

LELAND TOWNSHIP PUBLIC LIBRARY
BOARD OF DIRECTORS MEETING
October 21, 2024

Board Members Present: Jennie Berkson, Bret Crimmins, Berkley Duck, Michael Fleishman, Alan Hartwick, Laurie Lisuk

Board Members Absent: None

Public: None

Staff Present: Mark Morton

Call to Order

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

Approval of Minutes

On motion duly made and seconded, the minutes of the Regular Meeting held September 9, 2024, were unanimously approved.

Construction Project

Mark noted the inclusion in the meeting materials of the updated (10/18/24) Summary of Overall Project Cost. The design fees and owner contingencies in that estimate are overstated to the extent of our previous payments and the inclusion of discretionary items that we do not intend to incorporate in the project. A general discussion of the estimate followed. Construction drawings will be put out for bid in November and Spence will vet the responses.

The pledge agreements related to the funding of the project construction costs provide for payment in two equal installments, the first of which will be needed in 2024. A form of letter to the donors requesting payment of the first installment was distributed to the meeting and approved.

Financial Report

Mark reviewed the financial report for September that was included with the meeting materials. There were no unusual items.

Director's Report

Mark reviewed the Director's report that was included with the Board packet. There were no unusual items.

Old Business

Acquisition of Munnecke Deed Property. Berkley reviewed the terms of the Intergovernmental Agreement included with the meeting materials and answered questions. Following the discussion, on motion duly made and seconded, the following resolution was unanimously adopted:

RESOLVED, that the Board of Directors of Leland Township Public Library hereby approves and adopts the terms of the Intergovernmental Agreement for the transfer of the Munnecke Deed Property by Leland Township to Leland Township Public Library in the form presented to this meeting and authorizes and directs the execution and delivery thereof and of the

documents and instruments provided for therein by the President of the Board of Directors on behalf of the Library.

The EAGL permit for the seawall construction will be issued by November 8. The current estimate of the construction cost is \$800,000, but that estimate has not been recently updated.

There was a general discussion of our fundraising strategies. Berkley and Mark will develop a fundraising plan. Construction of the new seawall would not begin prior to March 31, 2025. A draft of a pledge agreement form was distributed and discussed.

New Business

The Board unanimously approved three increases to the budget -- \$500 for Capital Campaign Postage, \$200 for Postage, and \$5,000 for Legal Fees. The capital campaign revenues and expenses will be separately accounted for and the general fund will be reimbursed for any expenses paid by it.

The meeting was adjourned at 10:50 a.m.

Next Meeting: November 11, 2024

Respectfully submitted,

Jennie Berkson

Secretary