

**Pentwater Township Library
Board Work Session Agenda
June 14, 2018 1:00 p.m.**

Agenda

- 1. Call to order**
- 2. Approve minutes from 4/23/2018**
- 3. Committee reports**
- 4. Landscape discussion**
- 5. Other items**
- 6. Adjournment**

Pentwater Township Library
BOARD WORK SESSION MINUTES
Thursday, June 14, 2018
1:00 p.m.

Purpose: Discuss landscape priorities

Members Present: Kendra Flynn, Joan LundBorg, Elaine LeTarte, Nancy Peterson, Cynthia Maguire, Valerie Church-McHugh

Others: Mary Barker, Library Director

1. Call to Order: The meeting was called to order by President, Kendra Flynn at 1:00 p.m.
2. Approval of Minutes: Cynthia Maguire moved to approve the minutes from the board work session on April 23, 2018. The motion was seconded by Nancy Peterson. The minutes were approved as read.
3. Committee Reports:
 - A. Policy: Joan and Nancy will present newly revised policies at the regular board meeting on June 19, 2018.
 - B. Advocacy: No report.
 - C. New Trustee Orientation: The orientation checklist was updated with the input from our last board work session and is ready to be used with our next new board member.
 - D. Fundraising: Elaine requested that the Annual Fund Drive be discussed at the regularly scheduled board meeting on June 19, 2018.
4. Landscape Discussion:
 - A. Brainstorm (astericks indicate those items that can be addressed immediately)
 - *1). Ensure that the efforts of all concerned parties are included in the planning. Mary Marshall is the chair of the DDA that is coordinating the Village beautification project. Inform her of our intention to stay involved and receive information about timelines, membership of the committee, meeting dates, etc.
 - *2). Re-stripping the parking lot as a temporary measure. Ask the village about re-sealing as well.
 - *3). Request the deed to the property prior to any changes being planned and implemented.
 - 4). Consider the cost of maintenance before making any design decisions. Low and cost effective maintenance is key.
 - *5). Request that the dugout be removed from the ice rink.
 - 6). Move gazebo from the Senior Center to the library area.
 - *7). Take the fence down from the end of the ice rink.
 - *8). Parking lot is an immediate issue.
 - 9). Access to the library for walkers and cyclists.
 - 10). Entrance from the parking lot and emergency exit walkway to main entrance.
 - *11). Remove Garden Club shed.
 - *12). Remove dumpster from Friendship Center.
 - 13). Roofing (future date).
 - 14). Painting (coordinate with roofing color).
 - 15). Replace soffit with pest-free materials.

- *16). Ask Steve Bass to simplify the plan for the front and back entrance and sidewalk as well as the plantings for low maintenance.
- *17). Remove library sign at the front of the building.

B. Fundraising Ideas:

- 1). Sell a brick with donor names engraved in them.
- 2). Patio brick that looks like spines of books with donor names on them.

5. Other Items: None

6. Adjournment: The meeting was adjourned at 2:25 p.m.

Respectfully submitted,

Valerie Church-McHugh
Trustee