

Bloomfield Township Public

Library

**Bloomfield Township Public Library
Board of Trustees**

Library Board Meeting
Tuesday, June 21, 2022
7:00 p.m.

Board Room

Trustees:

libraryboard@btpl.org

Joan Luksik, President
Grant Gerhart, Vice President
Judy Lindstrom, Secretary
Dani Gillman
Shane Spradlin

Director:

Tera Moon

moontera@btpl.org

All meetings are open to the public.

1099 Lone Pine Road, Bloomfield Township, MI 48302 248.642.5800

THE PLACE TO
DISCOVER

**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
BOARD OF TRUSTEE MEETING**

LIBRARY BOARD INFORMATION PACKETS

List of Contents

Items included in pre-board delivery for the REGULAR BOARD MEETING SCHEDULED
Tuesday, June 21, 2022 7:00 p.m.

#	<u>NUMBERED ITEMS</u>	<u>DATE DELIVERED</u>
1	Agenda	06/17/2022
2a	Request to remove items from the Consent Agenda for Discussion	06/17/2022
2b	Motion to approve the order of items for the regular and consent agendas	06/17/2022
5	Motion to approve remaining Consent Agenda items 6-8d	06/17/2022
6	Regular Board Meeting Minutes of May 17, 2022	06/17/2022
7a	Cash Disbursements	06/17/2022
7b	Revenues/Expenditures Budget Report	06/17/2022
7c	Energy Report	06/17/2022
8a	President's Report– no report	
8b	Director's Report	06/17/2022
8c	Art Committee –no report	
8c	Advocacy Committee	
8c	Building and Grounds Committee – no report	
8c	Cranbrook, DPL, and TPL	
8c	Development Committee – no report	
8c	Finance Committee– no report	
8c	Friends of the Library Liaison – no report	
8c	Jeanette P. Myers Scholarship Committee – no report	
8c	Investment Committee – no report	
8c	Personnel Committee – no report	
8c	Policy Committee – no report	
11a	Strategic Planning Consulting Services Bid	06/17/2022
11b	Meeting Room Guideline	06/17/2022
13	Motion to approve any items removed from the Consent Agenda	06/17/2022

<u>UNNUMBERED ITEMS</u>	<u>DATE DELIVERED</u>
Press Mentions	06/17/2022
Marketing Report	06/17/2022
Youth Services Events Calendar	06/17/2022
Adult Services Events Calendar	06/17/2022
Dates for Library Board of Trustees	06/17/2022

AGENDA
BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
BOARD OF TRUSTEES
Tuesday, June 21, 2022
Regular Board Meeting
7:00 P.M.

REGULAR AGENDA ITEMS #1-5

1. Call to order of regular meeting
- 2a. Request to remove items from the Consent Agenda for Discussion
- 2b. MOTION to approve the order of items for the Regular and Consent Agendas
3. President's Verbal Report
4. Director's Verbal Report
5. MOTION to approve the remaining Consent Agenda items 6-8d

CONSENT AGENDA ITEMS #6-8d
Items removed will be discussed under Item #12

6. Regular Board meeting minutes of May 17, 2022
7. Budget
 - a. Cash Disbursements
 - b. Monthly Revenues & Expenditures
 - c. Energy Report
8. Written Reports:
 - a. President: *Joan Luksik
 - b. Director: *Tera Moon
 - c. Committee:
 - *Advocacy Committee
 - *Art Committee *Ad Hoc*
 - *Building and Grounds
 - *Cranbrook
 - *Development
 - *Finance
 - *Friends of the Library Liaison
 - *Investment
 - *Jeanette P. Myers Scholarship Selection
 - *Personnel
 - *Policy

REGULAR AGENDA ITEMS

9. Call to the public, communications
10. Unfinished Business
11. New Business
 - a. Strategic Planning Consulting Services Bid
 - b. Meeting Room Guideline Follow-up
12. Discussion of items removed from the Consent Agenda
13. MOTION to approve any items removed from the Consent Agenda
14. Other
15. Next scheduled meeting: Tuesday, July 19, 2022
16. Adjournment

BLOOMFIELD TOWNSHIP PUBLIC LIBRARY

**REQUEST TO REMOVE ITEMS FROM THE CONSENT AGENDA
FOR DISCUSSION**

I REQUEST THAT ITEM (S):

**BE REMOVED FROM THE CONSENT AGENDA FOR DISCUSSION
DURING REGULAR AGENDA ITEM 12.**

If amended, CONSENT AGENDA items will be moved to REGULAR AGENDA ITEM #12 for discussion and REGULAR AGENDA ITEM #13 for approval.

BLOOMFIELD TOWNSHIP PUBLIC LIBRARY

**MOTION TO APPROVE THE ORDER OF ITEMS FOR THE REGULAR
AND CONSENT AGENDAS**

OPTION - NO AMENDMENT NEEDED:

I move to approve the order of items as listed on the REGULAR and CONSENT AGENDAS as presented.

OPTION - AMENDMENT TO AGENDA:

I move to approve the order of items as listed on the AGENDAS, with the following items to be moved from

the **REGULAR AGENDA** as follows:

the **CONSENT AGENDA** as follows:

If amended, CONSENT AGENDA items will be moved to REGULAR AGENDA ITEM #12 for discussion and REGULAR AGENDA ITEM #13 for approval.

BLOOMFIELD TOWNSHIP PUBLIC LIBRARY

CONSENT AGENDA ITEMS MOTION

I move to approve the remaining items on the consent agenda.

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

Bloomfield Township Public Library
Oakland County, Michigan
Tuesday, May 17, 2022, 7:00 p.m.

At 7:00 p.m. the Regular Meeting of the Bloomfield Township Public Library Board of Trustees was called to order by President Joan Luksik.

Trustees Present: Grant Gerhart, Danielle Gillman, Joan Luksik, and Shane Spradlin

Trustees Absent: Tom Deska and Judy Lindstrom

Administration: Director Tera Moon, Assistant Director Katherine Bryant, Administrative Assistant Linden Godlove

Guests: Lindsey Block, Administration Clerk and Staff Organization Committee (SOC) representative; Adult Services Librarian Drew Heuser and Youth Services Librarian Patricia Ballard; Alysia Shi, Cranbrook High School Student

Shane Spradlin requested **Item 7a** be removed from the consent agenda for regular discussion.

Upon discussion, a motion was made by Shane Spradlin and seconded by Dani Gillman **TO APPROVE THE ORDER OF ITEMS AS LISTED ON THE AGENDAS WITH THE FOLLOWING ITEMS REMOVED FROM CONSENT AGENDA AS FOLLOWS: 7A**

A vote was taken for approval of the motion.

Ayes: Gerhart, Gillman, Luksik, and Spradlin

Nays: None

MOTION CARRIED

PRESIDENT'S VERBAL REPORT:

President Joan Luksik observed that the trees are becoming so green, there is a green agenda, and a green light for the summer. "I think the library and all of us are in for a great summer and great things ahead."

DIRECTOR'S VERBAL REPORT:

Director Moon reported that the Bloomfield Historical Society held a Local History/Local Resources program at the Library on April 24. This was their second program since the pandemic hiatus. A crowd of 60 listened to Linda Solomon, a nationally known photographer of celebrity portraits.

The annual Staff Development Day was held on Friday, May 6. Assistant Director Katherine Bryant planned an engaging day of learning and activity. The speakers from Michigan Roundtable for Diversity and Inclusion were the main speakers and joined via Zoom. The main session topic was "The DNA of DEI [diversity, equity, and inclusion]" and staff learned more about being more inclusive as individuals and an organization. The afternoon featured a report

from the SOC, as well as breakout sessions and department meetings. Director Moon expressed her thanks “for supporting this day of closure so we can learn together.”

Lori Smith-Hoogasian won the first ever Carol Mueller Leadership Award. She was nominated for her behind-the-scenes work in Technical Services that makes the items in the library’s collection “discoverable” in the catalog. It is a testament to her leadership and talent that she was nominated while still holding the position of Assistant Department Head before her promotion to Department Head. She was presented with a certificate and a check on Staff Development Day.

Facilities Department Head Joel Dion is scheduling parking lot repairs. In the future, extensive parking lot repairs are needed as well as possible renovations to the retention pond underneath the parking lot. That is dependent on the independent investigation of the storm sewer system. For now, some necessary repairs must be handled such as fixing potholes, broken surfaces, and sunken areas. These repairs will occur between now and July 4th. On July 3 and 4, when the Library is closed for the July 4th holiday, the parking lot will be completely closed in order to be resealed and restriped to accommodate accessible parking spots for staff.

There is now a new report towards the end of the board packet called “Marketing Report.” Assistant Director Katherine Bryant created this report to update the Board on the library’s marketing efforts. She will write this report each month, which includes statistics about the social media platforms and both the print and electronic newsletters. Additionally, press items featuring the Library are included in the Board packet. Director Moon expressed her thanks to Katherine Bryant.

Director Moon also thanked the Friends of the Library for the approval of the Wish List for a total of \$25,105. Items include water bottle hydration stations, entrance flower arrangements, Apple pencils, podcasting equipment, and books for groups and more.

She introduced Adult Services Librarian Drew Heuser and Youth Services Librarian Patricia Ballard who talked about summer at the Library, which will take place June 21 – July 31. The Adult, Teen, and Youth programs will use the same system, Beanstack, to log reading. The theme is “Oceans of Possibility” with books for participants provided courtesy of the Friends of the Library. There will be programs outside, weather permitting. Programs include cartoon drawing, yoga, spa science, and more. There is lots of outreach to promote this program, including school visits. Adult Services will have a walking trivia course, weekly prizes, and programs including painting with Mr. Bob Ross, speed-dating with a book, craft opportunities, and more.

Upon discussion, a motion was made by Grant Gerhart seconded by Dani Gillman to **APPROVE THE REMAINING ITEMS ON THE CONSENT AGENDA.**

A vote was taken for approval of the motion.

Ayes: Gerhart, Gillman, Luksik, and Spradlin

Nays: None

MOTION CARRIED

REGULAR AGENDA:

Call to the Public:

Lindsey Block, SOC representative and Administration Clerk, greeted everyone. She is the newest SOC member and will be serving as secretary. The SOC will be having a Plant Friend Fundraiser, with seedlings, cuttings, and “pups” donated by staff. Staff in want of plants will donate money to benefit the SOC.

Alysa Shi, Cranbrook Student, will be volunteering at the Library this spring and mentored by Adult Services Librarian Karrie Yukon. Senior students volunteer to experience an in-depth exploration of projects, a library tour, and meeting everyone around departments.

UNFINISHED BUSINESS:

No unfinished business.

NEW BUSINESS:

11a Cranbrook, Detroit Public Library, and Troy Public Library Agreements

The Library has three agreements with libraries outside of the TLN network: Detroit, Troy, and Cranbrook. These special agreements with other libraries continue to be very worthwhile to Bloomfield Township residents and to Cranbrook students and faculty, Detroit Public Library patrons and Troy Public Library patrons. Each organization has very different resources to offer the community and vice versa, to the benefit of both sides.

Director Moon worked with leaders at all three organizations to confirm renewal of these contracts. As of the writing of this memo Detroit Public Library and Troy Public Library Directors support renewing these agreements without changes.

Detroit Public Library Director Jo Anne Mondowney supports renewing the agreement between Detroit Public Library (DPL) and Bloomfield Township Public Library. While a small number of Bloomfield Township residents use the DPL collections and services such as the Burton Historical collection, there are no other sources for this information. Without this agreement, Township residents would be charged a \$100 nonresident fee. From April 2021 through March 2022, 61 DPL cardholders borrowed 679 items.

The Troy Public Library has a new Library Director, Emily Dumas. She agreed that both communities benefit from this agreement and recommend continuing the current agreement. For some Bloomfield Township residents, Troy Public Library is closer to their homes. Also, Troy Public Library offers some interesting collections and services not offered at Bloomfield Township Public Library, such as Experience Kits and a children's technology farm. 386 Troy Public Library patrons borrowed 2,486 items from Bloomfield Township Public Library last year.

Bloomfield Township residents borrowed 1,668 Cranbrook Passes between April 1, 2021 – March 31, 2022. These passes provide access to Cranbrook's Natatorium, Institute of Science, Art Library, Art Museum and House and Gardens at no charge. Township residents are pleased to have access to these wonderful facilities. During this same time, 1,835 library items were borrowed by 227 Cranbrook students and faculty.

Cranbrook students and faculty registered at Bloomfield Township Public Library are permitted to borrow up to 99 items and use library study rooms.

Updated agreements between Cranbrook Educational Community, Detroit Public Library, Troy Public Library and Bloomfield Township Public Library follow this memo. New dates for each agreement are the only proposed changes from the previous agreements approved in 2019. The Cranbrook, Detroit Public Library and Troy Public Library Committee Trustees support Director Moon's recommendation to approve these special agreements.

Upon discussion, a motion was made by Dani Gillman and seconded by Shane Spradlin **THAT BLOOMFIELD TOWNSHIP PUBLIC LIBRARY RENEW THE AGREEMENTS WITH THE DETROIT PUBLIC LIBRARY AND TROY PUBLIC, AND THE CRANBROOK EDUCATIONAL COMMUNITY FOR A THREE-YEAR TERM AS STATED IN THE AGREEMENTS.**

*A vote was taken for approval of the motion.
Ayes: Gerhart, Gillman, Luksik, and Spradlin
Nays: None*

MOTION CARRIED

12. DISCUSSION OF ITEMS REMOVED FROM THE CONSENT AGENDA

Trustee Shane Spradlin had inquiries about the check register in section 7a. He wanted to know about the companies the checks were made to and what services were provided for the Library and at what frequency.

Assa Abloy is a vendor that repairs door mechanisms; American Pest is doing intensive tree maintenance involving root girdling; Doeren Mayhew is providing temporary accounting services while we search for a new Finance Coordinator; Encyclopedia Britannica provides databases and books; Frank Rewold & Sons manages the LED project; Innovative Interfaces is the vendor for our Integrated Library System; Midwest Tape is a vendor of DVDs and Hoopla, the online resource for streaming media; Zoobean is the vendor that makes Beanstack, the software that manages the summer reading program.

Other questions were raised about circulation statistics, the door gate count, and meeting attendance records. Director Moon will research the Open Meeting Act minutes reporting requirements for reporting Trustee attendance at meetings.

Upon discussion, a motion was made by Shane Spradlin **TO APPROVE THE ORDER OF ITEMS REMOVED FROM THE CONSENT AGENDAS.**

*A vote was taken for approval of the motion.
Ayes: Gerhart, Gillman, Luksik, and Spradlin
Nays: None*

MOTION CARRIED

OTHER:

The May 3 Ambassadors Group Meeting was discussed. The Ambassadors and Trustees reviewed the Strategic Plan. The Ambassadors shared their background information and provided good comments. Some that were unable to attend did contact Director Moon to share ideas.

Trustee Dani Gillman reported on the Friends of the Library Annual Meeting on Wednesday, May 11 in the Library Community Room. This was the first in-person Annual Meeting in two years and was well attended. Elections were held with Kathy Connor for President, Glenda Bard for Vice President, Nancy Lambert for Secretary, Kim Hoke for Treasurer, Elaine Johnston for Corresponding Secretary. Richard Lambert, Cathy Ranke, Linda Saukkonen, Ann Pohl continue on the board and newly elected board members Diane Hied and Russell Conner will be joining. Kim Hoke was recognized for her service and commitment to the Friends. Adam Oster, Community Engagement Librarian, was the speaker from the Library of Michigan. He shared about the history and services of the Library of Michigan. He reported about this year's Michigan Notable Books as well as previous winners. The Library of Michigan gave recognition to Bloomfield Township Public Library on social media after the meeting. \$5,400.98 was earned at the May Second Saturday Sale.

An inquiry was made about a comment in the pass-around folder, regarding limitations on the use of meeting rooms per group. The meeting room policy was discussed. Consideration will be given for revising that policy after more information is gathered and shared with the Library board.

The next Library Board Meeting will be Tuesday, June 21 at 7:00 p.m. The Strategic Planning bid will be awarded at that meeting.

At 8:06 p.m. President Joan Luksik adjourned the meeting.

Submitted by:

A handwritten signature in black ink, reading "Grant Gerhart". The signature is written in a cursive style with a large, stylized "G" and "A".

Grant Gerhart, Vice President

PROPOSED

BLOOMFIELD TOWNSHIP PUBLIC LIBRARY**Cash Disbursements Comments
May 2022****General Fund Advance**

- Check #22205 payable to Jerry Ashley in the amount of \$34.56 was payment for reimbursement for purchasing batteries.
- Check #22206 payable to Elizabeth Clauder in the amount of \$59.47 was payment for supplies for a take & make craft kit.
- Check #22208 payable to Shayna Connolly in the amount of \$1,359.49 was payment for travel to the Public Library Association in Portland, OR.
- Check #22210 payable to Martha McGee in the amount of \$36.92 was payment for supplies for the volunteer reception.
- Check #22211 payable to Rochester Hills Public Library in the amount of \$37.95 was payment for a lost MeLCat item.
- Check #22212 payable to Patricia Ballard in the amount of \$52.97 was payment for reimbursement for supplies for story time.
- Check #22213 payable to Martha McGee in the amount of \$173.31 was payment for reimbursement for supplies for the volunteer reception.
- Check #22214 payable to Patricia Ballard in the amount of \$50.28 was payment for reimbursement for supplies for a take & make craft kit.
- Check #22225 payable to Carolyn Levin in the amount of \$50.00 was payment for a meeting room refund.
- Check #22226 payable to E. S. Balian in the amount of \$200.00 was payment for reimbursement for a program performer.

General Fund

- Check #22235 payable to Bloomfield Township in the amount of \$510,668.07 was payment for two payrolls including FICA, health insurance, pension, etc (\$509,876.53) and water for the period 4/18-5/17 (\$791.54).

- Check #22243 payable to Frank Rewold & Sons in the amount of \$10,372.17 was payment for the LED lighting project.
- Check #22246 payable to LJ Rolls in the amount of \$9,003.00 was payment for semi-annual maintenance.
- Check #22250 payable to Michigan Library Association in the amount of \$3,779.53 was payment for renewal of organizational membership and 7 individual staff memberships.
- Check #22252 payable to OrangeBoy in the amount of \$6,000.00 was payment for digital marketing subscription service.
- Check #22258 payable to S & P Global Market Intelligence in the amount of \$8,800.00 was payment for NetAdvantage business & investing digital resource.
- Check #22260 payable to Saline District Library in the amount of \$17.99 was payment for lost MeLCat item.
- Check #22264 payable to Siemens in the amount of \$14,428.00 was payment for building automation service agreement.
- Check #22265 payable to the State of Michigan in the amount of \$119.00 was payment for sales tax for Library Shop sales.
- Check #22266 payable to Rick Stromoski in the amount of \$250.00 was payment for a program performer.
- Check #22269 payable to Total Energy Systems in the amount of \$996.35 was payment for generator maintenance.

Gift Fund Advance

- Check #5305 payable to Celia Domalewski in the amount of \$358.20 was payment for supplies for Staff Development Day.
- Check #5307 payable to Nicole Gillies in the amount of \$76.74 was payment for plants for the sensory garden.
- Check #5309 payable to Nicole Gillies in the amount of \$41.26 was payment for supplies for Stories & Stuff.

Gift Fund Advance

- Check #5312 payable to Laurie Tennent Studios in the amount of \$590.00 was payment for framing the Best in Show winner of the photo contest.

BLOOMFIELD TOWNSHIP PUBLIC LIBRARY

CHECK REGISTERS

FOR THE MONTH OF MAY 2022

Check #	Date	Payee	Cash Account	Amount
General Fund				
ADVANCE CHECKS:				
22203	5/16/22	AMAZON.COM	016.01	637.15
22204	5/16/22	APPLIED IMAGING	016.01	702.66
22205	5/16/22	Jerry Ashley	016.01	34.56
22206	5/16/22	Elizabeth Clauder	016.01	59.47
22207	5/16/22	XFINITY	016.01	155.24
22208	5/16/22	Shayna Connolly	016.01	1,359.49
22209	5/16/22	CONSUMERS ENERGY	016.01	5,648.12
22210	5/16/22	Martha McGee	016.01	36.92
22211	5/16/22	ROCHESTER HILLS PUBLIC LIBRARY	016.01	37.95
22212	5/16/22	Patricia Ballard	016.01	52.97
22213	5/16/22	Martha McGee	016.01	173.31
22214	5/24/22	Patricia Ballard	016.01	50.28
22215	5/24/22	FLAGSTAR BANK	016.01	5,381.94
22216	5/31/22	AERO FILTER, INC	016.01	3,740.26
22217	5/31/22	Synchrony Bank / Amazon	016.01	29.99
22218	5/31/22	AMAZON.COM	016.01	106.84
22219	5/31/22	AUNALYTICS, INC.	016.01	572.00
22220	5/31/22	DTE ENERGY	016.01	20,983.27
22221	5/31/22	PRINCIPAL LIFE INS CO-SBD GRANDE ISLAND	016.01	846.65
22222	5/31/22	VIGILANTE SECURITY	016.01	1,950.00
22223	6/7/22	AT&T	016.01	154.41
22224	6/7/22	AT&T	016.01	262.86
22225	6/7/22	Carolyn Levin	016.01	50.00
22226	6/7/22	E.S. Balian	016.01	200.00
22227	6/7/22	T MOBILE	016.01	60.20
22228	6/7/22	VERIZON WIRELESS	016.01	196.64
Total				<u>43,483.18</u>
REGULAR CHECKS:				
22229	6/14/22	AMERICAN PEST CONTROL	016.01	4,394.00
22230	6/14/22	ARBOR OAKLAND GROUP	016.01	4,703.00
22231	6/14/22	AUNALYTICS, INC.	016.01	2,324.25
22232	6/14/22	BAKER & TAYLOR, INC.	016.01	12,674.15
22233	6/14/22	BELIGHTFUL YOGA, LLC	016.01	450.00
22234	6/14/22	BLACKSTONE PUBLISHING	016.01	41.60
22235	6/14/22	BLOOMFIELD TOWNSHIP	016.01	510,668.07
22236	6/14/22	CAR TRUCKING, INC.	016.01	204.75
22237	6/14/22	CENGAGE LEARNING/GALE	016.01	2,109.06
22238	6/14/22	CENTER POINT PUBLISHING	016.01	147.55
22239	6/14/22	CINTAS CORPORATION	016.01	168.87
22240	6/14/22	DEMCO, INC.	016.01	277.00
22241	6/14/22	DU ALL CLEANING, INC	016.01	5,560.00
22242	6/14/22	ENVISIONWARE, INC.	016.01	725.00
22243	6/14/22	FRANK REWOLD AND SON, INC.	016.01	10,372.17
22244	6/14/22	GREAT OAKS MAINTENANCE	016.01	2,191.45
22245	6/14/22	INGRAM LIBRARY SERVICES	016.01	282.35
22246	6/14/22	LJ ROLLS REFRIGERATION CO., INC	016.01	9,003.00
22247	6/14/22	LAKESHORE LEARNING MATERIALS	016.01	240.34
22248	6/14/22	MICROMARKETING LLC	016.01	281.38
22249	6/14/22	MIDWEST TAPE	016.01	2,454.77
22250	6/14/22	MICHIGAN LIBRARY ASSOCIATION	016.01	3,779.53
22251	6/14/22	NICHOLS/NETWORK SERVICES CO	016.01	242.06
22252	6/14/22	ORANGEBOY, INC.	016.01	6,000.00
22253	6/14/22	OVERDRIVE	016.01	18,988.12
22254	6/14/22	POSEIDON LAWN SPRINKLERS	016.01	653.00

BLOOMFIELD TOWNSHIP PUBLIC LIBRARY

CHECK REGISTERS

FOR THE MONTH OF MAY 2022

Check #	Date	Payee	Cash Account	Amount
22255	6/14/22	PRESIDIO NETWORK SOLUTIONS GROUP, LLC	016.01	6,388.40
22256	6/14/22	PROQUEST-CSA LLC	016.01	1,436.85
22257	6/14/22	PTS Communications	016.01	156.00
22258	6/14/22	S & P GLOBAL MARKET INTELLIGENCE LLC	016.01	8,800.00
22259	6/14/22	SALEM PRESS, INC.	016.01	392.25
22260	6/14/22	Saline District Library	016.01	17.99
22261	6/14/22	SCHOLASTIC, INC	016.01	10.24
22262	6/14/22	SENTINEL TECHNOLOGIES, INC.	016.01	2,539.46
22263	6/14/22	SHOWCASES	016.01	1,046.25
22264	6/14/22	SIEMENS INDUSTRY, INC.	016.01	14,428.00
22265	6/14/22	STATE OF MICHIGAN	016.01	119.19
22266	6/14/22	RICK STROMOSKI	016.01	250.00
22267	6/14/22	TERMINIX PROCESSING CTR.	016.01	151.00
22268	6/14/22	THOMSON REUTERS/THOMSON WEST	016.01	132.30
22269	6/14/22	TOTAL ENERGY SYSTEMS, INC.	016.01	996.35
22270	6/14/22	WEST ACADEMIC	016.01	55.12
22271	6/14/22	WOLTERS KLUWER	016.01	197.39

Total				<u><u>636,052.26</u></u>
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Gift Fund

ADVANCE CHECKS:

5305	5/17/22	Celia Domalewski	012.03	358.20
5306	5/24/22	FLAGSTAR BANK	012.03	565.05
5307	5/24/22	Nicole Gillies	012.03	76.74
5308	5/31/22	AMAZON.COM	012.03	781.79
5309	6/7/22	Nicole Gillies	012.03	<u>41.26</u>

Total				<u><u>1,823.04</u></u>
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REGULAR CHECKS:

5310	6/14/22	BAKER & TAYLOR	012.03	49.18
5311	6/14/22	INGRAM LIBRARY SERVICES	012.03	78.71
5312	6/14/22	LAURIE TENNENT STUDIO	012.03	<u>590.00</u>

Total				<u><u>717.89</u></u>
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Bloomfield Township Public Library
FY 2022-2023 General Fund Budget

PRESENTED: JUNE 21, 2022 FOR THE MONTH OF: MAY, 2022

ACCOUNT NAME	2022-2023 ADOPTED BUDGET AS OF MARCH 16, 2022	2022-2023 AMENDED BUDGET AS OF MARCH 16, 2022	REVENUE/EXPENSE CURRENT MONTH	REVENUE/ EXPENSE YTD	% OF BUDGET YTD	Two Months 16.67% VARIANCE
<u>Revenues</u>						
Taxes	\$8,141,617	\$8,141,617	\$0	\$0	0.00%	(\$8,141,617)
Penal Fines	\$87,600	\$87,600	\$0	\$0	0.00%	(\$87,600)
State Aid	\$32,800	\$32,800	\$0	\$21,595	65.84%	(\$11,205)
Circulation Fines & Fees	\$25,500	\$25,500	\$2,709	\$4,374	17.15%	(\$21,126)
Charges for Services	\$14,866	\$14,866	\$450	\$950	6.39%	(\$13,916)
Investment earnings	\$50,000	\$50,000	\$16,956	\$1,311	2.62%	(\$48,689)
Miscellaneous	\$34,566	\$34,566	\$307	\$509	1.47%	(\$34,057)
Total Revenues	\$8,386,949	\$8,386,949	\$20,421	\$28,739	0.34%	(\$8,358,210)
<u>Expenditures</u>						
Personnel	\$4,777,521	\$4,777,521	\$508,724	\$964,079	20.18%	(\$3,813,442)
Library Services	\$817,933	\$817,933	\$52,340	\$178,421	21.81%	(\$639,512)
Facilities & Equipment	\$1,036,779	\$1,036,779	\$83,958	\$178,382	17.21%	(\$858,397)
Other Operating Expenditures	\$3,619,429	\$3,619,429	\$34,188	\$104,184	2.88%	(\$3,515,245)
Total Expenditures	\$10,251,662	\$10,251,662	\$679,209	\$1,425,066	13.90%	(\$8,826,596)
Fund Balance - Beginning	\$12,237,654	\$12,237,654		\$12,237,654		
Net revenue (expenditure)	(\$1,864,713)	(\$1,864,713)		(\$1,396,327)		
Fund Balance - Ending	\$10,372,941	\$10,372,941		\$10,841,327		

Fund Balance Designations

Nonspendable-Prepaid Expense	\$18,791	\$18,791
Committed Fund Balance (is 8-months of operational expenditures amount)	\$4,588,431	\$4,588,431
Assigned Fund Balance (is \$466,224 the 3/31/22 compensated absences accrual, plus \$1,683,764 the OPEB obligation plus \$3,834,226 for capital improvements)	\$5,665,719	\$5,665,719
Unassigned Fund Balance (is the unplanned emergency amount)	\$100,000	\$100,000

Bloomfield Township Public Library
FY 2022-2023 Gift Fund Budget

PRESENTED: JUNE 21, 2022 FOR THE MONTH OF: MAY, 2022

Two Months 16.67%

ACCOUNT NAME	2022-2023 ADOPTED BUDGET AS OF MAR 16, 2022	2022-2023 AMENDED BUDGET AS OF JUNE 21, 2022	REVENUE/ EXPENSE CURRENT MONTH	REVENUE/ EXPENSE YTD	% OF BUDGET YTD	VARIANCE
<u>Revenues</u>						
Gift Income	\$24,035	\$24,035	\$24,035	\$24,035	100.00%	\$0
Gift Revenue	\$0	\$175	\$175	\$175	100.00%	\$0
Friends of the Library	\$0	\$23,305	\$23,305	\$23,305	100.00%	\$0
Atkinson Trust	\$0	\$0	\$0	\$0	#DIV/0!	\$0
BTPL Endowment Fund/Amber Trust	\$0	\$55	\$55	\$55	0.00%	\$0
Myers Scholarship	\$500	\$500	\$500	\$500	100.00%	\$0
Smith Challenge Grant	\$0	\$0	\$0	\$0	#DIV/0!	\$0
Fair Radom Garden's Endowment	\$0	\$0	\$0	\$0	#DIV/0!	\$0
Library Director's Legacy Fund	\$0	\$0	\$0	\$0	0.00%	\$0
Investment Earnings	\$200	\$200	\$1	\$2	0.85%	(\$198)
Miscellaneous Revenue	\$0	\$0	\$0	\$0	0.00%	\$0
Total Revenues	\$24,235	\$24,235	\$24,036	\$24,037	99.18%	(\$198)
<u>Expenditures</u>						
Library Services	\$75,589	\$95,539	\$2,421	\$4,581	4.79%	(\$90,958)
Electronic Services - Adult	\$5,000	\$5,000	\$0	\$0	0.00%	(\$5,000)
Books - Adult	\$5,373	\$7,423	\$257	\$308	4.15%	(\$7,115)
Books - Youth	\$2,343	\$2,343	\$0	\$15	0.65%	(\$2,328)
Books - Reference	\$0	\$0	\$0	\$0	0.00%	\$0
Processing & Supplies	\$0	\$0	\$0	\$0	0.00%	\$0
Audiobooks - Adult	\$5,000	\$5,000	\$0	\$0	0.00%	(\$5,000)
Audiobooks - Youth	\$5,000	\$5,000	\$0	\$0	0.00%	(\$5,000)
DVD's - Adult	\$0	\$0	\$380	\$408	0.00%	\$408
Special Needs - Adult	\$0	\$0	\$0	\$0	0.00%	\$0
Special Needs - Youth	\$621	\$621	\$0	\$0	0.00%	(\$621)
Programs - Adult	\$17,712	\$25,712	\$313	\$1,520	5.91%	(\$24,192)
Programs - Youth	\$24,704	\$34,604	\$523	\$683	1.97%	(\$33,921)
Programs - Administration	\$9,836	\$9,836	\$948	\$1,646	16.73%	(\$8,190)
Facilities & Equipment	\$34,382	\$37,812	\$0	\$2,641	6.99%	(\$35,171)
Grounds Maintenance	\$14,457	\$17,707	\$0	\$419	2.37%	(\$17,288)
General Equipment	\$18,746	\$19,926	\$0	\$2,222	11.15%	(\$17,704)
Computer Equipment	\$179	\$179	\$0	\$0	0.00%	(\$179)
Facility Service Equipment	\$0	\$0	\$0	\$0	0.00%	\$0
Other Operating Expenditures	\$52,224	\$52,379	\$123	\$486	0.93%	(\$51,893)
Staff Development/Travel	\$0	\$0	\$0	\$0	0.00%	\$0
Printing & Publishing	\$5,325	\$5,325	\$0	\$0	0.00%	(\$5,325)
Dues & Membership	\$0	\$0	\$0	\$0	#DIV/0!	\$0
Myers Scholarship	\$1,394	\$1,394	\$0	\$0	0.00%	(\$1,394)
Smith Challenge Grant	\$3,557	\$3,557	\$0	\$0	0.00%	(\$3,557)
Endowment Fund	\$0	\$55	\$0	\$0	0.00%	(\$55)
Atkinson Fund	\$1,637	\$1,637	\$79	\$239	14.57%	(\$1,398)
Fair Radom Garden Endowment Fund	\$1,020	\$1,020	\$41	\$241	0.00%	(\$779)
Director's Legacy Fund	\$0	\$0	\$0	\$0	0.00%	\$0
Transfer out to CFSEM	\$0	\$0	\$0	\$0	0.00%	\$0
Bank Service Charges	\$0	\$0	\$3	\$6	0.00%	\$6
Contingency - designated	\$35,654	\$35,754	\$0	\$0	0.00%	(\$35,754)
Director's Discretionary	\$3,637	\$3,637	\$0	\$0	0.00%	(\$3,637)
Contingency - undesignated	\$0	\$0	\$0	\$0	0.00%	\$0
Total Expenditures	\$162,195	\$185,730	\$2,544	\$7,708	4.15%	(\$178,022)
Fund Balance - Beginning	\$161,695	\$161,695		\$161,695		
Net revenue (expenditures)	(\$161,495)	(\$161,495)		\$16,329		
Fund Balance - Ending	\$200	\$200		\$178,024		

Bloomfield Township Public Library
Asset Allocation Summary
MAY 2022

7b

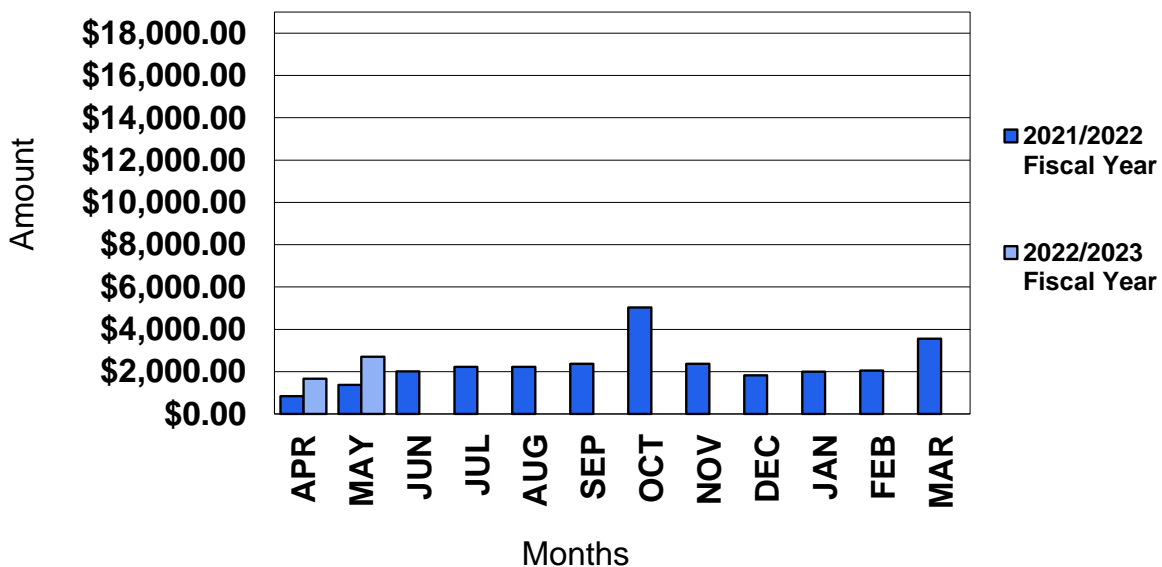
Fund	Type	Annual Yield	Date	Amount on Hand
General Fund				
	5th 3rd Checking (Ecommerce)	0.00%	5/31/2022	\$95,180.50
	Flagstar Public Funds Savings	0.60%	5/31/2022	\$200,449.07
	Flagstar Premier Public Entities Checking	0.15%	5/31/2022	\$55,122.87
	RBC Capital Cash/Money Market	0.01%	5/31/2022	\$99,868.40
	RBC Capital - Investments	1.17%	5/31/2022	\$11,238,892.46
Total General Fund				\$11,594,332.80
Please see General Fund budget for notes on how this amount is earmarked				
Gift Fund				
	Huntington Public Fund Business Interest Checking	0.01%	5/31/2022	\$113,697.65
	Huntington CD (Charnov gift) - matures 02/05/2024	0.03%	5/31/2022	\$50,000.00
	Fifth Third Bank Business Standard Checking	0.00%	5/31/2022	\$14,802.78
Total Gift Fund				\$178,500.43

CFSEM	The following endowment funds are administered by the Community Foundation for Southeast Michigan (CFSEM). CFSEM maintains unilateral variance power and legal ownership of the endowment funds, and therefore, principal is not available to BTPL. Earnings are available for distribution to the Library for its operations at the discretion of CFSEM.			
	<i>Updated 3/2022</i>			
	Jeanette P. Myers Memorial Scholarship Fund	12/31/2021		\$18,088.00
	Yvonne T. Atkinson Fund	12/31/2021		\$37,241.00
	Lawrence Smith and Isabel Francis Smith Challenge Grant Fund	12/31/2021		\$40,435.28
	BTPL Endowment Fund	12/31/2021		\$52,814.72
	Fair Radom Garden Endowment Fund	12/31/2021		\$20,285.00
	BTPL Director's Legacy Fund	12/31/2021		\$23,382.00
Total CFSEM holdings				\$192,246.00

FINES AND FEES - TWO-YEAR COMPARISON

Month	2021/2022 Fiscal Year	2022/2023 Fiscal Year	Difference
APR	\$838.45	\$1,665.40	\$826.95
MAY	\$1,373.25	\$2,708.60	\$1,335.35
JUN	\$2,008.55		(\$2,008.55)
JUL	\$2,218.95		(\$2,218.95)
AUG	\$2,228.30		(\$2,228.30)
SEP	\$2,376.65		(\$2,376.65)
OCT	\$5,029.51		(\$5,029.51)
NOV	\$2,371.50		(\$2,371.50)
DEC	\$1,828.00		(\$1,828.00)
JAN	\$2,000.60		(\$2,000.60)
FEB	\$2,056.98		(\$2,056.98)
MAR	\$3,557.26		(\$3,557.26)
			YTD Difference
TOTAL	<u>\$27,888.00</u>	<u>\$4,374.00</u>	<u>(\$23,514.00)</u>

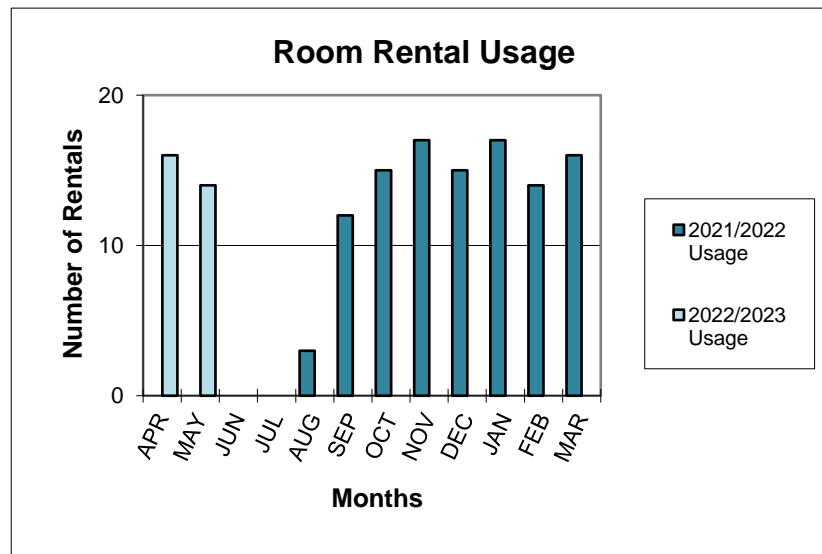
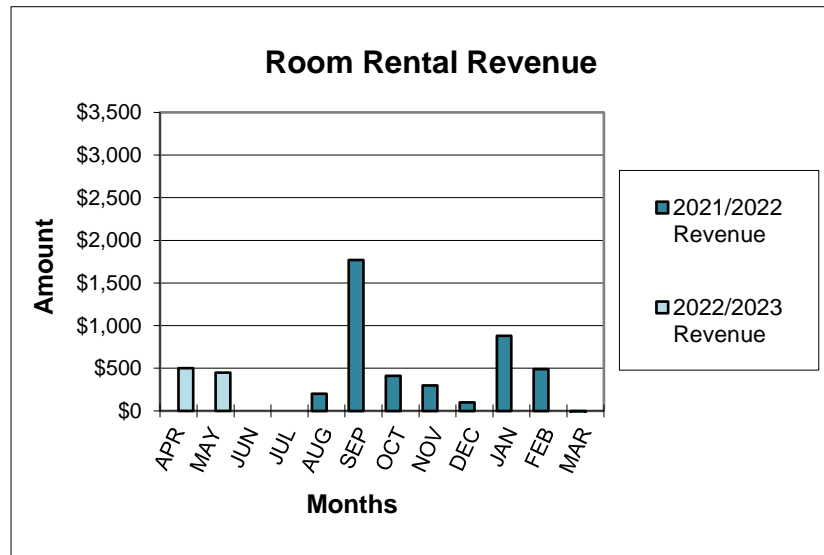
Fines and Fees Two-Year Comparison



ROOM RENTAL - TWO-YEAR COMPARISON

7b

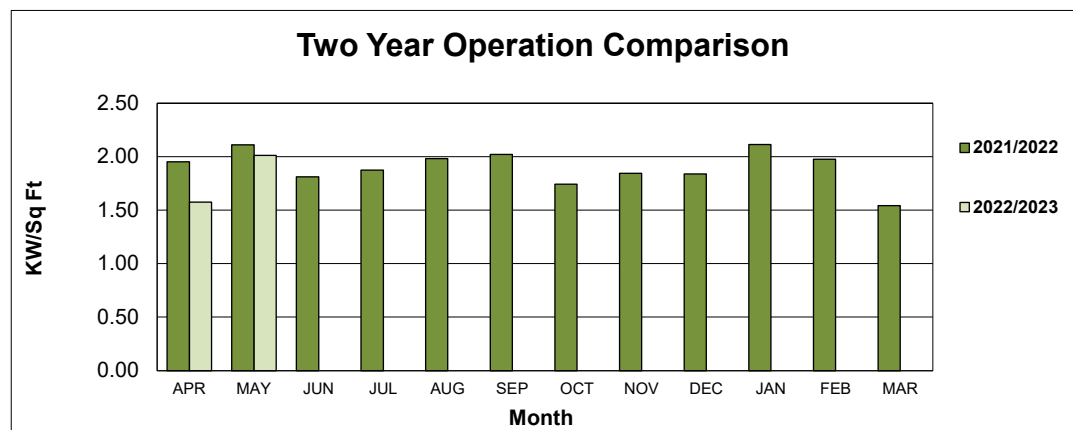
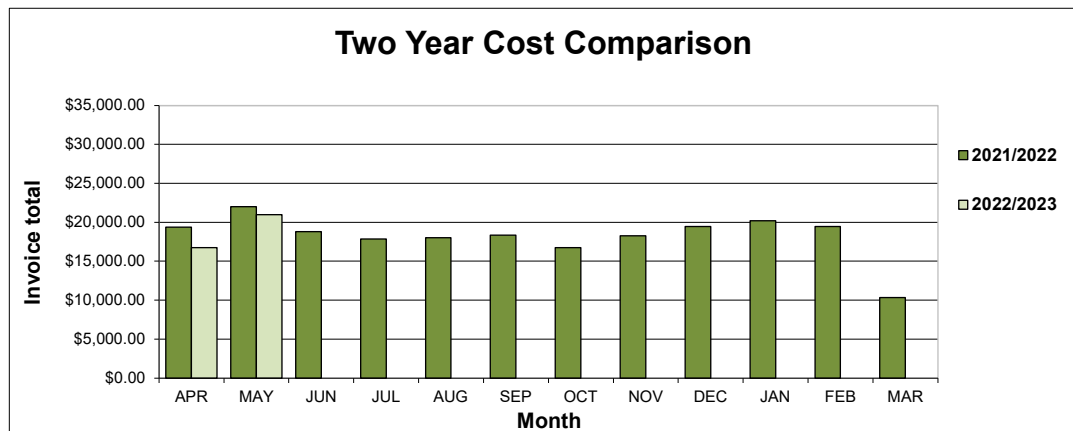
Month	2021/2022 Revenue	2022/2023 Revenue	Difference	2021/2022 Usage	2022/2023 Usage	Month
APR	\$0.00	\$500.00	\$500.00	0	16	APR
MAY	\$0.00	\$450.00	\$450.00	0	14	MAY
JUN	\$0.00		\$0.00	0		JUN
JUL	\$0.00		\$0.00	0		JUL
AUG	\$200.00		(\$200.00)	3		AUG
SEP	\$1,770.00		(\$1,770.00)	12		SEP
OCT	\$410.00		(\$410.00)	15		OCT
NOV	\$300.00		(\$300.00)	17		NOV
DEC	\$100.00		(\$100.00)	15		DEC
JAN	\$880.00		(\$880.00)	17		JAN
FEB	\$490.00		(\$490.00)	14		FEB
MAR	(\$480.00)		\$480.00	16		MAR
			YTD Difference			
TOTAL	\$3,670.00	\$950.00	(\$2,720.00)	109	30	



Bloomfield Township Public Library Electricity Analysis

Building Area = 101,023 Sq ft.

TWO YEAR COST COMPARISON				CURRENT YEAR OPERATION					
Month	2021/2022	2022/2023	Difference	TOTAL KWH	COST/KWH	KWH/HR (24 x no.days per month)	KWH/SQ FT 101,023	COST/HR (24 x no. days per month)	COST/SQ FT. 101,023
APR	\$19,353.70	\$16,757.01	(\$2,596.69)	159,180	\$0.11	221.08	1.58	\$23.27	\$0.17
MAY	\$22,004.56	\$20,983.27	(\$1,021.29)	203,280	\$0.10	273.23	2.01	\$28.20	\$0.21
JUN	\$18,782.78		(\$18,782.78)		#DIV/0!	0.00	0.00	\$0.00	\$0.00
JUL	\$17,838.49		(\$17,838.49)		#DIV/0!	0.00	0.00	\$0.00	\$0.00
AUG	\$18,004.84		(\$18,004.84)		#DIV/0!	0.00	0.00	\$0.00	\$0.00
SEP	\$18,350.49		(\$18,350.49)		#DIV/0!	0.00	0.00	\$0.00	\$0.00
OCT	\$16,723.27		(\$16,723.27)		#DIV/0!	0.00	0.00	\$0.00	\$0.00
NOV	\$18,252.35		(\$18,252.35)		#DIV/0!	0.00	0.00	\$0.00	\$0.00
DEC	\$19,445.48		(\$19,445.48)		#DIV/0!	0.00	0.00	\$0.00	\$0.00
JAN	\$20,200.83		(\$20,200.83)		#DIV/0!	0.00	0.00	\$0.00	\$0.00
FEB	\$19,441.46		(\$19,441.46)		#DIV/0!	0.00	0.00	\$0.00	\$0.00
MAR	\$10,316.61		(\$10,316.61)		#DIV/0!	0.00	0.00	\$0.00	\$0.00
			YTD Difference						
TOTAL	\$218,714.86	\$37,740.28	(\$180,974.58)						



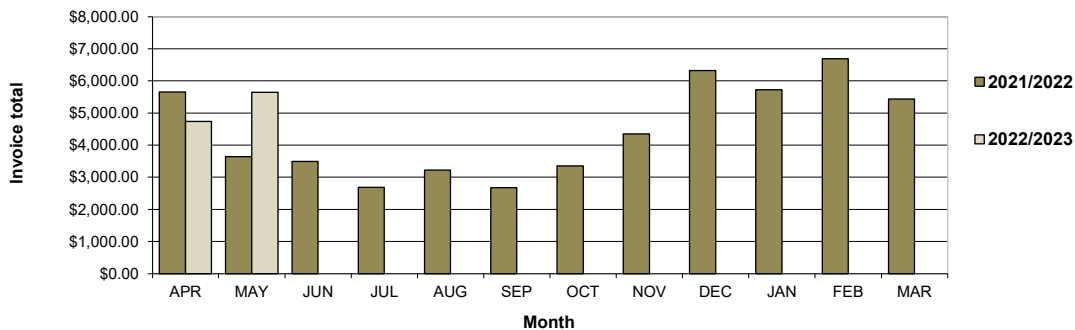
Bloomfield Township Public Library Natural Gas Analysis

Building Area = 101,023

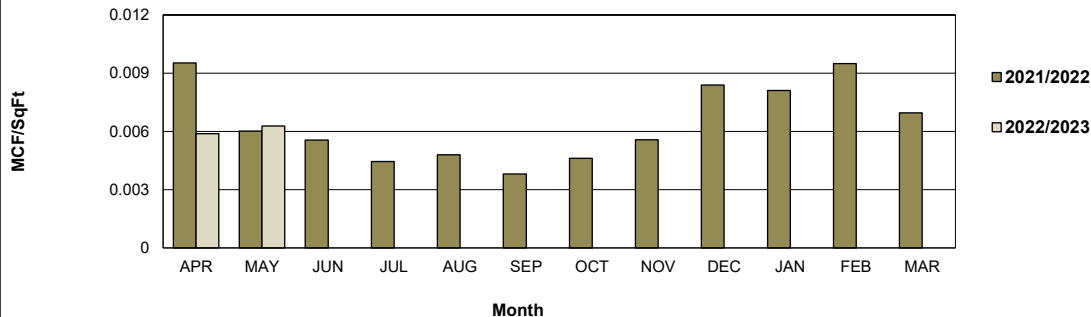
1 Cu. Ft. = 1000 BTU

TWO YEAR COST COMPARISON				OPERATION						
Month	2021/2022	2022/2023	Difference	MCF	COST/MCF	HOURS (24 x no.days per month)	MCF/HR	MCF/SqFt	\$/HR	\$/SqFt
APR	\$5,654.64	\$4,734.95	(\$919.69)	593.7	\$7.98	720	0.82	0.006	6.58	0.046
MAY	\$3,636.56	\$5,648.12	\$2,011.56	633.4	\$8.92	744	0.85	0.006	7.59	0.055
JUN	\$3,492.51		(\$3,492.51)		#DIV/0!	720	0.00	0.000	0.00	0.000
JUL	\$2,686.18		(\$2,686.18)		#DIV/0!	744	0.00	0.000	0.00	0.000
AUG	\$3,225.84		(\$3,225.84)		#DIV/0!	744	0.00	0.000	0.00	0.000
SEP	\$2,673.07		(\$2,673.07)		#DIV/0!	720	0.00	0.000	0.00	0.000
OCT	\$3,347.66		(\$3,347.66)		#DIV/0!	744	0.00	0.000	0.00	0.000
NOV	\$4,347.53		(\$4,347.53)		#DIV/0!	720	0.00	0.000	0.00	0.000
DEC	\$6,325.88		(\$6,325.88)		#DIV/0!	744	0.00	0.000	0.00	0.000
JAN	\$5,721.34		(\$5,721.34)		#DIV/0!	744	0.00	0.000	0.00	0.000
FEB	\$6,688.96		(\$6,688.96)		#DIV/0!	696	0.00	0.000	0.00	0.000
MAR	\$5,433.41		(\$5,433.41)		#DIV/0!	744	0.00	0.000	0.00	0.000
YTD Difference										
TOTAL	\$53,233.58	\$10,383.07	(\$42,850.51)							

Two Year Cost Comparison

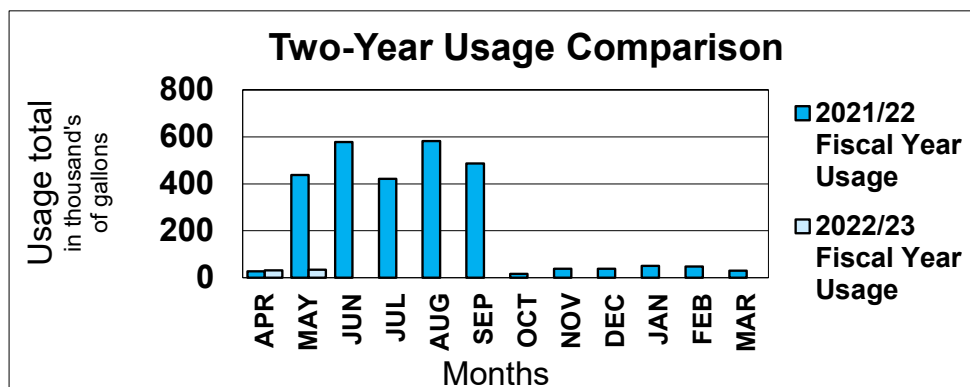
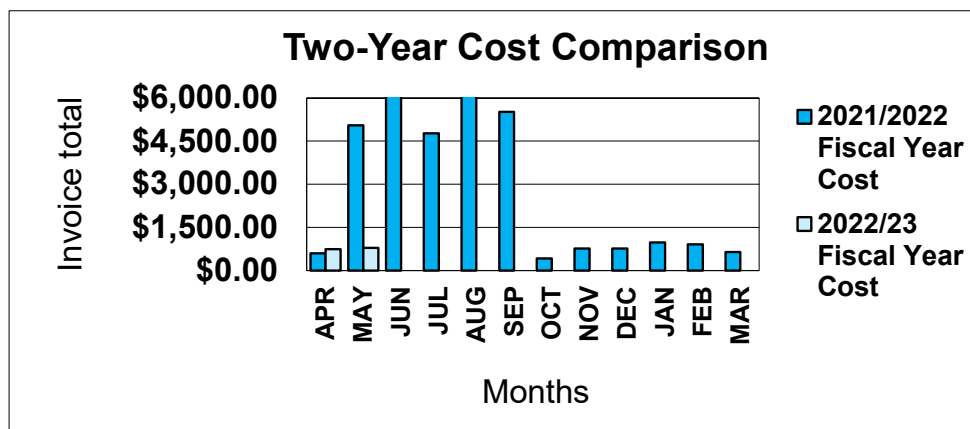


Two Year Operation Comparison



Bloomfield Township Public Library Water Analysis

Month	2021/2022 Fiscal Year Cost	2022/23 Fiscal Year Cost	Difference	2021/22 Fiscal Year Usage	2022/23 Fiscal Year Usage	Difference
APR	\$592.16	\$738.86	\$146.70	27	31	4
MAY	\$5,053.36	\$791.54	(\$4,261.82)	438	34	(404)
JUN	\$6,504.64		(\$6,504.64)	578		(578)
JUL	\$4,772.00		(\$4,772.00)	421		(421)
AUG	\$6,548.40		(\$6,548.40)	582		(582)
SEP	\$5,514.12		(\$5,514.12)	487		(487)
OCT	\$416.60		(\$416.60)	16		(16)
NOV	\$767.72		(\$767.72)	38		(38)
DEC	\$767.72		(\$767.72)	38		(38)
JAN	\$975.20		(\$975.20)	51		(51)
FEB	\$911.36		(\$911.36)	48		(48)
MAR	\$640.04		(\$640.04)	30		(30)
			YTD Difference			YTD Difference
TOTAL	<u>\$33,463.32</u>	<u>\$1,530.40</u>	<u>(\$31,932.92)</u>	<u>2,754</u>	<u>65</u>	<u>(2,689)</u>



BLOOMFIELD TOWNSHIP PUBLIC LIBRARY**LIBRARY BOARD OF TRUSTEES
MONTHLY DIRECTOR'S REPORT****June 2022**

Eleven applications have been received for the Myers Scholarship. Publicity included: a press release sent to media contacts; prominent website banner displayed on the library's website; several social media posts on Facebook, Instagram, and Twitter; a large poster in the library lobby; the monthly e-newsletter; notice placed on the Bloomfield Hills Schools community news webpage; and inclusion in staff communications. The applications and scholarship guideline information will be forwarded to the Myers Scholarship Committee for their review. We will inform the chosen applicant(s) by July 15 and present the scholarship just prior to the August 16, 2022 Library Board meeting. The Myers family will be joining us for this special award along with the recipient(s).

The parking lot will be completely closed Sunday, July 3 and Monday, July 4 for resealing and restriping. While this work is done the parking lot will be inaccessible. Patrons will not be able to return items. No items will be due during those two days plus the day after. The Library will be closed for these two days. My hope is that patron impact will be minimal.

The audit fieldwork is complete. The audit will be presented to the Finance Committee then all the Trustees in September.

At the May 17, 2022 regular monthly meeting of the Library Board of Trustees a question was raised about listing Trustees present and absent for meetings such as the Ambassadors Group. The Open Meeting Handbook states that "at a minimum, the minutes must show the date, time, place, members present, members absent". While the Ambassadors Group is not a regular meeting with voting, I'd like to err on the side of more information than less and include Trustees present and absent.

Following this report is a comment from our investment advisors at Schwartz & Company regarding the financial markets. I share this for your information.

Respectfully Submitted,

*Tera Moon
Library Director*



SINCE 1976

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Bloomfield Hills, MI 48301

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Naples, FL 34103

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MARKET COMMENTARY

Summer 2022

2022 has been a difficult year across most all core areas of investing, even areas such as high quality fixed income. Particularly roughed up have been growth equities, after many years of explosive positive performance.

No matter how calm or seasoned an investor may be, market slides like this tempt everyone to sell assets, that are meant to be long-term positions, in order to ease near-term pain.

We urge you as our client to reinforce your commitment to a long-term, diversified perspective. While it's never pleasant to see significant "paper losses," discipline during such turbulent stretches is ultimately rewarded via strong annualized returns over the long haul.

Patience, and perhaps an eye for reallocation opportunities, pave the right path forward, versus dumping assets in a down market. Major headwinds (currently inflation and war) have always existed in the past, and always will in the future. As we know, the market will eventually go back up. The uncertainty of when that will happen is an emotional and frustrating challenge that every successful long-term investor must occasionally endure.

We are grateful to have you as our client and fellow long-term investor.

Edward A. Schwartz

President

BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
MONTHLY ACTIVITY REPORT
May 2022

****Library closed May 7 for Staff Dev. Day; and May 31 for Memorial Day**

*Library closed May 6 for Staff Dev. Day; and May 29 & 30 for Memorial Day

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Pandemic Service
Phase 3: 1/25/21 - 6/30/21
Phase 4: 7/1/21 - 9/6/21
Phase 5: 9/7/21-present

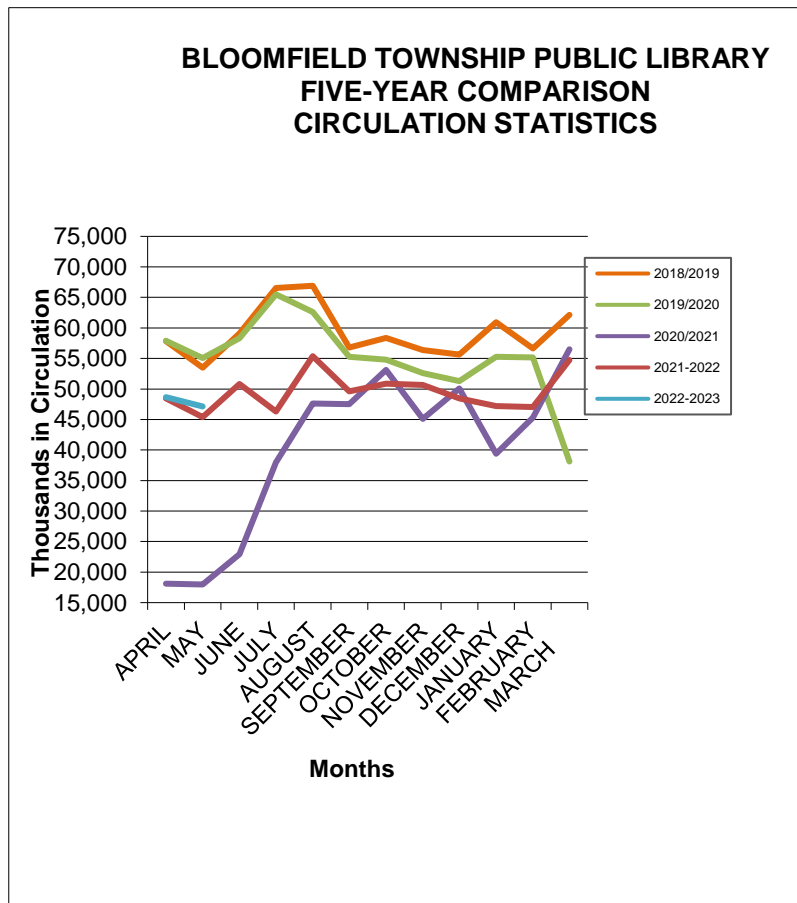
BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
MONTHLY ACTIVITY REPORT
May 2022

	2021		2022	
OUTREACH & PROGRAMS				
<i>New Patrons and Accounts</i>				
Township:	65		158	
Cranbrook:	1		1	
Total new patrons:	89		195	
<i>Adult Program Attendance</i>				
Staff-led:	5 events	38 attended	9 events	62 attended
Speaker-led:	0	0	0 events	0 attended
Book clubs:	2 events	15 attended	8 events	68 attended
Tours/visits on-site:	0	0	0 events	0 attended
Tours/visits off-site:	3 events	41 attended	1 event	30 attended
Chamber Music Concert	0 events	n/a	0 events	0 attended
Bloomfield Historical Society	0 events	n/a	0 events	0 attended
<i>Systems Program Attendance</i>				
Staff-led:	4 events	0 attended	2 events	3 attended
<i>Teen Program Attendance</i>				
Staff-led:	1 event	2 attended	2 event	21 attended
<i>Youth Program Attendance</i>				
Staff-led:	13 events	634 attended	18 events	526 attended
Speaker-led:	0 events	n/a	0 events	0 attended
Tours/visits on-site:	0 events	n/a	1 event	3 attended
Tours/visits off-site:	0 events	n/a	3 events	152 attended
TOTAL:	28 events	730 attended	44 events	865 attended
<i>Volunteers</i>				
Shop	0 people	0 hours	13 people	205 hours
Court	0 people	0 hours	0 people	0 hours
Students	0 people	0 hours	2 people	91.5 hours
Department volunteer	0 people	0 hours	1 person	13.5 hours
<i>Patron Remarks</i>				
Patron Comments:	8		1	
Ask BTPL:	3		3	
Ask Us:	23		55	
DISPLAYS				
Lobby	Art in the Hills - Bloomfield Hills Schools Student Art Exhibit			
Local History	Don't Worry, Be Happy - books on happiness			

BLOOMFIELD TOWNSHIP PUBLIC LIBRARY FIVE YEAR CIRCULATION

6/6/2022

	<u>2018/2019</u>	<u>2019/2020</u>	<u>2020/2021</u>	<u>2021-2022</u>	<u>2022-2023</u>
APRIL	57,829	57,900	18,087	48,463	48,665
MAY	53,493	55,056	17,974	45,393	47,140
JUNE	59,101	58,301	22,933	50,843	
JULY	66,539	65,499	37,962	46,304	
AUGUST	66,907	62,633	47,629	55,372	
SEPTEMBER	56,817	55,270	47,507	49,604	
OCTOBER	58,359	54,813	53,114	50,855	
NOVEMBER	56,357	52,623	45,117	50,656	
DECEMBER	55,615	51,267	50,080	48,439	
JANUARY	60,945	55,277	39,378	47,195	
FEBRUARY	56,645	55,172	45,329	47,023	
MARCH	62,128	38,121	56,504	54,732	
TOTAL	710,735	661,932	481,614	594,879	95,805



Decrease due to Library being closed March 14-31, 2020 (Covid-19 Pandemic)
Decrease due to Library being closed April 1-30, 2020 (Covid 19 Pandemic)
Decrease due to Library being closed May 1-31, 2020 (Covid 19 Pandemic)

**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
MEMORANDUM**

TO: Library Board of Trustees

FROM: Tera Moon

DATE: June 17, 2022

SUBJECT: Strategic Planning Consulting Services Bid

On April 27, 2022, a request for proposals (RFP) strategic planning process consulting services for the Library was released with a deadline of May 20, 2022. This request was posted on the Library's website, available at the Welcome Desk, and emailed to nine companies in Michigan and surrounding states. The RFP requested that bidders provide company information, references, strategic planning experience and approach, budget, and availability to meet our proposed timeline. Fast Forward Libraries, Midwest Collaborative for Library Services (MCLS), NEW, and ReThinking Libraries submitted bids by the deadline.

The Library is seeking a consultant with expertise in public library strategic planning to guide us through the process of identifying goals and priorities for the next three to five years. The consultant will provide a community and library assessment; gather feedback from stakeholders in the community, including staff, trustees, volunteers, and patrons; analyze, assemble, and present the data; advise on the development and implementation of strategic directives; and assist with assessment and evaluation tools.

A thorough review of both bids was conducted by Library Director, Tera Moon and Assistant Library Director, Katherine Bryant. A bid analysis summary and the RFP document are attached for your review. The four proposals received will be available for your review at the Library Board meeting.

NEW and MCLS provided complete proposals detailing their strategic planning experience and approach. NEW's bid was significantly higher than the quotes provided by the other three bidders. MCLS was unable to meet the Library's proposed timeline due to previous commitments. For these reasons, we did not move forward with interviewing these consultants.

Katherine and I selected ReThinking Libraries and Fast Forward Libraries for interviews. ReThinking Libraries is helmed by Managing Principal Rob Cullin, who led the Library's 2015 strategic planning process under the Kimberly Bolan and Associates banner, and Principal/Senior Consultant Janet Nelson. They provided a strong proposal, highlighting their extensive experience in public library strategic planning. Their process was honed while they worked with this Library in 2015 and would be similar this time around.

Fast Forward Libraries, led by Amanda Standerfer and supported by Cindy Fesemyer, also provided an impressive proposal, with extensive experience in public library strategic planning. They view libraries as learning organizations in a state of continuous improvement. They focus heavily on collecting surveys, data, community mapping, input sessions, and one-on-one interviews to inform the process. Library staff and trustees would be active participants of this process. Fast Forward Libraries has worked with libraries preparing for a millage campaign. They incorporate team building and change management into their work and were confident in working with a new Library Director and leadership team. The Fast Forward Libraries quote was the second lowest of all four bidders.

References for Fast Forward Libraries were effusive in their praise of Amanda, with one Executive Director stating, "she did a great job of soliciting information and ideas from the stakeholders, synthesizing and checking back with the main leads, so that the drafting process kept moving forward in a timely way." The Board Chair of another library emphasized how articulate and kind Amanda was in helping the board, library director, staff, and city leadership to a common vision.

Therefore, Administration recommends that the bid for Bloomfield Township Public Library strategic planning consulting services be awarded to Fast Forward Libraries beginning on July 1, 2022. If you approve, there is an action below.

ACTION: I move to approve awarding the 2022 strategic planning consulting services bid to Fast Forward Libraries LLC, 712 Arlington Ct., Champaign, IL 61820 for \$27,625 plus expenses.

Strategic Planning Consultants Analysis – 2022 RFP

	Fast Forward Libraries	ReThinking Libraries	Midwest Collaborative for Library Services	NEW
LIBRARY EXPERIENCE	Extensive	Extensive	Extensive	MLA and TLN, but not individual public libraries?
STRATEGIC PLAN EXPERIENCE	Extensive	Extensive	Extensive	Extensive with “service-oriented organizations”
PROCESS ELEMENTS	<p>LEARN – DREAM – DO</p> <p>Appreciative inquiry approach</p> <p>Focus on underserved populations Review current mission statement and core values</p> <p>Planning team of 6-8 staff/trustees</p> <p>Deliverables: learning report, graphical one-page plan, strategic plan document, annual activity plan (page 6)</p>	<p>Facilitator and collaborator</p> <p>Strategic Planning Team</p> <p>Similar to appreciative inquiry</p> <p>three key levels of strategy: organizational, programmatic, and operational</p> <p>Strategic Planning Retreat</p> <p>2-6-page plan that encompasses the top levels of strategy; a separate annual work plan is developed focusing on the operational level with the details and tactics of the plan</p>	<p>Uses Harwood Institute engagement tools and process; SOAR framework (appreciative inquiry)</p> <p>Community conversations, surveys, 1:1 interviews with community leaders Strategic Planning Committee of 12-15 staff/trustees</p>	<p>1) Where are we now?, 2) Where are we going?, 3) How will we get there?, 4) How will we know when we arrived?</p> <p>Appreciative Inquiry</p> <p>development of work plans to aid in the implementation of defined strategies, goals, and objectives.</p>
BUDGET	\$27,625	\$21,720	\$32,800	\$48,200
TIMELINE	July 2022-January 2023	July-December 2022	Cannot begin until November 2022	July 2022-May2023 (added a pre-phase and post-phase to our timeline)
ADDITIONAL COMMENTS		Rob Cullin and Janet Nelson		<p>Budget subject to change based on pre-phase discussion</p> <p>Unclear to me exactly what role NEW will play and what work they will do</p>

Strategic Planning Consultants Analysis – 2022 RFP

	Fast Forward Libraries Champaign, IL	ReThinking Libraries Brownsburg, IN	Midwest Collaborative for Library Services Lansing, MI	NEW Ann Arbor, MI
LIBRARY EXPERIENCE	19 years; many public libraries & consortia in MI & Midwest	New firm (est. 2020) but principal had firm under other banner for 7 years; both managers have 20+ years library exp. as vendors, space planners, consulting.	Est. 2009; collaborative organization partnering with libraries in IN & MI; knows public libraries;	Est. 1993; supporting nonprofits; s.p. for Michigan Library Association
STRATEGIC PLAN EXPERIENCE	Lead consultant (Standerfer) 20 years exp. in s.p. consulting & working in libraries; 5 team members (3 w/ MLS);	Managing Principal Rob has 7 years & 50 plans; Senior Consultant Janet has 3 years & 15 plans; team involved in s.p. since 1996	Proposed s.p. team has combined 60+ years experience in libraries, nonprofits, marketing, consulting;	Team of 3 with at least 5 years exp. at NEW & many years exp. in leadership role at nonprofits & consulting;
PROCESS ELEMENTS	Learn, Dream, Do. Surveys to board, staff & community; 5 focus groups; 10 interviews; demographics report; 2 trips to library; hybrid options; Learning report used to inform the “dream” phase; one-page graphically designed plan for sharing and reference; strategic plan document “text-heavy”; activity plan and evaluation framework; option for implementation coaching support	7-9 in-person or virtual stakeholder sessions & surveys targeted to specific groups (staff, board, other); 1 all-community session; web-based survey of the public (paper version can be used; library to print & enter data); “findings book” provided for retreat (80-150 pages); 6-8 hr retreat w/ 15-25 people; review of mission, vision, values; 2-6 page high-level plan; assist w/ detailed work plan; detailed community analysis; multi-cohort comparison benchmark; collection turnover analysis	2-hr meeting with Planning Committee (established at beginning of process); MCLS does research; 5 Community Conversations; online survey; create a Community Engagement Report to inform Planning Committee; benchmarking against peer libraries, library trends in usage, demographic data; three 90-minute focus groups (2 staff, 1 board) to share results & seek feedback on which community aspirations the library could take a lead in supporting; half-day retreat to review research & develop high level strategies & assessment tool; half-day retreat to refine & prioritize; ID key service priorities using SOAR framework	Pre-Planning Phase I: information gathering (environmental scan of BTPL community; review of current work, practices, & values; feedback of staff, trustees, volunteers, community partners; SWOT; review of docs; community survey; focus groups) Phase II: Strategic Planning Analysis & Discussion (reflection, small & full group discussion; review of mission, vision, values; guide through creation of 5-year strategic framework Phase III: Presenting & Adopting the Plan Phase IV: Implementation (develop a set of metrics to evaluate & track progress; discuss process of setting goals; facilitate a discussion about how to use reporting mechanisms Post-Phase: Debrief, Summary Report & Follow-up
BUDGET	\$27,625 + airport transport + Library to do printing & possible mailing	\$21,720	\$32,800	\$48,200 + mileage @ \$0.585/mile (80 miles roundtrip = \$46.80) 50% due at signing; rest after complete
TIMELINE	Available & in line with our proposed timeline; 4-8 months to complete (Aug-Dec 2022); change 3-hour meeting from September 20	Available & in line with our proposed timeline; 4-8 months to complete (Aug-Dec 2022)	4-5 months; available to start in November 2022	Available; 8 months to reach adoption with 3 months in post-phase
ADDITIONAL COMMENTS	“libraries are the anchor of democracy in our society”; anchored in building on strengths; includes a review of vision & mission; all white women;	Tailor approach from simple to advanced; use a variety of approaches; appreciative inquiry; flexible plan; “educate its public, generate ideas and solutions, and develop a plan that reflects its community members and the future”	Appreciative Inquiry approach; plan to conduct onsite but can use virtual tools such as Zoom, Padlet, Google Jamboard	Heavy emphasis on social justice; not specific about how many focus groups

**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
MEMORANDUM**

TO: Library Board of Trustees

FROM: Tera Moon, Library Director

DATE: June 17, 2022

SUBJECT: Meeting Room Guidelines

At the May 17, 2022 Board Meeting, we discussed a patron complaint that their non-profit organization was not able to reserve a meeting room twice monthly, based on the Meeting Room Guidelines. These guidelines state “except for library and library-related programs, meeting rooms may not be reserved by a single group or individual more than six times in a year.”

There are many non-profit organizations that have inquired about hosting regular monthly or bi-monthly meetings at the Library, including Jack and Jill of America, B’nai B’rith International, Boy Scout and Girl Scout Troops, the Oakland Literacy Council, Rotary International, and Daughters of the American Revolution. In 2018 and 2019, the Library averaged 34 meeting room reservations each month across four meeting rooms, not including Library programs. Since reopening meeting rooms after the pandemic closure, the Library has averaged 12 meeting room reservations each month.

A review of comparable area libraries revealed that most limit meeting room use to one meeting per month, up to 12 times per year. West Bloomfield Township Public Library, Farmington Community Library, Novi Public Library, and Grosse Pointe Public Library are among those that use this guideline. Northville District Library limits groups to six meetings per year, while Rochester Hills Public Library permits up to 24 meetings per year. Auburn Hills Public Library and Baldwin Public Library do not specify a limit in their guidelines.

Based on these considerations, Administration recommends changing the meeting room reservation guidelines to permit up to 12 meetings per year for each group or individual, effective immediately. Thank you for bringing this up for review. The current guidelines have been in place for 12 years and it was time to take a closer look at what is working and what could be improved. As we transition to a new meeting room reservation system later this summer, we will continue reviewing the guidelines to ensure excellent customer service.

BLOOMFIELD TOWNSHIP PUBLIC LIBRARY

MOTION TO APPROVE ANY ITEMS REMOVED FROM THE CONSENT AGENDA

I move to approve the items previously removed from the consent agenda for discussion.

Pulitzer-winning author to visit Bloomfield library

Courtesy of Bloomfield Township Public Library

Bloomfield Township Public Library is pleased to announce a partnered event with the Great Lakes Chamber Music Festival featuring Pulitzer Prize-winning author Richard Powers and composer Perry Goldstein.

“Beyond the Notes: In Conversation with Richard Powers and Perry Goldstein” will take place at the library 2 p.m. Wednesday, June 15.

Powers and Goldstein will engage in a dialogue about their collaboration on a new work titled “Birding by Ear,” which will premier as part of the Great Lakes Chamber Music Festival.

The conversation will be accompanied by an ensemble of musicians to demonstrate the intersection between the two art forms.



The Bloomfield Township Public Library will soon host Pulitzer Prize-winning author Richard Powers and composer Perry Goldstein.

BALTHAZAR KORAB

This is a free event and is open to all, but registration is required due to limited seating capacity.

Anyone interested in attending can register by visiting the Welcome Desk or Adult Services Desk at the library, or by calling 248-642-5800.

Richard Powers is the author of over a dozen novels, including “The Overstory,” which won the 2019 Pulitzer Prize in Fiction.

His previous collaborations include a series of five short video works based on passages from his books and produced with a group of artists and designers from the University of Illinois School of Art + Design, as well as Project Orfeo, a mixed-media concert combining readings from Powers’s 2014 novel “Orfeo” with music composed and performed by faculty artists at Duke Uni-

versity.


Contemporary composer Perry Goldstein holds a doctorate in music composition from Columbia University and has been a member of the music faculty at Stony Brook University since 1992.

He has created works for solo instrument, voice, chamber ensemble and band and is one of the most widely performed composers of music for the saxophone.


The Great Lakes Chamber Music Festival runs June 10-25, with the world premiere of Birding by Ear taking place on Thursday, June 16, at Temple Beth El.



To learn more about the Festival and purchase tickets, visit greatlakes-chambermusic.org.


For more information, please call the Library at 248-642-5800 or visit our website at www.btpl.org.



In Conversation with
Richard Powers & Perry Goldstein






May • 25 • 2022

**JUNE 15 – BLOOMFIELD TWP LIBRARY CONVERSATION
WITH RICHARD POWERS AND PERRY GOLDSTEIN**





June 15 – Bloomfield Twp Library Conversation with Richard Powers and Perry Goldstein

Bloomfield Township Public Library is pleased to announce a partnered event with the Great Lakes Chamber Music Festival featuring Pulitzer Prize-winning author Richard Powers and composer Perry Goldstein.

Beyond the Notes: In Conversation with Richard Powers and Perry Goldstein will take place at the Library on Wednesday, June 15 at 2 p.m. Powers and Goldstein will engage in a dialogue about their collaboration on a new work titled *Birding by Ear*, which will premiere as part of the Great Lakes Chamber Music Festival. The conversation will be accompanied by an ensemble of musicians to demonstrate the intersection between the two art forms.

This is a free event and is open to all, but registration is required due to limited seating capacity. Anyone interested in attending can register by visiting the Welcome Desk or Adult Services Desk at the Library, or by calling (248) 642-5800.

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The Great Lakes Chamber Music Festival runs June 10 – 25, with the world premiere of *Birding by Ear* taking place on Thursday, June 16 at Temple Beth El. To learn more about the Festival and purchase tickets, please visit <https://greatlakeschambermusic.org/>.

For more information, please call the Library at (248) 642-5800 or visit our website at www.btpl.org.

DOWNTOWN

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1 hour ago

Local libraries offer summer reading programs

Readers of all ages are invited to participate in summer reading programs being offered by Baldwin Public Library and Bloomfield Township Public Library.

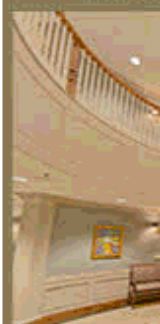
Baldwin Public Library's annual summer reading program runs from June 10 through August 5. The special Summer Reading 2022 Kickoff event will be held on Friday, June 10, from 1-4 p.m. outside at the library. Activities and crafts are planned around the theme of "Oceans of Possibilities," and participants of all ages are invited to attend and enjoy the fun. The Friends of the Baldwin Public Library are the 2022 sponsors of the Summer Reading program.

"Summer Reading is fantastic because there is a lot of excitement and enthusiasm from kids, parents, and library staff. Summer Reading brings in many new families to the Library and is a great opportunity for us to show our community all the resources we have to offer" shared Stephanie Klimmek, head of Youth Services. "And thanks to the Friends of the Baldwin Public Library, we get to give away free books to kids, which we love to do. I love to see the joy shared among family members as they sit and read together in the Youth Room or the thrill a child experiences when they find a new story that captivates them."

Teen Librarian Elisabeth Phou echoed Klimmek's enthusiasm for the annual program, noting the library is "offering a fun and easy summer reading challenge for teens, along with great in-person programs, and ways to earn cool prizes."

Visit baldwinlib.org/summer-reading for more information about the program, and details about each challenge for kids, teens and adults.

OFFER



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248-647-75

WHEN
WINNERS
HAVE
FOR OVER
60 YEARS

SUBSCRIBE



Bloomfield Township Public Library invites readers of all ages to explore their program, also called Oceans of Possibilities, this summer, with a variety of programs, activities, concerts, and more, all starting with the Summer Reading Kickoff on Tuesday, June 21, at 6:30 p.m.

Their kickoff event will include activity "islands" throughout the Youth Room and Terrace, where kids can pick up take-home craft kits, play games, take a Star Readers photo, and receive a free book. Adults can test their knowledge with Walking Track Trivia, and teens can participate in a scavenger hunt throughout the library for fun prizes. All are welcome to sign up for the Oceans of Possibilities Summer Reading Program and discover some great titles to help reach their reading goals.

The Bloomfield Township Public Library uses Beanstack to offer the Summer Reading Program. Beanstack is a free online service that allows readers of all ages to log their reading, participate in activities, read and write reviews, earn badges, and enter prize drawings.

Besides logging the books they read, participants can also earn badges by completing activities. Access the website at btpl.beanstack.org or download the Beanstack Tracker mobile app from the Apple App Store or Google Play Store. Readers have from June 21 to July 31 to log their activity and enter any prize drawings that interest them. See the full listing of Oceans of Possibilities programs and events by visiting btpl.org/summer.



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TRY IT FF

☰ Whe

MAY 2022

MARKETING REPORT

INSTAGRAM



FOLLOWERS:
1315 (↑18 from April)

TOTAL REACH:
1152
(↓17.7% from April)



FACEBOOK



PAGE LIKES:
2226 (↑19 from April)

TOTAL REACH:
7103
(↓0.1% from April)

TWITTER



FOLLOWERS: 253

IMPRESSIONS:
4283 with 51 tweets



NEWSLETTERS



- Discover (Myers Scholarship, Summer Reading, Mental Health Month, Friends)
 - 19,530 messages; 43.2% open rate
- Books and More (new adult titles, Novelist)
 - 1252 messages; 57.3% open rate
- Digital News (new adult digital titles)
 - 1614 messages; 62.0% open rate
- Movies and More eNewsletter (new movies, music, and digital media)
 - 87 messages; 56.3% open rate

PRESS RELEASES



- May Friends Book Sale
- Lecture presented by Arborist Steve Turner



INDOOR PROGRAMS

Tuesday, July 12, 6:30p.m.

Join us on for an INTERACTIVE movie experience! Registration is required and start on June 20. Props will be provided. For families, Ages 5 and Up.

Book Discussions

Registered participants will receive their own copy of the book to read before their program.

My First Book Group

Ages 5-6 with an adult. Monday, July 11 at 5 p.m.

Registration begins on June 13.

Book Worms

Ages 7-8, Wednesday, June 29 at 5 p.m.

Registration begins on May 31.

Paperbacks & Snacks

Ages 9-10, Wednesday, July 6 at 7 p.m.

Registration begins on June 6.

Book Chat

Ages 11-13, Thursday, June 30 at 7p.m.

Registration begins on May 31.

Thursday, July 21 at 7p.m.

Registration begins on June 20.

Contact Us

1099 Lone Pine Road

Bloomfield Township, MI 48302

(248) 642-5800 | www.btpl.org

askyouth@btpl.org



Summer Reading Kickoff!

Tuesday, June 21, 6:30-8:00p.m.

Pick up a treasure map at the Youth Services desk and follow it to each "island" around the Youth Room and Terrace. Get a stamp on our map for each station and pick up crafts, play games, take a Star Readers photo, sign up for our online Oceans of Possibilities Summer Reading Program and pick up your FREE BOOK!

BEACH AND WATER PLAY

ON THE YOUTH TERRACE

Tuesday, July 19, 1-3 p.m.



If the weather doesn't cooperate we will reschedule for another date!

"Shell-a-bration" of Summer Reading Fun!

Friday, July 29, 2:00-4:00p.m.

Drop in the Youth Room and the Youth Terrace to "shell-a-brate" with us! Music will be provided by children's musician Randy Kaplan, crafts, games & activities for young readers & listeners of all ages!

THE PLACE TO

DISCOVER

OCEANS OF POSSIBILITIES

Summer Reading Youth Programs

June-August
2022



Bloomfield Township Public
Library

OUTDOOR PROGRAMS

Space is limited. Please dress for the weather.
Programs will be cancelled or moved indoors if there is bad weather.

FAMILY STORY TIME

Join us outside for story time this summer with your family and friends. No registration required.

Friday, June 24, 11 a.m.

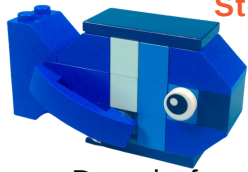
Monday, June 27, 3 p.m.

Friday, July 15, 11 a.m.

Wednesday, July 20, 11 a.m.

Tuesday, July 26, 7 p.m.

Thursday, August 18 (a special "Back-to-School" Story Time!) 11 a.m.



Outdoor Brick Club:
Make an Ocean Animal
Thursday, June 23 at 2 p.m.

Drop in for some LEGO building fun. No registration required. For ages 5 & Up.

Thursday, July 7, 1 p.m.

Registration begins June 16.

For ages 5-12 with an adult.

CIRQUE AMONGUS

Learn how to balance your body and objects while joining in on the circus fun!

STORYBOOK STEM

The Rainbow Fish

Thursday, July 14, 2 p.m., Ages 5-10

Registration begins June 20.



OUTDOOR YOGA ON THE YOUTH TERRACE

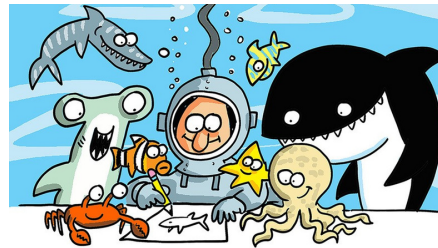
a 3 week series for ages 5-12

Tuesday, August 2, 9 & 16 at 6:30p.m.

Registration begins July 11.



INTERACTIVE VIRTUAL EVENTS



Let's Draw Ocean Creature Cartoons with Rick Stromoski

Tuesday, June 28, 5:30 p.m.

Ages 8-12

Registration begins June 6.



Wednesday, July 27, 7 p.m.

Ages 8-12

Registration begins July 6.

We'll be mixing up a variety of concoctions designed to delight your senses & relax your mind. Material kits will be available for registered participants

SENSORY GARDEN ON THE YOUTH TERRACE

Take a walk outside and discover our sensory garden on the Youth Terrace. See, smell, and touch this garden of flowers and herbs for the senses.

June 2022

*Register for these events at btpl.org/events

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		May 31 Registration begins for Book Worms 6/29 & Book Chat 6/30	1 KidLITCast - a weekly podcast of classic children's stories - this summer, tune in to listen to us read a chapter of <i>Winnie the Pooh</i> by A.A. Milne each week, starting June 3. Check out each episode on btpl.org/youth-on-demand	2	3	4
5	6 Registration begins for Let's Draw Ocean Creatures 6/28 & Paperbacks & Snacks 7/6	7	8	9	10	11
12	13 Registration begins for My First Book Club 7/11	14	15	16 Registration begins for Cirque Amongus 7/7	17	18
19	20 Registration begins for Luca: Interactive Movie 7/12, Storybook STEM 7/14 & Book Chat 7/21	21 Oceans of Possibility Summer Reading Kick-Off 6:30-8:00pm	22	23 Outdoor Brick Club: Make an Ocean Animal with our LEGOs! 2pm	24 Outdoor Family Story Time 11am	25
26	27 Outdoor Family Story Time 3pm	28 Let's Draw Ocean Creature Cartoons 5:30pm*	29 Book Worms 5pm*	30 Book Chat 7pm*		

July 2022

*Register for these events at btpl.org/events

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
SENSORY GARDEN ON THE YOUTH TERRACE: Take a walk outside and discover our sensory garden on the Youth Terrace. See, smell, and touch this garden of flowers and herbs for the senses.					1	2
	Library is Closed July 3 & 4 in Observance of Independence Day!	5	6 Paperbacks & Snacks 7pm* Registration begins for Spa Science 7/27	7 Cirque Amongus 1pm*	8	9
10	11 My First Book Club 5pm* Registration begins for Outdoor Yoga 8/2, 8/9, 8/16	12 Luca: Interactive Movie 6:30pm*	13	14 Storybook STEM 2pm	15 Outdoor Family Story Time 11am	16
17	18	19 Beach & Water Play 1-3pm	20 Outdoor Family Story Time 11am	21 Book Chat 7pm*	22	23
24	25	26 Outdoor Family Story Time 7pm	27 Spa Science 7pm*	28	29 Shell-A-Bration of Summer Reading 2-4pm	30
31 Last Day to Log Your Summer Reading!	TREASURE SCAVENGER HUNT IN THE YOUTH ROOM July 1 - 31 See if you can find all our secret treasure hiding spots in the Youth Room and choose a prize when you're done!					

VIRTUAL PROGRAMS ON DEMAND

In addition to live programs, check out the On-demand paint-a-longs, foodies fun, book talks, and more...to enjoy any time on our youth channel on btpl.org/youth-on-demand.

June 2022 Adult and Teen Programs

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		<div><div><p>BEYOND THE NOTES: In Conversation with Richard Powers and Perry Goldstein WEDNESDAY, JUNE 15 AT 2 P.M.</p></div><div><p>Author Richard Powers and composer Perry Goldstein will talk about their collaboration on a new work titled <i>Birding by Ear</i>, which will premiere as part of the Great Lakes Chamber Music Festival. Register at the Welcome Desk or by calling (248) 642-5800.</p></div></div>	<div><div>1</div><div>***Google Apps 5:30 p.m.</div></div>	<div><div>2</div></div>	<div><div>3</div><div>English Language Conversation Group 10 a.m.</div></div>	<div><div>4</div></div>
<div><div>5</div></div>	<div><div>6</div><div></div></div>	<div><div>7</div><div><p>Knitting Plus Club 10 a.m.</p><p>Author Dr. Edward Balian, <i>Turn the Page: The Bob Seger Story</i> Presentation 6:30 p.m.</p></div></div>	<div><div>8</div><div><div><p>Presented by Arborist Steve Turner from ReLeaf Michigan</p><p>Wednesday June 8, 7 p.m.</p></div><div>**Writers' Rendezvous, 6:30 p.m.</div></div></div>	<div><div>9</div></div>	<div><div>10</div><div>English Language Conversation Group 10 a.m.</div></div>	<div><div>11</div><div><p>Friends of the Library Second Saturday Book Sale 10 a.m. – 3:30 p.m. (First hour Friends members only)</p><p>***PowerPoint Basics 1:30 p.m.</p></div></div>
<div><div>12</div></div>	<div><div>13</div><div>Sensory Story Time for Adults and Teens 11 a.m.</div></div>	<div><div>14</div><div>**Memoir Writers' Group 1 p.m.</div></div>	<div><div>15</div><div><p>**Mystery Book Club, 1 p.m.</p><p>**Presentation – Beyond the Notes: In Conversation with Richard Powers and Perry Goldstein, 2 p.m.</p><p>***Intro to Social Media, 5:30 p.m.</p></div></div>	<div><div>16</div></div>	<div><div>17</div><div>English Language Conversation Group 10 a.m.</div></div>	<div><div>18</div></div>
<div><div>19</div></div>	<div><div>20</div><div><p>**30 Minute Lunchtime Book Club, 1 p.m.</p></div></div>	<div><div>21</div><div><p>OCEANS OF POSSIBILITIES Summer Reading Kickoff 6:30 p.m. – 8 p.m.</p><p>Walking Track Trivia begins & runs through Sunday, July 3</p></div></div>	<div><div>22</div><div>**Writers' Rendezvous 6:30 p.m.</div></div>	<div><div>23</div><div>**Thursday Book Club 10 a.m.</div></div>	<div><div>24</div><div><p>English Language Conversation Group 10 a.m.</p><p>Concert: The Music of New Orleans and Swing with Matthew Ball, aka "The Boogie Woogie Kid," 7 p.m.</p></div></div>	<div><div>25</div><div>***Microsoft Excel, 1:30 p.m.</div></div>
<div><div>26</div></div>	<div><div>27</div><div><p>*3-D Art Pen Program for Teens 2 p.m.</p><p>**BYOB (Bring Your Own Book) Club at the Rusty Bucket 6 p.m.</p><p>Mystery Craft Kit Release</p></div></div>	<div><div>28</div><div>**Memoir Writers' Group 1 p.m.</div></div>	<div><div>29</div><div>30</div><div><p>Summer Reading Program for All Ages, June 21 – July 31 Sign up at www.btpl.org/summer</p></div></div>		<div><div><p>*Register by emailing AskTeen@btpl.org or with Adult Services, (248) 642-5800, ext. 171.</p><p>**Register by emailing AskAdult@btpl.org or with Adult Services, (248) 642-5800, ext. 171.</p><p>***Register by emailing AskTech@btpl.org or with Systems, (248) 642-5800, ext. 121.</p></div></div>	

July 2022 Adult and Teen Programs

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
 <p>OCEANS OF POSSIBILITIES</p> <p>Summer Program June 21 – July 31</p> <p>Adults and teens of all ages are invited to participate in our summer online reading program. Log your reading progress and complete activities to win badges and enter prize drawings. To sign up, visit the Adult Services Desk or www.btpl.org/summer.</p>			<p><i>*Register by emailing AskTeen@btpl.org or with Adult Services, (248) 642-5800, ext. 171.</i></p> <p><i>**Register by emailing AskAdult@btpl.org or with Adult Services, (248) 642-5800, ext. 171.</i></p> <p><i>***Register by emailing AskTech@btpl.org or with Systems, (248) 642-5800, ext. 121.</i></p>		<p>1</p> <p>English Language Conversation Group 10 a.m.</p>	<p>2</p>
<p>3</p> <p>LIBRARY CLOSED SUNDAY FOR JULY 4TH WEEKEND</p>	<p>4</p> <p>LIBRARY CLOSED FOR JULY 4TH</p> 	<p>5</p> <p>Knitting Plus Club 10 a.m.</p> <p>Adult and Teen Craft Kit Release: The Art of Ice-Dyeing! <i>Kits available at the Adult Services Desk while supplies last. Bloomfield Township residents only.</i></p>	<p>6</p>	<p>7</p>	<p>8</p> <p>English Language Conversation Group 10 a.m.</p>	<p>9</p> <p>Friends of the Library Second Saturday Book Sale 10 a.m. – 3:30 p.m. <i>(First hour Friends members only)</i></p> <p>***Scanning and Photo Editing 1:30 p.m.</p>
<p>10</p>	<p>11</p>	<p>12</p> <p>**Memoir Writers' Group 1 p.m.</p>	<p>13</p> <p>**Writers' Rendezvous 6:30 p.m.</p>	<p>14</p> <p>*Teen Advisory Board (TAB) 3 p.m.</p> 	<p>15</p> <p>English Language Conversation Group 10 a.m.</p> <p>**Speed Dating With a Book 7 p.m.</p>	<p>16</p>
<p>17</p>	<p>18</p> <p>**30 Minute Lunchtime Book Club 1 p.m.</p>	<p>19</p> <p>**Classics Book Club 7 p.m.</p> 	<p>20</p> <p>**Mystery Book Club 1 p.m.</p> <p>***Google Apps 5:30 p.m.</p>	<p>21</p>	<p>22</p> <p>English Language Conversation Group 10 a.m.</p>	<p>23</p> <p>***PowerPoint Basics 1:30 p.m.</p> 
<p>24 / 31</p>  <p>25</p> <p>**BYOB (Bring Your Own Book) Club at the Rusty Bucket 6 p.m.</p> <p>**Paint Along with Bob Ross 7 p.m.</p> <p>Last Chance Craft Kit Release</p>		<p>26</p> <p>**Memoir Writers' Group 1 p.m.</p>	<p>27</p> <p>**Writers' Rendezvous 6:30 p.m.</p>	<p>28</p> <p>**Thursday Book Club 10 a.m.</p>	<p>29</p> <p>English Language Conversation Group 10 a.m.</p>	<p>30</p>

DATES FOR LIBRARY BOARD OF TRUSTEES

Tuesday, June 21, 7:00 p.m. – Library Board Meeting

Wednesday, July 6, 9:00 p.m. – Deadline for Trustee Vacancy Applicants

Saturday, July 9, 10:00 a.m. – 3:30 p.m. – Friends Saturday Sale

July 11, 12 or 13 – Trustee Appointment Process TBD

Wednesday, July 13, 11:00 a.m. – Friends Board Meeting

Tuesday, July 19, 6:30 p.m. – Swearing in of New Trustee

Tuesday, July 19, 7:00 p.m. – Library Board Meeting

Tuesday, July 26, 7:00 p.m. – Ambassadors Group

Thursday, August 4, 11:00 a.m. – Work Session for Preliminary Proposed
2023/2024 Budget