

Peninsula Community Library Board of Trustees

July 13, 2017

Present: John Bercini, Heatherlyn Johnson Reamer, Nikki Sobkowski, Barb Wunsch, Vicki Shurly, PCL Director
Absent: Doug Kosch
Guests: Nancy Davy, Marilyn Elliot, Penny Campo-Pierce

Call to order: 4:32

Public Comment: Best library ever.

Amend Agenda: Under New Business (4) Appointment of Lori Brickman to Board move to top of agenda.

Additions to Agenda: Moved by Sobkowski/Bercini to add under new business: Resolution to handle funds over \$2 million goal, Cornwell Architects contract addition, Accept Tim Carroll pledge, library design contract, Old Mission Peninsula Education Foundation (OMPEF) request to share cost of sign. Motion passed.

Moved by Sobkowski/Bercini to appoint Lori Brickman to library board. Motion passed.

Secretary's Report: Bercini/Wunsch motion to accept minutes from 6/8 and 2 sets for 6/26 accepted as written. Motion passed.

Treasurer's Report:

- No changes so no report.

Director's Report:

- Statistics – See agenda, no internet use as TASL having problems.
- Staff compensated absences all used. Vicki has 30 days accumulated, Cathy two.
- Parent request to place a petition to reintroduce Spanish denied, library cannot have petitions on the desk.
- TCAPS removed school/library sign at Island View and Center Road on the library's property.
- Unassigned fund balance picked up.
- Vicki out for the August board meeting.

Capital Campaign Reports:

- Major Gifts Committee – Very successful lunch at the Boathouse on July 7. Working on follow up with attendees. NeAhTaWanta event on July 26.
- Events – Million dollar party a great success with over 150 people attending. Friends will organize carry out the Summer Reading Program Wrap Up. Acentech to provide and serve desert, Marian Pico to perform. Volunteers needed to direct traffic. Book Sale and Art Fair has 35 booth filled, set up at 7:30am, 3 food trucks, Lighthouse Friends sponsoring Buchan's Ice Cream.

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- Grants: Gretchen Soutear and Marilyn Elliot met with Chris Warren of the Biederman Foundation.
- Marketing –Brochure produced and passed out at July 7 Boathouse lunch. A naming opportunities card is also available.

Unfinished Business: None

New Business:

1. Fund Balance policy for Rainy Day Fund. Motion by Bercini/Wunsch to maintain a reserve fund of \$100,00 subject to annual review. Roll Call: Bercini Yes, Reamer Yes, Sobkowski Yes, Wunsch Yes – Motion passed
2. MML Ballot. Motion by Sobkowski/Bercini to reaffirm five incumbent trustees for MML. Passed.
3. Approval of Meeting Schedule. Motion by Sobkowski/Bercini to continue current meeting schedule. Motion passed.
4. Lease at school. Reamer read letter from TCAPS (attached to minutes). Motion by Sobkowski/Wunsch to direct Peter Doren to negotiate contract with Old Mission Education Foundation through June 30, 2018. Motion passed
5. Guidelines for Additional Funds raised beyond \$2 million campaign goal. Motion by that “additional funds raised beyond the campaign goal not required for construction, site improvements, furnishings or landscaping will be held in a restricted building maintenance fund. Motion passed.
6. Cornwell Contract Addition: Motion by Reamer/Bercini to accept recommendation by Peter Doren to accept change to Cornwell contract Article 12, Section 4.3.1.9 of the B101 to make evaluation of the bidders a Basic Service. This confirms there is no Consultant’s expense of professional liability insurance dedicated to this project pursuant to Section 11.8.1.8. See attachment. Motion passed.
7. Accept Tim Carroll pledge. Motion by Wunsch/Bercini to accept pledge of Tim Carroll. See attachment. Motion passed.
8. Library Design Contract. See attachments. Submit questions to Vicki Shurly.
9. OMPEF request to share cost of replacing school/library sign at Island View and Peninsula. Board requested additional information.

Additional Information: The township board signed the resolution in support of the library constructing its own building. A Special Use Permit may be required.

Correspondence: Several pieces received and are filed.

Public Comment: None

Having no additional business the President closed the meeting at 5:54

Nikki Sobkowski
Secretary