

Regular Meeting of the White Lake Township Library Board of Trustees

Held at White Lake Township Library on the 23rd day of January 2019 at 6:45 pm

Call to Order – Meeting called to order by Glenn Rossow at 6:47 pm.

Roll Call – President Glenn Rossow, Vice President David Varadian, Secretary Jennifer Schulz, Trustee Karen Wyns. Trustee Beth Rubus arrived 7:02. Treasurer Richard McGlew excused. Director Denise Stefanick, Assistant Director Amy Rosen, and Administrative Assistant Rachel Weaver in attendance.

Approval of the Agenda – Motion to approve the agenda made by David Varadian and seconded by Karen Wyns. Motion carried. (3 yes votes)

Public Comments– None

Approval of the Minutes – Motion to approve the December 19, 2018 regular meeting minutes as presented, made by Jennifer Schulz and seconded by David Varadian. Motion carried. (3 yes votes)

Library Building Reports

- Overall Project Timeline, Status, and Next Actions: Glenn Rossow
 - Status reviewed by Glenn Rossow. Top six suppliers are all 80% or more complete. Projects to date without funding are program room partition, program room kitchen, outdoor patios, and staff break room counter.
- Financials: Glenn Rossow
 - Status reviewed by Glenn Rossow. Motion to approve Cost Control Book 8 totaling \$422,432.76 for payment by the township from the building fund made by David Varadian and seconded by Jen Schulz. Motion carried. (4 yes votes)
- Other Owner Costs: Denise Stefanick
 - Technology: Rich McGlew
 - Status Reviewed by Amy Rosen.
 - Interior: Jennifer Schulz
 - Status Reviewed by Denise Stefanick and Jennifer Schulz. Mill work drawings of main circulation desk and adult and children's reference desks complete. Interior ceiling and truss stain approved.
 - Move to New Library: Amy Rosen
 - Status Reviewed by Amy Rosen.
- Fundraising: President Rossow, Director Stefanick, and Trustee Varadian
 - Status reviewed by Glenn Rossow. Both Joseph and Joyce Fennell and John and Mary Earley made donations towards the general fundraising fund.

Officer Reports

- President's Report – Glenn Rossow thanked Joseph and Joyce Fennell and John and Mary Earley for their generous donations.
- Vice President's Report – None
- Secretary's Report– Jennifer Schulz welcomed Rachel Weaver to the team.

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- Treasurer's Report – President Rossow presented January 2019 bills and financials. Motion to approve the January bills for payment as presented made by David Varadian and seconded by Karen Wyns. Motion carried. (4 yes votes) Motion to approve transfer \$500,000 from PNC to Flagstar bank made by Jennifer Schulz and seconded by Beth Rubus. Motion carried. (4 yes votes)

Library Director's Report – Director Stefanick presented report.

New Business

- Approval of 2020 TLN Schedule — Motion to approve the 2020 TLN Schedule as presented made and to include January 1st and 2nd 2021 made by David Varadian and seconded by Jennifer Schulz. Motion carried. (4 yes votes)
- New Library Outdoor Sign – Jennifer Schulz assigned to gather information on outdoor sign options.
- New Library Public Space Policy – Jennifer Schulz assigned to update the current public space policy for the New Library. All trustees to email suggestions for study rooms, small meeting rooms, children's program room, and large program room to her prior to the February 2019 Library Board Meeting for inclusion in the discussion to be held at that meeting. The idea lab will be included at a later date.

Old Business – None.

Adjournment

Motion to adjourn the meeting made by Jennifer Schulz and second by David Varadian. Motion carried. (4 yes votes) Meeting adjourned at 8:29 pm.

The next Regular Meeting of the White Lake Township Library Board of Trustees is scheduled for Wednesday, February 27, 2019 in the lower level meeting room at 6:45 pm.

Minutes prepared by Jennifer Schulz, Secretary