

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

October 20, 2016 - 6:30 PM

1. Call to order: Meeting called to order by Judeen Bartos at 6:30 pm.
2. Roll call: Monique Herzig, Adrienne Gilmore, Kelly Farrah, Judeen Bartos. Kevin Yezbick and Adam Steinman absent with notice. Interim Director Darlene Hellenberg and Recording Secretary Kerrie Patterson also present. Amanda Hanlin arrived at 6:33 pm.
3. Acting Secretary Assignment: Judeen Bartos appointed as acting secretary.
4. Approval of agenda:  
**Motion: Approve the agenda.** (Herzig/second Farrah); passed unanimously.
5. Minutes: Approve September 15, 2016 regular meeting proposed minutes: Questions about edits to minutes.  
**Motion: Table approval of the minutes until the next month's meeting.** (Farrah/second Herzig); passed unanimously.
6. Hoopla/OverDrive discussion: Assistant Director Ed Burns presented research comparing the two ebook delivery options. Pros and Cons of each selection were presented to the board and the board asked for more information in several areas. More research is needed and will be provided as it becomes available. Given that the board approved a spending increase specific to expanding OverDrive at its August meeting, a new motion may be needed if that direction changes.
7. New Director Search discussion – Search committee provided board a rubric showing cost, services, and other comparison points of the three consultants who submitted proposals. The committee's recommendation was to narrow the three to two and presented rationale for doing so. Next step - Adrienne will try to set up Skype interviews with the 2 consultants for the November board meeting.
8. Board Candidate updates: The deadline for write-in candidates is October 28<sup>th</sup>. Mary Riegler has indicated she will be completing the paperwork necessary to be a write-in candidate, but

hasn't done so yet. All library board candidates have been invited to a forum run by Citizens for a Fair Ferndale (CFF), which will be on October 30<sup>th</sup>. Candidate responses to questions are due on October 25<sup>th</sup>.

**9. Public comments:** None.

**10. Director's report:** (See att.) DTE accounts issues were discussed. Other items from the Director's report were reviewed.

**11. Committee reports:**

**A. Art & Exhibitions:** (See att.)

**B. Building & Finance:** The committee shared tax documents provided by the city that detail the library's tax collections. The committee intends to share with accountant and will distribute documents to full board for review. Door issues have been resolved.

**C. Communications:** No report.

**D. Friends of the FPL:** At the last city council meeting, Mayor Dave Coulter declared October 16-22 Friends of Libraries Week. The Friends will have a book sale on November 4<sup>th</sup> and 5<sup>th</sup>, benefiting the library's Health and Wellness collection. The Friends will also make a donation matching the funds raised by the sale.

**E. Fundraising and Development:** No report. Credit Union One renewed their annual gift.

**F. Personnel:** Covered in director search. (Adrienne left at 7:15pm)

**12. Review action items:**

**A. Staff** will conduct further research on Hoopla vs Overdrive for the board.

**B. Adrienne** will set up Skype interviews with both consultants.

**C. Board members** running for re-election should submit their candidate forum questions by October 25<sup>th</sup>.

**D. Monique and Darlene** will get answers about the DTE accounts from the accountant by the next meeting.

**E. Monique** will upload the new tax documents to the Google Drive.

**13. Announcements/comments from board members:**

**A. Monique:** Hijinx and Hilarity, an annual Ferndale High School show, will be on October 27<sup>th</sup>. The community is welcome and you do not have to have a child in the district to attend.

**B. Kelly:** Kelly discussed the Michigan Senate Bills pertaining to the tax revenue captured from libraries throughout the state. She touched on her efforts to date to join a city-run committee that discusses various projects in the city and the potential for tax redirects if any.

**C. Judeen:** Congratulated Amanda on her new baby.

**D. Amanda:** Thanked everyone for their support and the baby gifts.

**14. Adjourn:**

**Motion: Adjourn the meeting at 7:57 pm.** (Hanlin/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.)