

Williamston Community Library Foundation

2002 Trustees: Ed Noonan • John Brazier • Ernie St Pierre • JoAnn Hegedus • Patricia Hogg • Jeff Bartrem • Susan Graff

2003 Trustees: Ed Noonan • John Brazier • Ernie St Pierre • JoAnn Hegedus • Larry Wittrup • Jeff Bartrem • Susan Graff

Williamston Library, 175 East Grand River Avenue, Williamston MI 48895

(517) 655-1191

Annual Report

January 22, 2003

The following Trustees were appointed by their respective community governing bodies for two year terms starting in January, 2002 and ending with the Annual meeting in January of 2004:

Township of Williamstown Jeff Bartrem
Wheatfield Township..... Ernie St. Pierre
City of Williamston..... Al Stout

Pursuant to Article IV, Sec. 2 of the Bylaws, at the January, 2002 Annual Meeting, the following Foundation officers were elected for 2002:

President: Ed Noonan
Vice President:..... Dan Slider
Secretary:..... Susan Graff
Treasurer:..... JoAnn Hegedus

A Foundation checking account was opened at Republic Bank in Williamston in January with a deposit of \$1,000. The Treasurer has issued a report under separate cover.

On March 13, City of Williamston board member B. Al Stout resigned. Pursuant to Foundation bylaws, Susan Graff, a resident of the City of Williamston, was appointed to serve out the remainder of his term.

Over the course of 2002, the Foundation Board met with three architects to discuss how to go about building a new library, a fund raiser to discuss how to raise private contributions, and QBS, a Qualification Based Selection organization to discuss how to select design professionals. Communication was also initiated with a municipal bond marketing firm regarding financing options and attorneys regarding various issues.

In May, the Foundation reached agreement with a property owner by which the Foundation could acquire a two-year option to purchase a one acre library building site in downtown Williamston. Under the terms of that agreement, the Foundation was to pay \$10,000 for the option, but failing to raise the consideration for that contract, no option was ever created.

Also, in May, the Williamston City Council, the Township of Williamstown Board and the Wheatfield Township Board each designated the Williamston Community Library Foundation as the entity for planning the construction of a new Williamston Library facility.

And, on May 16, Library Consultant George Lawson, was retained by the Foundation to prepare a needs assessment. After meeting gratuitously with the

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Foundation in March, Mr. Lawson came back to Williamston twice to conduct meetings with the public, representatives from the the community governing bodies, the library staff and others. On or around October 23, 2002, fifty copies of Mr. Lawson's report, entitled "Needs Assessment, Williamston Branch Library, Capital Area District Library," were distributed to Board, the municipalities and citizens. The report was prepared for the Williamston Community Library Foundation and paid for with trust funds held by the City of Williamston. Estimating that the population of the Williamston library service area would grow eleven percent (11%) from 8,849 in 2000 to 9,853 in 2030, Mr. Lawson recommended a 15,087 sq. ft. building be built on a 64,522 sq. ft. site. On November 13, 2002, a meeting was held at which representatives from the three municipal governments and citizens discussed the report and accepted Mr. Lawson's recommendations.

On June 14, 2002, the Internal Revenue Service issued an "advance ruling" by which it was determined that the Foundation is an organization exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code and that the Foundation is to be treated as a publicly supported organization.

On November 11, 2002, notice was sent to the three communities that the term of office of one Trustee from each community would expire in January, 2003. In response to that solicitation, the following appointments to two-year terms as Trustee were made: Wheatfield Township - John Brazier, Williamstown Township - Ed Noonan, and the City of Williamstown - Larry Wittrup. Those appointments expire in January 2005.

In December, 2002, the Foundation resolved to retain David Milling and Associates, a highly acclaimed Ann Arbor library architecture firm, to conduct Williamston library building site selection workshops and to recommend a site for the new library. That resolution was contingent on payment from the City's library building trust account and the City has agreed to do so.

As part of its Advance Ruling, the foundation was ordered by the IRS to submit proof that it was publicly supported within 90 days after August 31, 2005. Payment of \$8,684.91 from public funds in 2002 to meet the Foundation's contractual obligations to George Lawson for his needs assessment, should fully satisfy that requirement.

It is anticipated that site selection workshops will be conducted over the first 60 days of 2003 and that a site will be selected in March. In 2003, it is expected that the Foundation will undertake to fund site acquisition, architecture and construction and, hopefully, start construction.

Very truly yours,

Ed Noonan
Chair and President