

Lyon Township Library Board Minutes  
February 26, 2019

1. Call to Order at 7:00 p.m. by Library Board President Alice FitzGerald.

Roll Call: Board Members present were Cheryl Chuck, Ed Coles, Alice FitzGerald, Don Gehrlein, and Sheri Rogge. Library Director Holly Teasdle and Recording Secretary Pam Quackenbush were also present. Amy Deeds was excused.

2. Approval of the Consent Agenda: Motion by Gehrlein and second by Rogge to approve the Consent Agenda. The motion passed unanimously.
3. Call to the Public: None
4. Approval of the Agenda: Motion by Coles and second by Gehrlein to approve the Agenda. The motion passed unanimously.
5. Approval of Bills: none
6. Announcements and Communications:  
Lyon Township Board Meeting – No trustees present attended  
Director Teasdle reminded the board that the Trustee Workshop will be held at the Novi Library March 13 at 5:30, and that the next meeting of the Strategic Planning Committee will be on March 19 at 1:00 pm.
7. New Business
  - a. Staff Presentation: Marj O'Donnel, Technology Coordinator. Motion by Rogge and second by Chuck to accept the Technology Presentation and 2018 Annual Technology Report as presented. The motion passed unanimously.
8. Old Business
  - a. Strategic Plan Update: Director Teasdle reported that there has been a good response to the survey so far. Most of the responses have been generated as a result of the email newsletter. The next meeting will be March 19, and there will be one more before the presentation to the board in April.
  - b. Library Science Intern: Director Teasdle explained to the board that she would like to create a position for a part-time Library Science Intern. The library badly needs a full-time Adult Services Librarian, but the building does not have the space to accommodate another workspace. A part-time intern would have to use any work space

that is available at the moment, similar to how our Youth Services Assistant works now. Motion by Chuck and second by Gehrlein to approve creating a Library Science Intern position with a pay rate of \$15.00 per hour, not to exceed 25 hours per week.

Roll Call Vote: Chuck – yes, Coles – yes, FitzGerald – yes, Gehrlein – yes, Rogge – yes. The motion passed unanimously.

- c. Capital Improvements Update: Desk and chairs for the director's office and public seating are due to be installed on February 27. The new shelving is ready and awaiting a delivery date.

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

10. Trustee Comments:

Trustee Gehrlein thanked Marj O'Donnel for her report and commented that he is amazed at all the library can offer now.

Trustee Chuck thanked Marj O'Donnel and said she will be coming in soon for tech help. She also mentioned how much more professional and functional the director's office will be with the new furniture.

Trustee Rogge also thanked Marj O'Donnel for her report and said she will be learning more about the online apps available.

Trustee Coles commented that Marj O'Donnel did a nice job with her presentation and that it is interesting to see the transition of technology over time in the library.

Trustee FitzGerald also thanked Marj O'Donnel for her presentation, and remarked how nice it is that we now have the budget to provide all of these services.

11. Adjourn Meeting: Motion by Coles and second by Gehrlein to adjourn the meeting. The motion passed unanimously. The meeting was adjourned at 8:25 p.m.

Respectfully Submitted,  
Pam Quackenbush, Recording Secretary