

Ferndale

AREA DISTRICT LIBRARY



Budget Hearing Agenda

1. Call to order: Meeting called to order by Monique Herzig at 6:26 pm.
2. Roll call: Amanda Hanlin, Kelly Farrah, Adrienne Gilmore, Kevin Yezbick, Monique Herzig. Director Jessica Keyser and Recording Secretary Kerrie Patterson also present. Adam Steinman and Judeen Bartos absent with notice.
3. Discuss FADL 2017 Budget: The Bard reviewed the proposed FADL 2017 Budget. In the discussion, it was noted that the library receives less than 2 mils currently due to the Headlee Override.
4. Invite Public Comment: Opened at 6:27 pm.
5. Close Public Comment: No public present. Closed at 6:27 pm.
6. Close of Budget Hearing: Closed budget hearing at 6:36 pm.

Regular Meeting Agenda

1. Call to order: Meeting called to order by Monique Herzig at 6:36 pm.
2. Roll Call: Monique Herzig, Kevin Yezbick, Adrienne Gilmore, Kelly Farrah, Amanda Hanlin. Director Jessica Keyser and Recording Secretary Kerrie Patterson also present. Adam Steinman and Judeen Bartos absent with notice.
3. Approval of Agenda: Jessica asked that an item for bond renewal discussion be placed at #13.
Motion: Approve the agenda as amended. (Hanlin/second Farrah); passed unanimously.
4. Minutes: Approve March 17, 2016 regular meeting proposed minutes:
Motion: Approve March 17, 2016 regular meeting proposed minutes as presented. (Yezbick/second Farrah); passed unanimously.
5. Public comments: None.
6. Director's report: (See att.) Jessica verbally outlined the written report. No additional comments.
7. Social Media Policy: (See att.) Jessica presented a revised policy that addresses whether library staff should be getting a signed photo release form for each patron pictured. Many alternatives were discussed, including an opt-out method. Further discussion was tabled until next month's meeting.

8. Short & Long Term Disability Policy: (See att.) The Board reviewed a proposal to provide Short and Long Term Disability benefits for full-time employees. Jessica will obtain cost estimates for providing the same benefit to permanent part-time staff and return with an additional proposal next month.

Motion: Approve the Short & Long Term Disability proposal as is for full-time employees at the annual amount of \$2,055.12. (Gilmore/second Farrah); passed unanimously.

9. Renewal of Employee Health Insurance: (See att.) The library is sticking with its current plan, however, costs will increase by about 12%.

Motion: Renew the employee health insurance plan as presented. (Hanlin/second Farrah); passed unanimously.

10. TLN Member Advance Fund: (See att.) TLN holds money for municipal members in the form of a rebate for internet costs, based on the percentage of students that qualify for free or reduced priced lunch, and whether the library is compliant with the Children's Internet Protection Act (CIPA). The library has always accounted for this money in the budget as miscellaneous, but can request a check anytime, which is recommend so it can collect any interest on the full amount.

Motion: Approve the request for a check from TLN in the amount \$39,693.89. (Farrah/second Yezbick); passed unanimously.

11. Resolution to Adopt 2017 Budget: (See att.) This has been adjusted since the budget hearing to include the STD/LTD policy approval.

Motion: Approve the Resolution to adopt the 2017 Budget as presented. (Gilmore/second Yezbick) Roll call vote: Farrah- yes; Gilmore- yes; Yezbick- yes; Herzig- yes; Hanlin- yes. The Vice-Chair declared the motion carried.

12. Resolution Submitting Millage Proposal: (See att.) Same language as last month, but now an official resolution.

Motion: Approve the Resolution to adopt the Millage Proposal as presented. (Gilmore/second Yezbick) Roll call vote: Farrah- yes; Gilmore- yes; Yezbick- yes; Herzig- yes; Hanlin- yes. The Vice-Chair declared the motion carried.

13. Bond Repayment Authorization: Since the library is in control of its own finances, this must be approved yearly by the board, rather than simply taken out of its fund by the city.

Motion: Authorize the payment of \$286,887.50 for the bond repayment. (Hanlin/ second Farrah); passed unanimously.

14. Committee reports:

A. Art & Exhibitions: No written report. The “Artist in You” reception was well-attended but the stats need to be added to the Google Drive. Kudos to the Chamber and Linden for putting together a wonderful event. Thanks to the sponsors, including Western Market and Blumz for their contributions. Winners have been chosen but not yet announced. Level One Bank will do a ceremony for the winners on April 29th. The winners’ art will be blown up and affixed to buildings around the city, and Jessica put in her first choice for the library’s piece.

B. Building & Finance: No report.

C. Communications: No report.

D. Friends of the FPL: No written report. Kelly gave Janelle Rogers a shout-out because the membership drive has been well-run.

E. Fundraising & Development: No report.

F. Personnel: No report.

14. Closed Session:

Motion: Move into closed session at 7:53 pm. (Hanlin/second Gilmore). Roll call vote: Farrah- yes; Gilmore- yes; Yezbick- yes; Herzig- yes; Hanlin- yes.

The Board discussed various personnel issues in closed session.

Motion: Move back into open session at 7:57 pm. (Yezbick/second Herzig).

15. Review action items:

A. The board will review the social media policy yet again.

B. The board will correct and sign the resolutions and Amanda will submit them.

16. Announcements/comments from board members:

A. Kevin: Kevin is disappointed there wasn't better communication between the schools and the library board regarding the millage press release. Most members of the public are not yet aware that the library’s millage will also be on the same ballot.

B. Adrienne: Thanked everyone for coming to Pat’s celebration; she enjoyed it as well as everyone’s company.

C. Amanda: Is sorry that she missed Pat’s brunch. Asked about Judeen’s recovery but there has yet to be new information.

D. Monique: Can pick up ballot signature papers for those running for re-election on Monday. Thanked everyone for coming to the meeting.

E. Kelly: Wondered if the board had plans to put out a press release for the millage, and who will craft it? It needs to suggest that this is something the library is legally required to do. Jessica has two staff members in mind to write the piece.

F. Jessica: Thanked everyone for their support of the millage, staff, and the library in general.

17. Adjourn:

Motion: Adjourn the meeting at 8:09 pm. (Yezbick/second Hanlin); passed unanimously.