

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

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Bloomfield Township Public Library  
Oakland County, Michigan  
Tuesday, February 18, 2020

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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, Judy Lindstrom, and Joan Luksik

Administration: Library Director Carol Mueller and Assistant Director Tera Moon

Guests: Residents Barbara Bloom and Klaren Gerhart; Paul Zink, Staff Organization Committee Representative (SOC);

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Upon discussion, a motion was made by Eli Greenbaum and seconded by Sandy Edwards **TO APPROVE THE ORDER OF ITEMS FOR THE REGULAR AND CONSENT AGENDAS.**

No items were removed from the consent agenda.

*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 talked about the importance of words, sharing information she just learned about how the word "skyscraper" was coined. Judy said that words are so very important and are often poetic, like "skyscraper". She enjoys the role the Library plays in sharing words with everyone.

**DIRECTOR'S VERBAL REPORT:**

Director Carol Mueller shared that the s-shaped desk has been installed in the Commons, and barring some painting touch-ups, the space is complete. Director Mueller invited all to the celebration of the Commons and the end of the roof and lobby floor projects on Saturday, March 14 at 9:00 a.m. Refreshments will be provided by Geraldine Drake of AECOM and Library Board President Judy Lindstrom will share brief remarks.

Director Mueller reported that she represented the Library at the Bloomfield Hills School board meeting on January 30 where we, along with other members and businesses in the community, were recognized for our involvement in the active shooter false alarm that occurred on December 19. Director Mueller shared that the Library's relationship with Bloomfield Hills Schools is ever

evolving and deepening. This spring the Youth Services Department is hosting workshops to support students participating in science fairs. The Library also hosted participants in Way Elementary's program called "One School, One Book". Over 200 attendees gathered in the Community Room to read a chapter out of a book.

Director Mueller announced this year's Newbery and Caldecott winners. The Caldecott, the most distinguished picture book for children, was awarded to *The Undefeated* illustrated by Kadir Nelson and written by Kwame Alexander, and the Newbery, the most distinguished contribution to children in the preceding year, was awarded to *New Kid* by Jerry Craft.

Director Mueller pointed to the Trustees' grey folders, where they could find calendars for 2020-2021 year of Library Board of Trustees meetings, the engagement letter from the library auditor, and information about upcoming workshops.

At the last Friends meeting the Friends granted all wish list items, Director Mueller was pleased to report. The Friends generosity allowed Youth Services to give all participants in a new book group for kindergarteners and first graders their very own copy of the book to keep. This is so wonderful and the Friends are generous. Director Mueller shared some positive patron comments made via social media.

**REGULAR AGENDA:**

***Call to the Public:*** Paul Zink, representative of the SOC, shared that the slate of SOC representatives will remain the same for the 2020-2021 year.

**UNFINISHED BUSINESS:**

No unfinished business

**NEW BUSINESS:**

**11a. Vending Services Bid Award**

A request for proposals for vending services was posted on the library website, available at the Library's Welcome Desk, and mailed to 16 metro Detroit companies in December, 2019 with a January 6, 2020 deadline for responses. Two proposals were received: from All Star Vending Services and Corporate Dining Concepts.

Bids were reviewed against predetermined criteria such as company vending experience, service response time and schedule, equipment age and features, overall product variety provided, and commission offered to the Library.

After careful analysis of both bids by Library Administration, it is recommended to award the bid for vending services to Corporate Dining Concepts.

Upon discussion, a motion was made by Sandy Edwards, seconded by Grant Gerhart **THAT CORPORATE DINING CONCEPTS, 1645 WEST HAMLIN, ROCHESTER HILLS, MICHIGAN, BE AWARDED THE CONTRACT TO PROVIDE VENDING SERVICES FOR BLOOMFIELD TOWNSHIP PUBLIC LIBRARY.**

*A vote was taken for approval of the motion.*

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

*Nays: None*

**MOTION CARRIED**

**OTHER:**

Sandy Edwards reported on the Wednesday, February 5 Friends of the Library meeting. Since the meeting, the Friends shared that the February book sale raised \$3181. The next Friends Board meeting is on Wednesday, March 4, 2020. The next sale is Saturday, March 14, 2020.

Judy Lindstrom addressed the group to determine the best meeting time to ensure maximum attendance. It was determined that Tuesdays at 11am are a good day and time for most meetings. Carol mentioned that she is happy to meet one-on-one with anyone who can't attend a scheduled meeting.

Grant and Klaren Gerhart attended the Rob Cromier jazz concert on Friday, February 7 and remarked on how wonderful it was. Eli Greenbaum recommended attending the upcoming concert on March 13, Andrew Brown's Djangophonique.

Judy Lindstrom likes the new calendars. The group thinks the list of board-specific meetings is useful.

Upon discussion, a motion was made by Eli Greenbaum and seconded by Grant Gerhart **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 7:28 p.m. Trustees discussed the comments they submitted as part of the Library Director Evaluation process. Additional comments were made and noted. Projected raises for all Library staff were reviewed and discussed.

The current salary of the Director was discussed. Trustees also reviewed a recent survey of peer library director salaries prepared by Sandi Bird. In addition, the multiple building projects this year, with all their complexities, were also discussed in determining a salary increase.

At 7:58 p.m., Director Mueller was invited to join the closed session. Library Board President Judy 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 building projects.

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

Upon discussion, a motion was made by Eli Greenbaum and seconded by Joan Luksik

*A vote was taken for approval of the motion.*

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

*Nays: None*

**MOTION CARRIED**

At 8:14 p.m. the Board returned to regular session.

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

Tom Deska **TO RENEW THE LIBRARY DIRECTOR'S CONTRACT FOR THE APRIL 1, 2020-MARCH 31, 2021 FISCAL YEAR.**

*A vote was taken for approval of the motion.*

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

*Nays: None*

**MOTION CARRIED**

The next Library Board Meeting will be Tuesday, March 17 at 7 p.m.

At 8:15p.m. President Judy Lindstrom adjourned the meeting.

Submitted by:

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

Sandra Edwards, Secretary