

# Ferndale

## AREA DISTRICT LIBRARY



### **Ferndale Area District Library Board Meeting Minutes**

**March 17, 2016**

1. Call to order: Meeting called to order by Judeen Bartos at 6:34 pm.
2. Roll call: Judeen Bartos, Monique Herzig, Kelly Farrah, Adam Steinman, Kevin Yezbick, Amanda Hanlin. Director Jessica Keyser and Recording Secretary Kerrie Patterson also present. Adrienne Gilmore absent with notice.
3. Approval of agenda:  
**Motion: Approve the agenda.** (Steinman/second Farrah); passed unanimously.
4. Minutes: Approve February 18, 2016 regular meeting proposed minutes:  
**Motion: Approve February 18, 2016 regular meeting proposed minutes.** (Steinman/second Farrah); passed unanimously.
5. Public comments: None.
6. Director's report: (See att.) Attached document discussed. FADL Librarian Susan Paley as nominated for a Ferndale Good Neighbor Award. The library is working with a technician from Fax 24 to resolve ongoing issues. Depending on the outcome, the library may need to re-examine the feasibility of offering fax services.
7. Social Media Policy: Getting more feedback for the proposed policy. A finalized version should be available for vote at the Board's April meeting.
8. Custodial Agreement: The Ferndale's School Superintendent has suggested adding the library to the school district's custodial services agreement. The library could potentially save enough money to eventually offer more outreach to the schools. The discussion is tabled for the April meeting so Jessica can gather more information.
9. Policy 14 – Gifts and Sponsorships: The library would like to provide more information to the public about obtaining a plaque on the donor wall. The board wants to use the donor wall to honor people who have done a significant amount of volunteer work for the library as well. It should also be made clear that

gifts to the Friends do not count toward the donor wall since they're a separate entity. The board wishes to honor S. Elie Boudt from Elie Wine Company for his past work organizing The Day of Books and Roses events in the library which raised around \$5,000. Jessica will reach out to him to ask how he'd like his name displayed on the plaque and if he'd be interested in a public recognition event.

**Motion: Approve a donor display recognition plaque for the proprietor(s) of Elie Wines.** (Hanlin/second Herzig); passed unanimously.

**10.** Libraries Transform – collaboration with Oak Park library: Public Awareness Campaign via ALA. The director of the Oak Park library wishes to cooperate with FADL. Jessica will reach out to the directors of the Hazel Park District Library and the Royal Oak Township Library for this campaign as well. Monique will be the board liaison for this, and Jeff Milo of the library staff wishes to be on the committee as well. National Library Week begins April 10<sup>th</sup> and ALA is hosting a video contest. FADL hopes to submit one. The Friends will be doing a membership drive that week as well.

**11.** Millage Campaign: The Library Board is required to schedule a budget hearing for the 2017 fiscal year (FY) and post notice in a local newspaper. The FY 2017 Budget Hearing is tentatively scheduled for 6pm, immediately before the April 21 board meeting.

- Ballot Language: (See att.) The deadline for submitting ballot language for the millage proposal is April 26<sup>th</sup>. The Board discussed multiple millage amount proposals. The Board determined that 3.5 mils allows for adequate budget sustainability while keeping the average homeowner's tax contribution to the library affordable.

**Motion: Approve ballot language as presented, revising 3.14 mils to 3.5 mils.** (Steinman/second Herzig); passed unanimously.

- Community Meetings: There were few community participants at the meetings, so there is little feedback upon which to rely. The Board plans instead to use utilize library survey data during the millage campaign. Amanda will draft a white paper and presentation of survey results for the public.
- Next Steps: Adrienne drafted potential millage questions and corresponding answers as well as cases for support, which Kevin is editing. Jessica wishes to present the survey results at a city council meeting, and post data on the library's website.

**12.** Committee reports:

**A.** Art & Exhibitions: The Artist in You art has been hung and the committee is getting more organized. There is a Google calendar for art events now.

**B.** Building & Finance: Will meet soon. Spring window cleaning is next week.

C. Communications: Jessica and Adam had a good presentation at city council, and brought *Station Eleven* books for their board.

D. Friends of the FPL: The Friends felt that Caddy Stacks was successful, and Kelly reported that the event raised \$900. They're hoping to double that next year. There will be a Friends membership drive during National Library Week, and Janelle's mission is to get 200 members. Letters are going to be finished next week; not all members know that it must be renewed annually. Membership is tax deductible.

E. Fundraising and Development: Covered in #9.

F. Personnel: No report.

13. Review action items:

A. Jessica will reach out to Elie Wine Company about the plaque.

B. Adam will look for Pat's donor wall flyer and modify it for the public. Kelly Bennett on staff may collaborate with him.

C. Amanda will draft a good presentation of survey results for social media, etc.

D. B&F needs to have a budget meeting soon.

14. Announcements/comments from board members:

A. Kelly: Assured Judeen that the board will take charge and get everything done in Judeen's absence, and is glad to have a millage number determined.

B. Monique: Congratulated Susan for her nomination of a Good Neighbor Award.

C. Adam: Has been asked to get an MBA by his company, so he will not run for election to a board position in November. He will also be unable to attend the April meeting.

D. Judeen: Is happy for Adam, and appreciates the heads-up and that it's not immediate. She encouraged full attendance at Board meetings occurring in her absence to ensure quorum issues. She also appreciates that the board will be working hard in her absence.

E. Kevin: Is thinking about who the board can recruit to replace Adam.

15. Adjourn:

**Motion: Adjourn the meeting at 8:37 pm.** (Farrah/second Hanlin); passed unanimously.