

Ypsilanti District Library
Board of Trustees Meeting
Minutes, March 25, 2026 (Unapproved)

CALL TO ORDER

President Kristy Cooper called the Regular Meeting to order at 6:30 p.m.

ATTENDANCE

Trustees Present: Trustee Kristy Cooper, Bethany Kennedy, Theresa M. Maddix, Patricia Horne McGee, and Chris Tebbens formed a quorum. Trustee Jean Winborn arrived at 6:40pm while the final Trustee position remains vacant.

Also present: Director Lisa Hoenig and Office Manager Andrew Hamilton, as well as Kyle Keaffaber, KrM Architecture.

APPROVAL OF THE AGENDA

Trustee Horne McGee moved to approve the agenda and Trustee Kennedy supported this motion.

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

PUBLIC COMMENT

Mani Brito – Brought to the Board’s attention deficiencies in the current bus stop infrastructure and location of the stops in relation to the three branch libraries. Would like this topic to be included in the next strategic plan.

PRESENTATION OF PROPOSED FEASIBILITY STUDY FOR MICHIGAN AVENUE

Kyle Keaffaber, KrM Architecture – provided an overview of the proposed feasibility study for the Michigan Avenue location. Presentation included brief overview of the proposed design, summary of partner companies who would perform the work and similar projects these organizations have worked on. Study would provide details on costs and timelines for future planning purposes.

CONSENT AGENDA

Trustee Tebbens had several questions on the current run rates on certain lines of the budget which Director Hoenig explained. Trustee Horne McGee moved to approve consent agenda (February 25, 2026 Regular meeting minutes and February 2026 Financials and Check Registers). Trustee Winborn supported this motion.

Vote: Ayes: 6
Nays: 0
Motion: Passed
Absent: 1

COMMUNICATION

Director Hoenig pointed out the recently awarded grant from the Michigan Arts and Culture Council, part of which will assist in the purchasing of new sound equipment for the Noise Permit event. She highlighted the recent conversation with DTE where they acknowledged the Tax Exempt status of the Superior branch and refunded the corresponding credit on the next billing statement. She also spoke

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about the nice write-up of the Outreach Department in the Peacenic Newsletter from March 2026. Next, she mentioned the Washtenaw Literacy 2026 Emerald Awards Celebration where YDL will receive the Gateway Award and urged any Trustees to attend if they wished. Finally, she closed by pointing out the Leadership Brief from the Urban Libraries Council, which is also part of the online Trustee manual.

COMMITTEE REPORTS

Facilities Committee – Director Hoenig had nothing to add to her written report but did clarify that the installation of the bike station at Michigan Avenue should happen before the April Board meeting.

Personnel Committee – had no report but Director Hoenig did confirm Trustee Tebbens question regarding the successful hiring of the Security Coordinator.

Friends of the Library – Assistant Director Smith detailed the recent book sales and meetings held by the group and updated the Board on the current officers of the group. She detailed the recent sales numbers and current membership numbers, as well as the work towards producing a new logo. She closed with specifics about the expected \$35K donation for FY 25-26, not including the \$24K the group donated to purchase the Community Room tables.

REPORT OF THE LIBRARY DIRECTOR

Director Hoenig pointed to her written report while she provided more details about the hiring of the Security Coordinator and two new Pages for the Whittaker branch. Reminded the Trustees that the next meeting is at Superior on April 15th, 2026. She discussed the recent staffing needs at the Michigan Avenue location and the determination that an additional part-time paraprofessional was warranted and would fit into the existing budget. She spoke about National Library Week and solicited “Joy Spreaders” to assist her with the opportunities to surprise and delight some lucky kids and adults at all three branches the week of April 20th. She mentioned the first two new volunteers started under the re-worked program and that interviews for social worker candidates will also begin shortly. She closed with information about the Bookmobile’s carpet and the estimated cost of replacement.

OLD BUSINESS

A. Committee Appointments by President

President Cooper confirmed the Committee Appointments as listed in the packet. The new Trustee will become the Board’s Friends of the Library Liaison.

B. Discussion of Trustee vacancy and a potential special meeting to conduct interviews

President Cooper confirmed the appointments of a Trustee Appointment Committee for the vacant trustee position composed of Trustee Winborn, Trustee Tebbens and herself. The Board supported the Committee to not only interview but to also select the new Trustee.

NEW BUSINESS

A. Consideration of a proposed Feasibility Study for a third floor addition for Michigan Avenue

The trustees held a robust discussion regarding this item. Concerns were raised by several trustees and addressed while others spoke in support of the study.

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YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2026-11

March 25, 2026

RESOLUTION TO ENGAGE KRM ARCHITECTURE TO PERFORM A THIRD FLOOR
EXPANSION STUDY OF THE MICHIGAN AVENUE LIBRARY

Whereas, YDL's 2022 strategic plan calls for a feasibility study for a future expansion of Michigan Avenue, and Architect Kyle Keaffaber has been working with YDL on this vision since the 2019 space needs assessment, and

Whereas, the 2023 Michigan Avenue flood redirected priorities to restoration and renovation in the short term, and

Whereas, YDL will begin a new strategic planning process this summer, and feasibility study results are desired to give all participants up-to-date information on this long-range vision, and

Whereas, Kyle Keaffaber has presented a proposal to the Board for the feasibility study, including a not-to-exceed cost and a timeline to efficient completion, Now Therefore,

IT IS RESOLVED THAT THE YPSILANTI DISTRICT LIBRARY BOARD hereby engages krm Architecture to conduct a feasibility study for the future expansion of the Michigan Avenue library as described in the proposal for a total cost not-to-exceed \$28,000.

BE IT FURTHER RESOLVED that costs in excess of the \$10,000 included in the 2025-26 operating budget will be paid from the Capital Asset Replacement fund.

OFFERED BY: Trustee Horne McGee

SUPPORTED BY: Trustee Kennedy

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

- B. Proposal to replace the Whittaker HVAC system's glycol feeder

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2026-12

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**RESOLUTION TO AUTHORIZE THE INSTALLATION OF A NEW ADVANTAGE DIGITAL
GLYCOL FEEDER IN THE HVAC SYSTEM AT WHITTAKER ROAD**

Whereas, the Whittaker Road heating, ventilating and air conditioning system is 23 years old and its parts are aging, and

Whereas, the system’s glycol feeder has failed and needs to be replaced, and

Whereas, Campbell, Inc. has provided a proposal to remove the old glycol feeder and install the specified new one, Now Therefore

IT IS RESOLVED BY THE YPSILANTI DISTRICT LIBRARY BOARD that:

The attached proposal from Campbell, Inc. to replace the glycol feeder at Whittaker Road at a cost of \$9,947 is approved.

BE IT FURTHER RESOLVED that:

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

OFFERED BY: Trustee Maddix

SUPPORTED BY: Trustee Tebbens

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

BOARD MEMBER COMMENTS

Trustee	Comment
Trustee Cooper	Stated she was looking forward to meeting with all the trustee applicants and finding the next Trustee for the Board.
Trustee Winborn	Mentioned a book club she started with Head of Youth Services Jodi Krahnke and thanked the staff in general for making these things happen and being so wonderful.
Trustee Maddix	Discussed gardening and her interactions with people around this activity and how she found out Melvin Parson had her garden spot before she did. She tied this into the oral histories at YDL and mentioned that she listened to the interview Trustee Winborn had with this individual. Trustee Maddix wanted to point out the breadth of resources at YDL and the value of these resources to the community.
Trustee Tebbens	Discussed how happy he was to see the turnout for the Trustee event and see the interest in the position and the library system.
Trustee Kennedy	Provided an anecdote about her recent experience when she witnessed a group of children and their families singing and she just loved it. Thanked all the programming at the library which makes this a reality for these families.
Trustee Horne McGee	No Comment

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ADJOURNMENT

Trustee Kennedy moved to adjourn at 7:39 p.m. Trustee Winborn seconded this motion.