

Meeting Minutes
Lyon Township Public Library Board of Trustees Meeting

27005 S. Milford Rd
South Lyon, MI 48178

Tuesday, January 27, 2026
6:30 PM

1. **Call to order at 6:30pm by Library Board Trustee Cheryl Chuck.**
2. **Roll Call:** Trustees Dan Cash, Cheryl Chuck, Steve Gross, Scott Hanton, and Kelley Haynes were present. Trustee Ed Coles was not present. Library Director Holly Teasdle and Recording Secretary Mercedes Krebs attended.
3. **Approval of Consent Agenda**

Motion by Trustee Gross to approve the consent agenda. Second by Trustee Cash. The motion passed unanimously.
4. **Approval of Agenda**

Motion by Trustee Hanton to approve the agenda. Second by Trustee Haynes. The motion passed unanimously.
5. **Announcements and Communications:** N/A
6. **Call to the Public:** N/A
7. **Director's Update**
Pedestrian Bridge
No set date for installation yet, but will make an announcement when it happens so we can watch the installation.

Grant Opportunity
There is a Grant opportunity through the Wilson Foundation for rural and small libraries. Library class is based on the community's population. Director Teasdle attended a webinar for an introduction of the grant. The parameters of the grant would include machines to check out sports equipment from the library, and money that would go towards the maker space. Application is not available yet because it is new, but will keep an eye out for the application date.

State Aid Report
The State Air Report has been submitted.
8. **Unfinished Business**
 - a. **New Library updates (Teasdle)**
 - Milford Road was reopened on November 17. The Road Commission was unable to re-stripe the road, so it will have to be done in the spring. They will not have to shut down the road completely.
 - DTE had more work due to the pedestrian bridge conflicting with the power lines on 11 mile, but that work has been completed.
 - Landscape lighting plan has been completed and materials were put out to bid and purchased. The rest of landscaping will be completed in the spring.
 - The final coat of asphalt for the parking lot will be completed in the spring. There are some areas of concrete in the sidewalk and the curbs that will be redone in the spring.
 - Wood siding on the sides of the windows in the gabled areas has been installed.
 - All exterior glass is installed.
 - Monument sign design and sign selection has been completed. Digital signs will be procured by MDIS. It will have the same software (Optisign) as the rest of our interior digital signage.
 - HVAC units have been installed and are currently working.
 - All the walls are up and dry walled.
 - Most of the millwork pieces have been installed. Still waiting on the bench for the teen room and the seed library.
 - Areas of the ceilings that are exposed have been painted, grids for ceiling tiles have been put up. Once cabling has been completed, the rest of the wood ceiling will go up.
 - Most of the tile is installed in the bathrooms.
 - Fire suppression system is mostly installed, sprinkler heads are going in as needed.

- The pergola has been purchased. Quinn Evans worked with SkyView to add additional gutters, and Quinn Evans finished the design on the footings and angle of the concrete for drainage. Landscaping has also been updated for the west side of the building in front of the outdoor reading area to make it more prominent. This work will also be completed in spring.
- MDIS continues to work on site with cabling and installation. Pointe Alarm has been installing the alarm system and should be finishing up all of the cabling soon. They will be back to install digital signs, tablets, and audiovisual equipment when some of the other work on the building is completed.
- The contract for the FF&E package with ISCG was signed in December, and details were worked through with them and the interior designer to make final selections and clarifications. The order was placed on January 12, 2026.

b. Fundraising updates (Teasdle/Haynes)

Capital Campaign

Printed materials and the website are live for donations and both are updated when items/areas are fulfilled. As of 1/22/2026, the items that have been fulfilled include: Lite Brite wall for Children's Area; 2 park benches, 2 outdoor musical instruments, 1 meeting room.

The website with That's My Brick is live. As of 1/22/2026: 23 bricks have been purchased.

So far there has been a total of \$3,675 in donations, netting \$2,878.37 in profit to the new library.

Discussion ensued about needing a way to label the named rooms, such a plaque or sign of some sort. All donors will for sure be recognized on the donor wall.

The War Dog memorial is interested in turning the pedestrian bridge into a "rainbow bridge" where people can put the collars of their pets who have passed. This will be up to the township to decide.

Trustee Haynes did more research on fundraising ideas. It was decided that before more steps are taken, a fundraising committee must be formed. There was also discussion about forming an art committee to decide what will be displayed inside or outside the new library.

c. Future Planning (Teasdle)

Building planning: There is an upcoming meeting with Quinn Evans, Frank Rewold & Sons and Library Design to start putting dates in place to closing the current library, moving, and re-opening to the public. Closure is anticipated for 4-5 weeks to get everything ready for the public. Opening is projected for sometime in June of 2026.

ii. Millage: NO UPDATE.

iii. Community Engagement: NO UPDATE.

iv. Rebranding and New website UPDATE: Library staff have started the rebranding process with Library Market, and are currently working on taxonomy terms for the calendar. There are weekly meetings that Marj, Mercedes and Director Teasdle participate in. A survey out to the public for feedback on the library's current branding and website.

v. Staffing: Director Teasdle will complete the job descriptions for the Department Heads soon, and job postings will go out in the beginning of April. Clerks and assistants will be hired once the dates for closing the current library and opening the other one are more set in stone.

9. New Business

Trustee Gross made a brief statement on finances. He sent out an operating summary and bills for construction to the Trustees. As of January 12, 2026 we have billed 9M for the new building. The bond proceeds were 13M, so there is 4M left. Will sit down with Director Teasdle to discuss the plan for remaining spend.

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

11. Trustee Comments

Cash: N/A

Chuck: Thanked Mercedes for sharing pictures with the board from the new library tour. Trustee Haynes did a great job researching and gathering fundraising information. Thanked Trustee Gross for his work with the financials. Requested that a financial update be a standing agenda item going forward.

Coles: N/A

Gross: Enjoyed the tour of the new library. Kudos to Director Teasdale and the LTPL staff for everything they do in the current building, and is looking forward to everything that can be accomplished in the new space.

Hanton: Thanked Director Teasdale and the LTPL staff for all the work they do on an every day basis. Thanked Trustee Gross for keeping track of the financials. Enjoyed the new library tour. Thanked Trustee Haynes for gathering information on fundraising for the new library.

Haynes: N/A

12. Adjourn meeting

Motion by Trustee Haynes to adjourn the meeting. Second by Trustee Gross. No objections. The motion passed unanimously. The meeting was adjourned at 7:45pm.

Respectfully submitted by Recording Secretary Mercedes Krebs.

Consent Agenda

DRAFT November 18, 2025 LTPL Board of Trustees meeting minutes (M. Krebs)

January 2026 Statistics Report (H. Teasdale)

Dec 2025/Jan 2026 Staff Reports (H. Teasdale)

Nov/Dec 2025 Disbursements (H. Teasdale)

December 2025 Construction Report/Pay app (Frank Rewold & Sons)

Finance Report (S. Gross)

NEXT LTPL BOARD MEETINGS:

February 24, 2026 @ 6:30 pm