



**MINUTES OF THE SPECIAL MEETING OF THE BOARD OF TRUSTEES  
JUNE 14, 2012  
CARNEGIE LIBRARY McINTYRE ROOM, 244 W. MICHIGAN AVE., JACKSON, MI**

President Darrell Durham called the meeting to order at 6:05 p.m.

**ROLL CALL:**

**Board Members Present:** James E. Best, Debra Carmody, Teressa T. Delph, Darrell J. Durham, Theodore R. Kolman, Lawrence S. Sanders, and George H. Sewell

**Board Members Absent:** None

**Director:** Ishwar Laxminarayan.

**Administrators Present:** Vicki Baldwin, Jim Delaney, Sara Tackett, and Michael Way

**Others Present:** Jean Dailey, Administrative Secretary; Lorraine Butchart, Melissa Peters, Kathy Schoening and Donna Smith. Public attendance sign in sheet attached to official minutes.

**Welcome New Board Member:** Darrell Durham welcomed Debra Carmody to the Board. Debra took the oath of office as a new member of the Board of Trustees and briefly shared some information regarding her interests and experiences with libraries and other non-profit organizations.

**Facilities Committee Report:** Darrell Durham reviewed the minutes from the Facilities Committee Meeting which was held on Thursday, June 7, 2012. Topics included a brief update on the Meijer Branch Project; an update on the status of the Media Room, Lower Lobby and Rear Entrance at the Carnegie Library; and the Henrietta Branch Parking Lot Expansion project. The main item of discussion at the meeting was the Administration Building and how we should move forward from this aging facility.

**Public Forum:** The meeting was opened for public comment. There were no comments at this time.

**New Business:**

**Administration Building:** A proposal has been received regarding the purchase of an office building which could be used to house a Library Service Center. Part of the purchase price would be in the form of a Charitable Contribution from the current owners. This Service Center would include Administrative Services, Finance Department, Information Technology, Human Resources, Marketing, Facilities, Interloan and Technical Services. The facility could also serve as a location for patrons to pick up holds and Interloan materials. It was moved by Jim Best, supported by George Sewell, to authorize Ishwar to proceed with the purchase of the property on Spring Arbor Road with an offer of \$500,000. Motion carried unanimously.

Other:

Reciprocal Agreement with Albion District Library – Ishwar reviewed this agreement which is up for renewal. Moved by Larry Sanders, supported by Ted Kolman, to renew the Reciprocal Agreement with the Albion District Library. Motion carried unanimously.

Ishwar reminded the Board of the Summer Reading Program Kickoff/Digital Bookmobile Visit to be held this Saturday, June 16, 2012, at the Carnegie Library. There will be a ribbon-cutting ceremony to open the Media Room and numerous local dignitaries are planning on attending.

The Meijer Branch Community Forums are scheduled for Tuesday, June 19, 2012 and Wednesday, June 27, 2012. The forums will be conducted by TMP Architecture at the Meijer Branch and will give the community an opportunity to express their opinions and ideas for the renovation project. These meetings will be followed by the architects meeting with the staff in late July and then a meeting with the Steering Committee and Facilities Committee to review design concepts in early August. Ishwar has an interview scheduled tomorrow with a reporter from the *Jackson Citizen Patriot* to discuss the forums.

*Word Wise Presents Remembering Jacobson's with Bruce Kopytek* will be held on June 23, 2012 at 2:00 p.m. in the Carnegie Auditorium. This is a free event; however, due to space limitations, reservations are being taken.

Ishwar also updated the board as to the status of the state budget; attendance at the ALA Conference next week; and an upcoming Woodlands Cooperative Planning Retreat.

It was announced that the Tuesday, June 19, 2012 Finance Committee meeting has been canceled.

**Public Forum:** The meeting was opened for public comment. Ishwar thanked the board for their consideration of all the options in regards to the Administration Building/Service Center. He stated that the bottom line is that JDL places service to Jackson residents first and foremost in everything we do.

Moved by Larry Sanders, supported by Jim Best, that the meeting be adjourned at 6:15 p.m. Motion carried unanimously.

Respectfully submitted,

James E. Best  
Secretary/Treasurer

(Jean Dailey, Recorder)