

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

Bloomfield Township Public Library
Oakland County, Michigan
Tuesday, May 16

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

Present: Trustees: Grant Gerhart, Eli Greenbaum, Joan Luksik, and Judy Lindstrom.

Administration: Library Director, Carol Mueller; Assistant Director, Tera Moon; Director's Secretary, Linden Godlove;

Guests: Jamie Jasper, Adult Services Library Science Intern, and Staff Organization Committee Representative; Klaren Gerhart, Bloomfield Township Resident; Isabella Poppa, Cranbrook Schools

Upon discussion, a motion was made by Judy Lindstrom, seconded by Joan Luksik **TO APPROVE THE ORDER OF ITEMS FOR THE REGULAR AND CONSENT AGENDAS.**

A vote was taken for approval of the motion.

Ayes: Gerhart, Greenbaum, Luksik, and Lindstrom

Nays: None

MOTION CARRIED

President's Verbal Report:

President Eli Greenbaum reported that the Library received a very nice letter from the Baldwin Public Library regarding the passing of Pam Williams.

Director's Verbal Report:

Director Carol Mueller encouraged the Board to look at the "Art from the Hills" on exhibit in our Community Room and in our library display cases. The Library is once again pleased to be the site for the Bloomfield Hills Schools annual student art exhibit through May 27.

We have a special guest this evening, Isabella Poppa, a Cranbrook Kingswood Senior student, who is participating in the Senior May project, with required hours in volunteering in a field they are considering.

Friday, May 5 was the annual Staff Development Day and Eli Greenbaum presided over the Staff Awards. "In the Unlikely Event" was the theme, with much of the day focused on reviewing emergency procedures. The Library had two Bloomfield Township police officers as guests to review the emergency procedures in the event of an active shooter. Staff felt this was a timely and helpful Staff Development Day. Thank you to the Board of Trustees permitting us to close the Library so we can all come together on that day and hear the same information.

The summer library programs are about to kick off. "Build a Better World" is the summer reading program for children, teens and adults. The librarians are busy visiting the Bloomfield Township schools to promote the programs.

Director Mueller remarked that the "Captured Moments" reception was such a delightful day. There were approximately 70 guests. *The Eagle* had a feature article about the event. There's a copy of this article in the "Pass Around Folder." A journalist later interviewed Virginia Smith and future article will be in their "Looking Back" column, regarding the historic photos. Carol received a lovely note from Virginia Smith which she read aloud to the meeting. Tera Moon and Carol Mueller met Jordan Rus, the photographer who won Best in Show and First Place in the Teens category.

REGULAR AGENDA:

Call to the Public: President Eli Greenbaum welcomed the guests, Jamie Jasper, Adult Services Library Science Intern, and Staff Organization Committee Representative; Klaren Gerhart, Bloomfield Township Resident, and Isabella Popa, Cranbrook Schools. Joan Luksik wished to thank Judy Lindstrom for her fantastic coordination of the photo contest and the reception.

UNFINISHED BUSINESS:

No unfinished business.

NEW BUSINESS:

Strategic Plan Update

Director Carol Mueller wanted to extend her gratitude to Tera Moon for her hard work on the Strategic Plan.

Assistant Director Tera Moon reviewed Strategic Plan with the Library Board. The Library's 2016-2020 Strategic Plan was approved by the Library Board of Trustees in December 2015. Since then, library staff have achieved some investments and drafted plans to achieve others. There are 23 investments total. Staff prioritized those investments. Six items were chosen as the starting point for work toward achieving the four strategic goals. Staff has been working in small committees since April 2016, when the priorities were set, to achieve progress on all six investments.

The Library's strategic plan has four main goals. These are to:

- Expand awareness, use, and support of the Library and its services.
- Further develop the highest level of customer service for Bloomfield Township residents.

- Increase use of and customer satisfaction with the Library's services and collections.
- Provide an attractive, easy-to-use, and flexible facility and grounds that meet a variety of users' needs.

To work towards these goals, the staff has endeavored on these investments:

- Develop a marketing plan
- Offer tours to new and existing patrons
- Improve wayfinding
- Re-evaluate the layout, size and functionality of various spaces throughout the building, with consideration to appropriate volume levels and activities.
- Develop consistency in application of policies by staff and increase staff awareness in order to reduce user redirecting.

During the 18 months that the Library has been working on the 2016-2020 strategic plan, many changes have affected us and our work, but our mission remains to champion the power of words to spark discovery and imagination. We will continue to do the daily tasks needed to open the library and greet our patrons every day, but we will also look beyond those tasks to the loftier goals laid out in this strategic plan.

Assistant Director Tera Moon posed questions to the Board regarding their perspectives on these goals. The Board had much discussion and provided feedback.

Director Carol Mueller remarked that the staff has been participating at every level. They have been doing so in addition to their other duties. Many staff has commented that interacting with the different departments has been very beneficial.

OTHER:

Judy Lindstrom mentioned an article in New York Times about an area in rural Oregon that didn't want to increase their tax bill by eight dollars, so their libraries are being closed. She found it disturbing that people would not vote in favor of such a small amount. She wants to thank each and every person that voted on our millage.

Next Board Meeting will be Tuesday, June 20 at 7 p.m.

At 8:05 P.M. President Eli Greenbaum adjourned the meeting.

Submitted by:



Judy Lindstrom, Secretary