

**Lapeer District Library
Special Meeting of April 6, 2017
4:30 p.m.
Metamora Branch Library
Minutes**

17S.04.01 CALL TO ORDER: Mrs. Watz, Chairperson, called the meeting to order at 4:30 p.m.

17S.04.02 ROLL CALL:

Glenn Alverson	City of Lapeer	12/31/2018	Present
Charlotte Babb	County (Burnside Township)	12/31/2020	Excused
Gary Phillips	County (Deerfield Township)	12/31/2019	Excused
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 5 Board members present.

Also present are Melissa Malcolm, Lapeer District Library Director and Neena Sharma, Mayfield Township.

17S.04.03 ADDITIONS/DELETIONS/APPROVAL OF AGENDA – *Motion by Mr. Alverson to approve the agenda as printed. Seconded by Mr. Valle. Motion carried.*

17S.04.04 PUBLIC COMMENTS: Dr. Sharma indicated that she thought the session she attended with Zrimec/Wick (Z/W) went well.

UNFINISHED BUSINESS:

Building project

* items from March meeting – All completed except knowing a date when Mr. Jensen will be able to report to the Board about the meeting with staff and FOL.

17S.04.05 capital campaign/fund-raising - The interviews with Z/W will be taking place in two weeks. To accommodate everyone, interviews are being held in various locations. Most Board members have completed their calls to people to confirm being interviewed. Board members are to provide Ms. Malcolm with some general information about the people they called so that Z/W will have some background. The question was raised about what the process is after the interviews. It may be possible for a report from Z/W at the May Special meeting.

*Ms. Malcolm will call all interviewees not confirmed by Tuesday, April 11 to confirm their participation and make any adjustments as needed.

17S.04.06 specific program spaces and how they will work within the new facility – FOL are meeting with Mr. Jensen on April 12 at 2:30 p.m. FLC – They have made no final decision, contract length and affordability (use charge) are the main concerns. Mrs. Watz spoke to Mrs. Shelton-Wiese today and was told that FLC would like a contract not less than 10 years in length and indicated, now, their building and utilities costs are just shy of \$600 a month. Maintenance, cleaning and outside upkeep are covered by donations. Board discussion included : space FLC needs (study rooms, office space, program space, storage), separate entrance, what spaces can be shared, probable increase in costs over the years, possible increase in use charge during contract length,

need to review the use charge during the contact, possibility of a 20/25 year contract, need for an ending clause if either party wants to end the contract, could storage space be on lower level, and if not totally going to be in the library the space allotment would not be needed on the main level making the size of the building less and the cost for the building less.

Information from the bond attorney regarding what the law says about a 501c3 being in the building and the ballot language are critical pieces of information that need to be known.

*Ms. Malcolm will contact Ann S. and our bond attorney to see if this information is available yet.

It was agreed that once the information about ballot language and a non-profit entity being in the library are known, Ms. Malcolm and Mrs. Watz will meet with Mrs. Shelton-Wiese and a representative from the FLC Board to work on a contract.

*Ms. Malcolm is to contact Z/W to find out if this issue can be asked about in the interviews to see if it would be a selling point or distraction.

17S.04.07 bond work/committee- Once legal issues are settled the time line needs to be adjusted for the capital campaign and bond work. Mr. Jensen's meetings with the public may need to be earlier.

17S.04.08 community input/involvement - Handout needs to be available for the Expo.

17S.04.09 bond counsel - *Mrs. Wright moved to approve the "Resolution Amending Resolution Official Intent to Reimburse Project Expenditures with Proceeds of an Obligation" as printed. Seconded by Mrs. Rykhus.*

Roll call vote taken : Mr. Alverson – yes Mrs. Rykhus – yes
Mr. Valle – yes Mrs. Watz – yes
Mrs. Wright - yes

Motion carried.

17S.04.10 building committee - Their first meeting is April 12 at 3:00. Frequency of meeting has not yet been determined. Mr. Valle and Mr. Phillips will be reporting to the Board regarding these meetings.

17S.04.11 key topics for next meeting –
1. report from interviews, next step
2. information from bond council – bond language, space use
3. Mrs. Watz and Ms. Malcolm meeting with FLC – contract
4. Building Committee report

NEW BUSINESS:

17S.04.12 Mrs. Wright gave Ms. Malcolm a copy of her letter of resignation that she presented to the County Commissioners this morning, with an effective date of April 13, 2017. She expressed her appreciation at being able to serve on the Board for the past five plus years and explained the gift she and her husband have pledged to the capital campaign for the new building.

17S.04.13 **PUBLIC COMMENTS:** None

17S.04.14 **ADJOURNMENT:** *Mr. Valle moved to adjourn. Seconded by Mr. Alverson. Motion carried. Meeting adjourned at 5:55 p.m.*

**Next Regular Meeting:
Marguerite deAngeli Branch Library
April 20, 2017
Finance Committee 1 p.m.
Full Board 2 p.m.**

**Next Special Meeting:
Metamora Branch Library
May 11, 2017
4:30 p.m.**