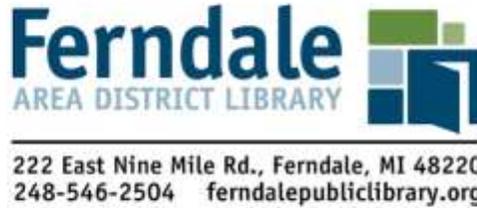


DIRECTOR  
Jenny Marr  
  
BOARD OF DIRECTORS  
Judeen Bartos  
Kelly Farrah  
Adrienne Fazzolara  
Amanda Hanlin  
Daniel Hooper  
Beau Perry  
Kevin Yezbick



*Strengthening the community by  
providing access to materials  
and services that inform, enrich,  
entertain and empower.*

## Library Board Meeting and Public Budget Hearing

### Approved Minutes

May 21, 2020 - 6:30 PM

Virtual Meeting

### Budget Hearing

1. Call to order: Virtual meeting called to order by Judeen Bartos at 6:39 pm.
2. Roll Call: Judeen Bartos, Kelly Farrah, Adrienne Fazzolara, Amanda Hanlin, Daniel Hooper, Beau Perry, Kevin Yezbick. Director Jenny Marr and Recording Secretary Kerrie Patterson also present.
3. Open public hearing: Opened at 6:40 pm.
4. Discuss Library Budget: Will be discussed in the meeting, due to no public.
5. Call for public comment: No public.
6. Close public hearing: Closed at 6:41 pm.

### Board Meeting

1. Call to order: Virtual meeting called to order by Judeen Bartos at 6:42 pm.
2. Roll call: Judeen Bartos, Kelly Farrah, Adrienne Fazzolara, Amanda Hanlin, Daniel Hooper, Beau Perry, Kevin Yezbick. Director Jenny Marr and Recording Secretary Kerrie Patterson also present. Amanda Hanlin left meeting early due to technical difficulties.
3. Approval of agenda:  
**Motion: Approve the agenda.** (Yezbick/second Perry); Bartos-yes, Farrah-yes, Fazzolara-yes, Hanlin-yes, Hooper-yes, Perry-yes, Yezbick-yes.
4. Public comment: None.
5. Minutes: Approve February 20, 2020 regular meeting proposed minutes:

**Motion: Approve February 20, 2020 regular meeting proposed minutes.** (Farrah/second Fazzolara);

Farrah- yes, Perry-yes, Hooper-yes, Hanlin-yes, Fazzolara-yes, Farrah-yes, Bartos-yes.

**6.** Director's report: (See att.) Marr noted anomalies in statistics reports due to library closure. Only live views count for virtual program statistics, even though many patrons watch the videos later. As expected, there was a large increase in e-books and e-audiobooks checkouts. Library staff continue to innovate to provide virtual connections with patrons. Additional virtual programming is being explored.

**7.** Employee Health Insurance Policy Discussion: Marr discussed her proposal to extend health insurance to a larger pool of employees by offering it to part-time employees who work at least 30 hours. She has included funding for this in proposed budget and is working with the library's attorney before presenting to the Board for approval.

**8.** Library Re-opening Policy: (See att.) Discussion about re-opening policy led by Marr. She has worked with library's attorney and other area library directors to create the policy. Board discussed phases and potential difficulties. Some questions – enforcement of mask wearing, cleaning routines, reduction in hours, limiting patrons in the building along with time individuals can be in the library. PPE supplies for staff have been acquired. Staff will return to work before the library is officially open to the public in order to create plans and routines. Proposed (reduced) hours are a minimum to start and allow for staff cleaning time; and they will increase to the library's normal hours eventually. Digital bookmarks and appointments to use computers are other ideas being explored. Research continues on how to sanitize and safeguard library materials, and quarantine requirements for materials returning to the library.

**Motion: Approve the Library Reopening Policy.** (Yezbick/second Fazzolara); Bartos-yes, Farrah-yes, Fazzolara-yes, Hooper-yes, Perry-yes, Yezbick-yes. Hanlin absent for this vote and all subsequent votes. Motion carries.

**9.** Acceptance of expenditures and finance reports for the months of February, March and April:

**Motion: Accept the expenditures and finance reports for the months of February, March and April.**

(Fazzolara/second Hooper); Yezbick-yes, Perry-yes, Hooper-yes, Fazzolara-yes, Farrah-yes, Bartos-yes.

**10.** Budget 2021-23 discussion and approval: (See att.) Narrative is available with the budget proposal in the packet. Additional notes: Marr is researching outdoor lockers, which would allow hold pickups after hours, and reduce the number of patrons who need to enter the building. A survey conducted by the City of Ferndale showed that the library scored high in resident satisfaction. Costs for a mailed newsletter have been added to the budget. The programming budget is lowered due to social distancing, but there will be an increased usage of virtual programming. Summer Reading will be online via Wandoo Reader.

Marr recommended the board approve a 2.8 mil rate. The current rate is 3.1 mil. A lower rate has been offset by increases in tax revenue and given present circumstances surrounding the pandemic, the

Board and Marr agreed that a rate of 2.8 mil for fiscal year 2021 may provide some relief for Ferndale residents while also maintaining the library's quality of materials and service.

**Motion: Approve the fiscal year 2021 budget as presented.** (Farrah/second Hooper); Bartos-yes, Farrah-yes, Fazzolara-yes, Hooper-yes, Perry-yes, Yezbick-yes.

**11. Committee reports**

**A.** Art & Exhibitions: No report.

**B.** Friends of the FPL: The FPL made a 90th Birthday video for the library which was appreciated and enjoyed by staff.

**C.** Finance: Nothing additional to report.

**D.** Personnel: Fazzolara and Marr working on evaluation process.

**E.** Schools: No report. Youth Librarian Elissa Zimmer facilitated a virtual book club for middle school student and reported a good rate of participation.

**13. Review action items:**

**A.** Marr will continue researching changes to the health care policy.

**B.** Marr will continue researching the cost and logistics of outdoor lockers.

**C.** Farrah and Bartos will sign the new millage form.

**D.** Marr will share the City of Ferndale survey with the board.

**E.** Marr and Fazzolara will be working on Marr's evaluation.

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

**A.** Yezbick attended the final Book Party, normally held at the Emory but held virtually last night. He noted that it was nice seeing people who haven't attended the physical event in a long time. He thanked Librarian Darlene Hellenberg for arranging that and running it for the last 10 years.

**B.** Farrah thanked Marr for the reopening plan. She's putting one together for her non-profit and knows that it's a lot of hard work.

**C.** Fazzolara thanked Marr for that, as well as the budget proposals, research into the lockers, and taking staff safety seriously.

**D.** Bartos echoed all the above.

**15. Adjourn:**

**Motion: Adjourn the meeting at 7:43 pm.** (Yezbick/second Hooper); Bartos-yes, Farrah-yes, Fazzolara-yes, Hooper-yes, Perry-yes, Yezbick-yes.

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.)