

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

### Proposed Minutes

November 17, 2022 - 6:30 PM

#### Board Meeting

1. Call to order: Meeting called to order by Judeen Bartos at 6:30 pm.
2. Roll call: Judeen Bartos, Meghan Evoy, Kelly Farrah, Adrienne Fazzolara, Amanda Hanlin, Daniel Hooper, Kevin Yezbick. Assistant Director Jordan Wright and Recording Secretary Kerrie Patterson also present.
3. Approval of agenda:  
**Motion: Approve the agenda as presented.** (Hanlin/second Farrah); passed unanimously.
4. Public comment: None.
5. Minutes: Approve October 13, 2022 regular meeting:  
**Motion: Approve October 13, 2022 regular meeting minutes.** (Farrah/second Yezbick); passed unanimously.
6. Director's report: (See att.) Storytrail ribbon cutting went well and Wright thanked the board for their support. The Tiny Art Show was well-received and will become an annual event. The Mango Room renovation is mostly finished but awaiting the proper desks. The Program Room heat pump has been fixed. The Sprinkler System checkup Wednesday went well. Roofers did seasonal maintenance and the roof looks good. The library is currently short-staffed due to illnesses.
7. Strategic Plan 2022-25: (See att.) Board reviewed and discussed the strategic plan before approving.  
**Motion: Approve the Strategic Plan.** (Evoy/second Hooper); passed unanimously.
8. Proposal for Services – Paychex HR Solutions: (See att.) Board reviewed proposed HR services.  
**Motion: Approve the Paychex Proposal for HR Services as presented.** (Yezbick/second Hooper); passed unanimously.
9. Board Bylaws/Policies Revision Recommendations - Record Retention Policy: (See att.) The policy itself is new, but it is current practices put into writing.  
**Motion: Approve the Record Retention Policy as presented.** (Yezbick/second Evoy); passed unanimously.
10. Discussion – Employee Handbook revisions: (See att.) These will be up for a vote at the December meeting. Discussion of three items that may need to be revised in the employee handbook. The board is encouraged to reach out to Marr with additional questions prior to the December meeting.
11. Acceptance of expenditures and finance reports for the month of October:  
**Motion: Accept the expenditures and finance reports for the month of October.** (Hanlin/second Farrah); passed unanimously.
12. Board Calendar of Events: (See att.)
13. Committee reports:
  - A. Art & Exhibitions: Might have two more pieces in the permanent collection soon. Michael Ross in January.
  - B. Friends of the FPL: No quorum at last meeting. Holiday events will begin soon. Still need a vice president and secretary. The bookstore made almost \$500 last month.
  - C. Equity, Diversity, and Inclusion: DEI training is on December 1, 6-8 pm. Hanlin will bring snacks.

- D. Finance: (See att.) Finance committee met. Ideation Orange quote for signage was reviewed and discussed. Desire is to go back to the company with a scaled down request.
  - E. Personnel: Fazzolara needs to do the action item from the last meeting.
  - F. Schools: No report.
14. Committee membership appointments as needed: Not needed. Reminder to think of offices for next year.
15. Review action items:
- A. Wright will ask Marr about how the broken heat pump coverage works.
  - B. Yezbick suggested Marr add parking pass expiration date to the board calendar.
  - C. Comments and questions about the employee handbook proposed changes should go to Marr before the next meeting.
16. Announcements/comments from board members:
- A. Fazzolara congratulated Erin Hooper, Yezbick, and Evoy regarding the election. The Storytrail event was great.
  - B. Evoy is following book challenges that libraries are facing around the country. Made her think about how serious this work is.
  - C. Yezbick is proud of the Storytrail and liked the turnout.
  - D. Bartos dittoed the Storytrail and congratulated the board members who won their elections. Congratulated Jeff Milosevich for winning the Support Staff of the Year award from MLA.
17. Adjourn:
- Motion: Adjourn the meeting at 7:35 pm.** (Evoy/second Hanlin); 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.)