### CALL TO ORDER

President Patricia Horne McGee called the Regular Meeting to order at 6:33 p.m.

**Attendance**

Trustees Present: Theresa M. Maddix, Jean Winborn, Kay Williams, Patricia Horne McGee, Bethany Kennedy and Kristy Cooper (6:35 p.m.)

Trustees Absent: Brain Steimel

Also present: Director Lisa Hoenig, Business Office Manager Monica Gower, Community Relations Coordinator Sam Killian and Head of Acquisitions Sarah Zawacki

**APPROVAL OF THE AGENDA**

The Agenda was approved, with the following change: addition of New Business F, Construction testing proposal.

**PUBLIC COMMENT**

NONE

**Presentation:** 2021 Annual Report by Sam Killian, Community Relations Coordinator

### CONSENT AGENDA

Trustee Williams moved to approve the consent agenda (March 23, 2022 Regular meeting minutes, March 2022 Financials and Check Registers). Trustee Winborn supported this motion.

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

Nays: None

Motion passed.

**COMMUNICATION**

MML dividend check notification is in the packet. It is bigger than expected this year.

**COMMITTEE REPORTS**

* Fundraising
  + YDL received a grant from the Mullick Foundation, it is for $10,000 toward the new Superior Kitchenette.
  + YDL received a $1,000 sponsorship from Victory Toyota for the Grand Opening.
  + The library met the $100,000 Matching challenge goal from an anonymous local foundation donor.
  + The grand total raised including pledges and grant funds not yet received is $1,767,582.60.

**REPORT OF THE LIBRARY DIRECTOR**

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

* The auto renewals have started. It’s the library’s first step toward fine free. The library is working busily on the fine free PR campaign.
* Pop ups at Sycamore meadows started two Mondays ago. They have been very successful.
* The Bookmobile has started its normal operation of evening routes this past Monday.

**NEW BUSINESS**

1. Consideration of a Library of Things policy

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2022-15

April 20, 2022

RESOLUTION TO ADOPT POLICY B9: LIBRARY OF THINGS POLICY

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Whereas, the Ypsilanti District Library’s mission, “to enrich life, stimulate intellectual curiosity, foster literacy, and encourage an informed citizenry,” is realized through its materials collections, and

Whereas, Library of Things collections are popular options that provide borrowers with access to items which they might rather borrow than purchase, and

Whereas, staff have worked to expand YDL’s Library of Things collection, which will be available to borrowers in June, and

Whereas, guidelines for borrowing and use of YDL’s Library of Things have been developed in the interest of fiscal responsibility and public safety, and

Whereas, the proposed Library of Things Policy has been reviewed by legal counsel and the Board Policy Committee, Now Therefore

IT IS RESOLVED BY THE YPSILANTI DISTRICT LIBRARY BOARD that:

The attached draft policy B9: Library of Things Policy is adopted.

OFFERED BY: Kay Williams

SUPPORTED BY: Bethany Kennedy

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

1. Award of Parking Lot Phase II reconstruction contract

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2022-16

April 20, 2022

RESOLUTION TO AWARD THE CONTRACT FOR PHASE 2 OF THE PAVEMENT REPLACEMENT PLAN, AUTHORIZE THE LIBRARY DIRECTOR TO EXECUTE THE CONTRACT, AND ALLOCATE CAPITAL ASSET REPLACEMENT FUND MONIES FOR THE PROJECT

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

Whereas, the condition of Whittaker Road’s aging pavement and its underlying infrastructure is a complex, ongoing issue, and

Whereas, professional engineering firm Beckett and Raeder, Inc. developed a pavement evaluation and replacement plan for Whittaker Road and bids were accepted on Phase 2 of the plan, and

Whereas, the low bid from Nagle Paving Company was found to be complete and acceptable,

NOW, THEREFORE, IT IS RESOLVED BY THE YPSILANTI DISTRICT LIBRARY BOARD that:

The contract for Phase 2 of Pavement Renovations as described in the March 28, 2022, bid documents is awarded to Nagle Paving Company and

BE IT FURTHER RESOLVED that:

Library Director Lisa Hoenig is authorized to execute the contract; and

IT IS FURTHER RESOLVED that:

Up to $300,000 from the Capital Asset Replacement Fund shall be allocated toward Phase 2 of Pavement Renovations as described in the bid documents.

OFFERED BY: Bethany Kennedy

SUPPORTED BY: Kay Williams

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

1. Approval of the purchase and installation of carpet for YDL -Michigan's main floor

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2022-17

April 20, 2022

RESOLUTION TO PURCHASE AND INSTALL NEW CARPET

FOR THE MICHIGAN AVENUE MAIN FLOOR

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Whereas, the Ypsilanti District Library strives to provide welcoming and functional facilities for its patrons to use, and

Whereas, the carpeting at Michigan Avenue is 20 years old and heavily worn, and

Whereas, the Library budgeted to replace the carpeting on the main floor this fiscal year, and

Whereas, a staff committee worked with an interior designer from Library Design Associates to make a carpet selection that it believes will be both attractive and durable, Now Therefore,

IT IS RESOLVED BY THE YPSILANTI DISTRICT LIBRARY BOARD that the Shaw Disperse carpeting specified on the attached quote from Library Design Associates be purchased and installed for a total cost of $53,193.

OFFERED BY: Kristy Cooper

SUPPORTED BY: Jean Winborn

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

1. Award of contract for a Strategic Plan consultant

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2022-18

April 20, 2022

RESOLUTION TO AWARD A STRATEGIC PLAN FACILITATION CONTRACT

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Whereas, the Ypsilanti District Library released a Request for Proposals for Strategic Planning Facilitation Services, and

Whereas, four proposals were received, reviewed, and considered by the Board Strategic Planning Committee, and

Whereas, following the Library Director’s discussions with the firms’ references and the facilitators themselves, the Committee recommends awarding the contract to ReThinking Libraries, LLC, Now Therefore,

IT IS RESOLVED BY THE YPSILANTI DISTRICT LIBRARY BOARD that the contract for Strategic Plan Facilitation services is awarded to ReThinking Libraries, LLC, for an amount not-to-exceed $25,100.

OFFERED BY: Jean Winborn

SUPPORTED BY: Theresa M. Maddix

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

1. Allocate Capital Asset Replacement Fund Monies for Construction Testing and Inspection Services

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2022-19

April 20, 2022

RESOLUTION TO ALLOCATE CAPITAL ASSET REPLACEMENT FUND MONIES FOR CONSTRUCTION TESTING AND INSPECTION SERVICES

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

Whereas, the condition of Whittaker Road’s aging pavement and its underlying infrastructure is a complex, ongoing issue, and

Whereas, professional engineering firm Beckett and Raeder, Inc. developed a pavement evaluation and replacement plan for Whittaker Road which recommended construction testing and inspection take place, and

Whereas, YDL solicited a proposal for construction testing and inspection services from Testing Engineers and Consultants, Inc. (TEC), for hourly services estimated at $11,423.80; Now Therefore,

IT IS RESOLVED BY THE YPSILANTI DISTRICT LIBRARY BOARD that:

Up to $12,000 from the Capital Asset Replacement Fund be allocated toward construction testing and inspection services associated with Phase 2 of the pavement replacement plan for Whittaker Road.

OFFERED BY: Theresa M. Maddix

SUPPORTED BY: Kay Williams

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

1. Closed session to discuss labor negotiations with attorney Chris Trebilcock

**Adjourn to Closed session**

Trustee Williams moved to adjourn to closed session for the purpose of Discussing Labor Negotiations at 8:16 pm. Trustee Cooper seconded this motion.

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

Nays: None

Motion passed.

**Meeting Reconvened**

Trustee Williams moved to adjourn the closed session and return to the regular meeting at 9:05 p.m. Trustee Winborn seconded this motion.

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

Nays: None

Motion passed.

**BOARD MEMBER COMMENTS**

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| --- | --- |
| **Trustee** | Comment |
| Kay | No comment |
| Bethany | The hard hat party was amazing and I’m excited were going in the right direction. |
| Jean | Again, thank you to the staff and everyone for all of the hard work you do. The party was amazing and I appreciate the staff, Lisa, everybody. |
| Kristy | I am excited about the coming Library of Things. |
| Theresa | No comment |
| Pat | No comment |

# Adjournment

Trustee Williams moved to adjourn at 9:07 p.m. Trustee Kennedy seconded this motion.

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

Nays: None

Motion passed.