

# Fowlerville District Library Board of Trustee Approved Minutes

April 28, 2021 @6:30pm

**I. Call to Order:**

- a. The FDL Board of Trustee's meeting was called to order at 6:31pm by Landek-Salgado.

**II. Roll Call:**

- a. Landek-Salgado-present, Ridenour-present, Woods-present, Kernozek-present, Smith-present, Swain-Kuch-present, D. Cornett-absent

**III. Approval of Agenda:**

- a. Motion made to approve the agenda by Kernozek and 2<sup>nd</sup> by Ridenour. All were in favor.

**IV. Architectural Shed/Barn (South-yard) Presentations:**

- a. Ron Cieslak- Cieslak's partner Steve came along to present as well. Proposed a plan to turn the barn into a useable space for \$117,000 or demolish the barn and put up a "band shell" for \$39,000. Cieslak also proposed a "White Box" design in the west part of the building for \$73,000. Cieslak brought a formal plan for the Board to review.
  - i. Swain-Kuch had asked if the cost for landscaping was included in both the remodel and demolish and rebuild of the barn, Cieslak said no, that would be another \$35,000.
  - ii. Kernozek questioned if there needed to be plumbing installed with having bathrooms inside the library. Cieslak stated that if programs are held in the shed, then yes there would have to be plumbing installed for bathrooms.
  - iii. Ridenour asked Cieslak why the platform outside of the meeting room was not ADA compliant when it was installed by them when hired for the remodel of the library as it is now. Cieslak had said that it did not have to be ADA compliant.
- b. Tim Spitzley- Brought a formal plan to ask to come up with a formal design. Spitzley would like to turn the shed/barn into an outdoor performance venue. Stated that he thought the Barn had good bones. He proposed to work with the flow of the building and rework the parking lot. Spitzley stated that he prefers to draw up the designs and figure out the "flow" of the building before giving numbers for the cost of the renovations. His architectural fee would be \$9,450.
  - i. Smith asked if he personally thought the barn was worth preserving. Spitzley stated that he did, and it would be a good outdoor venue area.
- c. Tim Wiles- Did not bring a typed up formal plan, as he came right from a job site to the meeting. Wiles proposed community

involvement with the rebuilding of the Shed/Barn. Wiles would like to add 2 16x30 stamped concrete with a lean to on both sides of the barn, while adding new siding to the barn, as well as a new metal roof. Wiles would not bring running water into the building and could upgrade the electrical another 100 amps to accommodate the space for music. Wiles would like to seek out volunteers for the project to help bring the cost down and is willing to donate 100 hours himself of volunteer work, (Wiles stated he charges \$75 an hour, and this would save us \$7,500 in labor fees). Wiles also mentioned that there may be grants available to help bring the cost down, and nurseries to donate flowers and such. With possible community help, donations and grants, it could bring the cost of the build down between \$10,000 and \$20,000. The estimate that Wiles gave with volunteers from the community and no donations was \$35,000. If no community involvement the cost would be roughly \$45,000.

- i. Swain-Kuch asked where his office was located. Wiles replied that his office was located in Howell.
- ii. Landek-Salgado asked if the \$35,000 was with the community involvement, Wiles replied yes, without the involvement of the community the price could go up or down by \$10,000.
- iii. Ridenour asked if he already had volunteers lined up to help with the project. Wiles said yes, he has a few people lined up, but also told the Board that as a library, we should also reach out to the community.
- iv. Woods asked if he would assist with getting the community involvement. Wiles said he would and donated 100 hours of his own time.
- v. Swain-Kuch asked if he writes grants and he said he does not. It was mentioned that Director Peters could help with the grant writing.

**V. Call to the Public:**

- a. No call to the public.

**VI. Approval of Minutes:**

- a. A motion was made by Ridenour and 2<sup>nd</sup> by woods to approve the March 24, 2021 minutes as amended. Amendments corrected typos and wording changes. All were in favor.

**VII. Financial Report, Approval of Bills:**

- a. Ridenour was reimbursed for computer purchase, as she had purchased the computers with her Costco membership, allowing for a good deal on the computers, however Costco does not accept Discover and that is the only Credit Card the library has.
- b. Woods confirmed First National Bank is compounded daily and added monthly.

- c. A motion was made to approve payment of bills in the amount of \$50,894.93 by Landek-Salgado and was 2<sup>nd</sup> by Woods. All were in favor.

**VIII. Library Director's Report:**

- a. Director Peters mentioned that the new ASL story time was a success.
- b. Conner has an incredible line up for summer reading programs.
- c. Library of things is going over well with the community.
- d. The Library Network (TLN) will move everything to Microsoft 365 and move away from Network Solutions. This will include a much needed Firewall.
- e. Structural Engineers will be in to see how sound the building foundation is.
- f. Looking into a MERS Replacement.
- g. Added faster internet for the library, which only increased the bill by \$20 a month.

**IX. Committee Report:**

a. Survey Committee:

- i. Kernozek Spoke with Wayne Roedel. Kernozek will be sending the survey over via Google Forms and Roedel will then assist with sending it out to all the families in Fowlerville who have an email set up through the school.
- ii. Swain-Kuch requested that Kernozek sends the survey to her after Kernozek converts it over to Google Docs. Swain-Kuch will then send it over to Steve Horton at the Fowlerville News and Views.
  - 1. Steve Horton could have the survey on two opposing pages in the News and Views for \$250. Looking at having this run in the News and Views May 9<sup>th</sup> and May 23<sup>rd</sup>.
  - 2. A motion to approve the survey to be ran in the News and Views on May 9, 2021, and May 23, 2021 was made by Landek-Salgado and seconded by Smith. All were in favor.
- iii. Surveys will also be available in the library.
- iv. Active library patrons will be sent an emailed survey from the library.
- v. An incentive to return the survey will be 4/ \$25 gift cards from local businesses, for people who wish to be entered into a drawing for returning of the survey.
- vi. A student survey is in the works, more information to come on this.

**X. Old Business:**

a. Shed/ Barn:

- i. A motion was made by Landek-Salgado to save the barn instead of demolishing it, was seconded by Ridenour. All were in favor.
  - ii. A motion to make the barn a seasonal facility/ outdoor venue was made by Landek-Salgado and seconded by Ridenour. All were in favor.
  - iii. There will be a special meeting on May 11<sup>th</sup>, to discuss the barn and possibly choose an architect for the remodel.
- b. Lawn Maintenance:
- i. Motion was made by Swain-Kuch to hire A&J Lawn Care, 2<sup>nd</sup> by Ridenour. All were in favor.

**XI. New Business:**

- a. Policy 621:
- i. Motion was made to approve the changes to Policy 621 by Landek-Salgado was 2<sup>nd</sup> by Woods. All were in favor.
- b. Policy 603.2:
- i. Motion was made to approve the changes to Policy 603.2 by Ridenour 2<sup>nd</sup> by Kernozek. All were in favor.
- c. Policy 620:
- i. Motion was made to approve the changes to Policy 620 by Woods, 2<sup>nd</sup> by Smith. All were in favor.
- d. Proposal to change from Axis 360 to Overdrive:
- i. Motion was made to approve the change from Axis 360 to Overdrive starting June 1<sup>st</sup> was made by Woods, 2<sup>nd</sup> by Kernozek. All were in favor.
- e. 2021/2022 Budget, Raise Determination:
- i. There will be a public hearing on the proposed budget in May.
  - ii. Nothing was decided on raises. This will be discussed again at the May 11<sup>th</sup> special meeting.
- f. Tax Capture:
- i. Landek-Salgado wanted to remind everyone about the millage that is coming up in 2022. Also inform everyone about the DDA and LDFA tax capture and wanted to know if she should look more into this. The DDA is not returned but the LDFA is returned for between \$20,000 and \$30,000.

**XII. Continuing Board Education:**

- a. Landek-Salgado informed the Board that there is a master copy of the policy manual by the Board's cabinet. Everyone is free to look through it and make sure they have all the policies in their books.

**XIII. Adjournment:**

- a. A motion was made to adjourn the meeting at 9:14pm on April 28, 2021 by Smith and 2<sup>nd</sup> by Kernozek. All were in favor.

# Next Meeting

May 11, 2021 at 6:30pm