

INTERIM DIRECTOR
Darlene Hellenberg
BOARD OF TRUSTEES
Judeen Bartos
Richard Consul
Kelly Farrah
Adrienne Fazzolara-Gilmore
Amanda Hanlin
Mary Riegler
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

April 20, 2017 - 6:30 PM

1. Call to order: Meeting called to order by Judeen Bartos at 6:36 pm.
2. Roll call: Judeen Bartos, Kelly Farrah, Adrienne Gilmore, Amanda Hanlin (until 7:08 pm), Kevin Yezbick. Interim Director Darlene Hellenberg and Recording Secretary Kerrie Patterson also present. Richard Consul and Mary Riegler absent with notice.
3. Approval of agenda: Added March 20 closed session minutes approval under item 5.
Motion: Approve the agenda as amended. (Gilmore/second Hanlin); passed unanimously.
4. Minutes: Approve March 16, 2017 regular meeting proposed minutes:
Motion: Approve the March 16, 2017 regular meeting proposed minutes. (Yezbick/second Gilmore); passed unanimously.
5. Minutes: Approve special meeting proposed minutes for: March 20, 28, 29, and April 12, 2017.
Motion: Approve the open session special meeting proposed minutes for March 20, 28, 29, and April 12, 2017. (Farrah/second Hanlin); passed unanimously.
Motion: Approve the closed session March 20, 2017 special meeting proposed minutes. (Hanlin/second Farrah); passed unanimously.
6. Public comments: None.
7. Director's report: (See att.) Discussion of written report. Draft of technology plan is ready for the next meeting. The Kalamazoo library has a tech employee that is willing to provide IT help to other libraries free of charge. He will be looking over the draft technology plan in early May.
8. University High School: Evacuation plan was approved and signed by Derek Adams, principal at UHS.
9. Director search/hiring process: It was unanimously felt that the Bradburys did good job. The process went well and felt seamless.
10. Committee reports:
 - A. Art & Exhibitions: Artist in You exhibition is up. Reception is this coming Tuesday, April 25, at 6-9 pm. Last year's reception was well attended.
 - B. Building: Will prioritize things that are known issues soon and compile a spreadsheet for the new director.
 - C. Communications: No report.

D. Friends of the FPL: The library will have a tent at the B. Nektar Mead Fest on May 6. Farrah will reach out to Friends regarding sponsoring potential Director's welcome reception. Email for Friends membership has been going around; board members are encouraged to join.

E. Finance: Public hearing for next fiscal year's budget will happen soon, prior to May or June's board meeting, and it must be advertised in advance. Form L-4029 will be completed pending receipt of revenue numbers from the city.

F. Personnel: Jenny Marr, currently working in Hiawatha, Kansas, has accepted the position as director. Gilmore commended the board for a successful search process. Marr will start in June; press release will go out April 21. Onboarding will need to happen. Employee on medical leave, which is set to end on May 5th, discussion of transition was held.

G. Schools: No report. Youth department is doing a great job with outreach.

11. Appointment of committee members (if needed): Not needed.

12. Review action items:

A. Hellenberg will send the draft technology plan to the board.

B. Hellenberg will prepare a spreadsheet of contracts and when they end for the new director.

C. Building committee will create a spreadsheet of needed building maintenance.

D. Farrah will reach out to Friend's regarding Director's reception.

E. The personnel committee will update onboarding process documents for the new director.

F. Bartos will send out the press release regarding the new director on April 21.

13. Announcements/comments from board members:

A. Farrah went to the volunteer appreciation/state of city address last Tuesday at the Rust Belt. It was very nice and will be an annual event from now on.

B. Gilmore is looking forward to Jenny Marr joining the library on June 5.

C. Yezbick seconded Gilmore and added that he will look into bylaws with regard to public comments for the next meeting. The public will have to be notified at least a week in advance that it's up for a vote.

D. Bartos welcomed Marr, and thanked staff and the interim director for hosting and all their help with the process, which went smoothly.

14. Adjourn:

Motion: Adjourn the meeting at 7:20 pm. (Farrah/second Gilmore); 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.)