

Ypsilanti District Library  
Board of Trustees – Virtual Meeting  
Minutes, December 9, 2020 (Unapproved)

**CALL TO ORDER**

President Jean Winborn called the Special Meeting to order at 6:31 p.m.

**Attendance**

Trustees Present: Kay Williams (Washtenaw County, Superior Township, Michigan), Theresa M. Maddix (Washtenaw County, Ypsilanti, Michigan), Bethany Kennedy (Washtenaw County, Ypsilanti Township, Michigan), Kristy Cooper (6:33 p.m.) Washtenaw County, Ypsilanti, Michigan) Jean Winborn (Washtenaw County, Superior Township, Michigan) Patricia Horne McGee (Washtenaw County, Ypsilanti, Michigan) and Brian Steimel (Washtenaw County, Ypsilanti Township, Michigan)

Also present: Director Lisa Hoenig, Assistant Director Julianne Smith, Business Office Manager Monica Gower and Facilities Manager Jim Reed

**APPROVAL OF THE AGENDA**

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

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

**PUBLIC COMMENT**

NONE

**CONSENT AGENDA**

Trustee Williams moved to approve the consent agenda (November 18, 2020 Virtual Budget Hearing and Regular Virtual Meeting minutes) Trustee McGee supported this motion.

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

**NEW BUSINESS**

- A. Award of contract for Whittaker lighting controls system

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2020-39

December 9, 2020

RESOLUTION TO AWARD A CONTRACT AND AUTHORIZE CAPITAL ASSET  
REPLACEMENT FUND MONIES FOR LIGHTING CONTROLS REPLACEMENT AT  
WHITTAKER ROAD

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Whereas, the Library maintains a Capital Asset Replacement Fund to provide for higher-cost building maintenance and repairs necessary from time to time, and

Whereas, the Whittaker lighting controls system is 18 years old and no longer supported by the manufacturer, and parts are no longer available except through eBay, and

Whereas, the Library Board contracted with Strategic Energy Solutions to identify and specify replacement system requirements and provide construction administration services, and

Whereas, a Request for Proposal for Lighting Control System Replacement was issued on October 13, 2020, and two bids were received, and

Whereas, after review of the proposals, the Library Director, Facilities Manager, and Strategic Energy Solutions engineer recommend awarding the contract to the low bidder, Siemens Industry, Inc. Now Therefore

IT IS RESOLVED BY THE YPSILANTI DISTRICT LIBRARY BOARD that:

The contract to replace the Whittaker lighting controls system is awarded to Siemens Industry, Inc. for an amount not to exceed \$68,000, using monies from the Capital Asset Replacement Fund.

OFFERED BY: Theresa M. Maddix

SUPPORTED BY: Kay Williams

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

**Adjournment to closed session**

Trustee Williams moved to adjourn to closed session to discuss Library Director's Annual Evaluation at 6:53 p.m. Trustee McGee supported this motion.

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

**Regular meeting reconvened**

Trustee Williams moved to return to open session at 7:25p.m. Trustee McGee seconded this motion.

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

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**OLD BUSINESS**

- A. Closed session for Library Director's annual evaluation

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2020-40

December 9, 2020

As discussed in closed session, I move to grant the Library Director a 2% raise effective December 1, 2020 for the 2021 Fiscal Year.

OFFERED BY: Bethany Kennedy

SUPPORTED BY: Patricia Horne McGee

YES: 7 NO: 0 ABSENT: 1 VOTE: 7-0

**Adjournment**

Trustee Williams moved to adjourn at 7:30 p.m. Trustee McGee seconded this motion.

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

Nays: None

Motion passed.