

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

Bloomfield Township Public Library
Oakland County, Michigan
Tuesday, August 20, 2019

At 7:25 p.m. the Regular Meeting of the Bloomfield Township Public Library Board of Trustees was called to order by President Judy Lindstrom.

Present: Trustees: Tom Deska, Sandra Edwards, Grant Gerhart, Eli Greenbaum, Judy Lindstrom

Administration: Library Director Carol Mueller, Assistant Director Tera Moon, Finance Coordinator Sandi Bird

Guests: Anna Pelepchuk, Circulation Department Head and Staff Organization Committee Representative (SOC)

Upon discussion, a motion was made by Eli Greenbaum seconded by Sandy Edwards **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 Lindstrom

Nays: None

MOTION CARRIED

President's Verbal Report:

President Judy Lindstrom thanked Tera Moon for taking minutes and getting refreshments. Judy also thanked the Road Commission of Oakland County for repaving Timberlake Road – it is much improved.

Director's Verbal Report:

Director Carol Mueller gave an update about the three big building projects. Furniture has been moved out of the vending café and into the new Commons space. It is a hub of activity. A patron commented that the new area is marked by “the kindness of others” and that there is a wonderful energy. Some are not enjoying the changes but it is hoped that once the Commons is complete their minds will be changed. The lobby floor project has some new aspects to be discussed during this meeting under Other. The roof project will start this week.

Carol mentioned how lovely the gardens are right now.

Carol shared that the annual report will be sent to our elected officials as per Sandy Edward's suggestion. A letter is prepared and will be sent along with it.

Carol shared sad news of a longtime library staff person, Jae Stepanian, who passed away last week.

Carol reported that a patron wrote a thank you letter to the library for allowing her to use it as the setting for wedding photos. Two other letters were read that thanked the library and remarked how wonderful it is.

Judy asked about the temporary road leading from Telegraph Road installed for the roof project. Carol answered that this is to minimize the ruts and other damage caused by roofing equipment. Judy also mentioned that if the library plants native milkweed in our gardens the library could receive a federal designation that it supports monarch butterflies.

Eli Greenbaum commented on some patron comments that are very negative regarding spending in the library. He is disturbed that these patrons didn't sign their name. Grant Gerhart also mentioned that he was troubled by some patron comments that the furniture is a hodge-podge. Director Mueller remarked that the Commons is not a final plan at this moment. Eli Greenbaum remarked that we should think of it as a furniture showroom floor. Grant Gerhart is concerned about the density of furniture, trying to maximize floor space use while balancing patron use.

REGULAR AGENDA:

Call to the Public:

Anna Pelepchuk, representing the SOC, reported that the Library Holiday Party will be held at Pallazo di Bocci, in Lake Orion, on December 8, 2019. SOC is finalizing plans and getting invitations ready. Anna thanked Carol for allowing staff to dress casually during the month of August while construction projects challenge staff's work.

UNFINISHED BUSINESS:

No unfinished business.

NEW BUSINESS:

11 a. Proposed 2019 Holiday Calendar

Director Mueller presented the proposed 2020 calendar which includes eleven total days closed to the public and two early closings. The two evenings the Library closes early in 2020 are Thanksgiving Eve on Wednesday, November 25 and on New Year's Eve on Thursday, December 31 in 2019. The Library closes at 5:30pm on these two days.

Upon discussion, a motion was made by Eli Greenbaum, seconded by Grant Gerhart **TO APPROVE THE PROPOSED 2020 LIBRARY CALENDAR OF HOLIDAYS AND CLOSINGS AS PRESENTED.**

A vote was taken for approval of the motion.

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

Nays: None

MOTION PASSED

DISCUSSION OF ITEMS REMOVED FROM THE CONSENT AGENDA

No items removed

OTHER:

Sandy Edwards reported on the August 7 Friends meeting. The Friends reviewed a new wish list from the library staff and administration. Their August sale was very successful. The Friends are hosting meetings for members to review new ideas and improvements. Eve Parsons is the marketing representative and has established a Facebook page for the Friends, created business cards, and accomplished other marketing-related tasks. National Friends of the Library Week is October 20-26, 2019. Sandy suggested perhaps a poster or some other kind of thank-you directed to the Friends. The next Friends Board meeting is on Wednesday, September 4.

Judy Lindstrom reported that plans are underway to create a garden in memory of Virginia Smith. Jim Slezinski of Goldner Walsh has drafted a plan and plant suggestions. Judy asked the board for their support for Judy and Carol to continue to work with Jim to refine the plan.

Judy reviewed the upcoming meetings. The Development Committee (all Trustees) meets August 29 at 11 a.m. The Policy Committee (Eli Greenbaum & Sandy Edwards) meets September 5 at 11 a.m. The Finance Committee (Sandy Edwards & Joan Luksik) meets September 10 at 11 a.m. The Building & Grounds Committee (all Trustees) meets on September 12 at 11 a.m.

The next regular monthly meeting of the Board of Trustees will be Tuesday, September 17 at 7 p.m.

Carol reported that when the tile was removed from the lobby, three joints were found in the concrete slab. These joints are a result of previous building improvements projects and represent where the old and new buildings meet. Artisan Tile recommends that expansion joints are created where these joints exist in order to allow the building to settle and shift without causing cracks in the tile. The previous tile was smaller and didn't have the concern for cracking like the larger tile we have chosen. The expansion joint is a similar color to the grout and will not be highly noticeable. Carol shared a floor plan showing the joints. One option is to proceed as originally planned. This is not recommended. The second option is to proceed as planned and then cut a straight line joint through the tile to be filled with the special expansion joint. The third option is to install the tile on the diagonal as originally planned but also install a Schluter mat under the tile. The Schluter mat allows the tile to "float". This increases the price of the floor, but there is money available. The fourth option is to abut the tile to the carpet line which will make the grout lines run more parallel to the joint and then install the expansion joint. A fifth option is a totally new pattern. The group walked to the lobby to review the options. Carol offered to call Ann Dilcher who was standing by to take a question if necessary. Judy suggested removing the fifth option and debate between three and four. The Trustees called Ann Dilcher and asked her questions about the three options, the Schluter mat, and the grout expansion joint. Ann will find out if the Schluter mat changes the warranty or adds more risk and will contact Carol with the answers. Carol will follow up with the Trustees when answers are presented. Judy recommended having a plan A and plan B. After an informal vote around the table, design three was designated plan A, as long as Artisan Tile is confident that there is no additional risk of cracks.

At 8:47 p.m. President Lindstrom adjourned the meeting.

Submitted by:

Sandra Edwards

Sandra Edwards, Secretary