

Ypsilanti District Library
Board of Trustees Meeting Minutes, August 27, 2025
(Approved September 10, 2025)

CALL TO ORDER

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

ATTENDANCE

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

Also present: Director Lisa Hoenig, Business Office Manager Andrew Hamilton, as well as Executive Director David Martineau of Washtenaw Literacy and Corn Williams of LEAF Harm Reduction.

APPROVAL OF THE AGENDA

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

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

PUBLIC COMMENT

Jenny Hannibal spoke to thank the Board for hiring the new Library Social Worker and also urged the Board to consider assisting and supporting the City of Ypsilanti in acquiring an emergency shelter for the unhoused.

Kat Layton thanked the Board for their support for the library care coordination program. She also urged the Board to write a resolution of support for an emergency shelter for the unhoused and urged the Board to discuss support with the City of Ypsilanti as well as Washtenaw County.

Presentation

David Martineau, the Executive Director of Washtenaw Literacy, provided the Board with an introduction to who he is as the new Executive Director as well as an overview of what his organization does with a focus on literacy skills to provide a foundation for equitable, inclusive, and thriving communities. Mr. Martineau also provided information on the upcoming new strategic plan of the organization.

Presentation

Corn Williams of LEAF Harm Reduction provided information about the program which is dedicated to enhancing public health and safety through a comprehensive Harm Reduction Program including Drug Checking Services and community engagement efforts. He discussed the ways the overdose epidemic is linked to the housing crisis. Mr. Williams urged the Board to support efforts for the Ypsilanti Shelter Project.

Following the presentation, the Trustees agreed that it would be worthwhile to consider a resolution in support of a temporary shelter in Ypsilanti. They wanted to word it carefully to make sure it would be impactful. Trustee Cooper volunteered to work on a draft resolution. Noting the situation's urgency, it was proposed to be the topic of a potential special Board meeting on September 10 pending confirmation of Board Room availability.

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CONSENT AGENDA

Trustee Tebbens asked that the misspelling of his last name on the scan of the signed resolution for the Collective Bargaining Agreement for 2025-2028 be crossed through and re-typed correctly on the July 2025 meeting minutes. Trustee Cooper moved to approve consent agenda (July 23, 2025 Regular meeting minutes and July 2025 Financials and Check Registers) with these changes. Trustee Tebbens supported this motion.

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

COMMUNICATION

Director Hoenig showed the Board the new request for consideration regarding a collection item, which was retained in the collection with no changes. She also broke down the Annual Penal Fines Distribution and provided some context on the likely reasons for receiving less than budgeted. She quickly pointed out the cover letter received with the DTE check for the settlement which is now resolved, as well as the award of a new grant. She closed with an article from *Psychology Today* which includes an interview with Margaret Ann Paauw, PhD, LCSW, LMSW, who is the EMU professor who assists with the YDL Social Work program.

COMMITTEE REPORTS

Friends of the Library – None

Facilities Committee – The Michigan Avenue vestibule touch-ups started on August 26th, and are expected to be complete in two days. There was a meeting with the vendor who will work on the carpet install issues in the basement and stairs leading to the basement of Michigan Avenue with work to be scheduled soon. The mold investigation at Michigan Avenue moved forward with On-Site removing the moldy sections and enclosing the area in tenting, while Terracon is expected to bore some holes in the concrete to identify potential issues. At Whittaker Road the parking lot lighting was finalized and the outdoor furniture is scheduled to arrive on August 28th. She closed this section by urging the Board members to check out the new café space on the first floor of Whittaker Road.

REPORT OF THE LIBRARY DIRECTOR

Director Hoenig provided some “kudos” to the Business Office Manager for the work on the software implementation for BambooHR, the new HRIS system expected to go live for the first pay period in October 2025. She advised the Board that the first phased roll-out of information to the employees regarding this new software will be sent by the end of the week so employees may review and approve individual employee data. Director Hoenig advised she has a conversation scheduled with the Dresner Foundation to discuss five program ideas for fundraising opportunities and that the grant cycle is starting up again. She also let the Board know that the Social Work interns are scheduled to start next week and these two individuals should help greatly with the current workload. Director Hoenig spoke about WCCMH’s approval of a sub-award which will allow LEAF Harm Reduction to hire a ten-hour per week community resource navigator.

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OLD BUSINESS

None

NEW BUSINESS

A. Budget Amendment

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2025-21

August 27, 2025

RESOLUTION TO AMEND THE 2024-25 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, 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, 2025 be amended as presented.

OFFERED BY: Trustee Cooper

SUPPORTED BY: Trustee Tebbens

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

B. Consideration of a proposal to repair the Michigan Avenue front steps

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2025-22R

August 27, 2025

RESOLUTION TO AUTHORIZE THE REPAIR OF THE FRONT STEPS AT MICHIGAN
AVENUE

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Whereas, the mortar on the steps at the front entrance to Michigan Avenue has deteriorated and needs replacement, and

Whereas, these repairs are desired to prevent further deterioration and maintain safe access to the building for Michigan Avenue staff and patrons, and

Whereas, two quotes were secured for this work as well as some additional alternate projects in the surrounding area, and

Whereas, the low bidder was Dixon Masonry Construction, Now Therefore,

IT IS RESOLVED that the attached quote from Dixon Masonry Construction for specified masonry repairs at Michigan Avenue is approved for a cost of \$7,400.00.

BE IT FURTHER RESOLVED that monies from the Capital Asset Replacement Fund will be utilized for this project.

OFFERED BY: Trustee Tebbens

SUPPORTED BY: Trustee Winborn

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

C. Board development discussion

Board President Bethany Kennedy led the trustees in a brief discussion regarding how to have conversations as a Board regarding ideas, concerns or topics of interest that are not currently included in Board packets or agendas.

BOARD MEMBER COMMENTS

Trustee	Comment
Trustee Cooper	Appreciated the speakers today and looking forward to checking out the new café area, which she saw pictures of online and almost didn't recognize this as being a YDL area.
Trustee Steimel	Absent
Trustee Winborn	Asked about an employee who no longer works for YDL and wanted to know why she missed her party. She advised she doesn't want anyone to feel slighted, and wanted to be sure she showed up if there was an event for a separating employee.
Trustee Maddix	Thanked the Director for inviting the two guest speakers.
Trustee Tebbens	Now that the collective bargaining agreement is ratified he wanted to make sure the employee survey is not lost in the shuffle and that it may be worked on in September. He is also looking forward to "Smeet Fest" and let the Board know more information about this event is found in the Loop.

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Trustee Kennedy	Thanked the Director for inviting the two guest speakers and to her fellow trustees for having these conversations.
Trustee Horne McGee	Absent

ADJOURNMENT

Trustee Cooper moved to adjourn at 8:15 p.m. Trustee Winborn seconded this motion.