

Lyon Township Library Board Minutes
October 28, 2015

1. Call to Order at 7:00 p.m. by Library Board President Jim Chuck.
2. Roll Call: Board Members present were Sue Bell, Jim Chuck, Amy Deeds, Alice FitzGerald, and Mary Pat Freund. Judy Ray was excused. Library Director Holly Teasdale and Recording Secretary Pam Quackenbush were also present.
3. Approval of the Consent Agenda: It was suggested by Director Teasdale that the minutes of the special meeting on October 7, 2015, be amended to reflect the cost of the feasibility study contract. Motion by Chuck and second by Bell to accept the Consent Agenda as amended. The motion passed unanimously.
4. Call to the Public: none
5. Approval of the Agenda: Motion by FitzGerald and second by Freund to approve the Agenda as presented. The motion passed unanimously.
6. Approval of Bills: None
7. Announcements and Communications:
 - DDA Meeting: No trustees were able to attend.
 - Lyon Township Board Meeting: No trustees were able to attend.
 - Adopt-a-Magazine: Pam Quackenbush reminded the board it was time for Library Board members who wish to do so to renew their annual donations.
 - The Annual Holiday Potluck will be held on Sunday, December 6, at 4:30.
 - LTPL will be hosting the Chamber Breakfast on Friday, July 22
 - Director Teasdale recently attended the Michigan Library Association Conference in Novi. She attended workshops and learned a lot about millage planning, bonds, and current legislative updates.
8. Old Business:
 - a. 2016 Library Millage Planning:
 - Director Teasdale is creating a planning calendar and will post it to the Library Board documents on the LTPL website. Many meetings will be necessary in the coming months. Director Teasdale will also make a list of assignments for which the board members can volunteer, including presentations to groups, clubs, and homeowner associations.
 - Director Teasdale informed the board that the Library of Michigan has purchased a year's subscription from United for Libraries for all Michigan Libraries to use. The timing is good for us because there is

a lot of tools, resources, and training for library board trustees and Friends of the Library groups.

Director Teasdle expressed the need to meet with Lyon Township Treasurer Patti Carcone to discuss the bond and timing and people to contact.

- b. Needs Assessment Update: Director Teasdle informed the board that she received a letter of intent from Quinn Evans, Architects for the feasibility study and needs assessment. Cost of the service will be \$34,300.00. They will be following two tracks of action. The first is recommendation and selection of property, site analysis, and cost models. The second track includes conceptual drawings of the site and building plans. Both tracks will include community input and town hall meetings. The work will be completed by mid-March, 2016, and optional services will be available for additional fees.

9. New Business:

- a. 2016 Budget: Director Teasdle presented the board with the proposed 2016 LTPL Budget. Motion by Freund and second by Bell to approve the 2016 Lyon Township Public Library Budget with revenue of \$474,865.00 and expenditures of \$470,580.00. Roll Call: Ayes: Bell, Deeds, Chuck, FitzGerald, Freund. Nays: none. The motion was unanimously approved.

10. Items removed from the Consent Agenda for action or discussion: none

11. Trustee Comments:

Trustee Bell stated that the meetings have been amazing and there is a lot to think about.

Trustee FitzGerald said she is looking forward to getting all of the upcoming tasks in order.

Trustee Freund said she stands ready and willing to do what is asked of her.

Trustee Chuck reminded the board that the next board meeting is on November 24.

12. Adjourn Meeting: Motion by Chuck and second by Deeds to adjourn the meeting. The motion passed unanimously. The meeting was adjourned at 8:07 p.m.

Respectfully Submitted,
Pam Quackenbush
Recording Secretary.