

Ypsilanti District Library
Board of Trustees
Minutes, November 20, 2019 (Approved)

CALL TO ORDER

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

Attendance

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

Also present: Director Lisa Hoenig, Assistant Director Julianne Smith, Business Office Manager Monica Gower and community member Jocelyn Dooley

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

"I'm Jocelyn, Julianne's daughter. I am in an AP Government class and had to come to a Government meeting."

CONSENT AGENDA

Trustee Williams moved to approve the consent agenda (October 30, 2019 Special Meeting minutes, October 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

Lisa handed out communication showing all of the agencies that were granted an Opportunity Fund Grant by United Way this year. Lisa also included information regarding the MacArthur Blvd. neighborhood's health status from a new Washtenaw County Health website called "Health for all". On the website you can find stories and data snapshots.

COMMITTEE REPORTS

- Facilities Committee:
 - Met on Nov 1st. They heard from the window investigation consultant, Betsy Baird regarding the finding of the investigations on the curtain wall windows. They reviewed some proposed remedies and costs.
 - The committee would like the board to hear the findings. A special meeting is scheduled for December 4, 2019 at 6:30 p.m.

- Friends of the Library:
 - Met this past Month and will meet again this coming Monday November 25, 2019 at 4 p.m. This will be the last meeting of the year.

Ypsilanti District Library
Board of Trustees
Minutes, November 20, 2019 (Approved)

- There have been a couple of changes. Jan has stepped down from doing the Michigan Ave. book cart, Donna is now doing it.
- Holiday Book sale is this Saturday Nov 23, 2019 from 11 a.m. – 4 p.m.

- Fundraising Committee:
 - Committee meets tomorrow November 21, 2019.
 - The library received three separate donations of \$1,000 each towards the project since the last board meeting
 - Lisa heard from the Buhr Foundation. They are not awarding any new grants this year. The library will pursue other avenues.
 - The annual appeal was mailed Thursday of last week.

- Superior Township Planning:
 - Soil Borings have been done, the results should be in soon. Then site planning can begin.
 - Lisa, Kay and Dan Whisler met with Ken Schwartz and Lynette Findley from Superior Township. The Township investigated what it would cost to engineer the proposed road improvements so the driveway can go where it was planned. The cost was around 60,000. The township supervisor thinks the township might cover this.
 - If the library entered into an agreement with the Township the Road commission will allow the library to pay back the cost of construction over a ten year period, interest free.

REPORT OF THE LIBRARY DIRECTOR

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

- Lisa wanted to thank Brian, Pat and Jean for coming to Laura Tucker's retirement party. Laura was overwhelmed with happiness. It was a nice event.
- The library had its Naloxone training today. It will go out tomorrow.
- Lisa met with the new management of Beezy's. They are driven by profit and not making much profit at the library location. Their lease goes until January of 2021. Lisa let them know the library likes having Beezy's here.
- The library bought a number of things with some end of the year funds that were left over. One of the things purchased was a new disc repair machine. The library was given a discount and trade in for speaking to the vendor at MLA. The machine was less than half price. CD's can now be repaired quicker with less mess.
- MLive did an article in the last week regarding students at YCS that are homeless. They expect this year to have over 500. Ever year the staff at the library donates items or money to a holiday charity. After reading the article staff has chosen this to be the holiday charity. There is a wish list listed on Washtenaw ISD's website.

NEW BUSINESS

- A. Consider approval of proposed FY 2019-20 budget and set millage rate

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2019-35

November 20, 2019

Ypsilanti District Library
Board of Trustees
Minutes, November 20, 2019 (Approved)

RESOLUTION TO ADOPT THE 2019-20 LIBRARY OPERATING BUDGET AND SET THE
MILLAGE RATE

Whereas the Ypsilanti District Library Board of Trustees is required to adopt an annual budget prior to the December 1 start of each fiscal year, and

Whereas the Library Director proposed a draft budget which was recommended by the Board Finance Committee and reviewed by the Board as a whole, and

Whereas a public hearing notice was posted and a hearing on the proposed budget was held as required by Michigan Public Act 43 of 1963, Budget Hearings of Local Governments,

Now Therefore,

IT IS RESOLVED BY THE YPSILANTI DISTRICT LIBRARY BOARD that:

The 2019-20 Library Operating budget is hereby adopted as presented, with the operating millage rate set at 2.535 mills.

OFFERED BY: Kay Williams

SUPPORTED BY: Jean Winborn

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

A. Amendment of FY 2018-19 budget

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2019-36

November 20, 2019

RESOLUTION TO AMEND THE 2018-19 BUDGET TO REFLECT PROJECTED YEAR-END
SPENDING

Whereas, the Ypsilanti District Library Board of Trustees approves an annual budget prior to the December 1 start of each fiscal year, and

Ypsilanti District Library
Board of Trustees
Minutes, November 20, 2019 (Approved)

Whereas, the budget is a working document and unforeseen changes can and do occur during the course of a fiscal year, and

Whereas, accurate budget figures for each revenue and expenditure account have been approximated for year-end spending, Now therefore,

IT IS RESOLVED BY THE YPSILANTI DISTRICT LIBRARY BOARD that:

The Ypsilanti District Library budget for the fiscal year ending November 30, 2019 be amended as presented.

OFFERED BY: Kristy Cooper

SUPPORTED BY: Theresa M. Maddix

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

- B. Resolution to approve the purchase of additional new patron PCs

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2019-37

November 20, 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

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, purchase of the first half was approved on September 25, 2019, and

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

Ypsilanti District Library
Board of Trustees
Minutes, November 20, 2019 (Approved)

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 \$44,687.48 using funds from the 2019-20 budget.

OFFERED BY: Bethany Kennedy

SUPPORTED BY: Patricia Horne McGee

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

C. Scheduling of 2020 Annual Board meeting

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2019-38

November 20, 2019

RESOLUTION TO SCHEDULE THE YDL BOARD'S ANNUAL MEETING FOR 2020

IT IS RESOLVED BY THE YPSILANTI DISTRICT LIBRARY BOARD that:

The Annual Meeting for 2020 shall be held at 6:30 p.m. on Wednesday, January 22nd.

OFFERED BY: Patricia Horne McGee

SUPPORTED BY: Kay Williams

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

D. Officer nominations discussion

- At the annual meeting the election of officers is done.
- Kay, Jean and Brian are all in their second term and cannot run again for their positions.
- Trustees discussed possible positions and position assignments.

E. State of Michigan Public Act 152 of 2011

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO 2019-39

Ypsilanti District Library
Board of Trustees
Minutes, November 20, 2019 (Approved)

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RESOLUTION TO REAFFIRM ADOPTION OF THE 80/20 EMPLOYEE HEALTH CARE SPLIT

IT IS RESOLVED BY THE YPSILANTI DISTRICT LIBRARY BOARD that:

In accordance with Public Act 152 of 2011, (MCL 15.561 et seq.) the *Publically Funded Health Insurance Act*, for the calendar year 2020, The Ypsilanti District Library opts out of the "Hard Cap" of contributions to employee health insurance; and

Adopts the 80/20 contribution split, with the Ypsilanti District Library to pay 80% of the cost of employee health care insurance and the employees to pay 20%.

OFFERED BY: Jean Winborn

SUPPORTED BY: Patricia Horne McGee

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

BOARD MEMBER COMMENTS

Trustee	Comment
Kay	No comments.
Kristy	It's great the staff is focusing on helping students in YCS.
Patricia	No comments.
Jean	No comments.
Theresa	Please pass along thanks to the people who do the reports and include the photos. The photos are a very nice touch. I feel like I gain more by seeing the activities.
Bethany	No comments.
Brian	No comments.
Lisa	No comments.

Adjournment to closed session

Role call vote taken adjourn to closed session to discuss Library Director's Annual Evaluation at 7:21 p.m.

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

Nays: None

Motion passed.

Ypsilanti District Library
Board of Trustees
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Regular meeting reconvened

Trustee Williams moved to adjourn the closed session and return to the regular meeting at 7:50 p.m.
Trustee Cooper seconded this motion.

Vote: Ayes: Williams, Winborn, Maddix, McGee, Cooper, Kennedy and Steimel
Nays: None
Motion passed.

Adjournment

Trustee Williams moved to adjourn at 8:10 p.m. Trustee Cooper seconded this motion.

Vote: Ayes: Williams, Winborn, Maddix, McGee, Cooper, Kennedy and Steimel
Nays: None
Motion passed.