

Forsyth Township Public Library Board Special Meeting

Tuesday, March 31, 2015

Forsyth Township Public Library Community Room

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

Board Members Absent: Fran Lukkarinen.

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:

* Mike Lempinen presented the board with an estimate for exterior signage from Signs Now. Cost would be approximately \$1700.00 plus installation. Mike and John will provide mock ups of signage ideas before a final decision is made.

* John Larson will seek a bid for the matching fascia and soffit and for a new emergency exit door on the old Assessor's office. The recently purchased panic bar can be transferred to a new door.

* John and Donna explained the contents of the packet that was submitted on March 25, 2015 to the Zoning Board of Appeals for the meeting on April 15, 2015.

4. Unfinished Business:

a. Appointment with Rita Rossway/ Comp time for Pam: Consensus of the board to give Pam compensation time for the hours she spends with the interior designer on Friday, April 3, 2015.

b. Moving Update: Pam presented the College Laundry proposal for mat service.

* **Motion by Dwight Sunday/ second by Elizabeth Robbins to approve three months of mat service through College Laundry for a total amount not to exceed \$150.00. Motion passed.**

c. American Nameplate:

***Motion by Dwight Sunday/ second by Kathy Archibald to approve the cost for donor name plaques not to exceed a total amount of \$500.00. Motion passed.**

5. New Business:

a. Engineering for Expanded Site: John Larson reported that U.P Engineers & Architects (UPEA) surveyed the property on Monday, March 30, 2015. They will provide a proposal for the drainage problem.

b. Use of Main Entrance: John will research whether the main entrance can be used temporarily until the site work is complete.

c. Modification of Remaining Shelving: John sent a package to U.P. Fabricating inquiring on the cost of modifying the remaining shelving from Ferris State University to also be used in the new library. He is awaiting their proposal.

6. Public Participation: None.

7. Board Member Comment: Kathy Archibald will meet with Supervisor Minelli about the furnishings not being used in the new library.

8. Adjournment: Vice President Kathy Archibald adjourned the meeting at 5:20 p.m.

The next regular Library Board meeting is scheduled for April 14, 2015 at 3:00 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.

