

Ypsilanti District Library
Board of Trustees Meeting
Minutes, July 22, 2026
(Approved August 26, 2026)

CALL TO ORDER

President Kristy Cooper called the Regular Meeting to order at 6:31 p.m.

ATTENDANCE

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

Also present: Director Lisa Hoenig, Assistant Director Julianne Smith, Business Office Manager Andrew Hamilton, Library Social Worker Thomas Anderson, Michigan Avenue Branch Manager Katie Dover-Taylor, Paraprofessional Brianna Wyatt, Information Technology Technician and Interim Security Coordinator Chris Slay, Head of Acquisitions Brandon Bolek-Toubeaux, as well as Kyle Keaffaber of KRM Architecture and Austin Giesey of The Christman Company.

APPROVAL OF THE AGENDA

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

Vote: Ayes: 4
Nays: 0
Motion: Passed
Absent: 3

PUBLIC COMMENT

None

INTRODUCTION OF NEW STAFF

Michigan Avenue Branch Manager Katie Dover-Taylor introduced Paraprofessional Brianna Wyatt to the Board. She is going into her second year at the University of Michigan for a degree in Library and Information Science. Her previous experience at Washtenaw County Department of Human Services in helping people connect with resources in times of crisis has been greatly appreciated. Ms. Wyatt expressed her excitement to be working with YDL and to meet the Board members.

Assistant Director Julianne Smith introduced Head of Acquisitions Brandon Bolek-Toubeaux to the Board. Brandon brings over 20 years of experience working in public libraries to his current role. Ms. Smith expressed her admiration for how he has swiftly picked up the position and run with it. Mr. Bolek-Toubeaux stated his pleasure to bring his life-long passion to YDL and invited the Board to drop by with any questions or anything the Trustees would like to know about.

PRESENTATION: Michigan Avenue 3rd floor feasibility study results, Kyle Keaffaber, KrM Architecture and Austin Giesey, The Christman Company.

Kyle Keaffaber of KrM Architecture began the presentation to the Board while displaying images, text and graphs from the feasibility study. Austin Giesey of The Christman Company picked up the presentation and also displayed more visual information for the Board. Both explained various aspects of the design and planning for the addition onto the Michigan Avenue Branch. Mr. Giesey delved into the estimated costs of construction and both men explained possible scenarios, contingencies and

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mitigating factors as well as answered questions so the Board may be as informed as possible when selecting a path for the future of the library.

The presentation likened putting a new third floor on top of the branch to building a ship in a bottle.

The process required to safely and effectively do this drive the cost up significantly. During the course of the investigation, KrM hit upon another idea which the Library might consider: enclosing Library Plaza in a “glass box” and putting a green roof on top of the addition. Christman has not fully fleshed out the cost for this option because it came up so recently, but preliminary figures show this to be a much more cost-effective option for future expansion.

CONSENT AGENDA

Trustee Kennedy moved to approve consent agenda (June 17, 2026 Regular meeting minutes and June 2026 Financials and Check Registers). Trustee Maddix supported this motion.

Vote: Ayes: 4
Nays: 0
Motion: Passed
Absent: 3

COMMUNICATION

Director Hoenig provided context to the Board about Ryan Dowd Homeless Library Training being paid for through The Library Network last year for a discount. The State of Michigan has now decided to pay for all those trainings. She explained how valuable a resource this is for staff.

COMMITTEE REPORTS

Facilities Committee – Director Hoenig provided an update on the Michigan Avenue renovation punch list. The millwork contractor did finish the shelving in the basement. The other remaining work is still in progress, though she is hopeful that by the next meeting she will be able to report all work is completed for this project. She advised the flag pole lights were delayed by the hazardous air conditions experienced the past couple weeks as the contractor couldn’t perform outside work. Director Hoenig also spoke about the recent flooding at Whittaker Road in July. She provided context around the services performed by Campbell Mechanical Services and her decision to terminate their contracts, which expire at the end of August 2026. She advised she is interviewing potential replacement vendors and will provide proposals to the Board.

Strategic Planning Committee – Director Hoenig advised the group met with the consultant and the current consensus is that the duration of the time to write the plan should be expanded with a goal to present in January. One benefit from this change in timing is that it will allow newly-elected Board members to be a part of this process.

REPORT OF THE LIBRARY DIRECTOR

Director Hoenig discussed the new financial software BS&A Cloud, which she believes is working very well. She asked Treasurer Tebbens to provide his feedback to the Board on the software and he presented the group with several examples of how this software works and the benefits of it. He mentioned the need for some structural changes in the processes which are in discussion. Director Hoenig suggested some basic training for Board members who may have contact with the new software.

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Director Hoenig then switched topics to state that staff are excited about finally connecting with people at the Ypsilanti Health Center; they will meet with people at MIHQ in the coming weeks. Her last comment was to thank the Trustees Cooper, Leighton and Horne McGee for filing for re-election. The Board discussed the recent filings, and Director Hoenig provided details from the lawyer in regards to the process if no one had filed.

OLD BUSINESS

A. Library Plaza discussion update

Library Social Worker Thomas Anderson, Michigan Avenue Branch Manager Katie Dover-Taylor, and Information Technology Technician and Interim Security Coordinator Chris Slay all provided an update regarding activity in Library Plaza. Director Hoenig provided information from the recent meeting held with the Ypsilanti Downtown Development Authority concerning the Library Plaza. The Board asked questions and held a robust discussion about their goals for the library and the plaza, and agreed to continue with the current, careful management of the space to provide safety and access for all patrons.

NEW BUSINESS

A. Award of contract for Security Camera upgrade

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2026-22

July 22, 2026

RESOLUTION TO UPGRADE THE YDL SURVEILLANCE SYSTEM

Whereas, the Ypsilanti District Library strives to provide high quality tools for staff to use in service to its patrons, and

Whereas, security and IT staff recommend increasing the Whittaker Road library's security camera coverage, and

Whereas, the Library budgeted to install additional cameras this fiscal year, and

Whereas, staff researched options and solicited two quotes for the desired cameras, and

Whereas, some electrical work is also required to execute this project, and

Whereas, a quote for this work has been solicited and should be in hand by the time of the Board meeting, Now Therefore,

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IT IS RESOLVED BY THE YPSILANTI DISTRICT LIBRARY BOARD that the equipment specified on the attached quote be acquired from the low bidder, Mobile Communications America, Inc. (MCA), for \$18,385.18.

BE IT FURTHER RESOLVED that the electrical work required for camera installation at YDL-Superior is also approved for a cost not-to-exceed \$7,000.00.

OFFERED BY: Trustee Maddix

SUPPORTED BY: Trustee Kennedy

YES: 4 NO: 0 ABSENT: 3 VOTE: 4-0 Passed

BOARD MEMBER COMMENTS

Trustee	Comment
Trustee Cooper	Thanked Assistant Director Julianne Smith for handling the recent flood. She also expressed a desire to send the stakeholder survey to some individuals she has in mind.
Trustee Leighton	Absent
Trustee Winborn	Absent
Trustee Maddix	She explained that she learned this week that Libby has reciprocal library arrangements with many other library systems. She discussed how this has benefited her and wanted to let her fellow Trustees know.
Trustee Tebbens	He discussed how he has been door-knocking and viewed many houses displaying the Summer Challenge signs and how much he appreciated that, though he did see a home with an Ann Arbor Library sign and was slightly confused by that. He might knock and find out more next time.
Trustee Kennedy	Thanked the Staff at Michigan Avenue for being at the Board meeting and being a part of the discussion. She really appreciates the potential that exists for the expansion and that it is needed and will serve the community well.
Trustee Horne McGee	Absent

ADJOURNMENT

Trustee Kennedy moved to adjourn at 8:19 p.m. Trustee Tebbens seconded this motion.