

**LELAND TOWNSHIP PUBLIC LIBRARY
BOARD OF DIRECTORS MEETING
November 8, 2021**

Board Members Present: Bret Crimmins, Berkley Duck, Alan Hartwick, Laurie Lisuk

Board Members Absent: Jennie Berkson, Michael Fleishman,

Staff Present: Mark Morton

Public Present: None

Berkley Duck, President, called the meeting to order in the Munnecke Room at 9:00 a.m.

Expansion project

The meeting opened with a Zoom conference with Tamara Burns and Seth Penchansky, the architects for the expansion project, the purpose of which was to discuss the architects' views on the Board's questions regarding the possibility of reducing the footprint and, therefore, the cost, of the project.

The architects suggested that doing so would involve the following:

- Constructing a single addition (on the south side of the building) rather than two.
- Redesigning the Munnecke Room to be used largely for Library purposes, including its division into two separate areas.
- Relocating the staff area.
- Constructing a vestibule on the south side of the building to provide access to the Munnecke Room.
- Various other design changes.

These changes would reduce the floor area of the redesigned structure by 800 square feet and were estimated to reduce the cost of the project from \$2.8 million to \$1.8 million – although the architects cautioned that prices were changing rapidly. A discussion followed regarding the Board's design priorities and other possible modifications to the plan. At the conclusion of the conference, it was agreed that the next step should be a discussion with the Township regarding the use of the Munnecke Room.

Approval of minutes

On motions duly made and seconded, the minutes of the meetings held October 11 and October 18, 2021, were approved.

Financial report

Mark made the following comments on the financial report included with the meeting materials:

- Audit expense was budgeted for the prior year but paid in the current year; this change will require an amendment of the budget.
- Program expense will be partially reimbursed by the other participating libraries.
- The change in health insurance expense will require an amendment of the budget.

Director's report

Mark reviewed the report contained in the meeting materials and responded to questions from the Board members. It was noted that the Library's millage request will need to be on the ballot in 2024, for funding beginning April 1, 2025.

Internet upgrade

Mark discussed two proposals from providers of internet services, included with the meeting materials. He recommended acceptance of the Netlink proposal as the more responsive and less expensive alternative. The cost will be funded by the Horton donation. On motion duly made and seconded, the Netlink proposal was approved and accepted.

There being no further business to come before the meeting, on motion duly made and seconded, the meeting was adjourned.

Respectfully submitted,
Berkley Duck
Acting Secretary