

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

Bloomfield Township Public Library
Oakland County, Michigan
Tuesday, September 21, 2021

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: Sandra Edwards, Dani Gillman, Judy Lindstrom, and Joan Luksik

Trustees Absent: Tom Deska and Grant Gerhart

Administration: Director Tera Moon; Assistant Director Katherine Bryant; Administrative Assistant Linden Godlove; Finance Coordinator Sandi Bird

Guests: Danielle Bryant, Circulation Clerk and SOC representative; Alan Panter, Yeo and Yeo

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

A vote was taken for approval of the motion.

Ayes: Edwards, Gillman, Lindstrom, and Luksik

Nays: None

MOTION CARRIED

PRESIDENT'S VERBAL REPORT:

President Judy Lindstrom welcomed everyone. Her brother in Botswana sent pictures of their library. There are not many resources there, but the families value their library. The books there are worn, torn, and loved, but people use them to get educated. It was a reminder that libraries are universal, a place of love and joy in all communities. She wished everyone a happy fall and encouraged them to enjoy the cider mills and the shift of the seasons.

DIRECTOR'S VERBAL REPORT:

Director Moon introduced Katherine Bryant, the new Assistant Department Head. Katherine's first day was Tuesday, September 7. She previously worked for a decade at Nashville Public Library as manager of the Bellevue Branch. Katherine is from the metro Detroit area and is happy to have moved back with her husband and 3-year-old daughter Lou to be closer to family.

Lori Smith Hoogasian is the Library's new Technical Services Department head. Lori has worked at the library for thirty-four years, most recently as the Assistant Department Head for Technical Services.

The Bloomfield Historical Society brings back its Local History/Local Resources speaker series with "From Carriages to Cars", an exploration of the waning days of the carriage industry in the Detroit area. This is Sunday at 3:00pm and masks are required.

Some new workstations in Youth Services and Adult Services work areas are being installed in a few weeks. These will provide more stations for staff so that sharing desks is not needed. Bipolar ionization was also installed on the HVAC as another virus mitigation effort.

The Michigan Library Association annual conference is October 13-14 and will be virtual. Trustees were invited to attend if interested.

Director Moon recently served on the Cultural Council of Birmingham Bloomfield's jury to select the Cultural Arts award honorees. Last year, the Library won the Partner with the Arts award. Winners are invited to sit on the jury for two years. The jury selected Steve Wogaman, President of the Chamber Music Society of Detroit to receive the Cultural Arts Award. Roberta and Michael Campion were awarded the 2021 Special Lifetime Achievement Award. The Birmingham Concert Band received the Partner with the Arts Award for 44 years of making music in the community.

After nearly 41 years of service Marian Rafal, Youth Services Department Head, has announced her retirement. She will retire January 1, 2022. Director Moon wishes Marian the very best.

REGULAR AGENDA:

Call to the Public:

Danielle Bryant, representing the SOC, reported the details of the holiday party are being finalized. It will be on December 12.

UNFINISHED BUSINESS:

No unfinished business.

NEW BUSINESS:

11a. Audit Presentation

Yeo & Yeo is the library's auditing firm for FY 2020-2021 with Alan Panter, CPA, as the principal. He and his team conducted auditing fieldwork in May that went very smoothly and took place at the Library. The Library again received a favorable report from Yeo & Yeo for the Library's FY 2020-2021.

On August 31, 2021, the Finance Committee Trustees Joan Luksik and Tom Deska met with Alan Panter to review the audit. Alan provided a very thorough review of the Library's audit and answered the Trustees' questions. The Finance Committee recommends that the Library Board accepts the audit report as presented.

Alan Panter, Principal from Yeo & Yeo, provided a verbal overview of the audit and answered questions.

Upon discussion, a motion was made by Joan Luksik, seconded by Dani Gillman **TO ACCEPT THE FISCAL YEAR 2020-2021 AUDIT REPORT AS PRESENTED AND PLACE ON FILE.**

A vote was taken for approval of the motion.

Ayes: Edwards, Gillman, Lindstrom, and Luksik

Nays: None

MOTION CARRIED

11b. Pension and Other Post-Employment Benefits Report

The state of Michigan requires two reports be completed each year regarding the local unit of government's pension and Other Post-Employment Benefits (OPEB) obligations per PA 202 of 2017. The Library's

reports have been prepared by Finance Coordinator Sandi Bird and submitted to the state's Department of Treasury to verify the Library's compliance with PA 202. These two reports – one for pension and one for OPEB – are attached for your review and information as required by law.

OTHER:

Dani Gillman reported on the Friends meeting on September 1, held via zoom. Membership is at 246. The Library Shop books and media earned \$856.00 in August. Many new donations arrive every day, although not as many when book donations were accepted again on August 1. The September book sale earned \$5,035, which may be a record, even with a 20% discount offered to teachers. October 9 will be the next second Saturday Sale and the next Friends meeting will be on October 6 meeting. At the start of the meeting, Judy Lindstrom will lead with questions previously posed to the Ambassadors Group, now being asked of the Friends. The Friends received another donation of \$10,000 from the Bilaitus estate. They are discussing the creation of new reserve funds in case of emergencies.

Building and Grounds Thursday, October 7. The next Library Board Meeting will be Tuesday, October 19 at 7:00 p.m.

At 7:45 p.m. President Judy Lindstrom adjourned the meeting.

Submitted by:

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

Sandra Edwards, Secretary