

Lyon Township Library Board Minutes
June 28, 2022

1. **Call to Order** at 7:00 p.m. by Library Board President Cheryl Chuck
2. **Roll Call:**
Cheryl Chuck, Ed Coles, Amy Deeds, and Don Gehrlein were present. Joshua Bissoon-Dath, and Sherri Rogge were excused. Library Director Holly Teasdle and Recording Secretary Pam Quackenbush also attended.
3. **Approval of the Consent Agenda:** Motion by Gehrlein and second by Coles to approve the Consent Agenda. The motion passed unanimously.
4. **Approval of the Agenda:** Motion by Coles and second by Gehrlein to approve the agenda. The motion passed unanimously.
5. **Announcements and Communications:** none
6. **Call to the Public:** none
7. **Director Update:**

Staffing

Tyler Reedy (Library Assistant) has left LTPL to take job in the field that he is going to school for. We are sad to see Tyler go, and wish him well in the future.

PLICR Group

The Public Library Impact, Communication, and Responsiveness in Times of Uncertainty Group is a by-invitation only group for library directors in Michigan (total of 25 slots). It is a yearlong project, starting in July with monthly presentations, discussions and interactions to address emerging concerns among libraries about community perception, outrage management, crisis leadership, and communication. This includes hands-on media training. I was flattered to be invited, and looking forward to the discussions and input on how to better use data to tell the library's story, better social media policies and analyzing social media data. Some of the presentations I will be able to share with Meg, as they will be open to our marketing staff. The project is funded through the University of Michigan School of Information, the Library of Michigan, and the Institute of Museum and Library Services.

MLA Annual Meeting Committee

Starting in July I will also be on the Michigan Library Association 2023 Annual Workgroup, and will help with the organizing of the event and selection of speakers and topics. This will mostly be

monthly virtual meetings up until a couple of months prior to the annual conference (October 2023).

Meetings, Workshops, and Conferences

June 5: Outreach for LTPL at Kitefest

June 6: Library-Park Subcommittee

June 6: Lyon Township Board of Trustees meeting

June 8: TLN Director's meeting

June 13: EDI planning meeting with Steven Bowers (TLN Director)

June 14: LTPL Book Club

June 15: MLA Ambassador training

June 20: LTPL & Township Board Workshop meeting for Library-Park Project

June 21: MLA Workshop: How to respond to a Public Challenge

8. Unfinished Business

a. LTPL New Library Planning:

- i. **Library Conceptual Plan:** It is in the contract that artistic renderings were not part of the conceptual plan the library commissioned from Quinn Evans, and each artistic rendering will have to be paid for individually. Director Teasdale will ask Ann Dilcher of QEA for a recommendation on which renderings will be most useful for our purposes.
- ii. **Soil Report: Eleven Mile and Milford Road site:** The important take away from this report is under "Foundation Recommendations". "Based on project information provided and the results of field and laboratory tests, it is believed that the new structure could be supported by conventional spread or strip footings founded on native soils or engineered fill." Which in essence says that the library can be built where we have placed it in conceptual design, and could be supported by conventional footings.
- iii. **Library –Township Meeting Recap:** All Township Board members in attendance (L. blades, P. Carcone, M. Cash, J. Dolan, K. Enlow, S. O'Neill. R. Swain) C. Rosati (Township Consul), L. Zawada (Township Engineer) B. Keeseey (Township Planner). LTPL Board members in attendance: E. Coles, A. Deeds, D. Gehrlein, S. Rogge; H. Teasdale (Director) and A. Dilcher (Quinn Evans Architects). The cost breakdown was discussed, as well as park and library conceptual plans and amenities. Adjustments were made to the cost breakdown in regards to the pedestrian

walkway. The initial cost breakdown for the pedestrian walkway was 95% Township and 5% Library. It was requested that this be changed to 75% Township and 25% library. The Library will present at the July 5 Township meeting on the Library-Park project and ask that the Township Board vote on the financial commitment for the Park infrastructure costs if the millage for the new library bond passes.

- iv. **Tuesday, July 5, 2022 Township Board Meeting:** Presentation of the Library-Park project will be followed by a request from the Library Board to the Township Board for a motion to commit to the split of infrastructure costs if the millage passes.
- v. **Library Millage for Construction Bond:** Cost estimate for library construction including infrastructure costs is estimated by Quinn Evans Architects to be \$12.5 million. Andy Campbell of Baker & Tilly (the Township's Municipal Financial Advisor/CPA) to create a millage table for what a 30-year bond would be for construction costs. The millage analysis was based in \$12 million, and will have to be readjusted for 12.5 million. Director Teasdale will provide the board with the correct numbers as soon as she receives them. Director Teasdale also spoke with Eric Glothlin of Dickson-Wright (Township Board attorney) about ballot language, and he will be given the millage rate and bond information once it is received.

Motion by Coles and second by Gehrlein to approve the library building project for \$12.5 million, based upon the cost analysis provided by QEA (Quinn Evans Architects), which includes infrastructure costs provided by CES (Civil Engineering Solutions), contingent upon Lyon Township contributing their part of the infrastructure costs for the Library-Park Project at 11 mile and Milford Rd. The funding for the Library construction will up to the voters to approve at the November 2022 election.

Roll Call: Bisson Dath – absent, Chuck – aye, Coles – aye, Deeds – aye, Gehrlein – aye, Rogge – absent. The motion passed unanimously.

9. **New Business**

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

11. Trustee Comments:

Trustee Gehrlein thanked Director Teasdle for all of her hard work, and added that after asking the Township next week to share in infrastructure costs for the combined library and park project it will be good to be moving forward to a successful campaign.

Trustee Coles remarked that the progress toward the new library often seems surreal, and that we are smarter and moving forward; time to roll up our sleeves. He thanked everyone for their hard work.

Trustee Deeds thanked the Library Board and staff, and congratulated Director Teasdle for her appointment to the PLICR group. She also thanked the busy Youth Services team, Jocelyn Levin and Staci Kokenakes, for their hard work creating the Summer Reading Program. Go Library!

Trustee Chuck had no comments to add.

12. Adjourn Meeting:

Motion by Coles and second by Gehrlein to adjourn the meeting. The motion passed unanimously. The meeting was adjourned at 8:44 p.m.

Respectfully Submitted by
Pam Quackenbush
Recording Secretary