

**Lapeer District Library
Special Meeting of March 2, 2017
4:30 pm
Metamora Branch Library
Minutes**

17S.03.01 CALL TO ORDER: Mrs. Watz, Chairperson, called the meeting to order at 4:30 p.m.

17S.03.02 ROLL CALL:

Glenn Alverson	City of Lapeer	12/31/2018	Excused
Charlotte Babb	County (Burnside Township)	12/31/2020	Present
Gary Phillips	County (Deerfield Township)	12/31/2019	Present
Karen Rykhus	Lapeer Township	12/31/2020	Present
Perry Valle	County (Metamora Township)	12/31/2017	Present
Jan Watz	Mayfield Township	12/31/2017	Present
Pat Wright	County (Elba Township)	12/31/2019	Present

Quorum is 4. There are 6 Board members present.

Also in attendance are Melissa Malcolm, Lapeer District Library Director and Cherisse Laidler, President of the Friends of the M. deAngeli Library.

17S.03.03 ADDITIONS/DELETIONS/APPROVAL OF AGENDA – *Motion by Mrs. Wright to approve the agenda as printed, with the addition of a time to review the * items from the February meeting prior to beginning "a" under Building project. Seconded by Mr. Valle. Motion carried.*

17S.03.04 PUBLIC COMMENTS: Mrs. Laidler presented the Board with information about the history of the Friends' book sales and their interest in having a dedicated space for their use. She indicated she met with Ms. Malcolm after members of the Friends had toured other facilities at her suggestion. The group is looking at having a smaller area on the main level for the sale of quality books and more room on the lower level that would be for storage/sorting and a sales area that would be accessible to the public. She requested that the Friends have the opportunity to meet with the architect to see how that could be made possible.

UNFINISHED BUSINESS:

Building project – Mr. Phillips

* items from February meeting - all items were completed

17S.03.05 capital campaign/fund-raising – Ms. Malcolm reported although she would have liked to see more people at the Pre-Feasibility Forums, Mr. Zrimec and Mr. Wick felt they got some good feedback and information. They will have a report to her within 1-2 weeks. As per our understanding, for the Feasibility Study interviews, the LDL Board is responsible to select the people to participate and set up the interviews. Time was spent developing an initial list of potential people to interview. The list will be included as part of the minutes. We want to make sure to have enough people on the list, so that the target number of 20 is

met.

*The Board will finalize the list at the March 16 Regular Board Meeting – Board members are to review the initial list for additions or any changes.

* Ms. Malcolm will ask Mr. Zrimec and Mr. Wick for a time line (when they need the names, when the interviews will be done, any other dates we need to be aware of for steps in the process)

- 17S.03.06** specific program spaces and how they will work within the new facility – Ms. Malcolm indicated the genealogy area is considered a collection, so it would not be part of the inquiry about space use, as Family Literacy Center (FLC) and Friends of the Library (FOL) are. FOL should not be an issue. She also indicated that she asked staff to have their ideas about space to her by the end of the month. She plans to have Mr. Jensen meet with the staff about space usage.

FLC would also have storage space in the lower level. The FLC contract would need to include cost, length of contract, what is provided, any specifics, what space would be theirs and what space would be shared and square footage needed. Discussion continued about what the FLC expectations are and the need to know that prior to agreeing on a contract. It was suggested that Mr. Jensen might be able to meet with staff and FOL the same day and then report the outcome of those meetings to the Board.

*Ms. Malcolm will contact Mr. Jensen to check on a possible date (s) to meet with staff and FOL and what information he needs. She will also find out when he could report to the Board.

- 17S.03.07** bond work/committee – nothing at this time
- 17S.03.08** community input/involvement – nothing at this time
- 17S.03.09** purchase agreement – The city representatives have signed the agreement. Ms. Malcolm and Mrs. Watz signatures are now needed.
- 17S.03.10** bond counsel - We are currently up-to-date on all expenses. Remaining is the \$1,200 for the title search. It was agreed upon that the revision of the reimbursement resolution be not less than \$15 million. Ms. Wyngaarden needs time to research the space use issue of FLC and FOL and if special ballot language will be necessary.
- 17S.03.11** building committee – nothing at this time
- 17S.03.12** key topics for next meeting –
1. Pre-Feasibility Study report from Zrimec /Wick
 2. list of people to participate in Feasibility Study
 3. Mr. Jensen – meeting with FOL and staff
 4. information from bond counsel – what can space in building be used for, if special ballot language is needed, revised reimbursement resolution

NEW BUSINESS:

- 17S.03.13** Information – Ms. Malcolm reported the PPT reimbursement was received and steps will be taken to implement the merit pay as voted on at the December meeting.

17S.03.14 **PUBLIC COMMENTS:** None

17S.03.15 **ADJOURNMENT:** *Motion by Mr. Valle to adjourn. Seconded by Mr. Phillips. Motion carried.*
Meeting adjourned at 6:05 p.m.

Next Regular Meeting:
Metamora Branch Library
March 16, 2017
Finance Committee 1 p.m.
Full Board 2 p.m.

Next Special Meeting:
Metamora Branch Library
April 6, 2017
4:30 pm

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