

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

Bloomfield Township Public Library
Oakland County, Michigan
Tuesday, August 15

At 7:17 p.m. the Regular Meeting of the Bloomfield Township Public Library Board of Trustees was called to order by President Eli Greenbaum.

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

Administration: Library Director Carol Mueller, Assistant Director Tera Moon, Director's Secretary Linden Godlove, Financial Coordinator Sandi Bird

Guests: Killian Weston, Youth Services Librarian, and Staff Organization Committee Representative (SOC); Shayna Houghton, Adult Services Librarian

Upon discussion, a motion was made by Joan Luksik, 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: Edwards, Gerhart, Greenbaum, Luksik, and Lindstrom

Nays: None

MOTION CARRIED

President's Verbal Report:

President Eli Greenbaum remarked on how pleased he was with the Myers Scholarship presentation and that the scholarships really made a difference this year. One of our Board Members, Judy Lindstrom, was named as Esteemed Woman of Michigan and also recognized by the Friends of Animals. President Greenbaum congratulated her.

Director's Verbal Report:

Director Carol Mueller commented on how the summer is rapidly winding down. The Library has had a great summer, with many thanks to the Library staff in Youth Services and Adult Services for providing many great programs. For the Summer Reading Program, the Library had over 900 registrations to participate, offered 48 programs over 7 weeks and over 2,000 patrons attended these programs. 296 books were read by teens and adults and our 825 young patrons read 27,321 minutes' worth over the course of the summer. Well done to everyone, and thank you so much for providing fun this summer and the joy of reading.

Monday is the solar eclipse and we are having a viewing party from noon-2:00 p.m. We'll have live streaming on the monitors throughout the library and one can make their own pinhole viewing device. There will be a limited number of solar eclipse glasses available.

Carol Mueller introduced Shayna Houghton, Adult Services Librarian, who explained an initiative she is coordinating. Shayna Houghton has approached businesses in the community, requesting they offer discounts to Library cardholders during the month of September. This was inspired by the ALA's National Library Card Month which is every September. She reported that "Outside the Lines" is a week during September, which is a project that encourages interactions by the Library with their community. Shayna approached seventy businesses in the community, and twelve opted to be involved in the program and will provide discounts to Library card holders. If cardholders present a receipt from the business to the Library, showing that they purchased from one of those businesses, they will be entered into a drawing here at the Library. If they get a Library Card in the month of September, they will be entered into a drawing. There will be two prize winners. Brochures will be given to the businesses to distribute and promote. This will also be promoted via a press release.

REGULAR AGENDA:

Call to the Public: President Eli Greenbaum welcomed the guests, Killian Weston, Youth Services Librarian and Staff Organization Committee Representative (SOC);

UNFINISHED BUSINESS:

No unfinished business.

NEW BUSINESS:

Proposed 2018 Holiday Calendar

The proposed 2018 Library calendar includes eleven total days closed to the public and two early closings. This is one less closed day than in 2017 when the Library will be closed on Sunday, December 31 for New Year's Eve. The two evenings the Library closes early in 2018 are Thanksgiving Eve on Wednesday, November 21 and on New Year's Eve on Monday, December 31 in 2018. The Library closes at 5:30pm on these two days.

The proposed 2018 calendar is shown in the traditional January through December calendar format. However, as the Library's fiscal year begins April 1 and ends March 31, the first three months of the 2019 calendar year are included to show the complete April 1 – March 31 2018/2019 fiscal year.

Upon discussion, a motion was made by Sandy Edwards, seconded by Joan Luksik, **TO APPROVE THE PROPOSED 2018 LIBRARY CALENDAR OF HOLIDAYS AND CLOSINGS AS PRESENTED.**

A vote was taken for approval of the motion.

Ayes: Edwards, Gerhart, Greenbaum, Luksik, and Lindstrom

Nays: None

MOTION CARRIED

Investment Recommendations

On July 18, 2017, our investments advisors, Matt Whitty and Ed Schwartz from Schwartz and Co., recommended a reallocation of library investments into U. S. Treasuries. They stated that introducing laddered treasuries into the library portfolio would allow them to more conservatively manage the short term distribution needs of the library to meet monthly expenditures. This shift to laddered treasuries can be done with no redemption fee, penalty or transition fee being incurred by the Library.

On August 10, 2017, Investment Committee Trustees Judy Lindstrom and Joan Luksik reviewed the investment recommendations provided by Schwartz and Co. Both Trustees agreed that these are recommendations they would like to see implemented. The Library investments can always be changed if this is not a sound solution. The Investment Committee reviewed this with the Finance Coordinator and all agreed that it would not be an extra burden of duty to the Finance Coordinator. The Investment Committee Trustees recommend that the Library Board implement these investment changes.

Upon discussion, a motion was made by Judy Lindstrom, seconded by Joan Luksik, **TO APPROVE ACCEPTING THE LIBRARY INVESTMENT RECOMMENDATIONS AS PRESENTED.**

A vote was taken for approval of the motion.

Ayes: Edwards, Gerhart, Greenbaum, Luksik, and Lindstrom

Nays: None

MOTION CARRIED

OTHER:

Sandy Edwards was pleased to report on the Friends of the Library meeting in August. The Friends decided on a new payment kiosk in the Library Shop. The Friends have donated over 6,000 children's books to the Detroit Impact Center. They have a new partnership with the Corunna Public Library, a small, rural library outside of Flint. The Friends have donated some of their overstock to this library, which hopes to purchase carpeting with funds raised from book sales.

Judy Lindstrom told the Board that we had the Development Committee meeting for our upcoming Gala and Library Wide event, and it will be kicked off with our photography contest in April. The Read-a-thon was discussed. Sub-committees were discussed and roles were determined. The event will be called "One World, Many Stories" which is a succinct title that explains what the event is about. A name will need to be determined for the Gala. The next Development Committee meeting will be Friday, September 22, at 2pm. We'll be discussing the photography contest, as well as the Gala. The funds will go towards the world language collection.

Carol Mueller encouraged the Board to review their grey folders.

Next Board Meeting will be Tuesday, September 19 at 7 P.M.

At 7:43 P.M. President Eli Greenbaum adjourned the meeting.

Submitted by:

A handwritten signature in cursive script that reads "Judy Lindstrom".

Judy Lindstrom, Vice President