattered window in the library. Authorization for payment was motioned, voted unanimously agreed to have it completed.

Committee Reports – None

Friends Report – Due to the fourth Thursdays in November and December are holidays, the next meeting is scheduled for January 22, 2026, at 5:00 p.m. Eastern Standard Time (EST).

Unfinished Business

1. Discussion/Action: Resolution for Election of the Board Members in 2028. There were no questions so support was given so the changes and alignment with the city can be completed for 2028. The motion carried unanimously.
2. Discussion/Action: Policy recommendations for adult and youth group homes. The recommendations for adult and youth group home policies were discussed.
3. Discussion/Action: Budget amendment for building addition and improvements. The President referred to a budget omission which was pointed out by Plante Moran and the budget should be amended. It was motioned and seconded that the budget be amended to have a \$125,000 building expenses and improvements when needed.
4. Discussion/Action: Fencing and Lighting around the Leanna Hicks Public Library of Inkster. Discussed during the Director's report.
5. Discussion/Action: Updates on sewer issue behind the Leanna Hicks Public Library of Inkster. Discussed during the Director's report.

New Business

1. Discussion/Action: Snow and ice concerns at the library. Discussed during the Director's report.
2. Discussion/Action: Update on the 2026 library calendars for Leanna Hicks Public Library of Inkster. Discussed during the Director's report.

Public Comments - None

Board Communications

1. Ms. Sharon Tate - Christmas - Card to Board
2. Dr. Louise Edje - Christmas - Card to Board
3. MC Architects - Christmas Card to Board
4. MC Architects - Christmas Card to Library
5. Inkster Citizens Who Care 15 th Annual Winter Gear Giveaway on December 20, 2025 at the Inkster Family Skating Rink, 2:00 – 5:00 p.m. on Middlebelt.

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

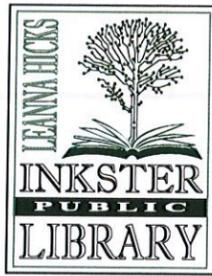
- Next Library Board Annual Meeting: Thursday, January 15, 2025 at 6:00 p.m.

Adjournment – The meeting was adjourned at 7:16 p.m. EST (Eastern Standard Time).

Louise Edje, Ed.D. Secretary



Akindele Akinyemi, President



**Leanna Hicks Library Board
Library Board Meeting Minutes
Thursday, January 15, 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: Akindele 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 - Akindele Akinyemi, , Dr. Louise Edje, Ruth E. Williams, Carolyn Wilson, **Absent and Excused** - Dr. Hester Shoats and Sharron Tate

Approval of Agenda - The agenda was approved as presented.

Presentations – None

Minutes - Approval of December 18, 2025 meeting minutes. The minutes were approved and placed in file with the following corrections: Ms. Winborn was not present at the meeting and the Friends of the Leanna Hicks Public Library was not in collaboration with the calendar.

Treasurer's Report

Approval of December 2025 expenditures in the amount of \$38,497.58. Approved as presented. It was suggested that the report should also include the percentage of the budget remaining on that line item. The report is a summary and does not include all the invoices reported as the given month although reported on the Plante Moran report.

Director's Report - Ms. Amisha Harijan reported on the following:

1, Staff Updates – two student assistants who work 6-12 hours a week and three library aids who work 18, 24 and 30 hours respectively.

2. Minimum Wage Increase – from \$12.48 to \$13.72. The student assistants were hired in at 12.50 and now earn \$13.72 per hour.

- 40 3. Support Staff Scholarship – Seeking to establish a scholarship to promote a library aide.
41 Funding has been sought from the Friends of the Leanna Hicks Public Library for \$500.00.
42 4. Retirement Plan – Approval was given for the Director to begin paying into the retirement plan
43 (up to \$3,500 the match per her offer/acceptance letter) with \$130 pay period. This will be with
44 the Municipal Employees' Retirement System (MERS) Plan.
45 5. Audit – The Management Representative Letter (MRL) states the library is complying.
46 6. Policies – A policy needs to be written for Earned Sick Time. In October the Earned Sick Time
47 Act went into effect for small businesses/entities went into effect.
48 7. Facilities and Grounds – The Water Department attempted to switch the water meter but
49 stated that a plumber must align the adjoining fixtures before the new meter is installed. The two
50 light fixtures are still down. Mr. Timothy Williams is investigating light repair. The broken window
51 in the Children's Library remains in need of repair which was approved in December by the
52 Board. The estimated cost was \$800 from First Choice Windows at 33067 Industrial Road,
53 Livonia, MI.
54 Due to a nearby Police incident it was suggested that active shooter evacuation training is
55 needed for the staff. Also, it was discussed that a key fob is needed for quick entry into the back.
56 A professional is needed. It was stated that it is in the budget.

57 **Committee Reports - None**

58 **Friends Report** - The next meeting is scheduled for January 22, 2026, at 5:00 p.m. Eastern
59 Standard Time (EST).

60 **Unfinished Business.**

- 61 1. Discussion/Action: Updates on fencing and lighting around the Leanna Hicks Public Library
62 of Inkster. Already discussed during the Director's report.

63 **New Business**
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- 65 1. Discussion/Action: Upcoming MLK and Black History events for Leanna Hicks Public
66 Library of Inkster. Camille Jackson is preparing for the event on Saturday between 12 and
67 2 p.m. with the children throughout the library and a film. February Intergenerational
68 Program for the youth to learn how to ask questions and report from older family
69 Members.
70 2. Mr. Williams reported he will get a base for the United States of America flag, and it will
71 be delivered tomorrow.
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74 **Public Comments** – There were no Public Comments.

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Board Communications –

1. Tuesday – Regalia Coffee Hour - January 20 from 5 – 7 p.m.
2. Prosperous Detroit will begin the interview process March 17, 2026.

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, February 19, 2026 at 6:00 p.m.

Adjournment - The meeting was adjourned at 6:49 p.m. EST (Eastern Standard Time).

Louise Edje, Ed.D. Secretary



Akindele Akinyemi, President