

**LELAND TOWNSHIP PUBLIC LIBRARY**  
**BOARD OF DIRECTORS MEETING**  
**December 11, 2023**

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

**Board Members Absent:** 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.

**Minutes**

On motion duly made and seconded, the minutes of the regular meeting of the Board held 11/13/2023 were unanimously approved.

**Capital Campaign Report**

Berkley reviewed a spreadsheet summarizing the status of the campaign. A draft of a letter to potential major donors was distributed and discussed. The letter will be sent in January. We have not yet established an account for the receipt of donations of securities; Berkley is pursuing alternatives.

**Financial Report**

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

**Director's Report**

Mark reviewed the report included with the meeting materials. In addition, he noted that the locations of old septic tank(s) and drain lines were uncertain but will be cleaned up as a part of the construction project, and that nine teenagers attended a Teen Advisory Committee meeting. In response to a question, Mark attributed the increase in registered patrons to improvements in our website and more young families using our services.

**Old Business**

*Expansion and Renovation Project*

- Berkley reviewed an updated version (11/23/23) of the Project Timetable included with the meeting materials.
- There will be a meeting with the architects this afternoon to discuss the current plans and furnishing options, to which Board members are invited.

*Millage*

The Board reviewed an information sheet included in the meeting materials containing data regarding 2025 and 2026 township taxable values, the Library's tax captures for FY 2024 and 2025, and estimates for FY 2026. There seemed to be a consensus in favor of seeking a renewal of a .4 millage for an 8-year term. A final decision will be made in March. Berkley will seek advice from our lawyers on the drafting of ballot language.

*Budget for FY 2025*

Mark reviewed the draft budget for FY 2025 included in the meeting materials. The budget does not include the costs of moving the collection or operating out of temporary space. Approval of the budget will be on the agenda for the March meeting.

**New Business**

Mark reported that Chelsea believes that she needs more on-the-job time to fulfill her current and anticipated responsibilities. Following a discussion, on motion duly made and seconded, the Board approved increasing Chelsea's hours to 25 hours per week.

**Public Comment**

There was no public comment.

**Adjournment**

On motion duly made and seconded, the meeting was adjourned at 10:29 a.m.

Next Meeting: January 8, 2024

Respectfully submitted,  
Jennie Berkson, Secretary