

DIRECTOR  
Jenny Marr  
  
BOARD OF DIRECTORS  
Judeen Bartos  
Kelly Farrah  
Adrienne Fazzolara  
Amanda Hanlin  
Daniel Hooper  
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 Meeting Minutes December 13, 2018 - 6:30 PM

1. Call to order: Meeting called to order by Judeen Bartos at 6:30 pm.
2. Roll call: Kevin Yezbick, Adrienne Fazzolara, Kelly Farrah, Judeen Bartos. Director Jenny Marr and Recording Secretary Kerrie Patterson also present. Mary Riegler, Amanda Hanlin, and Daniel Hooper absent with notice. Beau Perry, member-elect, also present.
3. Approval of agenda:  
**Motion: Approve the agenda as presented.** (Farrah/second Fazzolara); passed unanimously.
4. Minutes: Approve November 15, 2018 regular meeting proposed minutes: Non-substantive edit suggested by Yezbick and will be applied in final version.  
**Motion: Approve November 15, 2018 regular meeting proposed minutes as edited.** (Yezbick/second Farrah); passed unanimously.
5. Public comments: none.
6. Audit presentation: Presentation tabled until January 2019 meeting. Copy will be provided to Board before the meeting.
7. Director's report: (See att.) Current accounting firm (Stevens, Kirinovic & Tucker P.C.) is merging with another firm.  
Marr thanked the Friends for their purchase of a new refrigerator for the staff breakroom. The staff is very grateful as it will better accommodate large food trays that are used for library programming, in addition to lunches. The old fridge has been donated.  
After reaching out to Hoopla, Marr was sent an annual review of statistics. (See attached). Board discussed Hoopla's tiered pricing model and potential future actions should expenses for the service exceed budgeted amount. Right now costs are under budget.
8. DesignStruct Quote: A revised quote for staff workroom project was presented by Director Marr from DesignStruct to include other electrical work, paint, and door adjustments to complete the project. (See attached) The revised quote amount was \$18,815.  
**Motion: Approve the expenditure of up to \$18,815 for the staff work project.** (Fazzolara/second Farrah); passed unanimously.
9. Acceptance of expenditures and finance reports for the month of November:  
**Motion: Accept the expenditures and finance reports for the month of November.** (Farrah/second Yezbick); passed unanimously.
10. Board Offices, Committees discussion: Officer responsibilities for the four Offices were discussed. Board President Bartos will speak with individuals about potential offices and committee positions prior to the January meeting.
11. Committee reports
  - A. Art & Exhibitions: Andrew Potter's photography is now hanging in the building. An artist that works with reclaimed wood is in the pipeline.
  - B. Friends of the FPL: Farrah missed Monday's meeting, but did attend the Good Karma sale at the Loving Touch. The Friends were successful in its outreach and recruitment of new members.

C. Finance: The city will approve/sign the building sale at next Monday's city council meeting. Insurance for the building is already arranged to kick in on the 19th.

D. Personnel: No report.

E. Schools: No report.

12. Proposed Board meeting schedule for 2018-19: (See att.) Most meetings will be on the third Thursday of the month, with adjustments for holidays and other events as needed. Still at 6:30pm.

**Motion: Approve the proposed regular library board meeting schedule as presented.** (Fazzolara/second Yezbick); passed unanimously.

13. Review action items:

A. Marr will follow up with Hoopla regarding item pricing.

B. Marr will follow up with DesignStruct with Board inquiries.

C. Marr will take the building paperwork to the title company on the December 19<sup>th</sup> for closing.

14. Announcements/comments from board members:

A. Marr reminded everyone that tomorrow is the day the library opens at 1 pm for scheduled maintenance. Water to the building will need to be turned off for repair and installation.

B. Yezbick noted the bake sale was successful, and there's still jam for sale. He figured Judeen was excited that the gray water system is gone, and is excited for Wednesday the 19th. He wished everyone a happy new year.

C. Fazzolara is glad that Marr's arm is doing better.

D. Farrah wished everyone happy holidays.

E. Bartos wished everyone happy holidays and new year, and welcomed Beau.

15. Adjourn:

**Motion: Adjourn the meeting at 7:26 pm.** (Farrah/second Bartos); passed unanimously.

Proposed minutes of this meeting will be available for public inspection at the Ferndale Area District 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.)