

**LELAND TOWNSHIP PUBLIC LIBRARY
BOARD OF DIRECTORS MEETING
May 10, 2021**

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

Staff Present: Mark Morton

Friends Present: None

Public Present: Anthony Rupard Effect Size Consulting

Berkley Duck, President, called the meeting to order at 8:59 a.m. Due to the COVID-19 pandemic, the meeting was held via Zoom.

Minutes

On motion duly made and seconded, the minutes of the meeting held April 21, 2021, were approved.

Financial report

Mark reviewed the financial report included in the meeting materials.

- Regarding account 409 County Penal fines – we are still waiting for \$16K from County. Last year those were received at the end of April
- Discussion around potential summer employee who could help with necessary inventory.

Director's report

Mark reviewed the Director's report included in the meeting materials.

- Operating at 50% capacity per COVID restrictions, looking for guidelines on quarantining books.

Other Business

Expansion Project

Anthony Rupard from Effect Size Consulting, recommended by Rotary, presented about his company's capabilities regarding a feasibility study for fundraising for the potential Library expansion project. Also reviewed requirements of a successful fundraising campaign.

- He stressed the importance of reviewing donor history, who we envision could make lead gifts, the fundraising "pyramid," proposed leadership capacities, what might staff be able to do, volunteer leadership, and available software to manage donor data.
- Essential to have a Campaign Chair and committee. People with "brand recognition" to help make the case eloquent.

- He reviewed his fees, which are \$500 - \$750 per person interviewed

There being no further business to come before the meeting, on motion duly made and seconded, the meeting was adjourned at 10:03.

Respectfully submitted,

Jennie Berkson
Secretary