

FORSYTH TOWNSHIP PUBLIC LIBRARY BOARD MEETING
Wednesday, August 14, 2019, 5:30 p.m.
Donna Adams Community Room

Board Members Present: Donna Adams, Fran Lukkarinen, Linda Buck, Catrina Suardini, and Dwight Sunday. A quorum was established.

Board Members Absent: Brian Rice.

Also Present: Forsyth Township Public Library Director Leslie Makela, Forsyth Township Trustee Liaison to the Library Chris Adams.

1. **Call to Order:** President Donna Adams called the meeting to order at 5:30 p.m.
2. **Approval of Agenda: Motion by Dwight Sunday/second by Fran Lukkarinen to approve the August 14, 2019, meeting agenda with the addition of 8c. Focus Group. Motion passed.**
3. **Public Participation:** None
4. **Approval of Minutes: Motion by Linda Buck/second by Dwight Sunday to approve the July 10, 2019, meeting minutes as presented. Motion passed.**
5. **Library Director Report:**
 - Director Makela proposed a change in circulation policy to indicate if patrons do not have their library card, they may not check items out. Proposed policy to begin October 1, 2019. Director Makela will bring proposed new language to policy to next meeting.
6. **Financial Report**
 - 6b. **Building Status and current building issues:**
 - Director Makela indicates that we are currently waiting on materials from North Oak to finish shelving project. It was decided not to have tops on the smaller shelves for space purposes.
 - Carpet cleaning will occur in September.
 - Shelving in the junior section needs to be bracketed to the wall. Director Makela will check with North Oak or the township to get the brackets installed.
 - Director Makela contacted Jet Black who indicated that paving of the parking lot is recommended every 3-5 years. Further, Director Makela spoke with the Township who indicated that this year they have a contract with Fahrner, but that this changes from year to year.
 - 6c. **Approval of August Bills: Motion by Donna Adams/second by Dwight Sunday to approve payment of the August bills in the total amount of \$4,421.46. Motion passed.**
7. **Unfinished Business:**
 - It was agreed that the Fun Daze book sale was very successful. It was noted that next year Fun Daze will be moved to the end of June.
 - There will be a fundraising committee meeting on Monday, August 19, 2019, at 10:45 a.m.
8. **New Business:**
 - Discussion on the status of the Iron St. property and possibly working with the school on an agreement. Donna Adams indicated that she has a call in to the Township Attorney, Mary Beth Marin, to discuss how to go about this and liability issues. Further discussion tabled until there are facts from the attorney.

- Director Makela and Fran Lukkarinen will attend the community focus group on August 15, 2019.
- 9. Public Participation:** Chris Adams indicated that he was happy that the library decided to renew their millage early and discussion on the need to bring business to the area.
 - 10. Board Member Comments:** Discussion on the needed support for the school millage and the children of the community.
 - 11. Adjournment:** President Donna Adams adjourned the meeting at 6:15 p.m.

The next Library Board meeting is scheduled for Wednesday, September 11, 2019, at 5:30 p.m. in the Donna Adams Community Room.

Respectfully Submitted,

Catrina Suardini

Linda Buck, Secretary

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