



MAY 15, 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 7:01 pm.
2. Roll call: Judeen Bartos, Frank Castronova, Patrick Dengate, Monique Herzig, Tiffani Gagne. Adrienne Gilmore absent with notice. Director Jessica Keyser and Recording Secretary Kerrie Patterson also present.
3. Approval of agenda: Budget and TLN quote consideration added.  
**Motion: Approve the modified agenda.** (Frank/second Judeen); passed unanimously.
4. Minutes: Approve April 17, 2014 proposed minutes: Pat added to item 5 , "No members of the public were present to speak on this issue." Changed wording in 8B from "was applied" about the credit to "will be applied to the library's electricity bill since the library has been overcharged."  
**Motion: Approve April 17, 2014 proposed minutes as amended.** (Tiffani/second Judeen); passed unanimously.
5. Public comments: None at this time. Three staff members were present.
6. Director's report: (See att.)
  - Library/city finance relationship: The library is independent from the city and the city should not remove funds from library account without the director's consent. Also, approximately \$28,000 was wrongfully removed from the library's account due to the assumption that the library shared the city's health plan. This money should be returned soon.
  - Bid to provide service to Pleasant Ridge: The city of Pleasant Ridge's current contract with the Huntington Woods library expires at the end of this calendar year. If the contract were to be made with the Ferndale library at the start of calendar year 2015, the library would acquire more tax revenue.**Motion: To direct Jessica to draft a letter expressing an interest in contracting library services to Pleasant Ridge, for Pat to sign and send to the Pleasant Ridge City Commission.** (Judeen/second Tiffani); passed unanimously.

- Employee PTO benefits: Changes were proposed by director (see att.), that would be effective July 1, 2014. Discussion occurred, with input from staff. Nothing was adopted, as Jessica will draft a new policy and perhaps create a tiered system.

7. Formation of a district library with Ferndale School District: This would increase possibilities for revenue, as by law, the millage cap would double, though any actual millage would still need to be voted on by taxpayers. The FPL is currently at their 2 mill cap. The District Library Act allows the library to form a district library with public schools, if an agreement is ratified by the library board, the school board, and city council. Since this act expires at the end of this calendar year, the board needs to move quickly. A decision will be made at the June board meeting.

#### 8. Budget:

- TLN Upgrade: (see att.) All library computers run Windows XP, which has lost support, thus must be upgraded to Windows 7 for security. Ed Burns wishes to adopt attached Option 2, but with six additional new computers, for a total of 12 new computers. This will make all staff computers uniform, and allow for six back-up computers in case some of the public ones break down. Only computer terminals themselves will be upgraded; no monitors or peripherals. The cost would increase Option 2 to about \$10,360.

**Motion: Authorize the director to contract with TLN for the purchase of 12 new PCs and to upgrade all machines to Windows 7 for a price not to exceed \$11,000. (Judeen/second Frank); passed unanimously.**

- Budget Discussion: Budget proposals for the fiscal years 2015 and 2016 were reviewed and discussed. It was decided that the library should close on Fridays, the least busy day, and reduce Saturday hours to 12-5pm. In addition to that saving money on cleaning and utility bills, it allows for one full-time reference librarian and one part-time circulation clerk to be cut. These changes are effective July 1, 2014.

**Motion: Adopt the revised 2015 proposed budget option 2 as presented by Jessica. (Monique/second Judeen); passed unanimously.**

**Motion: Adopt the 2016 proposed budget option 2 as presented by Jessica. (Frank/second Judeen); passed unanimously.**

(Tiffani left the meeting - 9:03 p.m.)

#### 8. Committee Reports:

A. Art & Exhibitions: No report.

B. Building & Finance:

- LEED update: Pending and expecting gold.
- Lease revisions: Proposed revisions to the lease were discussed and discussions are ongoing with the city.

C. Friends of the FPL: Approximately \$1,000 was made from BlowOut and \$22 from Family Fundale. The Trunk and Treasure Sale is in June and Pride Prom is May 30th. The bookstore is still doing well.

D. Fundraising and Development: (see att.) Solicitation letter is finalized. Next step is to print and sign them, then schedule meetings. Possible changes to policy 14 discussed.

**Motion: Approve changes to Policy 14 as presented and discussed.** (Frank/second Monique); passed unanimously.

- Schedule for soliciting business sponsors: Discussed.

F. Personnel: No report.

9. Review action items:

- A. Jessica to draft a letter to the Pleasant Ridge city commission.
- B. Monique will keep working on the lease with the city.

10. Announcements/comments from board members:

- A. Judeen prompted a discussion about the Baldwin library's latest millage and why it failed.
- B. Frank is looking forward to seeing Steve Luxenberg at The Rust Belt on Thursday, May 22. He gave kudos to Darlene for all the great programming.

11. Adjourn:

Motion: Adjourn the meeting at 9:45 pm. (Judeen/second Frank); passed unanimously.