### CALL TO ORDER

Bethany Kennedy called the Regular Meeting to order at 6:30 p.m.

**Attendance**

Trustees Present: Bethany Kennedy, Theresa M. Maddix, Kay Williams, Brian Steimel, and Jean Winborn

Trustees Absent: Patricia Horne McGee, Kristy Cooper

Also present: Director Lisa Hoenig, Assistant Director Julianne Smith, Business Office Manager Monica Gower

**APPROVAL OF THE AGENDA**

Trustee Williams moved to approve the meeting agenda with the addition of New Business B, C & D. Trustee Steimel supported this motion.

**PUBLIC COMMENT**

NONE

### CONSENT AGENDA

Trustee Williams moved to approve the consent agenda (July 27, 2022 Regular meeting minutes and August 3, 2022 Special meeting minutes, July 2022 Financials and Check Registers). Trustee Maddix supported this motion.

**COMMUNICATION**

Lisa included a summary of the Penal fine distribution that was received from the County Treasurer. It came out a lot lower than budgeted, a shortfall of $25,420. The packet also included a mailing from the County about a public hearing for the new Brownfield development authority. The hearing is Sept 7th.

**COMMITTEE REPORTS**

* Friends
  + Friends met Monday.
  + Bob and Mary Jane Ferrett are working with the board on the future of online sales. They are looking toward stepping down at an undetermined date.
  + The Friends have pledged $8,982 to the library for the rest of the year.
  + The Friends are straightening out their tax status and clarifying filing as a 501(c)4
  + There is a book sale Sept 22-25. The Holiday sale is Nov. 19th.
* Fundraising
  + Since last meeting $16,600 dollars have been raised. A lot of it came from the Loppnow’s house party. That brings the remaining amount to raise to $127,935.28.
  + Lisa has more Superior tours scheduled.
  + Looking for more grant opportunities.
* Superior
  + Lisa got a call from OHM regarding the road work. They are on track to begin the day after Labor Day.
  + AT&T received the permit they have been waiting for today from the Road Commission.
  + Lisa went to an onsite meeting. The tile was going in. The landscapers were there installing trees.
* Strategic Planning
  + Public input sessions are complete.
  + There was low attendance for the public info sessions but the feedback that was given was high quality.
  + Staff sessions were well attended and successful.
  + The community survey deadline is Friday.

**REPORT OF THE LIBRARY DIRECTOR**

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

* Parking lot reconstruction started Monday. They hope to be done in 3 weeks.
* There have been issues with the library’s HVAC since the last meeting. There have been problems at Michigan Ave and Whittaker. Lisa had a meeting with Campbell who the library has held a preventative maintenance contract with for years. Some of the problems Lisa feels are related to Campbell not giving the library enough attention. Campbell has agreed to pay for damages downtown that should have been prevented.
* On the agenda is a motion to approve some significant work on the seals in the gaskets around the building to stop existing leaks and prevent future ones.

**OLD BUSINESS**

1. Konica Minolta copier lease

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2022-36

August 24, 2022

RESOLUTION RESCINDING RESOLUTION 2022-36 AND AWARDING THE NEW 4-YEAR LEASE AGREEMENT FOR PHOTOCOPY/PRINT/SCAN EQUIPMENT

TO MBM TECHNOLOGY SOLUTIONS

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

Whereas, the Library was informed by Konica Minolta that it would not honor the lease agreement approved with Resolution 2022-32 due to an internal policy breach, and

Whereas, MBM Technology Solutions has proposed a replacement solution nearly identical to that originally approved, Now Therefore,

IT IS RESOLVED BY THE YPSILANTI DISTRICT LIBRARY BOARD that Resolution 2022-32 is hereby rescinded.

IT IS FURTHER RESOLVED THAT the Library Director is authorized to accept the attached copier lease proposal from MBM Technology Solutions, dated August 2, 2022.

OFFERED BY: Theresa M. Maddix

SUPPORTED BY: Kay Williams

YES: 5 NO: 0 ABSENT: 2 VOTE: 5-0

**NEW BUSINESS**

1. Approval of grant submission to MACC

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2022-37

August 24, 2022

RESOLUTION TO APPROVE THE SUBMISSION OF A MACC GRANT APPLICATION

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BE IT RESOLVED BY THE YPSILANTI DISTRICT LIBRARY BOARD that:

The grant application described in this Board packet is approved for submission to the Michigan Arts and Culture Council.

OFFERED BY: Kay Wiiliams

SUPPORTED BY: Brian Steimel

YES: 5 NO: 0 ABSENT: 2 VOTE: 5-0

1. Group Study room Technology at the new Superior Library

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2022-38

August 24, 2022

RESOLUTION TO APPROVE THE PURCHASE OF EQUIPMENT TO PROVIDE GROUP STUDY ROOM TECHNOLOGY AT THE NEW SUPERIOR LIBRARY

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

Whereas, the Library wishes to provide state-of-the-art virtual conferencing equipment in its group study rooms, and

Whereas, Information Technology staff have created an easy-to-use solution which we would like to offer consistently at all locations, and

Whereas, the Information Technology Manager solicited a quote from Insight Public Sector that uses the OMNIA Partners group purchasing plan, Now Therefore

IT IS RESOLVED BY THE YPSILANTI DISTRICT LIBRARY BOARD to purchase the necessary equipment from Insight Public Sector for $4,627.64 using the Superior Library construction budget.

OFFERED BY: Jean Winborn

SUPPORTED BY: Kay Williams

YES: 5 NO: 0 ABSENT: 2 VOTE: 5-0

1. Purchase of equipment to provide group Study Room Technology

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2022-39

August 24, 2022

RESOLUTION TO APPROVE THE PURCHASE OF EQUIPMENT TO PROVIDE GROUP STUDY ROOM TECHNOLOGY

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Whereas, the Ypsilanti District Library strives to provide high quality services for its patrons’ use, and

Whereas, the Library wishes to provide state-of-the-art virtual conferencing equipment in its meeting rooms, and

Whereas, 2019 annual appeal donations totaling $5,980 and $35,000 of the 2021-22 Automation-Technology budget are earmarked to explore meeting room technology, and

Whereas, Information Technology staff have created an easy-to-use solution which we would like to offer consistently at all locations, and

Whereas, the Information Technology Manager solicited quotes from Insight Public Sector that uses the OMNIA Partners group purchasing plan for various configurations that will suit our spaces, Now Therefore

IT IS RESOLVED BY THE YPSILANTI DISTRICT LIBRARY BOARD that the Library Director is authorized to purchase needed equipment from Insight Public Sector for equipment as required for each proposed room at the Whittaker Road and Michigan Avenue libraries, for a total cost not-to-exceed $22,221.12.

OFFERED BY: Brian Steimel

SUPPORTED BY: Jean Winborn

YES: 5 NO: 0 ABSENT: 2 VOTE: 5-0

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2022-40

August 24, 2022

RESOLUTION TO AUTHORIZE HVAC REPAIRS AT WHITTAKER ROAD

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Whereas, there are currently two serious leaks in the Whittaker Road heating, ventilating and air conditioning system, and

Whereas, Campbell, Inc. has recommended significant repairs to resolve the leaks and prevent future leaks of this nature, Now Therefore

IT IS RESOLVED BY THE YPSILANTI DISTRICT LIBRARY BOARD that:

The attached work authorization agreement from Campbell, Inc. to repair hot water piping at Whittaker Road at a cost of $13,637 is approved.

OFFERED BY: Theresa M Maddix

SUPPORTED BY: Brian Steimel

YES: 5 NO: 0 ABSENT: 2 VOTE: 5-0

**BOARD MEMBER COMMENTS**

|  |  |
| --- | --- |
| **Trustee** | Comment |
| Theresa | I would like to thank Sarah Zawacki for her report. Her last bullet item; 13 items no longer in our system have been returned since going fine free. This is a really good sign that the word is getting out that we have gone fine free. Potenially this will bring back patrons to do more borrowing. I just wanted to thank Monica Gower for your service to the library. You have been fantastic to work with. I have been a new library member now for almost for 4 years. You have been unfailing in providing great information and taking great notes. Really making me feel confident that business management is always well in control. You have stayed late when we have gone late and just never complained. I really appreciate your time here. |
| Kay | I echo that, I want to thank you too, Monica. You have been a very big help. |
| Brian | I agree with Theresa about the fine free. The kid who cuts my lawn had some DVDS that were overdue. He came back all excited. “They don’t care of I’m late a couple of days, I can go get more.” The word is getting out and people are appreciating it. |
| Jean | Monica, I’m going to miss you. Thank you for your help., You helped me so much when I was president. |
| Bethany | Me as well. Thank you so much Monica. It has been a real pleasure working with you on the board. I don’t think I could say it much better then everyone else has. Thank you so so much. |

# Adjournment

Trustee Williams moved to adjourn at 7:25 p.m. Trustee Winborn seconded this motion.

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

Nays: None

Motion passed.