

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

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Bloomfield Township Public Library  
Oakland County, Michigan  
**Tuesday, August 21, 2012**

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At 7:00 p.m. the 2012 Jeanette P. Myers Memorial Scholarship Award was presented. Joan Luksik and Joseph Falik, Trustees on the Scholarship Committee, thanked Rodman Myers and his family on behalf of the Library and this community. Natasha Rogers and Monika Miodragovic were each awarded \$400.00. Natasha is attending Wayne State University and Monika is attending the University of Michigan. 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 this year's recipients. The Myers Scholarship reception concluded at 7:15 p.m.

At 7:15 p.m. The Bloomfield Township Public Library's Public Budget Hearing was called to order by President Judy Lindstrom.

At 7:30 p.m. the Regular Meeting of the Library Board of Trustees was called to order by President Judy Lindstrom.

**Present:** Trustees: Peggy 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:** Natasha Rogers, SOC

Upon discussion, a motion was made by Pam Williams, seconded by Joan Luksik **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 thanked Joan and Joe for presenting the scholarships as well as for their work on the selection committee. Judy thanked Beth Sulek-LaHousse for her generous donation to the Myers Scholarship fund also. Judy congratulated Pam Williams, who will be serving on the Oakland County Library Board. At this time, Judy read the following resolution for Karen Kotulis-Carter for her 25 years of service at BTPL.

**WHEREAS,** *Karen Kotulis-Carter has served Bloomfield Township Public Library since June 1, 1987 as Deputy Director and since August 1, 1997 as Library Director and*

**WHEREAS,** *Karen is an inspirational role model to all staff with her strong commitment to the community and in providing excellent service to all library patrons; and*

**WHEREAS,** *During Karen's tenure, she has provided the leadership for the Library to complete two major building renovation projects, on time and under budget, and successfully defended the Library's right for local control on*

*borrowing privileges; and*

**WHEREAS,** *Karen was instrumental in forming the Bloomfield Historical Society and starting the Library's local history collection; and*

**WHEREAS,** *Karen developed a partnership with the University of Michigan School of Music, Theatre and Dance to bring Chamber Concerts to the community, one of the most popular programs ever offered at the Library; now, therefore, let it be*

**RESOLVED,** *The Bloomfield Township Public Library Board of Trustees commends and expresses sincere appreciation to Karen Kotulis-Carter and offers heartfelt thanks to her for her 25 years of outstanding service to the community and Bloomfield Township Public Library.*

**Director's Verbal Report:**

Karen thanked the Trustees for their acknowledgment. Karen stated it does not feel like 25 years and that is always a good sign. Karen said that to her the most inspirational resolution we all make is what she sees in all of the Trustees with their efforts and staff everyday at work where everyone is dedicated to offer their best services to the community.

Karen stated that we now have a fax machine for public use. We have had many requests from the public to send faxes. After research was done, we have contracted with a company and we are now able to provide the public a fax machine for outgoing faxes and we are very happy to provide this service for no cost to the Library.

Karen congratulated Pam Williams on her appointment to the Oakland County Library Board.

Karen informed the Trustees that one of the book returns purchased to use during construction has now been rented by Warner Brothers and will be used in a movie filming at Oakland University's campus! A rental fee was collected for the use of the book return.

**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: REVENUES/EXPENDITURES BUDGET REPORT, WATER ANALYSIS, MONTHLY ACTIVITY REPORT.**

*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 Natasha Rogers, SOC representative; Yousef Kobeissi, Township resident; Adam Kobeissi, Township resident and Hassan Kobeissi, Township resident. The Kobeissi brothers stated they were working on a merit badge requiring attendance at a public meeting and felt the Library Board of Trustees meeting would be an interesting one to attend.

**UNFINISHED BUSINESS:**

No Discussion

## **NEW BUSINESS:**

### *Proposed 2013 Calendar*

Karen stated that unfortunately, due to the economy, we will still have six closed unpaid furlough days next year. Karen reiterated that these days are used on “soft holidays” as they are during times the public might think the Library would be closed. Karen thanked Carol Mueller and Beth Sulek-LaHousse for their assistance in reviewing options for the calendar.

Peggy stated that she is very concerned about the coming fiscal year budget. She stated she is really concerned about using too much of our Fund balance towards that year, She said that property taxes may be on the upswing, but we won't know for sure until January 2013. She proposed that we have three more closed unpaid furlough days, and then work with the budget as this change would give the Library some flexibility in budgeting numbers. At that point if it is determined we don't really need those extra days, we can add them back in. She is concerned that by just having the six days, we are limiting what we can do with that future Fund balance. She stated at this point we are spending more than we are taking in, and if we take unpaid furlough days off the table, it is really limiting Karen and Beth as to what they can do as far as the budget. Peggy felt it would be better to include the three extra closed unpaid furlough days and eliminate them if we didn't have to use them. She stated she would like to keep the option open with regard to the 2013-2014 budget.

Karen stated that during past discussions regarding closed unpaid furlough days, the option of closing eight Sundays during the summer was researched and presented with estimated savings to the Library of approximately \$30,000.00. This would equal the amount saved by adding three additional closed unpaid furlough days for staff. Karen proposed revisiting the option of closing Sundays in the summer as opposed to adding the extra three closed unpaid staff furlough days.

After discussion, the Board decided to review further options presented by Administration regarding the 2013 Library calendar of Holidays and Closings at the September 18, 2012 Library Board Meeting.

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

A question was raised with regard to the location of the new light pole and where the future new light poles will be installed. Karen stated we thought we had adequate lighting in the parking lot but it became apparent that along Telegraph Road, especially at night, it was very dark and unsafe. At this time, the first light pole is near the dumpster and paper recycle bin. In the future additional light poles will be installed along Telegraph. The conduit is laid for the additional poles.

A question was raised regarding closing of our Chase accounts. Karen explained that funds were moved to banks that had no service fee charges.

A comment was made regarding the decrease in home page hits on the website. Carol stated that we are having some trouble with Google analytics, which is what we use to get those statistics from our website. We lost them for a time and they are now back, so the numbers are a bit skewed.

A motion was made by Pam Williams, seconded by Joseph Falik **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:**

Judy reminded the Trustees that the Library 50<sup>th</sup> Anniversary Think Tank meeting is scheduled for September 20, 2012 and to R.S.V.P. if attending.

With the November Board Meeting scheduled 2 days before Thanksgiving, it was decided by the Trustees to reschedule the November Library Board Meeting for Thursday, November 15, 2012 at 7:00 p.m. in the Board Room. All necessary PR notifications will be made reflecting this date change.

Meeting adjourned at 8:03 p.m.

The next meeting of the Library Board of Trustees is Tuesday, September 18, 2012 at 7:00 p.m. in the Board Room.

Submitted by:

Joan Luksik, Secretary