

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

Bloomfield Township Public Library
Oakland County, Michigan
Tuesday, November 18, 2014

At 6:45 p.m. Trustee Eli Greenbaum was sworn in by Bloomfield Township Clerk, Jan Roncelli.

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

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

Unable to Attend: Trustees, Judy Lindstrom and Joan Luksik

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

Guests: Marcia Preston, SOC; Barbara Bloom, Township resident

Upon discussion, a motion was made by Eli Greenbaum, seconded by Grant Gerhart, **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, Williams

Nays: None

MOTION CARRIED

President's Verbal Report:

Vice President Pam Williams presided in Joan Luksik's absence. Pam thanked the township residents for their support of the Library and stated that the Library Board is very appreciative. It is so wonderful to know that our patrons and community are so vested in the Library.

Director's Verbal Report:

Carol stated that on behalf of all staff she wished to congratulate Trustee Eli Greenbaum on his election to the Library Board of Trustees. She also extended her thanks to Trustee Peggy Cohen for her 15 years of Library Board service!

The Friends of the Library held a "bigger" book sale this past weekend and raised almost \$5,000.00 for the Library! They also received twelve new memberships during the sales.

We are still basking in the glow of the 50th Anniversary Celebration and our anniversary year continues with our time capsule. An archival box of items will be sealed to be opened in 25 years on the Library's 75th Anniversary. Carol encouraged the Trustees to offer their suggestions for possible contents to the capsule.

The status of two important and urgent building projects were updated at the October Board Meeting. The measurements for the check valve were taken on November 7 and the contractor will order the device now to be installed later this month. Unfortunately, the west side conduit sealing will be delayed until 2015. The need for an onsite generator complicated the project. The project can be completed much more quickly and easily if done on a day when the Library is closed. The ideal time for this project is during the summer as well. We will work with the contractor on scheduling this in spring or summer of 2015.

Carol stated that we are becoming known as the leader in serving differently-abled patrons! In December, our Youth Services staff will be hosting an informal meeting for interested librarians to learn more from our staff about offering services to children, teens and adults with special needs. Carol stated she is quite proud of our Youth Services staff for being leaders in this area.

CONSENT AGENDA MOTION:

After discussion, a motion was made by Peggy Cohen, seconded by Grant Gerhart, **TO APPROVE THE ITEMS ON THE CONSENT AGENDA AS PRESENTED WITH THE EXCEPTION OF THE FOLLOWING: FIVE YEAR CIRCULATION FIGURES.**

A vote was taken for approval of the motion.

Ayes: Cohen, Gerhart, Greenbaum, Williams

Nays: None

MOTION CARRIED

REGULAR AGENDA:

Call to the Public: Pam welcomed Marcia Preston, SOC representative and Barbara Bloom, Township resident, to the meeting. Marcia Preston congratulated Eli Greenbaum on his election to the Board and shared a list of upcoming Adult Services programs.

UNFINISHED BUSINESS:

No items for discussion

NEW BUSINESS:

11a Election of Officers

The Nominating Committee presented the slate of the following officers for 2015; Joan Luksik, President; Eli Greenbaum, Vice President; Pam Williams, Secretary.

After discussion, a motion was made by Peggy Cohen, seconded by Grant Gerhart, **TO ACCEPT THE NOMINATIONS AND AS PRESENTED.**

A vote was taken for approval of the motion.

Ayes: Cohen, Gerhart, Greenbaum, Williams

Nays: None

MOTION CARRIED

11b Board Committees

Peggy Cohen proposed to keep the same committee membership as in the 2014 term. The following committee appointments were proposed:

Art Committee: Judy Lindstrom, Pam Williams

Bloomfield Twp. Liaison: Joan Luksik, Pam Williams

Building & Grounds: Peggy Cohen, Pam Williams

Cranbrook: Judy Lindstrom, Joan Luksik

Development: Eli Greenbaum, Judy Lindstrom

Finance: Peggy Cohen, Judy Lindstrom

FOL Liaison: Joan Luksik, Grant Gerhart

Jeanette P. Myers Scholarship Selection: Eli Greenbaum, Pam Williams

Landscaping/Interiors: Peggy Cohen, Eli Greenbaum

Personnel/Director Evaluation: Grant Gerhart, Joan Luksik

Policy: Grant Gerhart, Eli Greenbaum

After discussion, a motion was made by Peggy Cohen, seconded by Eli Greenbaum, **TO ACCEPT THE PROPOSAL FOR COMMITTEE MEMBERSHIP DURING THE 2015-16 TERM AS PRESENTED.**

A vote was taken for approval of the motion.

Ayes: Cohen, Gerhart, Greenbaum, Williams

Nays: None

MOTION CARRIED

11c Proposed 2015 Library Calendar

The proposed 2015 calendar includes eleven total days closed to the public and early closing on two evenings. There are no summer Sunday closings as a result of the approval by Bloomfield Township voters of the library millage proposal.

After discussion, a motion was made by Eli Greenbaum, seconded by Grant Gerhart, **TO ACCEPT THE 2015 LIBRARY CALENDAR OF HOLIDAYS AND CLOSINGS AS PRESENTED.**

A vote was taken for approval of the motion.

Ayes: Cohen, Gerhart, Greenbaum, Williams

Nays: None

MOTION CARRIED

DISCUSSION OF ITEMS REMOVED FROM THE CONSENT AGENDA

Peggy Cohen stated that she noticed a definite pattern of decrease in circulation. Looking at the patron count coming into the Library, and program participants, which are all higher than last year, she questioned the decrease in circulation. Carol stated that we have not been able to purchase as many materials for our collections so patrons have to wait longer for items. We are buying fewer feature DVD's and Best Sellers so that contributes to the decrease. Carol feels if we revisit this in 6 months we will see an increase in circulation as purchasing will resume with the funds acquired through the recent millage passage.

Grant Gerhart raised a question regarding the portable generator mentioned with regard to the west side conduit sealing repair. Carol will follow up with the specifics questioned at the December Board Meeting.

After discussion, a motion was made by Peggy Cohen seconded by Grant Gerhart, **TO ACCEPT THE REPORTS AND RECOMMENDATIONS AS PRESENTED.**

A vote was taken for approval of the motion.

Ayes: Cohen, Gerhart, Greenbaum, Williams

Nays: None

MOTION CARRIED

OTHER:

No discussion items at this time.

After discussion, a motion was made by Grant Gerhart seconded by Eli Greenbaum, **TO ADJOURN MEETING.**

A vote was taken for approval of the motion.

Ayes: Cohen, Gerhart, Greenbaum, Williams

Nays: None

MOTION CARRIED

Meeting adjourned at 7:38 p.m.

The next meeting of the Bloomfield Township Public Library Board of Trustees is Tuesday, December 16, 2014 at 7:00 p.m. in the Board Room.

Submitted by:

Eli Greenbaum, Secretary