



Bloomfield Township Public
Library

**Bloomfield Township Public Library
Board of Trustees**

Library Board Meeting
June 17, 2014
7:00 p.m.
John Rumsey Board Room

Trustees:

libraryboard@btpl.org

Joan Luksik, President

Pamela Williams, Vice President

Eli Greenbaum, Secretary

Margaret Cohen

Grant Gerhart

Judy Lindstrom

Director:

muellerc@btpl.org

Carol Mueller

All meetings are open to the public.

We invite you to attend a meeting or watch it online at www.btpl.org

1099 Lone Pine Road, Bloomfield Township, MI 48302 248.642.5800

THE PLACE TO
DISCOVER

**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
BOARD OF TRUSTEE MEETING**

LIBRARY BOARD INFORMATION PACKETS

List of Contents

Items included in pre-board delivery for the REGULAR BOARD MEETING SCHEDULED
for TUESDAY, June 17, 7:00 p.m.

#	<u>NUMBERED ITEMS</u>	<u>DATE DELIVERED</u>
1	Agenda	6/13/14
2a	Request to remove items from the Consent Agenda for Discussion	6/13/14
2b	Motion to approve the order of items for the regular and consent agendas	6/13/14
5	Motion to approve remaining consent agenda items 6-8d	6/13/14
6	Regular Board Meeting Minutes of 5-20-14	6/13/14
7a	Cash Disbursements	6/13/14
7b	Revenues/Expenditures Budget Report	6/13/14
7c	Energy Report	6/13/14
8a	President's Report	
8b	Director's Report	6/13/14
8c	Tentative Schedule Calendar	6/13/14
8d	50 th Anniversary Gala Committee <i>Ad Hoc</i> -Meeting Minutes for 6-9-14	6/13/14
8d	Bloomfield Township Liaison –no report	
8d	Cranbrook – no report	
8d	Art Committee – no report	
8d	Development – no report	
8d	Finance Committee –no report	
8d	Friends of the Library Liaison – no report	
8d	Building/Grounds –Meeting Minutes for 6-3-14	6/13/14
8d	Jeanette P. Myers Scholarship Committee – no report	
8d	Landscape Committee –no report	
8d	Personnel Committee –no report	
8d	Policy Committee – no report	
11a	Periodical Bid	6/13/14
11b	PA 152 Amendment	6/13/14
13	Motion to approve any items removed from the consent agenda	6/13/14
	<u>UNNUMBERED ITEMS</u>	<u>DATE DELIVERED</u>
	Memo regarding Strategic Plan Update	6/13/14
	FOL gifts expended – May 2014	6/13/14
	Monthly Director's Report FOL – 6-4-14	6/13/14
	Administrative Calendar–July 2014	6/13/14

AGENDA
BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
BOARD OF TRUSTEES
Tuesday, June 17, 2014
Regular Board Meeting
7:00 P.M.

REGULAR AGENDA ITEMS #1-5

1. Call to order of regular meeting
- 2a. Request to remove items from the Consent Agenda for Discussion
- 2b. MOTION to approve the order of items for the Regular and Consent Agendas
3. President's Verbal Report
4. Director's Verbal Report
5. MOTION to approve the remaining Consent Agenda items 6-8d

CONSENT AGENDA ITEMS #6-8d
Items removed will be discussed under Item #12

6. Regular Board meeting minutes of May 20, 2014
7. Budget
 - a. Cash Disbursements
 - b. Monthly Revenues & Expenditures
 - c. Energy Report
8. Written Reports:
 - a. President: *Joan Luksik
 - b. Director: *Carol Mueller
 - c. Tentative Schedule
 - d. Committee:
 - * 50th Anniversary Gala Committee *Ad Hoc*
 - * Art Committee *Ad Hoc*
 - * Bloomfield Township Liaison
 - * Building & Grounds
 - * Cranbrook
 - * Development
 - * Finance
 - * Friends of the Library Liaison
 - * Jeanette P. Myers Scholarship Selection
 - * Landscaping/Interiors
 - * Personnel
 - * Policy

REGULAR AGENDA ITEMS

9. Call to the public, communications
10. Unfinished Business
11. New Business
 - a. Periodical Bid
 - b. PA 152 Amendment
12. Discussion of items removed from the Consent Agenda
13. MOTION to approve any items removed from the Consent Agenda
14. Other
15. Next scheduled meeting: Tuesday, July 15, 2014
16. Adjournment

BLOOMFIELD TOWNSHIP PUBLIC LIBRARY

**REQUEST TO REMOVE ITEMS FROM THE CONSENT AGENDA
FOR DISCUSSION**

§ **I REQUEST THAT ITEM (S):**

**BE REMOVED FROM THE CONSENT AGENDA FOR DISCUSSION
DURING REGULAR AGENDA ITEM 12.**

If amended, CONSENT AGENDA items will be moved to REGULAR AGENDA ITEM #12 for discussion and REGULAR AGENDA ITEM #13 for approval.

BLOOMFIELD TOWNSHIP PUBLIC LIBRARY

**MOTION TO APPROVE THE ORDER OF ITEMS FOR THE REGULAR
AND CONSENT AGENDAS**

§ **OPTION - NO AMENDMENT NEEDED:**
I move to approve the order of items as listed on the REGULAR and CONSENT
AGENDAS as presented.

< **OPTION - AMENDMENT TO AGENDA:**
I move to approve the order of items as listed on the AGENDAS, with the following items
to be moved from

§ the **REGULAR AGENDA** as follows:

§ the **CONSENT AGENDA** as follows:

If amended, CONSENT AGENDA items will be moved to REGULAR AGENDABITEM #12 for
discussion and REGULAR AGENDABITEM #13 for approval.

BLOOMFIELD TOWNSHIP PUBLIC LIBRARY

CONSENT AGENDA ITEMS MOTION

I move to approve the remaining items on the consent agenda.

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

Bloomfield Township Public Library
Oakland County, Michigan
Tuesday, May 20, 2014

At 7:02 p.m. the Regular Meeting of the Bloomfield Township Public Library Board of Trustees was called to order by President Joan Luksik.

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

Administration: Library Director, Carol Mueller; Assistant Director, Tera Moon; Director's Secretary, Andrea Aragona

Guests: Marcia Preston, SOC

Upon discussion, a motion was made by Grant Gerhart, 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, Gerhart, Greenbaum, Lindstrom, Luksik, Williams

Nays: None

MOTION CARRIED

President's Verbal Report:

Joan stated that after a long hard winter, it is wonderful to look around the Library and see our beautiful perennials beginning to emerge. Joan thanked the Friends of the Library for all they do to make sure our gardens are lovely.

Director's Verbal Report:

Carol stated that our RFID project is now in full swing. The Envisionware Installation consultant was onsite on May 12 to formally begin the project with staff. Training has been conducted. Temporary staff has been hired by the conversion company to complete the process of disabling the old Checkpoint tags and placing the new ISO tags in every item. We expect the project to be completed by late July. We will begin in the Youth Services Department so that it will be completed there before June 16th when our summer reading programs begin.

We are very pleased to once again be the site for the Bloomfield Hills Schools annual student art exhibit. The "Art from the Hills" will be at the Library through Memorial weekend.

Our 50th Anniversary celebration continued on Saturday, May 17th at Bowers Farm. We had our first "Pop Up Library" in conjunction with Bloomfield Hills Schools "open farm days". Connie Silver, Adult Services Assistant Department Head, shared information about the Library and Betsy Telford, Youth Services Librarian, held story times in the barn. Over 50 people were in attendance.

Carol shared a very nice patron comment with the Board and also asked them to view the paper dresses display that were created for our 50th Anniversary in 1980's style. Artist Matthew Richmond donated these creations.

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 EXCEPTION OF THE FOLLOWING: CASH DISBURSEMENTS; FINANCE COMMITTEE MINUTES OF 5-7-14.**

A vote was taken for approval of the motion.

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

Nays: None

MOTION CARRIED

REGULAR AGENDA:

Call to the Public: Joan welcomed Marcia Preston, SOC representative. Marcia thanked Judy Lindstrom for her funding of Staff Development Day.

UNFINISHED BUSINESS:

No items for discussion

NEW BUSINESS:***11a Library of the Future Presentation***

At this time, Tera Moon, Assistant Library Director, Ed Niemchak, Adult Services Librarian, and Liz Clauder, Youth Services Librarian, gave presentations on the "Library of the Future". The Trustees thanked the group for their very thought provoking presentation.

11b Investment and Depository Designation Resolution Update

Carol stated that our Investment and Depository Designation Resolution was last updated on September 18, 2012. Since that time, two banks that the Library has designated as depositories were purchased by other banks and changed names. The policy now needed updating to reflect these changes.

After discussion, a motion was made by Peggy Cohen, seconded by Judy Lindstrom, **TO ACCEPT THE CHANGES TO THE INVESTMENT AND DEPOSITORY DESIGNATION RESOLUTION AS PRESENTED.**

A vote was taken for approval of the motion.

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

Nays: None

MOTION CARRIED

DISCUSSION OF ITEMS REMOVED FROM THE CONSENT AGENDA

The Trustees expressed concern with how vigilant Gregory Schwartz and Company is in monitoring the Library's investments. The Finance Coordinator, Beth Sulek-LaHousse, questioned the yields from our money market accounts that were yielding less than our banks offer. Carol will address the Trustee's concern with Schwartz and Company. Schwartz and Company will address the Board at the July 15, 2014 meeting.

A question was raised regarding a check payment to Principal Library Insurance Co. Carol explained that this was the May payment for life insurance for 28 part time employees.

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

A vote was taken for approval of the motion.

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

Nays: None

MOTION CARRIED

Other:

At this time Peggy Cohen asked Joan to formally thank the Friends of the Library for our gardens. Our property is so beautiful when you drive in that surely everyone coming to the Library is uplifted by what they are seeing. Peggy thanked the Friends of the Library for the wonderful thing they have done for our community!

Meeting adjourned at 8:00p.m.

The next meeting of the Bloomfield Township Public Library Board of Trustees is Tuesday, June 17, 2014 at 7:00 p.m. in the Board Room.

Submitted by:

Eli Greenbaum, Secretary

BLOOMFIELD TOWNSHIP PUBLIC LIBRARY**Cash Disbursements Comments
June, 2014****New Vendors:**

Diamond Comic Distributors, Inc. is a new book vendor.

Jenifer Scrader received a meeting room reservation cancellation refund.

Matt Emerick is a program presenter for a Youth Services summer library program.

Prospira Pain Care received a meeting room reservation cancellation refund.

Rourke Educational Media is a new materials vendor.

Two of a kind, LTD. is a program presenter for a Youth Services summer library program.

Wildlife Safari is a program presenter for a Youth Services summer library program.

General Fund Advance

- Check #14020 payable to Principal Library Insurance Co. in the amount of \$666.94 is our June payment for life insurance for 28 part time employees.
- Check #14023 payable to Prospira Pain Care in the amount of \$120.00 is a meeting room reservation cancellation refund.

General Fund

- Check #14034 payable to Cara Asphalt Services LTD. in the amount of \$2450.00 was payment for parking lot repairs.
- Check #14036 payable to Cengage Learning/Gale in the amount of \$8,082.51 was payment for Adult Services reference sources and Wards database.
- Check #14038 payable to Charter Township of Bloomfield in the amount of \$10.00 was payment for a program DVD.
- Check #14040 payable to Du All Cleaning, Inc. in the amount of \$11,641.00 was payment for the May 28, 2014 lower level flood restoration.
- Check #14041 payable to Ebsco Information Services in the amount of \$1,745.00 was payment for a new database called Hobbies and Crafts.

- Check #14042 payable to Envisionware, Inc. in the amount of \$7,162.50 was payment for RFID tags.
- Check #14052 payable to Midwest Collaborative for Library Services in the amount of \$5,326.20 was payment for our annual materials delivery service and the Oxford Reference Online database.
- Check #14053 payable to Metronet Library Consortium in the amount of \$1,768.00 was payment for our annual membership and materials for our collection.
- Check #14059 payable to Proquest – CSA, LLC. in the amount of \$12,910.00 was payment for databases subscriptions and resources.
- Check #14074 payable to Vigilante Security in the amount of \$634.25 was payment for repair of the Youth Terrace gate.
- Check #14079 payable to Bloomfield Township in the amount of \$252,573.64 was payment for two payrolls including FICA, HRA contributions, pension, etc. as usual.

Gift Fund Advance

- Check #4374 payable to Bloomfield Township Public Library Staff Organization Committee in the amount of \$118.38 was payment for staff development day refreshments.
- Check #4375 payable to Fifth Third Bank in the amount of \$3,500.00 was payment for creating an account for use of PayPal to sell 50th anniversary gala tickets.
- Check #4376 payable to Bloomfield Hills Schools in the amount of \$270.00 was payment for a summer library program on June 19.

Gift Fund

- Check #4377 payable to Charter Township of Bloomfield in the amount of \$120.00 was payment for DVDs from the April Chamber music concert.
- Check #4378 payable to Mat Emerick in the amount of \$375.00 was payment for a summer library program on June 23, 2014.
- Check #4379 payable to Gratitude Steel Band in the amount of \$500.00 was payment for a summer library program on July 2, 2014.

- Check #4380 payable to Farmington Community Library in the amount of \$149.30 was payment for Everyone's Reading 2014 promotional materials.
- Check #4381 payable to NuTech Graphics, Inc. in the amount of \$821.12 was payment for printing of Youth Services summer library program game sheets.
- Check #4383 payable to Two of a Kind, LTD. in the amount of \$400.00 was payment for a summer library program on July 7, 2014.
- Check #4384 payable to Paul Vornhagen in the amount of \$1,000.00 was payment for a 50th anniversary concert on July 25, 2014.
- Check #4386 payable to Bloomfield Township Public Library in the amount of \$272.22 was reimbursement for Library by Mail postage.

Bloomfield Township Public Library
2014-2015 General Fund Budget

7b

PRESENTED: JUNE 17, 2014 FOR THE MONTH OF: MAY 2014

ACCOUNT NUMBER	ACCOUNT NAME	2014-2015 ADOPTED BUDGET AS OF MAR 18, 2014	2014-2015 AMENDED BUDGET AS OF MAR 18, 2014	REVENUE/EXPENSE CURRENT MONTH	REVENUE/ EXPENSE YTD	% OF BUDGET YTD	VARIANCE
	<u>Revenues</u>						
410.01	Taxes	\$4,755,210	\$4,755,210	(\$4,833)	(\$6,285)	-0.13%	(\$4,761,495)
420.01	Penal Fines	\$56,445	\$56,445	\$0	\$0	0.00%	(\$56,445)
422.01	State Aid	\$21,448	\$21,448	\$0	\$0	0.00%	(\$21,448)
430.01	Circulation Fines & Fees	\$145,464	\$145,464	\$8,691	\$20,851	14.33%	(\$124,613)
	Charges for Services	\$14,278	\$14,278	\$1,446	\$3,056	21.40%	(\$11,222)
	Investment earnings	\$90,245	\$90,245	\$15,625	\$28,122	31.16%	(\$62,123)
	Miscellaneous	\$9,369	\$9,369	\$435	\$6,293	67.17%	(\$3,076)
	Total Revenues	\$5,092,459	\$5,092,459	\$21,363	\$52,036	1.02%	(\$5,040,423)
	<u>Expenditures</u>						
	Personnel	\$3,335,738	\$3,335,738	\$248,408	\$665,620	19.95%	(\$2,670,118)
	Library Services	\$788,530	\$788,530	\$56,742	\$194,580	24.68%	(\$593,950)
	Facilities & Equipment	\$1,064,343	\$1,064,343	\$28,879	\$184,115	17.30%	(\$880,228)
	Other Operating Expenditures	\$245,642	\$245,642	\$33,030	\$97,408	39.65%	(\$148,234)
	Total Expenditures	\$5,434,253	\$5,434,253	\$367,058	\$1,141,723	21.01%	(\$4,292,530)
	Fund Balance - Beginning	\$7,402,218	\$7,488,790		\$7,488,790		
	Net revenue (expenditure)	(\$341,794)	(\$341,794)		(\$1,089,688)		
	Fund Balance - Ending	\$7,060,424	\$7,146,996		\$6,399,102		

Amendments to the budget:
None

Fund Balance Designations

Non-spendable Fund Balance (includes all fixed assets)	\$26,628,930	\$25,930,328
Restricted Fund Balance (nothing included here)	\$0	\$0
Committed Fund Balance (is 8- months of expenditures amount)	\$3,446,271	\$3,446,271
Assigned Fund Balance (is \$446,125 (3/31/14 compensated absences accrual) plus \$3,191,986 (63.5327% funding of the OPEB obligation of \$5,024,164) plus \$9,951 (3 months of ACA health costs)	\$3,614,153	\$3,648,062
Unassigned Fund Balance (is the unplanned emergency amount)	\$0	\$52,663

**Bloomfield Township Public Library
2014-2015 Gift Fund Budget**

7b

PRESENTED: JUNE 17, 2014 FOR THE MONTH OF: MAY 2014

Two Months 16%

ACCOUNT NUMBER	ACCOUNT NAME	2014-2015 ADOPTED BUDGET AS OF MAR 18, 2014	2014-2015 AMENDED BUDGET AS OF MAY 31, 2014	REVENUE/ EXPENSE CURRENT MONTH	REVENUE/ EXPENSE YTD	% OF BUDGET YTD	VARIANCE
<u>Revenues</u>							
	Gift Income	\$500	\$4,593	\$1,758	\$4,093	89.11%	(\$500)
454.03	Investment Earnings	\$200	\$200	\$414	\$428	214.10%	\$228
460.03	Miscellaneous Revenue	\$0	\$0	\$0	\$0	0.00%	\$0
Total Revenues		\$700	\$4,793	\$2,172	\$4,521	94.33%	(\$272)
<u>Expenditures</u>							
	Library Services	\$38,373	\$39,776	\$4,378	\$7,719	19.41%	(\$32,056)
	Facilities & Equipment	\$32,300	\$34,021	\$262	\$917	2.69%	(\$33,104)
	Other Operating Expenditures	\$91,456	\$93,674	\$1,199	\$2,867	3.06%	(\$90,807)
Total Expenditures		\$162,129	\$167,471	\$5,839	\$11,503	6.87%	(\$155,968)
	Fund Balance	\$95,632	\$98,726		\$98,726		
	Reserved Fund Bal.	\$65,997	\$64,152		\$64,152		
	Net revenue (expenditures)	(\$161,429)	(\$162,678)		(\$6,982)		
	Fund Balance - Ending	\$200	\$200		\$155,896		

Amendments to the budget:

All amendments due to gifts received

Bloomfield Township Public Library
Asset Allocation Summary
May 2014

7b

Fund	Type	Annual Yield	Date	Amount on Hand
General Fund				
	Chase Checking (Ecommerce)	0.00%	4/30/2014	\$191,372.54
	Flagstar Public Funds Savings	0.35%	5/31/2014	\$167,056.66
	Flagstar Premier Public Entities Checking	0.25%	5/31/2014	\$11,327.02
	RBC Capital Cash/Money Market	0.01%	5/31/2014	\$92.18
	RBC Capital - Investments	1.41%	5/31/2014	\$6,363,851.85
Total General Fund				\$6,733,700.25

Please see General Fund budget for notes on how this amount is earmarked

Gift Fund	Huntington Public Fund Business Interest Checking	0.15%	5/31/2014	\$103,479.04
	Huntington CD (Charnov gift) - matures 02/02/15	0.20%	5/31/2014	\$52,991.81
	Fifth Third Bank Business Standard Checking	0.00%	5/31/2014	\$3,500.00
	Total Gift Fund			\$159,970.85

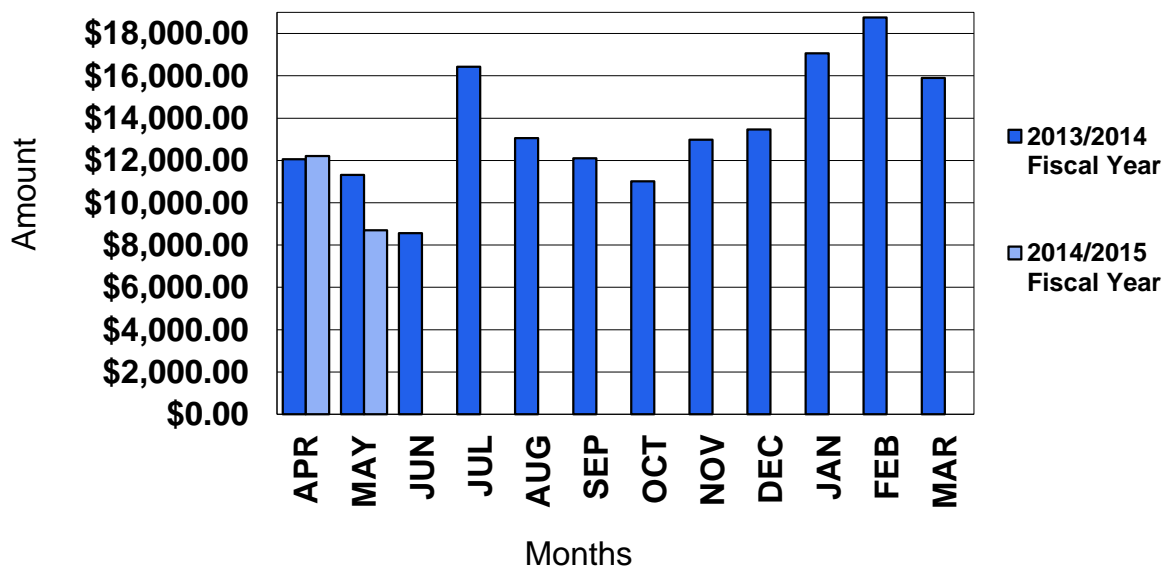
CFSEM The following endowment funds are administered by the Community Foundation for Southeast Michigan (CFSEM). CFSEM maintains unilateral variance power and legal ownership of the endowment funds, and therefore, principal is not available to BTPL. Earnings are available for distribution to the Library for its operations at the discretion of CFSEM.

Jeanette P. Myers Memorial Scholarship Fund	12/31/2013	\$13,815.00
Yvonne T. Atkinson Fund	12/31/2013	\$30,061.00
Isabel and Lawrence Smith Challenge Grant	12/31/2013	\$31,565.00
BTPL Endowment Fund	12/31/2013	\$29,138.00
Fair Radom Garden Endowment Fund	12/31/2013	\$15,320.00
Library Director's Legacy Fund	12/31/2013	\$12,576.00
Total CFSEM holdings		\$132,475.00

FINES AND FEES - TWO-YEAR COMPARISON

Month	2013/2014 Fiscal Year	2014/2015 Fiscal Year	Difference
APR	\$12,058.52	\$12,209.70	\$151.18
MAY	\$11,311.82	\$8,696.66	(\$2,615.16)
JUN	\$8,567.53		(\$8,567.53)
JUL	\$16,428.37		(\$16,428.37)
AUG	\$13,062.09		(\$13,062.09)
SEP	\$12,098.00		(\$12,098.00)
OCT	\$11,014.75		(\$11,014.75)
NOV	\$12,978.24		(\$12,978.24)
DEC	\$13,470.53		(\$13,470.53)
JAN	\$17,059.39		(\$17,059.39)
FEB	\$18,758.60		(\$18,758.60)
MAR	\$15,904.78		(\$15,904.78)
			YTD Difference
TOTAL	<u>\$162,712.62</u>	<u>\$20,906.36</u>	<u>(\$141,806.26)</u>

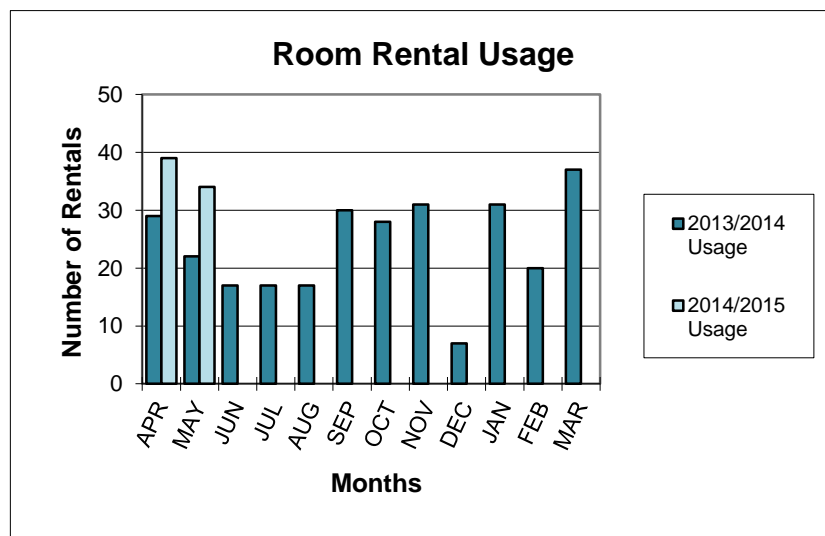
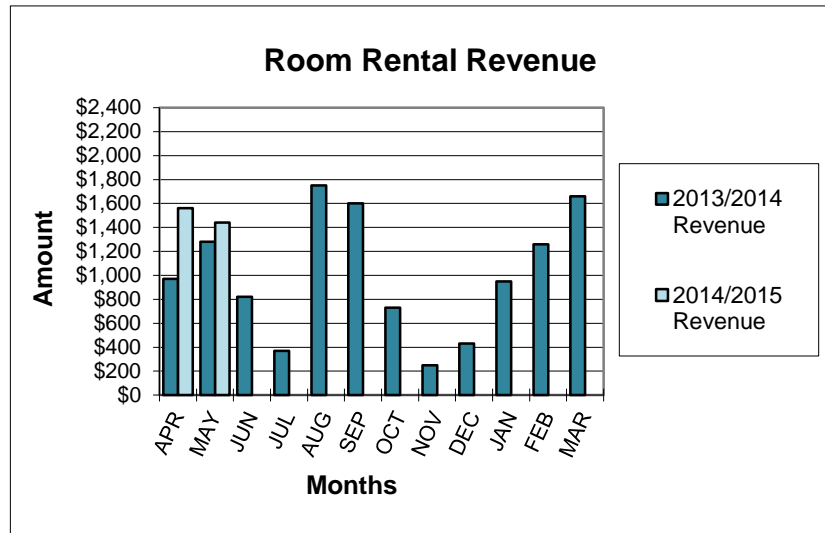
Fines and Fees Two-Year Comparison



ROOM RENTAL - TWO-YEAR COMPARISON

7b

<u>Month</u>	2013/2014 <u>Revenue</u>	2014/2015 <u>Revenue</u>	<u>Difference</u>	2013/2014 <u>Usage</u>	2014/2015 <u>Usage</u>	<u>Month</u>
APR	\$970.00	\$1,560.00	\$590.00	29	39	APR
MAY	\$1,280.00	\$1,440.00	\$160.00	22	34	MAY
JUN	\$820.00		(\$820.00)	17		JUN
JUL	\$370.00		(\$370.00)	17		JUL
AUG	\$1,750.00		(\$1,750.00)	17		AUG
SEP	\$1,600.00		(\$1,600.00)	30		SEP
OCT	\$730.00		(\$730.00)	28		OCT
NOV	\$250.00		(\$250.00)	31		NOV
DEC	\$430.00		(\$430.00)	7		DEC
JAN	\$950.00		(\$950.00)	31		JAN
FEB	\$1,260.00		(\$1,260.00)	20		FEB
MAR	\$1,660.00		(\$1,660.00)	37		MAR
			YTD Difference			
TOTAL	\$12,070.00	\$3,000.00	(\$9,070.00)	286	73	



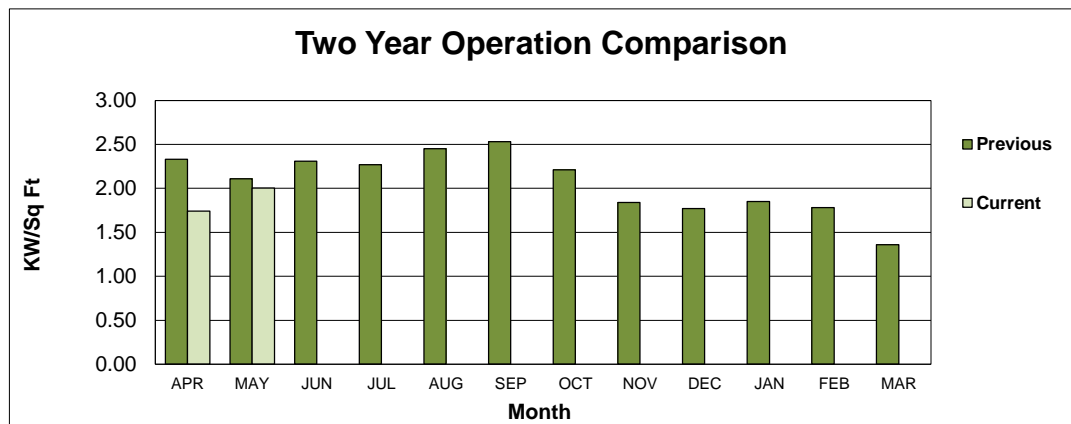
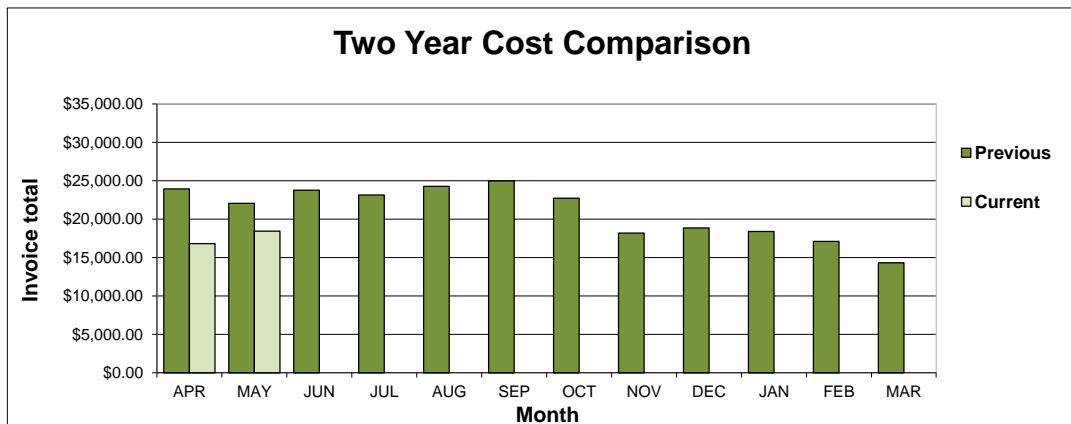
Bloomfield Township Public Library Electricity Analysis

Building Area = 101,023 Sq ft.

TWO YEAR COST COMPARISON				CURRENT YEAR OPERATION					
Month	2013/2014	2013/2014 (3)	Difference	TOTAL KWH (1)	COST/KWH (3)/(1)	KWH/HR (1) / (24 x no. days per month)	KWH/SQ FT (1)/101,023	COST/HR (3) / (24 x no. days per month)	COST/SQ FT. (3)/101,023
APR	\$23,924.85	\$16,804.85	(\$7,120.00)	175,910	\$0.10	244.32	1.74	\$23.34	\$0.17
MAY	\$22,040.98	\$18,418.83	(\$3,622.15)	202,300	\$0.09	271.91	2.00	\$24.76	\$0.18
JUN	\$23,747.63		(\$23,747.63)		#DIV/0!	0.00	0.00	\$0.00	\$0.00
JUL	\$23,128.92		(\$23,128.92)		#DIV/0!	0.00	0.00	\$0.00	\$0.00
AUG	\$24,264.13		(\$24,264.13)		#DIV/0!	0.00	0.00	\$0.00	\$0.00
SEP	\$24,952.03		(\$24,952.03)		#DIV/0!	0.00	0.00	\$0.00	\$0.00
OCT	\$22,741.30		(\$22,741.30)		#DIV/0!	0.00	0.00	\$0.00	\$0.00
NOV	\$18,183.53		(\$18,183.53)		#DIV/0!	0.00	0.00	\$0.00	\$0.00
DEC	\$18,858.90		(\$18,858.90)		#DIV/0!	0.00	0.00	\$0.00	\$0.00
JAN	\$18,391.36		(\$18,391.36)		#DIV/0!	0.00	0.00	\$0.00	\$0.00
FEB	\$17,100.73		(\$17,100.73)		#DIV/0!	0.00	0.00	\$0.00	\$0.00
MAR	\$14,317.08		(\$14,317.08)		#DIV/0!	0.00	0.00	\$0.00	\$0.00
			YTD Difference						
TOTAL	\$251,651.44	\$35,223.68	(\$216,427.76)						

NOTES:

Mar 2013 - found that electric meter was malfunctioning. \$25,000 is estimated credit DTE to issue in April



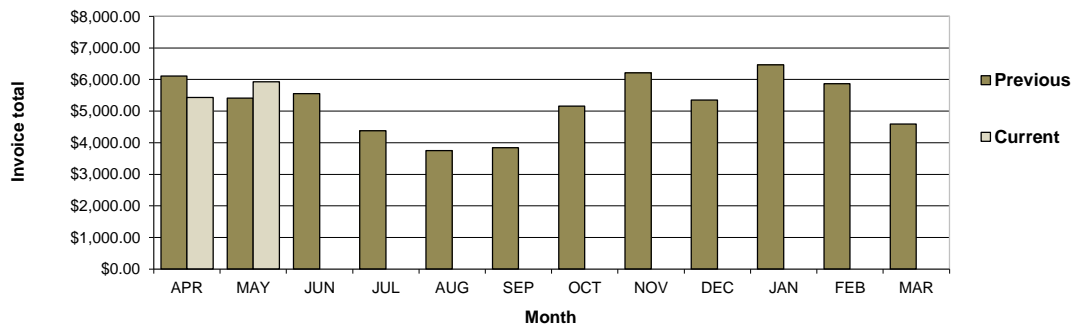
Bloomfield Township Public Library Natural Gas Analysis

Building Area = 101,023

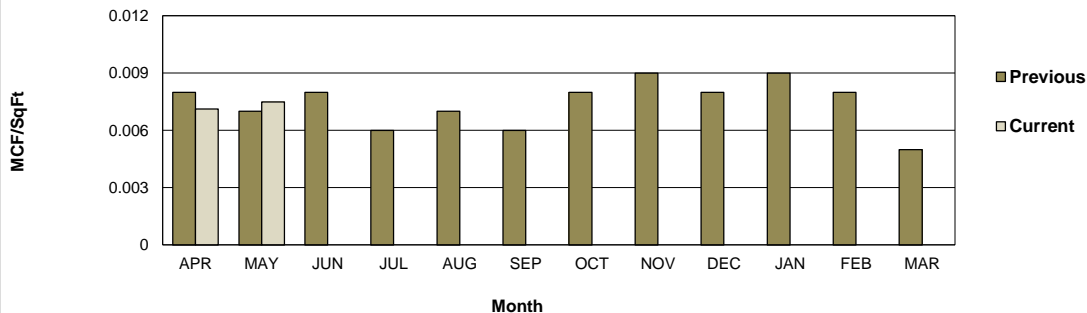
1 Cu. Ft. = 1000 BTU

TWO YEAR COST COMPARISON				OPERATION						
Month	2013/2014	2014/2015 (3)	Difference	MCF	COST/MCF	HOURS (24 x no.days per month)	MCF/HR	MCF/SqFt	\$/HR	\$/SqFt
APR	\$6,110.36	\$5,429.97	(\$680.39)	719.7	\$7.54	720	1.00	0.007	7.54	0.053
MAY	\$5,408.69	\$5,927.64	\$518.95	756.8	\$7.83	744	1.02	0.007	7.97	0.058
JUN	\$5,555.45		(\$5,555.45)		#DIV/0!	720	0.00	0.000	0.00	0.000
JUL	\$4,379.99		(\$4,379.99)		#DIV/0!	744	0.00	0.000	0.00	0.000
AUG	\$3,751.62		(\$3,751.62)		#DIV/0!	744	0.00	0.000	0.00	0.000
SEP	\$3,845.47		(\$3,845.47)		#DIV/0!	720	0.00	0.000	0.00	0.000
OCT	\$5,160.88		(\$5,160.88)		#DIV/0!	744	0.00	0.000	0.00	0.000
NOV	\$6,210.54		(\$6,210.54)		#DIV/0!	720	0.00	0.000	0.00	0.000
DEC	\$5,354.15		(\$5,354.15)		#DIV/0!	744	0.00	0.000	0.00	0.000
JAN	\$6,465.35		(\$6,465.35)		#DIV/0!	744	0.00	0.000	0.00	0.000
FEB	\$5,867.56		(\$5,867.56)		#DIV/0!	696	0.00	0.000	0.00	0.000
MAR	\$4,588.99		(\$4,588.99)		#DIV/0!	744	0.00	0.000	0.00	0.000
			YTD Difference							
TOTAL	\$62,699.05	\$11,357.61	(\$51,341.44)							

Two Year Cost Comparison



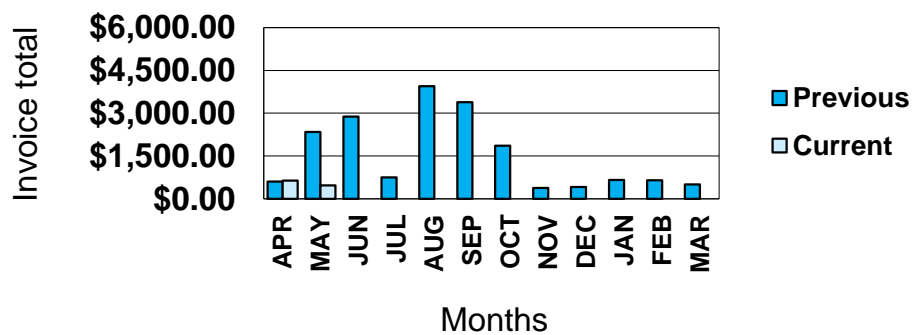
Two Year Operation Comparison



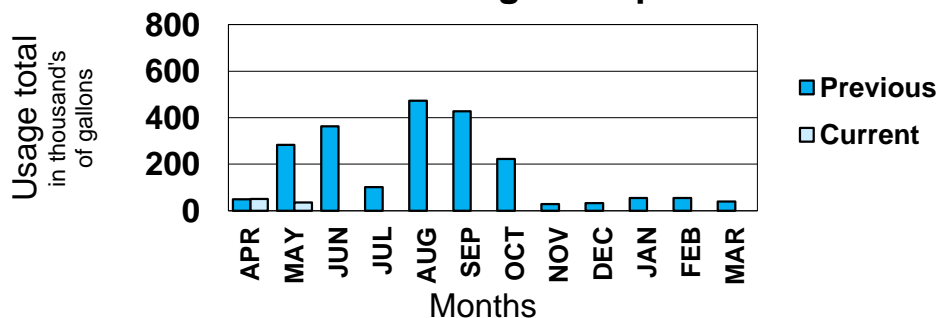
Bloomfield Township Public Library Water Analysis

Month	2013/14 Fiscal Year Cost	2014/15 Fiscal Year Cost	Difference	2013/14 Fiscal Year Usage	2014/15 Fiscal Year Usage	Difference
APR	\$608.49	\$640.33	\$31.84	49	50	1
MAY	\$2,347.63	\$474.43	(\$1,873.20)	283	35	(248)
JUN	\$2,886.18		(\$2,886.18)	363		(363)
JUL	\$753.30		(\$753.30)	102		(102)
AUG	\$3,948.12		(\$3,948.12)	473		(473)
SEP	\$3,383.98		(\$3,383.98)	427		(427)
OCT	\$1,861.07		(\$1,861.07)	223		(223)
NOV	\$383.76		(\$383.76)	29		(29)
DEC	\$415.77		(\$415.77)	32		(32)
JAN	\$661.18		(\$661.18)	55		(55)
FEB	\$650.51		(\$650.51)	54		(54)
MAR	\$501.13		(\$501.13)	40		(40)
			YTD Difference			YTD Difference
TOTAL	<u>\$18,401.12</u>	<u>\$1,114.76</u>	<u>(\$17,286.36)</u>	<u>2,130</u>	<u>85</u>	<u>(2,045)</u>

Two-Year Cost Comparison



Two-Year Usage Comparison



BLOOMFIELD TOWNSHIP PUBLIC LIBRARY**LIBRARY BOARD OF TRUSTEES
MONTHLY DIRECTOR'S REPORT****June, 2014**

Our Library RFID project is progressing very well! At this time, the conversion crew will complete the retagging of the entire Youth Services collection the week of June 16. The next collection to retag is the Adult Services collection followed by the Media collection and various smaller collections. The conversion crew should complete their work by the end of July. After the conversion crew completes their work, library staff will continue the retagging process as library items that were not retagged during this period are returned. New RFID tags are being placed in new library items now by our Technical Services staff. On the equipment side, new self-check units will be installed in Youth Services the week of June 16 also. Additional self-check units will be installed in Circulation soon after. Entrance gates are scheduled to be changed to new gates the week of July 14. All library departments have been working very hard to ensure the success of this large and complex project!

Five applications have been received for consideration for the annual Jeanette P. Myers Scholarship Award. The scholarship was promoted in our community newsletter and a press release was sent to our media contacts. In addition, it was promoted on the Library website, with a large poster in the library lobby, in our e-newsletter with over 500 subscribers and to our community partners, specifically Bloomfield Hills Schools and University of Michigan School of Music, Theatre and Dance. The applications and scholarship guideline information have been forwarded to the Myers Scholarship Committee for their review. As usual, we are working toward informing the chosen applicant by July 15 and presenting the scholarship at the August 19, 2014 Library Board meeting.

Just a friendly reminder - the Library will be closed now on summer Sundays from June 22 through August 31, 2014. Sunday service will resume on Sunday, September 7, 2014.

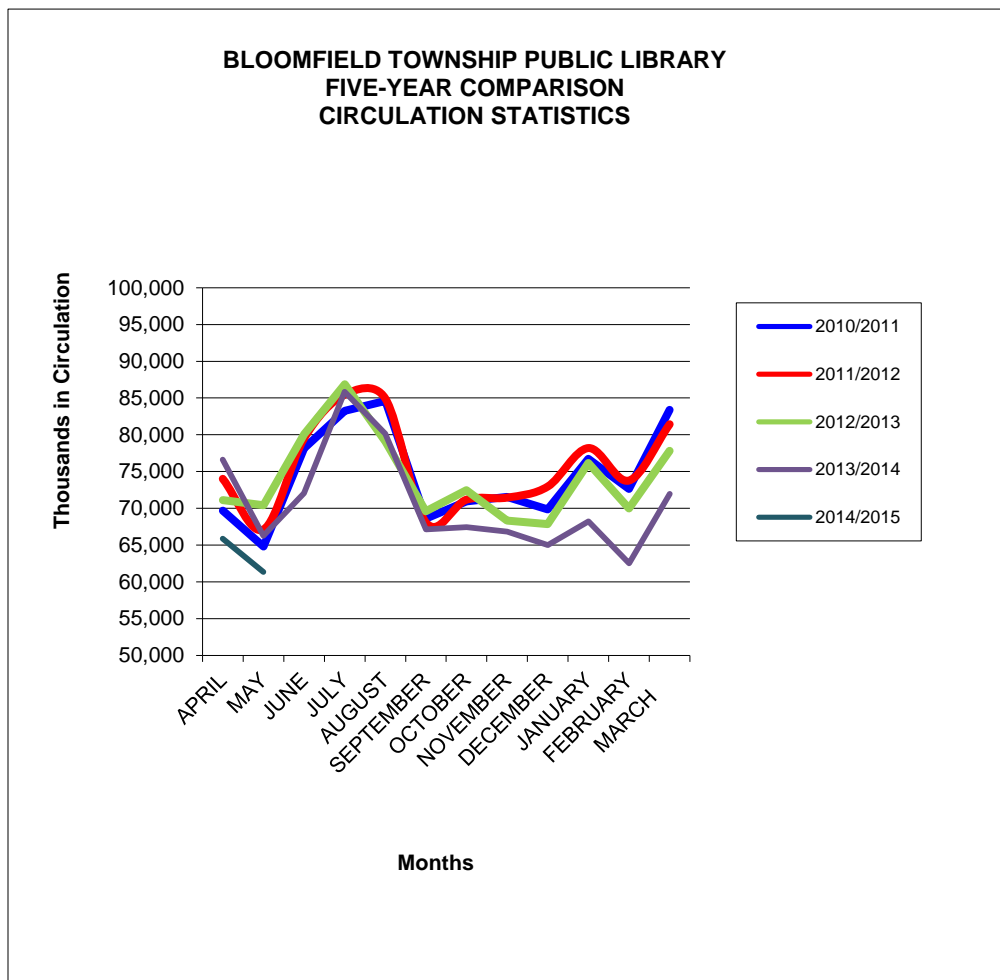
Respectfully Submitted,

Carol Mueller
Director

BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
FIVE YEAR CIRCULATION

6/13/2014

	2010/2011	2011/2012	2012/2013	2013/2014	2014/2015
APRIL	69,666	74,009	71,094	76,629	65,851
MAY	64,825	67,127	70,411	66,250	61,347
JUNE	78,169	79,512	80,069	72,030	
JULY	83,272	85,456	86,867	85,844	
AUGUST	84,618	84,937	79,094	80,163	
SEPTEMBER	68,596	68,066	69,592	67,145	
OCTOBER	70,926	71,180	72,467	67,436	
NOVEMBER	71,551	71,456	68,318	66,813	
DECEMBER	69,841	72,964	67,864	65,007	
JANUARY	76,712	78,197	76,156	68,232	
FEBRUARY	72,657	73,778	69,992	62,534	
MARCH	83,408	81,433	77,819	71,961	
TOTAL	894,241	908,115	889,743	850,044	127,198



	2013		2014	
COLLECTION				
Book Collection:	282,778		279,004	
Media Collection:	62,196		60,313	
Total e-books:	26,742		27,558	
Overdrive	5,488		6,104	
EBSCOhost	19,227		19,227	
Total downloadable audiobooks:	4,233		4,582	
Materials Total:	375,949		371,457	
CIRCULATION				
Circulation Total:	66,250		61,347	
Bloomfield Township Circulation:	59,728		56,281	
Virtual Circulation Total	3,533		3,916	
Circulation of Youth materials:	22,364		21,637	
Circulation of Media:	27,480		25,072	
Circulation of Cranbrook passes:	184		157	
Circulation of MI Big Green Gym pass:	n/a		40	
Self-checkout machine use:	23,627	35.7%	20,033	32.7%
Library by Mail:	125	30 patrons	89	25 patrons
BUILDING & EQUIPMENT USAGE				
Door Count:	26,889 *		26,507 **	
Gate Count:	27,071		28,824	
Meeting rooms by public:	22		34	
Meeting rooms by staff:	76		68	
VIRTUAL USE				
Home page hits/Database services:	26,567		20,044	
e-book access:	1,675		1,812	
Overdrive	1,652		1,782	
EBSCOhost	23		30	
Audiobook access: (Overdrive)	539		687	
Music download access:	1,319		1,046	
Magazine download access:	n/a		371	
TutorMe! sessions:	32		41	
Library Computer Use				
Resident Use	2,471		2,354	
Guest Use	941		867	
*Library closed May 3, 2013 for Staff Development Day; and				
Closed May 26 & 27, 2013 for Memorial Day				
**Library closed May 2, 2014 for Staff Development Day; and				
Closed May 25 & 26, 2014 for Memorial Day				

	2013		2014	
OUTREACH & PROGRAMS				
<i>New Patrons and Accounts</i>				
Township:	139		140	
Cranbrook:	10		3	
Total new patrons:	243		222	
<i>Adult Program Attendance</i>				
Staff-led:	4 events	8 attended	1 event	3 attended
Speaker-led:	4 events	44 attended	6 events	185 attended
Book clubs:	4 events	54 attended	4 events	52 attended
Tours/visits on-site:	0	0	0	0
Tours/visits off-site:	0	0	2 events	73 attended
<i>Systems Program Attendance</i>				
Staff-led:	2 events	24 attended	0	0
<i>Teen Program Attendance</i>				
Staff-led:	2 events	8 attended	3 events	9 attended
Homework coaching:		18 attendees		10 attendees
<i>Youth Program Attendance</i>				
Staff-led:	19 events	353 attended	13 events	183 attended
Speaker-led:	2 events	42 attended	1 event	68 attended
Tours/visits on-site:	1 event	10 attended	0	0
Tours/visits off-site:	0	0	5 events	361 attended
TOTAL:	38 events	561 attended	35 events	944 attended
<i>Volunteers:</i>				
	28 people	266.50 hours	32 people	286.75 hours
	Shop: 7	93.75	Shop: 9	102.75
	Court: 0	0	Court: 1	9
	Students: 2	6	Students: 4	16.5
	Stu. tutors: 6	41.5	Stu. Tutors: 4	26.25
	Dept. Vol: 13	125.25	Dept. Vol: 14	132.25
<i>Patron Remarks</i>				
Patron Comments:	10		7	
Ask BTPL:	18		0	
Ask Us:	25		16	
DISPLAYS				
Lobby	1980s Paper Dresses by Matthew Richmond			
Media	Adult: PacMan 80s board and Movies of the 1980s display			
	Youth: Disney Pixar DVD, Surf into Summer board display			
Local History	1980s best sellers			

TENTATIVE SCHEDULE CALENDAR

- **Tuesday, June 17, 2014 - 7:00 p.m., Regular Board Meeting in the Board Room.**

Upcoming meetings and events:

- Thursday, June 19, 2014 – 3:00 p.m. Finance Committee Meeting in the Board Room.
- Tuesday, July 2, 2014 – 10:00 a.m. Myers Scholarship Committee Meeting in the Board Room
- Friday, July 4, 2014 – Library Closed for Fourth of July holiday.

Wednesday, July 9, 2014 – 12:30 p.m. Friends of the Library Board of Directors Meeting in the Board Room.

- **Tuesday, July 15, 2014 – 7:00 p.m. Regular Board Meeting in the Board Room.**
- Monday, July 21, 2014 – 2:00 p.m. 50th Anniversary Joint Committee meeting in the Board Room.

**MINUTES OF THE BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
50TH ANNIVERSARY GALA COMMITTEE**

The joint meeting of the Bloomfield Township Public Library Board of Trustees 50th Anniversary Core Committee and Staff Committee was held in the Library on Monday, June 9, 2014, at 2:00 p.m. in the Board Room.

Present: Trustees: Peggy Cohen, Grant Gerhart, Judy Lindstrom, Joan Luksik, Pam Williams.

Library Staff: Celia Domalewski, Nancy Frey, Robin Lang, Marty McGee, Tera Moon, Carol Mueller, Marcia Preston, , Connie Silver.

Volunteers: Nancy Kulish, Larry Sabbath, Virginia Smith

Invitation Subcommittee

They presented finalized designs of formal invitation, postcard invitation, and poster. Formal invitations will be mailed to all volunteers; all former Trustees; donors; all retirees; directors at Cranbrook, Troy Public Library, and Detroit Public Library; Bloomfield Hills School Board; Bloomfield Hills Schools PTOs; elected officials at Bloomfield Township offices and those representing Bloomfield Township at the County and State level. Electronic versions of the invitation will be emailed to homeowners associations, houses of worship, Bloomfield Village, and various boards and commissions. These groups will be encouraged to share the invitation with their membership, friends, and family. Suggested additions to this list should be shared with Celia Domalewski. The poster and postcard will be distributed and shared around Bloomfield Township.

The committee suggested adding "business casual attire" to the invitation.

Food and Beverage Subcommittee

The Food and Beverage subcommittee asked for one or two more volunteers. Grant and Judy volunteered to help.

The liquor license has been received!

Entertainment Subcommittee

Grant reported that the entertainment consists of the Paul Keller Quintet, a magician, Stafford Preston, and possibly another group from Cranbrook.

Drawings and Favors

Carol reported that we are required to get a gaming license in order to have the raffle. The Friends will pay for and support this license. Carol will work with the Friends to complete the application and necessary support documents. A member of the Friends will present this request to the Bloomfield Township Board at one of their upcoming regular meetings.

Baskets of goods were discussed. There are eight baskets promised. The value of each basket will be around \$100 each. The Friends will select donated books appropriate to the themes of the baskets.

Judy reviewed a list of assignments for the gala evening. The Library will close at 4:30pm, however library staff who are scheduled to work until 5:30 will stay to assist with last minute details.

Displays Subcommittee

The paper dresses in the style of the 1980s are currently on display. The Detroit Historical Society will install a display of 1990s items for July and August. Staff will create a display of items from the 2000s and library history for September and October. November and December will feature items representing the future, supplied by the Detroit Historical Society.

Events Subcommittee

The "Pop-up Librarian" visited Bowers Farm Open Barn on May 17. An upcoming appearance will be at Stroh's Ice Cream Parlor and at Trader Joe's during the summer and at Bloomfield Township's Open House in the fall. It was suggested the "Pop-up Librarian" could have a booth at the Mercedes dealership on Woodward during the August Dream Cruise.

A Library Garden tour is being planned for summer. Jim Slezinski from Goldner Walsh will lead it. This tour will be recorded.

A time capsule using archival boxes is being planned. The time capsule will be housed in the Library Archives Room to be opened in 25 years.

Connie is creating a "Gems of Bloomfield" driving tour that features special places in the Township. She welcomes any suggestions.

Fundraising Subcommittee

The committee decided on a pricing structure for program ad sales. Full page - \$500; half page - \$250; quarter page - \$125; business card size - \$50.

Next meeting: Monday, July 21 at 2 PM in the Board Room.

MINUTES OF THE BLOOMFIELD TOWNSHIP PUBLIC LIBRARY**BUILDINGS AND GROUNDS COMMITTEE**

The meeting of the Bloomfield Township Public Library Board of Trustees Building and Grounds Committee was held in the Library on Tuesday, June 3, 2014, at 2:00 p.m. in the Board Room.

Present: Trustees Peggy Cohen, Joan Luksik, and Pam Williams

Administration: Carol Mueller, Library Director; Tera Moon, Assistant Library Director; Joel Dion, Facilities Department Head.

Capital Improvements Plan

Carol and Joel reported that they met with Gene Ferrera of Rewold and Son, to begin work on a Capital Improvements plan. Gene can assist the library with such a plan for little to no cost, depending on the level of detail needed. This plan will be beneficial for scheduling and budgeting future building projects.

Lower Level Water Update

Carol reported that she and Joel also discussed options for repairing the lower level water problems. Gene proposes the next step for diagnosing and fixing the lower level flooding is to run a wire in the pipes through drain clean-outs in order to determine the length and path of the pipes. This is a necessary first step because building plans for this part of the building are incomplete. Carol hopes to hear from Gene by the end of the week.

Carol reported another leak that occurred during the May rainstorms. It was in the HVAC mechanical room in the lower level, seeming to come from electrical lines onto the HVAC air handlers. The leak is a recurring one. Summit Electric will be involved with digging the area outside Adult Services workroom in order to locate the origin of the leak. Because of the placement and size of the area, the digging will be done by hand.

Grounds Recommendations

Joel reported on trees on library grounds that require attention. An Austrian Pine on the south side of the parking lot will be removed as it did not survive the winter. Eight Marbury trees on the north side of the library campus are not thriving. Joel will try pruning them and will continue to monitor their health. A Weeping Bald Cypress located on the west side of the Friends Garden appears to have not survived the winter. Joel will continue to monitor this tree to see if it improves throughout the summer.

Parking Lot Lighting Improvements

Joel has proposed changing the parking lot lights with LED lights. There would be an investment of money to change the fixtures over to LED, but there is a potential energy cost savings. This project remains on hold but will be included in the Capital Improvements plan.

**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
MEMORANDUM**

TO: Trustees

FROM: Carol Mueller, Library Director

DATE: June 17, 2014

SUBJECT: Award of Periodicals Subscription Bid

Each year the Library releases a request for periodical subscription services proposals. A copy of this year's request for proposals is included for your information. Adult Services Department Head Ann Williams and Librarian Ed Niemchak conducted this year's bid process for 2015 library periodical subscriptions. A request for periodical subscription proposals was mailed to four companies - Rivistas Subscription Service, Popular Subscription Service, Ebsco Subscription Services, and W. T. Cox Information Services – posted on the Library website and available at the Welcome Desk.

The deadline to receive all proposals was May 6, 2014 at 4:00p.m. All proposals received were publically opened at that time. Three proposals were received from Popular Subscription Service, Ebsco Subscription Service, and W.T. Cox Information Services. Rivistas Subscription Service did not submit a proposal.

Ed and Ann thoroughly analyzed all three proposals received. Attached is a chart they prepared which describes the pros and cons of each vendor, including comments from references for each company.

Popular Subscription Service submitted the lowest bid at \$23,602.35. However, Popular Subscription Service did not submit a complete bid. The bid specifically asks each vendor to submit a company history and references of their current customers, neither of which were submitted. In addition, there are a total of 15 titles which they are not able to supply. We rely on our vendor to supply as many titles as possible to keep our accounting and staff time costs low. We are not recommending Popular Subscription Service at this time.

Ebsco Industries, Inc. submitted the highest bid for periodical subscriptions at \$28,018.32. References contacted indicated that overall, they are happy with the service provided by Ebsco. The bid submitted by Ebsco is thorough, though there are 8 titles which they are not able to supply. Additionally, Ebsco is offering a 6.5% discount and have inflated their bid by 4.5% to cover the cost of future price increases. For these reasons, Ebsco Industries, Inc. is not recommended as the company to receive our 2015 Serials Bid.

W. T. Cox Information Services is our current serials vendor. They submitted a bid for periodical subscriptions of \$27,079.04, the second highest bid received. They are offering an 18% discount on magazines and the business/health newsletters. This is an increase of less than \$700 over last year's bid. In addition, W. T. Cox will not invoice us for future price increases nor did they quote an inflated price to cover these potential costs. References contacted indicate that W. T. Cox Information Services, delivers quality service in a timely manner. Our Customer Service Representative, Mary Brasfield, is easy to work with and responds quickly to all our inquiries.

It is the recommendation of Adult Services Department Head Ann Williams and Librarian Ed Niemchak that we accept the bid from W. T. Cox Subscriptions, Inc. for periodical subscriptions in 2015. I agree with their recommendation.

ACTION: I move to approve awarding the 2015 Library Serials Bid to W. T. Cox Subscriptions, Inc., 201 Village Road, Shallotte, NC 28470.

Bloomfield Township Public Library
Serials Quote 2014-15 FY

Company	Background	References	Total Quoted Price	Supplemental Invoices for Increased Prices	Recommended
Rivistas Subscription Service	Bid Proposal Not Submitted	Bid Proposal Not Submitted	Bid Proposal Not Submitted	Bid Proposal Not Submitted	No
1100 Howell Drive Franklin, TN 37069					
Popular Subscription Service			\$23,602.35	Unknown	No
P. O. Box 648 Montvale, NJ 07645					
	Bid packet was incomplete. No company history or references were included.	No references were included in their packet therefore, no references were contacted.	Popular Subscription Service is offering the lowest price of the four companies competing for the bid. They are unable to provide 15 titles on the quote.		
Ebsco Subscription Services			\$28,018.32	No	No
P. O. Box 1943 Birmingham, AL 35201					
	The bid was complete. References and company history were included.	Three references have reported being happy with the service provided by EBSCO. One reference feels that her needs may not be a good indicator in comparison to other libraries as she has yet to run in to a major issue and has only needed minor assistance, due to her short length of service through EBSCO.	Ebsco Subscription Services has the highest bid. There is an increase in price quote with EBSCO over last year of \$2,542.90, as a result of a 6.5% discount combined with a price inflation of 4.5% to eliminate future invoices for incremental price increases. They are unable to provide 8 titles on the quote.	Ebsco is offering an inflated price to cover the cost of future price increases.	
W. T. Cox Information Services			\$27,079.04	No	Yes
201 Village Road Shallotte, NC 28470					
	The bid was complete. References and company history were included.	Four references report that W. T. Cox Information Services has been doing very well with their quick response times and overall quality customer service, in addition to competitive pricing. During the last eighteen months with this company we are satisfied with our service.	W. T. Cox is offering an 18% discount on subscription services, which has increased the quote over last year by \$646.70. Also, W. T. Cox does not invoice us for future incremental increases. These factors contribute to W. T. Cox offering only the second highest bid. We will need to order 2 titles direct. This is due to changes with the publisher and not the fault of the vendor. This number is still far lower than the other bids.	W. T. Cox does not invoice for future price increases.	

**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
MEMORANDUM**

TO: Library Board of Trustees

FROM: Carol Mueller, Library Director

DATE: June 8, 2014

SUBJECT: PA 164 Amendment

This past year, the Michigan Association of County Clerks initiated legislation to amend PA 164, the law under which Bloomfield Township Public Library is organized. Their goal is to make it more consistent with the Michigan Election Code and the District Library Establishment Act. The amendment, Senate Bill 546, was signed into law on May 28, 2014. This amendment actually reflects and confirms the way our Library Board currently operates. In summary, the amendment provides for the following:

1. Establishes a term of four years for Library Board members
2. Requires that Library Board members are qualified electors of Bloomfield Township
3. Requires that Library Board elections are held in conjunction with Bloomfield Township's regularly scheduled primary (August) or general (November) elections
4. Defines the conditions of a Library Board vacancy – when a Library Board members dies, resigns, is convicted of a felony, is removed from office by the Governor or ceases to be a qualified elector of Bloomfield Township
5. Specifies that a Library Board member is appointed to fill a vacancy and will serve until the next November general election
6. Replaces references to "Board of Directors" and "Directors" with "Governing Board" and "Members" respectively.

Bloomfield Township Public Library Board complies with all of these provisions. The Library Board Bylaws will be reviewed this summer during the Policy Committee's annual review of all of our policies as some minor changes will be needed. In the past, it has been confusing to others to have Library Board Trustees referred to as "Director" in addition to having a position of "Library Director". This is a welcome change in reference.

Attached, for your information, are a Michigan Library Association summary of the PA 164 amendment, a copy of SB 546 as approved and a copy of PA 164. In comparing PA 164 with SB 546, the vast majority of the changes made in this amendment to PA 164 are replacing "Board of Directors" and "Directors" references with "governing board" and "members".

The Michigan Association of County Clerks initiated SB 546 to create general revisions to the Local Library Act in an effort to make it consistent with the Michigan Election Code and the District Library Establishment Act. Prior to the initiation of this bill, MLA and our lobbyist GCSI sat down with representatives from the county clerks association to discuss proposed changes. Once the bill was drafted, MLA legislative committee and others reviewed the language and made recommendations that were all incorporated into the final draft of the bill.

Basically, it changes the library board elections to be consistent with the city, village or township elections, requires board members to reside within that community and revises language to change library director to governing board to reduce confusion with the library director who is the employee hired to run the library.

Following is the legislative analysis:

The bill would amend Public Act 164 of 1877, which governs city, village, and township libraries, to revise provisions regarding library governing boards. Specifically, the bill would do the following:

- Establish four-year terms for members of boards established by cities or villages that hold elections for local officers every four years.
- Require a candidate for city, village, or township library governing board member to be a qualified elector of that city, village, or township.
- Require a nonpartisan library governing board election to be held in conjunction with the applicable local unit's next regularly scheduled primary or general election.
- Specify conditions that would constitute a vacancy on a library governing board.
- Specify that an individual appointed to fill a vacancy on a city or village library board would serve until the next regular election, and a person appointed to fill a vacancy on a township board would serve until the next November general election.

The Act contains requirements for the appointment or election of boards of directors for public libraries established by local units of government. The bill would replace a number of references to the "board of directors" and "directors" with references to the "governing board" and "members", respectively.

A city, village, or township must establish a governing board as provided in the Act immediately after the local unit has voted to establish a free public library; or if a local unit has a free public library that has not elected a governing board. The local unit must appoint a provisional governing board of six members who will hold office until the next city, village, or township election of a permanent board. A permanent board of six members must be elected, with members serving the following terms:

- In a city or village that holds an annual election, the terms of two members are one year, the terms of two members are two years, and the terms of two members are three years; and each year after that, two members must be elected for three-year terms.
- In a city or village that holds biennial elections, the terms of two members are two years, the terms of two members are four years, and the terms of two members are six years; and every two years after that, two members must be elected for six-year terms.
- In a township that holds elections for township officers every four years, six members must be elected for four-year terms.

The bill would require six members to be elected for four-year terms in a city or village that holds elections for city or village officers every four years.

In addition, the bill would require a candidate for city, village, or township library governing board member to be a qualified elector of that city, village, or township.

Members must be nominated and elected on nonpartisan ballots. The Michigan Election Law governs the circulation and filing of petitions and the conduct of nonpartisan elections under the Act. The bill would require a nonpartisan library governing board election to be held in conjunction with the applicable local unit's next regularly scheduled primary or general election.

The Act provides that a member holds office until a successor is elected and qualified. The bill would create an exception to this provision, specifying that a member office would become vacant when the incumbent died, resigned, was convicted of a felony, was removed from office by the Governor under the State Constitution, or ceased to be a qualified elector of the city, village, or township in which he or she was appointed or elected.

The Act requires a library governing board to fill a vacancy by appointment of an individual to hold office until the next election. The bill would apply this requirement to a city or village board, and would refer to the next regular election at which city or village officers were elected. A township library governing board would have to fill a vacancy by appointment of an individual to hold office until the next general November election

CITY, VILLAGE, AND TOWNSHIP LIBRARIES
CITY, VILLAGE, AND TOWNSHIP LIBRARIES

Act 164 of 1877

AN ACT to authorize cities, incorporated villages, and townships to establish and maintain, or contract for the use of, free public libraries and reading rooms; and to prescribe penalties and provide remedies.

History: 1877, Act 164, Eff. Aug. 21, 1877;--Am. 1984, Act 128, Imd. Eff. June 1, 1984;--Am. 1998, Act 177, Eff. Mar. 23, 1999.

The People of the State of Michigan enact:

397.201 Public library and reading room; establishment and maintenance by city council; tax levy; library fund; tax additional to tax limitation.

Sec. 1. (1) The city council of each incorporated city may establish and maintain a public library and reading room for the use and benefit of the inhabitants of the city. The city council may levy a tax of not to exceed 1 mill on the dollar annually on all the taxable property in the city. If approved by a majority of the voters voting on the proposal at the regular annual election, the city council may increase the tax levied by not to exceed 1 additional mill on the dollar annually on all the taxable property in the city. The tax shall be levied and collected in the same manner as other general taxes of the city, and shall be deposited in a fund to be known as the "library fund."

(2) The tax levied under this section shall be in addition to any tax limitation imposed by a city charter.

History: 1877, Act 164, Eff. Aug. 21, 1877;--How. 5175;--CL 1897, 3449;--CL 1915, 3431;--CL 1929, 8059;--CL 1948, 397.201;--Am. 1986, Act 133, Imd. Eff. June 16, 1986.

397.202 Board of directors; members; qualifications; number; terms.

Sec. 2. (1) If a city council decides to establish and maintain a public library and reading room under this act, the mayor of that city shall, with the approval of the city council, appoint a board of 5 directors for the library and reading room, chosen from the citizens at large, with reference to their fitness for that office. Not more than 1 member of the city council shall be at any 1 time a member of the board.

(2) If a city council decides, after the first appointments of the board of directors as provided in subsection (1), that the purposes of the library and reading room would be better served by a different number of members on the appointed board of directors, the city council may by ordinance change the number of members to an odd number not less than 5 or more than 9.

(3) The term of office for each member of the appointed board of directors may be changed by ordinance to a term of not less than 2 years or more than 5 years.

(4) Notwithstanding the provisions of section 3, if the term of office is changed by ordinance by a city council, the term of office for subsequent appointments by the mayor shall be the same as prescribed by the ordinance.

History: 1877, Act 164, Eff. Aug. 21, 1877;--How. 5176;--CL 1897, 3450;--CL 1915, 3432;--CL 1929, 8060;--Am. 1931, Act 248, Eff. Sept. 18, 1931;--CL 1948, 397.202;--Am. 2000, Act 99, Imd. Eff. May 19, 2000.

397.203 Board of directors; appointment, terms, removal.

Sec. 3. The offices of boards of directors heretofore appointed under this act, consisting of 9 members, are hereby declared vacant on July 1, 1932, and a board of 5 directors to succeed them or a board of directors of 5 members for a library newly established hereunder shall be first appointed as follows: 1 director shall be appointed for a term of 5 years, 1 director shall be appointed for a term of 4 years, 1 director shall be appointed for a term of 3 years, 1 director shall be appointed for a term of 2 years, 1 director shall be appointed for a term of 1 year, and annually thereafter the mayor shall appoint 1 member of such board of directors for a term of 5 years. The mayor may, by and with the consent of the city council, remove any director for misconduct or neglect of duty.

History: 1877, Act 164, Eff. Aug. 21, 1877;--How. 5177;--CL 1897, 3451;--CL 1915, 3433;--CL 1929, 8061;--Am. 1931, Act 248, Eff. Sept. 18, 1931;--CL 1948, 397.203.

397.204 Board of directors; vacancies, compensation.

Sec. 4. Vacancies in the board of directors occasioned by removals, resignation or otherwise, shall be reported to the city council, and be filled in like manner as original appointments, and no director shall receive compensation as such.

History: 1877, Act 164, Eff. Aug. 21, 1877;--How. 5178;--CL 1897, 3452;--CL 1915, 3434;--CL 1929, 8062;--CL 1948, 397.204.

Compiler's Note: The word "occasioned" in this section should read "occasioned."

397.205 Board of directors; officers, powers and duties; library fund, expenditures, accounting.

Sec. 5. Said directors shall, immediately after appointment, meet and organize, by the election of 1 of their number president, and by the election of such other officers as they may deem necessary. They shall make and adopt such by-laws, rules, and regulations for their own guidance and for the government of the library and reading room, as may be expedient, not inconsistent with this act. They shall have the exclusive control of the expenditure of all moneys collected to the credit of the library fund, and of the construction of any library building, and of the supervision, care, and custody of the grounds, rooms, or buildings constructed, leased, or set apart for that purpose: Provided, That all moneys received for such library shall be deposited in the treasury of said city to the credit of the library fund, and shall be kept separate and apart from other moneys of such city, and drawn upon by the proper officers of said city, upon the properly authenticated vouchers of the library board. Said board shall have power to purchase or lease grounds, to occupy, lease, or erect an appropriate building or buildings for the use of said library; shall have power to appoint a suitable librarian and necessary assistants, and fix their compensation; and shall also have power to remove such appointees; and shall, in general, carry out the spirit and intent of this act in establishing and maintaining a public library and reading room.

History: 1877, Act 164, Eff. Aug. 21, 1877;--How. 5179;--CL 1897, 3453;--CL 1915, 3435;--CL 1929, 8063;--CL 1948, 397.205.

397.206 City library; free use; regulations.

Sec. 6. Every library and reading room established under this act shall be forever free to the use of the inhabitants where located, always subject to such reasonable rules and regulations as the library board may adopt; and said board may exclude from the use of said library and reading room any and all persons who shall wilfully violate such rules.

History: 1877, Act 164, Eff. Aug. 21, 1877;--How. 5180;--CL 1897, 3454;--CL 1915, 3436;--CL 1929, 8064;--CL 1948, 397.206.

397.207 Board of directors; annual report, contents.

Sec. 7. The said board of directors shall make, at the end of each and every year from and after the organization of such library, a report to the city council, stating the condition of their trust at the date of such report the various sums of money received from the library fund and from other sources, and how such moneys have been expended, and for what purposes; the number of books and periodicals on hand; the number added by purchase, gift, or otherwise during the year; the number lost or missing; the number of visitors attending; the number of books loaned out, and the general character and kind of such books, with such other statistics, information, and suggestions as they may deem of general interest. All such portions of said report as relate to the receipt and expenditure of money, as well as the number of books on hand, books lost or missing, and books purchased, shall be verified by affidavit.

History: 1877, Act 164, Eff. Aug. 21, 1877;--How. 5181;--CL 1897, 3455;--CL 1915, 3437;--CL 1929, 8065;--CL 1948, 397.207.

397.208 City library; injury to property, ordinances, penalties.

Sec. 8. The city council of said city shall have power to pass ordinances imposing suitable penalties for the punishment of persons committing injury upon such library, or the grounds or other property thereof, or for wilful injury to or failure to return any book belonging to such library.

History: 1877, Act 164, Eff. Aug. 21, 1877;--How. 5182;--CL 1897, 3456;--CL 1915, 3438;--CL 1929, 8066;--CL 1948, 397.208.

397.209 City library; donations, acceptance.

Sec. 9. Any person desiring to make donations of money, personal property, or real estate for the benefit of such library, shall have the right to vest the title to money or real estate so donated in the board of directors created under this act, to be held and controlled by such board, when accepted, according to the terms of the deed, gift, devise, or bequest of such property; and as to such property, the said board shall be held and considered to be special trustees.

History: 1877, Act 164, Eff. Aug. 21, 1877;--How. 5183;--CL 1897, 3457;--CL 1915, 3439;--CL 1929, 8067;--CL 1948, 397.209.

397.210 Free public library in village or township; petition to levy tax for establishment; notice of election; library fund; board of directors; estimate of money necessary for support and maintenance of library; report; assessment and collection of tax; powers of corporate authorities; library as authority under state constitution.

Sec. 10. (1) Fifty voters of an incorporated village or township may present to the clerk of the village or township a petition asking that a tax be levied for the establishment of a free public library in the village or township and specifying the rate of taxation, not to exceed 2 mills on the dollar. The tax may be of unlimited duration or the petition may specify the number of years for which the tax shall be levied. The clerk, in the next legal notice of the regular election in that village or township, shall give notice that at the election every voter may vote on the proposition including the rate and any duration of taxation for the free public library.

(2) If the majority of all the votes cast in the village or township is for the tax for a free public library, the tax specified in the notice shall be levied and collected in the same manner as other general taxes of that village or township for the period, if any, specified in the petition, and shall be placed in a fund known as the library fund.

(3) If a free public library is established and a board of directors elected and qualified, that board of directors, on or before the first Monday of September in each year, if the free public library is established by a township, and on or before the second Monday in April, if the free public library is established by an incorporated village, shall prepare an estimate of the amount of money necessary for the support and maintenance of the library for the ensuing year, not exceeding 2 mills on the dollar of the taxable property of the village or township. Unless any period specified in the petition for the levy of the tax has expired, the board of directors shall report the estimate to the assessor of the village or the supervisor of the township for assessment and collection in the same manner as other village or township taxes. The tax shall be so assessed and collected. The corporate authorities of the villages or townships may exercise the same powers conferred upon the corporate authorities of cities under this act.

(4) A library established under this section constitutes an authority under section 6 of article IX of the state constitution of 1963.

History: 1877, Act 164, Eff. Aug. 21, 1877;--How. 5184;--Am. 1885, Act 36, Eff. Sept. 19, 1885;--CL 1897, 3458;--Am. 1907, Act 42, Imd. Eff. Apr. 11, 1907;--CL 1915, 3440;--CL 1929, 8068;--CL 1948, 397.210;--Am. 1986, Act 133, Imd. Eff. June 16, 1986;--Am. 1994, Act 81, Imd. Eff. Apr. 11, 1994.

397.210a Free public library in city; establishment; petition for tax; notice; form of ballot; library fund; preparing and reporting estimate of money necessary for support and maintenance; tax additional to tax limitation.

Sec. 10a. (1) Fifty voters of a city may present to the clerk of the city a petition asking that a tax be levied for the establishment of a free public library in that city and specifying a rate of taxation not to exceed 2 mills on the dollar. The tax may be of unlimited duration or the petition may specify the number of years for which the tax shall be levied. The clerk, in the next legal notice of the regular election in that city, shall give notice that at the election every voter may vote upon the proposition. The notice shall specify the rate and any duration of taxation mentioned in the petition.

(2) If a majority of all the votes cast in the city upon the proposition is for the tax for a free public library, the tax specified in the notice shall be levied and collected in the same manner as other general taxes of that city for the period, if any, specified in the petition, and shall be placed in a fund to be known as the "library fund".

(3) If the free public library is established under this section, and a board of directors elected and qualified as provided in section 11, the board of directors on or before the first Monday in September in each year shall prepare an estimate of the amount of money necessary for the support and maintenance of the free public library for the ensuing year, not exceeding 2 mills on the dollar of the taxable property of the city. Unless any period specified in the petition for the levy of the tax has expired, the board of directors shall report the estimate to the legislative body of the city. The legislative body shall ~~cause to be raised~~ by tax upon the taxable property in the city the amount of the estimate in the same manner that other general taxes are raised in the city.

(4) A tax levied under this section shall be in addition to any tax limitation imposed by a city charter. History: Add. 1911, Act 178, Eff. Aug. 1, 1911;--CL 1915, 3441;--CL 1929, 8069;--Am. 1931, Act 248, Eff. Sept. 18, 1931;--CL 1948, 397.210a;--Am. 1980, Act 521, Eff. Mar. 31, 1981;--Am. 1986, Act 133, Imd. Eff. June 16, 1986;--Am. 1994, Act 81, Imd. Eff. Apr. 11, 1994.

397.210b Free public library established in township or village incorporated as city; continuation of library board, library, and tax.

Sec. 10b. If a township or village in which a free public library has been established pursuant to section 10 is incorporated in its entirety as a city, the library board of the free public library shall continue in office and the free public library shall continue in existence and be governed by the provisions of section 10a as if the free public library had originally been established as a free public library under section 10a. Any tax previously authorized pursuant to this act for the support of the free public library shall continue in effect after the incorporation and shall then be assessed and collected on the taxable property in the city as provided in section 10a.

History: Add. 1982, Act 286, Imd. Eff. Oct. 7, 1982.

397.210c Increasing library millage; ballot; election; validation of millage renewal.

Sec. 10c. (1) If a city, village, or township has voted on, approved, and established a library pursuant to this act and the library board of directors by resolution determines that the estimate of the amount of money necessary for the support and maintenance of the library exceeds the previously authorized millage or that, if the previously authorized millage was approved for a specific number of years, the millage should be renewed, the question of increasing the library millage to not more than 2 mills or of renewing the millage shall be placed on the ballot for approval at the next regular annual election for that city, village, or township or at a special election for that city, village, or township. The increase or renewal may be of unlimited duration or the question may specify the number of years for which the increase or renewal shall be levied. The costs of a special election shall be paid from the library fund.

(2) If, before the effective date of the amendatory act that added this subsection, a library millage was renewed in the manner provided by subsection (1), that millage renewal is hereby validated.

History: Add. 1986, Act 133, Imd. Eff. June 16, 1986;--Am. 1994, Act 81, Imd. Eff. Apr. 11, 1994.

397.211 Library board of city, village, or township; establishment; provisional or permanent; director; vacancy; powers of library board.

Sec. 11. (1) Immediately after a city, a village, or a township has voted to establish a free public library, a library board shall be established by the city, village, or township as prescribed in subsections (3) and (4).

(2) If a city, village, or township has a free public library which has not elected a library board, including a city library and board of directors established under sections 1 to 10, the city, village, or township shall establish a library board as prescribed in subsections (3) and (4).

(3) The legislative body of a city, village, or township described in subsection (1) or (2) shall appoint a provisional library board of 6 directors who shall hold office until the next annual or biennial city or village election, or township election, of a permanent library board.

(4) A permanent library board shall be established for a city, village, or township described in subsection (1) or (2) as follows:

(a) In a city or village holding an annual election, 6 directors shall be elected. The terms of 2 of the directors shall be 1 year; the terms of 2 of the directors shall be 2 years; and the terms of 2 of the directors shall be 3 years. Each year thereafter, 2 directors shall be elected for 3-year terms.

(b) In a city or village that holds biennial elections, 6 directors shall be elected. The terms of 2 of the directors shall be 2 years; the terms of 2 of the directors shall be 4 years; and the terms of 2 of the directors shall be 6 years. Biennially thereafter, 2 directors shall be elected for 6-year terms.

(c) In a township holding elections for township officers every 4 years, 6 directors shall be elected for 4-year terms at the primary and general elections in 1984. A term of office shall not be shortened by this subdivision. A director scheduled by this section before March 31, 1981, to be elected at a time other than 1984 shall not be elected on the date scheduled, but shall continue in office until a successor takes office pursuant to the election of 1984.

(d) The directors shall be nominated and elected on nonpartisan ballots. A candidate for city, village, or township library director shall file nonpartisan nominating petitions bearing the signatures of a number of registered and qualified electors of that city, village, or township as follows:

(i) For a city, village, or township having a population of 9,999 or less, not less than 6 or more than 20 signatures.

(ii) For a city, village, or township having a population of 10,000 or more, not less than 40 or more than 100 signatures.

(e) In lieu of the nominating petitions prescribed in subdivision (d), an individual may file with the clerk conducting an election a \$100.00 nonrefundable fee to have his or her name placed on the ballot.

(f) The Michigan election law, 1954 PA 116, MCL 168.1 to 168.992, shall govern the circulation and filing of nonpartisan nominating petitions and the conduct of nonpartisan elections under this section.

(5) A director shall hold office until a successor is elected and qualified.

(6) A library board shall fill a vacancy in a directorship by appointment of a person to hold office until the next election.

(7) A provisional or permanent library board has the powers prescribed in section 5.

History: 1877, Act 164, Eff. Aug. 21, 1877;--How. 5185;--CL 1897, 3459;--Am. 1905, Act 67, Eff. Sept. 16, 1905;--CL 1915, 3442;--CL 1929, 8070;--Am. 1931, Act 248, Eff. Sept. 18, 1931;--Am. 1945, Act 60, Imd. Eff. Mar. 28, 1945;--CL 1948, 397.211;--Am. 1978, Act 130, Imd. Eff. May 4, 1978;--Am. 1980, Act 114, Imd. Eff. May 14, 1980;--Am. 1980, Act 521, Eff. Mar. 31, 1981;--Am. 1984, Act 138, Imd. Eff. June 1, 1984;--Am. 1988, Act 432, Imd. Eff. Dec. 27, 1988;--Am. 2002, Act 160, Eff. Jan. 1, 2003.

397.211a Violation of §§ 168.1 to 168.992 applicable to petitions; penalties.

Sec. 11a. A petition under section 10, 10a, or 11, including the circulation and signing of the petition, is subject to section 488 of the Michigan election law, 1954 PA 116, MCL 168.488. A person who violates a provision of the Michigan election law, 1954 PA 116, MCL 168.1 to 168.992, applicable to a petition described in this section is subject to the penalties prescribed for that violation in the Michigan election law, 1954 PA 116, MCL 168.1 to 168.992.

History: Add. 1998, Act 177, Eff. Mar. 23, 1999.

397.212 Applicability of §§ 397.210a and 397.211; exception; organization of existing public library under § 397.210a.

Sec. 12. Except as otherwise provided in section 10b, sections 10a and 11 do not apply to a city, village, or township maintaining a public library under a special act or to a public library contained in the 1979 statement prepared by the state board for libraries pursuant to section 8 of Act No. 59 of the Public Acts of 1964, being section 397.38 of the Michigan Compiled Laws. However, an existing public library may, by petition, be organized under section 10a regardless of the library's original organization.

History: 1877, Act 164, Eff. Aug. 21, 1877;--How. 5186;--CL 1897, 3460;--CL 1915, 3443;--CL 1929, 8071;--CL 1948, 397.212;--Am. 1978, Act 130, Imd. Eff. May 4, 1978;--Am. 1980, Act 521, Eff. Mar. 31, 1981;--Am. 1982, Act 286, Imd. Eff. Oct. 7, 1982.

397.213 Use of library services by adjacent township, village, or city; contract; payment.

Sec. 13. (1) Notwithstanding a contrary city, village, or township charter provision, a township, village, or city adjacent to a township, village, or city that supports a free public circulating library and reading room under this act may contract for the use of library services with that adjacent township, village, or city.

(2) A township, city, or village may pay for the use of library services contracted for under subsection (1) by levying a tax not to exceed 2 mills of its state equalized valuation, by use of money from the municipality's general fund, or with money received under Act No. 59 of the Public Acts of 1964, being sections 397.31 to 397.40 of the Michigan Compiled Laws. A tax shall not be levied or increased under this section unless a majority of the electors of the municipality voting on the question vote in favor of the tax.

History: Add. 1903, Act 19, Eff. Sept. 17, 1903;—CL 1915, 3444;—CL 1929, 8072;—CL 1948, 397.213;—Am. 1984, Act 128, Imd. Eff. June 1, 1984;—Am. 1987, Act 216, Imd. Eff. Dec. 22, 1987.

397.214 Contract with township, city, or village for use of library and reading room; procedure; tax levy; library fund.

Sec. 14. (1) Upon receipt of a petition signed by not less than 10% of the electors in any township based on the highest vote cast at the last regular election for township officers of the township, addressed to the township board, requesting that a meeting be called of the electors in the township, to consider making a contract with any township, city, or village supporting and maintaining a free public circulating library and reading room under this act, or under any special act, for the use of its privileges by the residents of the township, the township board shall call a meeting of the electors of the township by posting notices in at least 5 public places within the township not less than 10 days before the meeting. The electors present at the meeting shall determine whether the township shall enter into a contract for the use of a free public circulating library and reading room in any township, city, or village and the rate of taxation to be levied for the purpose of paying for that use if the electors decide to enter into such a contract. However, a tax so levied shall not exceed 1 mill of the state equalized valuation of the township. If a majority of those present and voting are in favor of the township contracting for the use of a free public circulating library and reading room maintained in any township, city, or village, the township board may enter into a contract and shall levy and collect the tax provided for in this subsection, which tax when collected shall be placed in a fund to be known as the "library fund". The money in the library fund shall be paid over by the township treasurer to the treasurer of the township, city, or village in which the library is located, on the first day of January, February, and March of each year, to be disbursed subject to the provisions of section 5. This subsection is not a limitation on the contractual power of a legislative body of a city, village, or township under section 13.

(2) Notwithstanding any contrary provision in a township, city, or village charter, the library board of directors of a township, city, or village supporting and maintaining a free public circulating library and reading room under this act, or under any special act, may enter into a contract with another township, city, or village to permit the residents of that other township, city, or village the full use of the library and reading room, upon terms and conditions to be agreed upon between the library board of directors and the legislative body of the other township, city, or village. A contract entered into pursuant to this subsection shall be executed for a term of 3 years, shall be automatically extended for an indefinite term after the initial 3-year period, and shall be terminable by either party only on the giving of 6 months' notice of the intent to terminate the contract.

History: Add. 1903, Act 19, Eff. Sept. 17, 1903;—Am. 1911, Act 272, Eff. Aug. 1, 1911;—CL 1915, 3445;—CL 1929, 8073;—Am. 1931, Act 248, Eff. Sept. 18, 1931;—CL 1948, 397.214;—Am. 1984, Act 128, Imd. Eff. June 1, 1984.

397.215 Contract for use of library services by county; joint library board; number of directors; provisions of contract; vacancies; removal of director; vacating offices of directors; powers and duties of joint library board.

Sec. 15. (1) In a county which does not have a county library established under Act No. 138 of the Public Acts of 1917, being sections 397.301 to 397.305 of the Michigan Compiled Laws, or counties in which the population exceeds 1,000,000, a contract for use of library services under section 13 may provide for joint representation on the library board of directors. A joint library board shall not have more than 9 directors.

(2) A contract for use of library services that provides for joint representation may provide that a director serving on a library board on the day before the establishment of a joint library board shall become a director of the joint library board and shall serve out the balance of his or her unexpired term.

(3) A contract for the use of library services shall specify all of the following:

- (a) Whether those directors added to an existing library board to create a joint library board are elected or appointed.
 - (b) The method of election or appointment of those directors added to an existing library board to create a joint library board.
 - (c) Lengths of terms of office of those directors added to an existing library board to create a joint library board. The terms of the added directors shall be staggered. If a contract establishing a joint library board is terminated, the terms of all added directors shall end on the date of termination.
 - (d) The method of removal of, and the causes upon which removal may be based for, a director added to an existing library board to create a joint library board.
 - (e) The method of filling a vacancy in the office of a director added to an existing library board to create a joint library board. A vacancy shall be filled for the balance of the unexpired term.
 - (f) Any other provision which is considered necessary or advisable.
- (4) Selection, length of terms, manner of filling vacancies, and removal of the directors of the existing library board who become directors on the joint library board shall continue to be governed by state law or by the township, city, or village charter.
- (5) If a contract for use of library services that provides for joint representation does not provide that directors on the existing board become directors on the joint library board, the offices of the directors of the existing board shall be vacated on the date the joint board assumes jurisdiction and the contract shall include those provisions required by subsection (3) which shall apply to the entire joint library board.
- (6) A joint library board established under this section has the same powers and duties as a city library board under sections 5 to 7.
- History: Add. 1984, Act 128, Imd. Eff. June 1, 1984.

397.216 Rights in use and benefits of library; uniform rules and regulations.

Sec. 16. After fulfilling the contractual requirements, the people of a township, village, or city which has contracted for library services with another township, village, or city shall have all rights in the use and benefits of the library that they would have if they lived in the township, village, or city where the library is established, subject to uniform rules and regulations established by the board of library directors.

History: Add. 1903, Act 19, Eff. Sept. 17, 1903;—CL 1915, 3446;—CL 1929, 8074;—CL 1948, 397.216;—Am. 1984, Act 128, Imd. Eff. June 1, 1984.

397.217 Joint municipal libraries; villages and cities.

Sec. 17. The people of villages may join with townships, or townships with villages, or either with cities, by complying with similar provisions, as aforesaid in this act, and as amended, for the purpose of maintaining, supporting and receiving the benefits from a free public circulating library.

History: Add. 1903, Act 19, Eff. Sept. 17, 1903;—CL 1915, 3447;—CL 1929, 8075;—CL 1948, 397.217.

Act No. 131

Public Acts of 2014

Approved by the Governor

May 27, 2014

Filed with the Secretary of State

May 27, 2014

EFFECTIVE DATE: May 27, 2014

STATE OF MICHIGAN

97TH LEGISLATURE

REGULAR SESSION OF 2014

Introduced by Senator Robertson

ENROLLED SENATE BILL No. 546

AN ACT to amend 1877 PA 164, entitled “An act to authorize cities, incorporated villages, and townships to establish and maintain, or contract for the use of, free public libraries and reading rooms; and to prescribe penalties and provide remedies,” by amending sections 2, 3, 4, 5, 7, 9, 10, 10a, 10c, 11, 14, 15, and 16 (MCL 397.202, 397.203, 397.204, 397.205, 397.207, 397.209, 397.210, 397.210a, 397.210c, 397.211, 397.214, 397.215, and 397.216), section 2 as amended by 2000 PA 99, sections 10, 10a, and 10c as amended by 1994 PA 81, section 11 as amended by 2002 PA 160, and sections 14 and 16 as amended and section 15 as added by 1984 PA 128.

The People of the State of Michigan enact:

Sec. 2. (1) If a city council decides to establish and maintain a public library and reading room under this act, the mayor of that city shall, with the approval of the city council, appoint a governing board of 5 members for the library and reading room, chosen from the citizens at large, with reference to their fitness for that office. Not more than 1 member of the city council may be a member of the board at any 1 time.

(2) If a city council decides, after the first appointment of the governing board under subsection (1), that the purposes of the library and reading room would be better served by a different number of members on the governing board, the city council may by ordinance change the number of members to an odd number not less than 5 or more than 9.

(3) The term of office for each member of the governing board may be changed by ordinance to a term of not less than 2 years or more than 5 years.

(4) Notwithstanding section 3, if the term of office is changed by ordinance by a city council, the term of office for subsequent appointments by the mayor shall be the same as prescribed by the ordinance.

Sec. 3. The offices of boards of directors appointed before July 1, 1932, under this act, consisting of 9 members, are vacant effective July 1, 1932, and a board of 5 members to succeed them or a board of 5 members for a library newly established under this act shall be first appointed as follows: 1 member shall be appointed for a term of 5 years, 1 member shall be appointed for a term of 4 years, 1 member shall be appointed for a term of 3 years, 1 member shall be appointed for a term of 2 years, 1 member shall be appointed for a term of 1 year, and annually thereafter the mayor shall appoint 1 member for a term of 5 years. The mayor may, by and with the consent of the city council, remove any member for misconduct or neglect of duty.

Sec. 4. A vacancy in the governing board of a library occasioned by removal, resignation, or otherwise, shall be reported to the city council and filled in the same manner as the original appointment, and no member shall receive compensation as such.

Sec. 5. The governing board of a library shall, immediately after appointment, meet and organize, by the election of 1 member as president, and by the election of other officers as necessary. The governing board shall make and adopt bylaws, rules, and regulations for its own guidance and for the government of the library and reading room, consistent with this act. The governing board has exclusive control of the expenditure of all money collected to the credit of the library fund, the construction of any library building, and the supervision, care, and custody of the grounds, rooms, or buildings constructed, leased, or set apart for that purpose. All money received for the library shall be deposited in the treasury of the city to the credit of the library fund, shall be kept separate and apart from other money of the city, and drawn upon by the proper officers of the city upon the properly authenticated vouchers of the library board. The governing board may purchase or lease grounds and occupy, lease, or erect an appropriate building or buildings for the use of the library; has the power to appoint a suitable librarian and necessary assistants and fix their compensation; and remove appointees. The governing board shall carry out the spirit and intent of this act in establishing and maintaining a public library and reading room.

Sec. 7. The governing board appointed under section 2 shall annually report to the city council on the money received from the library fund and from other sources, and how the money has been expended and for what purposes; the number of books and periodicals on hand; the number added by purchase, gift, or otherwise during the year; the number lost or missing; the number of visitors attending; the number of books loaned out, and the general character and kind of those books; as well as other statistics, information, and suggestions as it deems appropriate. All portions of the report that relate to the receipt and expenditure

of money, as well as the number of books on hand, books lost or missing, or books purchased, shall be verified by affidavit.

Sec. 9. Any person desiring to donate money, personal property, or real estate for the benefit of a library has the right to vest the title to money or real estate donated in a governing board created under this act, to be held and controlled by that board when accepted according to the terms of the deed, gift, devise, or bequest of the property. The governing board shall be considered a special trustee of money, personal property, or real estate donated under this section.

Sec. 10. (1) Fifty voters of an incorporated village or township may present to the clerk of the village or township a petition asking that a tax be levied for the establishment of a free public library in the village or township and specifying the rate of taxation, not to exceed 2 mills on the dollar. The tax may be of unlimited duration or the petition may specify the number of years for which the tax shall be levied. The clerk, in the next legal notice of the regular election in that village or township, shall give notice that at the election every voter may vote on the proposition including the rate and any duration of taxation for the free public library.

(2) If the majority of all the votes cast in the village or township is for the tax for a free public library, the tax specified in the notice shall be levied and collected in the same manner as other general taxes of that village or township for the period, if any, specified in the petition, and shall be placed in a fund known as the library fund.

(3) If a free public library is established and a governing board elected and qualified, that board, on or before the first Monday of September in each year for a free public library established by a township, and on or before the second Monday in April in each year for a free public library established by an incorporated village, shall prepare an estimate of the amount of money necessary for the support and maintenance of the library for the ensuing year, not exceeding 2 mills on the dollar of the taxable property of the village or township. Unless any period specified in the petition for the levy of the tax has expired, the governing board shall report the estimate to the assessor of the village or the supervisor of the township for assessment and collection in the same manner as other village or township taxes and the tax shall be so assessed and collected. A corporate authority of a village or township may exercise the same powers conferred upon the corporate authority of a city under this act.

(4) A library established under this section constitutes an authority under section 6 of article IX of the state constitution of 1963.

Sec. 10a. (1) Fifty voters of a city may present to the clerk of the city a petition asking that a tax be levied for the establishment of a free public library in that city and specifying a rate of taxation not to exceed 2 mills on the dollar. The tax may be of unlimited duration or the petition may specify the number of years for which the tax shall be levied. The clerk, in the next legal notice of the regular election in that city, shall give notice that at

the election every voter may vote upon the proposition. The notice shall specify the rate and any duration of taxation mentioned in the petition.

(2) If a majority of all the votes cast in the city upon the proposition is for the tax for a free public library, the tax specified in the notice shall be levied and collected in the same manner as other general taxes of that city for the period, if any, specified in the petition, and shall be placed in a fund to be known as the "library fund".

(3) If the free public library is established under this section, and a governing board is elected and qualified as provided in section 11, the board, on or before the first Monday in September in each year, shall prepare an estimate of the amount of money necessary for the support and maintenance of the free public library for the ensuing year, not to exceed 2 mills on the dollar of the taxable property of the city. Unless any period specified in the petition for the levy of the tax has expired, the governing board shall report the estimate to the legislative body of the city. The legislative body shall raise by tax upon the taxable property in the city the amount of the estimate in the same manner that other general taxes are raised in the city.

(4) A tax levied under this section shall be in addition to any tax limitation imposed by a city charter.

Sec. 10c. (1) If a city, village, or township has voted on, approved, and established a library pursuant to this act and the governing board by resolution determines that the estimate of the amount of money necessary for the support and maintenance of the library exceeds the previously authorized millage or that, if the previously authorized millage was approved for a specific number of years, the millage should be renewed, the question of increasing the library millage to not more than 2 mills or of renewing the millage shall be placed on the ballot for approval at the next regular annual election for that city, village, or township or at a special election for that city, village, or township. The increase or renewal may be of unlimited duration or the question may specify the number of years for which the increase or renewal shall be levied. The costs of a special election shall be paid from the library fund.

(2) If a library millage was renewed in the manner provided by subsection (1) before April 11, 1994, that millage renewal is hereby validated.

Sec. 11. (1) Immediately after a city, a village, or a township has voted to establish a free public library, the city, village, or township shall establish a governing board as provided in subsections (3) and (4).

(2) If a city, village, or township has a free public library that has not elected a governing board, including a city library and governing board established under sections 1 to 10, the city, village, or township shall establish a governing board as provided in subsections (3) and (4).

(3) The legislative body of a city, village, or township described in subsection (1) or (2) shall appoint a provisional governing board of 6 members who shall hold office until the next city, village, or township election of a permanent governing board.

(4) A permanent governing board shall be established for a city, village, or township described in subsection (1) or (2) as follows:

(a) In a city or village that holds an annual election, 6 members shall be elected. The terms of 2 of the members shall be 1 year; the terms of 2 of the members shall be 2 years; and the terms of 2 of the members shall be 3 years. Each year thereafter, 2 members shall be elected for 3-year terms.

(b) In a city or village that holds biennial elections, 6 members shall be elected. The terms of 2 of the members shall be 2 years; the terms of 2 of the members shall be 4 years; and the terms of 2 of the members shall be 6 years. Biennially thereafter, 2 members shall be elected for 6-year terms.

(c) In a city or village that holds elections for city or village officers every 4 years, 6 members shall be elected for 4-year terms.

(d) In a township that holds elections for township officers every 4 years, 6 members shall be elected for 4-year terms.

(e) The members shall be nominated and elected on nonpartisan ballots. A candidate for city, village, or township governing board member shall be a qualified elector of that city, village, or township and shall file nonpartisan nominating petitions bearing the signatures of a number of registered and qualified electors of that city, village, or township as follows:

(i) For a city, village, or township having a population of 9,999 or less, not less than 6 or more than 20 signatures.

(ii) For a city, village, or township having a population of 10,000 or more, not less than 40 or more than 100 signatures.

(f) In lieu of the nominating petitions prescribed in subdivision (e), an individual may file with the clerk conducting an election a \$100.00 nonrefundable fee to have his or her name placed on the ballot.

(g) The Michigan election law, 1954 PA 116, MCL 168.1 to 168.992, governs the circulation and filing of nonpartisan nominating petitions and the conduct of nonpartisan elections under this section. A nonpartisan election conducted under this section shall be held in conjunction with the city, village, or township's next regularly scheduled primary or general election.

(5) Except as otherwise provided in this subsection, a member shall hold office until a successor is elected and qualified. The office of member becomes vacant when the incumbent dies, resigns, is convicted of a felony, is removed from office by the governor under section 10 of article V of the state constitution of 1963, or, except as otherwise provided in this subsection, ceases to be a qualified elector of the city, village, or township in which he or she was appointed or elected. A member who is serving a term on a library governing board on the effective date of the amendatory act that added this sentence and who during that term ceases to be a qualified elector of the city, village, or township in which he or she was appointed or elected may serve the remainder of the term, but may not seek another term on the library governing board of that city, village, or township unless he or she meets the requirements of subsection (4)(e).

(6) A city or village library governing board shall fill a vacancy in a membership by appointment of an individual to hold office until the next regular election at which city or village officers are elected. A township library governing board shall fill a vacancy in a membership by appointment of an individual to hold office until the next general November election.

(7) A provisional or permanent governing board has the powers prescribed in section 5.

Sec. 14. (1) Upon receipt of a petition signed by not less than 10% of the electors in any township based on the highest vote cast at the last regular election for township officers of the township, addressed to the township board, requesting that a meeting be called of the electors in the township, to consider making a contract with any township, city, or village supporting and maintaining a free public circulating library and reading room under this act, or under any special act, for the use of its privileges by the residents of the township, the township board shall call a meeting of the electors of the township by posting a notice in at least 5 public places within the township not less than 10 days before the meeting. The electors present at the meeting shall determine whether the township shall enter into a contract for the use of a free public circulating library and reading room in any township, city, or village and the rate of taxation to be levied for the purpose of paying for that use if the electors decide to enter into such a contract. However, a tax so levied shall not exceed 1 mill of the state equalized valuation of the township. If a majority of those present and voting are in favor of the township contracting for the use of a free public circulating library and reading room maintained in any township, city, or village, the township board may enter into a contract and shall levy and collect the tax provided for in this subsection, which shall be placed in a fund to be known as the "library fund". The money in the library fund shall be paid over by the township treasurer to the treasurer of the township, city, or village in which the library is located on the first day of January, February, and March of each year, to be disbursed under section 5. This subsection is not a limitation on the contractual power of a legislative body of a city, village, or township under section 13.

(2) Notwithstanding any contrary provision in a township, city, or village charter, the governing board of a library of a township, city, or village supporting and maintaining a

free public circulating library and reading room under this act, or under any special act, may enter into a contract with another township, city, or village to provide the residents of that other township, city, or village with the full use of the library and reading room, upon terms and conditions agreed upon between the governing board of the library and the legislative body of the other township, city, or village. A contract entered into under this subsection shall be executed for a term of 3 years, shall be automatically extended for an indefinite term after the initial 3-year period, and shall be terminable by either party only upon 6 months' notice of the intent to terminate the contract.

Sec. 15. (1) In a county that does not have a county library established under 1917 PA 138, MCL 397.301 to 397.305, or counties in which the population exceeds 1,000,000, a contract for use of library services under section 13 may provide for joint representation on the library governing board. A joint governing board shall not have more than 9 members.

(2) A contract for use of library services that provides for joint representation may provide that a member serving on a governing board on the day before the establishment of a joint governing board shall become a member of the joint governing board and shall serve out the balance of his or her unexpired term.

(3) A contract for the use of library services shall specify all of the following:

(a) Whether members added to an existing governing board to create a joint governing board are elected or appointed.

(b) The method of election or appointment of members added to an existing governing board to create a joint governing board.

(c) Lengths of terms of office of members added to an existing governing board to create a joint governing board. The terms of the added members shall be staggered. If a contract establishing a joint governing board is terminated, the terms of all added members end on the date of termination.

(d) The method of removal of, and the causes upon which removal may be based for, a member added to an existing governing board to create a joint governing board.

(e) The method of filling a vacancy in the office of a member added to an existing governing board to create a joint governing board. A vacancy shall be filled for the balance of the unexpired term.

(f) Any other provision that is considered necessary or advisable.

(4) Selection, length of terms, manner of filling vacancies, and removal of the members of the existing governing board who become members on the joint governing board are governed by state law or by the township, city, or village charter.

(5) If a contract for use of library services that provides for joint representation does not provide that members on the existing governing board become members on the joint governing board, the offices of the members of the existing governing board shall be vacated on the date the joint governing board assumes jurisdiction and the contract shall include the provisions required by subsection (3), which shall apply to the entire joint governing board.

(6) A joint governing board established under this section has the same powers and duties as a governing board of a library under sections 5 to 7.

Sec. 16. After fulfilling the contractual requirements, the people of a township, village, or city that has contracted for library services with another township, village, or city have all rights in the use and benefits of the library that they would have if they lived in the township, village, or city where the library is established, subject to uniform rules and regulations established by the governing board.

This act is ordered to take immediate effect.

Secretary of the Senate

Clerk of the House of Representatives

Approved

Governor

BLOOMFIELD TOWNSHIP PUBLIC LIBRARY

MOTION TO APPROVE ANY ITEMS REMOVED FROM THE CONSENT AGENDA

I move to approve the items previously removed from the consent agenda for discussion.

**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
MEMORANDUM**

TO: Library Board of Trustees

FROM: Tera Moon, Assistant Director

DATE: June 17, 2014

SUBJECT: Strategic Plan Update

Staff has been, or will be, working on the seven short-term goals listed below for fiscal year 2014/2015:

- Invitations offering “First Meeting Free” will be sent to Bloomfield Township neighborhood association in August, 2014, inviting them to meet at the Library one time at no charge. Groups scheduling a meeting will be welcomed by a Library staff person who will share information about our services, collections and programs
- The Library Rewards program will be offered in September, 2014 in conjunction with American Library Association’s “National Library Card Sign Up” month. This popular program for Bloomfield Township residents helps bring awareness to the value of their library card!
- In celebration of the Library’s 50th anniversary, our "Pop Up Librarian" appeared at the Bowers Farm Open Barn event on May 17, 2014. About 50 people visited Connie Silver to hear about library services and programs, and about 50 children and adults enjoyed the stories read by Betsy Telford. More events are planned for the rest of the summer and for the Bloomfield Township Open House in October.
- The Library's social media presence will be strengthened by expanding our use of Facebook and enewsletters and adding our library's presence on Pinterest.
- The Library continues to enjoy a strong partnership with the Bloomfield Historical Society. In addition to three joint programs per year, our two organizations will work together on creating a plan to digitize local history information and determine future directions for our local history collection. Recently, the library helped the Society digitize several photos and documents related to Ted’s Restaurant.
- The staff Wayfinding Committee will continue to investigate technology and equipment to improve patron access to the building, services and collections.
- Adult Services staff will continue to develop and promote services, collections and programs of particular interest to seniors. The recent survey posted on our website brought in over 200 responses, which are currently being analyzed for possible new services, collections, and programs.

Through our annual short term goals, the Library continues to make progress toward achieving all four long range objectives and to fulfill our mission of “Bloomfield Township Public Library champions the power of words to spark discovery and imagination”.

BLOOMFIELD TOWNSHIP PUBLIC LIBRARY

FRIENDS OF THE LIBRARY MONTHLY DIRECTOR'S REPORT

June, 2014

- Thank you all for your understanding and patience while we dealt with another wet lower level! I know how upsetting it is to be disrupted from your work and see so much water coming in. Unfortunately we needed to move very quickly to contain the water as best as we could. Our amazing Facilities staff worked very hard to do so. Our sump pumps are working well again. In addition, we are working with Rewold and Son to investigate and determine our next steps. I will of course keep everyone well informed as to the course of action we plan to take.
- Our RFID project is now well underway. You may have noticed a team of eight working with carts in Youth Services. They are reprocessing our entire collection - all 304,136 items! Our goal is to complete this entire project by the end of July.
- Did you notice the unique paper dresses in our lobby display cases? These were created by paper artist Matthew Richmond in honor of the Library's 50th anniversary! The dresses will remain in the lobby display cases for the month of June.
- Just a reminder that the Library will be closed on Sundays beginning on Sunday, June 22 and continuing through Labor Day weekend.
- The Gifts Expended report is attached for your review.
- Thank you for your review of the current Library Wish List. I would be happy to answer any questions you may have.
- The Library Board of Trustees wish to convey their sincere appreciation for the lovely gardens. These bring a smile to all who come to the Library. In addition, the Library received this comment from a patron:

“Love the flowers! The Friends do a great job!”

THANK YOU for everything you each do to make our library *The Place To Discover!!*

Unnumbered 2 FOL gifts expended May 2014

<u>Gift Accession</u>	<u>Year rec'd</u>	<u>Donor</u>	<u>Purpose</u>	<u>Amount</u>	<u>May 2014</u>	<u>Amount left in gift</u>	
1300870101	2013	FOL	Complete set LgPrint Agatha Christie books	\$1,090.00		\$1,090.00	
1200480101	2012	FOL	AS DVD purchases	\$1,760.32	(\$19.99)	\$1,683.23	
1300460101	2013	FOL	2013/2014 Three concerts	\$2,400.00	(\$400.00)	\$2,000.00	
1300470101	2013	FOL	2013/2014 Four Art Lectures	\$600.00		\$600.00	
1300480101	2013	FOL	2014 Everyone's Reading	\$365.45	(\$149.30)	\$216.15	
1300830101	2013	FOL	2014/2015 Teen Programming	\$500.00		\$500.00	
1300500101	2013	FOL	2014/2015 PJ Theater program	\$2,000.00		\$1,365.00	
1300820101	2013	FOL	YS Adaptive Umbrella Workshop	\$1,431.19	(\$689.82)	\$6.37	
1300840101	2013	FOL	2014 YS Summer Reading Program	\$5,000.00	(\$2,321.13)	\$1,859.60	
1300860101	2013	FOL	2014/2015 YS Programming	\$8,000.00	(\$50.32)	\$7,879.69	
1000490101	2010	FOL	Redirect by FOL for 50th Anni.	\$10,000.00	(\$600.00)	\$8,655.03	Was Comm. mailings -now earmarked for 50th Anni.
1100270101	2011	FOL	Det. Historical Society Exhibits	\$500.00		\$500.00	
1200150101	2012	FOL	Chamber Concert Series	\$77.34	(\$77.34)	\$0.00	
1200660101	2012	FOL	Ruth McNair donations for concerts	\$1,381.00	(\$42.66)	\$1,338.34	
1300540101	2013	FOL	Admin 2014/2015 Program Budget	\$1,500.00		\$1,460.40	
1300880101	2013	FOL	2014/2015 Chamber Concert Series	\$1,500.00		\$1,500.00	
1300550101	2013	FOL	Spring 2014 Arborist Tree Pruning	\$200.00		\$200.00	
1300810101	2013	FOL	Tree & Flower bed mulch	\$7,000.00		\$7,000.00	
1300520101	2013	FOL	10 chairs for Public Café	\$375.00		\$375.00	Need to get this redirected
1100760101	2011	FOL	Systems Redirect by FOL for Tech. upgrade 9/2013	\$94.03		\$94.03	Was Math & Science kits -now Technology upgrade
0900750101	2009	FOL	Systems Redirect by FOL for Tech. upgrade 9/2013	\$56.10		\$56.10	Was Apr2010 Nat.Library Week -now Tech. upgrade
1000520101	2010	FOL	Systems Redirect by FOL for Tech. upgrade 9/2013	\$1,500.00		\$1,500.00	Was Apr2011 Nat. Library Week -now Tech. upgrade
1200650101	2012	FOL	Systems Redirect by FOL for Tech. upgrade 9/2013	\$6,681.25		\$6,681.25	Was backdrop for stage - 50% dep-now Tech. upgrade
1300440101	2013	FOL	Systems Technology upgrade (to bring total to \$25,000 with 4 redirected gifts)	\$16,668.62		\$16,668.62	
1100250101	2011	FOL	Technology related workshops/training	\$1,476.79		\$1,476.79	earmarked for Internet Librarian confer. for Systems in 2014/2015
0900600101	2009	FOL	YS ALA conference attend.-Summer 2014 for J.Taggart	\$1,770.00		\$1,567.00	Was Display panels-now ALA confer. attend. in Summer 2014
1300530101	2013	FOL	For 2014/2015 staff development	\$1,500.00		\$1,445.00	Reallocated \$5,000 1/8/14 to Staff Development and redistributed part of it to depts from Innov. SMS Alert Serv. gift given in Oct. 2013. \$723 earmarked for Internet Librarian conference for Systems in 2014/15 \$55 for Dion in 2014
1300530101AS	2013	FOL	For 2014/2015 AS staff develop.	\$700.00		\$700.00	Reallocated from SMS Alert Serv. gift given in 10/13
1300530101CIR	2013	FOL	For 2014/2015 Circ staff develop.	\$100.00	(\$50.76)	\$49.24	Reallocated from SMS Alert Serv. gift given in 10/13
300530101SYS	2013	FOL	For 2014/2015 Sys staff develop.	\$100.00	(\$86.76)	\$13.24	Reallocated from SMS Alert Serv. gift given in 10/13
1300530101TS	2013	FOL	For 2014/2015 TS staff develop.	\$100.00	(\$86.76)	\$13.24	Reallocated from SMS Alert Serv. gift given in 10/13
1300530101YS	2013	FOL	For 2014/2015 YS staff develop.	\$700.00		\$690.00	Reallocated from SMS Alert Serv. gift given in 10/13
0700010101	2007	FOL	New Welcome brochures	\$6,290.00		\$6,290.00	
0800220101	2008	FOL	MY LIBRARY book project	\$1,458.74		\$1,458.74	
1300510101	2013	FOL	Recycled plastic book bags	\$1,375.00		\$1,375.00	

BLOOMFIELD TOWNSHIP PUBLIC LIBRARY – ADMINISTRATIVE CALENDAR
JULY

2014

2014

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1 Knit N Stitch Circle 10am Wildlife Safari 2pm	2 Ice Cream Social w/Gratitude Steel Band 3-5pm	3	4 LIBRARY CLOSED	5 Intro to Power Point 2-4pm
6 L I B R A R Y	7 Two of a Kind 6:30pm	8 S.T.E.A.M. Maker Story Time 10:30am Memoir Writers Group 1-3pm	9 Nonfiction Book Club 7pm	10 Fizz Boom Find 2pm Make it Documentary Film Series 2pm Zineo: Download Free Magazines 7pm	11	12 Friends of the Library 2 nd Saturday Sale 9:30-3:30pm
13 C L O S E D	14 Maker Lab: T-Shirt Tote Bags 2-4pm	15 Library Board of Trustees Meeting 7pm	16 Mystery Book Club 1pm Mad Science 6:30pm	17 Art Lab-Glass Art Inspired by Chihuly 2pm Make it Documentary Film Series 2pm	18	19 Lego Club 11am
20 S U M M E R	21 Art Lab Chromatography 6:30pm	22	23 Rick Morse Puppets 1pm	24 S.T.E.A.M. Maker Story Time 10:30am	25 Tumbao Bravo Cuban Fusion Concert 7:30pm	26 Altered Books with the BBAC 10am-1pm Intro to Scanning 2-4pm
27 S U N D A Y S	28 Bathtub Science 11am	29 Sciencepalooza w/Michigan Science Center 3-5pm Cake Decorating with the Home Bakery 7-8pm	30 Art Lab 6:30pm	31		