

Ypsilanti District Library
Board of Trustees Meeting Minutes, September 25, 2024
(Approved October 23, 2024)

CALL TO ORDER

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

ATTENDANCE

Trustees Present: Bethany Kennedy, Theresa M. Maddix, Brian Steimel, Jean Winborn, and Patricia Horne McGee formed a quorum. Kristy Cooper and Terrence Williams were absent.

Also present: Director Lisa Hoenig, Business Office Manager Andrew Hamilton, Superior Branch Manager Mary Garboden, Customer Service Clerk Olivia Snelling as well as Assistant Professor Dr. Margaret Ann Paauw, LCSW, LMSW, of Eastern Michigan University (EMU) School of Social Work.

APPROVAL OF THE AGENDA

Trustee Steimel moved to approve the agenda and Trustee Maddix supported this motion.

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

PUBLIC COMMENT

None

INTRODUCTION OF NEW STAFF

Superior Branch Manager Mary Garboden introduced Customer Service Clerk Olivia Snelling to the Board. Ms. Snelling had previously been working within the Facilities department and the move to the Superior Branch was made official in September when she began her training.

PRESENTATION

Dr. Margaret Ann Paauw, LCSW, LMSW, an Assistant Professor at EMU's School of Social Work, provided a presentation to the Board about library social work. She gave a concise overview of her qualifications and practice areas, as well as some previous programs involving library social work. Dr. Paauw then outlined the history of library social work partnerships across the United States as well as around the globe. She discussed the process by which a social worker would develop and maintain a program for an organization as well as provided real world examples of these in practice from her own experience. Dr. Paauw closed her presentation by addressing questions from the Board.

CONSENT AGENDA

Trustee Winborn moved to approve the consent agenda (August 28, 2024 Regular meeting minutes and August 2024 Financials and Check Registers). Trustee Horne McGee supported this motion.

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

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COMMUNICATION

None

COMMITTEE REPORTS

Friends of the Library – Trustee Steimel advised that the group met on Monday, September 23rd, 2024. The group held one of their big book sale events the previous weekend and brought in \$2,599.00 in revenue, which is right in the middle of their average for the past ten years of similar events. Their next Holiday Sale is scheduled for November 23rd and 24th, 2024, which is the weekend before Thanksgiving. The Saturday hours will be 11am-5pm, and on Sunday they will be open from 1pm-4pm. The group is requesting donations of all types of books and media, but especially looking for CD's, DVD's and jigsaw puzzles. Trustee Steimel said the group is discussing an increase in allocation to the library for next year somewhere around \$40,000.00, with the actual amount to be determined soon. Finally, he confirmed that the group was able to transition the Amazon account from the previous account holders to the current designated account holders.

Facilities – Director Hoenig asked the Board if they were able to get a good look at the new sidewalk at the Whittaker Road location. She feels the project has produced excellent looking results and detailed the timeline to resolve the few items left until total project completion. She also advised the new landscaping would occur the week after the final sidewalk work is completed. These two projects will provide safety as well as aesthetic improvements.

Michigan Avenue Building Committee – Director Hoenig detailed some of the recent difficulties that have occurred during the restoration of this facility that are continuing to push the completion date back. Issues involving the contractors and sub-contractors have plagued and delayed the project again. She discussed the ceilings that were neglected to be removed by the mitigation company as well as the shipping delays with the stack lighting. She also provided new details regarding the restoration of the vestibule that is throwing estimates and timelines off schedule. Director Hoenig discussed the delivery of materials from storage and the arrival of freshly ordered items, as well as the complexity of juggling all these operations in order to meet the reopening deadline. She is working with staff and counsel in conjunction with the lead contractor and architect to determine a realistic opening date for the location. She feels that the building and interior that is done looks amazing, but the delays and obstacles are inexcusable. The Board asked several follow-up questions and offered support to the Director in determining a path forward.

REPORT OF THE LIBRARY DIRECTOR

Director Hoenig advised that Joy Cichewicz, YDL – Michigan Avenue Branch Manager for the past 16 years, has decided to resign from her position near the end of February. She expressed her surprise at this news, but also advised YDL wants what is best for Joy and her family, and knows that this wasn't an easy decision. She detailed the plans to locate and train a replacement. Director Hoenig also discussed the billboard that the Bank of Ann Arbor placed featuring the library. She also addressed the Strategic Plan and would like to consider extending the timeline for this plan from three years to four to ensure the items get the full attention they need due to the unexpected restoration and renovation at Michigan Avenue. The Board agreed with the Director to discuss this more in the October meeting. Finally, Director Hoenig provided a verbal report on the current status of the claim for damages related to April's DTE-inflicted power outage.

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OLD BUSINESS

None

NEW BUSINESS

- A. Consideration of a resolution to approve a window washing contract for Whittaker and Superior.

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2024-28

September 25, 2024

RESOLUTION TO AUTHORIZE WINDOW WASHING AT THE WHITTAKER ROAD AND
SUPERIOR LIBRARIES

Whereas, the windows at the Whittaker Road Library had never been professionally cleaned until 2023, and

Whereas, two quotations were solicited at that time, and the low bidder, Allied, provided high quality results, and

Whereas, annual window washing is recommended, and

Whereas the Director secured the attached quotes from Allied to wash the exterior of the windows at YDL-Whittaker and YDL-Superior in fall 2024, Now Therefore

IT IS RESOLVED BY THE YPSILANTI DISTRICT LIBRARY BOARD that:

A one-time window washing contract is awarded to Allied for a total cost of \$4,782.50.

OFFERED BY: Trustee Steimel

SUPPORTED BY: Trustee Winborn

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

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BOARD MEMBER COMMENTS

Trustee	Comment
Trustee Cooper	Absent
Trustee Steimel	Stated how much he appreciated the new notices with the new ILS. He finds them to provide much more clarity. He also suggested people check out the restoration at EMU's library, as the first floor looks gorgeous. Finally, he was thrilled to see an ad for the library in the Groundcover news.
Trustee Winborn	Spoke about how much she will miss Joy Cichewicz but is excited for her new opportunities. Then spoke about attending the Underground Railroad events and how wonderful these events were. Was very impressed by the presenters.
Trustee Maddix	Expressed that Joy Cichewicz will be missed but wanted to congratulate her on her decision. Pointed out a <i>Washington Post</i> article where libraries are promoting "Ghost Hunting Kits" and suggested YDL take a look at this as well.
Trustee Williams	Absent
Trustee Kennedy	No Comment
Trustee Horne McGee	No Comment

ADJOURNMENT

Trustee Winborn moved to adjourn at 7:41 p.m. Trustee Steimel seconded this motion.