

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

Bloomfield Township Public Library
Oakland County, Michigan
Tuesday, December 18, 2012

At 7:02 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, Pamela Williams

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

Guests: Klaren Gerhart, Township resident.

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, Gerhart, Falik, Lindstrom, Luksik, Williams

Nays: None

MOTION CARRIED

President's Verbal Report:

Judy stressed the importance of "small acts of kindness", not only during the holidays, but throughout the year. She stated it is very important to in some random way show an act of kindness for a job well done or at the very least to say "thank you".

Judy acknowledged Virginia Smith and the celebration of her 95th birthday! At this time, Judy read a Resolution for Virginia Smith from the Bloomfield Township Public Library Board of Trustees which passed by unanimous consent.

Director's Verbal Report:

Karen commended the BTPL SOC for the wonderful job they did to coordinate a very successful and fun Library- wide holiday party. This year was especially challenging and the SOC coordinated fund-raising events to help with expenses. Their idea for a Library -wide putt-putt course and pot luck dinner was enjoyed by all.

Karen stated that she was invited to be one of the judges for the Youth Services "Iron Chef" competition last Saturday at the Library. She had an exceptionally good time tasting all the creative dishes prepared by the elementary school students. There were 25 participants and it was wonderful to see the young people working so well together. This was the 2nd annual Iron Chef competition, and hopefully next year will be the 3rd! Karen thanked the Friends for funding this program.

Karen wished everyone a wonderful holiday and a Happy New Year.

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; CASH DISBURSEMENTS, LIBRARY DIRECTOR'S REPORT, 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 Klaren Gerhart to the meeting.

UNFINISHED BUSINESS:

No discussion.

NEW BUSINESS:

11a. Reciprocal Agreement with Detroit Public Library

Karen briefly reviewed the reciprocal agreement with Detroit Public Library that first began in July 2004 when DPL left the TLN cooperative and found it necessary to charge non-residents \$100.00 per year to access its collections. Access includes both circulation and librarian assistance with research. Individual participation is minimal for both communities, but access to the Burton Historical collection is by far the most popular use of the reciprocal agreement by our residents. This collection is significant to our patrons' access because it includes materials inaccessible anywhere else in the world. DPL intentionally waives its own non-resident policies for the sake of this agreement. Karen stated that this agreement warrants more promotion to our residents to increase awareness of the access and opportunities available.

After discussion, a motion was made by Pam Williams, seconded by Peggy Cohen, **TO APPROVE THE RENEWAL OF OUR RECIPROCAL AGREEMENT WITH THE DETROIT PUBLIC LIBRARY FOR THE PERIOD COMMENCING AUGUST 1, 2013 AS PRESENTED.** A vote was taken for approval of the motion.

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

Nays: None

MOTION CARRIED

11b. PA 152

Karen thanked Beth Sulek-LaHousse for attending tonight's meeting. Beth helps to coordinate benefits with the Township. Our 22 current eligible full-time employees signed a contract, in effect through March 31, 2017, according to Section 5 (1), "the requirements of section 3 or 4 (of PA 152) do not apply to that group of employees until the contract expires." Karen reviewed the three options from which to choose for funding health care costs. The amounts specified in the amended act have been increased 3.5% for the 2013 calendar year. The Library Board approved the hard cap option in 2011. This decision can be continued or changed each calendar year. Karen stated that budgeting would benefit from having a hard cap if we went with option 1, because these would be known costs.

Peggy Cohen agreed that as a member of the Finance Committee it is very helpful to have a solid number for budgeting purposes. Karen stated that these options have been reviewed very thoroughly by Administration and the Personnel Committee and the recommendation is to adopt Option 1, known as the Hard Cap Option.

After discussion, a motion was made by Peggy Cohen, seconded by Joan Luksik, **TO APPROVE ADOPTION OF THE HARD CAP OPTION FOR NEW FULL-TIME EMPLOYEES ELIGIBLE FOR HEALTH CARE COVERAGE AS STATED IN PA 152, EFFECTIVE JANUARY 1, 2013.**

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 check paid to LJ Rolls refrigeration Co., Inc. Karen explained that with the last power outage the Library experienced, our equipment was damaged and the boiler needed to be repaired and damaged parts were replaced accounting for this expense.

A question was raised with regard to the increased water usage figures. Karen stated that in addition to the lack of rain, the Library exterior overhang and portico were power washed and some deep root watering was done to several trees accounting for this expense.

Judy thanked Karen for creating the Library Board of Trustees Standing Committees responsibilities. This will be very helpful for Trustees when deciding on which committees they can best serve.

A question was raised regarding the drop in the five year circulation statistics in November. Karen explained that we did have an unpaid staff furlough day along with Thanksgiving where the Library was closed during that month. Also, due to budget constraints, the Library is offering fewer programs and usually when a patron attends a program they will most likely check out some materials while they are already at the Library. However, Karen stated that even though total circulation went down, more importantly, the township resident circulation went up by 2000 items.

Concerns were raised with usage of the Computer Lab at times other than when classes are scheduled. Several Trustees felt that residents may not know the computers in that room are available for use. Karen will follow up on this matter.

A motion was made by Pam Williams, seconded by Grant Gerhart, **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:

At this time, Trustee Joseph Falik announced with regret that he will be resigning from the Library Board as he has purchased a home outside of Bloomfield Township. Joe agreed to continue on as needed until the February Board Meeting. Joe stated that it has really been an honor and pleasure to work with the Trustees, Karen, and Library staff. He stated that it is quite remarkable to have this caliber of administrative professionalism and we are very fortunate to have them at this Library. Joe commended his fellow Trustees for giving of their time for public service and stated that it was wonderful to work with each and every one of them. All in attendance thanked Joe for his service and stated he will be truly missed. Joe's resignation was sadly accepted by unanimous consent.

Meeting adjourned at 8:30 p.m.

The next meeting of the Library Board of Trustees is Tuesday, January 15, 2013 at 7:00 p.m. in the Board Room.

Submitted by:

Joan Luksik, Secretary