



MARCH 20, 2014 MINUTES  
FERNDALE 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, Judeen Bartos, Patrick Dengate, Tiffani Gagne, Monique Herzig. Adrienne Gilmore arrived at 7:03 pm. Director Jessica Keyser and Recording Secretary Kerrie Patterson also present.
3. Approval of Agenda:  
**Motion: Accept the agenda as it's been presented.** (Frank/second Judeen); passed unanimously.
4. Public Comments: None.
5. Minutes:
  - A. Approve February 20, 2014 proposed minutes:  
**Motion: Approve the February 20th regular meeting proposed minutes.** (Judeen/second Monique); passed unanimously.
  - B. Google Drive:
    - Separate folder for minutes: Pat would like all draft and approved minutes in a separate folder. All public documents should go in Meeting folder.
    - Update trustee contact info: Judeen will update the board contact information on the Drive. Pat will update the Terms of Office.
6. Director's Report: (See att.) Staff relations with the teens have been improved due to the in-service training. Jessica added that Seth will do an architect tour of the library for the National Main Streets Conference on May 20, 2014 at 10:30 a.m.
7. *Food for Fines/Food for Thought* Program: Begins Monday, March 24th and ends Saturday, April 5th. The program is through Gleaners and they provide the collection boxes, signage, and pick-up.  
**Motion: Authorize Jessica to implement the *Food for Fines/Food for Thought* program for forgiveness of fines up to and including \$5 per patron from 3/24/14 - 4/5/14.** (Tiffani/second Monique); passed unanimously.
8. Staff Health Insurance: Due to rising costs of the existing plan, other health insurance options were recently discussed with full-time staff. The enhanced plan was chosen as the best option.

**Motion:** Authorize Jessica to enter into a contract that changes our employee health insurance to Healthy Blue Achieve PPO Platinum 250, effective renewal date 6/1/14. (Monique/second Tiffani); passed unanimously.

9. Consider Adding Language to Employee Handbook (see att.):

**Motion:** Insert the sentence "These must be approved by a majority vote of the board of trustees" under the "Amendment" section and "Insurance Coverage" section in the employee manual. (Pat/second Monique); passed unanimously.

10. Liquor Licenses:

A. MetroTimes Blow-Out:

**Motion:** At a regular meeting of the Board of Directors called to order by Patrick Dengate on March 20, 2014 at 7:00 p.m. the following resolution was offered. Moved by Monique Herzig and supported by Tiffani Gagne, that the application from Ferndale Public Library for a special license to serve alcohol on May 2 and May 3, 2014 for Metro Times Blowout to be located at 222 E. Nine Mile Rd., Ferndale, MI 48220 be considered for approval. (Roll call vote: Frank- yes, Monique- yes, Adrienne- yes, Pat- yes, Judeen- yes, Tiffani- yes).

B. Pride Prom:

**Motion:** At a regular meeting of the Board of Directors called to order by Patrick Dengate on March 20, 2014 at 7:00 p.m. the following resolution was offered. Moved by Monique Herzig and supported by Tiffani Gagne, that the application from Ferndale Public Library for a special license to serve alcohol on May 30, 2014 for Pride Prom to be located at 222 E. Nine Mile Rd., Ferndale, MI 48220 be considered for approval. (Monique/second Tiffani); (Roll call vote: Frank- yes, Monique- yes, Adrienne- yes, Pat- yes, Judeen- yes, Tiffani- yes).

11. Committee Reports:

A. Art & Exhibitions: (See att.) Jessica noted that program attendance has risen dramatically this year.

B. Building & Finance: (See att.) In addition to the report, the library is working towards getting the contract to be Pleasant Ridge's home library versus Huntington Woods. Monique will continue to attend all DDA meetings. Also, the LEED follow-up application was submitted a week prior to the meeting and a response is expected by the first week of April.

C. Friends of the FPL: Volunteers are needed for the upcoming Pride Prom on May 30th. There are also openings for the secretary of the Friends board and the chairs of the membership and special events committees.

D. Fundraising and Development: (See att.) Tagline: Make Your Mark on the Ferndale Library. Frank will set up the next meeting.

F. Personnel: Nothing to report.

12. Review Action Items:

A. The Google Drive will be updated.

- B. Jessica will update the employee manual with the new language.
- C. Liquor license applications will be completed and submitted by Monique.

**13. Announcements/Comments from Board Members:**

**A.** Frank passed along that his friend Frank Lanzkron-Tamarazo of Chazzano Coffee Roasters is excited about his upcoming book talk at the library on April 1st.

**B.** Adrienne said her husband is willing to help with Blowout and Pride Prom and will contact Jessica.

**14. Adjourn:**

**Motion: Adjourn the meeting at 8:30 pm.** (Judeen/second Monique); passed unanimously.