

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

Bloomfield Township Public Library
Oakland County, Michigan
Tuesday, January 21, 2020

At 7:00 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, Eli Greenbaum, Grant Gerhart (via conference call), Judy Lindstrom, and Joan Luksik

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

Guests: Paul Zink, Systems Specialist and Staff Organization Committee Representative (SOC); Barbara Bloom, Bloomfield Township Resident, Alan Panter, Yeo and Yeo

Upon discussion, a motion was made by Joan Luksik and 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, Lindstrom, and Luksik

Nays: None

MOTION CARRIED

President's Verbal Report:

President Judy Lindstrom expressed excitement for the coming New Year. She will be sending everyone information about the upcoming library board elections.

Director's Verbal Report:

Director Carol Mueller provided an update on the Commons Area. New lighting over the vestibule outside the public restrooms has made the beautiful tile more visible. The bench has been completed. The carpeting should be in place on Friday and the furniture will be in place next Tuesday. The stairway flooring begins tomorrow. It will be hammered rubber on the stair treads to the lower level, which will be easier to clean and look lovely. Director Mueller announced that the Adaptive Umbrella program, organized by Youth Services Assistant Department Head Jen Taggart, is on Thursday, April 30. This program is attended by librarians from all over the state, with up to 90 in attendance. The Bloomfield Historical Society will provide a program celebrating 200 years of Oakland County on Sunday, February 9 at 3:00 p.m. The Library is joining Bloomfield Hills Schools East Hills and Middle School for a Book of the Year Challenge. It's similar to March Madness for basketball, where the students can vote on which book they like. Youth Services Librarians are giving book talks at the schools to raise awareness and excitement among the

students. They are also providing copies of the books.

REGULAR AGENDA:

Call to the Public: Paul Zink, Systems Specialist and representative of the SOC, announced that the SOC collected \$265 in casual days donations in November and December and will be donated to the Library endowment fund in honor of the Library Board. The SOC, in partnership with Marian Rafal, will be conducting the second staff photo contest. The theme and dates match those of the contest for Bloomfield Township residents. The winners will be announced at a staff reception in April.

Alan Panter from Yeo and Yeo was contracted by the Library of Michigan to write a financial management guide. It is complete and available on the state's website. He distributed copies of these to the Board of Trustees.

UNFINISHED BUSINESS:

No unfinished business

NEW BUSINESS:

11a. Proposed Fines & Fees Schedule 2020

The Department Heads and Administration conducted our annual review of the Library's Fines & Fees schedule in preparation for completing the FY 2020/2021 library budget. This schedule is the summary table of the restrictions and costs associated with borrowing library materials and use of library services at Bloomfield Township Public Library. We carefully reviewed all items on this schedule for relevant changes to recommend. Several changes are suggested for the next fiscal year on April 1, 2020. The most impactful change is the recommendation to begin offering automatic renewals of most items borrowed from the Library as of April 1, 2020.

The Library's recommendation is to implement the auto renewal feature in the integrated library system as of April 1, 2020.

If our proposed FY 2020/2021 Fines and Fees schedule is approved, all proposed changes would be effective on April 1, 2020

Upon discussion, a motion was made by Joan Luksik seconded by Tom Deska **TO APPROVE THE FY 2020/2021 SCHEDULE OF FINES & FEES AS PRESENTED WITH IMPLEMENTATION TO BEGIN ON APRIL 1, 2020.**

A vote was taken for approval of the motion.

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

Nays: Greenbaum

MOTION CARRIED

DISCUSSION OF ITEMS REMOVED FROM THE CONSENT AGENDA

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Joan Luksik asked for details on the December electricity and the water bills. The water bill appears to be doubled from the previous year. The electric bill appears to be higher for November and December. Director Mueller remarked that the construction has been going on for months which may have caused a spike in electricity. The previous year had also been drier, which causes the water usage to spike. Director Mueller will look into this further.

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

OTHER:

Sandy Edwards reported on the Wednesday, January 8 Friends of the Library meeting. Since the meeting, the Friends shared that the January book sale raised over \$2,600, although it closed at 1 pm, two hours early, due to bad weather. The Friends are continuing to update display materials and marketing supplies. They have been attending the Chamber music concerts and selling CDs. The nominating committee will meet after members have been appointed. A new slate of officers and board members will be at the next Friends Annual meeting in the spring. The next Friends Board meeting is on Wednesday, February 5, 2020.

Director Mueller raised the Board's attention to the included calendar from the packet.

Sandy Edwards shared about an article in The National Endowment for Humanities about libraries called "The Complicated Role of the Modern Public Library." She thought it was a good article about what libraries have become and what they are transitioning into. She expressed it might be useful to share at the next Legislative Breakfast.

Tom Deska reported that they will consolidate the Director's Evaluation information and share it with the Board.

The next regular monthly meeting of the Board of Trustees will be Tuesday, February 18, 2020 at 7 p.m.

At 7:36 p.m. President Lindstrom adjourned the meeting.

Submitted by:



Sandra Edwards, Secretary