### CALL TO ORDER

President Jean Winborn 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 and Kristy Cooper

Trustees Absent: Patricia Horne McGee

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

**APPROVAL OF THE AGENDA**

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

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

Nays: None

Motion passed.

**PUBLIC COMMENT**

NONE

### CONSENT AGENDA

Trustee Maddix moved to approve the consent agenda (August 25, 2021, Meeting minutes, and August 2021 Financials and Check Registers). Trustee Williams supported this motion.

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

Nays: None

Motion passed.

**COMMITTEE REPORTS**

* Superior Township planning
* Site is looking a lot more active.
* Diversified installed the sanitary sewer line all the way back to the country drain.
* Water mains are in, they have been pressure tested and chlorinated.
* DTE met with O’Neal. It will be an estimated 8 weeks before electricity is connected.
* OHM held a preconstruction meeting 9/17 for the road widening project, with representatives from O’Neal in attendance. They plan to begin construction after 10/1. If the federal budget has not been approved by this time Lisa will ask that they wait until we find out whether our appropriation request is approved.
* Fundraising
* Haven’t been doing a whole lot of soliciting of donations this month because of the upcoming challenge match; Oct 1st. Lisa is hoping that those with outstanding pledges will make donations early in the challenge to show some momentum.
* Lisa does not have a grand total as of today but as of the committee meeting last week the library has raised 1.659 million.
* YDL did make an announcement and posted on the website a link to donate specifically to bird friendly glass.
* We are also looking into solar energy and hoping to get some grant funding for this.
* Personnel committee
* The committee was charged with interviewing the two consultants regarding the compensation study proposals.
* The committee thought the proposals were not indicative of the quality of the consultants who presented them. They were more satisfied with what they heard.
* Selected Element One consulting.

**REPORT OF THE LIBRARY DIRECTOR**

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

* The state budget was passed this week. They added two million dollars in state aid to libraries. They also appropriated the ARPA Grant money (4.2 million). Hopefully, YDL will hear something about it in the upcoming weeks and months.
* Lisa got confirmation from Debbie Stabenow’s office that the federal appropriation request that she submitted for the Harris Road widening project is still in play.
* The study table lights are here. Jim was able to add the lamps to the tables. He will be installing them on the computer tables next. Lots of people are using the data ports and the outlets.
* There is tons of leaking going on in the building today. Window bays 4 and 5; that we are having the contractor come out and do the window sealing really leaked a lot. We are confident we are having the right bays worked on.
* The parking lot is partially done and should be done soon. After the first proof roll TEC tested and recommended another 4” of excavation and limestone gravel. They will test again and determine whether it is ready to pave.

**NEW BUSINESS**

1. Proposed upgrade to YDL surveillance system

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2021-30

September 22, 2021

RESOLUTION TO PURCHASE EQUIPMENT AND LICENSING TO UPGRADE THE YDL SURVEILLANCE SYSTEM

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

Whereas, the Ypsilanti District Library strives to provide high quality tools for staff to use in service to its patrons, and

Whereas, the library’s surveillance system is 5 years old and needs a software upgrade, and

Whereas, the Library Privacy Act now requires surveillance footage be retained for 7 days, and

Whereas, the Library budgeted to upgrade the system this fiscal year, and

Whereas, the Information Technology Manager researched options and solicited two quotes for the desired system upgrade, Now Therefore,

IT IS RESOLVED BY THE YPSILANTI DISTRICT LIBRARY BOARD that the equipment and licensing specified on the attached quotes be acquired from the low bidder, Presidio Networked Solutions Group, LLC, for $12,642.21.

OFFERED BY: Kay Williams

SUPPORTED BY: Brian Steimel

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

1. Authorization of hot water piping repairs at Whittaker Road

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2021-31

September 22, 2021

RESOLUTION TO AUTHORIZE HVAC REPAIRS AT WHITTAKER ROAD

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Whereas, Campbell, Inc. has recommended significant repairs to the Whittaker Road heating, ventilating and air conditioning system, and

Whereas, these repairs are recommended to resolve a leak and ensure smooth operation of the system moving forward, Now Therefore

IT IS RESOLVED BY THE YPSILANTI DISTRICT LIBRARY BOARD that:

The attached work authorization agreement from Campbell, Inc. to repair hot water piping at Whittaker Road at a cost of $5,031 is approved.

OFFERED BY: Bethany Kennedy

SUPPORTED BY: Kay Williams

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

**BOARD MEMBER COMMENTS**

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| --- | --- |
| **Trustee** | Comment |
| Kay | I think we already discussed this. I thought that the Social Explorer was absolutely wonderful. I think we will use it many many times for the next few years and I want to thank you for giving it to us. I spent an hour on it. It was fantastic. |
| Bethany | I really enjoy the department reports. I always read through those and I truly appreciate everything that the staff has been doing. I am really looking forward to; I am going to be spending like half the day here on Saturday. There’s the book fair and the Birding walk. I am dragging my whole family with me. |
| Kristy | I just want to thank Julianne for putting the Social Explorer together. Really great information. I am looking forward to the recommendation to go fine free. |
| Brian | I was going to rave about the same thing. I had a little blurb; but I raved at the beginning. So, no further comment. I agree; I thinks it’s a great tool. |
| Theresa | Looking at the dashboards. Thank you for putting those together. It’s heartening to see the 62% circulation increase since January. The huge increase in reference inquires by phone and email. The podcast; listens continue to grow and build. That’s great news too. I also looked at the e-products to see are those shifting but they are not, they are holding steady. I think from a circulation perspective that is all really great news. I also looked at the numbers in one of my favorite areas, “Covid acts of greatness” (Parkridge lunch and the Sycamore Meadows lunch distribution). It was fantastic to see those represented on the dashboard as well. I very pleased to see the recommendation of the EDI committee for the fine free proposal coming thorough as part of that larger report. I do think it is an equity issue and I am excited to see that we have gotten some movement on that. |
| Jean | I ditto everybody. The report was just fantastic. Thank you for that. |
| Lisa | No comments |

# Adjournment

Trustee Kennedy moved to adjourn at 7:16 p.m. Trustee Williams seconded this motion.

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

Nays: None

Motion passed.