

# Ferndale

## AREA DISTRICT LIBRARY



### Board Meeting Minutes – June 16, 2016

1. Call to order: Meeting called to order by Judeen Bartos at 6:32 pm.
2. Roll call: Judeen Bartos, Kelly Farrah, Adrienne Gilmore, Amanda Hanlin. Director Jessica Keyser and Recording Secretary Kerrie Patterson also present. Kevin Yezbick late with notice. Adam Steinman and Monique Herzig absent with notice.
3. Approval of agenda:  
**Motion: Approve the agenda.** (Hanlin/second Gilmore); passed unanimously.
4. Minutes: Approve May 19, 2016 regular meeting proposed minutes:  
**Motion: Approve May 19, 2016 regular meeting proposed minutes.** (Farrah/second Gilmore); passed unanimously.
5. Public comments: Assistant Director Ed Burns, presenting as a liaison to the Friends of the Ferndale Library, invited the board to the Southern Soiree, which will take place in the FADL courtyard on July 30<sup>th</sup> at 7 pm. The party is open to current members of the Friends, but non-members are invited to purchase a Friends membership at the event. Howe's Bayou is providing food and there will be live music. The event is adults only.
6. Director's report: (See att.) Jessica verbally outlined the written report, mentioning Jeff's hard work on the Libraries Transform campaign. It's similar to Geek the Library, in which each library can take the template and make it their own. The summer concert series is already doing well, and has netted \$75 in donations already from the Jill Jack show on Tuesday, June 14<sup>th</sup>, which was well attended. The summer reading kick-off is Saturday, June 18<sup>th</sup>, which will include a fun run and a bounce house. The finale party will be at the Oak Park pool in August. Jessica also noted that part-time staff are not eligible for the short and long-term disability policy that the full-time staff are included on.

7. City Correspondence re: tax disbursements: FADL's accountant is reviewing May tax disbursements from City of Ferndale to the library. The library seeks to reconcile all tax disbursements prior to the library's new fiscal year starting in July.

EOY Budget Adjustment discussion/approval: The budget for fiscal year 2016 has been revised to reflect tax disbursements received by City of Ferndale.

**Motion: Approve the resolution to adopt the amended budget for the fiscal year 2016.** (Yezbick/second Farrah); Roll call vote: Bartos-Aye, Yezbick-Aye, Farrah-Aye, Gilmore-Aye, Hanlin-Aye.

9. OPRA discussion: A senior wellness center may be opening up in Ferndale, taking residence in a previously unoccupied building. However, it is a for-profit business that may be eligible to avoid paying property taxes for 12 years, which would adversely affect the library's tax revenue.

10. Millage Campaign:

- Committee Updates: Working jointly with the school's sinking fund millage campaign. The phone numbers of most absentee ballot voters have been obtained, and the board, along with volunteers, will call them. Post cards will be made and hand delivered to voters shortly. There will be a fundraiser at the WAB soon to cover the costs of campaign material.
- Next Steps: Board members and community stakeholders will have weekly millage campaign phone conferences, beginning next week, in which they will discuss plans moving forward.

11. Closed Session – Personnel discussion:

**Motion: Enter closed session for the purpose of discussion of personnel.** (Hanlin/second Yezbick); Roll call vote: Bartos-Aye, Yezbick-Aye, Farrah-Aye, Gilmore-Aye, Hanlin-Aye.

Closed session began at 8:16 pm.

Personnel discussion ensued.

Motion: Conclude closed session and re-enter the regular meeting. (Farrah/second Yezbick)

Closed session ends at 8:53 pm.

12. Committee reports:

- A. Art & Exhibitions: The Arts and Exhibition Committee plans to meet soon. Among other agenda items, the committee will discuss an upcoming exhibition/reception for September and developing a protocol for screening and displaying donations of artwork.
- B. Building & Finance: Committee Chair absent
- C. Communications: Committee Chair absent

D. Friends of the FPL: Friends have been doing excellent work, and there is a great deal of excitement for the upcoming courtyard event.

E. Fundraising and Development: No report.

F. Personnel: No report.

**13. Review action items:**

A. Kelly will pass info about the millage and voter phone numbers along to the board; board members should call at least 10 people each.

B. The board will recruit volunteer callers and send their information to Kelly.

C. Adrienne will get quotes for postcards next Tuesday. The quotes will not include postage as they will be hand delivered.

**14. Announcements/comments from board members: None**

**15. Adjourn:**

**Motion: Adjourn the meeting at 9:18 pm. (Hanlin/Farrah second ); passed unanimously.**