

**Forsyth Township Public Library Special Board Meeting  
Tuesday, March 24, 2015  
Gwinn Clubhouse**

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

**Board Members Absent:** Kathy Holman.

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

**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 recommended to the board that they contract to extend the new library's water line to meet with the new water line that will be installed by the township/county. This will prevent double digging and patching of sidewalk and street surfaces.

\* The panic bar is being installed on the emergency exit in the new library on March 25, 2015.

\* John reported that he has submitted signage ideas to a sign company and is awaiting pricing information.

\* Discussion of the appeal package due on March 25, 2015.

**4. Unfinished Business:**

**a. Dedication Plaque:**

\* Discussion of hanging a dedication plaque in the new library.

**5. New Business:**

**a. Timeline/Strategy for Move:**

\* Board reviewed the schedule submitted by Pam.

\* **Motion by Dwight Sunday/ second by Fran Lukkarinen to close the library Saturday, April 4, 2015 so staff can begin preparing for the move. Motion passed.**

**b. Naming Community Room/Study Room:**

\* Discussion of how rooms will be named. Fran Lukkarinen and Kathy Holman will work together on ideas and submit them to the board.

**c. Drop Box Modification:**

\* Donna will measure for dimensions and create a plan for a bin to catch the items that are placed in the drop box.

**6. Public Participation:** None.

**7. Board Member Comment:**

\* Donna said that Larry Bertocchi will deliver 6 shopping carts to use for moving the books on April 6, 2015.

**8. Adjournment:** President Donna Adams adjourned the meeting at 4:50 p.m.

The next special Library Board meeting is scheduled for Tuesday, March 31, 2015 at 3:30 p.m. in the Community Room of the new library.

The next regular Library Board meeting is scheduled for Tuesday, April 14, 2015 at 3:30 p.m. in the library community room.

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.