

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

Bloomfield Township Public Library
Oakland County, Michigan
Tuesday, June 17, 2014

At 7:00 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: Robin Lang, SOC; Klaren Gerhart, Township resident

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

A vote was taken for approval of the motion.

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

Nays: None

MOTION CARRIED

President's Verbal Report:

Joan welcomed everyone on this hot summer evening. Joan stated that she was fascinated by the "Little Free Libraries" springing up all over the country. It's a "take a book, return a book" gathering place where neighbors share their favorite literature and stories. In its most basic form, a Little Free Library is a box full of books where anyone may stop by and pick up a book (or two) and bring back another book to share. There are 15,000 of these little libraries in all 50 states. Their statistics state that Oakland County has 10% of these in our area. She felt it was quite an interesting concept.

Director's Verbal Report:

Carol updated the Trustees on the lower level issues. A crew came and put a small camera in our lower level pipes to try and pinpoint the cause of our recent flooding. This was not successful and there is blockage somewhere in the pipes as we suspected. The next step is to flush out our pipes with a high intensity water flush which may open the clogged pipe or at least let us know the vicinity of the clogged area. The Building and Grounds Committee will meet and discuss this in more detail with Gene Ferrera from Rewold and Sons. All lower level meetings scheduled in July and August have been relocated to the Board Room and Community Room on the upper level.

Youth Services now has our three new iPads available for use. Patron response has been very favorable. Carol again thanked our generous anonymous donor for making this new service possible. Carol also thanked the Youth Services Staff for their very thoughtful approach and hard work to offer these to our patrons.

Summer library programs officially started Monday, June 16th. This years' themes are "Fizz, Boom, Read" in Youth Services and "Make it @ your library" for Teen and Adult Services. Many patrons registered at the kick off events.

The Friends of the Library elected their 2014-15 Officers at their June 4th meeting. Nancy Lambert was elected President. Carol is looking forward to working with Nancy in her new role. The Friends also had two new Board members elected to the Board, Jacki Boyer and Larry Reeside.

Our 50th Anniversary celebration continues and on June 6th members of the Leslie Harcourt Green family visited the Library. In 1964, Mr. and Mrs. Leslie Harcourt Green donated four acres of land to the Bloomfield Township Public Library Board. With the Green's permission, this land was sold and our current Library site was purchased for its central location. The family loved the Library and was especially pleased to see the Leslie Harcourt Green Community Room.

Carol extended her thanks to the Library Board for their constant support and guidance. It was last year at this time the Board selected Carol as the new Library Director and although it has been a challenging year it has been interesting and rewarding as well! Carol commended the Trustees on being great stewards of the community's resource and stated that our residents should all be very proud of the good hands they have placed Bloomfield Township Public Library in.

CONSENT AGENDA MOTION:

After discussion, a motion was made by Eli Greenbaum, seconded by Grant Gerhart, **TO APPROVE THE ITEMS ON THE CONSENT AGENDA AS PRESENTED WITH THE EXCEPTION OF THE FOLLOWING: CASH DISBURSEMENTS**

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 Robin Lang, SOC representative and Klaren Gerhart, Township resident to the meeting.

UNFINISHED BUSINESS:

No items for discussion

NEW BUSINESS:

11a Award of Periodicals Subscription Bid

Carol stated that each year the Library releases a request for periodical subscription services proposals. A RFP was mailed to four companies: Rivistas Subscription Service, Popular Subscription Service, Ebsco Subscription Services, and W.T. Cox Information Services along with being posted on the website and available at the Welcome Desk. The deadline to receive proposals was May 6, 2014. Three proposals were received. Rivistas Subscription Service did not submit a proposal. These proposals were reviewed by Ann Williams, Adult Services Department Head and Ed Niemchak, Adult Services Librarian. A chart comparing the proposals was included in the Board packet. The recommendation of Ann and Ed was to accept the bid from W. T. Cox Subscriptions, Inc. for the periodical subscriptions in 2015.

After discussion, a motion was made by Peggy Cohen, seconded by Pam Williams **TO APPROVE AWARDING THE 2015 LIBRARY SERIALS BID TO W.T. COX SUBSCRIPTIONS, INC., 201 VILLAGE ROAD, SHALLOTTE, NC 28470.**

A vote was taken for approval of the motion.

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

Nays: None

MOTION CARRIED

11b PA 164 Amendment

Carol stated that 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. The 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 reflects and confirms the way our Library Board currently operates. The Trustees were given a copy of the Michigan Library Association summary of the PA 164 amendment, a copy of SB 546 as approved and a copy of PA 164. Carol highlighted the changes on each document for their reference.

DISCUSSION OF ITEMS REMOVED FROM THE CONSENT AGENDA

A question was raised with regard to the \$3,500.00 paid to Fifth Third Bank for use of PayPal to sell 50th Anniversary Gala tickets. Carol explained this was required to set up the account.

After discussion, a motion was made by Peggy Cohen seconded by Pam Williams, **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 stated that in light of several things; the five year strategic plan winding down, our difficult financial situation, closing on summer Sundays and possibly moving to close on Fridays she asked Carol Mueller to contact Steven Mitchell to begin the process of finding out from our community what they want from this Library. We have used Steve in the past and he was very good to work with. Peggy proposed the Board allot the funds to begin this poll and see where we stand at this time.

After discussion, a motion was made by Peggy Cohen seconded by Pam Williams, **TO CONTRACT SERVICES FROM MITCHELL RESEARCH AND COMMUNICATIONS INC. TO CONDUCT A SURVEY TO GET INFORMATION ON WHAT OUR COMMUNITY WANTS FROM OUR LIBRARY TODAY.**

A vote was taken for approval of the motion.

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

Nays: None

MOTION CARRIED

Carol proposed a possible meeting date of Monday, June 30th. Carol will contact Steve for availability and then in turn contact the Trustees.

Meeting adjourned at 7:38 p.m.

The next meeting of the Bloomfield Township Public Library Board of Trustees is Tuesday, July 15, 2014 at 7:00 p.m. in the Board Room.

Submitted by:

Eli Greenbaum, Secretary