

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

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Bloomfield Township Public Library  
Oakland County, Michigan  
Tuesday, July 21, 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. 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: (via zoom): Assistant Director Tera Moon and Administrative Assistant Linden Godlove

Guests: (via zoom) Paul Zink, Staff Organization Committee (SOC) representative and Systems Specialist; Shayna Connolly, Adult Services Librarian; Killian Weston, Youth Services Librarian

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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.**

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

*Edwards: Aye*

*Deska: Aye*

*Gerhart: Aye*

*Greenbaum: Aye*

*Lindstrom: Aye*

*Luksik: Aye*

**MOTION CARRIED**

**PRESIDENT'S VERBAL REPORT:**

President Judy Lindstrom thanked everyone for being at the meeting and thanked Assistant Director Tera Moon “for leading the ship” while the Director is away. She expressed that it is wonderful to know that the Library has such good people to take care of things. In reviewing the meeting room reports, she had been impressed by the great variety of committees and groups that had been taking advantage of the great resource the Library has in its meeting rooms, which are affordable and accessible. The Library has something new called Brain Fuse. “The Library may slow down with fewer people visiting, but what is online for our resources is amazing.” She thanked everyone for being here, be it online or in person. She praised the experience of Curbside Pickup. “Applause to the Bloomfield Township Public Library staff—you guys are terrific.”

**ASSISTANT DIRECTOR'S VERBAL REPORT:**

Assistant Director Tera Moon praised the staff for being extraordinarily adaptable, flexible, and creative during these strange times. On Monday, July 13, the Library welcomed patrons back into the building for short visits of 30 minutes or less. Patrons can browse and check out materials, use a computer for 30 minutes, and ask questions about their devices. So far, patrons have been very happy to return. The first day, there was a lady who literally skipped down the aisle, shouting “yippee” upon being able to re-enter the building. People have been very compliant with the new rules. There has been an average of about 108 people visiting per day since the reopening. There has been a greeter in the lobby to help relay the expectations. The greeters have a table at the door, with masks, hand sanitizer, and pamphlets. A lot of the seating has been removed, and one visitor remarked that “it looks like the seating is quarantined.” There is less to do when people come in, so visits have been quite short. Curbside service continues for people to get materials safely and conveniently. Previously, the Library had 900 to 1,000 guests per day.

There is a Building and Grounds committee meeting on Wednesday, July 29, at 2 p.m. Interior Designer Geraldine Drake from AECOM will review options for carpeting replacement and LED lighting upgrades.

There is a Special Library Board meeting to review library investments and the preliminary proposed FY 2021/2022 library budget. This is with Matt Whitey from Schwartz and Company on Thursday, August 6, at 11 a.m.

There is a conference being offered by United for Libraries, an American Library Association organization, geared towards Trustees, Friends groups, and foundations on August 4 – 6, via Zoom. The Trustees are welcome to attend.

One of the victims of the pandemic was the photo contest. The deadline for the contest was March 15, the weekend that the Library shut down due to the virus outbreak. The Photo Contest “People’s Choice” voting will be online as will the presentation of awards. On August 3, photos will be available for viewing on the Library’s website. The judges will have a private web page to review the submissions and vote for a winner. The winners will be announced online.

### **REGULAR AGENDA:**

#### ***Call to the Public:***

Systems Specialist Paul Zink, representing the SOC, reported that they recently had an ice cream social where staff could help themselves to frozen treats in the Staff Lounge freezer.

### **UNFINISHED BUSINESS:**

No unfinished business.

### **NEW BUSINESS:**

#### **11a. Library Showcase**

One of a public library’s most basic functions is to support literacy throughout the community. A highly tangible way that happens is through summer reading programs. Reading throughout the summer helps mitigate that infamous “summer slide.” Summer slide refers to the loss of knowledge in reading and math during the summer break. The staff had to rethink the program

entirely, due to social distancing concerns. This year, summer reading is even more important as the school year was interrupted by the COVID-19 pandemic and returning to the classroom in the fall is so uncertain.

This year's Summer Reading Program's participation included with 53 adults, 24 teens, and 115 kids registered. The previous summer reading program had 25 teens and 70 adults registered.

Shayna reflected on her experiences with the pandemic, from the stay-home orders to her return to the Library. She had been very busy during the quarantine, as she orders the eBooks for Overdrive and is the contact for Beanstack. She felt disconnected from patrons, since she wasn't receiving any direct communications with them. She found it helpful with the return to the building to see how seriously the Board and Administration were taking things to transition the Library to safety, including an hour long meeting with her department head before returning to work. She had found it nerve wracking to sit in a room full of people after three months of being alone with only her husband and dog. Shayna assisted with Curbside pickup on the first day it was available. She reported that the staff was very busy, however people were smiling and excited to have books again, which they had been so desperate for the entire time. She was still having difficulty with her return to work during a pandemic. One day she received a reference question from a patron. His condo had burnt down and he needed pictures from when it was originally built, which was needed for the insurance case. She was able to find an article in the *Detroit News* with a journalist reviewing the condo with the builder and a picture of part of the condo was included as well as an ad from the 70s. The patron said, "Thank you so much, you have made such a difference in our life." This is the moment she was glad to be back, because it made a difference to be a public librarian. She said that you can see the patrons smiling underneath their masks when they return to the building. She thanked the board for "giving me an opportunity to chat with you guys."

#### **OTHER:**

Sandy Edwards reported on the Wednesday, July 8 Friends Board Meeting, which was conducted via zoom. The Friends could hardly wait until the Library was open to return to volunteering, which they have been able to do in a limited capacity. The Friends Annual Report was published and mailed. Membership renewal letters are going out again. The Friends Annual Meeting is on Wednesday August 12 at 1p.m., via Zoom. They will have a nominating committee with three new candidates for the board. They are eager to return to Second Saturday Sales and sorting, however the space is confined and the volunteers are a vulnerable population, so they do not know when they will accept donations again. Their next meeting is August 5 at 1 p.m.

Judy Lindstrom remarked that the library gardens look absolutely wonderful and Virginia's Garden looks absolutely beautiful. She encouraged the Board to take a look at them when they had the opportunity.

The next Library Board Meeting will be Tuesday, August 18 at 7 p.m. which will be a public budget hearing.

The Buildings and Grounds Committee meeting is on Wednesday, July 29, at 2 p.m. in the Community Room.

At 7:47 p.m. President Judy Lindstrom adjourned the meeting.

Submitted by:

*Sandra Edwards*

Sandra Edwards, Secretary