

MINUTES OF THE BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
BOARD OF TRUSTEES

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Bloomfield Township Public Library
Oakland County, Michigan
Tuesday, February 20, 2018

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: Tom Deska, Sandra Edwards, Eli Greenbaum, Grant Gerhart, Judy Lindstrom, and Joan Luksik

Administration: Library Director Carol Mueller, Assistant Director Tera Moon, Administrative Assistant Linden Godlove

Guests: Patricia Ballard, Youth Services Librarian; Shayna Houghton, Adult Services Librarian; Tim Perry, Systems Specialist; and Jamie Jasper, Library Science Media Intern and Staff Organization Committee Representative (SOC)

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

A vote was taken for approval of the motion.

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

Nays: None

MOTION CARRIED

President's Verbal Report:

President Eli Greenbaum announced that the Board has a lot to cover tonight and it will be an interesting meeting. The Board will move to a closed session at the end of regular business, so please be aware.

Director's Verbal Report:

Director Mueller reported that the photo contest is in full swing and brochures are available for the Board to distribute. *The Eagle* wrote a feature article about the contest on February 24. On February 7, *The Eagle* also had an article about Jen Taggart's SENSEsational story time.

This time of year the Caldecott medal is given, and was awarded to the *Wolf in the Snow*. The Newberry Award was given to *Hello, Universe*. The Carnegie medal for excellence in fiction and non-fiction was also announced: *Manhattan Beach* was the fiction selection and *You Don't Have to Say You Love Me* was the non-fiction winner. Director Mueller also presented the "Everyone's Reading" book the *Paris Wife*, many copies of which are available at the Adult Services Desk. West Bloomfield's presentation tickets are sold out already, and 50 tickets are available for the Rochester event.

The Friends of Michigan Libraries workshop is coming up, on Friday, March 9. The Library is a member and there is Board Development funding, so the library can pay for the Trustee's attendance.

Almost every year for the National Reading Month of March, the Youth Services Department presents a First Grade Reader's Rally, where groups of children from Bloomfield area schools visit the library. Department Head Marian Rafal presents information, the librarians perform skits, and each child is provided a book, funded by the Friends, and a letter from the Friends. The teachers are also honored with flowers.

REGULAR AGENDA:

Call to the Public: President Eli Greenbaum welcomed Jamie Jasper, Library Science Media Intern and Staff Organization Committee Representative (SOC).

Jamie Jasper announced that two of the current SOC board members will be turning over duties to Systems Specialist Tim Perry, and Circulation Department Head Anna Pelepchuk Circulation, who will be taking the places of Jamie Jasper and Killian Weston. Adult Services Librarian Ed Niemchak will remain on the SOC Board. Jamie Jasper shared a letter from the SOC to the Library Board of Trustees, which thanked the ways that the Board contributes to the Library and also shared observations of the Trustees' dedication. President Greenbaum said the contributions go both ways. President Greenbaum welcomed Adult Services Librarian Shayna Houghton, Youth Services Librarian Patricia Ballard, and Systems Specialist Tim Perry.

UNFINISHED BUSINESS:

No unfinished business.

NEW BUSINESS:

11a Library Showcase

This is one of the most favorite topics of Director Mueller. This is an opportunity for staff members to highlight services, tools, collection items, and more. Adult Services Librarian Shayna Houghton, Systems Specialist Tim Perry, and Youth Services Librarian Patricia Ballard presented information about library upgrades, programs, tools, and services recently added in the 2017-2018 Fiscal Year.

DISCUSSION OF ITEMS REMOVED FROM THE CONSENT AGENDA

No items removed

OTHER:

Grant Gerhart reported about the February Friends of the Library meeting. The Friends had a lower inventory of books than was desired, but had successful book sales earning about \$2,400 at their last book sale, despite the snowstorm. The Friends are getting praise from the Detroit Children's Museum for all the books they have donated. Carol Mueller thanks the Friends again for approving all of the items on the Wish List. The Friends are wonderful, generous, and supportive.

Upon discussion, a motion was made by Judy Lindstrom seconded by Joan Luksik **TO GO INTO CLOSED SESSION FOR PURPOSES OF THE LIBRARY DIRECTOR CONTRACT AND PERFORMANCE EVALUATION.**

A vote was taken for approval of the motion.

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

Nays: None

MOTION CARRIED

The Board of Trustees went into a closed session at 8:03 p.m. Trustees discussed the comments they submitted as part of the Library Director evaluation process. Additional comments were made and noted. Raises for all Library staff were reviewed and discussed. The current salary of the Library Director was discussed and results of the recent Compensation and Classification Study were reviewed, noting a commitment by the Library to supporting the 75th percentile across employee categories.

At 8:30 p.m., Director Mueller was invited to join the closed session. Trustee Lindstrom informed her that a contract renewal and salary increase was agreed upon – she cited the exemplary performance of the Director – especially during a year with multiple projects, programs, building crises, and health insurance issues.

A formal motion approving a contract renewal and increase in compensation will be made in open session.

Upon discussion, a motion was made by Judy Lindstrom and seconded by Joan Luksik **TO ADJOURN CLOSED SESSION.**

A vote was taken for approval of the motion.

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

Nays: None

MOTION CARRIED

At 8:39 p.m. the Board returned to regular session.

Upon discussion, a motion was made by Sandy Edwards seconded by Joan Luksik **TO RENEW THE LIBRARY DIRECTOR'S CONTRACT FOR THE APRIL 1, 2018-MARCH 31, 2019 FISCAL YEAR.**

A vote was taken for approval of the motion.

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

Nays: None

MOTION CARRIED

At 8:41 p.m. President Eli Greenbaum adjourned the meeting. The next Board Meeting will be Tuesday, March 20 at 7 p.m.

Submitted by:



Tom Deska, Secretary

