### CALL TO ORDER

President Jean Winborn called the Regular Meeting to order at 6:32 p.m.

**Attendance**

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

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 Kennedy supported this motion.

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

Nays: None

Motion passed.

**PUBLIC COMMENT**

NONE

### CONSENT AGENDA

Trustee Williams moved to approve the consent agenda (September 22, 2021, Regular Meeting Minutes & September 8, 2021, October 13, 2021 Special Meeting Minutes and September 2021 Financials and Check Registers). Trustee Kennedy supported this motion.

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

Nays: None

Motion passed.

**COMMITTEE REPORTS**

* Friends of the Library
* The Friends made $2,130.25 in their September sale. Credit cards sales were 23% of this.
* They got 5 new memberships and 6 renewals during the fall sale.
* There are 10 new volunteers in the shop.
* The Friends did a pop-up house cleaning sale and made $158.75 during this sale.
* The Holiday sale is Saturday November 20th from 11am-4pm.
* Fundraising committee
* The committee met last Thursday.
* YDL’s matching challenge launched October 1st.
* The library did not get the appropriation that they had hoped to get for the road project.
* Debbie Stabenow’s representative said she would watch to see if there is another opportunity to get money.
* YDL also did not get the MCACA Capital grant that the library applied for.
* Lisa learned that the ARPA grant that she applied for was also not approved.
* Lisa advised that YDL has applied for other grants that have not yet been decided. Some of them she feels have good chances of being awarded to YDL.
* The Superior Township Planning
* Lisa passed around a tentative construction schedule. She is hoping she will get one that is more official Friday when she attends the Superior construction meeting. This version shows the new Superior library construction is projected to be completed by the end of June 2022.
* The beam signing is Monday at noon.

**REPORT OF THE LIBRARY DIRECTOR**

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

* Although the ARPA grant was denied Lisa has another idea. There is a grant opportunity from State Farm. Lisa plans to apply.
* Lisa wanted to let the board know that the staff computers they approved back in May are finally here. They kept getting delayed. YDL’s IT manager talked to the supplier and asked for an alternative machine that was available. The alternative was purchased and received.
* Lisa reported that on Monday after all of the rain there was water everywhere. Bay 5 that has been repaired had no leaks and was dry. Bay 4 had lots of leaking, it is currently being repaired. Bays 1 and 2 that have been dry so far also had lots of leaking.
* The parking lot lighting that was a problem has been fixed. Now the lights stay on when they should.
* YDL received a Trust Donation from Grace Sweeny leaving YDL a quarter of her remaining estate. Lisa plans to use this toward replacing the carpet at Michigan Avenue.
* YDL received a donation from a couple who live in Bromley Park condos. Lisa reached out to them and communicated with them a bit. Recently they shared a petition via email with Lisa. The petition asks Superior Township to consider extending a non-motorized path down Geddes Road to Bromley Park. The petition says that people want to get to the new library. The couple wrote Lisa to see if there was anything she or the library could do to help them. The Superior Township Supervisor said he would share with the board. Lisa wanted to know if the YDL board was interested in passing a resolution in support of this petition. (Enthusiastic “yes.”)

**NEW BUSINESS**

1. Review of FY 2022 draft budget
* A draft budget for the 2022 fiscal year was included for review, with a detailed explanation of the expenditures proposed.
* Collective bargaining with YDL’s AFSCME Union and the opening of the new superior branch will require a more flexible budget this year.
1. Schedule public hearing for FY 2022 budget

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2021-32

October 27, 2021

RESOLUTION TO SCHEDULE A PUBLIC HEARING REGARDING THE PROPOSED LIBRARY BUDGET FOR THE 2022 FISCAL YEAR

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

Whereas, Michigan Public Act 43 of 1963, Budget Hearings of Local Governments, requires that each local governmental unit hold a public hearing on its proposed budget, and

Whereas, the by-laws of the Ypsilanti District Library Board of Trustees state that the Ypsilanti District Library Board shall prepare, approve and publish an annual budget in accordance with the Uniform Budgeting and Accounting Act, and

Whereas, the Library’s 2022 fiscal year budget will be considered for approval at the November Board meeting, Now Therefore,

IT IS RESOLVED BY THE YPSILANTI DISTRICT LIBRARY BOARD that:

A public hearing on the proposed library budget for the 2022 fiscal year will be held at 6:15 p.m. on Wednesday, November 17, 2021.

OFFERED BY: Kay Williams

SUPPORTED BY: Bethany Kennedy

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

1. 2022 holiday closing schedule

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2021-33

October 27, 2021

RESOLUTION TO ESTABLISH A SCHEDULE OF 2022 HOLIDAYS AND CLOSINGS

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Whereas, the Ypsilanti District Library Personnel Manual sets forth a list of specific paid holidays for staff, and

Whereas, the Director has proposed a schedule of dates the library will be closed to observe these holidays in the 2022 calendar year, Now Therefore,

IT IS RESOLVED BY THE YPSILANTI DISTRICT LIBRARY BOARD that:

The 2022 Holiday & Closing Schedule is adopted as presented.

OFFERED BY: Theresa Maddix

SUPPORTED BY: Patricia Horne-McGee

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

1. Consideration of approval of submission of a grant application in support of a solar array

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2021-34

October 27, 2021

RESOLUTION TO APPROVE THE SUBMISSION OF A 2021 GRANT APPLICATION TO THE HAMMOND CLIMATE SOLUTIONS SOLAR MOONSHOT PROGRAM

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

BE IT RESOLVED BY THE YPSILANTI DISTRICT LIBRARY BOARD that:

The Library Director is authorized to submit a grant application to the Hammond Climate Solutions Solar Moonshot program in support of Plan 01-Option 1, 136 panels for the new Superior Library.

BE IT FURTHER RESOLVED THAT

If received, this grant will require a financial commitment by the Library. The use of these additional funds to execute the project is also approved.

OFFERED BY: Bethany Kennedy

SUPPORTED BY: Kay Williams

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

1. Consideration of a proposal for operable windows

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2021-35

October 27, 2021

RESOLUTION TO APPROVE A PROPOSAL TO ADD OPERABLE WINDOWS TO THE NEW SUPERIOR LIBRARY BUILDING

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Whereas, the Ypsilanti District Library is building a new branch library at 1900 Harris Road in Superior Township, and

Whereas, operable windows may be desired to cool the building if the HVAC system fails or to alleviate pandemic concerns, and

Whereas, Daniels and Zermack Architects released Bulletin #2 to solicit a cost proposal for this work prior to deciding whether to include it, and O’Neal Construction has acquired costs from the appropriate subcontractors, Now Therefore

IT IS RESOLVED BY THE YPSILANTI DISTRICT LIBRARY BOARD that operable windows are approved for installation as follows:

* As written in Bulletin #2 for a cost not-to-exceed $31,000

 -OR-

* All ground-level windows included in Bulletin #2 (no cupola windows)

 -OR-

* All windows included in Bulletin #2, but without electrical components, for approximately $22,500

OFFERED BY Kristy Cooper

SUPPORTED BY: Kay Williams

Trustee McGee moved to table the vote on the Consideration of a proposal for operable windows to the November 2021 meeting. Trustee Steimel seconded this motion.

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

Nays: None

Motion passed.

Motion passed, tabled until the November 2021 board meeting.

1. Follow-up reporting from Board training sessions
* Board reported out on the three talking points they have chosen for themselves after the board study sessions that took place Sept 8 and Oct 13 with Patricia Berry.
1. Discussion of Director evaluation process
* Board discussed the review process that they will use for Director Hoenig’s review.

**BOARD MEMBER COMMENTS**

|  |  |
| --- | --- |
| **Trustee** | Comment |
| Kay | No comments  |
| Bethany  | No comments  |
| Pat | No comments |
| Brian | No comments  |
| Kristy  | I appreciate the visualization of the Superior Township projected construction schedule. |
| Theresa | I’m excited for the Beam signing. |
| Jean | Thank you! Thank the library staff for all the wonderful work they are doing. |
| Lisa  | No comments  |

# Adjournment

Trustee Kennedy moved to adjourn at 8:05 p.m. Trustee Williams seconded this motion.

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

Nays: None

Motion passed.