

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

Oakland County, Michigan  
Tuesday, May 17, 2016

At 7:00p.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, Pam Williams

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

**Guests:** Maeve Devlin, SOC; Randy Ross, Community Foundation of Southeast Michigan

After discussion, a motion was made by Judy Lindstrom, 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 expressed how honored she was to be present for Staff Development Day 2016. She stated she is honored to give staff their services awards each year since she has been Board President. She stated that staff had a very productive day at the Troy Public Library.

**Director's Verbal Report:**

Carol thanked Joan for attending Staff Development Day. She stated that this year we were very fortunate to team up with and visit our community partner, Troy Public Library. Library security expert and national speaker Warren Graham spoke to both Library staffs about working effectively with people and shared techniques on how to accomplish this. On behalf of the staff, Carol thanked the Board for the opportunity to work together to strengthen our team.

Carol shared the summer library reading program themes for Youth and Adult Services. "On Your Mark, Get Set, Read" is the youth theme and "Exercise Your Mind" is the theme for teens and adults this year. Many programs and special events are planned for this year's summer reading!

Carol stated the Friends of the Bloomfield Township Public Library held their annual meeting and Board of Director's elections. The following were elected for the 2016/2017 term:

President: Nancy Lambert

Vice President: Jacki Boyer

Recording Secretary: Barbara Smalley

Corresponding Secretary: Germaine Sliny

Assistant Treasurer and acting Treasurer: Bob Schnorbus

*The office of Treasurer remains open at this time.*

The Friends also had a record sale for May with revenues at \$4200.00!

Carol informed the Board of the passing of longtime Friends Board member and Treasurer for the past 20 years, Larry Sabbath. He will be greatly missed.

The Library passed our yearly Fire Department inspection along with our security alarm's annual testing with flying colors! Every area was up to the Fire Marshall's code.

**CONSENT AGENDA MOTION:**

After discussion, a motion was made by Peggy Cohen, seconded by Eli Greenbaum, **TO APPROVE THE ITEMS ON THE CONSENT AGENDA AS PRESENTED.**

*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 Maeve Devlin, SOC representative.

**UNFINISHED BUSINESS:**

No discussion items at this time.

**NEW BUSINESS:**

***11a CFSEM Review***

Randy Ross, Associate Vice President of Donor Relations presented an overview of the Community Foundation of Southeast Michigan's investments and the Library's Endowment Funds with CFSEM.

***11b Lower Level Water Remediation***

Carol stated that John Dell'Isola, Senior Project Engineer, PEA, met with the Building and Grounds Committee and reviewed the plan to reroute two of the building's roof drains that bring the most water to the lower level west sump pit. The water would be rerouted out of the building and into the existing retention basin under the west side parking lot. The Building and Grounds Committee Trustees, Peggy Cohen and Eli Greenbaum agreed to move forward with this plan. Project drawings will be created and bid documents prepared for construction work. The timeframe for this project requires timely decisions. Carol stated that all information will be shared regularly with the Building and Grounds Committee. Carol asked the Board to delegate authority to the Building and Grounds Committee Trustees to approve contracts for work in order to keep the project moving forward in a timely manner.

After discussion, a motion was made by Pam Williams, seconded by Judy Lindstrom, **TO DELEGATE AUTHORITY TO THE BUILDING AND GROUNDS COMMITTEE TO APPROVE CONTRACTS FOR WORK TO REMEDIATE LOWER LEVEL FLOODING NOT TO EXCEED \$180,000.00**

*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**

No discussion at this time.

After discussion, a motion was made by Grant Gerhart, seconded by Eli Greenbaum, **TO APPROVE AND 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 Tera Moon, Assistant Library Director, informed the Trustees she is enrolled in the Michigan Library Association Leadership Academy. She will attend 4 sessions ending in October. Tera commented on the fact that her second session was covering the topic of Library budgets and unknown to her, Bloomfield Township Public Library was used as an example of an impressive budget with an exceptional attention to detail. The speaker also complimented the Library for its transparency with publishing our entire Public Budget Hearing Packet on the website for patrons to view.

Judy Lindstrom asked if any comments have been received with regard to the new sample tile in the Lobby. Carol stated the flooring has only been down for eight weeks, but seems to be doing well. There were a few patron comments stating the floor seems to be a bit slippery when wet.

Meeting adjourned at 7:55 p.m.

The next meeting of the Bloomfield Township Public Library Board of Trustees is Tuesday, June 21, 2016 at 7:00 p.m. in the Library Board Room.

Submitted by:

Judy Lindstrom, Secretary