

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

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Bloomfield Township Public Library  
Oakland County, Michigan  
Thursday, August 5, 2021

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The special meeting of the Bloomfield Township Public Library Board of Trustees was held on Thursday, August 5. The meeting was called to order by President Judy Lindstrom at 11:01 a.m. Attendance was taken.

**Present:** Trustees: Sandra Edwards, Dani Gillman, Grant Gerhart, and Judy Lindstrom

**Absent:** Tom Deska, Joan Luksik

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

**Guests:** Matt Whitty and Walter Schwartz of Schwartz and Company

Upon discussion, a motion was made by Sandy Edwards, seconded by Grant Gerhart **TO APPROVE THE ORDER OF ITEMS FOR THE SPECIAL AGENDA.**

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

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

*Nays: None*

**MOTION CARRIED**

**CALL TO THE PUBLIC:**

None present

**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.

**4b Budget Review – FY 2022/2023 Proposed Preliminary Budget**

Tera Moon and President Lindstrom expressed thanks to Finance Coordinator Sandi Bird for her contributions to prepare this detailed budget. She expressed it is a team effort, with

contributions from the Department Heads. Director Moon gave an overview of the FY 2022/2023 Preliminary Budget. She reviewed the General Fund, the Gift Fund, and the capital improvements program.

#### **4c Proposed 2022 Calendar**

The proposed 2022 calendar includes fourteen total days closed to the public and one early closing. This is one additional day closed than in 2021. The one evening the Library closes early in 2022 is Thanksgiving Eve on Wednesday, November 23. The Library closes at 5:30pm on this day. It is proposed that the Library remain closed on Sunday, May 29, 2022 and Sunday, September 4, 2022 also for Memorial and Labor Day holiday weekends. Previous years have shown that our residents do not visit the Library in large numbers on these days. Sunday hours are in addition to library staff regular hours during the week so the impact on staff pay and schedules would be minimal.

#### **OTHER:**

There was an inquiry about fines and fees and when they are discussed. Fines and Fees are reviewed annually in the January board meeting.

Meeting adjourned at 12:44 p.m.

Submitted By:

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

Sandra Edwards, Secretary