

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

Bloomfield Township Public Library
Oakland County, Michigan
Tuesday, September 15, 2015

At 7:00 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, Eli Greenbaum, Judy Lindstrom, Joan Luksik, and Pam Williams

Unable to attend: Grant Gerhart

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

Guests: Connie Silver, SOC representative; Liz Clauder, Youth Services Librarian

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

A vote was taken for approval of the motion.

Ayes: Cohen, Greenbaum, Lindstrom, Williams

Nays: None

MOTION CARRIED

President's Verbal Report:

Joan spoke about the progress of the strategic planning process and how staff and administration are working very diligently throughout this process. She thanked Trustee Pam Williams for serving on this committee with her. She reminded the Trustees about completing the strategic planning survey if they had not already done so.

Joan thanked Assistant Director, Tera Moon, for her thorough work on the Copier and Printer Services RFP.

Director's Verbal Report:

Carol shared that we now have a lovely new planter at the Library entrance. This planter will be changed out every 2 months this year with seasonal arrangements, courtesy of the Friends of the Library funding.

Carol and Tera toured the new Bloomfield Hills High School on September 1 as guests of Superintendent Rob Glass. Even though not quite completed, it was fascinating to see student and teacher spaces that were collaborative in nature. Carol shared upcoming opportunities to see the new high school on September 18 from 4-5:30pm and October 3 from 10am-12pm.

Carol shared a wonderful patron comment stating how pleased they were that every time they have asked a Library staff member for assistance, the attitude has been "thank you for asking for help". They stated they love the Library and will continue to cherish the relationship!

At this time, Carol introduced Liz Clauder, Youth Services Librarian. Liz gave a brief demonstration on the new service the Library is offering called, Hoopla.

CONSENT AGENDA MOTION:

After discussion, a motion was made by Pam Williams, seconded by Judy Lindstrom, **TO APPROVE THE ITEMS ON THE CONSENT AGENDA AS PRESENTED WITH THE EXCEPTION OF THE FOLLOWING: CASH DISBURSEMENTS.**

A vote was taken for approval of the motion.

Ayes: Cohen, Greenbaum, Lindstrom, Williams

Nays: None

MOTION CARRIED

REGULAR AGENDA:

Call to the Public:

Joan welcomed Connie Silver, SOC representative. Connie stated that the Library had a wonderful celebration for Karen Efimoff, Circulation Page, celebrating her 40 years as a Bloomfield Township Public Library employee. Karen started at the Library when she was a teenager! Connie also recommended the Library's "Fall Prevention" program to the Trustees as ironically this week we had three Library employees sustain injuries due to falls!

UNFINISHED BUSINESS:

No items for discussion

NEW BUSINESS:

Investment Services Proposals

On July 6, 2015, Bloomfield Township Public Library released a request for proposals for investment services. Five investment firms submitted proposals. At a special Library Board meeting on August 4, 2015, the investment services proposals and process were discussed. At this meeting, the Library Board decided to hold interviews on August 31, 2015 with three firms, Comerica Bank, Schwartz and Co., and Umbaugh Cash Advisory Services. After these interviews and references were checked, Administration recommended to award the bid for investment advisory services to Schwartz and Company. At this time, Trustee Judy Lindstrom thanked the Trustees for their insights, professionalism and honesty in this process.

After discussion, a motion was made by Peggy Cohen, seconded by Pam Williams, **TO AWARD THE INVESTMENT SERVICES BID TO GREGORY J. SCHWARTZ AND CO., 3707 WEST MAPLE ROAD, BLOOMFIELD HILLS, MI.**

A vote was taken for approval of the motion.

Ayes: Cohen, Lindstrom, Williams

Nays: Greenbaum

MOTION CARRIED

DISCUSSION OF ITEMS REMOVED FROM THE CONSENT AGENDA

A question was raised with regard to the \$3,690.27 payment for the Library's June/July water and sewer bill. Pam Williams wondered if the Library uses a separate meter for the sprinkler system. It was stated that the sprinkling system is metered differently than the drinking water system, but Carol will confirm with Joel Dion, Facility Services Department Head.

A question was raised with regard to the \$7,926.13 payment to Metcom, Inc. for RFID tags. Joan Luksik questioned how many tags were purchased and Carol responded this payment is for 1 years' worth of RFID tags.

After discussion, a motion was made by Judy Lindstrom, seconded by Peggy Cohen, **TO APPROVE THE REMOVED ITEMS FROM THE CONSENT AGENDA AND ACCEPT THE REPORTS AND RECOMMENDATIONS AS PRESENTED.**

A vote was taken for approval of the motion.

Ayes: Cohen, Greenbaum, Lindstrom, Williams

Nays: None

MOTION CARRIED

OTHER:

As the refurbishing of the Youth Services Alcoves continues, the wrong tables were delivered for the space. After speaking with the vendor, Carol presented the Trustees with the option of a \$500.00 discount given by the vendor if we keep the tables as is. After discussion, the Trustees agreed they would prefer the correct original tables in blue laminate ordered rather than accept the incorrect tables that were delivered.

Carol stated that October is Board Development Month. Carol suggested several options for the Trustees if they are able to attend. The Trustees will let Carol know if they are interested.

Meeting adjourned at 7:45 p.m.

The next meeting of the Bloomfield Township Public Library Board of Trustees is Tuesday, October 20, 2015 at 7:00 p.m. in the Board Room.

Submitted by:

Pam Williams, Secretary