

**Lapeer District Library
Special Meeting of June 2, 2016
4:30 pm
Metamora Branch Library
Minutes**

16S.06.01 CALL TO ORDER: Mrs. Watz, Chairperson, called the meeting to order at 4:38 p.m.

16S.06.02 ROLL CALL:

| | | | |
|----------------|-----------------------------|------------|---------|
| Glenn Alverson | City of Lapeer | 12/31/2018 | Present |
| Charlotte Babb | County (Burnside Township) | 12/31/2016 | Excused |
| Gary Phillips | County (Deerfield Township) | 12/31/2019 | Present |
| Karen Rykhus | Lapeer Township | 12/31/2016 | 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 | Excused |

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Quorum is 4. There are 5 Board members present.

Also present are Melissa Malcolm, Lapeer District Library (LDL) Director and Cherisse Laidler, President of Friends of the Marguerite deAngeli Library.

16S.06.03 ADDITIONS/DELETIONS/APPROVAL OF AGENDA – *Motion by Mrs. Rykhus to approve the agenda as printed. Seconded by Mr. Valle. Motion carried.*

*Mrs. Wright joined the meeting at 4:40 p.m.

16S.06.04 PUBLIC COMMENTS: None

16S.06.05 UNFINISHED BUSINESS:

1. Building project

- a. Survey - Ms. Malcolm contacted Banach. She plans to add clarification to the opening/introductory paragraph. Survey details – 10 minutes to take, 384 randomly selected participants from regular voters, 95% accuracy with a + or – 5%. Written surveys are not as accurate, as demographics are not known. The company believes with the additions we want, it would be too confusing and hard to understand. They are suggesting that we select a site prior and not offer as many options. Discussion included: survey is only one tool, not just for site selection but for other information; Banach would be compiling comments made by participants; if asking too much info, could we wait for community meetings for other input; can we eliminate one site; appraisal information gives a better cost perspective to us.

Motion by Mr. Valle to eliminate the White site from consideration. Seconded by Mr. Alverson. Motion carried.

Because of the motion and further discussion: 1. the survey will no longer include White as one of the options; 2. references to cost will indicate they are at "today's costs;" 3. costs will be given in a per year range; 4. "repurposed" will be used instead of "remodeled;" 5. a final draft of the survey will be ready for the June 16th Regular Board Meeting; 6. with the understanding of our timeline for site selection, we will rely on Banach to set the time for

- conducting the survey; 7. article/s will be submitted to the *County Press* about the survey, which could include White no longer being part of the mix.
- b. Site Selection – Copies of the appraisals for the three sites were provided to the Board. Discussion included the information given, the thoroughness of the documents and our responsibilities as indicated in the “Statement of Assumptions and Limiting Conditions.” Ms. Malcolm with contact Mr. Wilson for a clarification of this area.
 - c. Specific program spaces and how they will work within the new facility – Other than wish list items, key spaces seem to be Family Literacy Center (FLC) and Friends (FOL). There could be other requests for spaces. FLC first choice would be to totally be housed at the library, second would be to have storage space, tutoring/study rooms and a training room.

Mrs. Rykhus left the meeting at 6:10 p.m.

Friends’ first choice would be to have no less than 1,000 sq. ft. for storage and sorting, Along with an ongoing sales space. If they are not able to use library meeting room/space for the 3 or 4 sales they have during the year, more space would be required. Discussion included the need for space use agreements, being able to manage spaces, best practices, the deAngeli collection, the wish list, possible basement area, the need to keep in mind original suggested amount of space as costs being used in survey have been based on that. The July meeting will be mainly dedicated to space use. Ms. Malcolm will have the wish list items categorized.

16S.o6.o6 NEW BUSINESS:

1. Agenda for July Special Meeting - Unfinished Business will include
 - a. Survey - report update from June 16 Regular Board Meeting
 - b. Site selection - appraisal information report
 - c. Specific program spaces and how they will work within the new facility - space needs and uses, including discussion items from June meeting

16S.o6.o7 PUBLIC COMMENTS: Mrs. Laidler mentioned traffic concerns about the green space property. With the ability to have traffic flow to and from both DeMille and Genesee Roads and possibly the Rolland-Warner parking lot, it is not seen as a major concern.

16S.o6.o8 ADJOURNMENT: *Mr. Alverson moved to adjourn. Seconded by Mr. Valle. Motion carried. Meeting adjourned at 6:52 p.m.*

**Next Regular Meeting:
Marguerite deAngeli Branch Library
June 16, 2016
Finance Committee 1 p.m.
Full Board 2 p.m.**

**Next Special Meeting:
Metamora Branch Library
July 7, 2016
4:30 pm**