### CALL TO ORDER

President John Barr called the Regular Meeting to order at 6:35 p.m.

**Attendance**

Trustees Present: John Barr, Kay Williams, Brian Steimel, Kimberly Grover, Patricia Horne McGee, Courtney Geil, and Jean Winborn [arriving 6:35].

Trustees Absent: none

Also present: Director Lisa Hoenig, Assistant Director Julianne Smith, Outreach Services Mary Garboden and Elizabeth Getty, Youth Services Jodi Krahnke, Business Office Manager Diane Schrag and Neutral Zone Director John Weiss.

**APPROVAL OF THE AGENDA**

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

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

Nays: None

Motion passed.

**PUBLIC PARTICIPATION**

The following community members expressed concerns regarding the Ypsilanti District Library’s Internet Access Policy.

Heather Gerald-Roe

1197 Hunter Ave

Ypsilanti, MI 48197

Karen Lovejoy Roe

8677 Merritt Rd.

Ypsilanti, MI 48197

Brenda Stumbo

9622 Endicott Lane

Ypsilanti, MI 48197

Hannah Apple provided a written statement, but was unable to attend.

President Barr directed the Policy Committee to review the Internet Access Policy to address these concerns.

**Introduction of new staff:** Head of Outreach Services Mary Garboden introduced Elizabeth Getty, half-time Outreach Services Para-professional hired effective November 2, 2017.

**Presentation: Youth Driven Spaces, The Neutral Zone**

### John Weiss, Director of Strategic Initiatives of the Neutral Zone presented an overview of “Youth Driven Spaces”. This is defined as young people given the opportunity to participate at the program, organization, and governance level, such as drive their own projects and initiatives, designing own space, and serving on a board of directors all in partnership with adults. Head of Youth Services Jodi Krahnke described progress Whittaker Road teens have made since adopting this practice.

### CONSENT AGENDA

Trustee Williams moved to approve the consent agenda [November 29, 2017 Budget Hearing and Regular Meeting Minutes, November and December 2017 Check Registers]. Trustee McGee supported this motion.

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

Nays: None

Motion passed.

**COMMITTEE REPORTS**

* Finance Committee: No report
* Personnel Committee: No report
* Policy Committee: No report
* FOL Library Report: Trustee Steimel reported the following from the Jan. 22, 2018 meeting
  + FOL will contribute $36,000 in 2018 to YDL, same as last year.
  + Holiday Pop-up Book Sale, Nov. 18, 11:00 a.m. to 4:00 p.m. made $975.
  + In 2017 93% of the FOL revenue came to YDL.
  + January 18th through 21st book sale total was $2904.
  + Online book sales total $5500 for 2017.
  + Director Hoenig presented millage goal overview and was well received.
  + New officers elected:
    - President, Marci Kinsey
    - Vice President: Carole Pennington
    - Secretary: Bob Ferrett
    - Treasurer: Penny Blodgett
* Fund Development Committee: Director Hoenig reported on the following items.
  + Communication & Development department report contains fundraiser results
  + Ford Flex received December 2, 2017.
  + This year’s goal is to have successful “smash” with YDL 150th year Gala. Sponsorship packet distributed to trustees.
  + Thank you to Trustees Barr and Grover for their successful parties.
  + Robert Warren Memorial donations are earmarked for adaptive technology initiative for blind or low vision patrons.
* Grants for Superior Township: no report.

**REPORT OF THE LIBRARY DIRECTOR**

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

* Superior building planning committee met with Superior Township representatives and architect Dan Whisler December 20, 2017 for preliminary Superior plan development.
* Ypsilanti Community Schools 5th grade field trips have begun.
* YDL will again be a polling place, will use the triangular bay area if Community Meeting Room is already in use for an exhibit.
* Expect the audit report to be presented at the Feb. 28, 2018 regular meeting.
* Advocacy Committee will be formed, Director Hoenig looking for recommendations for co-chars, and treasurer.
* Strategic Plan Report and TALK progress report included in packet.
* Gala Update:
  + Take place at the Ypsilanti Freighthouse, June 8, 2018.
  + Tickets are $75.00, heavy appetizers and 2 drink tickets included
  + Music and other yet to be determined entertainment
  + Silent Auction
  + Photography
  + Sponsorships received from the Freighthouse Board and the Ypsilanti DDA
  + Goal is raise $40,000 for YDL

**OLD BUSINESS**

1. Director Evaluation follow-up

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2018-1

January 24, 2018

RESOLUTION TO GRANT THE LIBRARY DIRECTOR 5 ADDITIONAL DAYS OF PAID TIME OFF

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

Whereas the Ypsilanti District Library Board of Trustees held a performance evaluation session for Library Director Lisa Hoenig in closed session in November, 2017, and

The Board wishes to reward the Director for a positive review, Now therefore,

IT IS RESOLVED BY THE YPSILANTI DISTRICT LIBRARY BOARD that:

Five additional days of paid time off be added to the Director’s leave bank.

OFFERED BY: Courtney Geil

SUPPORTED BY: Kimberly Grover

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

**NEW BUSINESS**

1. Election of Officers for 2018

As recommended by the nominating committee, Trustee Williams proposed the following board positions for the approval of the entire board. Trustee Geil seconded this motion.

* President – Brian Steimel
* Vice-President – Jean Winborn
* Secretary – Kimberly Grover
* Treasurer – Kay Williams
* Liaison to the Friends of the Library – Pat McGee

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

Nays: None

Motion passed.

1. Schedule 2018 Board meeting dates

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2018-2

January 24, 2018

RESOLUTION TO ESTABLISH A SCHEDULE OF LIBRARY BOARD MEETINGS FOR 2018

IT IS RESOLVED BY THE YPSILANTI DISTRICT LIBRARY BOARD that:

The attached draft 2018 Board meeting schedule as revised through discussion be adopted.

OFFERED BY: John Barr

SUPPORTED BY: Kay Williams

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

1. Committee appointments

President Steimel made the following appointments as recommended by the nominating committee.

FINANCE                                                                 PERSONNEL

Kay Williams, Chair                                                Kimberly Grover

John Barr – Trustee                                                Pat McGee – Trustee

Pat McGee – Trustee                                             Jean Winborn – Trustee

POLICY                                                                      FACILITIES

John Barr  -- Trustee                                                Kay Williams – Trustee

Jean Winborn – Trustee                                         Kimberly Grover - Trustee

Courtney Geil – Trustee                                         Courtney Geil – Trustee

FUNDRAISING/GALA NEGOTIATIONS

Pat McGee – Trustee Kay Williams

Kimberly Grover – Trustee John Barr

Courtney Geil, Trustee

Brian Steimel is Ex-Officio on all committees and Lisa Hoenig is also on all committees as Director.

**BOARD MEMBER COMMENTS**

|  |  |
| --- | --- |
| **Trustee** | **Comment** |
| Courtney | No comment |
| Jean | No comment |
| Brian | Let’s adjourn! |
| Kay | Will miss the February meeting |
| Kimberly | Will miss the March meeting |
| Patricia | No comment |
| John | Thank you for your past cooperation over the last year, to Kay and Jean for the help with the fundraisers. |
| Lisa | Thank you all! |

# Adjournment

Trustee Barr moved to adjourn at 7:40. Trustee Williams seconded this motion.

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

Nays: None

Motion passed.

# PUBLIC MEETING NOTICE

# YPSILANTI DISTRICT LIBRARY

## NOTICE OF REGULAR MEETINGS FOR YEAR 2018

PLEASE TAKE NOTICE that the Board of Trustees of the Ypsilanti District Library will hold regular meetings for the year 2018 on the fourth Wednesday of each month, with the exception of the months of April and December as noted below. Meetings will take place at the Whittaker Road Ypsilanti District Library, 5577 Whittaker Road, Ypsilanti, MI, 48197 with the exception of the month of July as noted below. All interested citizens are encouraged to attend.

## SCHEDULE OF LIBRARY BOARD MEETINGS

**YEAR 2018**

|  |  |  |  |
| --- | --- | --- | --- |
| Annual Meeting | Wednesday | January 24, 2018 | 6:30 PM |
| February | Wednesday | February 28, 2018 | 6:30 PM |
| March | Wednesday | March 28, 2018 | 6:30 PM |
| April | Wednesday | \*April 18, 2018 | 6:30 PM |
| May | Wednesday | May 23, 2018 | 6:30 PM |
| June | Wednesday | June 27, 2018 | 6:30 PM |
| July | Wednesday | \*\*July 25, 2018 | 6:30 PM |
| August | Wednesday | August 22, 2018 | 6:30 PM |
| September | Wednesday | September 26, 2018 | 6:30 PM |
| October | Wednesday | October 24, 2018 | 6:30 PM |
| November | Wednesday | November 28, 2018 | 6:30 PM |
| December | Wednesday | No Meeting | 6:30 PM |

**\***  ~~Alternate date: Tuesday April 24, 2018~~**not the fourth Wednesday**

**\*\***  ~~Location to be determined, YDL – Michigan Ave considered~~ **this meeting will take place at YDL-MI Ave.**

**~~\*\*\*~~**~~Alternate: no meeting~~