

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

Bloomfield Township Public Library
Oakland County, Michigan
Tuesday, July 19, 2011

At 7:00 p.m. the Library Board of Trustees Meeting was called to order by President Judy Lindstrom.

Present: Trustees: Margaret Cohen, Lyle Dahlberg, Grant Gerhart, Judy Lindstrom, Joan Luksik, and Pam Williams

Administration: Library Director, Karen Kotulis-Carter; Assistant Library Director, Carol Mueller; Finance Coordinator, Beth Sulek-LaHousse; Director's Secretary, Andrea Aragona

Guests: Traci Moy, SOC; Mark Tschirhart, Rehmann Robson; Tracey Kasparek, Rehmann Robson.

Upon discussion, a motion was made by Lyle Dahlberg, seconded by Grant Gerhart **TO APPROVE THE ORDER OF ITEMS FOR THE REGULAR AND CONSENT AGENDAS.**

A vote was taken for approval of the motion.

Ayes: Cohen, Dahlberg, Gerhart, Lindstrom, Luksik, Williams

Nays: None

MOTION CARRIED

President's Verbal Report:

Judy stated that the word for today for this group in this Library is "WOW" She thanked Karen Kotulis-Carter and Beth Sulek-LaHousse for their hard work and due diligence with the Library's financial statements. With all the changes in the rules and regulations, they continue to stay on top of things and are doing a terrific job.

The next "WOW" is to the newly installed Library gardens! Judy thanked the Friends of the Library for funding this installation and stated the gardens are lovely.

Finally, "WOW" and thank you to this Library Board. This is going to be a very busy week interviewing Trustee candidates. Thanks to all the Trustees for adapting their busy schedules to spend three evenings at the Library for this interviewing process. Judy also stated that this is a bittersweet day, as it is Lyle's final meeting as a Library Trustee. Judy presented Lyle with the following resolution:

WHEREAS, *Lyle Dahlberg has served as an active and dedicated Trustee on the Bloomfield Township Public Library Board since his appointment on March 6, 2010; and*

WHEREAS, *Lyle has been successfully re-elected by the Bloomfield Township electorate to continue to serve our community as a Library Board Trustee in the election held in November 2010; and*

WHEREAS, *Lyle Dahlberg has further served, making numerous contributions, by participating on the Library Bloomfield Township/Bloomfield Hills Liaison Committee, Cranbrook Partnership Committee, Development Committee, and the Policy Committee; and*

WHEREAS, *Lyle's expertise regarding endowments and fund-raising have enhanced discussions of the Development Committee; and*

WHEREAS, *During Lyle's term as Trustee, he has successfully helped to encourage community organizations to contribute to the library, personally delivering many packages to each organization; now, therefore, let it be*

RESOLVED, *The Bloomfield Township Public Library Board of Trustees commends and expresses its sincere appreciation to Lyle Dahlberg and offers heartfelt thanks to him for his devoted service to the community as a valued Library Trustee.*

The resolution was approved by unanimous acclamation.

Director's Verbal Report:

Karen thanked Lyle for his service on the Library Board.

Karen informed the Trustees that the new sump pump was installed on July 11 and it has capability of pumping 140 gallons of water per minute. The old pump was only able to pump an average of 30 gallons per minute. With the recent heavy rain falls, the pump was put to the test and worked well as we have had no water problems since.

The Freegal music downloads went live to the patrons on June 21, 2011. Even with starting later in the month and only 9 days of services, we had 266 downloads for the month of June. We feel this will be a popular service for our patrons.

The Library is ready to implement our Homebound Services. We currently have 30 patrons in the community registered for this Books by Mail service. The patrons were contacted individually by Karrie Yukon, Adult Services Librarian, and all expressed excitement that we are directly servicing them. Karen discussed the funding and the mailing process with the Trustees. Fortunately, the interest distributions from the BTPL Endowment and the Isabel Francis and Lawrence Smith Challenge Grants are funding this new service to our residents.

CONSENT AGENDA MOTION

After discussion, a motion was made by Peggy Cohen, seconded by Grant Gerhart **TO APPROVE THE ITEMS ON THE CONSENT AGENDA AS PRESENTED WITH THE EXCEPTIONS OF THE FOLLOWING: ELECTRICITY ANALYSIS, NATURAL GAS ANALYSIS, AND WATER ANALYSIS.**

A vote was taken for approval of the motion.

Ayes: Cohen, Dahlberg, Gerhart, Lindstrom, Luksik, Williams

Nays: None

MOTION CARRIED

REGULAR AGENDA:

Call to the Public:

Judy welcomed Traci Moy, SOC.

Communications:

Friends of the Library request to refurbish Quest Plaque

The Friends of the Library made a request of Karen Kotulis-Carter to present the Library Board of Trustees their desire to re-install the original bronze plaque for Quest and re-hang it in the lobby. The Trustees were sympathetic to the Friends reasoning behind re-installing the original Quest plaque, but after discussion, felt it would not aesthetically comply with the new signage plan being used in the Library. The Board felt consistency with signage is very important throughout the Library.

After discussion, a motion was made by Peggy Cohen **TO APPROVE RE-INSTALLING THE ORIGINAL QUEST PLAQUE.**

There was no second to the motion.

MOTION TABLED

After further discussion, a motion was made by Peggy Cohen, seconded by Pam Williams **TO INSTALL A BRUSHED ALUMINUM AND ACRYLIC SIGN CONSISTANT WITH THE OTHER SIGNEAGE IN THE LIBRARYFOR THE QUEST SCULPTURE.**

A vote was taken for approval of the motion.

Ayes: Cohen, Dahlberg, Gerhart, Lindstrom, Luksik, Williams

Nays: None

MOTION CARRIED

UNFINISHED BUSINESS:

No discussion at this time

NEW BUSINESS:

2010-2011 Audit

Mark Tschirhart, from Rehmann Robson, addressed the Board with a brief overview of the audit process and conclusion. The Library was issued a clear and unqualified opinion. Mr. Tschirhart complimented management stating that from an auditor's perspective he was very pleased with the condition of the accounting records.

Annual Report

The Trustees commended the Library and staff for their accomplishments presented in the annual report despite the significantly reduced budget. The Trustees commended management, staff and the patrons who participated in the programs. The Trustees also acknowledged Karen and Carol for the beautiful job they did putting the annual report together.

After discussion, a motion was made by Peggy Cohen, seconded by Lyle Dahlberg **TO ACCEPT THE LIBRARY ANNUAL REPORT AND ANNUAL INVESTMENT REPORT FOR THE 2010-2011 FISCAL YEAR.**

A vote was taken for approval of the motion.

Ayes: Cohen, Dahlberg, Gerhart, Lindstrom, Luksik, Williams

Nays: None

MOTION CARRIED

DISCUSSION OF ITEMS REMOVED FROM THE CONSENT AGENDA:

A question was raised concerning the increase in utilities for May in both cost and usage. The June water bill was also questioned. Weather was a factor between increased temperatures along with dry conditions and may have affected the cost. Karen will discuss this with Facilities and report back to the Board.

A motion was made by Joan Luksik, seconded by Pam Williams **TO ACCEPT THE REPORTS AND RECOMMENDATIONS AS PRESENTED.**

A vote was taken for approval of the motion.

Ayes: Cohen, Dahlberg, Gerhart, Lindstrom, Luksik, Williams

Nays: None

MOTION CARRIED

Meeting adjourned at 8:10 p.m.

The next meeting of the Library Board of Trustees is Tuesday, August 16, 2011 at 7:00 p.m. in the Board Room.

Submitted by:

Joan Luksik, Secretary