

**Lapeer District Library
Special Meeting of October 6, 2016
4:30 pm
Metamora Branch Library
Minutes**

16S.10.01 CALL TO ORDER: Chairperson Watz called the meeting to order at 4:30 p.m.

16S.10.02 ROLL CALL:

Glenn Alverson	City of Lapeer	12/31/2018	Present
Charlotte Babb	County (Burnside Township)	12/31/2016	Present
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	Present

Quorum is 4. There are 7 Board members present.

Also in attendance are Melissa Malcolm, Lapeer District Library (LDL) Director; Neena Sharma, Mayfield Township and Dennis Jensen, Principal Project Architect, c2ae.

16S.10.03 ADDITIONS/DELETIONS/APPROVAL OF AGENDA – Mrs. Wright moved to approve the agenda as printed. Seconded by Mr. Alverson. Motion carried.

16S.10.04 PUBLIC COMMENTS: Dr. Sharma commented on the nice article in *The County Press* about the site selection decision.

16S.10.05 UNFINISHED BUSINESS:

1. Building project – Mr. Phillips

Mr. Phillips reported that he, Ms. Malcolm, Mr. Alverson and Mr. Valle attended the September 19 meeting of the City Commissioners. As an agenda item of that meeting, Ms. Malcolm presented an overview of the new library project.

- a. costs of sites - Mr. Phillip and Ms. Malcolm met with Dale Kerbyson about purchasing the 8.5 acres. A purchase price of \$350,000 was agreed upon. The city also wants a clause about the property returning to them if it is not used for a library. The city attorney will be preparing the Purchase Agreement. Patric Parker has been retained to represent LDL.

Mr. Jensen provided information about additional costs and information needed:

1. Prior to property purchase- a Phase I Environmental Study and ALTA Survey (includes utilities, fire hydrant, sewer and storm drain information)
2. Buy/Sell Agreement – should address boundary survey, title search, easement and road information, wetland determination
3. Soil boring would be done after the bond issue

Site walk of October 5 confirmed the appropriateness of the property as a library site.

Once the property is purchased, LDL will be responsible for its upkeep.

- b. specific program spaces and how they will work within the new facility – Mrs. Watz and Ms. Malcolm are meeting with Family Literacy Center board on October 18th. Ms. Malcolm provided information requested about cafés and donations.
- c. campaign committee/bond work – Mrs. Watz and Mr. Valle shared information from the Bond Workshop they attended this morning. Discussion included the pros and cons of when to hold the bond election. Mrs. Wright will contact the county clerk again to verify the 2017 election schedule and Ms. Malcolm will gather information from other libraries. Mr. Phillips indicated this will be an agenda topic for the November 3 meeting. If not already on the list for involvement – representative from DDA, Chamber of Commerce and Economic Development.
- d. capital campaign - nothing at this time
- e. community input/involvement – Mr. Jensen explained the purpose and process of a charrette. This exercise will be held at a Special Meeting Wednesday, November 2 at 3:00 at the Metamora Branch. All Board members and Ms. Malcolm plan to participate. Ms. Malcolm will invite others so that the number of participants will provide two teams of 5-7 members each. Suggestions for other participants – LDL staff, community member, a representative from the school community, city and/or Family Literacy Center. As it is an open meeting, other people may attend, but only a certain number will be able to participate in the exercise.

16S.10.06 NEW BUSINESS:

- 1. Ms. Malcolm reported on attorney rates.
- 2. Mrs. Wright distributed the Director Evaluation information. The rating form is due no later than October 20. Board members are to bring the other item to the Special Meeting on October 27.

16S.10.07 PUBLIC COMMENTS: None

16S.10.08 ADJOURNMENT: *Mr. Alverson made a motion to adjourn. Seconded by Mr. Valle. Motion carried.* The meeting adjourned at 6:10 p.m.

**Next Regular Meeting:
Metamora Branch Library
October 20, 2016
Finance Committee 1 p.m.
Full Board 2 p.m.**

**Next Special Meeting:
Marguerite deAngeli Branch Library
To discuss director's evaluation in closed session
4:30 pm**

**Next Special Meeting
Regarding new building
Metamora Branch Library
November 3, 2016
4:30 pm**

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