### CALL TO ORDER

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

**Attendance**

Trustees Present: John Barr, Patricia Horne McGee, Courtney Geil, Kay Williams, and Jean Winborn.

Trustees Absent: Brian Steimel, Kimberly Grover

Also present: Director Lisa Hoenig, Assistant Director Julianne Smith, Development & Communications Coordinator Gillian Gainsley, Head of Outreach Services Mary Garboden, Bookmobile Driver Kihilee Brenan, Business Office Manager Diane Schrag and Ypsilanti Township Clerk Karen Lovejoy Roe.

**APPROVAL OF THE AGENDA**

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

Vote: Ayes: Barr, McGee, Winborn, Geil, and Williams.

Nays: None

Motion passed.

**PUBLIC COMMENT -** none

**Introduction of new staff:** Head of Outreach Services Mary Garboden introduced Kihilee Brenan. Kihilee has successfully completed the State of MI written training and authorized road test education and now possesses the required CDL drivers’ license certification. Regular Bookmobile schedule will be resumed.

**Presentations:**

* 2017 Annual Report, in-house printing of the final product which features notable 2017 achievements was presented and will be mailed with the Gala invitations.
* YDL new website, Gillian presented an overview of the new website and announced April 5th as launch day.

### CONSENT AGENDA

Trustee Geil moved to approve the consent agenda [March 16, 2018 Special Meeting Minutes, and February 2018 Financials and Check Register]. Trustee Barr supported this motion.

Vote: Ayes: Barr, McGee, Winborn, Geil, and Williams.

Nays: None

Motion passed.

**COMMITTEE REPORTS**

* Finance Committee: No report
* Personnel Committee: No report
* Policy Committee: Met March 16th and recommendation is an agenda item.
* FOL Library Report: Julianne reported the following from the Mar. 26, 2018 meeting
	+ FOL are doing well, revenue is inching up.
	+ On-line sales garnered $500 last month
	+ Volunteer “thank you” potluck on April 10th
	+ FOL will participate in “Fleet Day” and “Shredding Day” with a membership drive and refreshments to be determined.
	+ Previewed new YDL web-site
* Fund Development Committee: Director Hoenig reported on the following items.
	+ New logo for the invitations received
	+ Received a few sponsorships and are looking for more.
	+ Planning continues
* Negotiations Committee: no report

**REPORT OF THE LIBRARY DIRECTOR**

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

* Volunteer Appreciation Lunch invitations distributed. April 10th, Community Meeting Room, 12:00 to 2:00 p.m.
* Diane is retiring, June 8, 2018
* Final Audit report distributed
* TALKING POINTS – 2018 Ypsilanti District Library Millage distributed
* Attempting to schedule brief training for the advocacy group and board with Every Library on the weekend of April 21-22.

**OLD BUSINESS**

**NEW BUSINESS**

1. Consideration of a revision to the Internet Access Policy

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2018-6

March 28, 2018

RESOLUTION TO REVISE POLICY B3: INTERNET ACCESS POLICY

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Whereas, the Ypsilanti District Library has an Internet Access Policy which provides information on filtering and privacy, procedures and guidelines for the use of the library’s public internet service, and

Whereas, the Library Board of Trustees routinely reviews and revises library policies as needed, and

Whereas, the Internet Access Policy was last revised in April, 2012, and

Whereas, following legal review, the Board Policy Committee presented a revision to update the policy, Now Therefore

IT IS RESOLVED BY THE YPSILANTI DISTRICT LIBRARY BOARD that:

The attached revision to the Ypsilanti District Library Internet Access Policy is approved.

OFFERED BY: Courtney Geil

SUPPORTED BY: Kay Williams

YES: 5 NO: 0 ABSENT: 2 VOTE: 5-0

1. Resolution to establish an account at Huntington National Bank for FSA funds

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2018-7

March 28, 2018

RESOLUTION TO OPEN A CHECKING ACCOUNT FOR FSA FUNDS

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Whereas, the Ypsilanti District Library established a Flexible Spending Account plan for staff, and

Whereas, a bank account dedicated to managing these funds will make accounting simpler and more efficient, and

Whereas, Huntington National Bank’s Public Funds Interest Checking has been determined suitable for this purpose, Now Therefore,

IT IS RESOLVED BY THE YPSILANTI DISTRICT LIBRARY BOARD that:

The Huntington National Bank Resolution to Open and Maintain a Bank Account presented at the Board meeting is approved and may be executed.

OFFERED BY: Patricia Horne McGee

SUPPORTED BY: Kay Williams

YES: 5 NO: 0 ABSENT: 2 VOTE: 5-0

**BOARD MEMBER COMMENTS**

|  |  |
| --- | --- |
| **Trustee** | **Comment** |
| Courtney | No comment |
| Jean | Also went to National Archives in Washington to find the grave of a civil war soldier and found that he was buried on River St. in Ypsilanti |
| Brian | Absent |
| Kay | Cancun vacation was lovely |
| Kimberly | Absent |
| Patricia | No comment |
| John | Planning to ask the board to re-open Public Participation, as he noticed someone in the audience who may have wanted to speak, but she left before he had a chance.Spoke of his opportunity to tour Library of Congress and Jefferson’s Library |
| Lisa | Reminder, next board meeting is April 18th |

# Adjournment

Trustee Geil moved to adjourn at 7:05. Trustee Williams seconded this motion.

Vote: Ayes: Barr, McGee, Winborn, Geil, and Williams.

Nays: None

Motion passed.