

Meeting Minutes
Lyon Township Public Library Board of Trustees Regular Meeting
27005 S. Milford Rd
South Lyon, MI 48178

Tuesday, September 3, 2024
(for August 27, 2024 meeting – canceled due to power outage)
7:00 PM

1. **Call to order at 7:00 p.m. by Library Board Trustee Cheryl Chuck**
2. **Roll Call:**
Trustees Cheryl Chuck, Ed Coles, Amy Deeds, Don Gehrlein, Steve Gross, and Sheri Rogge were in attendance. Library Director Holly Teasdale and Recording Secretary Mercedes Krebs also attended.
3. **Approval of Consent Agenda**
Motion by Trustee Gehrlein to approve the consent agenda. Second by Trustee Gross. The motion passed unanimously.
4. **Approval of Agenda**
Motion by Trustee Coles to approve the agenda. Second by Trustee Gehrlein. The motion passed unanimously.
5. **Announcements and Communications:**
 - a. LTPL Labor Day weekend closure: August 31 - September 2
 - b. LTPL to resume Sunday hours September 8, 2024
 - c. Electronic Recycling @ LTPL: September 21: 11 am - 2 pm
 - d. Document Shredding @ LTPL: October 19: 9 am - 1 pm
 - e. Friends of the Library Book Sale: November 14-17
6. **Director Update:**
Community Reads
The Neighborhood Library Association launched the 2024 Community Reads on August 19 with this year's title "Chevy in the Hole" by Kelsey Ronan. LTPL will host two events in support of the book selection, as well as the October book club title. The author event will be hosted at Novi Public Library on Tuesday, November 19 at 7pm.

OverDrive/Libby
Due to heavy usage in our Download Destination ordering group for OverDrive (the Libby app), patrons are now allowed only 6 holds per patron instead of 10. Patrons can still place holds in other partner participating groups, such as the MCLS group

TLN Revisions to Plan of Service
TLN is required to have a Plan of Service, which is filed with the Library of Michigan. Changes to the plan require a vote of all TLN Library Directors, and final approval by the TLN Board. This year, the Shared Automation System Users Group (SASUG) brought a proposed change that removes most of the extensive Shared Automation System (SAS) portion of the plan to an external Appendix to the Plan. This change allows for SAS libraries only to vote on changes to TLN SAS Service. This measure has already been approved by the Director's group and has moved on to the TLN Board.
7. **Call to the Public:** N/A
8. **Unfinished Business**
 - a. **New Library updates**
 - Frank Rewold and Sons submitted the building permit, and the bid package will be ready to go soon. There is a 2-3 week process to get the bids out, then there will be post bid interviews.
 - It was decided at the last minute that QEA and CES would not be presenting the project (that was presented to the Planning Commission in July 2024) with the bond resolution.

- Resolution No. 2024-26 authorizing issuance of Unlimited Tax General Obligation Bonds, Series 2024 for new LTPL facilities: The resolution was written and proposed by Eric McGlothlin (bond attorney for the Township). It was approved unanimously.
- Utilities Ordinance Variance for LTPL: Prepared by Leslie Zawada (CES), revised by Carol Rosati (Township attorney). It was approved unanimously.

Crystal Creek Update:

Agreement between Lyon Township and the Villas of Crystal Creek for sanitary sewer easement extension was worked out between the Township and Crystal Creek attorneys over the past several months. The agreement includes attorney and engineering fees not to exceed \$16,000, and restoration work to Crystal Creek for driveway, roadwork, etc.

Other items related to project:

- Road Commission for Oakland County: waiting on the signal timing permit for the light for 11 Mile. This permit is not necessary for construction to begin.
- Oakland County Water Resources Commission: waiting on soil erosion permit.
- Building Permit (Lyon Township): Frank Rewold & Sons submitted the building permit application on August 13 to the Township offices.
- Bid package: Frank Rewold & Sons are currently working on the bid package. Once the bid package is ready, the LTPL Board will need to approve it so it can be sent out.

b. Fundraising (E. Cole)

- **Naming opportunities at new library**

Discussion ensued about appropriate levels and potential naming areas of the new library for fundraising purposes.

The Library Board of Trustees agreed to funding levels and spaces for naming rights for the new library.

9. **New Business:** N/A

10. **Items removed from Consent Agenda for action or discussion:** N/A

11. Trustee Comments:

Chuck - Glad the library board has started on the fundraising project. Appreciates all the library board members for all their hard work on this new library project.

Coles- Wants to communicate ideas and thoughts with fellow board members more outside of board meetings.

Deeds- Pleased with the Community Reads bookmark design, and is glad LTPL is hosting another electronic recycling event. Congratulations to the staff for completing the summer reading event. Loves Katie's painting classes and is looking forward to more. Thanked Trustees Chuck, Coles, and Rogge for preparing the naming rights list. Hoping to break ground soon!

Gehrlein- Thanked Trustees Chuck and Coles for preparing lists of potential prices for naming opportunities before the meeting so the board could have a productive conversation tonight.

Gross- Pleased with the progress being made on the new library project. Looking forward to getting bids out so we can get them back as soon as possible and work towards groundbreaking.

Rogge- Nice job on the Community Reads bookmarks to Mercedes. Is glad we are hosting another Electronic Recycling event. Amazed at how many things the staff accomplishes.

12. Adjourn meeting:

Motion by Trustee Coles to adjourn the meeting. Second by Trustee Gehrlein. The motion passed unanimously. The meeting was adjourned at 8:48pm.

Consent Agenda

DRAFT LTPL July 30, 2024 Board meeting minutes (M. Krebs)

August 2024 Statistics Report (H. Teasdle)

August 2024 Staff Reports (H. Teasdle)

July 2024 Disbursements/check registers (H. Teasdle)

Bills for Bond reimbursement resolution report (H. Teasdle)

Financial Report (D. Gehrlein)

NEXT LTPL BOARD MEETINGS:

September 24, 2024 @ 7:00 pm