

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

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Bloomfield Township Public Library  
Oakland County, Michigan  
**Tuesday, November 15, 2016**

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At 6:45 p.m., all Trustees (Deska, Gerhart, Greenbaum, Lindstrom, Luksik, Williams) were sworn in by Bloomfield Township Clerk Jan Roncelli to continue on the Library Board of Trustees. The swearing in concluded at 6:50 p.m.

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: Tom Deska, Grant Gerhart, Eli Greenbaum, Judy Lindstrom, Joan Luksik and Pam Williams

**Administration:** Library Director, Carol Mueller; Assistant Director, Tera Moon; Director's Secretary, Linden Godlove

**Guests:** Klaren Gerhart, Bloomfield Township resident; Maeve Devlin, Youth Services Intern and Staff Organization Committee Representative, Ann Williams, Adult Services Department Head; Drew Heuser, Adult Services Librarian; Killian Weston, Youth Services Librarian; Mary Miner, Systems Assistant; Roger Luksik, Bloomfield Township resident

Upon discussion, a motion was made by Eli Greenbaum, seconded by Pam Williams, with an exception of removing page 13 from the Consent Agenda, **TO APPROVE THE ORDER OF ITEMS FOR THE REGULAR AND CONSENT AGENDAS.**

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

*Ayes: Deska, Gerhart, Lindstrom, Greenbaum,*

*Nays: None*

**MOTION CARRIED**

**President's Verbal Report:**

Joan would like to welcome all the Trustees back again. We look forward to a great year. We work well in sync with our library administration and that will result in wonderful things for our library.

**Director's Verbal Report:**

Congratulations to each and every one of you. We are honored to work with all of you and have such respect for your being great stewards of our library.

The Friends of the Library Books Sale met an all-time record, earning \$4618.50 in one day. This is despite clearing out their inventory with the two-day book sale in October. The Friends work so hard and are so dedicated.

Saturday, December 3 is the Library's holiday party. Please respond by Friday, November 18, if you are coming.

The vending services contract expires on March 31, 2017. Surveys to patron and staff requesting comments on the Library's current vending services have recently been completed. A recommendation for the award of the vending services bid will come to all of the Trustees at the February Library Board meeting.

There are photos from Fall for Dahl in each of the Trustee's folders, courtesy of Library volunteer Nancy Kulish. Thanks to a very generous contribution, this event raised \$5,000, which will go towards a new puppet theater and new puppets. This is part of our space needs assessment.

The roof drain project will begin this coming Monday, November 21. We received our permit today and Rewold has this in hand. There will be fencing and signage at the drive-up and delivery area. The delivery door, Friends donation door, and staff entrance will not be accessible during this project and all will need to use the main entry for the duration of project. The drive-up return lane can still be accessed; however, people will need to park close to the curb and walk up to that area. The project should be completed in a few weeks, depending on the weather. This will, hopefully, resolve the flooding on the lower level.

In this season of Thanksgiving, Carol expressed her thanks for all of the Trustees and all of their hard work, and all that they do for the Library. Happy Thanksgiving!

**THE REMAINING CONSENT AGENDA MOTION:**

After discussion, a motion was made by Grant Gerhart, seconded by Eli Greenbaum, **TO APPROVE THE ITEMS ON THE REMIANING CONSENT AGENDA AS PRESENTED**

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

*Ayes: Gerhart, Greenbaum, Lindstrom, Williams*

*Nays: None*

**MOTION CARRIED**

**REGULAR AGENDA:**

*Call to the Public:* Joan welcomed the guests. The attending staff and guests introduced themselves: Drew Heuser, Ann Williams, Klaren Gerhart, Killian Weston, Mary Minor, Maeve Devlin, and Roger Luksik.

**UNFINISHED BUSINESS:**

*No items for discussion*

**NEW BUSINESS:**

Director Carol Mueller wished to introduce the Library Showcase, which is to exhibit the wonderful things happening at our library.

Killian Weston presented the Ozobots, which were a gift from the Friends. They are tiny robots that can be programmed in a variety of ways, using a basic coding language. The Library has been offering programs where our young patrons learn beginning coding programs, and eventually, they will use iPads to control them. The Library has six Ozobots and has offered special programs for ages 8 and up, with twenty young patrons in one program, working in groups. The staff is looking at ways to expand it for more young patrons to be involved, as the class was full before a poster was installed to promote it.

Mary Minor has been offering a Google CS class, a new computer science program that was introduced to schools this summer. Computer science is the design and creation of computer programs, via logical instructions. This is the first time the Library has been able to offer a computer class to youth. Computer Science is one of the top paying jobs, growing at two times the national average and it will likely increase. Early exposure can help young patrons to develop a sense of interest, learn courage to try new things, confidence in using programs, perseverance to tackle difficult problems, and more. The class is targeted to 4<sup>th</sup>-8<sup>th</sup> grade. Each club is themed, with 8 different modules, and the youth come twice a week for four weeks.

Drew Heuser spoke about the Library's new Overdrive media station. The Library has had Overdrive for a number of years. Librarians can't see which titles are available in the Library's catalog; however they can guide patrons to available titles using the new media station. The media station enables patrons to get a QR code or link to the available title, using their device. This helps the staff to market more titles to patrons and increases the ease of use.

Ann Williams introduced the Special Needs collections. Every month, the Library offers a program for special needs adults. They get about 30 attendees at each meeting, including caregivers. There are also joint programs for youth and adults with special needs. The Adult collection has materials aimed towards adults with special needs and also their caregivers, including life skills books, simple fiction books, DVDs, and more. The Library will soon be adding braille books to the collection.

Ann Williams also spoke about the STEM (science, technology, engineering and math) collection. It's a challenge to create interest in these subjects, but the Library has reference books, encyclopedias, DVDs and more to help assist in learning about these important subjects. There are also games and kits, including things like circuit boards, gem and mineral sets, and more, to help foster an interest in STEM

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

Pam had a question on page 13. It was clarified that the water heater was in the closet. Pam Williams also asked if the computers were getting replaced gradually, due to the budget amount. Carol confirmed that ten computers were purchased, to install in Administration and they will also get an upgrade to Windows 10.

After discussion, a motion was made by Judy Lindstrom, seconded by Eli Greenbaum, **TO APPROVE THE REMOVED ITEMS OF THE CONSENT AGENDA.**

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

*Ayes: Deska, Gerhardt, Greenbaum, Lindstrom, Williams*

*Nays: None*

#### **MOTION CARRIED**

#### **OTHER:**

Joan would like to announce that the Nominating Committee will be composed of Grant Gerhart and Joan Luksik. The next scheduled meeting is Tuesday, December 20, when a slate of officers will be presented. They will be discussing the PA 152 decision. The Personnel Committee will meet before that time. Carol will have some information on the network bid award. The Library Director evaluation process will be discussed.

Maeve Devlin shared about the SOC Fundraiser, the Bags, Bites and Jewelry sale. The money raised will go towards SOC functions, including gifts for staff members on occasions such as retirement or graduation. Funds also go towards the Holiday Party.

Meeting adjourned at 7:59 p.m.

The next meeting of the Bloomfield Township Public Library Board of Trustees is Tuesday December 20, 2016 at 7:00 p.m. in the Board Room.

Submitted by:

Judy Lindstrom, Secretary