

LELAND TOWNSHIP PUBLIC LIBRARY
BOARD OF DIRECTORS MEETING
November 11, 2024

Board Members Present: Bret Crimmins, Berkley Duck, Michael Fleishman, Alan Hartwick, Laurie Lisuk. Jennie Berkson observed the meeting via Zoom but did not vote on any of the matters presented.

Board Members Absent: None

Public: None

Staff Present: Mark Morton

Call to Order

Berkley Duck, President, called the meeting to order in the Munnecke Room at 9:04 a.m.

Approval of Minutes

On motion duly made and seconded, the minutes of the Regular Meeting held October 21, 2024, were unanimously approved.

Construction Project

Mark reviewed the schedule of construction-related events included with the meeting materials. The timing and length of Library closings remains to be finalized but we hope that they can be limited to the month of April 2025. Bids for the construction project should be available for review at the December 9 Board meeting. Notices to donors of the call of the 2024 installment of pledges will go out this week. The first installment of the EVBF pledge is due upon signing of the construction contract.

Financial reports for October

Mark reviewed the financial reports included with the meeting materials. There were no unusual items.

Director's Report for October

Mark reviewed the Director's report included with the meeting materials. There were no unusual items.

Property Transfer and Seawall

The agreement for the transfer of the Munnecke Deed property to the Library was closed on October 28 and the Library is now the owner of the property. Berkley provided an update on fundraising plans for the seawall project.

New Business

Overlay District. Mark and Berkley will meet this week with representatives of LHS and the OAB regarding a proposal by the OAB for the establishment of an overlay district encompassing the OAB and Library properties.

Property Use Policy. The Board reviewed the draft Property Use Policy included in the meeting materials. A few changes were suggested and, on motion duly made and seconded, the

policy, as revised, was approved and adopted. Mark will review the guidelines for use of the Munnecke Room by non-Library or Township groups.

Fixed Asset Policy. Mark explained the need for the adoption of a Fixed Asset Policy and the terms of the draft policy included with the meeting materials. On motion duly made and seconded, the policy was approved and adopted.

Holiday Schedule. Mark reviewed the operation of the holiday closing schedule for the coming season.

The meeting was adjourned at 10:45 a.m.

Next Meeting: December 9, 2024

Respectfully submitted,

Jennie Berkson
Secretary