

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

Bloomfield Township Public Library
Oakland County, Michigan
Tuesday, January 17, 2023, 7:00 p.m.
Library Board Room

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

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, Finance Coordinator Monica Gower, and Administrative Assistant Linden Godlove

Guests: Laura Kraly, Adult Services Department Head and Staff Organization Committee (SOC) representative; Joyce Sherman, Bloomfield Township Resident

Joy Murray requested 7A and Joan Luksik requested 7C be removed from the consent agenda for regular discussion.

Upon discussion, a motion was made by Joan Luksik and seconded by Keith Carduner **TO APPROVE THE ORDER OF ITEMS AS LISTED ON THE AGENDAS WITH THE FOLLOWING ITEMS REMOVED FROM CONSENT AGENDA AS FOLLOWS: 7A and 7C**

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 Dani Gillman welcomed all to 2023. The Strategic plan has been kicked off, the planning process is ahead, and it is exciting to move forward. She expressed enthusiasm about many upcoming programs, including a flamenco performance, chamber music concerts, and more.

DIRECTOR'S VERBAL REPORT:

Director Moon wished the group a Happy New Year. She's glad to have leadership in place and a new strategic plan, for which the MAC (Management Advisory Committee) will decide the framework soon.

Adult Services is holding a Shredding Day event next Saturday, January 21, from 10am – 1pm. Patrons can drive-up with up to four boxes of paper to be shredded and ShredCorp will do the rest.

Intellectual Freedom has been discussed frequently. The MLA and ALA are following this very closely. They are preparing for any challenges that might arise. More can be learned through MLA Connect Advocacy Hour: An Update from ALA on the Right to Read in America.

The Library is releasing a request for proposals (RFP) for cleaning services on Monday, February 6. This is reviewed every three years. A recommendation will be made at the April board meeting.

The Ambassadors group is meeting next week, Tuesday, January 24 at 7pm.

The Library purchased a plaque in honor of the Library Journal Star Library status.

Upon discussion, a motion was made by Judy Lindstrom, seconded by Keith Carduner **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 Kraly reported on the Staff Organization Committee's latest activities.

Bloomfield Township Resident Joyce Sherman commented that she is listening as a resident and wishes to get more involved in the Library.

UNFINISHED BUSINESS:

No unfinished business.

NEW BUSINESS:

11a. Fines and Fees FY 2023/2024

The Department Heads and Administration conducted the annual review of the Library's Fines and Fees schedule in preparation for completing the FY 2023/2024 library budget. This schedule is the summary table of the restrictions and costs associated with borrowing library materials and use of library services at Bloomfield Township Public Library. Staff carefully reviewed all items on this schedule for relevant changes to recommend. The changes presented are mostly edits for clarity, consistency, and streamlining.

If the proposed FY 2023/2024 Fines and Fees schedule is approved, all proposed changes would be effective on April 1, 2023.

Upon discussion, a motion was made by Joy Murray, seconded by Judy Lindstrom, **TO APPROVE THE FY 2023-2024 SCHEDULE OF FINES & FEES AS PRESENTED WITH**

IMPLEMENTATION TO BEGIN ON APRIL 1, 2023.

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

Joy Murray inquired about the check to Shred Corp. She asked if the Township offered a shredding event and if this is redundant. The Library plans to complement the times the Township is offering this service.

Aunalytics is a firm that the Library uses for IT consulting and assisted with the two-factor authentication implementation.

Joan Luksik inquired about 7C, wanting to know about the water bill this year compared to last year. The cost went up to \$1,200. Director Moon will investigate this matter further.

Upon discussion, a motion was made by Keith Carduner, seconded by Joan Luksik **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:

The next board meeting is on Tuesday, February 21. The vending machine bid and director's evaluation will take place.

Joy Murray attended the Friends of the Library meeting on January 4 in her role as liaison for the first time. She also attended the Second Saturday Sale. The Library looked spectacular. People were everywhere. The Friends reported earning \$5,400 in sales, their highest January ever.

Joy Murray wishes to invite a former colleague to attend the Library Ambassador group.

At 7:38 p.m. President Gillman adjourned the meeting.

Submitted by:



Joan Luksik, Secretary