

Lyon Township Library Board Minutes  
October 25, 2017

1. Call to Order at 7:05 p.m. by Library Board President Alice FitzGerald.
2. Roll Call: Board Members present were Cheryl Chuck, Amy Deeds, Alice FitzGerald, Mary Pat Freund, and Don Gehrlein. Library Director Holly Teasdle and Recording Secretary Pam Quackenbush were also present.
3. Approval of the Consent Agenda: The financial report was not ready as of this meeting and was removed from the Consent Agenda. Motion by Freund and second by Gehrlein to approve the Consent Agenda as ammended. The motion passed unanimously.
4. Call to the Public: Ed Coles
5. Approval of the Agenda: Trustee Freund added Letter from J. Bell to Announcements and Communications. Motion by Freund and second by Deeds to approve the Agenda as amended. The motion passed unanimously.
6. Approval of Bills: none
7. Announcements and Communications:
  - a. Lyon Township Board: Deeds attended and reported
  - b. DDA Meeting: no board members attended
  - c. Community Reads Author Event November 10, 7:00 pm
  - d. Friends of LTPL Book Sale November 16-19
  - e. Thank you letter from J. Bell
  - f. Director Teasdle announced that the wetlands next to LTPL have been marked, next step is survey to determine feasibility of parking lot addition
8. New Business: none
  - a. Resignation of Library Board member Irene Provost: Director Teasdle officially notified the board of the resignation of Library Board Trustee Irene Provost. She had checked with library counsel and there is no legal reason to appoint a new board member immediately. There will be a requirement that prospective board members attend at least two library board meetings prior to selection. She suggested a subcommittee be formed to review applications and make a recommendation to the board. Trustees Chuck, Deeds, and Freund volunteered to be on the committee. Notice of vacancy will be posted on the website in December and applications will be taken through February.

9. Old Business:
  - a. Library Design Proposal for Capital Improvements Update: Pending passage of the proposed 2018 Budget, Director Teasdle will meet with Library Design in the coming week to discuss the timetable for projects.
  - b. 2018 Budget: Director Teasdle provided the board with the proposed budget and had the following remarks: She had received no firm numbers yet from the township on the cost of health insurance, and she reminded the board that we were no longer receiving revenue from renting DVDs. Other notes included the fact that personnel costs are 55% of the budget, which is lower than the average for most libraries. This budget included all promises made during the May 2017 millage campaign, including improved technology, more online services, and increased hours of operation. Director Teasdle also recommended that she and the board begin a conversation in 2018 with the township about the actual costs of running the library. Motion by Chuck and second by Gehrlein to accept the 2018 Budget with revenue of \$1,035,168.00 and expenditures of \$904,720.00 as presented.  
Roll Call:  
Ayes: Chuck, Deeds, FitzGerald, Freund, and Gehrlein.  
Nays: none  
The motion passed unanimously.
10. Items removed from Consent Agenda for action or discussion: none
11. Trustee Comments:

Trustee Chuck remarked that she liked the easy-to-understand budget format.

Trustee Gehrlein added that the budget looks good and that he is looking forward to meeting with township officials.

Trustee Deeds remarked that she is glad that the Youth Services Librarian Jocelyn Levin will be attending parent-teacher conferences this fall, and that she loves the bookmarks the kids made.

Trustee Freund said she echoed the previous remarks.

Trustee FitzGerald shared an article about libraries she found on Reddit.
12. Adjourn Meeting: Motion by Gehrlein and second by Chuck to adjourn the meeting. The motion passed unanimously. The meeting was adjourned at 8:22 p.m.

Respectfully Submitted,  
Pam Quackenbush  
Recording Secretary