

Ypsilanti District Library
Board of Trustees
Minutes, October 24, 2018 (Approved)

CALL TO ORDER

President Brian Steimel called the Regular Meeting to order at 6:32 p.m.

Attendance

Trustees Present: John Barr, Brian Steimel, Kay Williams, Jean Winborn, Kimberly Grover and Courtney Geil
Trustees Absent: Patricia Horne McGee

Also present: Director Lisa Hoenig, Assistant Director Julianne Smith, Business Office Manager Monica Gower and Candidate for the Library Board of Trustees Theresa Maddix

APPROVAL OF THE AGENDA

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

Vote: Ayes: Williams, Steimel, Winborn, Barr, Geil, Grover
Nays: None
Motion passed.

PUBLIC COMMENT

NONE

CONSENT AGENDA

Trustee Williams moved to approve the consent agenda (September 26, 2018 Meeting Minutes, and September 2018 Financials and Check Register) with the following correction:

- Brain to Brian

Trustee Barr supported this motion.

Vote: Ayes: Williams, Barr, Winborn, Steimel, Geil, Grover
Nays: None
Motion passed.

COMMUNICATIONS

Included in the board packet is library board candidate information from the League of Women voters. There are also two articles on TEDx.

COMMITTEE REPORTS

- Finance Committee: We met last week and went over the proposed budget. This budget includes everything we need to do for the upcoming year. We can add or take away based on the millage results. Committee recommends this proposed budget be adopted.
- Personnel Committee: No report
- Policy Committee: No report
- FOL Library Report: No report
- Fund Development Committee: No report
- Negotiations committee: No report
- Superior Township planning: If the millage request is successful we would like to hit the ground running on our Superior building project. Discussion of engaging a construction attorney and the selection and confirmation of our architect. The board expressed interest in presentation from construction attorney in November.

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REPORT OF THE LIBRARY DIRECTOR

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

- Millage Post card mailing to 9,000 households in the YCS district. A flier will go home in the backpack mail of students at Lincoln.
- People have been asking where the new Superior library will be located. There is now a big bright sign on Harris rd. in front of the property where the new library will be built.
- There will be an article on MLive regarding the millage. I was also interviewed by a reporter from WEMU. That story should be on the radio on Monday and online.
- We got the United Way Opportunity Grant renewed for the benchmarking field trips for YCS students. We learned a lot in our first year. Tenth grade trips are about to start.
- Halloween downtown /Ypsi Glow is Friday night. The "Boo! Mobile", will be there. Michigan Avenue teens have also created a gigantic monster spider for the event. I will be at Estabrook elementary dressed as Winnie the Pooh handing out candy at a Trunk or Treat.
- The new photocopiers are being installed.
- September was library card sign up month. We had that big push this year from our 150 donors to support 150 new library sign ups. We had 101 more than last year. I am very pleased with the results!

OLD BUSINESS

None

NEW BUSINESS

- A. Review of FY 2019 draft budget, Director Hoenig touched on the following items:
 - Budget is plain and is close to being one for one; expenses to revenues.
 - Projects that we want to undertake if millage is successful will stay and we will add more. If we are not successful we will take things out.
 - We did get the health quotes in a timely way this year so I feel this will be what you will see at the November meeting to approve.
- B. Schedule public hearing for FY 2019 budget

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2018-19

October 24, 2018

RESOLUTION TO SCHEDULE A PUBLIC HEARING REGARDING THE PROPOSED LIBRARY BUDGET FOR
THE 2019 FISCAL YEAR

Whereas, Michigan Public Act 43 of 1963, Budget Hearings of Local Governments, requires that each local governmental unit hold a public hearing on its proposed budget, and

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Whereas, the by-laws of the Ypsilanti District Library Board of Trustees state that the Ypsilanti District Library Board shall prepare, approve and publish an annual budget in accordance with the Uniform Budgeting and Accounting Act, and

Whereas, the Library's 2019 fiscal year budget will be considered for approval at the November Board meeting, Now Therefore,

IT IS RESOLVED BY THE YPSILANTI DISTRICT LIBRARY BOARD that:

A public hearing on the proposed library budget for the 2019 fiscal year will be held at 6:15 p.m. on Wednesday, November 28, 2018.

OFFERED BY: Jean Winborn

SUPPORTED BY: Kay Williams

YES: 6 NO: 0 ABSENT: 1 VOTE: 6-0

C. 2019 holiday closing schedule

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2018-20

October 24, 2018

RESOLUTION TO ESTABLISH A SCHEDULE OF 2019 HOLIDAYS AND CLOSINGS

Whereas, the Ypsilanti District Library Personnel Manual sets forth a list of specific paid holidays for staff, and

Whereas, the Director has proposed a schedule of dates the library will be closed to observe these holidays in the 2019 calendar year, Now Therefore,

IT IS RESOLVED BY THE YPSILANTI DISTRICT LIBRARY BOARD that:

The 2019 Holiday & Closing Schedule is adopted as presented.

OFFERED BY: Courtney Geil

SUPPORTED BY: Kimberly Grover

YES: 6 NO: 0 ABSENT: 1 VOTE: 6-0

Ypsilanti District Library 2019 Holiday & Closing Schedule

DATE	HOLIDAY NAME	DAY/WEEK
January 1, 2019	New Year's Day	Tuesday
January 21, 2019	**Martin Luther King Day	Monday
February 18, 2019	Presidents' Day	Monday
April 21, 2019	Easter Sunday	Sunday
May 26, 2019	Sunday Preceding Memorial Day	Sunday
May 27, 2019	Memorial Day	Monday
May 31, 2019	YDL Annual In-service	Friday
July 4, 2019	Independence Day	Thursday
September 1, 2019	Sunday Preceding Labor Day	Sunday
September 2, 2019	Labor Day	Monday
November 11, 2019	Veterans Day	Monday
November 27, 2019	Thanksgiving Day Eve (5:00 pm closing)	Wednesday
November 28, 2019	Thanksgiving Day	Thursday
December 24, 2019	Christmas Eve	Tuesday
December 25, 2019	Christmas Day	Wednesday
December 31, 2019	New Year's Eve	Tuesday
January 1, 2020	New Year's Day	Wednesday
January 20, 2020	**Martin Luther King Day	Monday

Bold indicates Paid Holiday

** Indicates that Library is OPEN, floating holiday, all other days listed **Library is CLOSED** except for Thanksgiving Day Eve, library closes at 5:00 pm.

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- D. Consideration of scheduling a December Board meeting
- Would like current Trustees that will be leaving this year to wrap up loose ends such as the budget revision based on what we learn on Election Day.
 - President will call a special meeting December 12th at 6:30 p.m.
- E. Resolution thanking the Friends of YDL for 60 years of generous support

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2018-21

October 24, 2018

RESOLUTION TO HONOR AND THANK
THE FRIENDS OF THE YPSILANTI DISTRICT LIBRARY

WHEREAS, the Friends of the Ypsilanti District Library was founded in 1958 to help the Ypsilanti Library serve the people of the Ypsilanti area, and

WHEREAS, during the ensuing 60 years these hardworking volunteers have maintained a book store, held book sales and other fundraisers to provide extra revenue to augment Library services and programs, and

WHEREAS, some of many programs the Friends have generously supported include summer reading, the library newsletter, community reads, youth and adult concerts, Ypsi Song Fest, Text and Learn for Kindergarten, touring exhibits such as *Forever Free*, *The Greatest Generation*, and *Coney Island*, and Learning Never Gets Old, and,

WHEREAS, the Friends helped renovate the Michigan Avenue Park Plaza, annually support a staff in-service day, and helped YDL rebrand its image, and

WHEREAS, the Friends have always been there when help was needed,

NOW, THEREFORE BE IT RESOLVED, that the Ypsilanti District Library Board of Trustees hereby congratulates the Friends of the Ypsilanti District Library on sixty years of service to the Library and the Ypsilanti community, and thanks them for helping make Ypsilanti a grand place to live and learn.

BE IT FURTHER RESOLVED that the Ypsilanti District Library Board of Trustees hopes that the Friends of the Library will continue to serve our community for another sixty years. We need and appreciate all that they do for us.

OFFERED BY: Kimberly Grover

SUPPORTED BY: Kay Williams

YES: 6 NO: 0 ABSENT: 1 VOTE: 6-0

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F. Discussion of Director evaluation process

- Trustee Steimel will distribute the evaluation and feedback form that was used last year by Friday, Oct.26, 2018
- Completed forms are due back to Trustee Winborn by Nov. 16, 2018 for tabulation
- Evaluation will take place at regular meeting Nov. 28th at the end of the meeting in closed session.

G. Closed session to discuss collective bargaining negotiations

Adjournment to closed session

Barr moved to adjourn to closed session to discuss collective bargaining negotiations at 7:21 p.m. Trustee Winborn seconded this motion.

Vote: Ayes: Grover, Barr, Steimel, Geil, Williams and Winborn
Nays: None
Motion passed.

Regular meeting reconvened

Barr moved to adjourn the closed session and return to the regular meeting at 7:37 p.m. Trustee Williams seconded this motion.

Vote: Ayes: Williams, Grover, Steimel, Geil, Barr and Winborn
Nays: None
Motion passed.

H. Approval of MOU to extend the AFSCME union contract

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2018-22

October 24, 2018

RESOLUTION TO APPROVE THE MEMORANDUM OF UNDERSTANDING TO EXTEND THE
AFSCME UNION CONTRACT

IT IS RESOLVED BY THE YPSILANTI DISTRICT LIBRARY BOARD that:

The Memorandum of Understanding to extend the AFSCME Union contract through March 31, 2019 is approved as presented.

OFFERED BY: Jean Winborn

SUPPORTED BY: Courtney Geil

YES: 6 NO: 0 ABSENT: 1 VOTE: 6-0

AGREEMENT

Ypsilanti District Library Board of Trustees ("the Library") and Local 3451, Chapter 16, Council 25 of the American Federation of State, County and Municipal Employees (AFL-CIO) ("Union"), hereby agree to a successor collective bargaining agreement effective from November 30, 2018 through March 31, 2019, at 11:59 p.m., at which time the contract shall expire unless a new agreement is reached and approved by the parties prior to that date. The Library and the Union hereby also agree to the following terms and conditions during the term of this Agreement:

1. All term and conditions of the December 15, 2015 — November 30, 2018 collective bargaining agreement, attached hereto, shall remain in effect during the term of this Agreement.
2. The Library and the Union agree to schedule contract negotiations for a successor agreement on the first mutually agreeable date that occurs after the first regularly scheduled meeting of the Library in 2019, but no later than February 8, 2019.

This Agreement is effective October 25, 2018 and shall continue in full force until March 31, 2019, at 11:59 p.m.

FOR THE UNION

By: Shashom Veth Date: 10/16/18

By: [Signature] Date: 10-16-18

Brian Steiner

FOR THE LIBRARY

By: Bear Steinhilber Date: 10-24-18

By:  Date: 10-24-18

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BOARD MEMBER COMMENTS

Trustee	Comment
Courtney	I am looking forward to those postcards going out. It will clear up misconceptions about what the millage is going to support.
Jean	No comment
Brian	If you follow any of the Ypsilanti discussion groups on Facebook the language on the ballot has come up a couple of times. People have been very straight forward in pulling educational stuff from the libraries website. This has calmed the discussion.
Kay	I have been working with the advocacy committee and they seem to be doing a very good job. They seem very enthusiastic in getting things out for the election.
Kimberly	Angie, our friend Bridget and I are doing an informational meeting Sunday afternoon about the millage. We are hoping for a good turnout of people who have questions.
Patricia	Absent
John	I am pleased with the work on the front entry with the sealing of the pavement. I was impressed with the turnaround on the work being done. Ypsilanti is a wonderful place to live and the library and EMU contribute a lot to that. My wife and I went to the theater at EMU to see a professional production, musical, comedy; She Loves Me, and it was only 14 dollars. We have a wonderful asset there. I would encourage anyone who likes the theater to watch what is happening at EMU.
Lisa	Staff has been telling me they are hearing positive comments and what I have been hearing is positive as well. We can't count our chickens because we are only talking to those who come here, but it seems to be quiet and no negative talk. If we are successful on 11/6 the president will call a special meeting on Thurs 11/8. It will be a 5 minute meeting to approve the revised L-4029 forms and then we will celebrate. Stay tuned and vote.

Adjournment

Trustee Williams moved to adjourn at 7:46 p.m. Trustee Barr seconded this motion.

Vote: Ayes: Williams, Winborn, Barr, Steimel, Geil and Grover

Nays: None

Meeting Adjourned