

DIRECTOR
Jessica Keyser
BOARD OF TRUSTEES
Judeen Bartos
Frank Castronova
Patrick Dengate
Adrienne Gilmore
Monique Herzig
Adam Steinman
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

Approved Minutes of Board Meeting

September 17, 2015

1. Call to order: Meeting called to order by Judeen Bartos at 7:02 pm.
2. Roll call: Judeen Bartos, Frank Castronova, Patrick Dengate, Kevin Yezbick. Recording Secretary Kerrie Patterson and Director Jessica Keyser also present. Adrienne Gilmore, Monique Herzig, and Adam Steinman absent with notice.
3. Approval of agenda:
Motion: Approve the agenda. (Dengate/second Yezbick); passed unanimously.
4. Minutes: Approve August 20, 2015 regular meeting proposed minutes
Motion: Approve August 20, 2015 regular meeting proposed minutes. (Castronova/second Bartos); passed unanimously.
5. Public comments: None.
6. Director's report: (See att.) MLA staff outing day discussed; board members are encouraged to attend as well.
7. FADL Board Committees: Language needs to be updated on the website for B&F, and the Communications Committee needs to be added. Sept 22nd is when it's hoped this will be completed.
 Language update for Building and Finance: Needs small tweaks. Jessica can make the modifications to this one.
 Description for Communications Committee: Description of duties needs to be written. Frank will be in touch with Adam regarding this.
8. Ad-hoc Technology Committee – board member participation: It's a QSAC requirement to have a

technology plan. Kelly Bennett is spearheading this on the staff end, but it would help if board members joined in. Kevin volunteered for this. The library needs a replacement plan for computers, copiers, etc. There will be also be a public survey administered soon that will allow for feedback.

9. Board Retreat: None of the October dates worked, so it's likely this will occur in November, after the MLA conference.

10. Policy Review/Revise: Recent changes to all were discussed.

A. Gifts and Sponsorships (14): Most changes to the existing policy were grammatical. Frank added a confidentiality clause which was discussed and slight changes to the wording were made. Changes to the wording of other parts were made and will be discussed for a vote at the next meeting, when more board members will be present.

B. Art and Exhibitions (15): Makes it clear to the art/exhibit owners that the library does not insure their work and is not responsible if it's damaged or stolen.

Motion: Accept the changes to policy 15, 5-D as presented: "D. Insurance of the artwork, while on the library premises, will be the exhibitor's responsibility. The library will not accept liability for, or guarantee, the security of the exhibited works of art. This will be made explicit to exhibitors before they install any work on the premises." (Yezbick/second Dengate); passed unanimously.

C. Staff Grievance (13): (See att.) Edited from the attorney along with the Whistleblower policy.

Motion: Accept the changes to policy 13 as presented. (Castronova/second Dengate); passed unanimously.

D. Whistleblower (new): The Fraud, Theft and Corruption Disclosure form wasn't attached, and the attorney wanted to look at that. Or, the line about it could be struck if it doesn't exist. Jessica will look for it. This needs to be reviewed more before the next meeting.

11. Committee reports:

A. Art & Exhibitions: No written report. Nicole Macdonald has work installed in the library currently. The DIA's "30 Americans" exhibition, showcasing African-American artists, is coming soon, and the library will have a similar exhibition to go along with it. The DIA will send a few free tickets to the library that might be used as a door prize for people attending the library's reception.

B. Building & Finance: Regarding the courtyard, special events that aren't considered library activities require a special events permit from the city. The library's policy regarding courtyard use (Policy H) needs to be altered at the next meeting to reflect the city's ownership. The By-laws Ad-hoc Committee will look it over. Financial reports discussed.

C. Communications: Adam and Frank are trying to set up a meeting soon. It was suggested that board members rotate attending the city council meetings to give updates about the library.

D. Friends of the FPL: The Friends are still doing well and making more than they're spending. The Lucky Day collection and the Summer Reading finale party were their biggest expenses so far. Volunteers are needed for DIY to pour beer and wine. Frank presented the resolution to the Friends at the last meeting and they were all touched. Jeff Milo wrote an article for the Friends that will be featured in the Ferndale Friends newspaper soon.

E. Fundraising and Development: Next meeting needs to be scheduled, and they will work on strategic planning.

F. Personnel: No report.

12. Review action items:

A. Jessica will tweak the Building and Finance Committee description.

B. Frank will be in touch with Adam to write the Communications Committee description.

C. Kevin will help Kelly Bennett with the technology plan and serve on the Ad-hoc Technology Committee.

D. Frank will edit the Gifts and Sponsorships policy.

E. Jessica will go through the Whistleblower policy and will try to find the form it mentions.

F. Pat will edit the Courtyard policy.

13. Announcements/comments from board members:

A. Kevin: Seconded Frank's compliment earlier regarding Kerrie's work on the minutes.

B. Judeen: Hopes everyone volunteers for DIY. Thanked everyone for working on policies.

14. Adjourn:

Motion: Adjourn the meeting at 8:36 pm. (Castronova/second Yezbick); passed unanimously.