

Ypsilanti District Library
Board of Trustees Meeting
Minutes, September 23, 2026 (Unapproved)

CALL TO ORDER

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

ATTENDANCE

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

Also present: Director Lisa Hoenig, Assistant Director Julianne Smith, Business Office Manager Andrew Hamilton, Michigan Avenue Branch Manager Katie Dover-Taylor as well as Security Coordinator James Hennenfent.

APPROVAL OF THE AGENDA

Director Hoenig asked to add New Business D to the agenda. Trustee Leighton moved to approve the agenda as amended and Trustee Kennedy supported this motion.

Vote: Ayes: 7
Nays: 0
Motion: Passed
Absent: 0

PUBLIC COMMENT

Michigan Avenue Clerk Rachel Resin addressed the Board as a member of the public to comment on the recent pest concerns and requested more training and information to handle the issue.

INTRODUCTION OF NEW STAFF

Director Hoenig provided an introduction for Security Coordinator James Hennenfent.

CONSENT AGENDA

Trustee Tebbens moved to approve consent agenda (August 26, 2026 Regular meeting minutes and August 2026 Financials and Check Registers). Trustee Horne McGee supported this motion.

Vote: Ayes: 7
Nays: 0
Motion: Passed
Absent: 0

COMMUNICATION

Director Hoenig pointed out several articles she included for the Board to read about some current activities and projects.

COMMITTEE REPORTS

Facilities Committee – Director Hoenig advised that the Ypsilanti Historic District Commission has approved the custom masonry color sample for the facade project. The contractor is still waiting on the mortar sample but it is expected by the end of the week. The contractor was directed to order the masonry in expectation of finishing the project while the weather for such repairs remains viable. She also discussed a meeting with consultants from Library Design and a pegboard they had subsequently ordered that shows a predicted January ship date. She closed with a brief note about the state of

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repairs at Whittaker Road after the most recent water damage event, as the company has completed the upstairs breakroom for employee use.

AI Committee – Director Hoenig advised that the committee met and finished drafting policy and the documents were sent to the attorney for review. The attorney sent the documents back with many markups but no comments about what the markups meant. The committee asked for more information on these markups and as of today she has received these comments and will send these to the committee members for their review.

REPORT OF THE LIBRARY DIRECTOR

Director Hoenig provided several updates to her written report. The first was a set of images provided to the trustees of artist Shannon Johnson’s painting that will be delivered once the artwork finishes drying. She then displayed the artwork by local artist Takeisha Jefferson that will be shown along with the painting in the upstairs study rooms at Michigan Avenue. She provided an update to the Ypsilanti Heritage Foundation upcoming Historic Home Tour scheduled for October 4th, 2026. She also thanked Trustee Winborn as well as Jerome Drummond for volunteering their time to share their expertise during the tour, as well as Branch manager Katie Dover-Taylor for her work on this item. Next she let the trustees know that the library has received five proposals for copier machine services to replace the current expiring contract. The Assistant Director, along with the IT Department, will review the proposals with her this week. She closed with information about the hiring process for the current open position and asked if there were any questions from the Board. Trustee Tebbens commented on the Toyota STEM grant and some of the work performed for this project.

OLD BUSINESS

None

NEW BUSINESS

- A. Consideration of a resolution to add pea stone to the French drain at Superior

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2026-26

September 23, 2026

RESOLUTION TO INSTALL PEA STONE IN THE FRENCH DRAIN AT SUPERIOR

Whereas, the Ypsilanti District Library strives to provide welcoming and functional facilities for its patrons to use, and

Whereas, neighborhood kids have been throwing rocks from the French drain and damaging the surface of the Superior building’s exterior, and

Whereas, the architect recommends covering the larger rocks with pea stone to preserve the drain’s functionality while providing a deterrent to this behavior, and

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Whereas, Margolis Companies provided a quote to perform this work, Now Therefore,

THE YPSILANTI DISTRICT LIBRARY BOARD RESOLVES to waive the bid process and engage Margolis Companies to install the pea stone and repair the French drain's edging as proposed for a total cost of \$4,500.

OFFERED BY: Trustee Kennedy

SUPPORTED BY: Trustee Tebbens

YES: 7 NO: 0 ABSENT: 0 VOTE: 7-0 Passed

- B. Consideration of a resolution to purchase new furniture for the Whittaker lobby and group study rooms

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2026-27

September 23, 2026

RESOLUTION TO AUTHORIZE THE PURCHASE OF NEW FURNITURE FOR THE YDL-
WHITTAKER LOBBY AND GROUP STUDY ROOMS

Whereas, the Ypsilanti District Library strives to provide welcoming facilities for its patrons to use, and

Whereas, the lobby and group study rooms at the Whittaker Road library are heavily used by both the staff and public, and the furnishings are original to the building, and

Whereas, the existing furniture is old and worn, and a number of the chairs have become rather rickety over time, and

Whereas, the Library budgeted to replace the lobby and group study room furnishings this fiscal year, and

Whereas, a staff planning committee worked with the design team from Daniels and Zermack Architects to identify options and select furniture that will match the aesthetics of the building, fit within our budget, and provide both utility and comfort, Now Therefore,

THE YPSILANTI DISTRICT LIBRARY BOARD RESOLVES to waive the bid process and purchase the tables and chairs selected for a total cost not-to-exceed \$25,500.

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BE IT FURTHER RESOLVED that any portion of this expenditure that remains to be paid in the 2026-27 fiscal year shall be drawn from the Capital Asset Replacement Fund.

OFFERED BY: Trustee Leighton

SUPPORTED BY: Trustee Horne McGee

YES: 7 NO: 0 ABSENT: 0 VOTE: 7-0 Passed

C. Discussion of pest concerns

The Board held a robust discussion regarding recent bedbug sightings and how to address employee, patron and community concerns. Administration requested Board input on what should constitute a closure. Current practices and policies were reviewed, and the trustees advocated for monthly inspections by sniffer dogs until the issue in the surrounding community settles down again.

D. Consideration of a resolution to authorize 5-year inspections and repair work on the Whittaker Road fire suppression system

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2026-28

September 23, 2026

RESOLUTION TO AUTHORIZE 5-YEAR INSPECTIONS AND REPAIR WORK ON THE
WHITTAKER ROAD FIRE SUPPRESSION SYSTEM

—

Whereas, the fire suppression system at YDL-Whittaker was inspected recently, and some deficiencies were noted, and

Whereas, the contractor has provided a quote to remedy the deficiencies and undertake further testing, and

Whereas, this work is necessary to protect the library building and its contents, Now Therefore,

IT IS RESOLVED that the attached proposal from Arbor Inspection Services, LLC to undertake this work is approved for a cost of \$5,892.00.

BE IT FURTHER RESOLVED that the Capital Asset Replacement Fund is to be used for this expense.

OFFERED BY: Trustee Tebbens

SUPPORTED BY: Trustee Kennedy

YES: 7 NO: 0 ABSENT: 0 VOTE: 7-0 Passed

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BOARD MEMBER COMMENTS

Trustee	Comment
Trustee Cooper	Thanked the Bed Bug Committee for their efforts.
Trustee Leighton	Commented that he was looking forward to the Strategic Planning Session. He also brought up a request for the dashboards and more meaningful data contained within. Director Hoenig provided information on the upcoming Library IQ dashboard that has been collecting data, but needs two years of inputs before it will be unveiled.
Trustee Winborn	Thanked the library staff for their assistance with the oral history project as well as her genealogy work with patrons.
Trustee Maddix	Thanked the Bed Bug Committee for their efforts in balancing needs of the staff and community. She also thanked the Michigan Avenue branch staff for hosting the meeting.
Trustee Tebbens	Detailed to his fellow trustees his recent experiences following the Bookmobile on a regular Monday route. He paid special tribute to Ken MacGregor and Kaitlyn Johnson for the work they do and applauded their efforts interacting with the community.
Trustee Kennedy	No Comment
Trustee Horne McGee	No Comment

ADJOURNMENT

Trustee Kennedy moved to adjourn at 7:41 p.m. Trustee Tebbens seconded this motion.