

DRAFT of Leelanau Township Library Board of Trustees Meeting Nov 20, 2024

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

Absent: None

Staff present: Julie Alpers-Preneta

Friends and Public present: Alana Osumi, Patty Noftz via Zoom

- I. Mark Morton called the meeting to order at 7:03pm.
- II. Approval of Minutes: minutes were amended to correct spelling of Patty Noftz' name.
 - A. Mary moved to approve the minutes as amended, Dale seconded. Unanimous approval followed.
- III. Public Comment: Patty Noftz congratulated the board on their election.
- IV. Director's Report
 - A. Clarifying the previous discrepancies in question, Julie identified that circulation numbers in previous months' reports may have been affected by the exclusion of renewals. This month's report included renewals and numbers looked more as expected. She reported strong attendance at library programs including Tech Tuesdays and Great Discussions.
 - B. Mark shared insights from the recent library conference, emphasizing valuable networking and breakout sessions. Specific items of interest at the workshops addressing book banning and potential state legislation on a "Right to Read" law.
 - C. Julie proposed hiring a part-time staff member for 10–15 hours per week at \$18/hour to support programming and outreach, with Rick confirming budget availability and recommending this focus initially. Julie, with her hiring authority, will move forward as needed.
 - D. Julie will create board member email addresses and publish them and the updated trustee bios to the website.
- V. Financial Report
 - A. Rick reported that the library has finalized two new CDs with interest rates of 4.6% for six months and 4.3% for one year. This brings the total amount in CDs to \$155,000, providing a strong financial foundation for the library's future.
- VI. Old Business
 - A. Strategic Planning: Rick reported that a draft outlining the library's current status and summarizing the retreat session has been provided and was reviewed by the board; however, no actionable plan has been received yet. The facilities study is still expected by the end of the year. Rick will follow up with ReThinking about the status of the action plan.
- VII. New Business
 - A. Facilities: Facilities items will remain a standing agenda item going forward.
 1. ALA Transforming Libraries Grant:
 - a) Dale shared information from a contractor regarding converting the two private bathrooms to one public ADA compliant one, which would require an additional 2.5 feet and reduce shelf space. A grant with a December 11th deadline is available to potentially fund this, but no cost estimate has been provided. Previous

contractors have estimated the cost of adding a public bathroom to the front of the building, and Julie has access to the related drawings. Additionally, a contractor previously provided plans for constructing a second story on the library.

b) Amanda and Julie reported from their meeting with Lord & Lady Construction. They identified the same space requirement but also had other ideas of how to make a bathroom work within existing space, but need to know if our building capacity would require two bathrooms under modern code. More information is needed before any contractor could move forward. The board determined that we won't have the information needed in time to apply for this particular grant, but that the bathroom project itself is still worth looking into.

2. The Pier Group and/or the current Visitor Center lot(s) were discussed as a potential collaborative project involving the township, village, and library. The Pier Group is at least 1–2 years out and may not come to fruition. Parking was raised as a concern that would need to be considered. Rick has spoken with several leaders in the community who are generally aware of these future needs for development, and the conversations may be revisited soon.
3. The board emphasized the importance of reviewing the facilities study to determine the library's needs before advancing any plans.
4. Julie raised the need to finalize mission and vision statements for the library. The board expressed readiness to begin drafting these at the next meeting. Finally, it was noted that the visitor center consists of several tax parcels, which may require further review.

B. Township Library Authority

1. The Foster Swift memo clarified that the library will have full control over its funds. The Township is not required to oversee the budget, and it was noted that the millage tax money goes to a library fund in a direct pass to the library after being collected by the Township as is done by the Township for other entities.

VIII. Public Comment: Patty confirmed a few items about the Visitor Center, as she is the current coordinator. She clarified the village's current use of the shared facility, including a maintenance garage in the lower level and a large storage room on the ground level. She shared that this is around the 17th year of the Visitor Center operating and that the DNR gave the facility to the Village with the understanding that it was to be used for "outdoor activities" at the time. The parking lot has some access issues as well as local businesses and events directing people to park in the Visitor Center parking.

IX. The meeting was adjourned at 8:11pm

The next meeting is scheduled for Monday, December 16th, 2024 at 7pm

Notes recorded by: Alana Osumi

Minutes respectively submitted by: Amanda Kruk, Secretary