

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

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Bloomfield Township Public Library  
Oakland County, Michigan  
**Thursday, August 6, 2020**

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The special meeting of the Bloomfield Township Public Library Board of Trustees was held via zoom on Thursday, August 6. The meeting was called to order by President Judy Lindstrom at 11:01 a.m. Attendance was taken. All Trustees present.

**Present:** Trustees: Tom Deska, Sandra Edwards, Eli Greenbaum, Grant Gerhart, Judy Lindstrom, and Joan Luksik

**Administration:** Library Director, Carol Mueller; Assistant Director, Tera Moon; Finance Coordinator, Sandi Bird; Administrative Assistant, Linden Godlove

**Guests:** Kathy Conner, President of the Friends of the Bloomfield Township Public Library

A motion was made **TO APPROVE THE ORDER OF ITEMS FOR THE SPECIAL AGENDA.**

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

*Deska: Aye*

*Edwards: Aye*

*Gerhart: Aye*

*Greenbaum: Aye*

*Lindstrom: Aye*

*Luksik: Aye*

**MOTION CARRIED**

**CALL TO THE PUBLIC:**

Kathy Conner, President of the Friends of the Bloomfield Township Public Library was attending out of interest and curiosity. President Lindstrom expressed gratitude for the Friends and all of the wonderful things they do.

**UNFINISHED BUSINESS:**

No discussion at this time.

**NEW BUSINESS:**

#### **4a Library Investment Review**

Schwartz & Co. provided an overview of the Library's investments. Matt Whitty presented up to date information on the Library's investments. Walter Schwarz and Spencer Eick were also present.

#### **4b Budget Review – FY 2021/2022 Proposed Preliminary Budget**

Carol Mueller and President Lindstrom expressed thanks to Finance Coordinator Sandi Bird and Assistant Director Tera Moon for their contributions to prepare this detailed budget. Director Mueller gave an overview of the FY 2021/2022 Preliminary Budget. She reviewed the General Fund , the Gift Fund, and the capital improvements programs.

#### **4c Proposed 2020 Calendar**

Director Mueller reviewed the closings for the 2021 calendar. The proposed 2021 calendar includes twelve total days closed to the public and two early closings. This is one additional day closed than in 2020. The two evenings the Library closes early in 2021 are Thanksgiving Eve on Wednesday, November 24 and on New Year's Eve on Friday, December 31 in 2021. The Library closes at 5:30pm on these two days. Director Mueller proposed that the Library remain closed on Sunday, December 26, 2021 also. Previous years have shown that our residents do not visit the Library in large numbers on this day. Sunday hours are in addition to library staff regular hours during the week so the impact on staff pay and schedules would be minimal.

The proposed 2021 calendar is shown in the traditional January through December calendar format. However, as the Library's fiscal year begins April 1 and ends March 31, the first three months of the 2022 calendar year are included to show the complete April 1 – March 31 2021/2022 fiscal year.

As the first three months of 2022 are included on the proposed 2021 calendar, Director Mueller also suggested that the Library remains closed on Sunday, January 2, 2022 for the same reasons stated.

#### **OTHER:**

Sandi Bird and Carol Mueller discussed how traditionally the public budget hearing was a separate meeting and held prior to the regular Library Board meeting. For the August 18 meeting, it is proposed to incorporate the budget public hearing into the agenda for the regular library board meeting. All the trustees agree to this approach.

Meeting adjourned at 12:01 p.m.

Submitted By:



Sandra Edwards, Secretary

