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**Lapeer District Library
Special Meeting of October 5, 2017
Metamora Branch Library
Minutes**

17S.10.01 CALL TO ORDER: Mrs. Watz, Chairperson, called the meeting to order at 4:30 p.m.

17S.10.02 ROLL CALL:

Glenn Alverson	City of Lapeer	12/31/2018	Excused
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	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.

17S.10.03 ADDITIONS/DELETIONS/APPROVAL OF AGENDA - Mr. Phillips moved to approve the agenda as printed. Seconded by Mr. Valle. Motion carried.

17S.10.04 PUBLIC COMMENTS: None

UNFINISHED BUSINESS:

Building Project-

17S.10.05 Building project--Ms. Malcolm submitted written notes on the building project topics b. through e.

17S.10.06 a. Capital campaign/fund raising—It was the consensus of opinion to remove the capital campaign aspect of the building project but keep fund raising.

17S.10.07 b. Specific program spaces and how they will work within the new facility—
The architect definitely needs to know by the end of the year whether or not to plan for Family Literacy Center space in the new facility, which is projected to be 1500 square feet. Ms. Malcolm and Mrs. Watz will meet with FLC

director and FLC board members after the camel races (October 20).

- 17S.10.08** Representatives of the Friends will be attending a statewide meeting of Friends groups on Friends' sales and will look at other Friends' spaces and then report to the building committee.
- 17S.10.09** The staff is working to be sure there is enough space for the collection, projecting shelving space needs for the next two decades.
- 17S.10.10** c. bond work/committee—
marketing plan—The L.A. View will have a survey of board members' thoughts and opinions to help with the marketing plan.
- 17S.10.11** suggested co-chairs—It is necessary to draw up a job description for co-chairs. It can be used when approaching community members and asking them to take on that responsibility. Honorary members also need to be identified. Person contacting each person needs to be identified. This needs to be in the agenda for the next meeting.
- 17S.10.12** members (for interviews and others)-- The person asked to be treasurer wanted liability coverage. Ms. Malcolm is researching this situation.
- 17S.10.13** Consensus of opinion was to explore other areas of the county outside of Lapeer in recruiting Say Yes! committee members. Other possibilities included members of the FLC board or Chamber of Commerce.
- 17S.10.14** d. community input/involvement—Spreadsheets of names and organizations and contact persons (including e-mail addresses) are available for board members. A community survey has gone out on the library's home page.
- 17S.10.15** e. building committee—The committee will meet the last week of October.
- 17S.10.16** f. key topics for next meeting— The following needs to be submitted: Co-chair members names, their job description, and action plan of contacting them. Also needed is a firm time line from the architect for building spaces. The building committee will also report.
- 17S.10.17** NEW BUSINESS: None
- 17S.10.18** PUBLIC COMMENTS: None

17S.10.19 ADJOURNMENT: Mr. Phillips moved to adjourn. Seconded by Mrs. Hill. Motion carried. Meeting adjourned at 5:44 p.m.

**Regular Meeting:
Marguerite deAngeli Library
October 12, 2017
Finance Committee 1 p.m.
Full Board 2 p.m.**

**Special Meeting:
Metamora Branch Library
November 2, 2017
4:30 p.m.**

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