

DIRECTOR
Jenny Marr

BOARD OF DIRECTORS
Judeen Bartos
Meghan Evoy
Kelly Farrah
Adrienne Fazzolara
Amanda Hanlin
Daniel Hooper
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 fadl.org

Library Board Meeting

Approved Minutes

January 20, 2022 - 6:30 PM

1. Call to order: Meeting called to order by Judeen Bartos at 6:32 pm.
2. Roll call: Judeen Bartos, Meghan Evoy, Kelly Farrah, Adrienne Fazzolara, Amanda Hanlin, Daniel Hooper, Kevin Yezbick. Director Jenny Marr and Recording Secretary Kerrie Patterson also present.
3. Approval of agenda:
Motion: Approve the agenda. (Hanlin/second Hooper); passed unanimously.
4. Public comment: None.
5. Minutes: Approve December 16, 2021 regular meeting proposed minutes:
Motion: Approve December 16, 2021 regular meeting proposed minutes. (Farrah/second Evoy); passed unanimously.
6. Director's report: (See att.) Some in-person programming coming in February. A special webcam (Owl) was purchased to help with virtual programming and hybrid programming. Building renovations are on schedule. Courtyard lighting is finished. Marr Provided update on last night's Ferndale Planning Commission meeting.
7. Acceptance of expenditures and finance reports for the month of December:
Motion: Accept the expenditures and finance reports for the month of December. (Yezbick/second Fazzolara); passed unanimously.
8. Mid-Year Budget Amendment: Revenue and expenditure line items adjusted as needed.
Motion: Approve the proposed amendments to the FY 2021 Budget. (Hanlin/second Evoy); passed unanimously.
9. Board Bylaws and Policies – proposal for update: (See att.) Board recommends an annual review of policies moving forward.
Motion: Approve \$6,510.00 to purchase the proposed updated Library Board of Directors Bylaws and Policies. (Yezbick/second Farrah); passed unanimously.
10. Strategic Planning Scheduling: (See att.) The Board discussed potential dates for Strategic Planning workshop with MCLS and chose the weekend of March 19th or 20th. Marr will reach out to MCLS to confirm.
11. Covid – discussion, Catastrophic Absence Time and staffing: (See att.) Board discussed a change to CAT time in order to address staff illnesses and quarantine due to the Covid Omicron variant. The library's attorney, pending implementation, will review the changes to the policy.
Motion: Authorize the library director to add 3 weeks of CAT (catastrophic absence time) to each Regular Full- and Part-time employee's balance, prorated for the time normally worked during that time period, and the library director may authorize use of CAT for fewer than 5 days for Covid related

absences. This policy will go into effect pending attorney review. (Evoy/second Fazzolara); passed unanimously.

A. Board and Marr discussed potential scenarios if a high number of staff are unable to work due to Covid. Possible options included reduced hours or closure. Marr shared her thoughts on what would be the minimum number of employees needed to remain open.

12. Board Calendar of Events – budget timeline and other events: (See att.) Marr shared an expanded board calendar of events that includes information beyond budget and fiscal deadlines.

13. Board Offices and Committee Chairs: No change in offices. Committee chairs discussed. Bartos appointed Hooper to Arts & Exhibitions, Farrah to the Friends, Hanlin to Equity, Diversity and Inclusion, Fazzolara to Personnel, Evoy to Schools, and herself to Finance. Upcoming November board member elections also discussed.

Motion: Approve the proposed slate of officers. (Hooper/second Hanlin); passed unanimously.

14. Committee reports:

A. Art & Exhibitions: Monthly meetings began this month via Zoom. No dates are confirmed but 4 artists are being considered. Hooper wishes to add committee member Jerry Lemenu, a retired Ferndale High School art teacher, who ran the Artist in You series.

B. Friends of the FPL: Farrah was unable to attend the last meeting. Couch to 5K started. Cookbook recipes are still needed. Shelving added to the bookstore for t-shirts in hopes of selling more. Librarian Ed Burns needs a new Friends liaison due to his upcoming retirement. Librarian Sarah Bowman will take over.

C. Equity, Diversity and Inclusion: Hanlin missed the last board meeting and will meet with Marr to discuss training options.

D. Finance: (See att.) Met this week. Already discussed above.

E. Personnel: Marr will be adding the director review schedule to the calendar.

F. Schools: Assistant Director Jordan Wright could potentially join the committee.

15. Committee membership appointments as needed: Bartos appointed Jerry Lemenu to A&E.

16. Review action items:

A. Marr will initiate the necessary library policy re-writes with the library's attorney.

B. Marr will reach out to the MCLS representative to schedule the board workshop.

C. Marr will bring the CAT motion to an attorney for review.

D. Marr will revisit the library's emergency plan.

E. Marr and Hanlin will review potential EDI trainers.

F. Marr and Fazzolara will schedule a personnel committee Zoom meeting in February.

G. Board members whose terms expire at the end of 2022 will take steps needed to be placed on the ballot, if desired.

17. Announcements/comments from board members:

A. Evoy's family was excited to check out the telescopes and they brought joy to her family.

B. Fazzolara thanked Marr for advocating for the library at the Ferndale Planning Commission meetings regarding parking.

C. Evoy thanked Marr for taking care of library staff.

D. Bartos wished everyone a happy new year.

18. Adjourn:

Motion: Adjourn the meeting at 8:27 pm. (Yezbick/second Farrah); 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.)