

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

Bloomfield Township Public Library
Oakland County, Michigan
Tuesday, September 17, 2013

At 7:00 p.m. the Regular Meeting of the Bloomfield Township Public Library Board of Trustees was called to order by President Judy Lindstrom.

Present: Trustees: Peggy Cohen, Grant Gerhart, Eli Greenbaum, Judy Lindstrom, Pam Williams

Unable to Attend: Trustee: Joan Luksik

Administration: Library Director, Carol Mueller; Director's Secretary, Andrea Aragona; Facility Services Department Head, Joel Dion

Guests: Marcia Preston, BTPL SOC; Valerio Imarisio and Karen Imarisio, Township residents.

Upon discussion, a motion was made by Peggy Cohen, 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: Cohen, Gerhart, Greenbaum, Lindstrom, Williams

Nays: None

MOTION CARRIED

President's Verbal Report:

Judy welcomed everyone to the meeting. Judy stated how nice it was to see the entire Library utilized by our patrons. Driving up this evening, the outside terraces were filled with patrons enjoying the Library in the beautiful weather. Judy reminded the Trustees to review their gray folders as there are many items included in the folders.

Judy congratulated Karen Imarisio on her retirement after 30 years as the Assistant Department Head in Adult Services. On behalf of the Library Board, staff and patrons of the Library, Judy presented Karen with the following resolution:

WHEREAS, *Karen Imarisio has served at Bloomfield Township Public Library as Adult Services Assistant Department Head since September 12, 1983; and*

WHEREAS, *Karen has remained committed to providing excellence in public library service and especially devoted to the service of our patrons creating a following of devoted patrons for her art book talks and DIA docent led discussions; and*

WHEREAS, *Karen has represented our library on various professional panels, coordinating joint programming with Cranbrook and the Birmingham Bloomfield Arts Council; and*

WHEREAS, *As one of her many responsibilities, managing the Reference Collection, Karen worked to develop an exceptional collection both in print and online; and*

WHEREAS, *During Karen's term as Adult Services Assistant Department Head, she was a role model coordinating excellent programming such as Art in Public Places, DIA*

lectures and the DIA Inside/Out Project leader and the creator for many new service and programs such as the Altered Book Project; and

WHEREAS, *Karen served enthusiastically on the BTPL Art Committee working to beautify our library building and grounds now, therefore, let it be*

RESOLVED, *The Bloomfield Township Public Library Board of Trustees commends Karen Imarisio on the occasion of her retirement and offers heartfelt thanks to her for her thirty years of service to the community as a valued colleague of the Bloomfield Township Public Library.*

Karen Imarisio thanked the Board and stated that it is sad to leave, but, as a Township resident, she will be visiting the Library quite frequently!

Director's Verbal Report:

Carol congratulated Karen Imarisio on her retirement. Carol shared that September is National Library Card "Sign Up" month. The Library is running a promotion to "bring a friend" to sign up for a Library Card. Both the card holder and new library card recipient will be entered to possibly win a beautiful gift basket with BTPL items. The basket is on display at our Circulation Desk. Carol was happy to report that to date we have had 69 new Library Cards issued!

Carol reminded the Trustees that on Wednesday, September 25th from 4:00-6:00 p.m. there will be an opportunity for patrons to *Meet the New Library Director*. Carol is looking forward to meeting our patrons and answering any questions they may have. All are welcome to attend.

Carol reminded the Trustees of the opportunity to meet author Bruce Feiler on Wednesday, October 30 at 10a.m. at Temple Beth El, in Bloomfield Township. Mr. Feiler's book *Secrets of Happy Families* is this year's Everyone's Reading title. Tickets are required and available to Township cardholders at the Adult Services Desk beginning Tuesday, September 16. Carol also informed the Trustees of the Library's *Stuff the Story Room* diaper drive on September 27 & 28 to benefit the Detroit Area Diaper Bank.

CONSENT AGENDA MOTION

After discussion, a motion was made by Eli Greenbaum, seconded by Pam Williams, **TO APPROVE THE ITEMS ON THE CONSENT AGENDA AS PRESENTED WITH THE EXCEPTIONS OF THE FOLLOWING; MONTHLY DIRECTOR'S REPORT.**

A vote was taken for approval of the motion.

Ayes: Cohen, Gerhart, Greenbaum, Lindstrom, Williams

Nays: None

MOTION CARRIED

REGULAR AGENDA:

Call to the Public:

Judy welcomed Marcia Preston, BTPL SOC representative to the meeting.

UNFINISHED BUSINESS:

No items for discussion

NEW BUSINESS:

11a: RFID Services Bid

Carol stated that the RFID Committee had been working on this project since April 2013. Carol thanked the Committee members, Grant Gerhart, Anna Pelepchuk, Joan Wu, Elizabeth Korey, Breck McCrory, Marianne Abdoo and Lori Smith Hoogasian for all their hard work asking questions and reviewing proposals. The Library currently uses Checkpoint/3M RFID tags and system. In 2011, Checkpoint notified the Library that they would no longer be manufacturing RFID equipment for the Library sector and that 3M would be supporting existing equipment. In late 2012, Checkpoint/3M announced that their proprietary tags would no longer be manufactured and as of December 2014, their equipment and software would no longer be supported. As a result, a request for proposals was developed and distributed this past spring. Five proposals were received and after careful review by the RFID Committee, it was decided to award the bid for RFID Services to Envisionware, Inc. The Trustees were given a summary of the review of all five proposals. The Committee felt Envisionware is innovative in the Library field, met our requirements for non-proprietary ISO tags and equipment and is flexible in working with us to create our own self check units. In March 2014, Envisionware will have a team come to the Library site and convert our material to the new ISO tags. We hope to have this process complete in 5 weeks.

After discussion, a motion was made by Pam Williams, seconded by Peggy Cohen, **TO AWARD THE BID FOR RFID SERVICES TO ENVISIONWARE, INC., 2855 PREMIERE PARKWAY, SUITE A, DULUTH, GEORGIA, 30097-5201.**

A vote was taken for approval of the motion.

Ayes: Cohen, Gerhart, Greenbaum, Lindstrom, Williams

Nays: None

MOTION CARRIED

11b: Roofing Project Update

Carol stated that Phase One of the Roofing Project, which involved a thorough investigation of the condition of the Library roofs, is completed. The Trustees were given a copy of the complete report of the investigation. It was decided to repair the current roof, budget for potential roof repairs each year and save for a complete roof project in the future. Phase two of the project is proceeding as RTA is preparing bid specifications for our roof project and bids will be solicited by the end of September.

Carol stated that at the August Building & Grounds Committee meeting, Gene Ferrera was asked if it was reasonable to investigate if something could be done to help with our flooding problems as part of the roofing project, due to the flooding in the lower level on July 27th. The lower level flooded again on August 30th during a heavy storm. Gene was onsite at the Library during this downpour and agreed that the roof water may be a contributing factor in the lower level water issues, but felt this matter should be investigated further to determine the cause.

Carol stated that the lower level flooding issues are becoming too frequent and too severe. A survey of our storm water lines leading to the detention ponds under the parking lot was done. At this time, Gene Ferrera felt the lower level flooding may not necessarily be related to the roofing issues but part of another problem. He suggested having a civil engineer come and study the situation. Anderson, Eckstein and Westrick, Inc. were contacted to provide consulting engineering services to diagnose and provide potential solutions for the lower level flooding. They reviewed the two locations where sumps exist and where rising storm water enters the lower level. They also received a relative survey data from Reichert Surveying, Inc. (dated 9-13-13); copies of foundation drain location plans with mark-up information; a sanitary sewer and storm sewer plan from Hubbell, Roth & Clark (dated 5/26/67) and site work plans from the Addition and Remodeling plan from Fanning/Howey (dated 1/30/09). The proposal to provide the Storm Water Drainage Review is \$3,700.00.

In the meantime, Gene suggested a plumber be contacted to install a second sump pump in the western pit to address immediate concerns with overflow of the existing sump pump during heavy rains. This would not be a complete solution to the flooding issues, but would temporarily help pump excess water out of the lower level and hopefully limit flooding.

After discussion, a motion was made by Peggy Cohen, seconded by Grant Gerhart, **TO HIRE ANDERSON, ECKSTEIN AND WESTRICK, INC. 51301 SCHOENHERR ROAD, SHELBY TOWNSHIP, MI 48315 FOR THE AMOUNT OF \$3700.00 TO PROVIDE A STORM WATER DRAINAGE REVIEW OF THE LOWER LEVEL FLOODING.**

A vote was taken for approval of the motion.

Ayes: Cohen, Gerhart, Greenbaum, Lindstrom, Williams

Nays: None

MOTION CARRIED

After further discussion, a motion was made by Eli Greenbaum, seconded by Grant Gerhart, **TO DELEGATE THE DECISION TO APPROVE PURCHASE AND INSTALLATION OF A SECOND SUMP PUMP IN THE WESTERN PIT TO THE BUILDING AND GROUNDS COMMITTEE WHEN PROPOSAL IS RECEIVED BY THE LIBRARY DIRECTOR.**

A vote was taken for approval of the motion.

Ayes: Cohen, Gerhart, Greenbaum, Lindstrom, Williams

Nays: None

MOTION CARRIED

Carol thanked the Facilities Services Staff, Joel Dion, Jerry Ashley, Lennard Hollis, and Kathleen Hotson for all their hard work and diligence dealing with the multiple floods in the lower level.

DISCUSSION OF ITEMS REMOVED FROM THE CONSENT AGENDA

A question was raised with regard to payout from the Director's Legacy Fund. Carol stated that we receive two payouts from the Community Foundation for Southeastern Michigan in December and June. A comment was also made stating how wonderful it is that the Director's Legacy Fund was established.

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

A vote was taken for approval of the motion.

Ayes: Cohen, Gerhart, Greenbaum, Lindstrom, Williams

Nays: None

MOTION CARRIED

Other:

Judy reminded the Trustees of the 50th Anniversary Meeting on October 14, 2013 being held in the Community Room. The Trustees scheduled a sub-committee meeting prior to the October 14th meeting on October 1, 2013 at 2:00 p.m. in the Board Room. A copy of the 50th Anniversary Gala subcommittee list will be sent to the Trustees prior to the October 1st meeting.

Meeting adjourned at 8:00p.m. The next meeting of the Bloomfield Township Public Library Board of Trustees is Tuesday, October 15, 2013 at 7:00 p.m. in the Board Room.

Submitted by:

Joan Luksik, Secretary