

DIRECTOR
Jessica Keyser
BOARD OF TRUSTEES
Judeen Bartos
Kelly Farrah
Adrienne Gilmore
Amanda Hanlin
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

Library Board Meeting

Approved Minutes

November 17, 2016 - 6:30 PM

1. Call to order: Meeting called to order by Judeen Bartos at 6:34 pm.
2. Roll call: Kevin Yezbick, Kelly Farrah, Adrienne Gilmore, Monique Herzig, Judeen Bartos, Amanda Hanlin (until 7:30 pm). Interim Director Darlene Hellenberg and Recording Secretary Kerrie Patterson also present. Adam Steinman absent with notice.
3. Approval of agenda:
Motion: Approve the agenda. (Herzig/second Yezbick); passed unanimously.
4. Minutes: Approve September 15, 2016 and October 20, 2016 regular meeting proposed minutes:
Motion: Approve the September 15, 2016 minutes. (Herzig/second Farrah); passed unanimously.
Motion: Approve the October 20, 2016 minutes. (Farrah/second Gilmore); passed unanimously.
5. Public comments: None.
6. Director's report: (See att.) Siemens will provide a free energy audit on November 30th that will include a full report, and advice on how to lower energy usage and bills. The staff tech committee will regroup after Thanksgiving with a plan for launching Hoopla and a website redesign. Election day went smoothly. One outer door is broken; still waiting on a quote. The Friends' book sale during first week of November raised \$400, and the friends matched it to contribute a total of \$800 to the library's health and wellness collection.
7. Office/Committee discussion; Board meeting schedule for 2017: Opening discussion about board meeting schedule for 2017. Schedule will be discussed and approved at December meeting. Committee membership also discussed and members asked to share their thoughts and/or recommendations with Board President.
8. Skype Interviews and follow-up discussion:

Bradbury at 6:45pm: Jobeth Bradbury gave an overview of the company's director search process. Board members asked questions about various aspects of the process and timeline.

Keister at 7:15pm: John and Beth Keister gave an overview of the company's director search process. Board members asked questions about various aspects of the process and timeline.

Discussion: Board discussed the merits of each company. Board will meet on December 1st to make a final decision. Further reference calls will be made prior to December 1st and Board will solicit community members to take part in vetting and interview process at a later date.

9. Committee reports:

A. Art & Exhibitions: Linden is going to speak with the Ferndale Arts and Cultural commission. Shadia's art is down, and Mark Benglian's art is next. Mark has requested that there not be a reception. His art will be hung up on December 5th.

B. Building & Finance: Awaiting the energy audit and its results. Working on broken door. The deadline for revising the services of our accounting firm, Abraham & Gaffney is approaching. Darlene and Monique will contact our representative Katie Koschnitzke to discuss. The board is exploring having A&G attend and present at board meetings on a regular basis.

C. Communications: No report.

D. Friends of the FPL: December 7th at the Loving Touch- Good Karma Christmas Holiday Market and Pantry from 6-9pm. A volunteer appreciation brunch will also be at the library on January 14th before regular hours, and is open to everyone who's volunteered for the library in the past.

E. Fundraising and Development: No report.

F. Personnel: Covered in item 8.

10. Review action items:

A. Be ready to discuss meeting schedule for 2017 and committee membership.

B. Adrienne will compile a list of director qualities based on feedback from Board. Board to provide their list to Adrienne under categories of knowledge, skills, and abilities.

C. The board will review consultant proposals to prepare for December 1st meeting.

D. Monique will call 2 references for each consultant.

E. Adrienne will email both companies to inform them that the decision will be made December 1st.

11. Announcements/comments from board members:

A. Kelly: In light of the recent election, is thankful libraries will play an important part in social justice and maintaining the free flow of information.

B. Kevin: Congratulated the friends on successful book sale; mentioned that “post-truth” was named Oxford dictionary’s word of the year, and that libraries are more important than ever in a post-truth world.

C. Adrienne: Thanked everyone for participating in the interviews; everyone had great questions and participation with both candidates; thanked everyone for taking the time to choose the right search consultant and ultimately director.

D. Monique: Likes the staff’s Bookface Friday. Mentioned the opportunity for the mannequin challenge, which the staff already planned on doing.

E. Judeen: Will update Amanda on what happened after she left. Thanked everyone for their hard work with this search process.

Correspondence from Jessica Keyser to the Board from August 2016 in the form of a thank you letter was received. It reads: “Dear Judeen, Monique, Amanda, Kevin, Kelly, Adrienne, and Adam, Thank you so much for the amazing send-off, beautiful vase, and gorgeous flowers. Working with each of you has been an absolute pleasure. Our growth together prepared me for the next phase in my professional journey, and I am so grateful to you all. Love always, Jessica.”

12. Adjourn:

Motion: Adjourn the meeting at 8:37 pm. (Gilmore/second Herzig); passed unanimously.

Proposed minutes of this meeting will be available for public inspection at the Ferndale Public Library, located at 222 East Nine Mile Road, Ferndale, eight (8) business days after the meeting. Approved minutes are available within five (5) business days after the meeting at which they are approved (in accordance with Open Meetings Act, Public Act 267.)