



AUGUST 21, 2014 MINUTES
FERNDALÉ PUBLIC LIBRARY BOARD MEETING
222 W. Nine Mile Rd., Ferndale, MI 48220

1. Call to order: Meeting called to order by Patrick Dengate at 7:00 pm.
2. Roll call: Frank Castronova, Patrick Dengate, Monique Herzig, Tiffani Gagne, Adrienne Gilmore, Judeen Bartos. Director Jessica Keyser and Recording Secretary Kerrie Patterson also present.
3. Approval of agenda:
Motion: Approve the agenda. (Judeen/second Monique); passed unanimously.
4. Minutes: Approve July 17, 2014 proposed minutes.
Motion: Approve July 17, 2014 proposed minutes as amended. (Judeen/second Monique); passed unanimously.
5. Presentation: Judy Thomson-Torosian, Michigan Municipal League: Judy described the MML program, explained the benefits and presented a check to the library for \$122.
6. Public comments: None.
7. Director's report: (see att.) The board praised head librarian Ed Burns' hard work in July. In regards to areas with stained carpet, there are extra squares that can be easily swapped out without the use of special supplies or contractors. It was noted that the recent flooding did not affect the library building however the water collection traps on the roof are likely due for a cleaning. Jessica added that MLA is coming up and suggested that board members register soon if they wish to attend. The incident in the west parking lot on 8/20/14 was also discussed and it was noted that police were on the scene making the arrest before library staff were aware of the situation.
8. Committee reports:
 - A. Art & Exhibitions: (see att.) Art brought in on 8/21/14 will be hung on the 24th. The reception is August 28th from 7-9pm.
 - B. Building & Finance: Building covered in Jessica's report. Finance covered in District Library report.
 - C. District Library: Discussion about Pleasant Ridge and their library bidding occurred. Recent meetings with Ferndale city council also discussed, as well as questions they may ask about the district library formation and how to answer

them. There was consensus among the board to draft a district library agreement with the library's attorney and propose it to the city council.

D. Friends of the FPL: The friends are waiting for a Michigan gaming license for the Eames Chair raffle and will print the tickets themselves. The library will have the opportunity to pour beer for tips at the upcoming DIY festival. The volunteer sign-up sheet is forthcoming.

E. Fundraising and Development: Area sponsors will eventually be recognized on the donor wall when their sponsorship expires (and if it is not renewed), but with a new plaque in keeping with the style on the wall. Donations of time and effort will be honored in some fashion as well. Discussion of past donations and changing the sizes of plaques based on cumulative donations occurred; it was decided the policy can be revisited at any time. A second round of fundraising letters needs to be drafted to be mailed to residents. It was also discussed that stickers could be given to people that tip in the library beer tent at DIY.

Motion: Donors recognized on the donor wall of the library will have their gifts recognized cumulatively from July 1st thru June 30th annually; minimum donation during the period must be a \$100 per donor. (Frank/second Judeen); passed unanimously.

F. Personnel: No report, but it was noted Jessica's anniversary is coming up in November so the committee will meet soon.

G. Sponsor (Donor) Wall: (see att.) The donor wall is already set up and has its first plaque. Pat provided some specs for plaques as a reference and suggestion. Frank brought up a concern that a donor's plaque may not represent them in the way they intended, so Jessica will include a form with their thank you letter that will allow the donor to specify the way they want to be recognized (for example, including a spouse's name, or an "in memory of" addition). Frank also suggested mailing out the solicitations on or after election day so that they don't get lost in the shuffle of election mail.

Motion: Approve the Our Supporters donor wall specs as an appendix to policy #14, "Gifts and Sponsorships." (Judeen/second Monique); passed unanimously.

9. Review action items:

- A. Pat will set up a date to switch out carpet squares.
- B. Tiffani will bake cookies for the reception on the 28th.
- C. Adrienne and Judeen will meet for director review.
- D. The ad-hoc committee will work on the district library draft with Anne.
- E. Pat will draft a sticker graphic and Frank will find a supplier.
- F. Frank will draft a fund letter and year-end appeal letter.

10. Announcements/comments from board members:

- A. Adrienne will not be able to attend the September meeting.

11. Adjourn:

Motion: Adjourn the meeting at 8:41 pm. (Frank/second Tiffani); passed unanimously.

