

Kalkaska County Library Strategic Planning Committee Meeting

Wednesday, September 24, 2014

9:00 a.m.

1. Call to Order at 9:03
2. Attendance: Staff: M. Coville, R. Birgy, D. Bull, Gay Kasza, B. Chaplin. BOT: Lynnette Cervone, L. Wolcott, M. Judge. Guests: Cash Cook, Diana Needham, M.R. Gillooly.
3. Adoption of Agenda
MOTION by Coville; 2nd by Needham. Motion passed.
4. Public Comment: none
5. **MOTION** by Cervone to limit this and other SPC meetings to 2 hrs. 2nd by Coville. Motion passed.
6. Mr. Cash Cook, DDA Director
 - a. Parking drain surround will be all concrete, no asphalt, potentially the week of 9.29.14
 - b. Asphalt repairs will be secondary and will be completed when the west side of US 131 is under reconstruction.
 - c. Portion of parking lot owned by Library is under question
 - d. Village is open to land swap suggestions
 - e. Former lumberyard property is for sale, but short-term likely usage will be a "green space" public square gathering area. Inquiries are already arriving from clubs/organizations interested in using it for events. Village anticipates having electric available next spring.
 - f. We may at some point be expected to pay Sharon Burns for her assistance in honing the grant documents we are creating. At this time, up till now, it is gratis.
 - g. A letter of inquiry should comprise of
 - i. Definition of community needs & demographics
 - ii. Definition of Library needs and statistics
 - iii. Outline potential community transformation that building a new library facility could initiate.

7. Unfinished Business

- a. Amend Project Concept Document: Chaplin provided the costs associated with NLA facility.
- b. Committee agreed that any potential property the Library may consider for a new facility must be a minimum of 2 acres.
- c. Committee decided to remove village parking lot option from document, citing lack of space.
- d. Cervone will integrate pertinent findings from Roscommon District Library trip into SPC document.
- e. Cervone will modify document and then email it to the committee members for additions, changes.
- f. Wolcott suggested that the library and/or Friends of the Library pursue the purchase of a flat screen TV for the lobby.
- g. Wolcott suggested that the SPC expand its search for property by making that message known to the community via the library TV (see above), the library website, signage at the desk, etc.
- h. Needham offered to have the search for property posted on the village's website.

8. New Business

- a. MacArthur Foundation – Letter of Inquiry: Deb will create a draft.

9. Other Business: none

10. Reports

- a. Friends: none
- b. Director – staff is working on a 5 year plan to be included in Strategic Planning Document

11. Items for Future Agenda, Discussion

- a. Timeline for document completion

12. Public Comment: none

13. Adjournment: 10:55

Next meeting date: **Wednesday October 8th at 10a.m.**