

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

Bloomfield Hills High School  
Oakland County, Michigan  
**Tuesday, November 17, 2015**

At 3:02 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, Judy Lindstrom, Joan Luksik, and Pam Williams

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

**Guests:** Howard Baron, Township resident; David Vorhes and Cliff Craig, Applied Imaging; Joan Wu, BTPL Systems Department Head; Todd Von Schulze, BTPL Systems Technician; Robin Lang, SOC representative

Upon discussion, a motion was made by Peggy Cohen, seconded by Eli Greenbaum **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, Lindstrom, Williams*

*Nays: None*

**MOTION CARRIED**

**President's Verbal Report:**

Joan Luksik thanked Shira Good, BHS Communications Director, for inviting the Trustees to the new Bloomfield Hills High School. She also extended thanks to Superintendent Robert Glass and Howard Baron, School Board Trustee for the opportunity to tour the new high school after the Board Meeting. Joan stated we are very fortunate to have this fabulous new facility in our community!

**Director's Verbal Report:**

Carol Mueller stated how excited we are to be here in the new high school and looking forward to our tour of the facility. She also thanked all those involved at the high school for their flexibility in arranging this meeting and tour.

Carol stated that she and Tera Moon have recently visited our neighboring libraries to get a tour of their buildings and discuss mutually beneficial topics. Carol shared that during her visit at the Baldwin Library, Doug Koschik shared their renovation plans of the Adult Services areas and these plans included reducing their collection by 17%. During the visit with Cathy Russ at the Troy Public Library, Cathy shared how pleased she was with the millage renewal on November 3, 2015 for a five year period. Carol is in discussion with Cathy Russ with regard to a joint staff development opportunity. Carol also stated discussion with the Bloomfield Township Senior Center is underway regarding several ways that we may partner more closely with the Senior Center. Director Christine Tvaroha will promote our Library by Mail service to residents who take part in the Meals on Wheels program with the township, and we will promote that service to our patrons who are in our Library by Mail program.

There have been many board committee meetings the past few months. The Development, Building/Grounds, and Interiors/Landscaping Committees have all been very busy! The Building/Interiors Committee approved the Community Room stage screen wall which will be completed the first week in January 2016.

Carol stated that the Library staff Casual Friday donations during the months of November and December will be appropriated to the Library Endowment Fund at the Community Foundation for Southeast Michigan in honor of our Library Board of Trustees in appreciation for all that they do for the Library.

Tera Moon shared that she had met Ruth Barton in the Library over the weekend. Ruth is 92 years of age and she stated to Tera that her husband was the model for our Quest sculpture! Tera had a wonderful conversation with Mrs. Barton and took Ruth's picture with Quest, and mailed it to her residence.

**CONSENT AGENDA MOTION:**

After discussion, a motion was made by Grant Gerhart, seconded by Pam Williams, **TO APPROVE THE ITEMS ON THE CONSENT AGENDA AS PRESENTED WITH THE EXCEPTION OF THE FOLLOWING: LOWER LEVEL WATER DRAINAGE.**

*A vote was taken for approval of the motion.*

*Ayes: Cohen, Gerhart, Greenbaum, Lindstrom, Williams*

*Nays: None*

**MOTION CARRIED**

**REGULAR AGENDA:**

*Call to the Public:*

Joan welcomed Robin Lang, SOC representative. Robin reminded the Trustees to turn in their RSVP for the Holiday Party on December 5<sup>th</sup>. Joan also welcomed David Vorhes, Cliff Craig, Howard Baron, Joan Wu and Todd Von Schulze.

**UNFINISHED BUSINESS:**

*No items for discussion*

**NEW BUSINESS:**

*11a Election of Officers*

The Trustees elected the following Officers to serve the 2016-17 term: Joan Luksik, President; Pam Williams, Vice President; Judy Lindstrom, Secretary.

Peggy Cohen stated that the community is very fortunate that every member of this Library Board of Trustees is qualified to hold the office of President and should be proud of them. Pam Williams stated that she is pleased that the Board agreed to extend the term of Library Board President for a term of three years.

*11b Appointment of Board Committees*

Joan stated that she will appoint Board Committee members at the December 15, 2015 Library Board Meeting and encouraged current Committee members to contact her if they have any questions or preferences with regard to these appointments. Discussion was had with regard to separating the Finance Committee into two separate committees which would be a Finance Committee and an Investment Committee. Additional discussion also suggested combining the Building and Grounds Committee with the Landscaping/Interiors Committee.

*11c Copier Bid Award*

Carol gave a brief review regarding the request for proposals for copier and printer equipment and service that was released on September 14, 2015, with an October 5, 2015 deadline. Proposals were received from five firms. All five proposals were independently reviewed by Administration and the Systems staff. Representatives from two firms were invited to the Library for interviews on October 21, 2015. After a very thorough review of the proposals, interviews and references and showroom visits, Administration recommends to award the bid for copier services to Applied Imaging to purchase Canon equipment.

After discussion, a motion was made by Peggy Cohen, seconded by Eli Greenbaum, **TO AWARD THE COPIER BID FOR COPIER SERVICES AND PURCHASE OF CANON EQUIPMENT TO APPLIED IMAGING, 46620 RYAN COURT, NOVI, MICHIGAN 48377.**

*A vote was taken for approval of the motion.*

*Ayes: Cohen, Gerhart, Greenbaum, Lindstrom, Williams*

*Nays: None*

**MOTION CARRIED**

#### **DISCUSSION OF ITEMS REMOVED FROM THE CONSENT AGENDA**

Grant Gerhart commented on the design of the building with regard to water drainage. Peggy answered that the latest presented plan will reroute two of the building's roof drains that bring the most water to the lower level west sump pit. This water would be rerouted out of the building at roof level and then to the retention basin under the west side parking lot, instead of coming into the lower level west sump and being pumped out. Carol stated that the original building was constructed in 1968 and then added on in 1987 and at that time the serving Board of Trustees wanted to maintain the original aesthetic look of the building so the drains were routed in that manner.

Grant Gerhart commented on the additional information provided regarding Library investments. Grant suggested these investments may need to be reviewed in light of rising interest rates.

After discussion, a motion was made by Pam Williams, seconded by Grant Gerhart, **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, Gerhart, Greenbaum, Lindstrom, Williams*

*Nays: None*

**MOTION CARRIED**

#### **OTHER:**

Judy Lindstrom presented several fund raising ideas to the Trustees that were discussed at the last Development Committee meeting. She asked the Trustees if they would be interested in pursuing another event, perhaps during the summer of 2016. The Trustees were receptive to the idea and Judy invited the Trustees to attend the December 7, 2015 Development Committee Meeting at 2:00 p.m. to discuss further if interested.

Meeting adjourned at 3:46 p.m.

The next meeting of the Bloomfield Township Public Library Board of Trustees is Tuesday, December 15, 2015 at 7:00 p.m. in the Library Board Room.

Submitted by:

Pam Williams, Secretary