

DIRECTOR
Jessica Keyser
BOARD OF TRUSTEES
Judeen Bartos
Kelly Farrah
Adrienne Gilmore
Amanda Hanlin
Monique Herzig
Adam Steinman
Kevin Yezbick



*Strengthening the community by
providing access to materials
and services that inform, enrich,
entertain and empower.*

222 East Nine Mile Rd., Ferndale, MI 48220
248-546-2504 ferndalepubliclibrary.org

Minutes of Regular Board Meeting

August 25, 2016

1. Call to order: Meeting called to order by Judeen Bartos at 6:37 pm.
2. Roll call: Kelly Farrah, Adrienne Gilmore, Kevin Yezbick, Monique Herzig, Judeen Bartos. Interim Director Darlene Hellenberg and Recording Secretary Kerrie Patterson also present. Amanda Hanlin late with notice. Adam Steinman absent with notice.
3. Approval of agenda:
Motion: Approve the agenda. (Herzig/second Farrah); passed unanimously.
4. Minutes: Approve July 21, 2016 regular and August 3, 2016 special meeting proposed minutes:
Motion: Approve July 21, 2016 regular meeting minutes. (Yezbick/second Herzig); passed unanimously.
Motion: Approve August 3, 2016 special meeting minutes. (Farrah/second Yezbick); passed unanimously.
5. Public comments: None.
6. Regional Transit resolution discussion: Had discussion. Tabled vote of approval for September meeting.
7. Director's report (See att.)
Additional information from the Director:
 - The library received a refund from its liability insurance of \$536.
 - Packet was received from Oakland County with the official millage vote breakdown.
 - Building monitor position remains open at this time. Currently soliciting applications.
 - McCoy Maintenance costs will increase due to the library being open 6 days a week beginning in September.
8. Leave of absence: The resolution regarding medical leave and continuing health coverage which was approved at the August 4th special meeting needs to be amended to correct the timeframe of the coverage. The end date was listed as January 5, 2017 when it should have stated February 5, 2017. A vote is needed to correct the date range.

Motion: Amend the leave of absence resolution to correct the end date. (Farrah/second Yezbick); passed unanimously.

9. Board membership discussion: Judeen, Kelly, Adrienne, Kevin and Amanda are on the November ballot. Another person, Richard Consul, is running as well.

10. New director search discussion: The information from the last few searches is on the Google Drive for review. Discussion about the scope of the search and other details. Judeen will contact executive search teams and request proposals for board review.

11. Committee reports:

A. Art & Exhibitions: (See att.) Some dates are tentative. Volunteer Heather Earnley has been coming to book party and committee meetings, and possibly wants to be on the committee. She has previous art experience. Kevin will follow up with her.

B. Building & Finance: (See att.)

The committee presented some items for discussion regarding proposed expenditures pertaining to millage increase in August. New millage rate will not be levied until July 2017 summer tax bill, but it was the recommendation of the committee that some expenditures could take occur now using portions of our fund balance and replenished when new tax monies received next July. Discussion about what is prudent to enact now and what will wait. Committee and board agreed that reopening on Fridays, an initial expansion of Overdrive offerings, and salary adjustments would be enacted at this time. A plan for upgrading technology within the building was requested and will be reviewed at a later date. Exploration of additional personnel needs will occur after a permanent director is hired. More salary and personnel information from the interim director was requested by Board members Herzig and Bartos, and a meeting is to be scheduled early next week to discuss.

Motion: Approve the library to be open from 10 am - 6 pm on Fridays beginning September 9, 2016.

(Farrah/second Hanlin). Passed unanimously.

Motion: Approve funding for the expansion of the Overdrive Advantage collection that will be exclusive to FADL cardholders, not to exceed \$31,000. (Gilmore/second Herzig); passed unanimously.

Motion: Authorize Interim Director to institute the payroll adjustments for positions as discussed, effective the first payroll after September 1, 2016. (Farrah/second Gilmore); passed unanimously.

C. Communications: No report.

D. Friends of the FPL: There have been about 100 new members and renewals, close to goal. Soiree was fun and well-attended. There is another plan for a member appreciation event next year.

E. Fundraising and Development: No report.

F. Personnel: Discussed in several areas above. Next meeting will have a timeline and decision about hiring methods.

12. Review action items:

A. Judeen will edit the Regional Transit draft.

B. Judeen will amend the leave of absence document.

C. Judeen will contact Richard Consul about the board position.

D. Kevin will follow up with Heather about joining the Arts & Exhibitions committee.

E. Darlene will expand personnel information spreadsheet for the board.

13. Announcements/comments from board members:

A. Kevin: Congratulated Darlene on being interim director.

B. Monique: Is grateful to talk about how the board and library can move forward.

C. Judeen: There is a development committee at city hall with members from the DDA, chamber, city, etc. Library should have representation. Kelly Farrah has volunteered.

14. Adjourn:

Motion: Adjourn the meeting at 8:59 pm. (Farrah/second Hanlin); passed unanimously.