

DIRECTOR
Jenny Marr

BOARD OF DIRECTORS
Judeen Bartos
Meghan Evoy
Kelly Farrah
Adrienne Fazzolara
Amanda Hanlin
Daniel Hooper
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

February 18, 2021 - 6:30 PM

1. Call to order: Meeting called to order by Judeen Bartos at 6:34 pm.
2. Roll call: Judeen Bartos, Kelly Farrah, Meghan Evoy, Adrienne Fazzolara, Daniel Hooper, Kevin Yezbick. Director Jenny Marr and Recording Secretary Kerrie Patterson also present. Justin Lyons from the City of Ferndale was present until after item 6 (6:56 pm). Amanda Hanlin arrived at 6:37 pm. All members attended virtually via Zoom from Ferndale, Michigan.
3. Approval of agenda:
Motion: Approve the agenda as presented. (Farrah/second Hooper); Bartos-Yes, Evoy-Yes, Farrah-Yes, Fazzolara-Yes, Hanlin-Yes, Hooper-Yes, Yezbick-Yes.
4. Public comment: None.
5. Minutes: Approve January 21, 2021 regular meeting proposed minutes:
Motion: Approve January 21, 2021 regular meeting proposed minutes. (Yezbick/second Farrah); Bartos-Yes, Farrah-Yes, Hanlin-Yes, Hooper-Yes, Yezbick-Yes, Fazzolara-Yes. Evoy abstained.
6. Woodward Moves Update and Letter of Support – Justin Lyons, City of Ferndale: (See att.) Lyons requested a letter of support from the library for the city's TAP grant application. He gave an overview of the project and answered board questions about the grant.
Motion: Approve providing a letter of support for the City of Ferndale and Pleasant Ridge TAP Grant Application. (Evoy/second Fazzolara); Bartos-Yes, Evoy-Yes, Farrah-Yes, Fazzolara-Yes, Hanlin-Yes, Hooper-Yes, Yezbick-Yes.
7. Social Districts – DDA Plan: (See att.) The board discussed the possible ramifications of the City's Social District plan. Informational item. No action taken.
8. Director's report: (See att.) Circulation (digital and physical) continues to increase. The Cookbook Club remains a very popular virtual program.
9. Replacement Lighting Project Proposal: (See att.) Marr presented two quotes to replace track and pendant lighting in the building. DesignStruct is the contractor for the projects.
Motion: Approve Proposals 1 and 2 for Track and Pendant Lighting replacement in the amount of \$26,985. (Hanlin/second Hooper); Yezbick-Yes, Hooper-Yes, Hanlin-Yes, Fazzolara-Yes, Farrah-Yes, Evoy-Yes, Bartos-Yes.
10. Youth Services Project Proposal: (See att.) Marr presented proposals for the youth service area upgrades and improvements. This project includes carpet removal and replacement, and has been moved forward in order to take advantage of the closure of the library to patrons.

Motion: Approve the Youth Services Project Proposal by Library Design Associates in an amount not to exceed \$123,746 with oversight by the Finance Committee. (Yezbick/second Hooper); Yezbick-Yes, Hooper-Yes, Hanlin-Yes, Fazzolara-Yes, Farrah-Yes, Evoy-Yes, Bartos-Yes.

11. Mechanical Systems Planned Maintenance Proposal: (See att.) Marr presented quotes from two companies.

Motion: Approve the Proposed Planned Maintenance contract with Guardian Environmental Services (GES) in the amount of \$9,180 paid in quarterly installments. (Yezbick/second Fazzolara); Bartos-Yes, Evoy-Yes, Farrah-Yes, Fazzolara-Yes, Hanlin-Yes, Hooper-Yes, Yezbick-Yes.

12. Biblioboard Demonstration: Marr gave a brief demonstration. The app allows the library to store multimedia without using website storage space. Concerts, filmed programming, collections of photos, etc can be uploaded and archived for the public to explore. It is meant to work along with current social media and the website to provide a more permanent space for library content.

13. Acceptance of expenditures and finance reports for the month of January.

Motion: Accept the expenditures and finance reports for the month of January. (Hanlin/second Farrah); Bartos-Yes, Evoy-Yes, Farrah-Yes, Fazzolara-Yes, Hanlin-Yes, Hooper-Yes, Yezbick-Yes.

14. Budget Amendment Proposal – FY2021: (See att.) Budget adjustments necessary to align expenditures and revenues to current situation.

Motion: Approve the amended budget for FY 2021. (Yezbick/second Evoy); Bartos-Yes, Evoy-Yes, Farrah-Yes, Fazzolara-Yes, Hanlin-Yes, Hooper-Yes, Yezbick-Yes.

15. Election of Officers for President, Vice-President, Secretary and Treasurer: Slate – Bartos-President, Fazzolara – VicePresident, Farrah – Secretary, Yezbick – Treasurer.

Motion: Approve the slate of officers. (Hooper/second Hanlin); Yezbick-Yes, Hooper-Yes, Hanlin-Yes, Fazzolara-Yes, Farrah-Yes, Evoy-Yes, Bartos-Yes.

16. Committee reports:

A. Art & Exhibitions: (See att.) Exhibitions will be posted on Biblioboard.

B. Friends of the FPL: Couch to 5K is in progress. E-Commerce on website will be live soon.

C. Equity, Diversity and Inclusion: No report.

D. Finance: (See att.) Everything presented earlier in the meeting was discussed prior by this committee.

E. Personnel: No report.

F. Schools: No report.

17. Committee membership discussion and appointment of new Chairs:

A. Hooper will continue to chair Art & Exhibitions.

B. Farrah will remain the liaison to the Friends.

C. Hanlin will chair the Equity, Diversity and Inclusion Committee. Hooper will take part.

D. Bartos will remain chair of the Finance Committee and Yezbick remains on it.

E. Adrienne will continue chairing the Personnel Committee.

F. Schools Committee Chair will be appointed at a later date.

G. Evoy will shadow each committee prior to being appointed.

18. Review action items:

A. The letter of support for the TAP grant application will be edited by Marr, Hanlin and Yezbick, and will be submitted by Monday.

B. Farrah will review the courtyard policy, and work with Marr and library counsel to amend as needed for pandemic protocols.

C. Marr will create a Google Drive folder for Youth Area project documents.

D. Marr will share access to the board's Google Drive with Evoy.

E. Committees are expected to allow/invite Evoy to attend their meetings for training/shadowing.

F. Each committee chair should have their potential public appointees ready for discussion at the next meeting.

19. Announcements/comments from board members:

A. Fazzolara welcomed Evoy and assured her most meetings are not as long as this one was. Thanked Marr for all the quotes and planning, and for getting ready to open up with an updated building.

B. Farrah welcomed Evoy. Thanked Marr as well, particularly for the Youth Area. It was completely different when her kids were young, and loves the idea of keeping that area up-to-date.

C. Hooper welcomed Evoy and is also excited about the Youth Area.

D. Evoy thanked everyone for the warm welcome. Marr gave her a tour earlier in the week, and she said the more she learns about the library, the more she loves it.

E. Bartos welcomed Evoy. She is eagerly anticipating seeing all the renovations to the building once it is open again.

F. Yezbick welcomed Evoy.

G. Hanlin welcomed Evoy and thanked Marr for all the hard work with projects; can't wait to come back into the building.

20. Adjourn:

Motion: Adjourn the meeting at 8:25 pm. (Fazzolara/second Farrah); Yezbick-Yes, Hooper-Yes, Hanlin-Yes, Fazzolara-Yes, Farrah-Yes, Evoy-Yes, Bartos-Yes.

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.)