

**MINUTES OF THE BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
BOARD OF TRUSTEES**

Bloomfield Township Public Library
Oakland County, Michigan
Tuesday, April 28, 2015

At 7:01 p.m. the Regular Meeting of the Bloomfield Township Public Library Board of Trustees was called to order by President, Joan Luksik.

Present: Trustees: Peggy Cohen, Grant Gerhart, Eli Greenbaum, Joan Luksik and Pam Williams

Unable to attend: Trustee: Judy Lindstrom

Administration: Library Director, Carol Mueller; Assistant Director, Tera Moon; Director's Secretary, Andrea Aragona

Guests: Connie Silver, Youth Services Librarian; Klaren Gerhart, Township resident.

Upon discussion, a motion was made by Eli Greenbaum, seconded by Pam Williams, **TO APPROVE THE ORDER OF ITEMS FOR THE REGULAR AND CONSENT AGENDAS.**

A vote was taken for approval of the motion.

Ayes: Cohen, Gerhart, Greenbaum, Luksik, Williams

Nays: None

MOTION CARRIED

President's Verbal Report:

Joan welcomed everyone. Joan stated that she hoped everyone got a chance to read the Friends of the Library's Annual Report. It is just wonderful celebrating their 50th Anniversary! She stated that she especially enjoyed the individual focus on several of the Friends of the Library's Board of Director members in the report this year. Joan shared the following resolution for the Friends of the Library on the event of their 50th Anniversary from the Library Board of Trustees:

Friends of the Bloomfield Township Public Library
Resolution

WHEREAS, The FRIENDS of the Bloomfield Township Public Library have worked tirelessly for the Library since its inception in 1964, and

WHEREAS, The FRIENDS , over these 50 years, have remained committed to supporting excellence in public library service through their many activities, programs and book sales, and

WHEREAS, THE FRIENDS have very generously given the Bloomfield Township Public Library more than \$1 million since 1995 for programs, collections and special items not included in the library budget, and

WHEREAS, THE FRIENDS have greatly enhanced the library building and grounds with exceptional landscaping and the generous addition of many art works throughout the Library, now, therefore, let it be

RESOLVED, The Bloomfield Township Public Library Board of Trustees commends and expresses sincere appreciation to our wonderful FRIENDS and offers heartfelt congratulations to them for reaching this special 50th anniversary milestone.

Joan was also delighted with the Library's application for Library of the Year prepared by Carol Mueller and Tera Moon. She extended gratitude to Elaine Asher and Brooke Hoskins, Adult Services Librarians and Jen Taggart, Youth Service Assistant Department Head, who along with Carol and Tera contributed greatly to the application process.

Director's Verbal Report:

Carol reminded the Trustees that the reception for the Art from the Hills student art displays will be Tuesday, May 12th at 5:45pm in the Community Room.

Carol stated the Marian Rafal, Youth Services Department Head, has been accepted as an Association for Library Service to Children (ALA) Mentor. This is quite a nice honor and Carol stated that she personally felt Marian will be a wonderful mentor as she has a wealth of experience in Youth Services. Marian firmly believes in encouraging and helping young professionals to be successful in the profession.

Carol stated that the Library was unexpectedly closed on Saturday, April 18th due to a sewer line break in the lower level. The pipe was actually scheduled to be replaced on Friday, May 1!

Carol shared with the Trustees our brand new database called Gale Courses. It provides access to hundreds of online courses on professional and career development topics, computer skills, and personal enrichment topics. For BTPL cardholders these can be very conveniently accessed from their home, office or school any time of the day or night. Since it's unveiling on April 13, 28 patrons have enrolled in 74 courses!

Carol informed the Trustees that the annual Everyone's Reading program will kick off on May 11. Brad Meltzer, author of the Culper Ring Trilogy, is this year's featured author. He will be speaking at the Rochester and West Bloomfield Libraries. Ticket information will be on our website.

CONSENT AGENDA MOTION:

After discussion, a motion was made by Peggy Cohen, seconded by Grant Gerehart, **TO APPROVE THE ITEMS ON THE CONSENT AGENDA AS PRESENTED WITH THE EXCEPTION OF THE FOLLOWING: FINES AND FEES COMPARISON.**

A vote was taken for approval of the motion.

Ayes: Cohen, Gerhart, Greenburg, Luksik, Williams

Nays: None

MOTION CARRIED

REGULAR AGENDA:

Call to the Public: Joan welcomed Connie Silver, Adult Services Librarian, representing SOC; Klaren Gerhart, Township resident.

UNFINISHED BUSINESS:

No items for discussion

NEW BUSINESS:

11a Strategic Plan consultant Recommendation

Carol stated that in February, 2015 requests for proposals for strategic planning services were mailed out to over 10 companies, available at the Library's Welcome Desk and publicized on the Library's web page. Seven proposals were received for our consideration from Donna Fletcher Consulting, Highland Park, IL; Growth Management Consulting, Grand Rapids, MI; Hennen Library Consulting, Mt. Pleasant, MN; Kimberly Bolan and Associates, Zionsville, IN; Library Strategies Consulting, St. Paul, MN; Mark Ranum & Associates, Tower, MN; WJ Schroer Company, Battle Creek, MI. All of the proposals received were evaluated by Administration based on bid criteria- their strategic planning experience, previous experience working with public libraries, how comprehensive their proposal was availability to meet our timeline and cost. Administration chose three companies for interviews and recommended to the Board of Trustees that Kimberly Bolan and Associates be awarded the bid for strategic plan consulting services for the Bloomfield Township Public Library.

After discussion, a motion was made by Peggy Cohen, seconded by Pam Williams, **TO APPROVE THE AWARD OF THE STRATEGIC PLAN CONSULTING SERVICES BID TO KIMBERLY BOLAN AND ASSOCIATES, 650 SPRING HILLS DRIVE, ZIONSVILLE, IN, 46077 FOR AN AMOUNT NOT TO EXCEED \$17,900.00**

A vote was taken for approval of the motion.

Ayes: Cohen, Gerhart, Greenbaum, Luksik, Williams

Nays: None

MOTION CARRIED

DISCUSSION OF ITEMS REMOVED FROM THE CONSENT AGENDA

A question was raised with regard to the drop in circulation and in fines and fees. One reason for this drop in circulation is our 2014 Summer Sundays closing. Carol stated that the budget was such that we did not purchase multiple copies of many items so fewer items were circulated to patrons as they had to wait to receive the item. This would account for a drop in items being checked out and if you don't have as many items checked out and circulating, you will have less in the fine and fee area also. Peggy stated it would be interesting to see a comparison of this year to the year prior to contracting with the collection agency to see how the figures relate. Carol will follow up on this suggestion.

After discussion, a motion was made by Pam Williams, seconded by Eli Greenbaum, **TO ACCEPT THE REPORTS AND RECOMMENDATIONS AS PRESENTED.**

A vote was taken for approval of the motion.

Ayes: Cohen, Gerhart, Greenbaum, Luksik, Williams

Nays: None

MOTION CARRIED

OTHER:

Carol reminded the Trustees that June 1, 2015 is the deadline for applications for the Jeanette P. Myers Memorial Scholarship and encouraged them to share this information with anyone who is pursuing post-secondary education and meets the scholarship requirements. The brochure, guidelines and applications are available on the Library website and at the Welcome Desk.

Meeting adjourned at 7:52 p.m.

The next meeting of the Bloomfield Township Public Library Board of Trustees is Tuesday, May 19, 2015 at 7:00 p.m. in the Board Room.

Submitted by:

Pam Williams, Secretary