

DRAFT Leelanau Township Library Board of Trustees Meeting Dec 16, 2024

Present: Mark Morton, Mary Robertson, Dale Lersch, Jamie Scripps, Rick Gans, Amanda Kruk

Absent: none

Staff present: Julie Alpers-Preneta

Friends and public present: Alana Osumi and Patty Noftz, both via Zoom

- I. Mark Morton called the meeting to order at 7:00pm
- II. Approval of minutes: Rick moved to approve the minutes, Mary seconded. Unanimous approval.
- III. Public Comment: None
- IV. Director's Report
  - A. November was a quieter month but Hoopla numbers are high. Weeded books go to Goodwill or recycling.
  - B. Discussion about snow/weather related closures. Our policy already provides for closing at director's discretion.
  - C. Naloxone is installed now outside the building.
  - D. Julie joined the parks & rec committee.
  - E. Julie is almost done with state aid forms.
  - F. board emails still in the works
  - G. 60-70 children+families came to library during tree lighting festivities
- V. Financial Report
  - A. Discussing the October report, November report will be done on Wednesday Dec 18. In January 2025, we should be caught up and current with financial reports.
  - B. 7 months into the Fiscal Year and we are in good shape financially
  - C. The library has funds available, particularly for the Library of Things collection
  - D. Rick moved to accept the financial report, Dale seconded. Unanimous approval.
- VI. Old Business
  - A. Strategic Planning: Rick and Dale met with the consultants who indicated they need us to approve the two documents received. They will provide two Michigan libraries as comparables with a range of size we would want to aim for to meet our needs. They suspect that range will be between 6-9k square feet.
    1. Facilities report expected January or later.
    2. Board discussion about Mission and Vision statements.
    3. Amanda moved to adopt the Mission statement "We enrich our community by providing resources, services, and spaces that foster lifelong learning, access to information, and opportunities for recreation and discovery" and the Vision statement "A vibrant community hub that ignites curiosity, fuels learning, and inspires wisdom for all ages." Dale seconded. Unanimous approval.
    4. Rick moved to accept the draft of the high level strategic plan. Mary seconded. Unanimous approval.
  - B. Hiring: Julie has not yet hired an outreach/programs coordinator but will work on drafting a job description, which will help her assess the library's needs in this

role. Mark will provide Julie with the Leland library's job description to use as a template.

C. Facilities

1. Bathroom renovation: Code office meeting got postponed due to weather, yet to be rescheduled. This meeting will provide needed info about whether the building codes would require two ADA compliant bathrooms or if one would suffice.
2. Library Location: Discussion about potential future locations for a new library building. Rick will reach out to Mark & Michelle Hemeyer, owners of NPG building. Visitor Center+Haserot area may not be feasible. Julie suggested engaging with the newly elected township council to discuss the potential for keeping the library at its current location. Mary pointed out existing foundation issues at the current site, while Rick noted that the cost of bringing the current building up to code may be significantly higher than constructing a new facility. For reference, the Leland Library expansion cost approximately \$2.5 million.

VII. New Business: none

VIII. Public Comment

- A. Patty asked whether the library's phone/answering machine and website are updated with closure information. Julie explained the website and social media is updated accordingly, and the answering machine system needs further exploration to determine if it can be updated efficiently and what the process will be for that.

IX. Mark moved to adjourn the meeting at 8:14.

The next meeting is scheduled for Monday, January 27th, 2025 at 7pm.