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**Lapeer District Library
Special Meeting of March 1, 2018
Metamora Branch Library
Minutes**

18S.03.01 CALL TO ORDER: Mrs. Watz, Chairperson, called the meeting to order at 4:30 p.m.

18S.03.02 ROLL CALL:

Glenn Alverson	City of Lapeer	12/31/2018	Present
Charlotte Babb	County (Burnside Township)	12/31/2020	Present
Hill Kim	County (Hadley Township)	12/31/2019	Present
Gary Phillips	County (Deerfield Township)	12/31/2019	Excused
Karen Rykhus	Lapeer Township	12/31/2020	Present
Perry Valle	County (Metamora Township)	12/31/2021	Present
Janet Watz	Mayfield Township	12/31/2021	Present

Quorum is 4. There are 6 Board members present.

Kim Hill came in at 5:20 p.m. (excused).

Also present are Melissa Malcolm, LDL Director and Pat Presby, recorder.

18S.03.03 ADDITIONS/ DELETIONS/APPROVAL OF AGENDA: Mr. Alverson moved to accept the agenda as printed. Seconded by Mr.Valle. Motion carried.

18S.03.04 PUBLIC COMMENTS: None

UNFINISHED BUSINESS

18S.03.05 1. Building Project - (The Building Committee submitted written notes of their meeting on 2/16/18. Ms. Malcolm submitted notes on the building project as well.)

18S.03.06 a. Bond work/community involvement: The communications subcommittee of the Vote Yes committee has met several times to develop the "elevator" speech, Facebook posts, and top five reasons to vote yes. Work continues on the logo for the Vote Yes campaign. The next meeting is on March 6 at Louie's.

18S.03.07 b. Building committee: The building committee met on 2/16/18 and submitted written notes of the meeting. Work continues on the informational campaign with topics, questions and financial impact concerns being addressed. The board discussed

different problems with the absentee ballots and needed clarification as to the logistics, timelines, and strategies involved to be certain to capture those votes. The placement of a sign (Future Home Of...) on the facility property can be used to stimulate interest in the project with an additional sign reminding the community to vote as the August date draws near. Timing will be important. Other reminders to vote will involve postcards and yard signs, as well as the library's presence in parades and car cruises, etc. during the summer. A concern was raised over possible confusion with requests for millage increases by Ruth Hughes and North Branch. Strategies to recruit more volunteers for the Vote Yes committee were discussed; and, while some interested community members are not able to attend the meetings, information updates are kept current through e-mail.

- 18S.03.08** c. Current drawing: The sketches will appear in the Progress Edition on March 4. With ground breaking in May of 2019, there is time to discuss actual area allotment. By consensus, it was agreed not to get bogged down in details that do not have to be immediately addressed. Community meetings are possible for divisions within the plans (youth or business, for example). The building sketch prompted discussion of charging tutors for room use; but an informal poll of members of the Association of Rural and Small Libraries show that no rural libraries charge for this service to tutors. Free storage possibilities could be offered to groups that routinely meet at the library as file storage would be readily available. Charging for profit groups that want to use the meeting room(s) is something that bears consideration.
- 18S.03.09** d. New materials budget: Since it is not possible to put new materials into the bond vote, monies will need to be raised. While there is a possibility of using the fund balance, a better approach might be to elicit donor contributions who could then identify where their donation would go. Other possibilities include a Grandparent's Tree, pavers, pledges, etc.
- 18S.03.10** e. Key topics for next meeting:
1. Look at bond wording and cost. The bond wording will be given at March 15 Regular Meeting. At the April 5 Special Meeting it needs to be approved.
 2. Increases in construction cost have been taken into account and figured into the \$12.5 million.
 3. What options are there for the future use of the basement?
 4. Need a building program sheet from c2ae.
 5. Mr. Valle moved to proceed with looking at designs for the property sign. Seconded by Mr. Alverson. Motion carried.
 6. Update from the Vote Yes committee.

- 18S.03.11** **2. Re-branding report:** A written report was submitted. Soft launch is in the Progress Edition of the paper (March 4). Launch of the brand will be during National Library Week April 8-14 with the appropriate theme this year, "Libraries Lead."
- 18S.03.12** **NEW BUSINESS:** Logistics were worked out for attendance of the trustee workshop "Millage Campaigns: the Nuts and Bolts" hosted by FOML and held in Southfield on March 9.
- 18S.03.13** **PUBLIC COMMENTS:** None
- 18S.03.14** **ADJOURNMENT:** Mrs. Babb moved to adjourn. Seconded by Mr. Alverson. Motion carried. Meeting adjourned at 6:07 p.m.

Regular Meeting:
Marguerite deAngeli Library
March 15, 2018
Finance Committee 1 p.m.
Full Board 2 p.m.

Special Meeting:
Metamora Branch Library
April 15, 2018
4:30 p.m.