

Bloomfield Township Public

Library

**Bloomfield Township Public Library
Board of Trustees**

Library Board Meeting
Tuesday, November 15, 2022
7:00 p.m.

Board Room

Trustees:

libraryboard@btpl.org

Joan Luksik, President
Judy Lindstrom, Secretary
Keith Carduner
Dani Gillman
Joy Murray
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 TRUSTEES MEETING**

LIBRARY BOARD INFORMATION PACKETS

List of Contents

Items included in pre-board delivery for the REGULAR BOARD MEETING SCHEDULED
Tuesday, November 15, 2022 7:00 p.m.

#	<u>NUMBERED ITEMS</u>	<u>DATE DELIVERED</u>
1	Agenda	11/10/2022
2a	Request to remove items from the Consent Agenda for Discussion	11/10/2022
2b	Motion to approve the order of items for the regular and consent agendas	11/10/2022
5	Motion to approve remaining Consent Agenda items 6-8d	11/10/2022
6	Regular Board Meeting Minutes of October 18, 2022	11/10/2022
7a	Cash Disbursements	11/10/2022
7b	Revenues/Expenditures Budget Report	11/10/2022
7c	Energy Report	11/10/2022
8a	President's Report– no report	
8b	Director's Report	11/10/2022
8c	Art Committee – no report	
8c	Advocacy Committee – Ambassadors Group – 10/25/2022	11/10/2022
8c	Building and Grounds Committee – no report	
8c	Cranbrook, DPL, and TPL– no report	
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	Election of Officers	11/10/2022
11b	Strategic Plan Draft Presentation	11/10/2022
13	Motion to approve any items removed from the Consent Agenda	11/10/2022

<u>UNNUMBERED ITEMS</u>	<u>DATE DELIVERED</u>
Press Mentions	11/10/2022
Marketing Report	11/10/2022
Adult and Youth Services Events Calendars	11/10/2022
Dates for Library Board of Trustees	11/10/2022

AGENDA
BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
BOARD OF TRUSTEES
Tuesday, November 15, 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 October 18, 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. Election of Officers
 - b. Strategic Plan Draft Presentation
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, December 20, 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, October 18, 2022, 7:00 p.m.
Library Board Room

At 7:01 p.m. the Regular Meeting of the Bloomfield Township Public Library Board of Trustees was called to order by President Joan Luksik.

Trustees Present: Keith Carduner, Dani Gillman, Judy Lindstrom, Joan Luksik, and Joy Murray

Trustees Absent: Shane Spradlin

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

Guests: Laura J. Kraly, Adult Services Department Head and Staff Organization
Committee (SOC) representative

Keith Carduner requested **7A** be removed from the consent agenda for regular discussion.

Upon discussion, a motion was made by Judy Lindstrom 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: Carduner, Gillman, Lindstrom, Luksik, and Murray

Nays: None

MOTION CARRIED

PRESIDENT'S VERBAL REPORT:

President Joan Luksik observed that the library's natural gas bill was significantly higher. The Library will likely anticipate paying higher utility bills like other Americans.

DIRECTOR'S VERBAL REPORT:

Director Moon acknowledged that this week – October 16-22 – is National Friends of the Library Week. Staff and Trustees will honor the work of the Friends. Director Moon provided staffing updates. The Strategic Planning team reviewed a draft outline of the plan. Amanda Standerfer and her team will incorporate the feedback given in a revised draft to share with the Board in November.

She provided a history of the development of the chamber music concert series at the Library.

Upon discussion, a motion was made by Keith Carduner, seconded by Judy Lindstrom **TO APPROVE THE REMAINING ITEMS ON THE CONSENT AGENDA.**

A vote was taken for approval of the motion.

Ayes: Carduner, Gillman, Lindstrom, Luksik, and Murray

Nays: None

MOTION CARRIED

REGULAR AGENDA:

Call to the public.

Laura J. Kraly reported on the Staff Organization Committee's latest activities.

UNFINISHED BUSINESS:

No unfinished business.

NEW BUSINESS:

11a. Policy Review

Each year, the Policy Committee meets to review all fifteen Library Board approved policies. The Committee recommends the words "As permitted by law..." be added to the bylaws of the Board of Trustees to provide flexibility but ensure the Library is complying with the Open Meetings Act.

Upon discussion, a motion was made by Joy Murray, seconded by Keith Carduner **TO APPROVE REVISIONS TO THE BYLAWS OF THE LIBRARY BOARD OF TRUSTEES AS PRESENTED.**

A vote was taken for approval of the motion.

Ayes: Carduner, Gillman, Lindstrom, Luksik, and Murray

Nays: None

MOTION CARRIED

11b. Bank Signatories

With the recent change in the Finance Coordinator position, a resolution to approve a change in bank signatories is needed.

Upon discussion, a motion was made by Judy Lindstrom, seconded by Dani Gillman **TO APPROVE THE RESOLUTION AUTHORIZING SIGNATURES, INCLUDING FACSIMILE SIGNATURES, FOR BANKING SERVICES ON BEHALF OF THE BLOOMFIELD TOWNSHIP PUBLIC LIBRARY AS PRESENTED, EFFECTIVE OCTOBER 18, 2022.**

A vote was taken for approval of the motion.

Ayes: Carduner, Gillman, Lindstrom, Luksik, and Murray

Nays: None

MOTION CARRIED

12. DISCUSSION OF ITEMS REMOVED FROM THE CONSENT AGENDA

Keith Carduner made an inquiry regarding a check in section 7A. A check was made to LJ Rolls Refrigeration. This company handles any mechanical repairs to the library's HVAC system. This was for past invoices because the invoices had been going to the previous library director's email address.

Upon discussion, a motion was made by Keith Carduner seconded by Joy Murray **TO APPROVE THE ORDER OF ITEMS REMOVED FROM THE CONSENT AGENDAS.**

A vote was taken for approval of the motion.

Ayes: Carduner, Gillman, Lindstrom, Luksik, and Murray

Nays: None

MOTION CARRIED

OTHER:

Judy Lindstrom remarked that the Goldner Walsh entrance arrangements were beautiful. She expressed concern that vehicles block the drive-up return when making donations and inquired about signage. She also expressed a wish for signage on Lone Pine Road regarding the blocking of the Timberlake intersection, which would be an issue for Oakland Country Road Commission.

Keith Carduner had requested the comments from patrons be sent to the board ahead of time, rather than passed around the staff. There was discussion about having paper flyers for the board to review. The board wished to continue receiving paper copies of flyers and other library promotional materials.

Keith Carduner praised the ease of the print from phone assistance he received from the Systems staff.

There was discussion of the high utility bills where the board briefly expressed their concerns and potential options for the future.

The next board meeting is on Tuesday, November 15. On October 25 at 7:00 p.m. there will be an Ambassador's meeting.

At 7:46 p.m. President Luksik adjourned the meeting.

Submitted by:



Judy Lindstrom, Secretary

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

- Check #22543 made payable to Consumers Energy in the amount of \$5,643.43 was for gas service for the period 9/3-10/3.
- Check #22551 made payable to Jamie Jasper in the amount of \$86.63 was reimbursement for supplies for a teen program.
- Check #22552 made payable to Laura Kraly in the amount of \$54.63 was payment for mileage.
- Check #22553 made payable to Milliman, Inc. in the amount of \$4,350.00 was payment for actuarial services rendered as part of the library's audit.
- Check #22554 made payable to Ranya Shbeib in the amount of \$420.00 was for a meeting room refund.
- Check #22556 made payable to The Library Network in the amount of \$3,720.00 was payment for IT services.
- Check #22559 made payable to DTE Energy in the amount of \$19,397.88 was payment for electrical service for the period 9/9-10/9.
- Check #22560 made payable to Martha McGee in the amount of \$52.74 was reimbursement for Library Shop inventory.
- Check #22562 made payable to Dell Marketing in the amount of \$11,177.47 was to renew warranty on several servers.
- Check #22563 made payable to Katherine Bryant in the amount of \$65.75 was reimbursement for mileage.
- Check #22564 made payable to Bloomfield Township in the amount of \$62.48 was payment for PA152 premiums.
- Check #22565 made payable to Foundry in the amount of \$150.00 was payment for online schedule software.

- Check #22566 made payable to Laura Kraly in the amount of \$34.78 was reimbursement for supplies for a teen program.
- Check #22567 made payable to Elizabeth May in the amount of \$33.16 was reimbursement for program supplies.
- Check #22568 made payable to Martha McGee in the amount of \$80.76 was reimbursement for Library Shop inventory.

General Fund

- Check #22570 made payable to Aunalytics in the amount of \$8,695.97 was payment for consulting services on IT projects.
- Check #22573 made payable to Bloomfield Township in the amount of \$4,694.57 was payment for water for service period 9/19-10/18.
- Check #22574 made payable to Bloomfield Township in the amount of \$22,933.12 was payment for the Library's portion of the interest payment made on the Township's pension obligation bonds. The Library's share is 3.24% and is based on an actuarial valuation.
- Check #22575 made payable to Bloomfield Township in the amount of \$321,739.46 was payment for two payrolls including FICA, health insurance, pension, etc.
- Check #22582 made payable to Doeren Mayhew in the amount of \$13,200.00 was payment for temporary accounting services.
- Check #22586 made payable to Farmington Community Library in the amount of \$920.00 was payment for World Trade Press databases.
- Check #22590 made payable to Frank Rewold & Son in the amount of \$552.00 was payment for sidewalk leveling.
- Check #22593 made payable to LJ Rolls Refrigeration in the amount of \$5,938.72 was payment for HVAC and plumbing repairs.
- Check #22595 made payable to Local Hop in the amount of \$6,580.00 was payment for implementation of software to handle meeting room reservations, website program calendar, and program registration.
- Check #22599 made payable to Bloomfield Township in the amount of \$500.00 was payment for customized on-hold phone message.

- Checks #22604 and #22605 made payable to Sage Software in the amounts of \$2,822.00 and \$3,149.00 were payment for accounting software support.
- Check #22607 made payable to Nathan Shaw in the amount of \$240.00 was payment for a library program for teens.
- Check #22609 made payable to Fast Forward Libraries in the amount of \$8,559.12 was payment for consulting services on the library's strategic plan.
- Check #22611 made payable to The Library Network in the amount of \$760.00 was payment for a database subscription.
- Check #22616 made payable to Yeo & Yeo in the amount of \$2,000.00 was payment for audit services.

Gift Fund Advance

- Check #5347 made payable to Jen Taggart in the amount of \$150.00 was reimbursement for Adaptive Umbrella supplies.

Gift Fund

- Check #5349 made payable to DEAF C.A.N. in the amount of \$632.50 was payment for sign language interpretation services for Adaptive Umbrella.

BLOOMFIELD TOWNSHIP PUBLIC LIBRARY

CHECK REGISTERS

FOR THE MONTH OF OCTOBER 2022

Check #	Date	Payee	Cash Account	Amount
General Fund				
ADVANCE CHECKS:				
22540	10/10/22	AT&T	016.01	167.13
22541	10/10/22	AT&T	016.01	339.65
22542	10/10/22	AT&T LONG DISTANCE	016.01	0.14
22543	10/10/22	CONSUMERS ENERGY	016.01	5643.43
22544	10/10/22	NICHOLS/NETWORK SERVICES CO	016.01	130.04
22545	10/10/22	T MOBILE	016.01	180.12
22546	10/18/22	AMAZON.COM	016.01	1821.87
22547	10/18/22	APPLIED INNOVATION	016.01	910.84
22548	10/18/22	XFINITY	016.01	67.61
22549	10/18/22	FLAGSTAR BANK	016.01	3379.34
22550	10/18/22	GRAINGER, INC	016.01	733.76
22551	10/18/22	Jamie Jasper	016.01	86.63
22552	10/18/22	Laura Kraly	016.01	54.63
22553	10/18/22	MILLIMAN, INC.	016.01	4350.00
22554	10/18/22	Ranya Shbeib	016.01	420.00
22555	10/18/22	T MOBILE	016.01	180.12
22556	10/18/22	THE LIBRARY NETWORK	016.01	3720.00
22557	10/18/22	VIGILANTE SECURITY	016.01	1950.00
22559	10/25/22	DTE ENERGY	016.01	19397.88
22560	10/25/22	Martha McGee	016.01	52.74
22561	10/25/22	PRINCIPAL LIFE INS CO-SBD GRANDE ISLAND	016.01	882.56
22562	10/25/22	DELL MARKETING L.P.	016.01	11177.47
22563	10/25/22	Katherine Bryant	016.01	65.75
22564	11/1/22	BLOOMFIELD TOWNSHIP	016.01	162.48
22565	11/1/22	FOUNDRY	016.01	150.00
22566	11/1/22	Laura Kraly	016.01	34.78
22567	11/1/22	Elizabeth May	016.01	33.16
22568	11/1/22	Martha McGee	016.01	80.76
22569	11/1/22	ULINE	016.01	478.84
Total				<u>56651.73</u>
REGULAR CHECKS:				
22570	11/7/22	AUNALYTICS, INC.	016.01	8695.97
22571	11/7/22	BAKER & TAYLOR, INC.	016.01	10507.60
22572	11/7/22	BLACKSTONE PUBLISHING	016.01	41.60
22573	11/7/22	BLOOMFIELD TOWNSHIP	016.01	4694.57
22574	11/7/22	BLOOMFIELD TOWNSHIP	016.01	22933.12
22575	11/7/22	BLOOMFIELD TOWNSHIP	016.01	321739.46
22576	11/7/22	BUTZEL LONG	016.01	58.50
22577	11/7/22	CAR TRUCKING, INC.	016.01	212.55
22578	11/7/22	CENGAGE LEARNING/GALE	016.01	869.35
22579	11/7/22	CENTRAL BUSINESS SYSTEMS, INC.	016.01	187.50
22580	11/7/22	CINTAS CORPORATION	016.01	182.04
22581	11/7/22	DEMCO, INC.	016.01	421.11
22582	11/7/22	DOEREN MAYHEW & CO., P.C.	016.01	13200.00
22583	11/7/22	DU ALL CLEANING, INC	016.01	5560.00
22584	11/7/22	ELM USA, Inc.	016.01	1140.00
22585	11/7/22	ENVISIONWARE, INC.	016.01	3609.00
22586	11/7/22	FARMINGTON COMMUNITY LIBRARY	016.01	920.00
22587	11/7/22	FILM IDEAS, INC.	016.01	959.83
22588	11/7/22	FINDAWAY WORLD LLC	016.01	2046.63
22589	11/7/22	FOSTER SWIFT	016.01	697.50
22590	11/7/22	FRANK REWOLD AND SON, INC.	016.01	552.00
22591	11/7/22	GOLDNER WALSH NURSERY, INC.	016.01	785.00
22592	11/7/22	INGRAM LIBRARY SERVICES	016.01	286.50
22593	11/7/22	LJ ROLLS REFRIGERATION CO., INC	016.01	5938.72
22594	11/7/22	LAFORCE	016.01	627.00

BLOOMFIELD TOWNSHIP PUBLIC LIBRARY

CHECK REGISTERS

FOR THE MONTH OF OCTOBER 2022

Check #	Date	Payee	Cash Account	Amount
22595	11/7/22	LocalHop	016.01	6580.00
22596	11/7/22	MIDWEST COLLABORATIVE for LIB. SVCS	016.01	351.49
22597	11/7/22	MICROMARKETING LLC	016.01	331.47
22598	11/7/22	MIDWEST TAPE	016.01	2909.81
22599	11/7/22	MIKERO MOH	016.01	500.00
22600	11/7/22	NICHOLS/NETWORK SERVICES CO	016.01	1471.16
22601	11/7/22	OVERDRIVE	016.01	10495.78
22602	11/7/22	PTS Communications	016.01	78.00
22603	11/7/22	THE ROWMAN & LITTLEFIELD PUBLISHING GRP	016.01	150.43
22604	11/7/22	SAGE SOFTWARE	016.01	2822.00
22605	11/7/22	SAGE SOFTWARE	016.01	3149.00
22606	11/7/22	SENTINEL TECHNOLOGIES, INC.	016.01	627.92
22607	11/7/22	NATHAN SHAW	016.01	240.00
22608	11/7/22	SHOWCASES	016.01	27.90
22609	11/7/22	Amanda Standerfer	016.01	8559.12
22610	11/7/22	THE SUN	016.01	46.00
22611	11/7/22	THE LIBRARY NETWORK	016.01	760.00
22612	11/7/22	THE LIBRARY STORE, INC.	016.01	302.76
22613	11/7/22	UNIQUE MANAGEMENT SERVICES, INC.	016.01	147.75
22614	11/7/22	WORLD BOOK, INC.	016.01	5368.00
22615	11/7/22	WT COX INFORMATION SERVICES	016.01	214.78
22616	11/7/22	YEO & YEO	016.01	2000.00
Total				<u><u>453998.92</u></u>

Gift Fund

ADVANCE CHECKS:

5345	10/18/22	AMAZON.COM	012.03	516.02
5346	10/18/22	FLAGSTAR BANK	012.03	267.97
5347	10/18/22	Jen Taggart	012.03	150.00
Total				<u><u>933.99</u></u>

REGULAR CHECKS:

5348	11/7/22	BAKER & TAYLOR	012.03	505.77
5349	11/7/22	DEAF C.A.N.	012.03	632.50
5350	11/7/22	DEMCO	012.03	1054.46
5351	11/7/22	GOLDNER WALSH NURSERY, INC.	012.03	297.97
5352	11/7/22	INGRAM LIBRARY SERVICES	012.03	64.82
5353	11/7/22	JANWAY COMPANY	012.03	285.15
5354	11/7/22	SCHOLASTIC LIBRARY PUBLISHING	012.03	1436.00
Total				<u><u>4276.67</u></u>

Bloomfield Township Public Library
FY 2022-2023 General Fund Budget

PRESENTED: NOVEMBER 15, 2022 FOR THE MONTH OF: OCTOBER, 2022

ACCOUNT NAME	2022-2023 ADOPTED BUDGET AS OF MARCH 16, 2022	2022-2023 AMENDED BUDGET AS OF AUGUST 16, 2022	REVENUE/EXPENSE CURRENT MONTH	REVENUE/ EXPENSE YTD	Seven Months 58.33% % OF BUDGET YTD	VARIANCE
<u>Revenues</u>						
Taxes	\$8,141,617	\$8,248,977	(\$179)	(\$179)	0.00%	(\$8,249,156)
Penal Fines	\$87,600	\$87,600	\$0	\$66,126	75.49%	(\$21,474)
State Aid	\$32,800	\$32,800	\$0	\$43,493	132.60%	\$10,693
Circulation Fines & Fees	\$25,500	\$25,500	\$2,216	\$17,680	69.33%	(\$7,820)
Charges for Services	\$14,866	\$14,866	\$1,390	\$4,935	33.19%	(\$9,931)
Investment earnings	\$50,000	\$50,000	\$8,931	(\$33,397)	-66.79%	(\$83,397)
Miscellaneous	\$34,566	\$34,566	\$935	\$8,944	25.88%	(\$25,622)
Total Revenues	\$8,386,949	\$8,494,309	\$13,293	\$107,602	1.27%	(\$8,386,707)
<u>Expenditures</u>						
Personnel	\$4,777,521	\$4,777,521	\$343,539	\$2,547,232	53.32%	(\$2,230,289)
Library Services	\$817,933	\$817,933	\$39,436	\$420,194	51.37%	(\$397,739)
Facilities & Equipment	\$1,036,779	\$1,036,779	\$69,017	\$576,564	55.61%	(\$460,215)
Other Operating Expenditures	\$3,619,429	\$3,683,429	\$56,891	\$564,466	15.32%	(\$3,118,963)
Total Expenditures	\$10,251,662	\$10,315,662	\$508,882	\$4,108,455	39.83%	(\$6,207,207)
Fund Balance - Beginning	\$12,237,654	\$12,237,654		\$12,237,654		
Net revenue (expenditure)	(\$1,864,713)	(\$1,821,353)		(\$4,000,854)		
Fund Balance - Ending	\$10,372,941	\$10,416,301		\$8,236,800		

Fund Balance Designations

Nonspendable-Prepaid Expense	\$18,791	\$18,791
Committed Fund Balance (is 8-months of operational expenditures amount)	\$4,588,431	\$4,631,097
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	\$5,666,413
Unassigned Fund Balance (is the unplanned emergency amount)	\$100,000	\$100,000

Bloomfield Township Public Library
FY 2022-2023 Gift Fund Budget

PRESENTED: NOVEMBER 15, 2022 FOR THE MONTH OF: OCTOBER, 2022

Seven Months 58.33%

ACCOUNT NAME	2022-2023 ADOPTED BUDGET AS OF MAR 16, 2022	2022-2023 AMENDED BUDGET AS OF OCT 18, 2022	REVENUE/ EXPENSE CURRENT MONTH	REVENUE/ EXPENSE YTD	% OF BUDGET YTD	VARIANCE
<u>Revenues</u>						
Gift Income	\$500	\$33,532	\$0	\$33,532	100.00%	\$0
Gift Revenue	\$0	\$225	\$0	\$225	100.00%	\$0
Friends of the Library	\$0	\$31,755	\$0	\$31,755	100.00%	\$0
Atkinson Trust	\$0	\$0	\$0	\$0	#DIV/0!	\$0
BTPL Endowment Fund/Amber Trust	\$0	\$55	\$0	\$55	0.00%	\$0
Myers Scholarship	\$500	\$1,497	\$0	\$1,497	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	\$26	\$43	21.74%	(\$157)
Miscellaneous Revenue	\$0	\$0	\$0	\$0	0.00%	\$0
Total Revenues	\$700	\$33,732	\$26	\$33,575	99.54%	(\$157)
<u>Expenditures</u>						
Library Services	\$75,589	\$103,086	\$3,272	\$27,955	27.12%	(\$75,131)
Facilities & Equipment	\$34,382	\$39,762	\$1,638	\$6,400	16.10%	(\$33,362)
Other Operating Expenditures	\$52,224	\$52,379	\$299	\$2,827	5.40%	(\$49,552)
Total Expenditures	\$162,195	\$195,227	\$5,208	\$37,182	19.05%	(\$158,045)
Fund Balance - Beginning	\$161,695	\$161,695		\$161,695		
Net revenue (expenditures)	(\$161,495)	(\$161,495)		(\$3,607)		
Fund Balance - Ending	\$200	\$200		\$158,088		

Bloomfield Township Public Library
Asset Allocation Summary
OCTOBER 2022

7b

Fund	Type	Annual Yield	Date	Amount on Hand
General Fund				
	5th 3rd Checking (Ecommerce)	0.00%	10/31/2022	\$106,888.04
	Flagstar Public Funds Savings	2.30%	10/31/2022	\$201,689.52
	Flagstar Premier Public Entities Checking	0.60%	10/31/2022	\$50,557.44
	RBC Capital Cash/Money Market	0.20%	10/31/2022	\$201,172.63
	RBC Capital - Investments	1.31%	10/31/2022	\$8,333,347.39
Total General Fund				\$8,893,655.02
Please see General Fund budget for notes on how this amount is earmarked				
Gift Fund				
	Huntington Public Fund Business Interest Checking	0.30%	10/31/2022	\$98,110.17
	Huntington CD (Charnov gift) - matures 02/05/2024	0.03%	10/31/2022	\$50,000.00
	Fifth Third Bank Business Standard Checking	0.00%	10/31/2022	\$14,802.78
Total Gift Fund				\$162,912.95

CFSEM

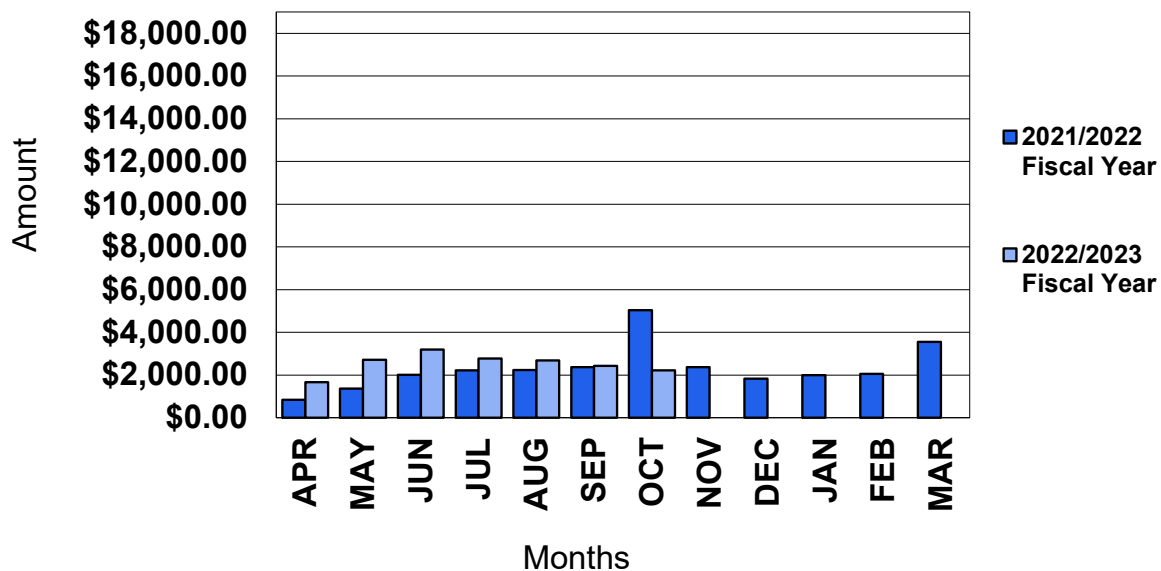
The following endowment funds are administered by the Community Foundation for Southeast Michigan (CFSEM). CFSEM maintains unilateral variance power and legal ownership of the endowment funds, and therefore, principal is not available to BTPL. Earnings are available for distribution to the Library for 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	\$3,197.89	\$1,189.34
JUL	\$2,218.95	\$2,774.98	\$556.03
AUG	\$2,228.30	\$2,682.32	\$454.02
SEP	\$2,376.65	\$2,434.58	\$57.93
OCT	\$5,029.51	\$2,215.79	(\$2,813.72)
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	\$27,888.00	\$17,679.56	(\$10,208.44)

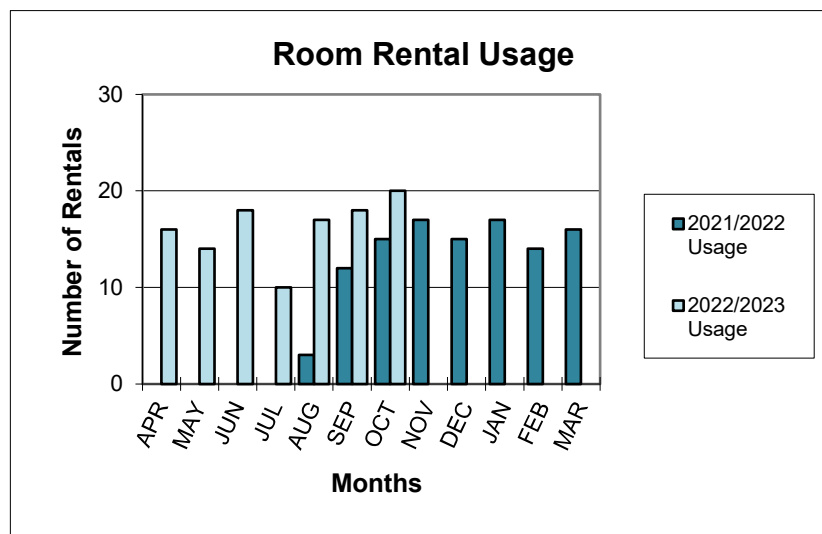
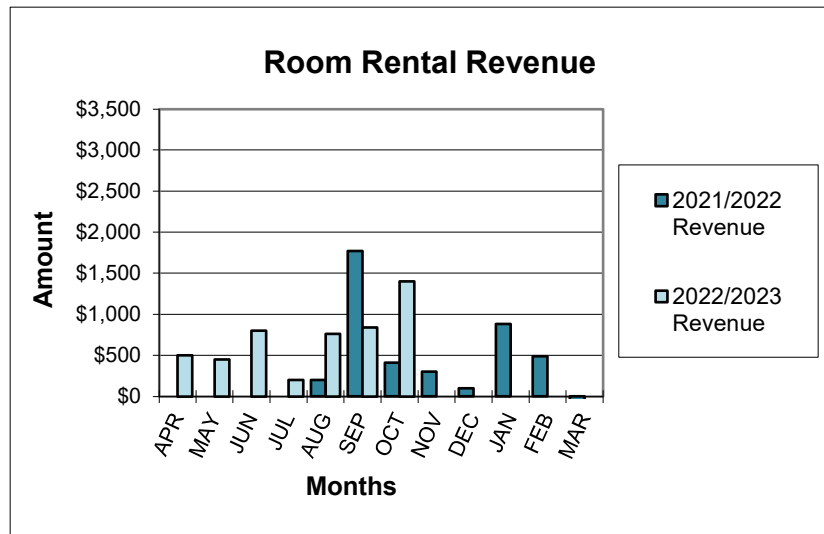
Fines and Fees Two-Year Comparison



ROOM RENTAL - TWO-YEAR COMPARISON

7b

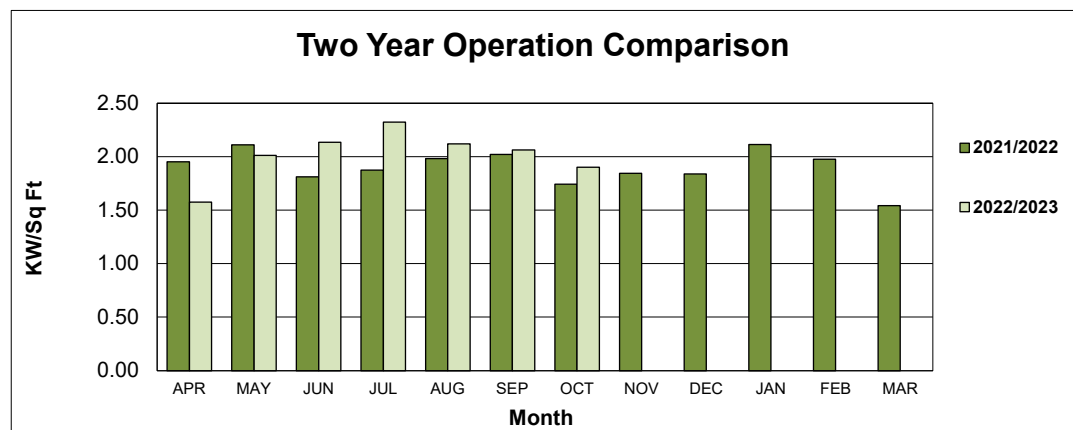
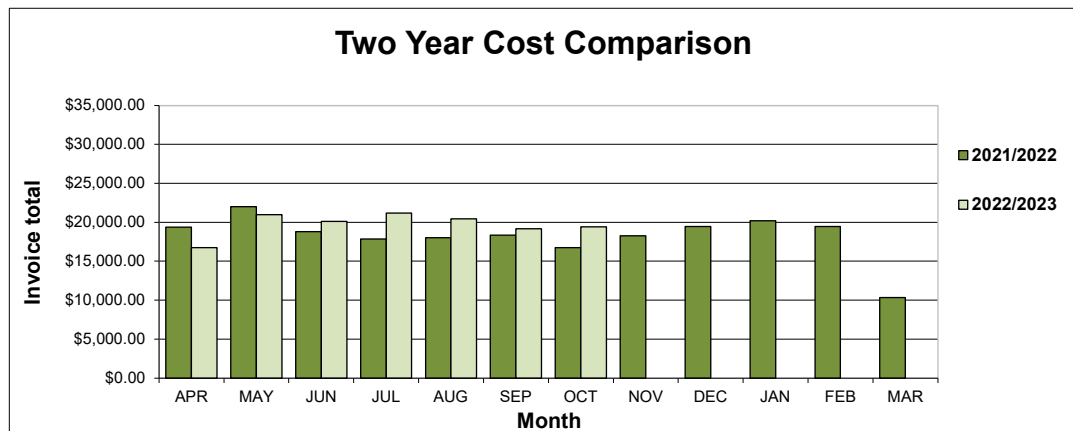
<u>Month</u>	<u>2021/2022 Revenue</u>	<u>2022/2023 Revenue</u>	<u>Difference</u>	<u>2021/2022 Usage</u>	<u>2022/2023 Usage</u>	<u>Month</u>
APR	\$0.00	\$500.00	\$500.00	0	16	APR
MAY	\$0.00	\$450.00	\$450.00	0	14	MAY
JUN	\$0.00	\$800.00	\$800.00	0	18	JUN
JUL	\$0.00	\$200.00	\$200.00	0	10	JUL
AUG	\$200.00	\$760.00	\$560.00	3	17	AUG
SEP	\$1,770.00	\$840.00	(\$930.00)	12	18	SEP
OCT	\$410.00	\$1,400.00	\$990.00	15	20	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	\$4,950.00	\$1,280.00	109	113	



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	\$20,099.70	\$1,316.92	215,600	\$0.09	299.44	2.13	\$27.92	\$0.20
JUL	\$17,838.49	\$21,165.46	\$3,326.97	234,640	\$0.09	315.38	2.32	\$28.45	\$0.21
AUG	\$18,004.84	\$20,421.44	\$2,416.60	214,060	\$0.10	287.72	2.12	\$27.45	\$0.20
SEP	\$18,350.49	\$19,149.28	\$798.79	208,250	\$0.09	289.24	2.06	\$26.60	\$0.19
OCT	\$16,723.27	\$19,397.88	\$2,674.61	192,073	\$0.10	258.16	1.90	\$26.07	\$0.19
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	\$137,974.04	(\$80,740.82)						



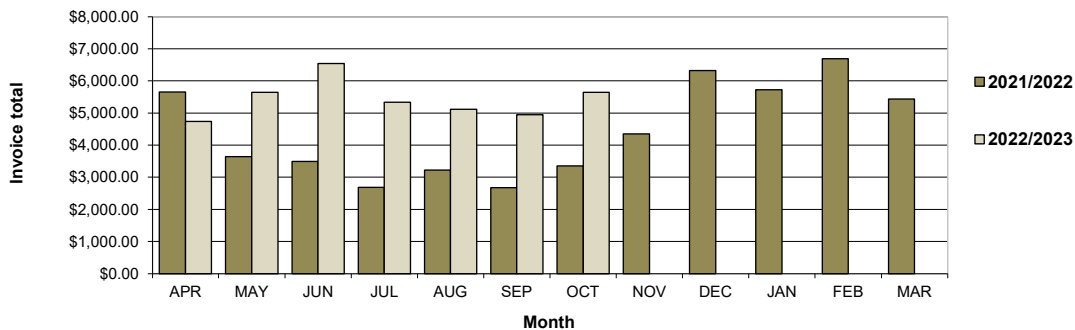
Bloomfield Township Public Library Natural Gas Analysis

Building Area = 101,023

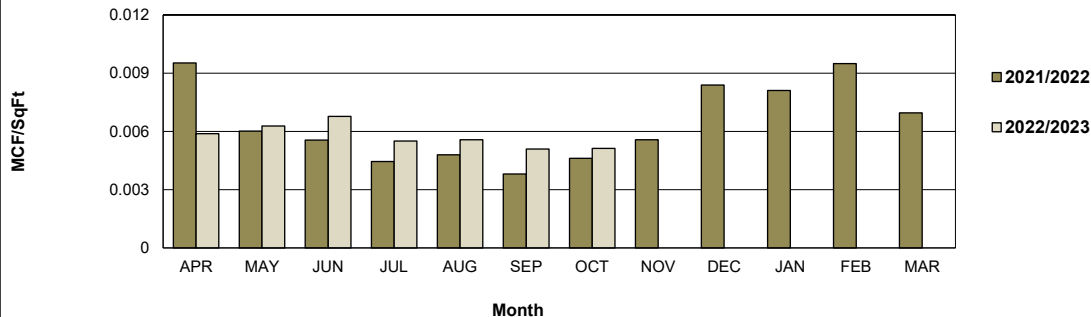
1 Cu. Ft. = 1000 BTU

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	\$6,540.98	\$3,048.47	683.6	\$9.57	720	0.95	0.007	9.08	0.064
JUL	\$2,686.18	\$5,339.99	\$2,653.81	556.3	\$9.60	744	0.75	0.006	7.18	0.052
AUG	\$3,225.84	\$5,112.10	\$1,886.26	561.7	\$9.10	744	0.75	0.006	6.87	0.050
SEP	\$2,673.07	\$4,944.69	\$2,271.62	514.4	\$9.61	720	0.71	0.005	6.87	0.048
OCT	\$3,347.66	\$5,643.43	\$2,295.77	517.1	\$10.91	744	0.70	0.005	7.59	0.055
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	\$37,964.26	(\$15,269.32)							

Two Year Cost Comparison

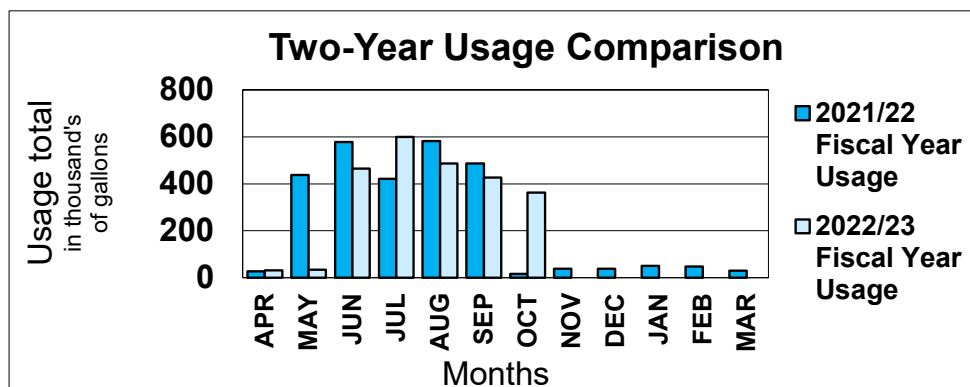
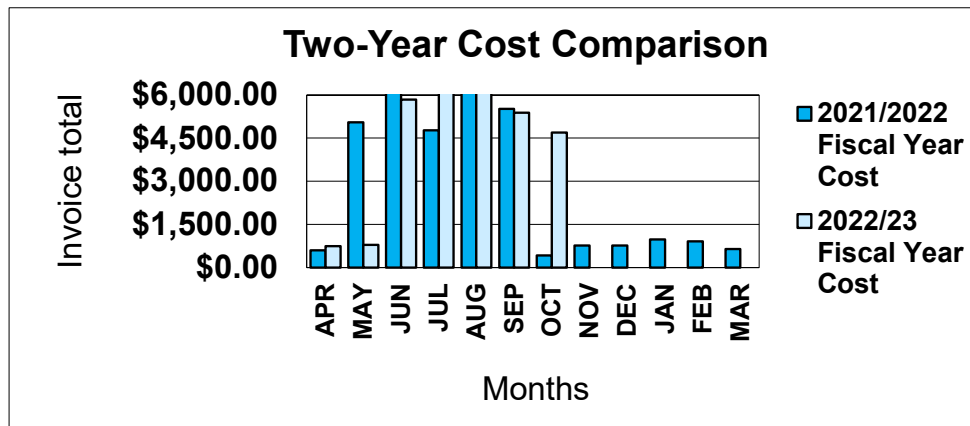


Two Year Operation Comparison



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	\$5,842.47	(\$662.17)	578	465	(113)
JUL	\$4,772.00	\$7,436.77	\$2,664.77	421	600	179
AUG	\$6,548.40	\$6,106.80	(\$441.60)	582	487	(95)
SEP	\$5,514.12	\$5,385.90	(\$128.22)	487	427	(60)
OCT	\$416.60	\$4,694.57	\$4,277.97	16	363	347
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>\$30,996.91</u>	<u>(\$2,466.41)</u>	<u>2,754</u>	<u>2,407</u>	<u>(347)</u>



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

In December, Assistant Director Katherine Bryant will begin the bid process for vending services in the public Vending Café and the staff lounge. An RFP will be released on December 9 and a recommended vendor will be presented to you at the regular monthly meeting on February 21, 2023.

At 3:45p.m. on Wednesday, October 26, just before the Trick or Treat at the Library was about to begin, the Library lost power during an area-wide power outage. Library staff employed great teamwork to ensure that this highly anticipated celebration could continue. The dim light contributed to the spooky ambiance. Just as we were about to end Trick or Treating and close early at 5:30 the power returned. Everyone celebrated and had a great time. 600 attendees had a spooooooky good time.

In-person story times, school visits, lectures, and concerts are all back in force this fall. There are three history lectures in November, which conclude tonight, as well as an after-hours concert from the Ara Topouzian Trio that took place on Friday, November 11. Of course, the Chamber Music Concert will be held Friday, November 18.

Just a reminder that the Library closes at 5:30pm on Wednesday, November 23 and is closed all day on Thursday, November 24 for Thanksgiving Day. The Library will reopen at 9:30am on Friday, November 25.

In this season of gratitude, I am thankful that activity at the Library feels like what I remember from before the pandemic. I'm happy seeing the Commons packed and active, seeing all the creative programming being offered and attended, and that a new strategic plan is being drafted. Now is a time to set priorities and plan to create a sparkling future. I'm eager to put these priorities on paper through the strategic planning process and then dig in to working through them as a team. Thank you for all that you do for this Library and our community as we make that sparkling future a reality.

Wishing you all a very happy Thanksgiving!

Respectfully Submitted,

Tera Moon
Director

BLOOMFIELD TOWNSHIP PUBLIC LIBRARY

MONTHLY ACTIVITY REPORT

October 2022

[illegible]

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

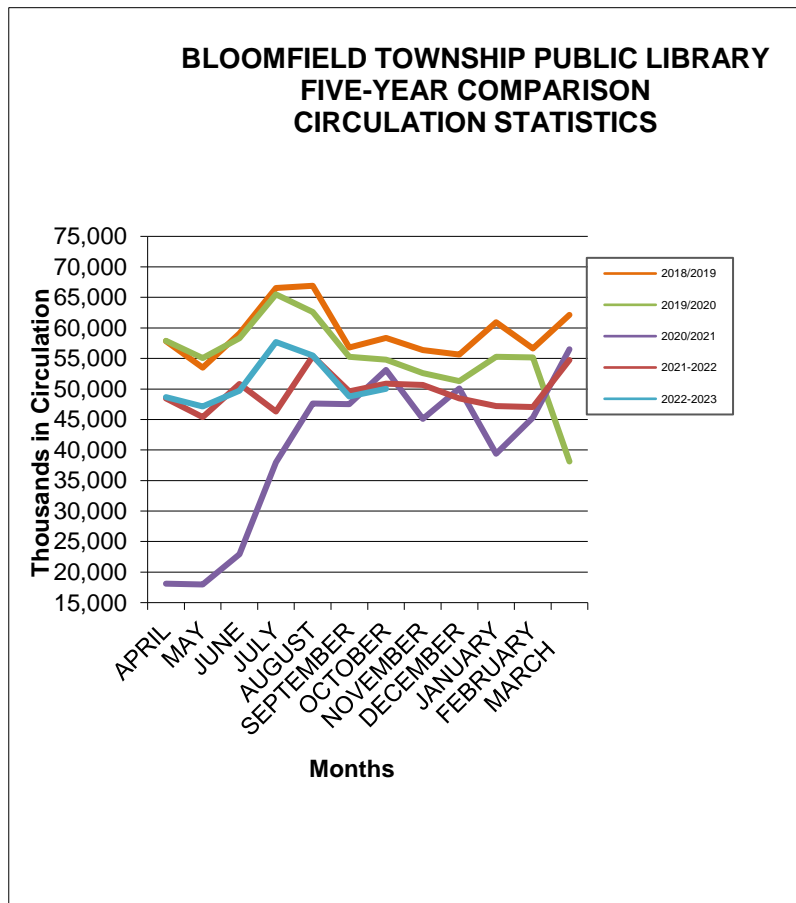
BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
MONTHLY ACTIVITY REPORT
October 2022

	2021		2022	
OUTREACH & PROGRAMS				
New Patrons and Accounts				
Township:	134		160	
Cranbrook:	0		5	
Total new patrons:	173		218	
Adult Program Attendance				
Staff-led:	12 events	137 attended	10 events	96 attended
Speaker-led:	1 event	34 attended	2 events	77 attended
Book clubs:	8 events	71 attended	6 events	57 attended
Tours/visits on-site:	0 events	0 attended	0 events	0 attended
Tours/visits off-site:	1 event	75 attended	4 events	71 attended
Chamber Music Concert:	0 events	0 attended	0 events	0 attended
Bloomfield Historical Society:	0 events	0 attended	0 events	0 attended
Systems Program Attendance				
Staff-led:	3 events	3 attended *	4 events	22 attended
Teen Program Asttendence				
Staff-led:	1 event	8 attended	1 event	15 attended
Youth Program Attendance				
Staff-led:	18 events	1,321 attended	18 events	801 attended
Speaker-led:	0 events	0 attended	2 events	382 attended
Tours/visits on-site:	0 events	0 attended	1 event	51 attended
Tours/visits off-site:	3 events	168 attended	4 events	269 attended
TOTAL:	47 events	1,817 attended	52 events	1841 attended
Volunteers (total for the month)				
Shop volunteers	9 people	107.75 hours	8 people	75.25 hours
Court appointed volunteers	0 people	0 hours	0 people	0 hours
Student volunteers	0 people	0 hours	0 people	hours
Department volunteers	2 people	19 hours	1 person	13.25 hours
Patron Remarks				
Patron comments:	9		3	
Ask BTPL:	3		3	
Ask US:	41		89	
DISPLAYS				
Lobby	New Life for Old Books (local artist, Eve Parsons)			
Local History	On Broadway			
* personal scheduled one on one				

BLOOMFIELD TOWNSHIP PUBLIC LIBRARY FIVE YEAR CIRCULATION

11/9/2022

	<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	49,706
JULY	66,539	65,499	37,962	46,304	57,694
AUGUST	66,907	62,633	47,629	55,372	55,485
SEPTEMBER	56,817	55,270	47,507	49,604	48,792
OCTOBER	58,359	54,813	53,114	50,855	50,032
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	357,514



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)

**PROPOSED MINUTES OF THE BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
LIBRARY AMBASSADORS GROUP**

Bloomfield Township Public Library
Oakland County, Michigan
Tuesday, October 25, 2022
Meeting Room 1
7:00 p.m.

Trustees Present: Dani Gillman, Joan Luksik, Keith Carduner, Judy Lindstrom, Joy Murray

Trustees Absent: Shane Spradlin

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

Guests: Bloomfield Township Residents: Lyle Dahlberg, Lawrence Irwin, Jane Kahan, John Owens, Connie Silver, Madeline Harris, and Friends of the Library representative Russ Conner

President Joan Luksik welcomed everyone to the 7th Library Ambassadors Meeting. She introduced herself and thanked everyone for coming, saying that everyone's comments and input are valued. The Library Board and the Library staff, the ambassadors, and the rest of the community have been providing input for the strategic plan as it continues to unfold.

Director Tera Moon said there is power in gathering for conversations and putting energy into this process. "We want to serve the Library and the community in the best way that we can." She commented on the election season bringing change. She spoke about the Michigan Library conference held in Port Huron, which she and Assistant Director Katherine Bryant recently attended. The theme was "Bridging the Divide"—particularly the divisions between people. Currently there are challenges to intellectual freedom across Michigan and across the country. Libraries are not neutral but uphold the American Library Association (ALA) "Freedom to Read" statement and the First Amendment. At the conference, great ideas were discussed around programming to bridge the divide. The "MI Right To Read" is a grassroots coalition of concerned Michigan residents organized by the Michigan Library Association and an answer to intellectual freedom challenges. Public libraries are considered neutral spaces, with no side on political issues, and balanced points of view—however libraries are grappling with neutrality, particularly with displays that are considered controversial. Libraries aspire to provide books with many topics and points of view. This is not a view exclusive to Bloomfield Township, but in alignment with ALA.

The Strategic Plan

Assistant Director Katherine Bryant gave an update on the strategic planning process to date. The Ambassador Group last met in July. The strategic planning process was just beginning. The Library had hired consultant Amanda Standerfer of Fast Forward Libraries. Amanda and her team are taking the Library through a three-phase process to create a strategic plan to last this Library for the next three to five years.

In Phase One, the Learn phase, feedback was gathered from the community, the staff, and the board. Library statistics and strategic plans were collected from various other community organizations. The Ambassadors participated in the survey and shared it with their own networks. Some Ambassadors participated in a focus group. All the findings from the Learn phase were collected in the Learning Report which was shared with the group ahead of tonight's meeting.

The second phase was the Dream phase, in which the Library Board met for a four-hour retreat to discuss the Learning Report and share their vision for the future of the Library. The Library leadership team went through a similar process the following day. From these discussions, Amanda and her team created a draft outline of a strategic plan.

Now the Strategic Plan is in the Do phase. The Planning Committee has reviewed the draft outline with Amanda, as well as potential vision and mission statements. The feedback is being used to refine the draft and start to fill out a full plan. The Planning Committee and Leadership Team will meet with Amanda again on November 9, to refine that full plan before presenting it to the Library Board at the regular monthly meeting on November 15, 2022.

The Ambassadors were asked to share their thoughts on the Learning Report. A summary of that conversation follows.

Spaces:

There were comments on the need for a Community Space in Bloomfield Township. Cultivating groups that work with their hands—crafting, playing games, family activities—brings people together and creates time for conversations. Makerspaces were discussed. Many users do not go far into the Library and are not aware of the many things available throughout the building. Mobility and accessibility were discussed. Interest in a makerspace was expressed, but how would this be staffed? A drive-up window could be useful. The Teen area is not prominent enough. Currently there are large expanses of spaces with empty shelves spaced far apart. A Library of Things generated much interest. Director Moon said that Rochester Hills started a library of things a year ago. The collection of 200 things, including snowshoes, tents, art supplies, cake pans, are all in the catalog. People can look them up, check them out, and make reservations. It is built into the budget. This brings in people who might not have used the library before. This could also be a great way to build community, building programming around things in the collection.

Cardholders:

The number has dropped from 80% of residents to 60%. Some of this may be due to library records being overhauled during the pandemic and expired users being cleared out of the system. Some of this is the change of patterns and habits. The older users are very loyal.

Staffing:

There was much encouragement for better marketing and dedicated staff to raise awareness of the

Library and its resources. This could help offset the drop in cardholders and Library visitors. Library outreach to realtors with information about the library, the schools, etc. Ambassadors also suggested there should be a person for outreach, and a dedicated teen librarian. Interns or consultants might be used to fulfill some of these staffing needs.

Outreach and Community:

There was discussion of partnership with other organizations, including religious communities, Cranbrook, and assisted living homes. There is active outreach with Bowers Farm. How can a community be created in a place that doesn't see itself as a community? Community leaders have looked towards the Library to fill that role. Community activities can be created to bring people to the community. The area is not walkable, and transportation is an issue. Ambassadors can go into community and represent the Library. In interactions with Bloomfield Township businesses, their staff could be told about how they are eligible for library cards.

Library Board President Joan Luksik thanked everyone for attending and for questions and insights.

Future meeting dates and times in January, April, July, and October. The next Library Ambassadors meeting will be Tuesday, January 24, 2023, 7:00pm – 8:30pm.

**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
MEMORANDUM**

TO: Trustees

FROM: Tera Moon, Library Director

DATE: November 11, 2022

SUBJECT: Election of Officers

At the November 15, 2022 Library Board of Trustees regular meeting, Board President Joan Luksik will present a slate of officers for your consideration. Committee appointments will take place at the regular monthly meeting on January 17, 2023.

**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
MEMORANDUM**

TO: Trustees

FROM: Tera Moon, Library Director

DATE: November 9, 2022

SUBJECT: Strategic Plan Draft Review

I am so pleased to present a draft strategic plan for your review. This draft is the result of gathering community input, the retreat sessions with you and the Leadership Team, and the work of the Planning Team. At Tuesday's meeting, Amanda and members of the strategic planning team will lead you through the plan. Please provide your candid feedback. If needed, revisions will be made between now and the December board meeting, when a final plan will be presented for your consideration.

So much has happened and changed in the last two years, this feels like the right moment to take stock of the past and look toward the future. Through working with Amanda Standerfer and her team at Fast Forward Libraries, we have learned what the community values at this moment. We then used that information as the basis for the retreat sessions that Amanda led us through. The discussions at those sessions provided substantial fodder for creating strategic directions and goals.

Included in this packet is a draft of the strategic plan for 2023-2025. Printed copies will be available at the board meeting. I look forward to having this conversation with you.

I must thank Assistant Director Katherine Bryant for her leadership and coordination of this process. She handled the bid process, worked closely with Amanda and her team to facilitate the learning process, and she brought the planning team, the leadership team, and the board together for many conversations.

BLOOMFIELD TOWNSHIP PUBLIC LIBRARY

2023
-
2025



STRATEGIC PLAN



Bloomfield Township Public
Library

Planning Process

WHY

Bloomfield Township Public Library is a pillar of the community. Patrons love the Library's facility, collections, and customer service. To meet the emerging needs of its patrons, the Library has undergone a strategic planning process to align its resources with the priorities of the community. By implementing a new strategic plan, the Library will be able to focus resources on delivering programs, outreach, and collections for meaningful community connection while expanding innovative services for the community.

HOW

The Library initiated a strategic planning process in the summer of 2022. [Fast Forward Libraries LLC](#) was engaged in July to facilitate the planning process in three phases: Learn, Dream, Do. The Learn phase entailed a community survey completed by 514 members of the community, five community focus groups, 11 interviews, and a Board and staff survey. In the Dream phase, the Leadership Team and Trustees discussed possible future pathways for the library. This strategic plan will guide the Bloomfield Township Public Library through the Do phase, as the Library executes its vision for the future.

Planning Team

- Katherine Bryant, Assistant Director
- Lauren Catoni-Ellis, Assistant Department Head of Youth Services
- Dani Gillman, Library Trustee
- Joan Luksik, Library Trustee
- Tera Moon, Library Director
- Ed Niemchak, Adult Services Librarian
- Anna Pelepchuk, Department Head of Circulation
- Florence Schenk, Technical Services Clerk

Library Board

- Keith Carduner
- Dani Gillman
- Judy Lindstrom
- Joan Lusik
- Joy Murray
- Shane Spradlin



Process Timeline

July 2022 - December 2022

The planning team spent a several months learning about community needs and developing strategies to advance the library's mission over the next three fiscal years.

July	Planning Team Kick Off
August	Community survey; Staff and Board survey
September	Focus groups and interviews; Learning Report; Leadership Team and Board retreats
October	Plan development
November	Plan review and presentation to Board
December	Transition to implementation

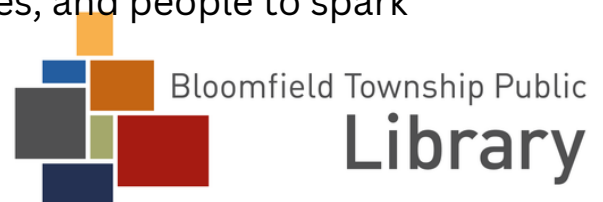
VISION

TBD: Connecting a/the/our community of lifelong learners through discovery and imagination.

MISSION

TBD: 1.We connect the community to resources, spaces, and people to spark discovery and imagination.

2.Connecting the community to resources, spaces, and people to spark discovery and imagination.



Strategic Direction 1

ENHANCE OUR CORE

...to create responsive collections, functional and comfortable spaces, and seamless digital experiences.

1.1

Anticipate and develop collections in response to community needs that inform, entertain, and expand world view.

1.2

Reimagine use of library spaces for increased inclusion and flexibility.

1.3

Offer access to innovative technology resources, support, and education to provide robust digital experiences at all stages of life.

Success looks like...

- Increased patron awareness of and satisfaction with collections.
- Improved usage of spaces to meet patron and community needs.
- Expanded availability and usage of technology and digital resources.

Strategic Direction 2

CONNECT THE COMMUNITY

...with each other, with opportunities to be creative, and with new experiences.

2.1

Bring people together around diverse interests and thought-provoking topics.

2.2

Expand opportunities for people and groups to create and explore.

2.3

Deepen engagement with all community members by proactively listening to and learning about needs.

Success looks like...

- Patrons participate in program topic selection and programs better represent diverse patron backgrounds.
- Increased awareness and circulation of non-traditional collections.
- The library is known as a place to create and experience new things.
- Community outreach and partnerships increase awareness and bring new patrons to the library.

Strategic Direction 3

BUILD ORGANIZATIONAL CAPACITY

...for strong operations, satisfying employment, and a collaborative culture.

3.1

Practice learning organization principles.

3.2

Update recruiting, hiring, on-boarding, and retention practices using a diversity, equity, and inclusion lens.

3.3

Cultivate a collaborative culture by focusing how we work together.

Success looks like...

- Staff training and Board learning opportunities increase confidence and better utilize individual and team strengths.
- Transparency and equity are evident in hiring and internal policies.
- Staff and Board create and use guiding principles to increase collaboration.
- Staff and Board feedback is used in decision-making.

Next Steps

IMPLEMENTATION AND EVALUATION

After this plan is adopted by the Board, an activity plan will be completed and implemented by staff. Implementation is a continual process. The timing of certain activities will be determined by priority and influenced by various factors, such as funding and staffing. Review and adjustment of the activity plan will happen on a regular basis.

Evaluation of the plan will be ongoing once the plan implementation is underway. Measurements for each goal will vary, and some activities will be best evaluated by things like circulation and cardholder statistics, while others may be evaluated by collecting data through patron surveys at regular intervals. Continued reporting of successes and challenges will ensure that the Library is transparent about progress and open to patron and staff feedback.

Bloomfield Township Public Library commits to a comprehensive review and update of this plan at its completion. This plan will move the Library significantly forward by guiding next steps on plans for core services, diverse community connections, and collaborative culture. This plan is an investment in the future of the Library and its community.

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.

DOWNTOWN

NEWS MAGAZINE
BIRMINGHAM • BLOOMFIELD

[HOME](#)[NEWS](#)[LONGFORM](#)[LINKS](#)[ABOUT US](#)[SUBSCRIPTIONS](#)

: • 4 hours ago

Supernatural author to visit township library

Amberrose Hammond, researcher and author of the new book *Mysterious Michigan*, will present on Thursday, October 27, at 7 p.m. an off-beat lecture and reading at the Bloomfield Township Public Library just in time for Halloween.

Join Hammond for a strange and fun journey into the supernatural past of the Great Lake state, exploring legends, ghosts, monsters and more freaky discoveries.

Hammond has a long history of researching the supernatural, weird and off-beat history of Michigan. An avid local history and cemetery enthusiast, she has lectured extensively around the state at libraries, conferences and given historical cemetery tours, where she shares her love of Michigan's weird side.

Hammond is also the author of *Ghosts & Legends of Michigan's West Coast*, *Wicked Ottawa County*, *Wicked Grand Rapids* and *Mysterious Michigan*. Books will be available for purchase and signing.

This event is part of Hallo-week at the Bloomfield Township Public Library and is free and open to all, with no registration required.



[Community Corner](#)

Bloomfield Township Public Library: Story Time At The Nature Center!

Join us at the Johnson Nature Center this fall for Wild About Books!



Press Release Desk, News Partner

Posted Wed, Oct 19, 2022 at 6:21 pm ET

[Reply](#)



(Bloomfield Township Public Library)

[Press release from Bloomfield Township Public Library:](#)

Story Time at the Nature Center!

Join us at the Johnson Nature Center this fall for Wild About Books! Enjoy a story time & craft, followed by a guided hike on the trails led by a naturalist.

Thursday, 2:00 p.m.

Newrez - NMLS #3013 | Featured Advertisement

Buy Your Dream Home Before Rates Rise

Thinking about buying? Now's a good time! Don't wait to take advantage of today's rates.



- November 3

Register at johnsonnaturecenter.org

This press release was produced by [the Bloomfield Township Public Library/a>. The views expressed here are the author's own.](#)

[Community Corner](#)

Bloomfield Township Public Library: Teen Craft Kit

Teens! Grab a Halloween-themed craft kit while supplies last!



Press Release Desk, News Partner

Posted Thu, Oct 27, 2022 at 5:34 pm ET

[Reply](#)



(Bloomfield Township Public Library)

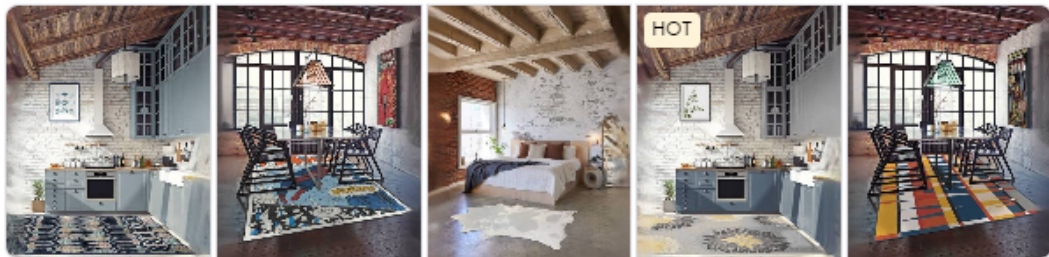
[Press release from Bloomfield Township Public Library:](#)

Teen Craft Kit

Teens! Grab a Halloween-themed craft kit while supplies last!

- Haunted Lanterns

Instructions for Halloween Craft Kits:



[Spooky Spiderweb](#) – Join *Making Stuff with Mel* on YouTube to learn how to make the spiderweb for your hoop! Just wrap the hoop in orange or purple yarn until covered, and then follow the [tutorial](#) to discover steps to create the web.

*(Photo & Video credit to Making Stuff with Mel at the
Johnsburg Public Library)*

Find out what's happening in Bloomfield-
Bloomfield Hills
with free, real-time updates from Patch.

Your email address

Let's go!



Haunted Lanterns – Frankenstein & Pumpkin Jars include crepe paper; Mummy Jars include cheesecloth fabric. (*Please note: There is no link for this tutorial. Please follow the instructional steps below.*)

Step 1: For Mummy jars only: Cut cheesecloth into strips approximately 1 1/2 to 2 inch strips.

Step 2: To begin creating all lanterns, cover jar completely with modge podge (in plastic container) using the foam brush

included in your kit, then, wrap cheesecloth or crepe paper around until you achieve your desired look. Continue using the foam brush & modge podge over/under/around paper/cloth until it is securely attached. Let dry (approximately 5 minutes, depending on how thick it was applied).

Step 3: Add face. Your kit includes several faces that you can cut out and attach using modge podge or glue. Black paper is also included if you want to design & cut out your own face creation! Let dry.

Step 4: (Optional) Tulle Ribbon (To be used for Pumpkin & Frankenstein jars, if desired) Tulle gives the lantern a fuller glowing effect, but the choice to use it is up to the creator. Starting at the top of the jar and leaving a few inches, start wrapping the tulle around the jar – usually about 5 times or so – ending the wrap by pulling the tulle up towards the top. Gather with the starting piece and tie together. Leave an inch or so after tying to give your lantern a finished “bow” look.

Step 5: (Optional) Ribbon: Using the ribbon provided, wrap ribbon(s) around mouth(top) of jar and tie.

Insert lit tealight & display at night to view full haunting effect!

Share your Spooky Spiderwebs and Haunted Lanterns!

#btplspookyspiderweb or #btplhauntedlanterns

DOWNTOWN

NEWS MAGAZINE

BIRMINGHAM • BLOOMFIELD

[HOME](#)[NEWS](#)[LONGFORM](#)[LINKS](#)[ABOUT US](#)[SUBSCRIPTIONS](#)

• 3 days ago

Catalytic converter stolen in daylight

Thieves went unnoticed during the daylight hours on Friday, October 28 while they cut and removed part of a vehicle's exhaust system that was parked at the Bloomfield Township Public Library, 1099 Lone Pine Road in Bloomfield Township, police said.

Bloomfield Township police officers responded about 5 p.m., after an employee at the library discovered the catalytic converter on her vehicle was stolen while she was inside working. The victim told officers the vehicle was parked at the library from 9 a.m. to 5 p.m. She realized the theft when she started the vehicle and the exhaust was abnormally loud.

The case is under investigation. Police ask anyone with information to contact the Bloomfield Township Police Department at 248.433.7755.



DOWNTOWN

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: • 3 days ago

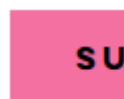
Noted Armenian harpist plays at township library

The Ara Topouzian Trio, a nationally recognized Armenian-American musician, will be performing an evening of traditional and contemporary music at Bloomfield Township Public Library on Friday, November 11, at 7 p.m.

The concert is free and open to the public, with no registration required.

Ara Topouzian, a resident of Bloomfield Hills, is an Armenian-American musician whose proficiency at the kanun, or Middle Eastern harp, has made him a nationally-recognized artist. Topouzian is known for combining the traditional musical style of his Armenian heritage with influences from the Middle East, jazz, fusion, New Age, and blues. His performances, recordings, and collaborations with top Armenian and Middle Eastern musicians have earned him a global listenership, along with numerous awards. In addition, he has been awarded the Kresge Arts Fellowship in 2012 and the Michigan Heritage Award in 2022.

In recognition of his accomplishments, former Michigan Governor Rick Snyder appointed Topouzian to the Michigan Council of Arts & Cultural Affairs in 2018. He was reappointed by Governor Gretchen Whitmer in 2020, and currently serves on the council's executive committee.



FALL INTO AUTUMN WITH THESE FESTIVE ACTI

▷ OCTOBER

26 Psychic & Holistic Spooktacular Fair: 4-9 p.m., Royal Oak Farmers Market, 316 E. 11 Mile Road

27 'Mysterious Michigan:' Author discusses supernatural, weird and off-beat history of state from new book, 7-8:30 p.m., Bloomfield Township Public Library, 1099 Lone Pine Road, (248) 642-5800, btpl.org

Trunk or treat: 2-4 p.m., Anthology of Rochester Hills, 1775 S. Rochester Road, RSVP at (248) 841-4210

28 Halloween Fest: 5:30-7:30 p.m., Normandy Oaks Park, 4234 Delemere Blvd. in Royal Oak, register at royaloakrec.com

Curious and Macabre Lantern Tour: For ages 15 and older, 6:30 p.m., Troy Historic Village, 60 W. Wattles Road, register at troystorichvillage.org/programs/curious-and-macabre-lantern-tour

28-29 Teen Halloween party: For ages 12-17, 6 p.m., Hazel Park District Library, 123 E. Nine Mile Road, register at <https://hazel-park.lib.mi.us/index.php/calendar>

28-30 Canterbury Halloween Stroll: 5:30-8 p.m., Canterbury Village, 2359 Joslyn Road in Lake Orion, www.CanterburyHalloweenStroll.com

Corn maze and hayrides: 5-9 p.m. Friday, 10 a.m.-8 p.m. Saturday and 10 a.m.-7 p.m. Sunday, Maybury Farm, 50165 Eight Mile Road in Northville, (248) 374-0200

29 Trunk or treat: Also scavenger hunt and costume contest, 6-8 p.m., Lathrup Village

City Hall, 27400 Southfield Road, bdorsey@lathrupvillage.org, (248) 557-2600, ext. 246

Boo Bash: Games, hayrides, crafts and trick or treating, 1-4 p.m., Southfield Pavilion, 26000 Evergreen Road, purchase tickets at <https://bit.ly/38C4Ygj>

Trunk or treat: Free event also includes cider and doughnuts, 11 a.m.-1 p.m., Highland Park Baptist Church, 28600 Lahser Road in Southfield, hpbcc.cc

Trick or treating: Indoor event also includes games and lunch, 2-5 p.m., Central Woodward Christian Church, 3955 W. Big Beaver Road in Troy, (248) 212-0677

Trunk or treat: Also pet adoption event, 10 a.m.-1 p.m., Hodges Subaru, 21205 Woodward Ave. in Ferndale, (248) 547-8800

Trick or treating: 3-5 p.m., businesses in downtown Ferndale, downtownferndale.com

Trick or Treasure: Noon-2 p.m., businesses in downtown Clawson, downtownclawson.com, (248) 435-5922

Trick-or-treat stroll: Noon-3 p.m., participating businesses in downtown Berkley, downtownberkley.com

Monster Mash block party: 2-6 p.m., Coolidge Highway between 12 Mile Road and Catalpa Drive in Berkley, downtownberkley.com

Halloween celebration: Storytime at noon and trick or treating from 1-3 p.m., corner of Grand River Avenue and Farmington Road in front of Masonic Temple, downtown Farmington

Trunk or treat: 3-5 p.m., Salvation Army, 27500 Shiawassee Road in Farmington Hills

Trunk or treat: 5-7 p.m., Lanigan Elementary, 23800 Tuck Road in Farmington Hills

30 Trunk of treat: 1-3 p.m., Faith Community Presbyterian - The New Hope Church of Michigan, 44400 W. 10 Mile Road in Novi, faithnovi.org, (248) 349-2345

Halloween concert: Performance by Farmington Concert Band, also treats and a kids costume parade, 3 p.m., Hawk Community Center, 29995 W. 12 Mile Road in Farmington Hills, fcbmusic.org/concerts

Boos, Barks and Brows: Halloween photos with dogs, raffle baskets, treats and more, 1-5 p.m., Farmington Brewing Company, 33336 Grand River Ave.

Trunk or Eat: Trunk or treating, free food truck, lawn games and pet costume parade, 11 a.m.-12:30 p.m., St. Paul's United Methodist Church, 620 Romeo Street in Rochester, amy@stpaulsrochester.org, (248) 651-9361

31 Flashlight Tours: 7 p.m., 7:30 p.m. and 8 p.m., Meadow Brook Hall, 350 Estate Drive in Rochester, tickets required, www.meadowbrookhall.org/flashlight

▷ NOVEMBER

4 'Hocus Pocus': Free movie at 6 p.m., outdoor at Municipal Park, 27400 Southfield Road in Lathrup Village, bdorsey@lathrupvillage.org, (248) 557-2600, ext. 246

7 Local ghost stories: Presentation by author and paranormal investigator Nicole Beauchamp, 6:30-7:30 p.m., Hazel Park District Library, 123 E. Nine Mile Road, (248) 546-4095

For more Community Calendar, sponsored by Macomb Center for the Performing Arts, visit candgnews.com/calendar. To advertise an event, call (586) 924-9193.

▷ ONGOING

Ghosts on the Balcony: Haunted theater attraction until Oct. 30, Birmingham 8 Powered by Emagine, Old Woodward Ave., emagine-ent.com

Misery: Performed at 8 p.m. Fri. Mondays, and 3 p.m. Sundays on Theatre at Affirmations LGBTQ+ C, 290 W. Nine Mile Road in Ferndale

Little Shop of Horrors: Select Meadow Brook Theatre, 378 Meadow Brook campus of Oakland University in mbtheatre.com/little-shop-of-hor

Hay Ride Central: Friday evening Heritage Park, 24915 Farmington Hills, register at (248) 473-1870

Grand Raven Festival: Includes themed scarecrows throughout downtown, pumpkin carving contest and nights, Victorian walks, trick or treat farmers market and more during farmington.org

Halloween activities: Win prizes, step match and spooky find and Library, 3155 Coolidge Highway, berkley.lib.mi.us

The Addams Family: 8 p.m. Fri. and 2 p.m. Sundays, Oct. 28-30, 13, Birmingham Village Players, birminghamvillageplayers.com/

Boogah and Hoogah children's: chances by goofy goblin duo until North Grand Court at Somerset C, Big Beaver Road in Troy, thesomersetbiog/hauntedhouseparty

WANT YOUR EVENT LISTED IN



COMMUNITY CALENDAR

Submit it for **FREE** in a few easy steps:

- 1 Visit candgnews.com and click Add
- 2 Create a CityS your name, en
- 3 Fill in your ew click Review,

Events should appear online within 2 hours. No limit. We'll use them in our print publication(s). Login information is for account purposes only and will NOT be sold. Questions? Email calendar@candgnews.com

COMMUNITY CALENDAR

OCT. 27

'Mysterious Michigan': Author discusses supernatural, weird and off-beat history of state, 7-8:30 p.m., Bloomfield Township Public Library, 1099 Lone Pine Road, (248) 642-5800, btpl.org

OCT. 29-31

Used books/media sale: 10 a.m.-4 p.m. Saturday, noon-4 p.m. Sunday and 10 a.m.-noon Monday, Baldwin Public Library, 300 W. Merrill St. in Birmingham, baldwin-lib.org/friends

OCT. 30

Birmingham Farmers Market: 9 a.m.-2 p.m., Public Parking Lot 6, 660 N. Old Woodward Ave., allin.birmingham.com/visitors/farmers-market, BFL on Facebook and Instagram

NOV. 1

Codename Midnight: Detroit & the Underground Railroad: Learn about challenges faced by abolitionists and freedom seekers attempting to evade slave catchers and gain freedom by traveling to Canada, 7-8:15 p.m., Bloomfield Township Public Library, 1099 Lone Pine Road, AskAdult@btpl.org, (248) 642-5800

NOV. 8

Harriet Quimby, America's First Woman Aviator: Learn about rise and fall of Michigan native, 7-8:15 p.m., Bloomfield Township Public Library, 1099 Lone Pine Road, AskAdult@btpl.org, (248) 642-5800

NOV. 10

Caregiver support group: 10-11 a.m., Bloomfield Township Senior Services, 4315 Andover Road, register at (248) 723-3500 or bloomfieldseniors.org

NOV. 11

Ara Topouzian Trio: Led by Armenian-American musician known for proficiency on kanun (Middle Eastern lap harp), 7-8:30 p.m., Bloomfield Township Public Library, 1099 Lone Pine Road, (248) 642-5800, btpl.org

NOV. 14

Shelter capacity crisis: Free virtual talk about animal adoption slowdown and solutions to keep animals safe and happy, noon-1 p.m., <https://michiganpetalliance.wildapricot.org/event-4988261/> Registration

ONGOING

Birmingham & Ferndale Stamp Club: Meetings at 6 p.m. on first and third Tuesdays, NEXT Senior Center, 2121 Midvale St. in Birmingham, birminghamstamp.club

'The Addams Family': 8 p.m. Fridays and Saturdays and 2 p.m. Sundays, Oct. 28-30 and Nov. 4-6 and 11-13, Birmingham Village Players, 34660 Woodward Ave.,

birminghamvillageplayers.com/the-addams-family

'Ghosts on the Balcony': Haunted theater attraction until Oct. 30, The Birmingham 8 Powered by Emagine, 211 S. Old Woodward Ave., emagine-entertainment.com

SUE: The T. rex Experience: Wednesdays-Sundays until April 2023, Cranbrook

Institute of Science, 39221 Woodward Ave. in Bloomfield Hills, <https://science.cranbrook.edu/visit/events/2022-10/sue-t-rex-experience-opens>

For more Community Calendar, sponsored by Macomb Center for the Performing Arts, visit candgnews.com/calendar. To advertise an event, call (586) 924-9193.



Welcome Home to The Avalon of Bloomfield Township

Located at the corner of Square Lake Rd. and Woodward Ave, The Avalon of Bloomfield Township offers Assisted Living and Memory Care living options for those 55+ requiring support. "I enjoy living at The Avalon because of the location," said resident Alice Stein. "All my life I have lived close to Woodward Ave., and now my family lives close too. They are always coming to visit."

While residents enjoy a vibrant, healthy lifestyle, they always have trained associates ready to assist with Activities of Daily Living. "Our community is a hidden gem—from the interior courtyard to our quality of care and everything in between," said Morgan Schilling, Business Development Director for The Avalon Communities of Michigan. "We are fortunate to stand apart from other communities in the area."

Resident family member Cat Grey agrees: "We've only been here a short time, but I can tell you—after reviewing a number of facilities—I walked in and immediately knew this was a home for Dad. They took my father in as if he were their own grandfather. They truly care 100% about their residents."

The Avalon offers the support residents need through personalized services and amenities, including a state-of-the-art Fitness Center used for rehabilitation. "It's important for our residents to continue their therapies," said Brandy Nagy, Wellness Director. "We help them get stronger by providing three daily meals, weekly housekeeping and laundry, escorting, and support at the press of a button. The goal is to get them back to their baseline."

Executive Director Matthew Young said it best: "Our community really does embrace the philosophy of Living Gracefully."

In choosing The Avalon of Bloomfield Township, residents can rest easy knowing their lifestyle and interests will be catered to and their expectations exceeded.

**Ask us why you should call our community home!
Schedule your personalized visit today: 248-282-4088.**

THE AVALON
OF AUBURN HILLS
A GRACE MOUNT COMMUNITY

THE AVALON
OF BLOOMFIELD TOWNSHIP
A GRACE MOUNT COMMUNITY

THE AVALON
OF COMMERCE TOWNSHIP
A GRACE MOUNT COMMUNITY

The Financial of Savvy

A Certificate of Deposit from Government Credit Union is faster with a risk-free, currently offers special most popular CD terms:

23-month CD
9-month CD

You can choose from a range of terms. MSGCU offers CDs from 6 months to 24 months with a \$500 minimum. Another benefit is that we offer terms of 3 years or more, you can choose if rates increase, letting you lock in a rate. Need help deciding which savings vehicle is best for your financial goals? At MSGCU, we're always happy to sit down with our members and provide personalized guidance, whether you want to save for a home, build better credit, or pay for your kids' college costs.

**Learn more about
of Deposit at**

*APY = Annual Percentage Yield. Minimum deposit to earn the advertised APY is \$500. Period of 12 months. Offered as of 10/5/2022. Terms and conditions apply without notice. Insured by NCUA. Ask a member for more details.

About MSGCU: Michigan State Government Credit Union is a not-for-profit organization that gives back to our members with low fees, free financial education, and other community support. With our members to help them reach their goals, dedication contributes to our success, higher than most banks. So, MSGCU will be your financial partner.



0435-2244



Bloomfield Township < cable_dept+bloomfieldtwp.org@
To Katherine Bryant



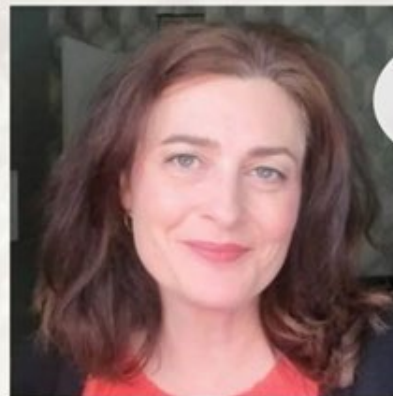
3:12 PM

Checkout BTPL on Coffee with Carrie Live This Tuesday at 2pm

Coffee with Carrie



Tera Moon
Library Director at Bloomfield
Township Public Library



Carrie LeZotte
Director, Cable and Community Relations



Bloomfield Township Public Library Director Tera Moon joins Carrie Lezotte to discuss your local library! Watch their discussion live on [Facebook](#), [YouTube](#) or later [On Demand](#)!

OCTOBER 2022

MARKETING REPORT

INSTAGRAM



FOLLOWERS:
1403 (↑16 from Sep.)

TOTAL REACH:
1567
(↑3.4% from Sep.)



FACEBOOK



PAGE LIKES:
2410 (↑36 from Sep.)

TOTAL REACH:
5161
(↓38.7% from Sep.)

TWITTER



FOLLOWERS: 269

IMPRESSIONS:
2766 with 50 tweets



NEWSLETTERS



- **Movies and More** (new DVDs and CDs, Movie Discussion Club) - 69 messages
- **Books and More** (new adult titles, Library by Mail) - 1443 messages
- **Discover** (Dyslexia Workshop, Outdoor Family Story Time, Trick or Treat, History Lecture series, Book Sale) - 19,896 messages
- **Celebrate Friends of Libraries Week** - 19,923 messages
- **Digital News** (new adult digital titles) - 1699 messages

PRESS RELEASES



- Ara Topouzian Trio Concert
- Story Time with BHS Superintendent Pat Watson

November YOUTH Events Calendar



S	M	T	W	T	F	S
		01 Preschool STEAMtime: Story Time and Discovery 10:30-11 a.m.	02 Family Story Time with BHS Superintendent Pat Watson 4:30-6 p.m.	03 Wee Read Baby & Toddler Story Time 10:30 - 11 a.m.	04 Outdoor Family Story Time 11-11:30 a.m.	05 Mermazing Party 10:30-11:30 a.m.
06	07	08 Preschool STEAMtime: Story Time and Discovery 10:30-11 a.m.	09	10 Wee Read Baby & Toddler Story Time 10:30 - 11 a.m.	11	12 FRIENDS Library Book Sale! 11 a.m.-3:30 p.m. Lots of Kids Books!
13	14 Art Lab Junior 6:30-7:30 p.m.	15 Book Worms 6:30-7:30 p.m.	16 Paperbacks and Snacks 6:30-7:30 p.m.	17 Art Lab 4:30-5:30 p.m.	18	19
20	21 My First Book Group 6:30-7:30 p.m.	22 Preschool STEAMtime: Story Time and Discovery 10:30-11 a.m.	23 Library Closes at 5:30 p.m. for Thanksgiving Eve	24 LIBRARY CLOSED FOR THANKSGIVING	25	26
27	28	29 Preschool STEAMtime: Story Time and Discovery 10:30-11 a.m.	30 Virtual Family PJ Story Time 7-7:30 p.m.			

KidLITCast A PODCAST FOR FAMILIES

Check out our new and improved KidLITCast! Instead of us reading and you listening, we would like to invite you to come in and help read "The Wind in the Willows" by Kenneth Grahame. Each participant will read a selection from the book in our recording studio, and then library staff will turn it into an episode of KidLITCast. Friends and family will want to tune in and hear your reading! Registration for this program begins December 5 and is limited to 12 kids, Grades 5 – 7. Participants will receive a copy of the book to keep. After registering you will be emailed a scheduling site link to sign up for a recording appointment.



Saturday, November 5, 10:30 a.m. – 11:30 a.m.

Registration is required. Dive into this under-the-sea program where we'll make a splash with merfolk crafts and activities. For ages 4 – 8 years with a grown-up.



Saturdays,
10 a.m. – 12 noon
December 3 –
February 25

No programs December 24 or 31, or January 21.

No registration is required. Drop in the Story Room for unstructured play and discovery. Caregivers and little ones ages birth – 36 months can interact with toys and books that support each child's learning and development. Adaptive toys for children with low vision, motor difficulties, or other accessibility needs will be included.



November 2 at 4:30 - 6 p.m.

Event will take place in the Bloomfield Township Public Library Community Room.

Book Discussion Groups

Participants will receive a copy of the book upon registration to read before we meet.

My First Book Group

Monday, November 21, 6:30 p.m.

Registration is required.

Wednesday, December 21, 6:30 p.m.

Registration is required and begins November 21.

For grades Kindergarten and 1st with an adult. Join us for your child's first book group where we will discuss a book with fun crafts and activities based on the story.

Book Worms

Tuesday, November 15, 6:30 p.m.

Registration is required.

Tuesday, December 20, 6:30 p.m.

Registration is required and begins November 15.

For grades 2nd and 3rd. This lively group will meet to discuss, craft, and make a snack based on the book title for the month.

Paperbacks and Snacks

Wednesday, November 16, 6:30 p.m.

Registration is required.

Thursday, December 15, 6:30 p.m.

Registration is required and begins November 16.

For grades 4th through 6th. Join us as we discuss a book and talk about what we liked or disliked about it while doing activities and crafts based on the title.

Art Lab

Thursday, November 17, 4:30 p.m.

Registration is required and begins October 27.

Thursday, December 22, 4:30 p.m.

Registration is required and begins November 17.

For ages 10 – 13. Explore different art mediums at each unique program.

Art Lab Junior

Monday, November 14, 6:30 p.m.

Registration is required.

Monday, December 12, 6:30 p.m.

Registration is required and begins November 14.

For ages 7 – 9. We've added an Art Lab for the younger set where we'll experiment with arts and crafts using different materials focusing on the process of creativity!

Story Times

Outdoor Family Story Time

Friday, November 4, 11 a.m.

Friday, December 9, 1 p.m.

No registration is required.

**In the case of inclement weather, story time will be held inside.*

Join us on the Youth Terrace once a month on Fridays for stories, songs and rhymes for the whole family. Please dress for the weather.



Preschool STEAMtime: Story Time and Discovery

Tuesdays, October 18 – November 8, 4-week session, 10:30 a.m.

Registration is required.

Tuesdays, November 22 – December 13, 4-week session, 10:30 a.m.

Registration is required and begins October 31.

This story time is for ages 3 and up along with an adult. Children will explore STEAM (science, technology, engineering, art, and math) through stories, rhymes, music, and activities.

Wee Read:

Baby and Toddler Story Time

Thursdays, October 20 – November 10, 4-week session, 10:30 a.m.

Registration is required.

Thursdays, December 1 – December 15, 3-week session, 10:30 a.m. OR 11:30 a.m.

Registration is required and begins October 31.

This story time is for babies all the way up to toddlers along with their adult. We'll be sharing stories, lap bounce songs, and play!

Virtual Family PJ Story Time (Live on Zoom!)

Wednesday, November 30, 7 p.m.

Registration is required.

Wednesday, December 14, 7 p.m.

Registration is required and begins November 30.

Settle in to a cozy space at home in your comfiest clothes or pajamas for this bedtime story time for all ages. Registered attendees will receive a Zoom link prior to the event. Closed captioning provided.

In addition to live programs, check out on-demand podcast episodes and other activities to enjoy any time on our youth channel at btpl.org/youth-on-demand.

Questions? Contact the Youth Department – call (248) 642-5800 or email AskYouth@btpl.org



December 2022 Adult and Teen Programs

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
<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>		 <p>Tech Classes @ the Library Join Systems staff for expert-led, subject specific tech classes each month. Basic computer skills are all that is required to participate. Township residents may register at the Computer Help Desk or online at www.btpl.org/events.</p>		<p>**Movie Discussion Club 7 p.m.</p>	<p>English Language Conversation Group 10 a.m.</p>	<p>***PowerPoint Basics 1:30 p.m.</p>
4	5	6	7	8	9	10
		<p>Tunisian Crochet Washcloth Craft Kit (while supplies last)</p> <p>Fiber Arts Club, 10 a.m.</p> <p>Author Visit – Jeff Morrison, Guardians of Michigan: Architectural Sculpture, 7 p.m.</p>	<p>*Teen Advisory Board (TAB) 4:30 p.m.</p> <p>***Google Apps 5:30 p.m.</p>		<p>English Language Conversation Group 10 a.m.</p>	<p>Friends of the Library Second Saturday Book Sale 10 a.m. – 3:30 p.m. (First hour Friends members only)</p>
11	12	13	14	15	16	17
	<p>Sensory Story Time for Adults and Teens 11 a.m.</p> <p>Fiber Arts Club 6 p.m.</p>	<p>Adult Take Home Kit: DIY Green Cleaning (while supplies last)</p> <p>**Memoir Writers' Group 1 p.m.</p>	<p>**Writers' Rendezvous 6:30 p.m.</p>	<p>**Thursday Book Club 10 a.m.</p>	<p>English Language Conversation Group 10 a.m.</p>	<p>***Microsoft Excel 1:30 p.m.</p>
18	19	20	21	22	23	24
<p>WINTER READING CHALLENGE December 21 – January 31</p> <p>All ages are invited to warm up with a good book, challenge yourself, and win prizes. Visit www.btpl.org/winter for more information.</p> 			<p>Winter Reading Challenge Begins and Tiny Art Kit Available for Pick Up</p> <p>**Mystery Book Club, 1 p.m.</p> <p>***Intro to Social Media 5:30 p.m.</p>	 <p>Enter our Tiny Art Exhibition! Dec. 21 - Jan. 21</p>	<p>English Language Conversation Group 10 a.m.</p>	<p>LIBRARY CLOSED FOR CHRISTMAS EVE</p> 
25	26	27	28	29	30	31
<p>LIBRARY CLOSED FOR CHRISTMAS DAY</p> 	<p>**Books in Bars Book Club at the Rusty Bucket 6 p.m.</p>	<p>**Memoir Writers' Group 1 p.m.</p>	<p>**Writers' Rendezvous 6:30 p.m.</p>			

November 2022 Adult and Teen Programs

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
HISTORY COMES ALIVE LECTURE SERIES Tuesdays, November 1, 8, and 15 at 7 p.m.		1 Adult Take Home Craft Kit: Giving Plate <i>(while supplies last)</i> Fiber Arts Club, 10 a.m. History Lecture – Codename Midnight: Detroit and the Underground Railroad, 7 p.m.	2	3 **Movie Discussion Club 7 p.m. 	4 English Language Conversation Group 10 a.m.	5
6	7	8 **Memoir Writers' Group 1 p.m. History Lecture – Harriet Quimby: Michigan's New Woman Aviator 7 p.m.	9 *Teen Book Club – The Ballad of Songbirds and Snakes 4 p.m. **Writers' Rendezvous 6:30 p.m. 	10	11 English Language Conversation Group 10 a.m. AFTER HOURS CONCERT – Ara Topouzian Trio 7 p.m.	12 Friends of the Library Second Saturday Book Sale 10 a.m. – 3:30 p.m. <i>(First hour Friends members only)</i> ***Introduction to Excel 1:30 p.m.
HARRIET QUIMBY: MICHIGAN'S NEW WOMAN AVIATOR						
13	14 Sensory Story Time for Adults and Teens 11 a.m.	15 **Tuesday Book Club, 10 a.m. **Classics Book Club, 7 p.m. History Lecture – The American Guide Series: The WPA's Travel Books of the 1930s, 7 p.m.	16 **Mystery Book Club 1 p.m. ***Intro to Social Media 5:30 p.m.	17 **Thursday Book Club 10 a.m.	18 English Language Conversation Group 10 a.m. AFTER HOURS CONCERT – University of Michigan Chamber Music Concert 7 p.m.	19 ***Introduction to Scanning and Photo Editing 1:30 p.m.
THE AMERICAN GUIDE SERIES: THE WPA'S TRAVEL BOOKS OF THE 1930'S						
20	21 **30 Minute Lunchtime Book Club 1 p.m.	22 **Memoir Writers' Group 1 p.m.	23  LIBRARY CLOSING AT 5:30 P.M. FOR THANKSGIVING EVE	24  LIBRARY CLOSED FOR THANKSGIVING DAY	25 English Language Conversation Group 10 a.m.	26
27	28 **Books in Bars Book Club at the Rusty Bucket 6 p.m.	29 <div>*Register by emailing AskTeen@btpl.org or with Adult Services, (248) 642-5800, ext. 171. **Register by emailing AskAdult@btpl.org or with Adult Services, (248) 642-5800, ext. 171. ***Register by emailing AskTech@btpl.org or with Systems, (248) 642-5800, ext. 121.</div>		30 AFTER HOURS CONCERTS @ the Library Ara Topouzian Trio, Friday, November 11, 7 p.m. Showcasing his artistry on the kanun (Middle Eastern lap harp), Topouzian's musical style keeps his Armenian heritage alive. Chamber Music Concert, Friday, November 18, 7 p.m. Stirring chamber music performances by student musicians from the University of Michigan School of Music, Theatre, and Dance.		

DATES FOR LIBRARY BOARD OF TRUSTEES

Saturday, November 12, 10:00 a.m. – 3:30 p.m. – Friends Saturday Sale

Tuesday, November 15, 7:00 p.m. – Library Board Meeting

Friday, November 18, 7:00 p.m. – Chamber Music Concert

Sunday, December 4, 6:00 p.m. – Holiday Party

Wednesday, December 7, 11:00 a.m. – Friends Board Meeting

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

Tuesday, December 20, 7:00 p.m. – Library Board Meeting