

Ypsilanti District Library
Board of Trustees
Minutes, September 25, 2019 (Approved)

CALL TO ORDER

President Brian Steimel called the Regular Meeting to order at 6:31 p.m.

Attendance

Trustees Present: Kay Williams, Theresa M. Maddix, Jean Winborn, Brian Steimel, Bethany Kennedy, Patricia Horne McGee (6:34 p.m.) and Kristy Cooper (6:35 p.m.)

Also present: Director Lisa Hoenig, Assistant Director Julianne Smith and Business Office Manager, Monica Gower, and Julia Roberts, AAATA

APPROVAL OF THE AGENDA

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

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

Nays: None

Motion passed.

PUBLIC COMMENT

NONE

Presentation: Flexride status and survey results, Julia Roberts, AAATA

- Recently expanded Flexride for Pittsfield Township at the end of August.
- At the end of the Ypsi Twsp. pilot Flexride conducted a survey of residents in the 8 square mile pilot area to find out if residents had heard of Flexride and their experience.
- Survey showed, shopping, recreation, work trips and health are the most common uses for Flexride.
- Flexride did a promotion in the second three months. It more than doubled their riders and the number continues to grow.
- Seniors and those with disabilities ride Flexride for free. Students ride for half off.

CONSENT AGENDA

Trustee Williams moved to approve the consent agenda (August 28, 2019 Meeting minutes and August 2019 Financials and Check Register) Trustee Winborn supported this motion.

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

Nays: None

Motion passed.

COMMUNICATION

The Library received money for taxes lost to a Renaissance zone in Ypsilanti Township. To Lisa's knowledge the Library has never received this before. Not sure if it is a one-time thing or if the Library can expect it in the future.

COMMITTEE REPORTS

- Personal Committee:
 - Lisa consulted with the committee regarding the building monitor position that is now open.

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- She re-wrote the job description to hopefully attract more applicants.
- She will be sending it out in the next week or two.

- Policy Committee:
 - Policy committee met, the results are in the packet.

- Friends of the Library Report:
 - Met this past Monday.
 - Friends September sales was a success. They took in more than they have taken in for previous sales this year. It is also more than last September.

- Fundraising Committee:
 - Had a kickoff launch meeting September 11th.
 - The committee has had a number of people out there doing good things. The stories are exciting.
 - Our committee is facing a blow with the resignation of Gillian Gainsley who has been running things nicely. Lisa has some ideas of what the committee will do next.

- Superior Township Planning:
 - Lisa will be contacting Ken Schwartz to set up meeting regarding the project.

REPORT OF THE LIBRARY DIRECTOR

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

- The summer challenge report is impressive. It shows the growth in activities. Staff has done a good job of making it a fun and interactive experience for our patrons.
- Today the Library made an offer to one of our part time youth librarians to become full time. The part time vacancy will be posted. If no one internally is interested, it will be posted externally.
- Lisa is working on the next year's draft budget. She will be meeting with the finance committee to look at the draft for the year ahead.
- Once window project report comes Lisa will be meeting with the facilities committee to hear what the consultant has to say.

NEW BUSINESS

- A. Resolution to approve the purchase of 55 new patron PCs

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2019-28

September 25, 2019

RESOLUTION TO PURCHASE NEW PUBLIC COMPUTERS, MONITORS, AND SUPPORT

Whereas, the Ypsilanti District Library strives to provide high quality public computing services to its patrons, and

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Whereas, the current public computers are more than 6 years old and are heavily used, and

Whereas, the Library budgeted to upgrade half of its computers this November and the other half early in the new fiscal year, and

Whereas, the Information Technology Manager researched options and solicited three quotes for the desired computers, monitors, and support, Now Therefore,

IT IS RESOLVED BY THE YPSILANTI DISTRICT LIBRARY BOARD that the equipment specified on the attached quotes be acquired from the low bidder, CDW Government, for \$46,373.80.

OFFERED BY: Bethany Kennedy

SUPPORTED BY: Kay Williams

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

B. Consideration of an Opioid Antagonist Administration Policy

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2019-29

September 25, 2019

RESOLUTION TO ADOPT POLICY D11: OPIOID ANTAGONIST ADMINISTRATION POLICY

Whereas, Michigan is in the midst of an opioid crisis, and

Whereas, at least two overdoses have taken place in YDL facilities in the past, and

Whereas, YDL staff have expressed a desire to help in these life-threatening situations, and

Whereas, Michigan recently enacted legislation allowing libraries to stock Narcan and train staff to administer it without legal repercussions, and

Whereas, the library's attorney and the Board Policy Committee have reviewed the draft policy and found it acceptable, Now Therefore

IT IS RESOLVED BY THE YPSILANTI DISTRICT LIBRARY BOARD that:

The attached draft policy D11: Opioid Antagonist Administration Policy is adopted, with the acknowledgement that Exhibit A will be added following staff training.

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OFFERED BY: Theresa M. Maddix
SUPPORTED BY: Bethany Kennedy
YES: 7 NO: 0 ABSENT: 0 VOTE: 7-0

C. Consideration of a Bed Bug Policy

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2019-30

September 25, 2019

RESOLUTION TO ADOPT POLICY B8: BED BUG POLICY

Whereas, the Ypsilanti District Library wishes to maintain a healthy and clean environment for its patrons and protect the community's investment in its collections, equipment and facilities, and

Whereas, a single adult female bed bug can create an infestation, and

Whereas, staff have developed a protocol for identifying evidence of bed bug activity and eradicating any pests found, and

Whereas, in the interest of public health, YDL wishes to suspend borrowers it has cause to believe have bed bugs in their homes until the problem has been eliminated, and

Whereas, the proposed Bed Bug Policy has been reviewed by legal counsel and the Board Policy Committee, Now Therefore

IT IS RESOLVED BY THE YPSILANTI DISTRICT LIBRARY BOARD that:

The attached draft policy B8: Bed Bug Policy is adopted.

OFFERED BY: Jean Winborn
SUPPORTED BY: Kay Williams
YES: 7 NO: 0 ABSENT: 0 VOTE: 7-0

BOARD MEMBER COMMENTS

| Trustee | Comment |
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| Kay | No comments. |
| Kristy | No Comments. |
| Patricia | No Comments. |

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| Jean | No comments. |
| Theresa | Just want to reiterate that the Banned Books exhibit is pretty terrific |
| Bethany | I love the summer challenge infographic and all of the information on there. It's such a feel good warm fuzzy. |
| Brian | No comment. |
| Lisa | Lots of work ahead stay tuned. |

Adjournment

Trustee Winborn moved to adjourn at 7:55 p.m. Trustee Williams seconded this motion.

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

Nays: None

Motion passed.