### CALL TO ORDER

President Jean Winborn called the Regular Meeting to order at 6:29 p.m.

**Attendance**

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

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 with the following revisions. Board member comments to go before the closed session. Trustee Maddix supported this motion.

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

Nays: None

Motion passed.

**PUBLIC COMMENT**

NONE

**Introduction of new staff:** Michigan Avenue Branch manager Joy Cichewicz introduced Courtney Duke. Courtney is the new PT clerk at Michigan Avenue.

**Presentation:** Lisa presented the 2017-2021 Strategic Plan wrap-up

### CONSENT AGENDA

Trustee Williams moved to approve the consent agenda (October 28, 2021, Regular Meeting Minutes and October 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**

* Fundraising committee
* The current fundraising total for the Superior Branch as of Tuesday was about 1.67 million.
* A grant that YDL applied for from the Children’s Foundation for the kitchenette at new Superior was approved.
* Annual appeal postcards were mailed. Half went out this week and the other half last week.
* YDL has raised about $19,000 so far towards the $100,000 match challenge. The library can apply the Children’s Foundation grant to that also when it is received.
* YDL received a gift a few weeks ago. It was $100.00 check from an endowment fund that was established by Rabbi Jeff and his wife Mindy in Connecticut. They have a website TurnToTheWonderful.com. The couple went around the country in an RV for a couple of months, met people, gave money to organizations. They have been giving to NPR stations, Libraries, and United Ways all over the country. Lisa read their story and was impressed by their charitable giving. She wrote them a thank you note for the donation. Today Lisa got a call. It was Rabbi Jeff Glickman. He told Lisa a bit about what they are doing and asked about the library. He said he was impressed by YDL and what we are doing and gave an additional $1,000 grant.

**REPORT OF THE LIBRARY DIRECTOR**

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

* Chairs from Michigan Ave were taken for reupholstering.
* The bookmobile is back from the shop. There is another problem now with its speedometer sticking. It’s not being taken off the road but YDL will monitor the issues.

**OLD BUSINESS**

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

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

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

OFFERED BY: Kay Williams

SUPPORTED BY: Brain Steimel

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

**NEW BUSINESS**

1. Consider approval of FY2021-22 budget and set millage rate

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2021-36

November 17, 2021

RESOLUTION TO ADOPT THE 2021-22 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 2021-22 Library Operating budget is hereby adopted as presented, with the operating millage rate set at 2.4948 mills.

OFFERED BY: Bethany Kennedy

SUPPORTED BY: Theresa Maddix

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

1. Amendment of FY2020-21 budget

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2021-37

November 17, 2021

RESOLUTION TO AMEND THE 2020-21 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

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, 2021 be amended as presented.

OFFERED BY: Theresa Maddix

SUPPORTED BY: Kay Williams

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

1. Consideration of a proposal from Daniels & Zermack architects

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2021-38

November 17, 2021

RESOLUTION TO ACCEPT A PROPOSAL FROM DANIELS & ZERMACK ARCHITECTS FOR ADDITIONAL SERVICES RELATED TO THE DESIGN AND CONSTRUCTION OF THE NEW SUPERIOR LIBRARY

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Whereas, the Ypsilanti District Library is building a new Library in Superior Township, and

Whereas, in December 2018 the Library Board of Trustees engaged architect Dan Whisler of Daniels & Zermack Architects to design the library, and

Whereas, to streamline coordination of the specification, bidding, and installation of certain technological systems, the architect’s project knowledge and expertise are desired, and

Whereas, Dan Whisler has presented a proposal to the Board for these additional services, including assistance with A/V, building security, and data cabling, Now Therefore,

IT IS RESOLVED THAT THE YPSILANTI DISTRICT LIBRARY BOARD hereby accepts the terms of the proposal from Daniels & Zermack Architects for additional services related to the design and construction of a new Superior library for a cost not-to-exceed $7,500.

OFFERED BY: Kristy Cooper

SUPPORTED BY: Patricia Horne McGee

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

1. State of Michigan Public Act 152 (80/20 health care split affirmation)

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO 2021-39

November 17, 2021

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

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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 2022, 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: Patricia Horne McGee

SUPPORTED BY: Brian Steimel

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

1. Scheduling of 2022 annual Board meeting

 YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2021-40

November 17, 2021

RESOLUTION TO SCHEDULE THE YDL BOARD’S ANNUAL MEETING FOR 2022

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

IT IS RESOLVED BY THE YPSILANTI DISTRICT LIBRARY BOARD that:

The Annual Meeting for 2022 shall be held at 6:30 p.m. on Wednesday, January 26th.

OFFERED BY: Brian Steimel

SUPPORTED BY: Kay Williams

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

1. Discussion of possible appointment of Board Officers nominating committee – no desire to appoint a nominating committee.
2. Resolution in support of a non-motorized path on Geddes Rd.

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2021-41

November 17, 2021

RESOLUTION IN SUPPORT OF THE EXTENSION OF THE NON-MOTORIZED PATHWAY ON GEDDES ROAD TO SERVE RESIDENTS OF THE BROMLEY PARK AND ARBOR WOODS NEIGHBORHOODS

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

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

Whereas, the Library believes in equal access to its facilities and resources for all, and

Whereas, the Township maintains a non-motorized path along Geddes Road which extends from Hunters Creek Drive to Andover Drive, and

Whereas, to the East of Andover Drive, Geddes Road has only a narrow gravel shoulder, and is heavily trafficked with a speed limit of 55 miles per hour, and

Whereas, residents of Bromley Park and Arbor Woods have petitioned for an extension of the non-motorized path to provide safe and equal access from their neighborhoods to the new Harris Road library, Now Therefore,

BE IT RESOLVED THAT THE YPSILANTI DISTRICT LIBRARY BOARD hereby expresses its wholehearted support for the idea of an extension of the non-motorized pathway as presented in the petition, and urges the Superior Township Board to give its feasibility due consideration.

OFFERED BY: Kay Williams

SUPPORTED BY: Bethany Kennedy

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

**BOARD MEMBER COMMENTS**

|  |  |
| --- | --- |
| **Trustee** | Comment |
| Kristy  | No comments  |
| Theresa | No comments  |
| Brian | I just want to thank the library for providing me with my first theater event since Covid. I attended the Michigan Tales on Saturday which was presented by the EMU theater for the young department. Which I also an affinity for me because that’s where I have my Masters from. It was a great performance in an intimate and safe setting.  |
| Pat | No comments  |
| Bethany  | I very much appreciated all of the thoughtfulness that went into the Beam signing and raising. I was glad I could be there for that. |
| Kay | I just want to thank this board. This board has worked hard all through this pandemic. You all have been wonderful. I want to thank you because it is unusual to have a board that is this willing to work, listen to each other and provide all of the things that we do for the library. We love it and I love it thank you all. |
| Jean | I want to thank you too and the staff. Oh, my goodness to come this far. You guys are amazing. I really appreciate this so much.  |

# Adjournment to closed session

Trustee McGee moved to adjourn to closed session for the Director evaluation at 7:39p.m. Trustee Maddix seconded this motion.

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

Nays: None

Motion passed.

**Regular meeting reconvened**

Trustee Williams moved to adjourn the closed session and return to the regular meeting at 8:19 p.m. Trustee Steimel seconded this motion.

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

Nays: None

Motion passed.

# Adjournment

Trustee Williams moved to adjourn at 8:21p.m. Trustee McGee seconded this motion.

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

Nays: None

Motion passed.