

**Forsyth Township Public Library Special Board Meeting  
Tuesday, March 3, 2015  
Gwinn Clubhouse**

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

**Board Members Absent:** Elizabeth Robbins and Kathy Archibald.

**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 reported that North Oak had salvaged the marble and would begin installation on Wednesday, March 4, 2015.

\* John will work with the Library Board on a Punch List to be sure the building project is completed as expected.

\* Closner Construction will provide a cost estimate for moving and assembling the shelving that is currently stored in Joe D'Ambrosio's storage barn.

\* John is working with Closner Construction on a price for matching the fascia and soffit on the old Assessor's office with the fascia and soffit on the new building.

\* **Motion by Donna Adams/ second by Dwight Sunday to accept the estimate in the amount of \$650.00 from J.P. Electric to purchase and install a communications patch panel, a cable management panel and a wall mount rack. Motion passed.**

\* John explained the change to the window in the staff workroom looking into the Circulation and Children's areas.

**a. February 25<sup>th</sup> Letter from the Assessor:**

\* **Motion by Dwight Sunday/ second by Fran Lukkarinen to appeal the February 25, 2015 letter sent by the Zoning Administrator. Motion passed.**

\* **Motion by Donna Adams/ second by Kathy Holman to approve the \$150.00 fee for the application to file the appeal with the Zoning Board of Appeals. Motion passed.**

\* Board members discussed and reached a consensus on the content of the appeal letter.

**4. Financial:**

**a. Modify FY '15 Budget: Motion by Dwight Sunday/ second by Fran Lukkarinen to approve the Revenue and Expenses modifications to the Fiscal Year 2015 budget as presented:**

**Revenue:**

**Interest Earnings \$3500.00**

**Donations: \$180,000.00**

**Transfer from Township General Fund: \$42,000.00**

**Expenses:**

**Fuel \$3,000.00**

**Capital Outlay-Furnishings \$1,000.00**

**Capital Outlay-Building \$639,000.00**

**Motion passed.**

**b. Modify FY '16 Budget: Motion by Kathy Holman/ second by Fran Lukkarinen to approve the Expenses modifications to the Fiscal Year 2016 Budget as presented:**

**Capital Outlay- Furnishings \$15,000.00**

**Capital Outlay-Building \$26,000.00**

**Motion passed.**

**c. Interior Designer: Motion by Donna Adams/ second by Dwight Sunday to contact Rita Rossway from Interiors by Design to decorate and furnish the conversation area and the division between the children's area and the main lobby not to exceed a total amount of \$10,000.00. Motion passed.**

**5. Brief Summary of Spaghetti Dinner Success:**

\* Fran Lukkarinen reported that the dinner raised approximately \$4,000.00.

**6. Public Participation:**

\* Chris Adams said the community is very supportive of the library.

\* Mike Lempinen was amazed at the community support during the Spaghetti Dinner.

**7. Board Member Comment:**

\* Fran will write the Thank You to the Gwinn Lions Club for all of their help with the Quilt Raffle.

\* Dwight mentioned a blind Lions Club member from Marquette who is also a children's author. She would like to host a program to dedicate the new children's section when the new library opens.

**8. Adjournment:** President Donna Adams adjourned the meeting at 5:25 p.m.

The next regular board meeting is scheduled for Tuesday, March 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.