### CALL TO ORDER

President Jean Winborn called the Regular Meeting to order at 6:30 p.m.

**Attendance**

Trustees Present: Kay Williams, Theresa M. Maddix, Jean Winborn, Brian Steimel, Patricia Horne McGee, Bethany Kennedy and Kristy Cooper (6:43 p.m.)

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

**APPROVAL OF THE AGENDA**

Trustee McGee moved to approve the meeting agenda. Trustee Williiams supported this motion.

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

Nays: None

Motion passed.

**PUBLIC COMMENT**

NONE

**Introduction of new staff:** Lisa introduced Kevin Dillen, YDL’s new FT Custodian.

**ANNUAL MEETING**

**Election of Officers:**

1. President

Trustee Williams moved to elect Patricia Horne McGee as YDL Board President for 2022 Trustee McGee seconded this nomination.

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

Nays: None

Motion passed, Trustee McGee elected President for 2022.

1. Vice-President

Trustee Williams moved to elect Bethany Kennedy as YDL Board Vice-President for 2022. Trustee McGee seconded this nomination.

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

Nays: None

Motion passed, Trustee Kennedy elected Vice-President for 2022.

1. Treasurer

Trustee Williams moved to elect Kay Williams as YDL Board Treasurer for 2022 and Trustee McGee seconded this nomination.

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

Nays: None

Motion passed, Trustee Williams elected Treasurer for 2022.

1. Secretary

Trustee Williams moved to elect Brian Steimel as YDL Board Secretary for 2022. Trustee McGee seconded this nomination.

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

Nays: None

Motion passed, Trustee Steimel elected Secretary for 2022.

**Approval of 2022 Board Meeting Dates**

Trustee Williams moved to approve the 2022 Schedule of Library Board Meetings with the April 20 and November 30 choices selected. Trustee Kennedy seconded this motion. Notice enclosed.

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

Nays: None

Motion passed

**YDL 2022 Board Committees**

Trustee Williams moved to table the Committee Appointments to the February 23, 2022 board meeting. Trustee Maddix supported this motion.

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

Nays: None

Motion passed

### CONSENT AGENDA

Trustee Williams moved to approve the consent agenda (Nov 17,2021 Regular meeting minutes, Nov 17, 2021 Budget Hearing minutes and Nov and Dec 2021 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 campaign continues. The current fundraising total for the Superior Branch is $1.72 million.
* YDL applied for the Solar Moonshot grant program. Lisa received an email back that the program had decided that Ypsilanti was saturated with solar and that they were looking for candidates elsewhere.
* A fundraising committee meeting is coming up next week. The committee is trying to invigorate and inspire its members with different projects. Lisa hopes it will be successful.
* Superior Township Planning
  + Since the solar grant was denied, Lisa is exploring other options. The construction manager O’Neal and the architect created a bulletin for potential bidders for the solar project.
  + The way that the solar falls into the construction schedule the board cannot wait much longer than February to decide if YDL is going forward with the solar install.
* Facilities committee
  + Lisa would like to talk to the facilities committee to discuss potential larger projects for the year and get some direction.
  + The walk through was this morning for the Michigan Avenue water remediation. Seven firms came. Lisa hopes we will get quite a few bids. The project should commence in April.
  + Since the lighting control system was installed by Siemens there have been several small problems and problems getting them back out to resolve them. There is now a bigger problem; the automatic dimming system killed the fluorescent lights in several areas. Siemens came out recently and has admitted the dimming system did this but has not resolved the problem. Lisa has reached out to the attorney regarding this and if she does not hear back by tomorrow plans on talking with the attorney about YDL’s options.
* Friends of the Library
  + The Friends had both their annual meeting and board meeting on Monday night
  + The total in the bank for the year was $23,000; they ended the year with $28,700. They are having some money come in; revenue for 2021 was $24,563. Of this, $11,000 were from online sales. The shop brought in about $8,700.
  + They had $ 2,625 in expenditures; of that, $1,000 was donated to the library for the Superior project. They only spent 7% of their budget for things outside of the library.
  + They gave $18,000 last year to the library. Which is about 72% of their revenue.

**REPORT OF THE LIBRARY DIRECTOR**

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

* Just today we read MLA is lobbying for Library boards to be able to meet virtually again. After December 31 ,2021 this was no longer authorized by the state.
* The Ypsilanti Community Schools got some very large grants. They are working on a huge literacy grant, and invited the library to be on an advisory panel. YDL is excited to be included.

**NEW BUSINESS**

1. Resolution to designate fund balance for Superior Building project

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2022-2

January 26, 2022

RESOLUTION TO MODIFY FUND BALANCE DESIGNATIONS

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

Whereas the Ypsilanti District Library Board of Trustees has the authority to designate portions of the Library Fund Balance for specific uses, and

Whereas, the Library maintains a Capital Projects Fund, and

Whereas, the Library is committed to building a new branch in Superior Township, and a Superior fund is a department of the Capital Projects Fund, and

Whereas, additional capital project expenses are anticipated in 2022, Now Therefore,

IT IS RESOLVED BY THE YPSILANTI DISTRICT LIBRARY BOARD that:

$1,300,000 currently designated Unassigned are hereby designated as Committed funds for Capital Improvement.

IT IS FURTHER RESOLVED THAT:

$1,000,000 of these Committed funds will be placed in the Superior department of the fund.

OFFERED BY: Bethany Kennedy

SUPPORTED BY: Kay Williams

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

1. Resolution to authorize new signers for YDL with financial institutions

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2022-3

January 26, 2022

RESOLUTION TO AUTHORIZE PERSONS TO SIGN CHECKS AND OTHER FINANCIAL INSTRUMENTS WITH FINANCIAL INSTITUTIONS

IT IS RESOLVED BY THE YPSILANTI DISTRICT LIBRARY BOARD that:

The following persons are authorized to sign signature cards with financial institutions for deposit or expenditure of YDL funds, including disbursements, sales and transfers of YDL funds:

1. YDL Director: Lisa Hoenig

2. YDL Board of Trustees Treasurer: Kay Williams

3. YDL Board of Trustees President: Patricia Horne McGee

4. YDL Board of Trustees Secretary: Brian Steimel

Two signatures are required for any financial transaction. Signature may be by facsimile.

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: Patricia Horne McGee

SUPPORTED BY: Bethany Kennedy

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

1. Preliminary discussion of EDI committee report

**BOARD MEMBER COMMENTS**

|  |  |
| --- | --- |
| **Trustee** | Comment |
| Kay | Again, I thought that the YDL Covid greatest hits was absolutely incredible. Sam Killian ad Kelly Scott’s reports were incredible. It took hours to read and I commend them. |
| Bethany | I have to agree with Kay I made a note to myself. The greatest hits album covid review. We will look back on this. It’s just amazing what the staff has done and how we supported our community. Thank you so much that was really, really impactful. |
| Pat | Ditto |
| Brian | I agree with everybody else. But one of the things that really stood out for me was I loved the little mini report books on wheels from Monique. I like seeing the staff input. I thought that was really great. Seeing little mini reports of different projects from staff I really support. |
| Kristy | I also want to echo how impressive the EDI report is and I am excited that we are going to finally take the fine free step next month. |
| Theresa | I continue to listen to the Ypsi stories podcasts. This last episode Jean is so good. You had mentioned the genealogy group before but this really brought it home. Cheryl Garnett is the person being interviewed. This doesn’t really happen to me very often at all. I wanted to stop the podcast and write down what she said. She’s so inspirational and so well spoken. I learned so much history and not just about genealogy. So, if you have a chance and haven’t already listened to that podcast it is fantastic. Separate from that I just wanted to say how impressed I continue to be with the attention to detail. I think that’s what separates a good library from an excellent library. Its sprinkled throughout the report. I’d like to echo what Brian said about the books on wheels its such a wonderful program, I’m excited about the upcoming year. I excited about the board members’ new positions and so excited this coming year to set foot in the new building |
| Jean | I am going to start off by saying the same thing. I was going to talk about Ypsi stories and Shoshanna. If you have not listened to the podcast listen to all of it. After 40 years of friendship with Cheryl we found out that we were related; we are cousins. Her underground railroad stories were mine. We talk every day and every day we find new ancestors. The story was so moving we were sharing it last night. I was listening to her podcast. The library is incredible. I thank Shoshanna tremendously for doing that podcast. I’m going to call her up and personally thank her. I’d like to thank the library staff for all the wonderful reporting they did this last time. I’d like to thank Julianne. I like to thank you Lisa. You don’t not know the little cheat sheets they sent me. I love you guys. You made my job so much easier as president. Thank you so much for all your help and support. Lisa kept telling me you can do it. Thank you Lisa! Thank you Julianne! |

# Adjournment

Trustee McGee moved to adjourn at 8:06 p.m. Trustee Williams seconded this motion.

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

Nays: None

Motion passed.