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**Lapeer District Library
Special Meeting of May 3, 2018
Metamora Branch Library
Minutes**

18S.05.01 CALL TO ORDER: Mrs. Watz, Chairperson, called the meeting to order at 4:30 p.m.

18S.05.02 ROLL CALL:

Vacant	City of Lapeer	12/31/2018	Vacant
Charlotte Babb	County (Burnside Township)	12/31/2020	Present
Hill Kim	County (Hadley Township)	12/31/2019	Present
Gary Phillips	County (Deerfield Township)	12/31/2019	Excused
Karen Rykhus	Lapeer Township	12/31/2020	Present
Perry Valle	County (Metamora Township)	12/31/2021	Present
Janet Watz	Mayfield Township	12/31/2021	Present

Quorum is 4. There are 5 Board members present.

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

18S.05.03 ADDITIONS/ DELETIONS/APPROVAL OF AGENDA: Additions—under Key Topics add sign discussion. Also add “d. key topics for next meeting” under Unfinished Business. Add Design Institute report. Mrs. Rykhus moved to accept the agenda with additions. Seconded by Mr. Valle. Motion carried.

18S.05.04 PUBLIC COMMENTS: None

UNFINISHED BUSINESS

Building Project -

18S.05.05 a. Bond work/community involvement:

1. The communications sub-committee of the Vote Yes committee submitted notes and a budget spreadsheet. Clarification was needed on the video production for the theater. Previous productions were done in house and by digital media arts students from Ed-Tech.

2. Possible contacts for another honorary co-chair were discussed. It was felt that having the addition of honorary chairs from the business and educational communities (medical community already covered) would be a definite plus. Board contacts were affirmed for two specific community members who were thought to be good choices. All honorary chairs need to be involved now in order to use their names in letterheads, etc. Discussion followed on how the honorary chairs would communicate their endorsement of the new library. While message consistency is a must, each honorary chair's voice should be distinct lending to authenticity. It would be ideal to have three honorary chairs together in a photo. Also, the honorary chairs need to get together with the communications sub-committee for information consistency. The communications sub-committee meets on 5/14/18 when the final plan for letters, etc. can be determined.
3. Ballot language went to the county and soon the board will get a sample ballot.

18S.05.06

b. Building committee:

1. written report from the building committee's meeting on April 18, 2018 was submitted. The director submitted building project notes as well. (It included Design Institute report.)

18S.05.07

e. Key topics from last meeting:

1. Examine policy on naming rooms and monetary amounts needed to name a room—In view of the abandoning of the capital campaign and knowing that it is easier to get pledges after the bond issue passes, by consensus the board recognized the need to establish a policy for naming rooms, etc. and determining monetary amounts for that privilege. Two examples of other libraries' policies on room naming etc. and monetary amounts were given to the board to review. After LDL's policy is formed, it will be necessary to have it reviewed by LDL's lawyer. In discussing the dollar amounts related the level of giving, it was felt that some recognition should be given to any children's efforts to raise or donate money to the library.
2. Explore getting pledges—No discussion.
3. The Vote Yes communications team needs to bring ideas for the "Future Home of" sign to the Regular Meeting on May 17th. (The

board has already approved the sign and the architect has suggested wording.)

18S.05.08

b. Key topics for next meeting:

1. Policy review.
2. Honorary chair update.
3. Recognition ideas for donors.
4. Decide whether or not to suspend the Special Board Meeting in June.
5. Status on Burnside's proposed withdrawal from LDL.

18S.05.09

NEW BUSINESS: The Burnside Township Board passed a resolution to withdraw from LDL. A proposal to withdraw will be on the ballot for voters in August.

18S.05.10

PUBLIC COMMENTS: None

18S.05.11

ADJOURNMENT: Ms. Hill moved to adjourn. Seconded by Mr. Valle. Motion carried. Meeting adjourned at 5:45 p.m.

**Regular Meeting:
Marguerite deAngeli Library
May 17, 2018
Finance Committee 1 p.m.
Full Board 2 p.m.**

**Special Meeting:
Metamora Branch Library
June 7, 2018
4:30 p.m.**

Pat Presby – Recorder

Karen Rykhus – Secretary

Jan Watz - Chair