

Ypsilanti District Library  
Board of Trustees Meeting Minutes,  
June 28, 2023 (Approved July 26, 2023)

**CALL TO ORDER**

President Patricia Horne McGee called the Regular Meeting to order at 6:34 p.m.

**Attendance**

Trustees Present: Patricia Horne McGee, Theresa M. Maddix, Brian Steimel, and Bethany Kennedy formed a quorum. Trustee Kristy Cooper arrived at 6:36 just before the Approval of the Agenda. Trustee Jean Winborn arrived at 6:50pm during the Facilities Report.

Also present: Director Lisa Hoenig, Assistant Director Julianne Smith, Business Office Manager Andrew Hamilton, as well as Head of Acquisitions Katie Page.

**APPROVAL OF THE AGENDA**

Director Hoenig asked to make an addition to New Business and a deletion of the Friends of the Library report to the agenda. Trustee Steimel moved to approve the agenda with changes and Trustee Kennedy supported this motion.

Vote: Ayes: 5  
Nays: 0  
Motion: Passed  
Absent: 2

**PUBLIC COMMENT**

None

**Introduction of New Staff**

Director Hoenig introduced Ms. Katie Page, Head of Acquisitions, effective June 1, 2023, to the trustees.

**Consent Agenda**

Trustee Maddix moved to approve consent agenda (May 24, 2023 Regular meeting and May 2023 Financials and Check Registers). Trustee Cooper supported this motion.

Vote: Ayes: 5  
Nays: 0  
Motion: Passed  
Absent: 2

**Communication**

Director Hoenig explained the situation with YCUA and elaborated on the plan discussed at the construction meeting with them and other vendors.

**Committee Reports**

- A. Superior Township Planning – due to power outage on Monday the branch was closed. Michigan Avenue had a planned closure for no water that day, so the summer lunch program only took place at Whittaker. Power and water were restored Tuesday and lunches served at all three branches.

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Director Hoenig also advised of an extremely large water bill for Superior. However, upon inspection it was determined there were setup issues with the meters. They have reversed the charges and a plan is in place to correct the meters.

Director Hoenig advised a couple of the County Commissioners hope to provide a sizable contribution to the library, which eventually we would put towards the road project. The cost of that project was increased due to construction delays and inflation. It is also believed that the Township will match the Commission's funds.

- B. Fundraising Committee – Director Hoenig advised we have about \$8,000.00 to go on the Superior Capital Campaign. We are also receiving many memorial gifts in honor of Trudy Adams.
- C. Facilities Report – Director Hoenig advised we should wait on the sidewalk reconstruction project as no bids were received. We will rebid the project in the winter to get on contractors' radar sooner. Other potential projects for 2023 were outlined.

**Report of the Library Director**

Director Hoenig started off her report with a picture of the new Ford Explorer's wrap that was installed on 06/22/2023. The vehicle is ready for the 4<sup>th</sup> of July parade! Director Hoenig also updated the Board on the payroll implementation with payroll processing scheduled for 07/06/2023, as well as regarding the TALK grant with Jodi Krahne joining MCLS to present TALK as a service to state library representatives from Ohio and Arizona on 07/10/2023.

Director Hoenig closed her report with a discussion of the information received by YCUA. Lead pipes were discovered running from the street to the building. YCUA will replace with copper at no cost to YDL. At the same time, the crews will create a separate line for the fire suppression system.

**Old Business**

None

**New Business**

- A. Budget Amendment

**YPSILANTI DISTRICT LIBRARY**

**RESOLUTION NO. 2023-21**

June 28, 2023

**RESOLUTION TO AMEND THE 2022-23 BUDGET**

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Whereas, the Ypsilanti District Library Board of Trustees approves an annual budget prior to the December 1 start of each fiscal year, and

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Whereas, the budget is a working document and unforeseen changes can and do occur during the course of a fiscal year, 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, 2023 be amended as presented.

OFFERED BY: Trustee Kennedy

SUPPORTED BY: Trustee Maddix

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

B. Approval of grant submission to MACC

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2023-22

June 28, 2023

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: Trustee Steimel

SUPPORTED BY: Trustee Winborn

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

C. Approval of roof repairs at Michigan Avenue

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2023-23

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RESOLUTION TO AUTHORIZE ROOF REPAIRS AT MICHIGAN AVENUE

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Whereas, solar panels were installed on the Michigan Avenue roof in 2015, and

Whereas, the PVC pipe boots attaching the solar installation to the roof are failing and causing water damage inside the building, and

Whereas, Bloom Roofing has provided a proposal to repair the roof and replace the boots properly, preventing future leaks of this nature, Now Therefore

IT IS RESOLVED BY THE YPSILANTI DISTRICT LIBRARY BOARD that:

The attached proposal from Bloom Roofing to repair the roof and replace the PVC pipe boots at Michigan Avenue at a cost of \$5,253 is approved.

BE IT FURTHER RESOLVED that:

The Capital Asset Replacement Fund will be used for this project.

OFFERED BY: Trustee Cooper

SUPPORTED BY: Trustee Winborn

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

**BOARD MEMBER COMMENTS**

Trustee	Comment
Trustee Cooper	Wanted to applaud the very cute locker video at Michigan Avenue.
Trustee Steimel	Brought up the opportunity to use "Ypsi Writes" consultants for help with writing needs. He also has enjoyed working on Ypsi Glow with Joy at Michigan Avenue. Asked the board for interest in providing public readings and project opportunities. He will send an email to interested trustees.
Trustee Winborn	Wanted to thank the library employees for all their efforts. She loves going to the Superior Library and bringing her group there for activities.
Trustee Maddix	No Comment
Trustee Williams	Absent
Trustee Kennedy	No Comment
Trustee Horne McGee	No Comment

**Adjournment**

Trustee Kennedy moved to adjourn at 7:15 p.m. Trustee Steimel seconded this motion.

Vote: Ayes: 6

Nays: 0

Motion: Passed

Absent: 1