### CALL TO ORDER

President Brian Steimel called the Regular Meeting to order at 6:30 p.m.

**Attendance**

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

Trustees Absent: Jean Winborn

Also present: Director Lisa Hoenig, Assistant Director Julianne Smith, Business Office Manager Monica Gower, Kevin Montgomery, Erin Jennings, Kyle Keaffaber, and Melissa Armatis, KRM Architecture

**APPROVAL OF THE AGENDA**

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

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

Nays: None

Motion passed.

**PUBLIC COMMENT**

NONE

**Introduction of new staff**: Director Lisa Hoenig introduced Scott Marlowe, Part time paraprofessional in the youth department at our Michigan Avenue location. Scott was hired November 6, 2018.

**Presentation: Space Utilization Study proposal, KRM Architecture**

With the space utilization study we will answer: What are the needs? What are the possible solutions? How much will it cost?

### CONSENT AGENDA

Trustee Kennedy moved to approve the consent agenda with the correction of the spelling off “TLAK” to “TALK” in the February 27, 2019 meeting minutes (February 27, 2019 Meeting minutes, and February 2019 Financials and Check Register) Trustee Williams supported this motion.

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

Nays: None

Motion passed.

**Adjourn to Closed session**

With the arrival of Labor Attorney Chris Trebilcock, Trustee Williams moved to adjourn to closed session for the purpose of Discussing Labor Negotiations at 7:21 p.m. Trustee McGee supported this motion.

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

Nays: None

Motion passed.

**Meeting Reconvened**

Trustee Maddix moved to adjourn the closed session and return to the regular meeting at 7:53 p.m. Trustee Cooper seconded this motion.

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

Nays: None

Motion passed.

**COMMITTEE REPORTS**

* FOL Library Report:
  + Saturday April 13th from 11 a.m. to 3 p.m. there is going to be a pop- up sale on a large amount of sheet music that was donated by Patricia Boyd who is a professor at Eastern.
  + The Facebook posts done by Eva Moore; the new Volunteer coordinator, have been very well received.
* Superior Township Planning:
* Ken Schwartz the Superior Supervisor set up a meeting for us with the road commission. We will try to talk to them before the study is complete so that we can try to move the project along.

**REPORT OF THE LIBRARY DIRECTOR**

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

* All of the banging and beeping you are hearing is Zolman repairing the Café. One of the reasons the water pipes burst was that the far stairwell got way too cold during the Polar Vortex. Our HVAC provider, Campbell recommended putting in a fan and a vent in the ceiling in the stairwell that will circulate air better. They also suggested putting in sensors that will let us know if it gets dangerously cold.
* Ypsilanti Township has been working on a master plan through 2040. We are hosting their “Master Plan Reveal” next Tuesday evening April 2nd at 7 p.m. I plan to be here to hear what people say. Paula Drummond our head of Adult Services was invited to be on the committee that worked on this.
* Julianne passed out invitations to our annual volunteer potluck. All of you are invited as board members and volunteers. We appreciate all of the people who help us. This is our way of saying thank you so much.
* We interviewed a potential candidate for the building monitor / custodian position. Tomorrow he will meet the staff and shadow our existing building monitor for a couple of hours. We are excited to finally fill that spot.

**NEW BUSINESS**

1. Award contract for left lane warrant analysis for Superior building project

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2019-9

March 27, 2019

RESOLUTION TO AWARD A CONTRACT FOR A LEFT LANE WARRANT ANALYSIS AND SPEED STUDY FOR HARRIS ROAD RELATED TO THE SUPERIOR BUILDING PROJECT

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Whereas, the Ypsilanti District Library released a Request for Proposals for a left lane warrant analysis on Harris Road between MacArthur Boulevard and Geddes Road related to the Superior building project, and

Whereas, two proposals were submitted by qualified firms, and

Whereas the Architect and Engineering Consultant for the project carefully reviewed and vetted the proposals, and

Whereas, the Washtenaw County Road Commission advised that a speed study should also be conducted, and informal bids to add this service have been provided, Now Therefore,

IT IS RESOLVED BY THE YPSILANTI DISTRICT LIBRARY BOARD that the left lane warrant analysis and speed study contract for the Superior building project be awarded to the low bidder, WSP Michigan, Inc. for up to $6,000.

OFFERED BY: Kristy Cooper

SUPPORTED BY: Theresa Maddix

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

1. Award contract for Space Utilization Study for Whittaker and Michigan Ave

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2019-10

March 27, 2019

RESOLUTION TO AWARD A CONTRACT FOR A SPACE UTILIZATION STUDY FOR THE WHITTAKER AND MICHIGAN AVENUE LIBRARIES

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Whereas, one of the goals identified in the Library’s strategic plan is to undertake facilities and space utilization studies of the Michigan Avenue and Whittaker Road buildings, and

Whereas the Ypsilanti District Library released a Request for Proposals for such a space utilization study on January 25, and

Whereas, seven proposals were submitted by qualified firms, and

Whereas the staff Wayfinding Committee carefully reviewed the proposals and unanimously identified a top candidate, and

Whereas, the Board Facilities Committee reviewed the three best proposals and agreed with the staff’s assessment that krM Architecture is the desired choice, and

Whereas the Director made reference calls and arranged for krM Architecture to present its proposal to the Library Board as a whole, Now Therefore,

IT IS RESOLVED BY THE YPSILANTI DISTRICT LIBRARY BOARD that the contract for the space utilization study be awarded to krM Architecture for an amount not to exceed $52,000 plus expenses.

OFFERED BY: Bethany Kennedy

SUPPORTED BY: Kay Williams

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

1. Approve Collective Bargaining Agreement for 2019-2022.

**BOARD OF TRUSTEES OF THE**

**YPSILANTI DISTRICT LIBRARY**

**RESOLUTION NO. 2019-11**

**RESOLUTION RATIFYING COLLECTIVE BARGAINING AGREEMENT**

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Minutes of a meeting of the Board of Trustees of the Ypsilanti District Library, County of Washtenaw, State of Michigan, held in the Library on the 27th day of March, 2019 at 6:30 o’clock, p.m., prevailing Eastern Time.

WHEREAS, on or around March 12, 2019 representatives of the Board and AFSCME reached a tentative agreement on the terms and conditions for a new collective bargaining agreement effective April 1, 2019 through May 31, 2022;

WHEREAS, on or around March 18, 2019 members of AFSCME met to vote and by a unanimous vote ratified the tentative agreement;

WHEREAS, the Board having been provided a summary of the terms and conditions of the new collective bargaining agreement has determined that the terms and conditions are satisfactory and will help maintain the long-term financial health of the Library; and

NOW, THEREFORE, BE IT RESOLVED THAT:

The Board hereby resolves that the new collective bargaining agreement effective April 1, 2019 through May 31, 2022 be ratified and that the President of the Board and the Secretary of the Board are authorized to execute the agreement on behalf of the Board.

OFFERED BY: Kay Williams

SUPPORTED BY: Patricia Horne-McGee

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

**BOARD MEMBER COMMENTS**

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| **Trustee** | **Comment** |
| Kay | I wasn’t at the last meeting but you did very well without me. I was very pleased, everything got done. |
| Kristy | I got into the Library Freedom Institute. It is located out of New York. It’s a 6 month program to learn more about how libraries can help support privacy. I’m excited to learn those skills that may be helpful. |
| Patricia | Will the Cyber bullying act have any impact/effect on the use of the computers here? It was just announced today. It went into effect today. It seems to be mostly for schools but I don’t know. |
| Jean | Absent |
| Theresa | I just wanted to thank Pat and Brian for the successful conclusion of the collective bargaining agreement. |
| Bethany | I just wanted to thank the library for the “Power of Children” exhibit. It was so amazing. I brought my daughter and we had some really great conversations about it. It was really special to have that interaction with my kids. I’m really so glad the library provides those opportunities. |
| Brian | No comments |

# Adjournment

Trustee Cooper moved to adjourn at 8:42 p.m. Trustee Horne- McGee seconded this motion.

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

Nays: None

Motion passed.