

**LELAND TOWNSHIP PUBLIC LIBRARY
BOARD OF DIRECTORS MEETING
November 13, 2023**

Board Members Present: Berkley Duck, Michael Fleishman, Alan Hartwick, Laurie Lisuk

Board Members Absent: Jennie Berkson (on speaker telephone line but not voting); Bret Crimmins

Invited Guests: None

Public: None

Staff Present: Mark Morton

Berkley Duck, President, called the meeting to order in the Munnecke Room at 9:00 a.m. He also acted as secretary of the meeting.

Minutes On a motion duly made and seconded, the minutes of the regular meeting of the Board held October 16, 2023, were unanimously approved.

Capital Campaign Report

Berkley reviewed the status of the items on an updated version of the project Timetable that was distributed to the meeting and reported on the status of donations to the campaign.

Financial Report

Mark reviewed the financial report included with the meeting materials. There were no unusual items.

Director's Report

Mark reviewed the Director's report included with the meeting materials. There was a general discussion of suggestions for the promotion of library events and of greater community involvement with the Library.

Old Business

Expansion and Renovation Project.

- Berkley reviewed a schematic Work Plan provided by HopkinsBurns and included in the meeting materials. Following a discussion, on motion duly made and seconded, the Board approved going forward with the design work shown on the Work Plan as commencing in December 2023 (development of interior and construction designs). It was noted that plans developed for the project would remain viable if construction was deferred for any reason.
- Mark reported that Huntington Bank turned down our request to open a brokerage account for the sole purpose of processing donations of stock to the capital campaign. Berkley will follow up with a representative of Huntington Investment Company.

Library operating millage. There was continuing discussion on timing and amount with no action taken.

New Business

Director Evaluation. In process.

Budget. Mark conducted a line-by-line review of the draft budget included with the meeting materials and a discussion followed.

Holiday hours. The Board approved closing the Library at 2:00 p.m. on December 22 and on December 23, in addition to our normal holiday closing schedule.

Public Comment

There was no public comment.

Adjournment

On motion duly made and seconded, the meeting was adjourned at 10:50 a.m.

Next Meeting: December 11, 2023. The March 2024 meeting was rescheduled to March 4.

Respectfully submitted,

Berkley Duck,
Acting Secretary