

Leelanau Township Library Board of Trustees Special Meeting Minutes for April 04, 2024

Present: Rick Gans, Mark Morton, Jamie Scripps, Mary Robertson

Members absent: Dale Lersch, Amanda Kruk

Staff Present: Julie Alpers-Preneta, director

Friends and Public Present: Alana Osumi

1. Call to Order
 - The meeting was called to order by Mark Morton at 7:11 pm.

2. Public Comment
 - None

3. New Business
 1. Strategic Planning Consultant
 - Rick provided an update on the ReThinking Libraries Request for Proposal (RFP), highlighting minor revisions and its subsequent distribution. While there were no significant alterations, the document was refined to address inquiries more directly. This was compared to Fast Forward Libraries RFP.
 - Mary expressed her satisfaction with the ReThinking Libraries inclusion of a site analysis, considering it a crucial aspect.
 - Jamie reviewed the initial proposal but not the most recent RFP with the minor changes
 - Mark noted Amanda's observation regarding Fast Forward Libraries's data analysis. The board discussed the data analysis piece and determined this is something that could be done internally.
 - Julie emphasized Rick's personal communication with the consultants and expressed a preference for ReThinking Libraries due to their adaptability, contrasting it with Fast Forward Libraries, which didn't resonate as strongly. Rick confirmed that each conversation gave him more confidence in ReThinking Libraries's RFP.
 - Both Fast Forward Libraries and ReThinking Libraries presented comparable pricing structures. Rick, drawing from his consulting experience, advocated for a flat-rate fee structure, citing its simplicity for both parties.
 - Mary moved to accept ReThinking Libraries's RFP. Rick seconded. Unanimous approval followed.
 - Mark suggested exploring potential retreat locations, considering the likely daytime scheduling. Rick suggested options such as

Willowbrook or Union Space. Mary proposed considering a space at the school, which Rick confirmed as a viable and practical idea.

2. LTCF Grant

- Rick reminded the board of the approaching deadline, set for May 1st.
- Rick mentioned his conversation with Joan regarding the LTCF Grant, where he received encouragement to submit an application on behalf of the library.
- Rick expressed hesitation about requesting the full \$30,000 and sought input from the board. Julie recalled the previous grant cycle, highlighting an issuance of approximately \$28,000 to 4-5 recipients. Rick confirmed this figure.
- Mary proposed a grant request ranging from \$10,000 to \$15,000. Rick agreed a request of \$15,000 would be reasonable, aligning with difference between the budgeted \$15,000 for consultants in FY 2024 and the expected cost of \$30,0000.
- Mary inquired about any upfront cash requirements for the ReThinking Libraries RFP acceptance. It was confirmed no deposit or upfront fee is required.
- Mark raised the question of whether a vote was necessary.
- Rick motioned for the board to submit an application to the Leelanau Community Foundation for up to \$15,000 to support strategic planning. The motion was seconded by Mary. Unanimously approval followed

4. Public Comment

- o None

5. Adjournment

- o Mark adjourned at 7:32pm

Next meeting is scheduled for April 15, 2024 at 7pm.

Notes recorded by Alana Osumi

Minutes submitted by Amanda Kruk, secretary