

MINUTES
LELAND TOWNSHIP PUBLIC LIBRARY
BOARD OF DIRECTORS MEETING
September 23, 2019

Board Members Present: Berkley Duck, Laurie Lisuk, Georgia Rivers, Bret Crimmins, Powell Smith, Robert Soutas-Little
Board Members Absent: None
Staff Present: Mark Morton
Friends Present: None
Public Present: None

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

Minutes

On motions duly made and seconded, the minutes of the meetings held July 22, 2019 and August 26, 2019 were approved.

Financial report

Mark reviewed the financial statements as of August 31, 2019, included with the meeting materials, and responded to questions.

Director's report

Mark commented on his report included with the meeting materials. He noted that he had attended the MMLS meeting in Ludington last week and discussed the "Let's Talk About Authors" and "Great Books" program formats. The Board also reviewed the chain of e-mails relating to the Library Board election process, included in the meeting materials, and noted several questions. There was a discussion of the Friends decision to forego a fall fundraising campaign this year.

Expansion project – Request for Proposals for Design Services

The Board reviewed the draft of the Request for Proposals included with the meeting materials and, following a discussion, on motion duly made and seconded, that document was approved. The Board then discussed the prospects for providing design services that had been identified based on past experience of Board members and staff and an internet search for Michigan architects with library design specialties. It was agreed that the Proposal should be sent to each of the seven firms under consideration.

Review of Bylaws

It was agreed that the Bylaws appeared to be appropriate and that no changes were needed, with the possible exception of the terms of Article II, section 2, as they relate to the election of directors. This provision will be reviewed when the questions relating to this issue, discussed earlier in the meeting, are resolved.

Other business

- A decision on the management of the Chrome Books is pending.
- The Story Walk planning is on hold pending a decision on the development of a WiFi garden.

- No decision has been made on a new location for the Cedar facility. It was suggested that we ask the Township Board for recommendations.
- There was a discussion about the addition of a print version of the Library newsletter; the e-mail version has an acceptable open rate (about 1/3).
- There was a discussion about possible locations for the Library's collections during the construction of the expansion project.

There being no further business to come before the meeting, on motion duly made and seconded, the meeting was adjourned at 10:45 a.m.

Approved:

Robert Soutas-Little, Secretary

Berkley W. Duck, President