

Meeting Agenda
Lyon Township Public Library Board of Trustees
May 30, 2023
7:00 PM

1. Call to order at 7:01pm by Library Board Trustee Cheryl Chuck

2. Roll Call:

Trustees Joshua Bissoon-Dath, Cheryl Chuck, Amy Deeds, Don Gehrlein, and Sherri Rogge were present Library Director Holly Teasdale and Recording Secretary Mercedes Krebs also attended. Trustee Ed Coles was not in attendance.

3. Approval of Consent Agenda

Motion by Trustee Gehrlein and second by Trustee Bissoon-Dath to approve the Consent Agenda. The motion passed unanimously.

4. Approval of Agenda

Amended to include the Review of Draft Construction Manager RFP

Motion by Trustee Bissoon-Dath and second by Trustee Rogge to approve the amended agenda. The motion passed unanimously.

5. Announcements and Communications:

- a. Friends of the Library Book Sale: May 31 - June 3
- b. Kite Festival: June 3 & 4
- c. Music on the Grand: June 7, July 5 & August 2
- d. South Lyon Pride: July 8

6. Call to the Public: one attendee, Suzanne Shamanski

7. Director's Report

Partnership with Michigan State Fair

For the second year, I have signed on to partner with the Michigan State Fair to provide LTPL summer reading program finishers with entry passes to the fair for Sunday, September 3. We will receive 100 passes provided to us at no cost. We will promote the fair, and their "Literacy Day" with our summer reading program materials.

South Lyon East High School Mock Interview Day

On May 17 I was invited to participate in SLEHS's Mock interview day with English class seniors. Each student had to prepare a resume and I conducted 4 mock 'job interviews' with them, giving them tips on their resume, interview skills, and suggestions for the future. There were over 20 interviewers assisting what seemed to be a very large group of kids. It was fun, and a great exercise for the students. Most interviewed better than most college graduates I have interviewed for positions.

ThinkSpace - Michigan Library Association Director's retreat

On May 11 & 12, I was in Boyne City for the last session of the Library Director's intensive with MLA. As in the past, it was a very thought provoking and interesting meeting, with excellent speakers and networking opportunities with my fellow directors. I value the two days spent with other Library Directors and always bring back so many ideas and connections. I look forward to next year's program.

Michigan Library Association - Statewide Library Survey

In March 2023, MLA contracted with EPIC_MRA, a full-service survey research firm with expertise in Public Opinion Surveys and Market Research Studies to conduct a

statewide survey on library issues. All surveys were conducted on the phone, and over 800 voters responded regarding awareness of, and attitude toward, the increasingly intense and coordinated efforts to dictate the collection content of local public libraries. The report includes a statewide summary as well as 11 regional summaries based on the Michigan Cooperative Library regions. Our regional study includes all of the communities serviced by The Library Network (TLN). Overall findings: Groups and organizations that favor banning books in Michigan are clearly going against an overwhelming majority of public opinion that opposes book banning.

Bachmann Financial

On April 25, Derek Aho of Bachmann Financial, who manages all employee deferred compensation plans and full time employee pension plans, came to the library as an opportunity for all employees to have individual sessions for questions, concerns and detailed information about their retirement investments. I typically ask him to come once a year, and employees value the chance to connect with him.

Staff Inservice

We had a successful inservice on April 28. All but one staff member was able to attend. Aaron Witt led us through an information session, Emergency Action Plan review and first person shooter training. We also had an all staff meeting to discuss the RFID project, new library plans and updates, the uptick in book banning, and how to deal with difficult patrons.

8. Unfinished Business

a. New Library updates (*no action needed*)

• Library - Township Subcommittee

There have been 2 meetings, the next one has yet to be scheduled. The topic of discussion will be about the Construction Manager RFP. It was realized that the new library building cannot be adjusted from its current position because of the buildable land that's available. It would create an awkward drive up and would decrease the number of parking spots. Quinn Evans recommends the original plan because it's how the building will best fit, and allows for expansion to the North someday. Will be moving forward to get started with permitting as soon as possible.

• Building Committee

First meeting included staff for their input. Staff discussed square footage, collection size, number of study rooms, event space, larger teen area, etc. It was suggested to not give up square footage for a Friends' store because the landscape for volunteers has changed and volunteers are harder to get. Considering an alcove for the store instead of a locked room. Suzanne mentioned she's seen online Friends' store sell books for good prices. the teen area. There is another Building Committee meeting scheduled for later in the week.

May 19 Library Tour (recap)

Trustees thoughts on the Library Tours:

Trustee Gehrlein – Believes that the quality of lighting is very important because it makes libraries inviting and easier to maneuver in. Interested in unique fixtures. Impressed by Grosse Pointe. Mentioned how the patrons were impressed by the friendliness of staff and how important that is for their experience at the library. Suzanne chimed in to say that flexibility in the lighting could be good so that if anything is moved you can change the lighting to fit the new set up.

Trustee Deeds – Liked the interior designs (ex. Wood ceilings) and shelving endcaps. Was not a fan of rolling circulation desk.

Trustee Rogge – Liked all the artwork in the libraries.

Trustee Chuck - Liked how the furniture was easy to move, like the automatic shades, and the study room with codes for safety purposes. Thinks bollards near the entrance should be considered.

Director Teasdale Holly thinks an art subcommittee could be formed. What could we do if we raised more money, and what would we do if we don't. We have to do something either way. We need to know what land we get, what we maintain. How much we can do outside. Director Teasdale offered to organize another library tour if there is interest.

9. New Business

a. Xerox Photocopier Lease contract (*action needed*)

The lease is up on current photocopier at LTPL. Library is looking to sign a 4-year lease with Michigan Office Solutions, the current vendor. They are a good company to work with, they are responsive, and they beat everyone else's prices.

Trustee Chuck asked if there was a motion to accept the Michigan Office Solutions lease. Motion by Trustee Gehrlein and seconded by Trustee Rogge.

Motion by Trustee Coles and seconded by Trustee Gehrlein.

All in Favor Say aye: Bissoon-Dath – aye, Chuck – aye, Deeds – aye, Gehrlein – aye, Rogge – aye. The motion passed unanimously.

b. Review RFP: Construction Management at Risk Services for the Construction of a New Library and Associated Site Development Lyon Township, Michigan

The idea is for subcommittee to make a decision on a construction manager to hire, then will make that recommendation to the library board.

Trustee Chuck asked if there was a motion Motion to give subcommittee ability to hold interviews and be bestowed with the responsibility for handling RFP for construction manager and making a recommendation with the board.

Recommendation would still come to board

Motion made by Trustee Bissoon-Dath and seconded by Trustee Gehrlein.

All in Favor Say aye: Bissoon-Dath – aye, Chuck – aye, Deeds – aye, Gehrlein – aye, Rogge – aye. The motion passed unanimously.

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

11. Trustee Comments

Bissoon-Dath: Thanks LTPL staff for their hard work and for preparing lots of activities for this summer. Wishes could have gone to library tours

Coles: N/A

Gehrlein: Thanked Suzanne for representing the public. Thought the library tours were very helpful, and enjoyed seeing different features and styles that libraries could have.

Chuck: Enjoyed the library tours. Thanked Suzanne for coming. Enjoys having public input. Wants to explore possible sponsors for the new library. Wants fundraising on the agenda for next meeting.

Deeds: Says Jocelyn and Staci are doing terrific job. Glad that Marj is back.

Rogge: Enjoyed reading through staff reports and has a fun time doing the library tours because they were informative.

12. Adjourn meeting

Motion by Trustee Bissoon-Dath and second by Trustee Rogge to adjourn the meeting. The motion passed. The meeting was adjourned at 8:45pm.

Respectfully submitted by Recording Secretary Mercedes Krebs

Consent Agenda

DRAFT April 25, 2023 LTPL Board meeting minutes (M. Krebs)

May 2023 Statistics Report (H. Teasdale)

May 2023 Staff Reports (H. Teasdale)

April 2023 Disbursements/check registers (H. Teasdale)

Financial Report (D. Gehrlein)

**NEXT LTPL BOARD MEETINGS:
Tuesday, June 27, 2023 @ 7:00 pm**