

Regular Meeting of the White Lake Township Library Board of Trustees

Held at White Lake Township Library on the 22nd day of February, 2017 at 6:45 pm

Call to Order – Meeting called to order by Glenn Rossow at 6:47 pm

Roll Call – President Glenn Rossow, Secretary Richard McGlew, Library Director Lawrence Ostrowski, and Deputy Director Denise Stefanick present. Treasurer Joseph Fennell excused. Trustee Karen Birkholz was sworn in by Terry Lilley, White Lake Township Clerk at 6:51 pm. Vice President Jennifer Schulz arrived at 6:52. Trustee David Varadian arrived at 6:54

Approval of the Agenda – Deferred

Public Comments – Comments were offered by Andrea Voorheis, White Lake Township Trustee, and Liz Smith, White Lake Township Trustee

Approval of the Agenda – 6:52- Motion to approve agenda made by Richard McGlew and seconded by Jennifer Schulz. Motion carried. (3 yes votes)

Approval of the Minutes - deferred

Library Building Committee Report

- Draft Building Program – George Larson, Consultant, presented draft building program. Discussion included participation of Construction Manager Bill McCarthy representing McCarthy & Smith. Motion to accept draft building program made by Jennifer Schulz and seconded by Karen Birkholz. Motion carried (4 yes votes)
- Architect Selection Process Update – Reviewed Request for Proposal for Architectural Services, the RFP. Motion to approve issuing the RFP, amended to correct typographical errors and to request Interior Design Services as a separately identified cost, made by Jennifer Schulz, seconded by David Varadian. Motion carried. (4 yes votes)
- Property Purchase – Reviewed status. Motion to purchase property at the agreed price of \$600,000 provided all due diligence items are closed satisfactorily and clear title is available, made by Karen Birkholz and seconded by David Varadian. Motion carried. (4 yes votes)
- Project Timeline, Status, and Next Actions – Reviewed. Bill McCarthy informed us that our assigned Program Manager will be Aaron Philips. Our next project milestone is architect selection at a special meeting scheduled for April 6.

Approval of the Minutes – Motion to approve the January 2017 Regular Meeting Minutes made by Richard McGlew and seconded by Karen Birkholz. Motion carried. (4 yes votes).

Officer Reports

- President's Report –
- Vice President's Report – Thank you to Denise Stefanick
- Secretary's Report -- None
- Treasurer's Report – In Joseph Fennell's absence, Glenn Rossow presented bills. Motion to approve bills for payment made by Jennifer Schulz and seconded by David Varadian. Motion carried. (4 yes votes)

Library Director's Report – Presented by Lawrence Ostrowski.

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New Business -- None

Adjournment – Motion to adjourn made by Jennifer Schulz and seconded by Karen Birkholz. Motion carried. (4 yes votes) Meeting adjourned at 8:36 pm.

The next Regular Meeting of the White Lake Township Library Board of Trustees is scheduled for Wednesday, March 22nd 2017 in the lower level meeting room.

Minutes prepared by Richard McGlew, Secretary