

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

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Bloomfield Township Public Library  
Oakland County, Michigan  
**Tuesday, August 20, 2013**

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At 6:45 p.m. the 2013 Jeanette P. Myers Memorial Scholarship Award was presented. Joan Luksik and Eli Greenbaum, Trustees on the Scholarship Committee, thanked Rodman Myers and his family on behalf of the Library and this community. Ruaa Bibi and Michael Yu were each awarded \$400.00. Ruaa is attending Oakland University and Michael will be attending Stanford University. Rod Myers spoke about the deep commitment to public service Jeanette P. Myers possessed. Jeanette was his late wife and in whose memory the scholarship was established. Rod along with his family members congratulated this year's recipients. The Myers Scholarship reception concluded at 7:05 p.m.

At 7:07 p.m. the Bloomfield Township Public Library's Public Budget Hearing was called to order by President Judy Lindstrom.

At 7:20 p.m. the Regular Meeting of the Bloomfield Township Public Library Board of Trustees was called to order by President Judy Lindstrom.

**Present:** Trustees: Grant Gerhart, Eli Greenbaum, Judy Lindstrom, Joan Luksik, Pam Williams

**Unable to Attend:** Trustee: Peggy Cohen

**Administration:** Library Director, Carol Mueller; Director's Secretary, Andrea Aragona; Finance Coordinator, Beth Sulek-LaHousse

**Guests:** Celia Domalewski, BTPL SOC; Klaren Gerhart, Township resident,

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

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

*Ayes: Gerhart, Greenbaum, Lindstrom, Luksik, Williams*

*Nays: None*

**MOTION CARRIED**

**President's Verbal Report:**

Judy welcomed Carol Mueller to her first official Board Meeting as the Library Director. Judy thanked Rod Myers and his family for their continued support and also thanked Beth Sulek-LaHousse for her monetary contribution to the Myers Scholarship. Judy thanked Joan Luksik and Eli Greenbaum for their work on the Scholarship Committee and assisting with the presentation.

**Director's Verbal Report:**

Carol stated that our summer reading programs are concluding for this year. There were 870 children registered for the Youth Services Summer Reading, "Dig into Reading", and 60 adults and teens participated in the Adult Services Summer Reading "Beneath the Surface". We are always pleased with the participation in these summer programs. Carol thanked the Adult Services staff and Youth Services staff for planning so many wonderful programs.

*Update on Unique Management Service:* We have been working with them since March 2013 and we have submitted 312 patron delinquent accounts amounting to a little over \$31,000.00. To date we now have 131 of those accounts paid in full which is about 40%. We are above average on this as UMS states typical results are 20%. Carol commended our Circulation Department for keeping very complete patron records and their thorough work has helped to facilitate these results.

*Roof Project:* Carol stated that we have met with the company investigating our roof issues along with Gene Ferrera from Rewold & Son. Carol will be scheduling a meeting with the Board's Building & Grounds Committee to review the recommendations presented.

*Assistant Director Search:* Carol was happy to say that the deadline for accepting applications for the new Assistant Director has passed and 21 applications were received. Carol hopes to interview in mid-September and have the new Assistant Director in place mid to late October.

Carol informed the Trustees that Karen Imarisio, Adult Services Assistant Department Head, will be retiring on August 29, 2013 after 30 years at the Library. Karen was an outstanding librarian and brought so much to the Library in terms of partnerships and contributions. She will be truly missed.

### **CONSENT AGENDA MOTION**

After discussion, a motion was made by Eli Greenbaum, seconded by Grant Gerhart, **TO APPROVE THE ITEMS ON THE CONSENT AGENDA AS PRESENTED WITH THE EXCEPTIONS OF THE FOLLOWING; MONTHLY ACTIVITY REPORT, WATER ANALYSIS.**

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

*Ayes: Gerhart, Greenbaum, Lindstrom, Luksik, Williams*

*Nays: None*

**MOTION CARRIED**

### **REGULAR AGENDA:**

Call to the Public:

Judy welcomed Celia Domalewski, BTPL SOC representative and Klaren Gerhart, Township resident to the meeting.

### **UNFINISHED BUSINESS:**

*No items for discussion*

### **NEW BUSINESS:**

*11a: Proposed 2014-2015 Holiday & Closings Calendar*

The 2014-2015 Holiday & Closing Calendar was presented. The date of the Library Gala, October 18, 2014, which will have an early closing time of 4:30 p.m., was inadvertently omitted from the calendar. The Board approved the calendar as amended with the October 18, 2014 date and closing time of 4:30 p.m.

After discussion, a motion was made by Pam Williams, seconded by Joan Luksik, **TO ACCEPT THE AMMENDED 2014-2015 HOLIDAY & CLOSINGS CALENDAR.**

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

*Ayes: Gerhart, Greenbaum, Lindstrom, Luksik, Williams*

*Nays: None*

**MOTION CARRIED**

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

A comment was made with regard to the slight decrease in meeting room rentals. Carol explained that typically room rentals are not as busy in the summer months.

A comment was made regarding the increase in *Home Page* hits along with *Library By Mail* Circulation. The Trustees were pleased to see these increases.

A comment was made regarding the difference in the costs on the water bill from 2012 to 2013 for the month of July. Carol stated that due to all the rain we have had this summer, we are not using as much water for the lawns. Also, our sprinkler system has sensors that will not turn on if they detect moisture in the soil, thus regulating water usage.

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

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

*Ayes: Gerhart, Greenbaum, Lindstrom, Luksik, Williams*

*Nays: None*

**MOTION CARRIED**

**Other:**

No discussion at this time.

Meeting adjourned at 7:35p.m. The next meeting of the Bloomfield Township Public Library Board of Trustees is Tuesday, September 17, 2013 at 7:00 p.m. in the Board Room.

Submitted by:

Joan Luksik, Secretary