

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

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Bloomfield Township Public Library  
Oakland County, Michigan  
Tuesday, April 27, 2021

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At 7:02 p.m. the Regular Meeting of the Bloomfield Township Public Library Board of Trustees was called to order by President Judy Lindstrom.

Trustees Present: Sandra Edwards, Grant Gerhart, Danielle Gillman, Judy Lindstrom, and Joan Luksik

Trustees Absent: Tom Deska

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

Guests: Laura Kraly, Adult Services Librarian and SOC representative

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

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

*Ayes: Edwards, Gerhart, Gillman, Lindstrom, and Luksik*

*Nays: None*

**MOTION CARRIED**

**PRESIDENT'S VERBAL REPORT:**

President Judy Lindstrom expressed delight to see everyone in person. She reflected on Director Mueller's upcoming retirement. Carol Mueller became the new director in 2013 and President Lindstrom said it had been a joy and pleasure to work with her. She expressed appreciation of her guidance and direction. Director Mueller hired amazing staff and led all through so many improvements to the Library building and grounds. She did much for the Library Board in support. President Lindstrom said you are "part and parcel of this Library and you will always be that way." She is absolutely thrilled that Tera Moon is coming in as the new Library Director.

**DIRECTOR'S VERBAL REPORT:**

Director Mueller reported that the LED lighting projects are moving along despite delivery delays. The northern cove in Adult Services has new lights. She is very pleased with these new changes. In May, the work will progress to the exterior of the building and parking lot lights.

Workstations have been added to Circulation as well as new chairs for the Adult Services desk.

She shared some wonderful patron comments, including a patron's email after winning the "Winter Reading Program" drawing and another patron's card expressing gratitude for creating a safe space to visit during the pandemic. "It was the only place we went and the only thing we did."

She shared her congratulations to Tera Moon, as the new Director. She knows Tera will bring wonderful things to this Library and new levels of excellence.

This is Carol Mueller's last library board meeting as director. She thanked the Board for their support and confidence in her to lead this exceptional organization. She said these have been the best years of her career and she has been "living the dream" for 43 years of library service. The community is so fortunate to have the board leading the way. She has great memories of her service here, including the creation of the mosaic installed in the front entrance, the historic photo collection, the photo contests, the read-a-thons, and the building improvements. She said it has been an honor and she looks forward to hearing great news about all that has been accomplished in Bloomfield Township Public Library.

#### **REGULAR AGENDA:**

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

President Lindstrom welcomed Laura Kraly, representing the SOC. Laura said Daniella Bryant and Amanda Carroll are also on SOC. It will be extra creative, as they have lots of ideas.

#### **UNFINISHED BUSINESS:**

No unfinished business.

#### **NEW BUSINESS:**

##### **11a. Strategic Planning Discussion**

Assistant Director Moon says the Strategic Plan aids in thinking rationally about the future and make a logical plan for it. She gave a review of the previous strategic plan for 2016-2020 that was approved in December of 2015. The core planning group was the Board of Trustees, the Director and the Assistant Director. They had a one-day retreat to begin the plan, which included the Library Board, Friends of the Library President, the President of the Bloomfield Township Historical Society, as well as members of the community. Since then, library staff have accomplished many of the investments of the plan.

There was much discussion on whether to hire an outside contractor and how to involve the community. They had discussion of the value of having an outside perspective. The demographics of the community in 2015 may have changed in the past years and the current and future needs of residents needs to be discovered.

The accomplishments of the 2016 – 2020 strategic plan were reviewed, which included enhancing the library's marketing in numerous ways, increasing interdepartmental collaboration, increasing programming, and creating the Commons, a multi-purpose,

collaborative seating area.

There was discussion of when to begin the Strategic Planning and it was agreed that 2022 would be a good time to begin, after the Pandemic has subsided. The Board contemplated how to engage the community with this process, and it was agreed that the newly formed Ambassador Group would be an excellent resource in these efforts.

The Board discussed their vision of the near future in 2023 and what the Library might look like after the Pandemic. The engagement of the Library with the community through the pandemic has been very good. The Library's role as a community center is more pivotal than ever.

**OTHER:**

Trustee Dani Gillman reported on the Wednesday, April 7 Friends Board Meeting, which was conducted via Zoom. Their 2021 Annual report is coming along, and their annual meeting will be on June 9, at 1 p.m. Kim Hoke shared about the Ambassador's Group and said it had a "great richness and diversity in the representation." The Friends' discussed their interest in the Ambassador's Group. The Friends' next meeting is May 5 at 10:30 a.m.

Tera Moon announced that Staff Development Day is on May 7. The Library will be closed so the staff can learn about the staff's upgrade to Office 365. May 3 will be the date that everyone is migrating to this program. The Michigan Library Association Executive Summit on Strategic Planning is on May 26.

The next Library Board Meeting will be Tuesday, May 18 at 7:00 p.m.

At 8:00 p.m. President Judy Lindstrom adjourned the meeting.

Submitted by:

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

Sandra Edwards, Secretary