

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

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Bloomfield Township Public Library  
Oakland County, Michigan  
**Tuesday, June 19, 2012**

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At 7:00 p.m. the Library Board of Trustees Meeting 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; Director's Secretary, Andrea Aragona

**Guests:** Cynthia Martinek, SOC representative; Sue Bernstein, Township resident.

Upon discussion, a motion was made by Pam Williams, seconded by Peggy Cohen **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 everyone to the meeting. Judy informed the Trustees of a change on item 11a in the Board Packet. Trustees were given an updated 11a to review prior to the meeting. Judy reported that she was pleased to have had the opportunity to attend a program by Peter Pearson at Grosse Pointe Public Library entitled Best Practices in Library Fundraising and Endowment Building. She stated the program was very informative and she is eager to share this information with the Library Board. Judy, on behalf of the Trustees, congratulated Jan Roncelli, Township Clerk, who was recognized as *Clerk of the Year*. On a light note, Judy stated prior to the meeting she visited with the live farm animals at tonight's *Farm at the Library* program in Youth Services.

**Director's Verbal Report:**

Karen stated that she appreciated Bowers Farm for bringing the farm animals out tonight for our Youth program. We had a very enthusiastic audience.

The Digital Bookmobile was declared a success. Over 145 patrons attended to learn about all the latest eBook technology available. Karen thanked the Township for allowing us to use their parking lot for this program. Karen also thanked the staff, because all departments were involved in getting this program running. In particular, Ann Williams, Connie Silver, Linda Hart and Joel Dion were instrumental in facilitating this program along with help from the Adult Service Librarians.

Karen was pleased to announce that the grant we applied for in February was approved by the Community Foundation of South Eastern Michigan! The grant will provide \$8,000.00 for our Vitality Kits. The kits are visual and instructive tools to advance living in transitional years. This program is geared to our seniors and goes along with our Strategic Plan to improve service to seniors in our community. Karen thanked Carol Mueller, Brooke Hoskins, Karrie Yukon, Jen Taggart, Ann Williams and Marian Rafal for their efforts in this process.

Karen invited everyone to *Be a Star at Your Library* or *Dream Big* during our summer reading programs at the Library. Over 300 children signed up for our Summer Reading on the first day! Also, 73 people attended the program at the Cranbrook Planetarium last week. Karen thanked Grant Gerhart for his suggestion to develop a program involving the telescope and observatory at Cranbrook and staff are working on this suggestion and utilizing our partnership with Cranbrook.

### **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 EXCEPTIONS OF THE FOLLOWING: GENERAL FUND;**

*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 Cynthia Martinek, SOC representative and Sue Bernstein, Township resident. Sue raised concerns about her inability to secure a study room when she comes to the Library. Karen stated that our study rooms were very heavily used due to final exam week during which we opened the Community Room to accommodate students. She stated that the study rooms are used for a myriad of reasons and in general there is not an issue with availability. Karen stated that she will work with staff to compile statistics regarding study room usage and have that information available for the Trustees when completed.

### **UNFINISHED BUSINESS:**

*Troy Public Library Reciprocal Agreement:*

Since our last Board discussion, we have received statistics for the first full year during which Troy residents were limited to three items at BTPL. These new statistics reveal a different perspective regarding net lending. In 2011-2012, Troy residents only checked out 1952 items from BTPL, whereas Bloomfield cardholders checked out a total of 4,526 from Troy Public Library. Two draft agreements were presented; one with a cumulative three-item limit for both communities and the second limits both communities to ten cumulative items. We will provide informational materials and PR informing the public.

After discussion, a motion was made by Peggy Cohen, seconded by Pam Williams **TO HAVE BLOOMFIELD TOWNSHIP PUBLIC LIBRARY ENTER INTO A ONE-YEAR TRIAL RECIPROCAL BORROWING AGREEMENT WITH THE TROY PUBLIC LIBRARY WHICH INCLUDES A TEN-ITEM CUMULATIVE LIMIT AND A REVIEW AT THE END OF THE TRIAL PERIOD. THE TRIAL PERIOD BEGINS ON JULY 1, 2012.**

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

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

*Nays: None*

**MOTION CARRIED**

### **NEW BUSINESS:**

*Award of Periodical Subscription Bid:*

Karen stated that Karrie Yukon, Adult Services Librarian, and Ann Williams, Adult Services Department Head, conducted a bidding process for Library periodical subscriptions in 2013. A request for periodical subscription proposals was mailed to four companies and posted on the Library website on March 31, 2012. The deadline to receive bids was May 10, 2012 at 4:00 p.m. All bids were publically opened at that time. Four bids were received from Basch Subscriptions, Inc, W.T. Cox, Ebsco Industries, Inc. and cSubs.

After discussion, a motion was made by Pam Williams, seconded by Grant Gerhart **TO APPROVE AWARDING THE 2013 LIBRARY PERIODICAL BID TO W.T. COX SUBSCRIPTIONS, INC., 201 VILLAGE ROAD, SHALLOTTE, NORTH CAROLINA, 28470, FOR AN AMOUNT NOT TO EXCEED \$28,000.00**

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

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

*Nays: None*

**MOTION CARRIED**

*Karrie Yukon was commended for her thorough review and recommendations.*

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

A question was raised concerning the column entitled Cash Account on the Check Register-General Fund. Karen explained that the Cash Account number is the software account number for our checking accounts, which is our cash, and therefore called Cash Account.

A comment was made with regard to the energy savings chart. We are now in our second year with Integrys and our average savings for the past year was 35.7%.

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, Falik, Gerhart, Lindstrom, Luksik, Williams*

*Nays: None*

**MOTION CARRIED**

**OTHER:**

No discussion

Meeting adjourned at 7:58 p.m.

The next meeting of the Library Board of Trustees is Tuesday, July 17, 2012 at 7:00 p.m. in the Board Room.

Submitted by:

Joan Luksik, Secretary