

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

Bloomfield Township Public Library
Oakland County, Michigan
Tuesday, May 21, 2019

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

Present: Trustees: Tom Deska, Sandra Edwards, Grant Gerhart, Eli Greenbaum, and Joan Luksik

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

Guests: Nicole Gillies, Youth Services Librarian and Staff Organization Committee Representative (SOC); Shayna Houghton, Adult Service Librarian, and Patricia Ballard, Youth Services Librarian

Upon discussion, a motion was made by Sandra Edwards seconded by Eli Greenbaum **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, and Luksik

Nays: None

MOTION CARRIED

President's Verbal Report:

Vice President Grant Gerhart remarked on the Friends Annual Meeting. He reported that, in addition to providing a great lunch, they had a wonderful speaker: Karen Dionne, author of *The Marsh King's Daughter*, which is a bestseller. He enjoyed learning about her development as a writer and broadening her reach as an author. In addition, the Friends elected their officers.

He also shared an article from the *Wall Street Journal* to pass around about a private library collector who had creative ideas about home libraries.

Director's Verbal Report:

Director Carol Mueller announced that there is a lot of show and tell tonight, including a presentation from the librarians about the summer reading program. She reported that Frank Smith, son of Virginia Smith, gave the Library a gift of \$5,000 in her memory. Under consideration is a garden surrounding the tri-color beech planted in honor of Virginia's 100th birthday. The Library is working with Goldner Walsh to make plans. Anyone who gives \$5,000 receives a small scale reproduction of "Quest," the statue in the lobby.

After many wonderful years as the Bloomfield Historical Society President, Pam Carmichael has stepped down. She had served over ten years and the Library is very grateful to Pam for all of her hard work. Dave Bogart has been elected as president.

March was reading month and over 400 first graders came to visit the Library for First Grade Readers Rally. Children learn about what the Library offers, rules on borrowing, and more. Youth Services Department Head Marian Rafal provides some hysterical instructions on taking care of books, including “don’t use bacon as a bookmark.” Carol Mueller shared some of the charming thank you letters from the students to the staff.

On Friday night, after hours, the Library presented “Artability”, a program for children, teens, and adults with special needs and their families. This event provided a less stressful experience without crowds for them to interact in. Mueller showed the Board a book created by Intern Lauren Aquilina that translates art from the Cranbrook Art Museum into tactile, dimensional reproductions. She also shared a frame art project and a sensory pouch with stars, which were some of the evening’s craft projects. The staff is so creative and Director Mueller is very proud of them.

Youth Services Librarian Nicole Gillies has submitted an application for the Arbuthnot Honor Lecture series educator grant, in collaboration with Cranbrook Educational Community and Temple Beth-el. The decision will be made at the American Library Association annual conference at the end of June. The Lecture recognizes someone who has a career contribution to children’s literature. The featured author for 2020 is Neil Gaiman. This is a very competitive grant and Director Mueller feels Gillies compiled a strong application.

There are updated rosters for the Library Board of Trustees, the Bloomfield Historical Society, and the Friends in the Trustee grey folders.

REGULAR AGENDA:

Call to the Public:

Youth Services Librarian Nicole Gillies, representing the SOC, said there will be a BBQ for staff on Thursday, and next month the graduations of staff members Lauren Aquilina and Charlie Cusack will be celebrated.

UNFINISHED BUSINESS:

No unfinished business.

NEW BUSINESS:

11 a. Library Showcase

Carol Mueller has invited Shayna Houghton, Adult Service Librarian, and Patricia Ballard, Youth Services Librarian, to share plans for this summer’s programs with the theme “Universe of Stories.” There will be many outer space themed elements in the promotional materials, displays, programs and more. Library staff is wonderfully creative when it comes to inspiring patrons of all ages to enjoy reading.

The librarians provided the Board with a folder of fliers, calendars, and other information about the upcoming summer reading program. "Summer at the Library 2019" will run from Monday, June 17 with a kickoff event in the evening through July 31. It will end with a grand finale, including ice cream and music by the Gratitude Steel Band. Summer reading neutralizes the "summer slide" where children lose 15% of what they learned the previous year. It keeps brains engaged, encourages reading as a lifelong habit, and encourages children to be interested in what the library has to offer. Adults can log their reading with their children, which encourages them to read as a family and the prizes encourage participation. For the adult program, there will be notebooks, mugs, and tote bags, awarded based on the number of items read. In addition to the prizes, there will be a grand prize drawing for a 3D doodler pen for teens or a \$100 Amazon gift card for adults. The Library will also provide an online alternative to paper logs with Wandoo Reader, offered by the Library of Michigan. Youth Services will have a grand prize drawing for a pair of telescopes, plus they have smaller prizes the children get to choose from. Last year, children also got to choose if they wanted to donate a book to Haven or to Lighthouse as part of the program and over 200 books were donated. They will be doing this again this summer.

Youth Services is doing a lot of outreach to promote summer reading in the community. The librarians are doing more outreach events, including at Johnson Nature Center, Cranbrook Art Museum, Haven, and Equinox Fitness.

DISCUSSION OF ITEMS REMOVED FROM THE CONSENT AGENDA

On page 23, Joan Luksik noticed a difference in our electricity costs from 2018-2019 and wished to know the reason, as it was lower than last year. Director Mueller reported that they were not able to determine the reason for the difference in costs.

Upon discussion, a motion was made by Sandy Edwards, seconded by Eli Greenbaum **TO APPROVE THE ITEMS REMOVED FROM THE CONSENT AGENDA.**

A vote was taken for approval of the motion.

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

Nays: None

MOTION CARRIED

OTHER:

Sandy Edwards gave her report on the Friends of the Library annual meeting. She remarked that guest speaker Karen Dionne was wonderful. At the monthly meeting on May 1, the April book sale set a record for the month. Kim Hoke, one of the new board members, is going to be the new book sale coordinator for the Second Saturday Book Sales. The Facebook content guidelines and marketing were discussed. The next meeting is June 5 at 12:15 p.m.

Director Mueller said the next Building and Grounds meeting had been scheduled for this week, and Carol suggested rather than have that meeting, she will update the Board on a few things. The roof bid was awarded to CEI and the finishing touches are being put on the agreement. They are set to start that project in mid-July. There is now funding for the complete roof to be replaced, because the bid is lower than expected. On May 10, the lobby floor bid was granted to Frank

Rewold & Son, Inc. and they signed the agreement today. For the Spaces Project, all of the media collections were moved to Adult and Youth services areas on May 3rd. Shelving will be dismantled in early June. Several libraries are interested in making a donation to the Library for the shelving. After this, the space will be reviewed for any needs in maintenance. Furniture from other parts of the library as well as, borrowed furniture from vendors will be moved into that area temporarily.

The west side water remediation continues. The work done by the water proofing company was 90% effective. There is one area where a lot of water remains. The Library has been working with a civil engineer, the landscaping company, and Rewold to devise a new plan to work with the water. There are plans to install a sump pump in case water gets close to the electrical conduit pipes. The corrosion continues to damage the outlets. There is a suggestion to bring the conduits above ground. It is less expensive to install the sump pump than raising the conduits. The best minds on the job –a civil engineer, a landscaper, and Joel Dion, Facility Services Department Head—discussed the matter. It's possible that gutters might be added to the West side of the building when the roof is repaired.

The Building and Grounds meeting was moved to Thursday, June 20. 11 a.m.

The next Library Board Meeting will be Tuesday, June 18 at 7 p.m.
At 8:05 p.m. Vice President Gerhart adjourned the meeting.

Submitted by:

A handwritten signature in cursive script that reads "Sandra Edwards".

Sandra Edwards, Secretary