

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

September 15, 2016 - 6:30 PM

1. Call to order: Meeting called to order by Judeen Bartos at 6:32pm
2. Roll call: Judeen Bartos, Monique Herzig, Kevin Yezbick, Adrienne Gilmore, Kelly Farrah.
Amanda Hanlin, Adam Steinman absent with notice
Staff: Darlene Hellenberg
3. Acting Secretary Assignment:
Kevin Yezbick appointed Acting Secretary by Judeen
4. Approval of agenda
Motion: (Farrah / Gilmore seconded) Approved – All ayes.
5. Minutes: Approve August 25, 2016
Motion: (Monique Herzig / Farrah Seconded) Approved – All ayes.
6. Public comments
Mary Riegle – here to learn about how the Library is budgeting for sustainability.
Election information shared including term lengths and write-in parameters.
7. Regional Transit resolution (see attached)
Motion to approve the Resolution in support of the Adoption of the Regional Transit Plan
Motion: (Yezbick / Gilmore seconded) Motion passed unanimously
8. Director's report – Darlene Hellenberg
See attached. Brief discussion.
9. New Director Search discussion – Search Committee
Received one search firm's proposal. Adrienne is working on attaining another proposal. Would like to get to three and evaluate options including not using a search firm. Timeline is for first of the year. If candidate were to leave position within a year – both firms said they would conduct the search again at no additional cost.
Ad-hoc committee established to review proposals. Judeen appointed to committee: Judeen Bartos, Adrienne Gilmore and Kevin Yezbick.
10. Committee reports

- A. Art & Exhibitions – Kevin**
 - No report
- B. Building & Finance – Monique**
 - 2% COLA and Staff Position pay changes implemented per last meeting.
 - Darlene will ask Accountant Katie to put budget into more understandable format and substitutes will be included
 - Get the assessor’s estimate for tax revenue collected so far
 - Keep running totals of each initiative’s cost going forward
- Discussed requesting updates from Katie attending a board meeting once a quarter
- Template for staff salary adjustments letter shared with Board
- C. Communications – Adam**
 - No report
- D. Friends of the FPL – Kelly**
 - 102 members
 - Staffing DIY Festival Beer tents
 - Ann Warner – Special Events Chair
 - Beth O’Connor - Community Engagement Chair
 - Planning for next summer’s Soiree – Mad Hatter Tea Party
 - Janelle Rogers is doing a great job
 - Lots of energy
- E. Fundraising and Development – Judeen**
 - Year over Year donations – Five year commitment
 - Letters will be sent to those donors who have agreed to the year over year donations
- F. Personnel – Adrienne**

11. Review action items

- Darlene will send letter to donors regarding five-year commitment
- Darlene will research tax assessment information for July taxes and provide to the board
- Ad-hoc Director search committee will meet to review proposals from firms

12. Announcements/comments from board members

Kelly thanks everyone for volunteering for DIY.

Monique still really excited about the millage passing.

Adrienne praised the visibility of the friends.

Judeen volunteering at DIY.

13. Adjourn:

Motion: Adjourn the meeting at 7:29pm (Monique / Kelly Seconded)

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.)