

Forsyth Township Public Library Special Board Meeting

Tuesday, February 3, 2015

Gwinn Clubhouse

Board Members Present: Donna Adams, Fran Lukkarinen, Elizabeth Robbins, Dwight Sunday, Kathy Holman and Kathy Archibald. A quorum was established.

Board Members Absent: None.

Also Present: Forsyth Township Library Director Pam Withrow, Forsyth Township Trustee Liaison to the Library Chris Adams, Recording Secretary Leslie Makela and Architect John Larson.

1. Call to Order: President Donna Adams called the meeting to order at 3:30 p.m.

2. Public Participation: None.

3. Architect's Update:

* John Larson provided the board with the proposal from North Oak for the production of portable two-person computer stations. The budget pricing includes labor and materials to fabricate and deliver the following:

Price in PLAM: \$1,095.00 per desk

Price in OAK: \$1,490.00 per desk

Each with CPU holders and casters.

* Board will consider proposal at a later date.

* The board discussed with John the placement of the cornerstone on the new library. It was the consensus of the board to have John decide on the best location.

* John provided the Proposed Change Order for the installation of an exit device on the emergency exit door by Northern Michigan Glass. Board discussed the various options.

4. To-Do List in Anticipation of Moving:

* **Online Auction Results:** Four tables were purchased from Northern Michigan University for a total cost of \$64.90. Fran Lukkarinen will coordinate the pickup of the tables.

* **Phones:** All three current lines will remain in use at the new library with one line for the Circulation Desk, one line for the Fax machine and one line in the Director's office.

5. Public Participation: Chris Adams encouraged the board to be better represented at future Township Board meetings.

6. Board Member Comment: None.

7. Adjournment: President Donna Adams adjourned the meeting at 5:00 p.m.

The next regular board meeting is scheduled for Tuesday, February 10, 2015 at 3:30 p.m. at the Gwinn Clubhouse.

Respectfully Submitted,

Leslie Makela, Recording Secretary Elizabeth Robbins, Secretary

Note: To ensure a quorum at the next meeting, please contact Library Director Pam Withrow at 346-3433 if you are unable to attend.