

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 ferndalepubliclibrary.org

## Library Board Meeting

### Approved Minutes

June 17, 2021 - 6:30 PM

Virtual Meeting

1. Call to order: Meeting called to order by Judeen Bartos at 6:30 pm.
2. Roll call: Judeen Bartos, Meghan Evoy (Began in Oak Park and ended in Ferndale), Kelly Farrah, Amanda Hanlin, Daniel Hooper, Kevin Yezbick (Farmington Hills). Director Jenny Marr and Recording Secretary Kerrie Patterson also present. Most attendees were virtual in Ferndale, MI unless otherwise noted. Adrienne Fazzolara absent with notice.
3. Approval of agenda:  
**Motion: Approve the agenda as presented.** (Hanlin/second Evoy); Bartos-Yes, Evoy-Yes, Farrah-Yes, Hanlin-Yes, Hooper-Yes, Yezbick-Yes.
4. Public comment: None.
5. Minutes: Approve May 20, 2021 regular meeting proposed minutes: (See att.) Small change in Yezbick's statement.  
**Motion: Approve May 20, 2021 regular meeting proposed minutes as amended.** (Yezbick/second Farrah); Bartos-Yes, Evoy-Yes, Farrah-Yes, Hanlin-Yes, Hooper-Yes, Yezbick-Yes.
6. Website Preview: Assistant Director Darlene Hellenberg presented the upcoming library website. The board provided feedback and requested test links to view it further later on.
7. Director's report: (See att.) The governor is removing occupancy limits earlier than previously planned, so beginning Tuesday, June 22, the current re-opening phase will add limited seating, more computers, and remove mask requirements. Friday, July 2 is a staff-only day to make needed adjustments for when the library fully re-opens on July 6. While the library is reopening then, programming will remain virtual and the large community room will not be available for public meetings. MIOSHA guidelines are currently in effect until October 14. Summer Reading kicked off virtually. Wandoo Reader is working well and more adults are signing up than before. Juneteenth is this Saturday, 1-5 pm, in the library courtyard and surrounding area. There will be poetry, dancing, music, and more.
8. Michigan Municipal League Liability and Property Pool Renewal: (See att.) Premium increase of 1.65% compared to last year. Marr has always been pleased with their coverage and resources.  
**Motion: Approve the Liability & Property Pool Proposal from the Michigan Municipal League for 2021-22.** (Evoy/second Hanlin); Bartos-Yes, Evoy-Yes, Farrah-Yes, Hanlin-Yes, Hooper-Yes, Yezbick-Yes.
9. Parental Leave Policy: (See att.)

**Motion: Approve the proposed Parental Leave Policy for library employees.** (Farrah/second Evoy); Bartos-Yes, Evoy-Yes, Farrah-Yes, Hanlin-Yes, Hooper-Yes, Yezbick-Yes.

10. GES Controls Proposal: (See att.) This comes out of next fiscal year's budget.

**Motion: Approve the proposal from GES for a new mechanical controls system in an amount not to exceed \$26,272.00.** (Hooper/second Evoy); Bartos-Yes, Evoy-Yes, Farrah-Yes, Hanlin-Yes, Hooper-Yes, Yezbick-Yes.

11. Courtyard usage policy update: Farrah provided a progress update to the board.

12. Acceptance of expenditures and finance reports for the month of May: (See att.) Finance committee reviewed everything earlier this week.

**Motion: Accept the expenditures and finance reports for the month of May.** (Farrah/second Hanlin); Bartos-Yes, Evoy-Yes, Farrah-Yes, Hanlin-Yes, Hooper-Yes, Yezbick-Yes.

13. FY 2021 Budget – Proposed Amendment: (See att.) Fiscal year closes out June 30. A third payroll in June required minor adjustments.

**Motion: Approve the proposed Budget Amendments for FY 2021.** (Yezbick/second Farrah); Bartos-Yes, Evoy-Yes, Farrah-Yes, Hanlin-Yes, Hooper-Yes, Yezbick-Yes.

14. Committee reports:

A. Art & Exhibitions: Current installation up until July 11 so patrons can see it in person. A confirmed artist will go up after the Dream Cruise in August.

B. Friends of the FPL: Annual meeting was held on Monday. The Friends did a good job during Covid to engage with the community virtually. The current treasurer says they make more money from book sales than festivals so they look forward to re-opening. Officer elections were held and Gabrielle Bray will be the next president, replacing long time president Kate Siebenaler. Thank you, Kate, for your service! Nina Kelly stepped down as treasurer, and that position will need to be filled. Head bookstore volunteer June Axelrad is excited for the book store to open back up.

C. Equity, Diversity and Inclusion: A draft charter has been reviewed for feedback. A final charter will be presented at the July board meeting. Hanlin has a meeting coming up with Nonprofit Enterprise at Work (NEW) of Ann Arbor. A Land Acknowledgement plan and statement were discussed.

D. Finance: Ideation Orange tweaked the proposed sign lettering; it's been sent to the City for approval. DesignStruct has completed the plans for the exterior lighting; also sent to the City. The Youth Services area project will have an updated quote soon as the carpeting and more have been selected.

E. Personnel: Parental leave policy and regular staff evaluations were discussed at their last meeting. They will meet again to streamline the director evaluation tool.

F. Schools: No report.

**Closed Session to be convened** – to consider a periodic personnel evaluation of, a public officer, employee, staff member, or individual agent, if the named person requests a closed hearing, in accordance with Sec. 8(a) of the Open Meetings Act (OMA) MCL 15.268.

**Motion: Begin closed session at 7:31 pm.** (Yezbick/second Evoy); Bartos-Yes, Evoy-Yes, Farrah-Yes, Hanlin-Yes, Hooper-Yes, Yezbick-Yes.

**Motion: Exit closed session at 7:55pm** (Farrah/second Hanlin); Bartos-Yes, Evoy-Yes, Farrah-Yes, Hanlin-Yes, Hooper-Yes, Yezbick-Yes.

15. Library director salary adjustment approval.

**Motion: Approve the salary adjustment as discussed in the Closed Session.** (Yezbick/second Evoy); Bartos-Yes, Evoy-Yes, Farrah-Yes, Hanlin-Yes, Hooper-Yes, Yezbick-Yes.

16. Committee membership appointments as needed: No Discussion.

17. Review action items:

A. Marr will give a test link to the new website in the board newsletter and the board will report their feedback after testing.

B. Farrah will submit the draft of the courtyard policy to the attorney when ready (following board and staff feedback).

C. The personnel committee will make the director evaluation tool more streamlined.

18. Announcements/comments from board members: The FADL board was excited and honored to be hosting the City of Ferndale Juneteenth activities on Saturday, June 19, 2021.

19. Adjourn:

**Motion: Adjourn the meeting at 8:07pm.** (Evoy/second Hanlin); Bartos-Yes, Evoy-Yes, Farrah-Yes, Hanlin-Yes, Hooper-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.)