

INTERIM DIRECTOR
Darlene Hellenberg
BOARD OF TRUSTEES
Judeen Bartos
Richard Consul
Kelly Farrah
Adrienne Fazzolara-Gilmore
Amanda Hanlin
Mary Riegler
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

Library Board Meeting

Approved Minutes

March 16, 2017 - 6:30 PM

1. Call to order: Meeting called to order by Judeen Bartos at 6:39 pm.
2. Roll call: Amanda Hanlin, Judeen Bartos, Mary Riegler, Kevin Yezbick, Kelly Farrah. Interim Director Darlene Hellenberg and Recording Secretary Kerrie Patterson also present. Adrienne Gilmore and Richard Consul absent with notice.
3. Approval of agenda:
Motion: Approve the agenda. (Hanlin/second Yezbick); passed unanimously.
4. Minutes: Approve February 16, 2017 regular meeting proposed minutes:
Motion: Approve February 16, 2017 regular meeting proposed minutes. (Farrah/second Hanlin); passed unanimously.
5. Public comments: None.
6. Director's report: (See att.) Discussion of written report, with focus on technology plan. It is possible that some computers will be specialized for specific uses in the future. Assistant Director Ed Burns also wishes for a console that would push updates to all computers at once, rather than having to install updates individually on all 50+ computers in the building.
7. PA-20 discussion: Board members present discussed and consensus was to address this when new director is in place.
8. University High School- Evacuation plan review: The Ferndale fire marshal concluded that in an emergency situation, the library can hold up to 600 people, which would allow for the evacuation plan to move forward. It's a 1-year plan, and there's an opt-out clause if needed. The school district retains obligations of dealing with kids and families and it covers potential damage to library property. Consensus to approve the memo of understanding and send it to the school principal for review.
9. Director search: There will be a closed session meeting with the search firm to review candidates on March 20th from 6-8 pm. Skype interviews will take place on March 28th and 29th from 6-9 pm, and those will be open to the public. After the board selects finalists from those interviews, they will receive references and background checks from the search firm. The final interviews will take place on April 12th, and will again be open to the public.

10. Committee reports:

A. Art & Exhibitions: No written report. Yezbick presented a recently donated piece. It will be posted outside of the friend's bookstore for now, until a matching donation comes in, and then one would be in each study room. Needs consensus on how to word the plaques. Sanda Cook's work is currently hanging throughout the building. Her reception went well, and it was noted that she painted a little free library outside of the Belle Isle Conservatory.

B. Building: No written report. Hanlin wishes to get started via email with small building fixes. Also, the book store still needs more signage, and it was discussed to change the lighting in the bookstore so that it's always on during operating hours.

C. Communications: No report.

D. Friends of the FPL: Last Monday's meeting was cancelled. Attendance at Caddystacks was good and comparable to last year. Everyone who went said they had fun. Yezbick noted that the Friend's email automated response for donations needs to be updated.

E. Finance: The committee itself hasn't met yet, but Hellenberg and Bartos had meetings with city officials about Brownfields and tax captures. There will be more solid financial figures by April 1st and a spreadsheet of current and anticipated brownfield projects will be provided to the Board. The library is able to do a bond refinance in 2018. Jim O'Donnell and Monique Herzig want to stay on the committee.

F. Personnel: No report.

G. Schools: (See att.) The youth department is doing considerable outreach with the schools. Next step is to find connections within the school and ask them to join the committee, so that outreach can improve. More librarians in the youth department may be needed.

11. Appointment of committee members: Judeen appointed Jim O'Donnell and Monique Herzig to the Finance committee.

12. Review action items:

A. Hellenberg will send the UHS memo of understanding to Derek Adams.

B. Hanlin will email Hellenberg and Yezbick and compile a list of small building issues to improve.

C. Farrah will inform the Friends that the automated email response needs to be updated.

13. Announcements/comments from board members:

A. Yezbick: Gave a brief overview of the situation at the Westland Public Library and noted that they have a city council meeting coming up. He's glad FADL has an engaged, professional and mindful board that is elected, not appointed, and is also glad the library hires librarians who are properly trained and certified.

B. Bartos: Thanked everyone who attended former board member Monique Herzig's brunch. Said Caddystacks was awesome, and the Friends did a great job. Looking forward to the director selection.

14. Adjourn:

Motion: Adjourn the meeting at 7:30 pm. (Yezbick/second Farrah); passed unanimously.

Proposed minutes of this meeting will be available for public inspection at the Ferndale Public Library, located at 222 East Nine Mile Road, Ferndale, eight (8) business days after the meeting. Approved minutes are available within five (5) business days after the meeting at which they are approved (in accordance with Open Meetings Act, Public Act 267.)