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**Lapeer District Library  
Special Meeting of January 4, 2018  
Metamora Branch Library  
Minutes**

**18S.01.01 CALL TO ORDER:** Mrs. Watz, Chairperson, called the meeting to order at 4:31 p.m.

**18S.01.02 ROLL CALL:**

Glenn Alverson	City of Lapeer	12/31/2018	Present
Charlotte Babb	County (Burnside Township)	12/31/2020	Excused
Hill Kim	County (Hadley Township)	12/31/2019	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
Janet Watz	Mayfield Township	12/31/2017	Present

Quorum is 4. There are 6 Board members present.

Also present are Melissa Malcolm, LDL Director and Pat Presby, recorder

**18S.01.03 ADDITIONS/ DELETIONS/APPROVAL OF AGENDA:** Mr. Alverson moved to approve the agenda as printed. Seconded by Mr. Valle. Motion carried.

**18S.01.04 PUBLIC COMMENTS:** None

**UNFINISHED BUSINESS**

**Building Project** (The Building Committee submitted written notes of their meeting on 12/14/17. Ms. Malcolm submitted notes on the building project as well.)

- 18S.01.05 a.** Specific program spaces and how they will work within the new facility-
1. Family Literacy Center has been reminded to submit a formal letter to LDL stating that they will not occupy a designated space in the new library. As always, play group storage and study rooms will be offered to them for their use.
  2. Discussion followed on use of the space once designated for FLC. The proximity of Mott College indicates the possible need for study rooms; study rooms could be used by high schoolers and tutors as well. The two person rooms, could be eliminated in favor of more 4-6 person rooms. (A tangent discussion was held on charging tutors a fee to use the study rooms. Since "for profits" can't use the meeting room now, the extension of this policy would indicate that tutors should be charged. Ms. Malcolm will check with other libraries to see how they handle this issue.)

3. The consensus of opinion was that groups routinely meeting at the library could be given dedicated storage space for materials for their group.
4. There needs to be enough planned space for staff programs; the principle followed is to assure people space rather than materials space.
5. The question came up regarding keeping the space once dedicated for FLC or to downsize the project by that space. However, "what if" space is still being considered and the plans could reflect an added or new use for former FLC space. In the event costs go up, a decrease in space would compensate for the increase. This is an unknown right now.
6. Friend's space: The building committee submitted written notes of their December 14, 2017 meeting which included the areas of concern if the Friends space (1,000-1,500 sq. ft.) is located in the basement. One issue is the cost for a second set of stairs. Another is the efficient placement of elevators. Would the cost of these be offset by the less expensive per square foot cost of the same space in the basement? If the location of the Friends is in the basement, then their designated space at ground level will have to be re-evaluated. The question remains of what makes the work flow the most optimal function of the building.

**18S.01.06**

**b. Bond work/committee-**

1. Each board member reported his/her list of contacts and the outcome as well as contacts still in progress. In this way a concrete list of community members is being generated with information about how they will participate in the campaign.
2. Letters of support can be included in the Progress Edition of the County Press.
3. Dr. Neena Sharma has indicated that she will be an honorary chair.
4. The board brainstormed other groups who may have been overlooked and possible contacts which included religious, senior, teen, and McLaren communities.
5. Donation sheets will be available at the next Vote Yes! meeting.

**18S.01.07**

**c. Community input/involvement-**

1. Board and staff informational campaign was not discussed.
2. Regarding Dale Kerbyson's letter about the transfer of the deAngeli building, the Board looked at two options suggested by an attorney. Mrs. Rykhus moved to not respond to the letter. Seconded by Mr. Perry. Motion carried.

**18S.01.08**

**d. Building committee—**Clarification on item in building committee's notes involving a donation; it was not for a Friend's store.

**18S.01.09**

**e. Key topics for next meeting—**

1. Update on contact list for community member participation
2. Update on honorary chairs.
3. Update from the building committee's meeting with the architect on January 9.
4. Re-visit program spaces.
5. Make a timeline of critical dates.
6. Board will be given ballot language to approve at the March 15 board meeting.
7. Architect to review pricing of building and give a report.

**18S.01.10 NEW BUSINESS:** None

**18S.01.11 PUBLIC COMMENTS:** None

**18S.01.12 ADJOURNMENT:** Mr. Valle moved to adjourn. Seconded by Ms. Hill. Motion carried.

**Regular Meeting:  
Marguerite deAngeli Library  
January 18, 2018  
Finance Committee 1 p.m.  
Full Board 2 p.m.**

**Special Meeting:  
Metamora Branch Library  
February 1, 2018  
4:30 p.m.**

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