

Brighton District Library  
Committee Meeting  
May 1, 2017

CALL TO ORDER: President Kathryn Poppy called the meeting to order at 7:15 p.m.

ATTENDANCE: Present: Jordan Genso, Patrick McDonald, Arla McPeek, Jim Muzzin, Rich Perlberg and Kathryn Poppy.

Absent: Jane Petrie.

Staff: Director Cindy Mack, Acquisitions and Digital Librarian Sarah Neidert, Head of Adult Services Jennifer Osborne and Assistant Director Ed Rutkowski.

Guest: Architect Seth Penchansky and Interior Designer Schana Yacks, both of Daniels and Zermack Architects, and Library Consultant Anders Dahlgren of Library Planning Associates.

RESOLUTION 17-0022: Arla McPeek moved and Jordan Genso seconded to approve the payment of bills based on the claims dockets in the amount of \$14,436.42 dated 05/01/17. The motion carried.

RESOLUTION 17-0023: Patrick McDonald moved and Jim Muzzin seconded to approve the purchase of an 18 month CD at the current rate available for approximately \$89,290.68 from Fifth Third Bank. These funds are from the maturity of the Capital Fund Fifth Third Bank CD that matures May 6, 2017. The motion carried.

DIRECTOR'S REPORT: None

#### SPACE NEEDS ANALYSIS DISCUSSION

- After spending the day examining the facility and talking to staff, the Daniels & Zermack team have gathered much of the information they need to begin putting together their recommendations for this library. Next, they will assemble two to four plans for implementing the recommendations. The tentative date for presenting these plans is July 18. Library staff and board members will discuss the plans, combining pieces from different plans if necessary and setting priorities. Daniels & Zermack will then consolidate and refine this information into a single, actionable plan.
- Seth asked for guidance about budget size for proposed improvements. Cindy said there will be over the next 5 years \$1.3M in capital funds. The library plans to set aside some portion of the \$170,000-\$200,000 collected each year from the recently-passed millage for building improvements. The board is especially interested in relatively easy and inexpensive improvements that would deliver the most bang for the buck.
- Possible inexpensive improvements discussed included moving furniture and shelving to optimize space. Lighting is critical to how a collection is used, and LED lighting should pay for itself in around four years. More expensive changes could include things like making more and smaller meeting rooms, an acoustic separator or glass walls for the A/B room, smaller kiosk-like public service desks and new carpet.
- Schana said that in order to avoid looking dated in a few years, our décor should be updated with a classic feel, with small stylish accents that can be easily changed, such as a wall painted in

a trendy color. She said carpet tiles with a subtle pattern would probably work well, except in the youth area where a pop of color might be appropriate. Some clients incorporate graphics from the community, such as photos of local buildings or high school sports teams.

- Important trends: Anders said the library of the 20<sup>th</sup> century was about accumulating *collections*; the library of the 21<sup>st</sup> century is more about helping patrons make *connections*. He also said that libraries are increasingly trying to get away from single-use spaces; library furniture with wheels is easier to move and helps makes a space more flexible. Embracing and facilitating the use of technology continues to be important.

#### PRESIDENT'S REPORT – Kathryn Poppy

- The library's appearance is much improved with the removal of the ailing bushes at the entrance.
- Following the departure of Sally McKee from the board, the nominating committee invited Patrick to serve as vice president for the remainder of the year. He accepted.

RESOLUTION 17-0024: Rich Perlberg moved and Arla McPeek seconded that Patrick McDonald be approved as vice president of the board of trustees for the remainder of the year. The motion carried.

ADJOURNMENT: Jim Muzzin moved and Arla McPeek seconded the meeting be adjourned. The meeting adjourned at 8:33 p.m.

Respectfully submitted,

Arla McPeek  
Secretary, BDL Board of Trustees