

Ypsilanti District Library  
Board of Trustees Meeting  
Minutes, April 15, 2026  
(Approved May 27, 2026)

**CALL TO ORDER**

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

**ATTENDANCE**

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

Also present: Director Lisa Hoenig, Assistant Director Julianne Smith, Business Office Manager Andrew Hamilton, Community Relations Coordinator Sam Killian as well as Superior Branch Manager Kathryn Takach.

**APPROVAL OF THE AGENDA**

Director Hoenig asked to add a resolution to authorize window washing as New Business B. Trustee Winborn moved to approve the agenda as amended and Trustee Kennedy supported this motion.

Vote: Ayes: 4  
Nays: 0  
Motion: Passed  
Absent: 2

**PUBLIC COMMENT**

Jennifer Hannibal – Respectively suggested that the Strategic Plan sessions for employees are enlarged or in some way more time is allowed for employees to be able to attend and comment.

Kat Layton – Spoke about the recent ICE actions in April across from the downtown library branch. Urged the Board to consider additional ICE protocols she previously submitted. Also touched on the budget and advocated for the social worker to be included in the budget in the future.

**SWEARING-IN OF NEW TRUSTEE**

Paul Leighton was sworn-in as a Trustee after publicly accepting the role, then reading and signing the affidavit.

**INTRODUCTION OF NEW STAFF**

Takima Banks was introduced to the Board by the Superior Branch Manager, Kathryn Takach. She began her work as a Page at Superior when it opened but has recently been promoted to Clerk. She graduates from EMU in May and will be seeking her Master's degree.

Brittany Dixon was introduced to the Board by Director Hoenig. Brittany currently works as a Clerk at the Michigan Avenue branch. Brittany sketched out for the Board her love of literature and that she is very happy to contribute to growing the community aspect of the library.

David Parrinello was introduced to the Board by Director Hoenig. David has filled the role of the newly created Security Coordinator position. Director Hoenig outlined David's previous experience that will assist him in this new role. David spoke to the Board in appreciation of creating the new position and his goal of maintaining a safe and welcoming environment for all.

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**WELCOME:** Kathryn Takach, Superior Branch Manager

Superior Branch Manager Kathryn Takach welcomed the Board to the branch. She outlined some exciting programs and initiatives coming to the branch in the near future, including this year's Summer Challenge kick-off.

**PRESENTATION:** YDL 2025 Annual Report by Sam Killian, Community Relations Coordinator  
Community Relations Coordinator Sam Killian went over the 2025 Annual Report page-by-page with the Board and provided additional details and background information to the printed publication.

**PRESENTATION:** K. Cain Consulting Strategic Planning Proposal overview via Zoom  
Katena Cain, PhD, is the Founder and Principal Consultant of K. Cain Consulting. She provided a brief statement regarding her past experience as well as information about herself beyond her official role. She then broke down her proposal to provide Strategic Planning facilitation for this project. She closed by answering several questions from Trustee Maddix and Trustee Leighton.

**CONSENT AGENDA**

Trustee Winborn moved to approve consent agenda (March 25, 2026 Regular meeting minutes and March 2026 Financials and Check Registers). Trustee Maddix supported this motion.

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

**COMMUNICATION**

Reminded the Board about the upcoming opportunity to support the library with Thursday, April 23<sup>rd</sup>, 2026, Dine-to-Donate event at Aubree's Pizzeria & Grill.

**COMMITTEE REPORTS**

Facilities – Director Hoenig advised that the group met last week and discussed the Strategic Planning memo included in this packet. She had nothing new to add to her printed report.

Personnel – the committee decided to table all matters until Trustee Horne McGee returns from her travels.

Strategic Planning – Director Hoenig, Assistant Director Smith and Trustee Kennedy met with two companies identified as the top contenders who had responded to the request for proposal for the Strategic Planning Facilitation. They outlined their thought process in deciding who best responded to the proposal and would fill the desired needs.

Trustee Appointment – President Cooper spoke about how she met with Trustee Winborn and Tebbens, how they reviewed the possible candidates for the position, and made their final decision on the best candidate for the position.

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**REPORT OF THE LIBRARY DIRECTOR**

Director Hoenig was pleased to alert the Board to the fact that the next Library Social Worker has been hired to fill the position, starting May 4<sup>th</sup>, 2026. She briefly outlined this individual's background and experience that set him apart from the other candidates. She also advised that she believes that one of the existing Social Worker Interns will be able to stay and assist with the transition through the end of May. She closed with alerting the Board to the upcoming "Joy Spreaders" scheduled to appear next week at all the branches in celebration of National Library Week.

**OLD BUSINESS**

None

**NEW BUSINESS**

- A. Resolution to Award A Strategic Plan Facilitation Contract

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2026-12

April 15, 2026

RESOLUTION TO AWARD A STRATEGIC PLAN FACILITATION CONTRACT

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Whereas, the Ypsilanti District Library released a Request for Proposals for Strategic Planning Facilitation Services, and

Whereas, eight proposals were received, reviewed, and considered by the Board Strategic Planning Committee, and

Whereas, following the Library Director's discussions with the top firms' references and the facilitators themselves, the Committee recommends awarding the contract to K. Cain Consulting, LLC, Now Therefore,

IT IS RESOLVED BY THE YPSILANTI DISTRICT LIBRARY BOARD that the contract for Strategic Plan Facilitation services is awarded to K. Cain Consulting, LLC, for an amount not-to-exceed \$34,000.

OFFERED BY: Trustee Kennedy

SUPPORTED BY: Trustee Winborn

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

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B. Resolution to Authorize Window Washing

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2026-13

April 15, 2026

RESOLUTION TO AUTHORIZE WINDOW WASHING

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Whereas, the WINDOWS AT THE Whittaker Road Library were first professionally cleaned in 2023, after construction of the access road, 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 interior and exterior of the windows at all three locations, 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 \$12,373.00.

OFFERED BY: Trustee Leighton

SUPPORTED BY: Trustee Kennedy

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

**BOARD MEMBER COMMENTS**

Trustee	Comment
Trustee Cooper	Provided a warm welcome to Paul Leighton as the next Trustee.
Trustee Leighton	Thanked his fellow trustees for inviting him to serve on the Board. He also provided a statement about his motivations for serving and his background experience.
Trustee Winborn	Complimented the Staff on their continued commitment to providing wonderful service to the community. She also welcomed Paul Leighton to the Board.

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Trustee Maddix	Thanked Superior for the invite to hold the Board meeting in such a fabulous facility. Advised she will miss the departing Head of Acquisitions, Katie Page, and provided a welcome to Paul Leighton.
Trustee Tebbens	Absent
Trustee Kennedy	Complimented the Annual Report, which she feels is quite impressive. Welcomed Paul Leighton to the Board.
Trustee Horne McGee	Absent

**ADJOURNMENT**

Trustee Kennedy moved to adjourn at 7:47 p.m. Trustee Winborn seconded this motion.