

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

May 18, 2017 - 6:30 PM

Budget Hearing

1. Call to order: Meeting called to order by Judeen Bartos at 6:30 pm.
2. Roll Call: Judeen Bartos, Kelly Farrah, Adrienne Gilmore, Kevin Yezbick, Mary Riegler, Amanda Hanlin. Interim Director Darlene Hellenberg and Recording Secretary Kerrie Patterson also present.
3. Discuss Library Budget: (See att.) Revenue and tax capture data based on information from the Oakland County Treasurer's office. Recommendation of the finance committee is to levy 3.2 mills rather than the 3.5 mills approved in August 2016. This number is below the Headlee rollback tax capture amount so no further adjustment needs to be made. After analysis, it was determined that budget projections to fulfill key library goals, such as increased hours, salary adjustments, and technology upgrades could be achieved with 3.2 mills. Increases in property tax values meant that revenue was somewhat higher than forecasted last spring.
4. Call for public comment: None.
5. Close public hearing:

Motion: Close public hearing at 6:57 pm. (Gilmore/second Yezbick); passed unanimously.

Regular Meeting

1. Call to order: Meeting called to order by Judeen Bartos at 6:57 pm.
2. Roll call: Judeen Bartos, Kelly Farrah, Adrienne Gilmore, Amanda Hanlin (until 7:30 pm), Mary Riegler, Kevin Yezbick. Interim Director Darlene Hellenberg and Recording Secretary Kerrie Patterson also present.
3. Approval of agenda:

Motion: Approve the agenda. (Yezbick/second Farrah); passed unanimously.

4. Minutes: Approve April 20, 2017 regular meeting proposed minutes:

Motion: Approve April 20, 2017 regular meeting proposed minutes. (Hanlin/second Gilmore); passed unanimously.

5. Minutes: Approve May 9, 2017 special meeting proposed minutes:

Motion: Approve May 9, 2017 special meeting proposed minutes. (Yezbick/second Hanlin); passed unanimously.

6. Public comments: None.

7. Director's report: (See att.) Discussion of written report. Blue Cross Blue Shield will also be lowering their rates for next year. Hellenberg thanked the board for their support during her period as interim director. She noted that her preparations of materials for the transition to a new director continue.

8. Acceptance of Board Member Consul's resignation/discuss replacement process: (See att.)

Motion: Accept Richard Consul's resignation. (Gilmore/second Farrah); passed unanimously.

Board discussed the process of appointing a new board member. The board member would fulfill the remainder of Consul's term that is until January 1, 2018. June 5th will be the deadline for candidates to submit resume and cover letter.

9. Adoption of FY2018 Budget:

Motion: Approve the adoption of the fiscal year 2018 budget as presented. (Hanlin/second Farrah); passed unanimously.

10. Resolution regarding Eve Foley – work schedule and health insurance: (See att.)

Motion: Approve the resolution. (Yezbick/second Riegle); passed unanimously.

11. Foster Swift services agreement: (See att.) Hellenberg shared communication from Foster Swift indicating a \$10 increase in its hourly rates. Board acknowledged increase.

12. Temporary liquor license: (See att.) Farrah and Kate Siebenaler from the Friends will present the license to city council for approval on Monday, May 22nd.

13. New Director updates and discussion: Gilmore is working on onboarding documents. Discussion of staffing needs during the transition period.

14. Committee reports:

A. Art & Exhibitions: (See att.) Verbal discussion of written report.

B. Building: Hanlin is working on a spreadsheet of building issues for the new director.

C. Communications: No report.

D. Friends of the FPL: The B.Nektar Mead fest went well and made about \$500 in tips so far. A check is still expected from B.Nektar for tips collected inside the building after the festival. The Friends will host a reception for the new director shortly after she starts – date to be determined. The Mad Hatter Tea Party is happening on June 17th, and the Friends are accepting tea cup donations. Kate Siebenaler is the new president and the board is seeking to fill social media and membership chair positions.

E. Finance: The L-4029 form will be signed and submitted to the county treasurer.

F. Personnel: Covered with Eve Foley resolution.

G. Schools: No report.

15. Appointment of committee members (if needed): Not needed.

16. Review action items:

A. Hellenberg will to provide board with detail on TLN Member Advance Fund.

B. Hellenberg will review liability insurance policy concerning off-site events, such as summer reading.

C. Gilmore will draft a statement advertising acceptance of board member candidates, to be posted by Monday.

D. Yezbick will reach out to Pat Dengate regarding access to the board email account.

E. Gilmore will prepare onboarding information for Jenny Marr.

F. Farrah will attend the next city council meeting regarding the liquor license for the Mad Hatter Tea Party.

G. Hellenberg and Bartos will work on outlining steps for liquor license approval in the future.

17. Announcements/comments from board members:

A. Farrah thanked Darlene for being interim director and moving the board through the director search process, etc. Hellenberg has Kelly's utmost admiration.

B. Bartos and the rest of the present board seconded Farrah.

C. Yezbick listed more names to be thanked for attending the Artist in You reception that were left off his A&E report: Dan Martin and Blake Prewitt. He also noticed an increase in library attendance due to being open on Fridays, and enjoyed the Meet Your Muslim Neighbor program, which 105 people attended. Linden Godlove also has an opening reception tonight for her art at SocraTea. Her exhibit (Odyssey) will be displayed there until June 31st.

18. Adjourn:

Motion: Adjourn the meeting at 7:56 pm. (Farrah/second Yezbick); 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.)