### CALL TO ORDER

President Jean Winborn called the Regular Meeting to order at 6:30 p.m.

**Attendance**

Trustees Present: Kay Williams, Theresa M. Maddix, Bethany Kennedy, Kristy Cooper, Jean Winborn, Patricia Horne McGee and Brian Steimel

Also present: Director Lisa Hoenig, Assistant Director Julianne Smith, Business Office Manager Monica Gower and Facilities Manager Jim Reed

**APPROVAL OF THE AGENDA**

Trustee McGee moved to approve the meeting agenda. Trustee Maddix supported this motion.

Vote: Ayes: Williams, Winborn, Cooper, Kennedy, Maddix, McGee and Steimel

Nays: None

Motion passed.

**PUBLIC COMMENT**

NONE

### CONSENT AGENDA

Trustee Williams moved to approve the consent agenda (August 26, 2020 Virtual Meeting minutes, and August 2020 Financials and Check Registers) Trustee McGee supported this motion.

Vote: Ayes: Williams, Winborn, Maddix, Kennedy, Cooper, McGee and Steimel

Nays: None

Motion passed.

**COMMITTEE REPORTS**

* Fundraising committee:
* The Capital Campaign committee met on 9/16/2020, there was a good turnout.
* They reviewed grant requests in process.
* Superior Township Planning:
* County Commission considering Lisa’s allocation request tonight.
* Superior Township Board approved the proposal for site clearing.

**REPORT OF THE LIBRARY DIRECTOR**

In addition to submitted Director’s report, Director Hoenig relayed the following:

* No statistical report this month. Working with State Aid requirements to put together documentation collecting Covid stats.
* Whittaker’s new access road is complete. Glassco and Terracon were at the library Wednesday for a kick off meeting. They will begin replacement of sill soon, likely next week. Terracon and O’Neal working to determine the best testing method for the replacement of the metal panel.
* Michigan Avenue painting starts Monday.

**NEW BUSINESS**

1. FY 2019-2020 Budget Amendment

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2020-26

September 23, 2020

RESOLUTION TO AMEND THE 2019-20 BUDGET

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Whereas, the Ypsilanti District Library Board of Trustees approves an annual budget prior to the December 1 start of each fiscal year, and

Whereas, the budget is a working document and unforeseen changes can and do occur during the course of a fiscal year, and

Whereas, the Covid-19 pandemic forced the library to make many changes to its services and therefore impacted its spending, and

Whereas, in light of these changes, more accurate budget figures for certain revenue and expenditure accounts have been approximated, Now therefore,

IT IS RESOLVED BY THE YPSILANTI DISTRICT LIBRARY BOARD that:

The Ypsilanti District Library budget for the fiscal year ending November 30, 2020 be amended as presented.

OFFERED BY: Brian Steimel

SUPPORTED BY: Kay Williams

YES: 7 NO: 0 ABSENT: 0 VOTE: 7-0

1. Award of snow removal contract

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2020-27

September 23, 2020

RESOLUTION TO AWARD A SNOW REMOVAL CONTRACT

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Whereas, the Ypsilanti District Library released a Request for Quotation for Snow Removal Services, and

Whereas, YDL wishes to lock in a seasonal contract for the next three years, and

Whereas, seven bids were received and tabulated, and

Whereas, A.K. Lawncare, the Library’s current landscaping and snow removal contract holder, which has a satisfactory performance record, submitted the low bid, Now Therefore,

IT IS RESOLVED BY THE YPSILANTI DISTRICT LIBRARY BOARD that the snow removal contract is awarded to A.K. Lawncare for a seasonal total of $15,000 for the 2020-21 through 2022-23 winter seasons.

OFFERED BY: Bethany Kennedy

SUPPORTED BY: Patricia Horne McGee

YES: 7 NO: 0 ABSENT: 0 VOTE: 7-0

1. Consideration of site clearing recommendation for Superior building project

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2020-28

September 23, 2020

RESOLUTION TO ACCEPT THE RECOMMENDATION FOR A SITE CLEARING PROPOSAL AT THE NEW SUPERIOR LIBRARY SITE, WAIVE THE BID PROCESS, AND ALLOCATE SUPERIOR CONSTRUCTION FUND MONIES FOR THE PROJECT

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Whereas, the Library Board designated a portion of the Capital Asset Replacement Fund to build a new library in Superior Township, and

Whereas, the Library Director secured a $50,000 grant from MCACA to help with construction expenses which must be used by December 31, 2020, and

Whereas, the time needed for the formal bid process would cause YDL to forfeit the grant money, and Superior Township has agreed to allow the site clearing on their property prior to Final Site Plan Approval, and

Whereas, construction manager O’Neal Construction has recommended a proposal from E.T. MacKenzie Company to clear the site and ready it for a spring groundbreaking, and

Whereas, the Superior Township Board has approved moving forward with the project and reimbursing the Library the cost to clear the North Parcel, Now therefore

IT IS RESOLVED BY THE YPSILANTI DISTRICT LIBRARY BOARD that:

In the interest of time and money, the Library Director is authorized to waive the bid process and accept O’Neal Construction’s recommendation that E.T. MacKenzie Company perform site clearing as described in the bid documents; and

IT IS FURTHER RESOLVED that:

Up to $40,000 from the Superior Construction Fund shall be allocated toward this project.

OFFERED BY: Bethany Kennedy

SUPPORTED BY: Kay Williams

YES: 7 NO: 0 ABSENT: 0 VOTE: 7-0

1. Consideration of a proposal to replace the Whittaker Fire Alarm Control Panel

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2020-29

September 23, 2020

RESOLUTION TO REPLACE THE FIRE ALARM CONTROL PANEL

AT WHITTAKER ROAD

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Whereas, the Whittaker fire alarm control panel is 18 years old and no longer supported by the manufacturer, and parts are no longer available, and

Whereas, the Facilities Manager solicited a proposal for replacement from the vendor and ascertained that no other vendor could provide a compatible panel, and

Whereas, funds to replace the panel will be available in the Whittaker Capital Improvements budget line following Board approval of the proposed budget amendment, Now Therefore

IT IS RESOLVED BY THE YPSILANTI DISTRICT LIBRARY BOARD that the Library waive the bid process and acquire the fire alarm control panel specified on the attached proposal from Johnson Controls for $15,177.

OFFERED BY: Patricia Horne McGee

SUPPORTED BY: Theresa M. Maddix

YES: 7 NO: 0 ABSENT: 0 VOTE: 7-0

**BOARD MEMBER COMMENTS**

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| **Trustee** | **Comment** |
| Bethany | Thank you for doing the flu shot clinic! I’m happy to see summer challenge numbers. |
| Theresa | Thank you for doing the Covid testing and flu shots. I was impressed with Jerome’s number of calls. I wanted to let everyone know you can vote as soon as tomorrow. |
| Kay | I like that your rotating the roll call. Very excited to be clearing the property. |
| Pat | No comment |
| Kristy | I’m excited about the improved wireless. I am excited to see the site clearing. It’s a sign of hope for people. |
| Brian | I love the two month version of The Loop. |
| Jean | Thank you Lisa, Julie, Monica and everyone for all that you do. |
| Lisa | Help us spread the word about our important virtual exhibit, “For All the World to See.” |

# Adjournment

Trustee McGee moved to adjourn at 7:15 p.m. Trustee Williams seconded this motion.

Vote: Ayes: Williams, Winborn, Maddix, Cooper, Kennedy, McGee and Steimel

Nays: None

Motion passed.