

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

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Bloomfield Township Public Library  
Oakland County, Michigan  
**Tuesday, August 16, 2011**

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A special ceremony and reception was held at 6:30 p.m. for Joseph Falik to take the oath of office. At this time, Joseph Falik was sworn in as a Trustee of the Bloomfield Township Public Library by Jan Roncelli, Bloomfield Township City Clerk.

At 6:45 p.m. the 2011 Jeanette P. Myers Memorial Scholarship Award was presented. Pam Williams and Joan Luksik, Trustees on the Scholarship Committee, thanked Rod Myers and his family on behalf of the Library and this community. Hannah Frey was the 2011 recipient of the Jeanette P. Myers Memorial Scholarship Award. Hannah was awarded \$600.00 and is attending at the University of Michigan to study Engineering.

Rod Myers explained the deep commitment to public service Jeannette P. Myers possessed. Jeanette was his late wife and in whose honor the scholarship was established. Rod along with his family members congratulated Hannah on her achievements. The Myers Scholarship reception concluded at 6:58 p.m.

At 7:00 p.m. the Bloomfield Township Public Library's Public Budget Hearing was called to order by President Judy Lindstrom.

At 7:15 p.m. the Regular Meeting of the Library Board of Trustees was called to order by President Judy Lindstrom.

**Present:** Trustees: Margaret Cohen, Joseph Falik , 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:** Glenda Bard, Martin Darvick, Hannah Frey, Hal & Wendy Goldberg, Marjorie Hecht Simon, Dagnya Iyla, Rodman N. Myers, Rod Myers, Sarah Claire Myers, Connie Silver, Colin Wagner.

Upon discussion, a motion was made by Joan Luksik, 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, Falik , Gerhart, Lindstrom, Luksik, Williams*

*Nays: None*

**MOTION CARRIED**

### **President's Verbal Report:**

Judy welcomed and congratulated Joe Falik as the newest Board member. Judy stated that the Trustees were thrilled to have eight wonderful prospective board candidates apply for the Trustee vacancy.

Judy applauded Mr. Rod Myers for his continued support of the scholarship he set up in honor of his late wife Jeanette. This scholarship is very helpful to students pursuing their educational goals.

### **Director's Verbal Report:**

Karen thanked Joe for his participation in our Trustee orientation process. There is a great deal of information to absorb during the 2 ½ hour meeting. Karen is honored, as Director, to have this first opportunity to work with each new Trustee.

Karen shared a draft of the new Library newsletter with the Trustees. The newsletter serves as a vital source of information for our patrons and was one of the items previously cut due to budget constraints. We will now be sending out a redesigned and more economical quarterly newsletter with Library events and information to our township residents. Karen thanked Carol Mueller and Rebecca Becker for their work on designing and formatting the newsletter.

Karen stated she is proud of the Circulation staff for embracing our Strategic Planning Goal to make users and non-users more aware of the Library mission. A Library Rewards program for Bloomfield Township residents who bring in another resident to get a library card has begun. The first promotion will begin in September, 2011 in celebration of "National Library Card Sign-Up Month" and is being actively promoted now with a lobby poster, gift basket display, flyers and in our newsletter information.

### **CONSENT AGENDA MOTION**

After discussion, a motion was made by Pam Williams, seconded by Joseph Falik **TO APPROVE THE ITEMS ON THE CONSENT AGENDA AS PRESENTED WITH THE EXCEPTIONS OF THE FOLLOWING: CASH DISBURSEMENTS, MONTHLY ACTIVITY REPORT, FINANCE COMMITTEE MEETING MINUTES OF 7-25-11.**

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

*Ayes: Cohen, Falik, Gerhart, Lindstrom, Luksik, Williams*

*Nays: None*

**MOTION CARRIED**

### **REGULAR AGENDA:**

Call to the Public:

Judy welcomed Glenda Bard, Martin Darvick, Hannah Frey, Hal & Wendy Goldberg, Marjorie Hecht Simon, Dagnya Iyla, Rodman N. Myers, Rod Myers, Sarah Claire Myers, Connie Silver, Colin Wagner.

Mr. Darvick stated that he felt it was good to reinstate the Library Newsletter as it is a needed publication for residents to learn what the Library has to offer.

Glenda Bard thanked the Trustees for the great job they do, and stated she knows it requires a lot but is a rewarding position. She also stated that the Friends of the Library had revenues around \$3,000.00 from their Saturday, August 13<sup>th</sup> used book sale. At this time, Judy thanked Glenda and the Friends of the Library for their funding of the beautiful landscaping that was recently installed on the Library grounds.

**UNFINISHED BUSINESS:**

*No discussion at this time*

**NEW BUSINESS:**

*Proposed 2012 Calendar of Holiday Closings:*

The proposed 2012 calendar includes three fewer days closed to the public as compared to the 2011 calendar. It includes seven closed unpaid furlough days rather than nine—two less furlough days than the 2011 Calendar. Good Friday in 2013 was also reinstated as “open” to the public.

After discussion, a motion was made by Joan Luksik, seconded by Grant Gerhart **TO APPROVE THE PROPOSED 2012 LIBRARY CALENDAR OF HOLIDAYS AND CLOSINGS AS PRESENTED.**

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

*Ayes: Cohen, Falik, Gerhart, Lindstrom, Luksik, Williams*

*Nays: None*

**MOTION CARRIED**

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

A question was raised with regard to the individual cost of the RFID tags. Grant wondered if there could be better pricing due to the large quantity of the order. Karen explained that these tags are customized with our logo and barcode and need to work on several types of media along with the fact that there are not many vendors who produce them. Karen will speak with Joan Wu and Marianne Abdoo and report at the September Board Meeting.

A question was raised with regard to the cash account numbers. Beth explained that these represent three different accounts: 01-General Fund; 02-I & R Account; 03-Gift Fund.

Since non-resident circulation is dropping slightly, but still continues to be on the high side, the possibility of limiting the number of AV materials a non-resident is able to check out was suggested.

A question was raised with regard to total e-books being 23,619 and only having 835 downloads currently recorded. Joe felt it seemed like a large collection for relatively few downloads. Karen explained that we are still promoting this service and with next month's service available for Kindles, we are expecting increased downloads. Also, some of the e-books in the total figure are for reference materials. Karen will review this and report at next Board meeting.

Peggy Cohen was erroneously listed as an attendee at the July 25, 2011 Finance Committee Meeting. Minutes will be corrected.

A motion was made by Grant Gerhart, seconded by Peggy Cohen **TO ACCEPT THE REPORTS AND RECOMMENDATIONS AS PRESENTED.**

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

*Ayes: Cohen, Falik, Gerhart, Lindstrom, Luksik, Williams*

*Nays: None*

**MOTION CARRIED**

Meeting adjourned at 8:00 p.m. The next meeting of the Library Board of Trustees is Tuesday, September 20, 2011 at 7:00 p.m. in the Board Room.

Submitted by:

Joan Luksik, Secretary