

DIRECTOR
Jenny Marr

BOARD OF DIRECTORS
Judeen Bartos
Kelly Farrah
Adrienne Fazzolara
Amanda Hanlin
Daniel Hooper
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

July 19, 2018 - 6:30 PM

1. Call to order: Meeting called to order by Judeen Bartos at 6:38 pm.
2. Roll call: Judeen Bartos, Kelly Farrah, Adrienne Fazzolara, Amanda Hanlin. Director Jenny Marr and Recording Secretary Kerrie Patterson also present. Mary Riegler and Daniel Hooper absent with notice. Kevin Yezbick late with notice (arrived 6:40 pm).
3. Approval of agenda: Add consideration of property purchase and sale agreement as 6.
Motion: Approve the agenda as amended. (Hanlin/second Farrah); passed unanimously.
4. Minutes: Approve June 21, 2018 regular meeting proposed minutes:
Motion: Approve June 21, 2018 regular meeting proposed minutes. (Fazzolara/second Farrah); passed unanimously.
5. Public comments: None.
6. Consideration of purchase and sale agreement of building: (See attached agreement) Board discussed final approval and execution of the agreement that has been negotiated between the city and the library. Also discussed next steps which include city council approval and addressing bond to be solely in the library's name.
Motion: Approve the purchase and sale agreement between the Ferndale Area District Library and the City of Ferndale, and authorize the board president to execute the agreement. (Hanlin/second Yezbick); passed unanimously.
7. Director's report: (See att.) In addition to items noted in report, Marr shared that usage statistics are not presented the same in the new cataloguing system and that TLN is working on regaining the detail of reporting lost in the transition.
8. Capital Outlay projects: (See att.) Several plans presented for approval as well as future plans.
 - A. Staff work area: Staff space and storage have been a challenge with the additional staff hired when library hours increased. Also more programming has led to a need for more storage and work space.
Motion: Approve the Staff Work Area Project proposed by ISCG with a budget not to exceed \$45,000.00 with project oversight by the Library Board Finance Committee. (Fazzolara/second Farrah); passed unanimously.
 - B. Siemens: a front-end computer is needed to allow the vendor to remotely address problems and resets of building systems, decreasing the cost and time needed for onsite visits.
Motion: Approve the Front End Computer Project proposed by Siemens with a budget not to exceed \$8,243.00. (Farrah/second Yezbick); passed unanimously.
 - C. Signs: Marr discussed outdoor building signage and the lighting for it. Lighting is expensive to replace and metal sign still has old library name. She will explore lower cost alternatives to replacing the existing lights and signage.
 - D. Irrigation/water: Marr discussed options regarding irrigation and the current lack of effectiveness of the cistern system installed in 2007. Immediate solution may involve using city water and exploring more effective/efficient solutions utilizing the cistern and recycled water again in the future.

E. Computer Replacements: Marr discussed a phased roll out plan for computers in need of replacement. Topic of specialized software on some patron computers was also discussed.

Motion: Approve the Computer Replacement Project through Dell and TLN with a budget not to exceed \$47,000.00. (Hanlin/second Fazzolara); passed unanimously.

9. Strategic Planning updates: Collaborative photo folder for staff in the works.

10. Acceptance of expenditures and finance reports for the month of June.

Motion: Accept all expenditures and finance reports for the month of June. (Yezbick/second Fazzolara); passed unanimously.

11. Committee reports:

A. Art & Exhibitions: No report.

B. Friends of the FPL: Farrah reported that the funds raised at Pig and Whiskey had not yet been tabulated. Also asked that Marr attend a Friends meeting to specifically share changes to the staff work area as the group will be affected by the renovation of the storage spaces.

C. Finance: Covered above.

D. Personnel: Covered in closed session.

E. Schools: No report.

12. Review action items:

A. Marr will attend the city council meeting Monday, July 23, with the building purchase agreement.

B. Marr will move forward with the staff area remodel project, purchasing the Siemen's computer, obtaining signage and water quotes, and getting the computer replacements.

C. Marr will confer with tech committee about future specialized computer and software possibilities.

13. Announcements/comments from board members:

A. Yezbick announced that the Big Highland Park Art show is next weekend, July 27-29. Linden will be there exhibiting her art.

14. **Closed session to be convened** - to consider a periodic personnel evaluation of a staff member as requested by the individual. MCL 15.268(a): Entered at 8:02 pm. Roll call vote: Yezbick- yes; Hanlin- yes; Fazzolara- yes; Farrah- yes; Bartos- yes.

15. **Board exited closed session at 8:25pm.**

16. **Motion to return to open session** (Fazzolara/Hanlin) passed unanimously.

17. **Motion to approve personnel evaluation as presented** (Fazzolara/second Hanlin): passed unanimously.

18. Adjourn:

Motion: Adjourn the meeting at 8:26pm (Hanlin/second Fazzolara); passed unanimously.

Proposed minutes of this meeting will be available for public inspection at the Ferndale Area District 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.)