

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

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Bloomfield Township Public Library  
Oakland County, Michigan  
Tuesday, July 20, 2021

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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.

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

Trustees Absent: Dani Gillman

Administration: Director Tera Moon, Administrative Assistant Linden Godlove

Guests: Laura J. Kraly, Adult Services Department Head and SOC representative.

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Grant Gerhart requested **Item 8b Directors Report** be removed from the consent agenda for regular discussion. Joan Luksik requested **Item 7c Water Analyses** be removed from the consent agenda for regular discussion.

Upon discussion, a motion was made by Grant Gerhart and seconded by Tom Deska **TO APPROVE THE ORDER OF ITEMS AS LISTED ON THE AGENDAS WITH THE FOLLOWING ITEMS REMOVED FROM CONSENT AGENDA AS FOLLOWS: 7c and 8b**

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

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

*Nays: None*

**MOTION CARRIED**

**PRESIDENT'S VERBAL REPORT:**

President Judy Lindstrom shared an anecdote of a friend whose life was impacted by their library.

**DIRECTOR'S VERBAL REPORT:**

Director Moon announced that on July 16 and 17 the Friends of the Bloomfield Township Library held their first book sale since February 2020. They had a goal of \$2,500 and surpassed that and sold \$3,905 worth of materials. The Friends are holding a special meeting on July 30 to welcome back volunteers (who are comfortable returning to volunteering in person). On August 2, donations will once again be accepted on a limited basis: regular library hours Mondays, Thursday, and Saturdays. Sorting will take place several days through the week instead of having everyone get together on Wednesday morning.

The Library been doing a lot of hiring to bring staffing levels back up to pre-pandemic levels and a return to regular hours. We've hired nine new staff. Positions that had opened during the pandemic were not immediately filled.

Other news she mentioned included:

- Marianne Abdoo, Technical Services Department head, has announced her retirement after 23 years of service to the Library. Her position was posted last week with an August 5 deadline.
- Judy and Tera interviewed two finalist candidates for Assistant Director on Monday, July 12. 22 applications were received and one candidate is invited for a second interview. The candidate lives out of town so the interview will be held via Zoom. She will meet the Administration Team, the Department Heads and Assistant Department Heads, and the Personnel Committee.
- The intense thunderstorms that have passed through the area over the last six weeks have been tough on the library building. The lower level has seen water three times since June 8. The worst incident was caused because the emergency sump pumps failed; this incident saw water reach the edges of the new carpeting in the lower level. The sump pumps are being replaced this week. The Library lost power on Wednesday, July 8 at 3:10pm. It remained off until the early hours of Friday morning. The Library was able to open at 1pm on Friday, July 9.
- The library's activity and visitors have increased since the power failure two weeks ago.
- Libraries bring people together, but Director Moon never dreamed a marriage proposal would take place at the Library. A couple who met while studying for the bar exam at the Library a couple of years ago, got engaged on the morning of June 25. He wanted it to be a place significant to their relationship and a place that was beautiful, and he chose the Library. The groom, Jacob, staged quite an elaborate scene with flowers and other romantic props. His girlfriend Rachel said yes! It was a very rainy morning, but they didn't let that dampen their love and joy.

Upon discussion, a motion was made by Joan Luksik seconded by Tom Deska to **APPROVE THE REMAINING ITEMS ON THE CONSENT AGENDA.**

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

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

*Nays: None*

**MOTION CARRIED**

### **REGULAR AGENDA:**

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

Laura Kraly, representing the SOC, gave a report. They are beginning to plan the Holiday Party, as staff reported they are comfortable with gathering and eating in December. The SOC are researching venues and may do something with a murder mystery performance group.

### **UNFINISHED BUSINESS:**

No unfinished business.

### **NEW BUSINESS:**

#### **11a. Annual Report 2020/2021**

This year's Annual Report for FY 2020/2021 is a report of the pandemic year. Director Moon remarked that she was reminded of how much we all had to learn, of how uncertain things were, of how unusual our lives were. In addition to all the extra anxiety and stress, there were some great moments, like coming back to the library building, seeing how happy patrons were to receive the first curbside

deliveries and then to be able to return to the library. We were all pushed way out of our comfort zones, but that's where growth happens.

These are a few highlights of the events, programs, and accomplishments of this past year.

- The first three months of the fiscal year were spent working from home. Everyone had to learn how to use Zoom for meetings, how to record story times and book talks, and how to share documents electronically from a distance.
- Circulation devised a system to deliver items to patrons' cars in the parking lot. Curbside service was heavily used when the library building was closed.
- Library staff really flexed their creativity muscles and delivered service in completely new ways such as recorded story times and book talks, virtual discussion groups, craft and science kits for all ages, and electronic resources.
- The Library's fourth annual community photo contest's deadline happened at the start of the pandemic. The winners were revealed virtually later in the year. Township residents submitted 91 photos around the theme of "In Motion".
- Despite losing its major source of income during the pandemic The Friends of the Library generously provided \$40,078 to purchase recording & video equipment, Wonderbooks, digital resources, a power snow shovel, and more.
- Eli Greenbaum resigned from the Board of Trustees after serving for 8 years. Danielle Gillman was selected to take his spot. Danielle rose to the top of a pool of 22 applicants.
- Library Director Carol Mueller announced her retirement after a 43-year career in libraries with 13 of those at Bloomfield Township Public Library.
- Assistant Library Director Tera Moon was selected to replace Carol Mueller following a national search.

These examples are just a few of the accomplishments of this past year. Director Moon expressed her gratitude to the Library Board for their unwavering support, to the Friends for their generosity that helps this Library be so great, and to the amazing library staff who make it all happen.

The Library FY 2020/2021 Annual Report will be posted on the Library website and will be distributed to the Friends Board.

Many thanks to all Library Department Heads for submitting their summaries of the year's activities in their respective departments. Administration Clerks Jane Bersche and Laura Moore assisted as well.

The statistics will be shared in the newsletter and on the website.

Upon discussion, a motion was made by Sandy Edwards, seconded by Tom Deska **TO ACCEPT THE LIBRARY ANNUAL REPORT AND ANNUAL INVESTMENT REPORT FOR FISCAL YEAR 2020/2021.**

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

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

Nays: None

**MOTION CARRIED**

**12. DISCUSSION OF ITEMS REMOVED FROM THE CONSENT AGENDA**

Grant Gerhart requested **Item 8b Directors Report** be removed from the consent agenda for regular discussion. He asked about for more information regarding the status of the lighting project, as many areas in Adult Services were quite dark. This was due to some lighting fixtures not yet being available to install yet. Director Moon will speak to Facilities about a temporary solution to the lighting needs in this area. The lighting project is complete in the Youth Services Department, as stated in the report.

Joan Luksik requested **Item 7c Water Analyses** be removed from the consent agenda for regular discussion. She was concerned about the higher cost in the recent bill. Director Moon reported that it had been a usually dry spring before the heavy rains of summer. The annuals had also been installed and needed more water.

Upon discussion, a motion was made by Grant Gerhart, seconded by Sandy Edwards **TO APPROVE THE ORDER OF ITEMS REMOVED FROM THE CONSENT AGENDAS.**

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

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

*Nays: None*

**MOTION CARRIED**


**OTHER:**

Trustee Sandy Edwards reported on the Wednesday, July 7 Friends Board Meeting, which was held in the Community Room. The membership is up to 222. The Library Shop reopened. Book Sales on July 16 and 17 were announced. They will have a volunteer meeting on July 30 and emergency procedures will be reviewed. A previous Wish List gift of \$2,500 was approved to be reallocated. Directors and Officers insurance quotes were received. Due to costs, the Friends will not have a formal audit conducted. They have put together a small financial team. After the Annual Meeting in June, there were changes among the officers. Kathy Conner remains President, Kim Hoke is now Vice president, Nancy Lambert is now Secretary, Sikander Rashid is now Treasurer. They are looking forward to assisting in the strategic planning with the Ambassadors Group. The Friends' next meeting will be August 4 at 10:30 a.m.

The next Library Board Meeting will be Tuesday, August 17 at 7:00 p.m. The preliminary proposed budget for the 2022-2023 Fiscal Year and the 2022 Library holiday calendar will be presented.

At 7:53 p.m. President Judy Lindstrom adjourned the meeting.

Submitted by:



Sandra Edwards, Secretary