### CALL TO ORDER

President Patricia Horne McGee called the Regular Meeting to order at 6:30 p.m.

**Attendance**

Trustees Present: Theresa M. Maddix, Jean Winborn, Kay Williams, Patricia Horne McGee, Brian Steimel, Bethany Kennedy and Kristy Cooper (6:42 p.m.)

Also present: Director Lisa Hoenig, Assistant Director Julianne Smith, Business Office Manager Monica Gower, Community Relations Coordinator Sam Killian and Communications Intern Samantha Huck

**APPROVAL OF THE AGENDA**

The Agenda was approved as presented.

**PUBLIC COMMENT**

NONE

**Introduction of new staff:** Sam Killian introduced YDL’s new Communications Intern Samantha Huck

### CONSENT AGENDA

Trustee Williams moved to approve the consent agenda (May 25, 2022 Regular meeting minutes, May 2022 Financials and Check Registers). Trustee Maddix supported this motion.

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

Nays: None

Motion passed.

**COMMUNICATION**

Lisa was informed that Tuesday evening at the City of Ypsilanti city council meeting they would be reading for the second time a proposal to give a Brownfield property to a developer and waive taxes for them for the next several decades. Normally the library is notified by legal document of the public hearing. Lisa is trying to find out if they were required to inform us or if it has been to date a courtesy.

**COMMITTEE REPORTS**

* Fundraising
  + YDL has received over $1.2 million in donations. There is $420,000 in outstanding pledges and grant funds. This includes the Towsley grant. The grand total raised so far is $1.85 million, with about $150,000 more to raise.
  + The James L. and Faith Knight Foundation awarded YDL a $50,000 grant.
* Superior Planning Committee
  + The bird friendly glass is starting to be installed.
  + YDL received the first grant from the Gousseff endowment. Lisa would like to use it to install a lawn sprinkler system. Lisa is getting quotes for this.

**REPORT OF THE LIBRARY DIRECTOR**

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

* The last couple of days YDL has been having work done in the parking lot. The lights are being changed to LED. They should be finished by Monday.
* YDL received the Outdoor Programming Kit from TLN’s ARPA grant. The kit included a tent canopy and sound system.

**NEW BUSINESS**

1. Budget amendment

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2022-26

June 22, 2022

RESOLUTION TO AMEND THE 2021-22 BUDGET

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

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, figures for staff salaries and benefits have been modified significantly following the conclusion of collective bargaining with the AFSCME union, and

Whereas, in light of these changes, more accurate budget figures for certain revenue and expenditure accounts have been approximated, Now therefore,

IT IS RESOLVED BY THE YPSILANTI DISTRICT LIBRARY BOARD that:

The Ypsilanti District Library budget for the fiscal year ending November 30, 2022 be amended as presented.

OFFERED BY: Kay Williams

SUPPORTED BY: Jean Winborn

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

1. Library card and borrowing policy revision

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2022-27

June 22, 2022

RESOLUTION TO REVISE POLICY B7: LIBRARY CARD

AND BORROWING POLICY

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

Whereas, the Ypsilanti District Library has a Library Card and Borrowing Policy which outlines the procedures required to obtain a library card and borrowing privileges, and

Whereas, the library has recently allowed online library card registration and has eliminated overdue fines, and

Whereas, the draft policy presented reflects current practice, Now Therefore

IT IS RESOLVED BY THE YPSILANTI DISTRICT LIBRARY BOARD that:

The attached Library Card and Borrowing Policy revision is adopted.

OFFERED BY: Bethany Kennedy

SUPPORTED BY: Kay Williams

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

1. Consideration of Superior Library surveillance camera purchase

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2022-28

June 22, 2022

RESOLUTION TO APPROVE THE PURCHASE AND INSTALLATION OF SURVEILLANCE CAMERAS FOR THE NEW SUPERIOR LIBRARY

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

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

Whereas, the Library wishes to add coverage of the new library to its surveillance system, and

Whereas, Information Technology staff met with the Architect and Library Director to define the required scope, and

Whereas, the Information Technology Manager solicited two quotes for the needed cameras, and

Whereas, time is of the essence to wire the building while under construction, Now Therefore

IT IS RESOLVED BY THE YPSILANTI DISTRICT LIBRARY BOARD that the contract for the new library’s surveillance cameras is awarded to Presidio for cost not to exceed $25,000.

OFFERED BY: Jean Winborn

SUPPORTED BY: Brian Steimel

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

1. Award of Superior Library shelving purchase contract

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2022-29

June 22, 2022

RESOLUTION TO APPROVE THE PURCHASE OF SHELVING FOR THE NEW SUPERIOR LIBRARY

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

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

Whereas, the Library and Architect have determined the shelving needs of the facility, and

Whereas, while the metal shelving components are single-source, additional bids were solicited for the wooden components, and

Whereas, a base bid and an alternate bid for the wooden end panels were obtained from two different vendors, Now Therefore

IT IS RESOLVED BY THE YPSILANTI DISTRICT LIBRARY BOARD that the metal shelving components be acquired from The Casper Corporation for a total of $47,532, and

BE IT ALSO RESOLVED THAT the wooden components of the shelving be acquired from HLF Furniture as follows:

Accepting the alternate bid for $40,314.

OFFERED BY: Brian Steimel

SUPPORTED BY: Jean Winborn

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

1. Award of Superior Library KI furniture purchase contract

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2022-30

June 22, 2022

RESOLUTION TO APPROVE THE PURCHASE OF KI FURNITURE FOR THE NEW SUPERIOR LIBRARY

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

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

Whereas, the a committee of library staff worked with the architect and designer from Daniels and Zermack Architects to make furniture selections for the new facility, and

Whereas, many of the furnishings selected are manufactured by KI, and

Whereas, the Library is a member of the Sourcewell purchasing group, and KI participates in Sourcewell group pricing, Now Therefore

IT IS RESOLVED BY THE YPSILANTI DISTRICT LIBRARY BOARD that the KI furnishings specified on the finalized quote provided at the Board meeting are approved for a purchase price of $73,258.25.

OFFERED BY: Kristy Cooper

SUPPORTED BY: Theresa M. Maddix

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

1. Hotspot purchase for new Superior Library

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2022-31

June 22, 2022

RESOLUTION TO APPROVE THE PURCHASE OF WI-FI HOTSPOTS FOR THE NEW SUPERIOR LIBRARY

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

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

Whereas, the Library wishes to add coverage of the new library to its wireless Internet network, and

Whereas, the IT Manager defined the required scope and solicited a quote for the needed hotspots, and

Whereas, time is of the essence to wire the building while under construction, Now Therefore

IT IS RESOLVED BY THE YPSILANTI DISTRICT LIBRARY BOARD that the wireless hotspots as described on the accompanying quote be acquired from Insight Public Sector for $8,416.78.

OFFERED BY: Theresa M. Maddix

SUPPORTED BY: Kay Williams

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

1. Copier lease renewal

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2022-32

June 22, 2022

RESOLUTION TO ENTER INTO A NEW 4-YEAR LEASE AGREEMENT FOR PHOTOCOPY/PRINT/SCAN EQUIPMENT

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

Whereas, the Ypsilanti District Library provides photocopy/print/scan/fax services for patrons using leased equipment, and

Whereas, the Library also leases such equipment for use by staff to do their jobs, and

Whereas the Library’s Information Technology Manager studied the technology behind the latest systems and solicited input from staff, and

Whereas, he solicited two competitive proposals for the desired Konica Minolta equipment, with Konica Minolta’s MI Deal government contract providing the best pricing, Now Therefore,

IT IS RESOLVED BY THE YPSILANTI DISTRICT LIBRARY BOARD that the copier lease contract is awarded to Konica Minolta.

OFFERED BY: Kay Williams

SUPPORTED BY: Brian Steimel

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

1. Additional furniture approvals

Delegation of the approval of the additional furniture quotes to the building committee.

OFFERED BY: Jean Winborn

SUPPORTED BY: Bethany Kennedy

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

**BOARD MEMBER COMMENTS**

|  |  |
| --- | --- |
| **Trustee** | Comment |
| Kay | I just want to say that with all the things we did tonight I’m getting so excited about the new building. I have been on this board for 14 years waiting for this building. |
| Bethany | I agree with Kay. It was a lot of new business, but it is all very exciting. I am very excited to see it moving forward after everyone’s hard work. |
| Jean | I would like to also thank everybody for all this wonderful stuff going on. I’m really excited about this library opening. Especially my little niece she’s just waiting. She said, “there is green paper wrapped around it and you can’t get in it”. “I know they’re not working on it”. I said, “yes they are”. “They are working on it”. I’d like to say thank you to the staff for that. I would also like to thank Paula Drummond. My writing teacher had a book signing here. Paula was so efficient and tremendous. I’d like to thank the library for sponsoring that. The third thing I’d like to say is I was interviewed by Lucy Ann Lance. The statue that went up on Monday was one of my ancestors that was in the Massachusetts 54th  he is buried there. She told the story. I put in a plug for the library because we have our African American genealogy that was started at Michigan Avenue. This is our tenth year. We are going to have a celebration this year at the library. So, thank you! |
| Brian | Congratulations to Ypsi stories for being nominated in Current’s best of Washtenaw 2022, best podcast. The voting is going on now. You can vote every day. If you go to Currents site you can vote for Ypsi stories as the best podcast in Washtenaw County |
| Kristy | No comment today. |
| Theresa | I would thank the team for launching a new summer reading challenge. This is a fun time of year when the challenge kicks off. |
| Pat | Ditto. Thank you all for everything and a very productive meeting. I appreciate it. |

# Adjournment

Trustee Kennedy moved to adjourn at 7:42 p.m. Trustee Winborn seconded this motion.

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

Nays: None

Motion passed.