

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

Bloomfield Township Public Library
Oakland County, Michigan
Tuesday, April 28, 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. She stated that the meeting would be recorded.

Present: Trustees (via zoom): Tom Deska, Sandra Edwards, Eli Greenbaum, Grant Gerhart, Judy Lindstrom, and Joan Luksik

Administration: Library Director Carol Mueller, Assistant Director Tera Moon, Systems Department Head Joan Wu, and Administrative Assistant Linden Godlove

Guests: Bloomfield Township Resident Barbara Bloom and Facilities Department Head Joel Dion and Bloomfield Township Resident.

The March 17 minutes will be removed, corrected, and then redistributed.

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

A vote was taken for approval of the motion.

Deska: Aye

Edwards: Aye

Gerhart: Aye

Greenbaum: Aye

Lindstrom: Aye

Luksik: Aye

MOTION CARRIED

PRESIDENT'S VERBAL REPORT:

President Judy Lindstrom remarked on her love for gardening. She made a metaphor about the root system of plants and libraries. The root system is underground, but if the roots are not strong, the plant, tree or shrub will collapse. "We have the strongest root system in our Library." She applauds the staff for doing so much the public will never know about and for being strong during this confusing time. If not for them, "we would not have the superlative library we have." She thanked them, on behalf of the Board.

DIRECTOR'S VERBAL REPORT:

Director Carol Mueller thanked the Library Board for the kind words and strong support. These are uncharted waters and the Library has never faced anything like this during her tenure. Keeping the

Library safe amidst COVID-19 concerns and the subsequent stay home orders “has certainly been challenging.” The board has provided its unwavering support and she is truly grateful to be working with a very dedicated staff. The management team all have been working hard while the Library is closed to communicate with staff, attend webinars, plan the phased reopening and more. She expressed gratitude “for each and every one of our staff.” She made a correction to the written Director’s report regarding Michael Carmichael. He had been on the Library board from 1990 until his retirement in June of 2000. He was a strong Library supporter continued on as a volunteer for the Bloomfield Township Historical Society. His wife was the first president of the Bloomfield Township Historical Society. He did much work with them, including writing the newsletter and program announcements. He will be greatly missed by many.

The Myers scholarship is being postponed this year. Among the reasons are that it is not a good time to promote the scholarship. Students cannot come to the Library for the application materials and it would be difficult for them to get letters of reference from their instructors while schools are closed. The \$669.00 from the Community Foundation’s payout will be put towards the next year’s scholarship.

We are planning a phased reopening of the Library, as most other Michigan libraries are. With the executive stay-home recently extended through May 15, Bloomfield Township Library plans to have management return on Monday, May 18 and for staff to return on Tuesday May 19 and Wednesday, May 20, with the tentative reopening on Thursday, May 21. Before this, expectations and modified work responsibilities will be reviewed with staff when they return to work. Upon arrival, temperatures will be checked and if there is a temperature, staff are to return home. They will be asked if they have been exposed to anyone with the virus and expected to self-quarantine. Staff will be issued a mask that they are responsible for and to wear in the building. Some staff may need to work in another area, as some current work areas are close together. Schedules will be staggered as much as possible. The Library is tentatively opening for the public on Thursday, May 21, to provide telephone reference readers advisory, drive-up returns, and curbside pickup. This process is still being determined, with logistics of parking and placement of checked out materials being considered. The reduced service hours will be Monday through Thursday, 10am – 7:00pm, Friday, 10am-6:30pm, and Saturday, 10am – 5:30pm. Sundays will be closed, the day being needed for more intensive cleaning. There will be additional daily cleaning of things like doorknobs and hard surfaces. Staff will be expected to clean their own keyboards, mouse, phones, and other parts of their work area. Returned Library materials will be quarantined for 24 hours.

There is not a specific timeline for Phase 2 of the Library’s opening of services. All physical programs and meeting rooms have been cancelled through August. Programs will be virtual in some way, as well as classes and book discussions. When the building is reopened to the public, for the safety of them and the staff, there will be Plexiglas shields. Distancing mats have been ordered to aid people in knowing where to stand. It is being considered to limit time per patron inside the building. Computers may require appointments. There will be some time before the Library is open to the public again. There may be a need to move between phases.

She expects to bring the full library staff back, except for the volunteers and substitute librarians.

She shared two patron comments. One was “You do a fabulous job at the Library! I like how I can download books and just started utilizing Hoopla. It’s fabulous. Thank you and keep up the great work. (April 7, 2020)”

“I think the isolation proves the incredible value our library system offers. I’m missing the help of the librarians and facilities. My thanks to the library staff for the incredible service you provide that we recognize when it’s taken away and maybe take for granted when it isn’t.”

She thanked the Library Board once more for their unwavering support.

REGULAR AGENDA:

Call to the Public: Barbara Bloom said “keep isolating and carry on.” Joel Dion quoted Marcus Aurelius: “strength and honor.”

Upon discussion, a motion was made by Grant Gerhart and seconded by Joan Luksik Motion **TO APPROVE THE REMAINING ITEMS ON THE CONSENT AGENDA.**

A vote was taken for approval of the motion.

Deska: Aye

Edwards: Aye

Gerhart: Aye

Greenbaum: Aye

Lindstrom: Aye

Luksik: Aye

MOTION CARRIED

UNFINISHED BUSINESS:

No unfinished business.

NEW BUSINESS:

No new business.

OTHER:

The March Library Board minutes need to be corrected, as it was recorded that Joan Luksik was present when she was not. This will be corrected.

Sandy Edwards reported that the April Friends meeting was cancelled. The Friends will have a May meeting and she will report back then.

President Judy Lindstrom remarked that she wishes everyone to be safe. She offers books and puzzles to share. She wished for everyone to take care.

The next Library Board Meeting will be Tuesday, May 19 at 7 p.m.

At 7:27 p.m. President Judy Lindstrom adjourned the meeting.

Submitted by:

Sandra Edwards

Sandra Edwards, Secretary