

Bloomfield Township Public

Library

**Bloomfield Township Public Library
Board of Trustees**

Library Board Meeting
Wednesday, July 19, 2023
7:00 p.m.

Board Room

Trustees:

libraryboard@btpl.org

Dani Gillman, President
Judy Lindstrom, Vice President
Joan Luksik, Secretary
Keith Carduner
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
Wednesday, July 19, 2023 7:00 p.m.

#	<u>NUMBERED ITEMS</u>	<u>DATE DELIVERED</u>
1	Agenda	07/14/2023
2a	Request to remove items from the Consent Agenda for Discussion	07/14/2023
2b	Motion to approve the order of items for the regular and consent agendas	07/14/2023
5	Motion to approve remaining Consent Agenda items 6-8d	07/14/2023
6	Regular Board Meeting Minutes of June 20, 2023	07/14/2023
7a	Cash Disbursements	07/14/2023
7b	Revenues/Expenditures Budget Report	07/14/2023
7c	Energy Report	07/14/2023
8a	President's Report– no report	
8b	Director's Report	07/14/2023
8c	Art Committee –no report	
8c	Advocacy Committee – no report	
8c	Ambassadors Group – no report	
8c	Building and Grounds Committee – no report	
8c	Cranbrook –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	Annual Report	07/14/2023
11b	Door Access bid	07/14/2023
13	Motion to approve any items removed from the Consent Agenda	07/14/2023

	<u>UNNUMBERED ITEMS</u>	<u>DATE DELIVERED</u>
	Press Mentions	07/14/2023
	Strategic Plan Update	07/14/2023
	Marketing Report	07/14/2023
	Youth Services Events Calendar	07/14/2023
	Adult Services Events Calendar	07/14/2023
	Dates for Library Board of Trustees	07/14/2023

AGENDA
BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
BOARD OF TRUSTEES
Wednesday, July 19, 2023
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 June 20, 2023
7. Budget
 - a. Cash Disbursements
 - b. Monthly Revenues & Expenditures
 - c. Energy Report
8. Written Reports:
 - a. President: *Dani Gillman
 - b. Director: *Tera Moon
 - c. Committee:
 - *Art Committee *Ad Hoc*
 - *Bloomfield Township Liaison
 - *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. Annual Report
 - b. Door Access Bid
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, August 15, 2023
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, June 20, 2023, 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 Dani Gillman.

Trustees Present: Keith Carduner, Dani Gillman, Joy Murray, and Shane Spradlin

Trustees Absent: Judy Lindstrom and Joan Luksik

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

Guests: Martin Brook, Bloomfield Township Clerk and Deputy Clerk Deana Murdock; Deb Smith, Technical Services Assistant Department Head and Staff Organization Committee (SOC) representative

Shane Spradlin and Keith Carduner requested **Items 7 A and B** be removed from the consent agenda for regular discussion.

Upon discussion, a motion was made by Shane Spradlin 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 7B**

A vote was taken for approval of the motion.

Ayes: Carduner, Gillman, Murray, and Spradlin

Nays: None

MOTION CARRIED

PRESIDENT'S VERBAL REPORT:

President Gillman remarked on the excitement in the Library that evening as the Summer Reading begins with lots of happy faces, great smelling food trucks, and everyone seeming to be having a great time. She said, "this is a great way to kick off the summer reading and a great evening at the Library."

DIRECTOR'S VERBAL REPORT:

Director Moon announced that summer reading is opening this evening. She expressed pride at the programs the librarians are presenting to keep the community engaged in reading and the Library all summer long. She encouraged the Board to sign up.

The librarians have been promoting summer reading extensively, particularly in May. In total Youth and Adult Services librarians have spoken to about 2,000 students in the Bloomfield Hills School District.

The Library recently subscribed to PressReader which provides online access to digital versions of over 7,000 newspapers and magazines in more than 60 languages including

The Economist magazine. PressReader can be accessed via a desktop or laptop or by downloading the PressReader app.

The Library will soon be getting a mobile app. A small team of staff are working with Innovative Interfaces to launch one that will make the Library's digital experience easier and smoother.

Director Moon has done preliminary research into the next steps of the 2024 millage renewals. She will update the board on developments.

She reported the vending machines still are not working as expected.

Adult Services Librarian Ed Niemchak has resigned from his full-time position. He has worked at Bloomfield Township Public Library for over twelve years.

Upon discussion, a motion was made by Keith Carduner seconded by Shane Spradlin to **APPROVE THE REMAINING ITEMS ON THE CONSENT AGENDA.**

A vote was taken for approval of the motion.

Ayes: Carduner, Gillman, Murray, and Spradlin

Nays: None

MOTION CARRIED

REGULAR AGENDA:

Call to the public.

Deb Smith, Technical Services Assistant Department Head and SOC representative, gave a report on the SOC.

UNFINISHED BUSINESS:

No unfinished business.

NEW BUSINESS:

11 A. LIBRARY AS EARLY VOTING SITE

Bloomfield Township Clerk Martin Brook contacted Director Moon last week with a request to make the Library an early voting site starting in fall 2023. Martin and Deputy Clerk Deana Murdock met with Assistant Director Katherine Bryant and Director Moon at the Library to review the requirements for early voting sites and discuss the logistics of this proposed arrangement.

Martin Brook spoke about the democratic process and how important the Library is in this. Early voting is a once in a century change to election law. This is a result of Michigan voters passing Proposal 2-22 in November 2022, which establishes 9 days of early voting. This requires a site that will be open nine consecutive days before election day where early voting would take place. Bloomfield Township, at this point, is exploring joining with the Oakland County group jurisdiction. The jurisdiction would include Bloomfield Township, Birmingham, and Southfield Township. This would be for all elections and would commence this November.

The timeline for making this decision is tight. If the Board approves the request, the Library would be one of three sites under consideration. The team making the decision would tour each site on June 29 and decide shortly thereafter.

Each municipality, the County, and the Library would enter into an agreement that would last until the end of 2024 and renew for two-year periods, unless a party petitions to exit.

Library Department Heads and Assistant Department Heads are in support of this proposal. This might cause some disruption to regular Library business, but with some extra communication and teamwork, the Library can support the Bloomfield Township Clerk's office and election workers

as an early voting site. It is believed that the benefits to the community and beyond outweigh any possible and temporary inconveniences.

Upon discussion, a motion was made by Shane Spradlin, seconded by Joy Murray **THAT BLOOMFIELD TOWNSHIP PUBLIC LIBRARY BE CONSIDERED AN EARLY VOTING SITE AS OUTLINED BY BLOOMFIELD TOWNSHIP CLERK MARTIN BROOK IN HIS MEMO DATED JUNE 14, 2023.**

A vote was taken for approval of the motion.

Ayes: Carduner, Gillman, Murray, and Spradlin

Nays: None

MOTION CARRIED

11b. 2024 SERIALS SUBSCRIPTION SERVICES BID

Every three years, the Library releases a request for serials subscription services proposals. Assistant Director Katherine Bryant worked with Adult Services Librarian Ed Niemchak to conduct the bid process for 2024 serials subscriptions services.

A request for proposals was mailed to five companies and posted on the Library website and at the Welcome Desk. Proposals were received from two companies, EBSCO Subscription Services and W. T. Cox Information Services.

W. T. Cox Information Services is the library's current serials vendor. W. T. Cox can provide all the titles requested plus meet all the library service requirements. This Library has used W. T. Cox since 2006 except for one year during which a different vendor was used.

Upon discussion, a motion was made by Joy Murray, seconded by Keith Carduner **TO APPROVE AWARDING THE 2024 LIBRARY SERIALS SUBSCRIPTION SERVICE BID TO W. T. COX INFORMATION SERVICES, 201 VILLAGE ROAD, SHALLOTTE, NC 28470.**

A vote was taken for approval of the motion.

Ayes: Carduner, Gillman, Murray, and Spradlin

Nays: None

MOTION CARRIED

12. DISCUSSION OF ITEMS REMOVED FROM CONSENT AGENDA

Shane Spradlin wanted to know if the Press Reader fee is paid monthly or annually. Director Moon reported that it is annually. He inquired about Siemens. Director Moon reported that we pay an annual fee for maintenance on the HVAC system. He also inquired if there was a procedure for placing orders through Amazon. Director Moon responded that there is a procedure. Keith Carduner inquired about why there were payments to both Augies Building Services and DuAll for the monthly cleaning services. This was due to the transition of cleaning services from DuAll to Augies.

Shane Spradlin asked about the funds in the Fifth Third checking account. He commented on the low basis points and requested clarification about the Library's bank use. The Library uses Flagstar checking and savings account for paying the bills. The savings account is a backup. The Fifth Third checking is for revenue of fines and fees received via ecommerce. He suggested that funds be put into a different financial instrument to generate more interest. Director Moon explained the different accounts and what purpose they served and said she would research what options are available to take advantage of higher interest rates.

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

A vote was taken for approval of the motion.

Ayes: Carduner, Gillman, Murray, and Spradlin

Nays: None

MOTION CARRIED

OTHER:

There were inquiries about how the Library might manage controversial events and what process might differ after a controversial group rented a meeting room. Much of this related to confusion about the Library hosting an event rather than the space being rented by members of the community. More communication about events like this is always beneficial. Having staff support and communication is important.

Joy Murray reported that \$4,612.75 was earned at the recent Second Saturday Sale. The entire Wish List was approved at the June Friends meeting.

Joy Murray inquired about the Library Card Design contest. There is lots of enthusiasm among the public. There will be three age categories and public voting to determine a winner.

The next Library Board Meeting will be Tuesday, July 18 at 7:00 p.m. where the Annual Report will be shared.

At 8:06 p.m. President Dani Gillman adjourned the meeting.

Submitted by:



Dani Gillman, President

BLOOMFIELD TOWNSHIP PUBLIC LIBRARY**Cash Disbursements Comments
June 2023****General Fund - Advance Checks:**

- Check #23176 made payable to Patricia Ballard in the amount of \$36.02 was payment for supplies for teen volunteer orientation.
- Check #23178 made payable to Consumers Energy in the amount of \$5,137.69 was payment for natural gas service for the period 5/9-6/7.
- Check #23181 made payable to Comic City in the amount of \$182.75 was payment for supplies for Free Comic Book Day.
- Check #23182 made payable to DTE Energy in the amount of \$23,496.49 was payment for electricity service for the period 5/9-6/7.
- Check #23184 made payable to Martha McGee in the amount of \$34.91 was for reimbursement for Library Shop inventory.
- Check #23186 made payable to Consumers Energy in the amount of \$5,880.24 was for reissue of check for natural gas service for the period 4/6-5/8 that was not received by Consumers.
- Check #23187 made payable to Patricia Ballard in the amount of \$34.60 was for supplies for a program.
- Check #23188 made payable to Petty Cash - BTPL in the amount of \$225.14 was for reimbursement of petty cash.
- Check #23189 made payable to Critchlow Alligator Sanctuary in the amount of \$500.00 was payment for a program performer.
- Check #23190 made payable to Barbara Gulley in the amount of \$350.00 was payment for a program performer.
- Check #23192 made payable to ShredCorp in the amount of \$900.00 was payment for a program service.

- Check #23197 made payable to Amanda Carroll in the amount of \$29.26 was reimbursement for program supplies.
- Check #23199 made payable to Monica Gower in the amount of \$35.37 was reimbursement for mileage.
- Check #23200 made payable to Elizabeth May in the amount of \$36.44 was reimbursement for display supplies.

General Fund - Regular Checks:

- Check #23206 made payable to Arbor Oakland Group in the amount of \$969.70 was for branded envelopes for library correspondence.
- Check #23213 made payable to Bloomfield Township in the amount of \$271,100.89 was for two payrolls including FICA, health insurance, etc. & water service for the period 5/18-6/19.
- Check #23219 made payable to CIDL (Clarkston Independence District Library) in the amount of \$8.99 was for a lost item loaned through MeLCat.
- Check #23228 made payable to LinkedIn Corporation in the amount of \$6,300.00 was for LinkedIn Learning online resource.
- Check #23229 made payable to Midwest Collaborative For Lib. Svcs in the amount of \$4,816.55 was for membership fee & library's share in RIDES (transport service for MeLCat).
- Check #23232 made payable to Milliman, Inc. in the amount of \$ 4,500.00 was for the GASB 75 actuarial disclosure report.
- Check #23233 made payable to Michigan Library Association in the amount of \$4,641.67 was for individual memberships for staff.
- Check #23235 made payable to Orangeboy, Inc. in the amount of \$6,500.00 was for a subscription for patron eNewsletter service.
- Check #23239 made payable to ProQuest in the amount of \$12,174.70 was for Detroit Free Press, Historical Newspapers, and US Newsstream online resources.
- Check #23241 made payable to The Library Network in the amount of \$4,620.00 was for Brainfuse online resource.

- Check #23244 made payable to Town Square Publications in the amount of \$445.00 was for an ad in a community directory.

Gift Fund - Advance Checks:

- Check #5418 made payable to Evan Haller in the amount of \$400.00 was payment for a program performer.
- Check #5420 made payable to Nicole Gillies in the amount of \$65.61 was reimbursement for purchase of plants for the sensory garden.
- Check #5421 made payable to Alex Thomas and Friends in the amount of \$611.00 was payment for a program performer.
- Check #5423 made payable to Red Level in the amount of \$16,397.02 was payment for the cell signal boost project.

Gift Fund - Regular Checks:

- Check #5425 made payable to Innovative Interfaces, Inc. in the amount of \$2,400.00 was for search improvements to the patron database.
- Check #5426 made payable to Scott Nelson in the amount of \$150.00 was payment for piano tuning.

BLOOMFIELD TOWNSHIP PUBLIC LIBRARY

CHECK REGISTERS

FOR THE MONTH OF JUNE 2023

Check #	Date	Payee	Cash Account	Amount
General Fund				
ADVANCE CHECKS:				
23176	6/14/23	Patricia Ballard	016.01	36.02
23177	6/14/23	CAR TRUCKING, INC.	016.01	425.10
23178	6/14/23	CONSUMERS ENERGY	016.01	5,137.69
23179	6/14/23	LOWE'S	016.01	355.04
23180	6/21/23	AMAZON.COM	016.01	1,406.15
23181	6/21/23	COMIC CITY	016.01	182.75
23182	6/21/23	DTE ENERGY	016.01	23,496.49
23183	6/21/23	FLAGSTAR BANK	016.01	7,664.50
23184	6/21/23	Martha McGee	016.01	34.91
23185	6/21/23	VIGILANTE SECURITY	016.01	1,950.00
23186	6/21/23	CONSUMERS ENERGY	016.01	5,880.24
23187	6/27/23	Patricia Ballard	016.01	34.60
23188	6/27/23	PETTY CASH - BTPL	016.01	225.14
23189	6/27/23	CRITCHLOW ALLIGATOR SANCTUARY	016.01	500.00
23190	6/27/23	BARBARA GULLEY	016.01	350.00
23191	6/27/23	PRINCIPAL LIFE INSURANCE COMPANY	016.01	859.44
23192	6/27/23	ShredCorp	016.01	900.00
23193	7/5/23	AMAZON.COM	016.01	3,396.69
23194	7/5/23	APPLIED INNOVATION	016.01	2,696.23
23195	7/5/23	AT&T	016.01	170.00
23196	7/5/23	AT&T	016.01	719.66
23197	7/5/23	AMANDA CARROLL	016.01	29.26
23198	7/5/23	XFINITY	016.01	161.66
23199	7/5/23	Monica Gower	016.01	35.37
23200	7/5/23	Elizabeth May	016.01	36.44
23201	7/5/23	POSEIDON LAWN SPRINKLERS	016.01	1,860.00
23202	7/5/23	PTS Communications	016.01	78.00
Total				58621.38
REGULAR CHECKS:				
23203	7/6/23	AERO FILTER, INC	016.01	369.36
23204	7/6/23	AMERICAN PEST CONTROL	016.01	1,632.00
23205	7/6/23	APPLE BOOKS	016.01	4,066.38
23206	7/6/23	ARBOR OAKLAND GROUP	016.01	969.70
23207	7/6/23	AUGIES BUILDING SERVICES	016.01	12,744.95
23208	7/6/23	AUNALYTICS, INC.	016.01	2,895.25
23210	7/6/23	BAKER & TAYLOR, INC.	016.01	14,757.55
23211	7/6/23	BAKER & TAYLOR, INC.	016.01	327.90
23212	7/6/23	BLACKSTONE PUBLISHING	016.01	41.60
23213	7/6/23	BLOOMFIELD TOWNSHIP	016.01	271,100.89
23214	7/6/23	BOOK FARM LLC	016.01	36.98
23215	7/6/23	CAR TRUCKING, INC.	016.01	212.55
23216	7/6/23	CENGAGE LEARNING/GALE	016.01	3,607.37
23217	7/6/23	CENTRAL BUSINESS SYSTEMS, INC.	016.01	1,000.00
23218	7/6/23	CINTAS CORPORATION	016.01	124.51
23219	7/6/23	CIDL	016.01	8.99
23220	7/6/23	DEMCO, INC.	016.01	196.10
23221	7/6/23	FOUNDRY	016.01	25.00
23222	7/6/23	GOLDNER WALSH NURSERY, INC.	016.01	299.78
23223	7/6/23	GREAT OAKS MAINTENANCE	016.01	13,191.42
23224	7/6/23	INSTITUTE OF CONT. LEGAL EDUCATION	016.01	128.70
23225	7/6/23	INGRAM LIBRARY SERVICES	016.01	18.21
23226	7/6/23	J. APPLESEED	016.01	24.95
23227	7/6/23	LJ ROLLS REFRIGERATION CO., INC	016.01	205.00
23228	7/6/23	LINKEDIN CORPORATION	016.01	6,300.00
23229	7/6/23	MIDWEST COLLABORATIVE for LIB. SVCS	016.01	4,816.55
23230	7/6/23	MICROMARKETING LLC	016.01	714.09

**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
CHECK REGISTERS
FOR THE MONTH OF JUNE 2023**

Check #	Date	Payee	Cash Account	Amount
23231	7/6/23	MIDWEST TAPE	016.01	3,032.17
23232	7/6/23	MILLIMAN, INC.	016.01	4,500.00
23233	7/6/23	MICHIGAN LIBRARY ASSOCIATION	016.01	4,641.67
23234	7/6/23	NICHOLS/NETWORK SERVICES CO	016.01	1,091.45
23235	7/6/23	ORANGEBOY, INC.	016.01	6,500.00
23236	7/6/23	OVERDRIVE	016.01	16,508.09
23237	7/6/23	PLAYAWAY PRODUCTS LLC	016.01	64.99
23238	7/6/23	PRESIDIO NETWORK SOLUTIONS GROUP, LLC	016.01	708.00
23239	7/6/23	PROQUEST-CSA LLC	016.01	12,174.70
23240	7/6/23	TERMINIX PROCESSING CTR.	016.01	171.00
23241	7/6/23	THE LIBRARY NETWORK	016.01	4,620.00
23242	7/6/23	THOMSON REUTERS- WEST	016.01	285.76
23243	7/6/23	TK ELEVATOR CORPORATION	016.01	992.45
23244	7/6/23	TOWN SQUARE PUBLICATIONS, LLC	016.01	445.00
23245	7/6/23	UNIQUE MANAGEMENT SERVICES, INC.	016.01	265.95
Total				<u><u>395817.01</u></u>

ADVANCE CHECKS:

5418	6/14/23	EVAN HALLER	012.03	400.00
5419	6/21/23	FLAGSTAR BANK	012.03	692.00
5420	6/21/23	Nicole Gillies	012.03	65.61
5421	6/27/23	ALEX THOMAS AND FRIENDS	012.03	611.00
5422	7/5/23	AMAZON.COM	012.03	507.90
5423	7/5/23	Red Level	012.03	16,397.02

**Bloomfield Township Public Library
FY 2023-2024 General Fund Budget**

PRESENTED: JULY 19, 2023 FOR THE MONTH OF: JUNE, 2023

ACCOUNT NAME	2023-2024	2023-2024	REVENUE/EXPENSE CURRENT MONTH	REVENUE/ EXPENSE YTD	Three Months 25.00%		
	ADOPTED BUDGET AS OF MARCH 21, 2023	AMENDED BUDGET AS OF JULY 19, 2023			% OF BUDGET YTD	VARIANCE	
<u>Revenues</u>							
Taxes	\$8,578,936	\$8,578,936	\$0	(\$1,240)	-0.01%	(\$8,580,176)	
Penal Fines	\$71,695	\$71,695	\$0	\$0	0.00%	(\$71,695)	
State Aid	\$40,800	\$40,800	\$0	\$22,280	54.61%	(\$18,520)	
Circulation Fines & Fees	\$25,500	\$25,500	\$2,390	\$5,676	22.26%	(\$19,824)	
Charges for Services	\$14,866	\$14,866	\$2,150	\$4,390	29.53%	(\$10,476)	
Investment earnings	\$50,000	\$50,000	\$52,114	\$139,967	279.93%	\$89,967	
Miscellaneous	\$34,566	\$34,566	\$6,075	\$6,747	19.52%	(\$27,819)	
Total Revenues	\$8,816,363	\$8,816,363	\$62,729	\$177,820	2.02%	(\$8,638,543)	
<u>Expenditures</u>							
Personnel	\$4,977,239	\$4,977,239	\$269,154	\$1,144,575	23.00%	(\$3,832,664)	
Library Services	\$823,309	\$823,309	\$72,039	\$206,358	25.06%	(\$616,951)	
Facilities & Equipment	\$1,058,879	\$1,058,879	\$77,936	\$313,408	29.60%	(\$745,471)	
Other Operating Expenditures	\$3,769,582	\$3,769,582	\$33,630	\$118,578	3.15%	(\$3,651,004)	
Total Expenditures	\$10,629,009	\$10,629,009	\$452,759	\$1,782,920	16.77%	(\$8,846,089)	
Fund Balance - Beginning	\$13,833,927	\$13,833,927		\$13,833,927			
Net revenue (expenditure)	(\$1,812,646)	(\$1,812,646)		(\$1,605,099)			
Fund Balance - Ending	\$12,021,281	\$12,021,281		\$12,228,828			

Fund Balance Designations

Nonspendable-Prepaid Expense	\$18,791	\$18,791
Committed Fund Balance (is 8-months of operational expenditures amount)	\$4,740,729	\$4,740,729
Assigned Fund Balance (is \$482,971 the 3/31/23 compensated absences accrual, plus \$1,726,920 the OPEB obligation plus \$3,517,916 for capital improvements)	\$7,161,761	\$7,161,761
Unassigned Fund Balance (is the unplanned emergency amount)	\$100,000	\$100,000

**Bloomfield Township Public Library
FY 2023-2024 Gift Fund Budget**

PRESENTED: JULY 19, 2023 FOR THE MONTH OF: JUNE, 2023

Three Months 25.00%

ACCOUNT NAME	2023-2024 ADOPTED BUDGET AS OF MAR 21, 2023	2023-2024 AMENDED BUDGET AS OF JULY 19, 2023	REVENUE/ EXPENSE CURRENT MONTH	REVENUE/ EXPENSE YTD	% OF BUDGET YTD	VARIANCE
<u>Revenues</u>						
Gift Income	\$500	\$60,061	\$57,961	\$60,161	100.17%	\$100
Gift Revenue	\$0	\$1,600	\$0	\$1,600	100.00%	\$0
Friends of the Library	\$0	\$52,172	\$52,172	\$52,172	100.00%	\$0
Atkinson Trust	\$0	\$1,452	\$1,452	\$1,452	100.00%	\$0
BTPL Endowment Fund/Amber Trust	\$0	\$1,808	\$1,808	\$1,908	0.00%	\$100
Myers Scholarship	\$500	\$1,221	\$721	\$1,221	100.00%	\$0
Smith Challenge Grant	\$0	\$1,808	\$1,808	\$1,808	100.00%	\$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	\$74	36.76%	(\$126)
Miscellaneous Revenue	\$0	\$0	\$0	\$0	0.00%	\$0
Total Revenues	\$700	\$60,261	\$57,987	\$60,235	99.96%	(\$26)
<u>Expenditures</u>						
Library Services	\$75,589	\$103,389	\$5,215	\$11,203	10.84%	(\$92,186)
Facilities & Equipment	\$34,382	\$53,754	\$17,309	\$22,077	41.07%	(\$31,677)
Other Operating Expenditures	\$52,224	\$64,613	\$2,117	\$2,213	3.42%	(\$62,400)
Total Expenditures	\$162,195	\$221,756	\$24,640	\$35,492	16.01%	(\$186,264)
Fund Balance - Beginning	\$161,695	\$161,695		\$161,695		
Net revenue (expenditures)	(\$161,495)	(\$161,495)		\$24,742		
Fund Balance - Ending	\$200	\$200		\$186,437		

Bloomfield Township Public Library
Asset Allocation Summary
JUNE 2023

7b

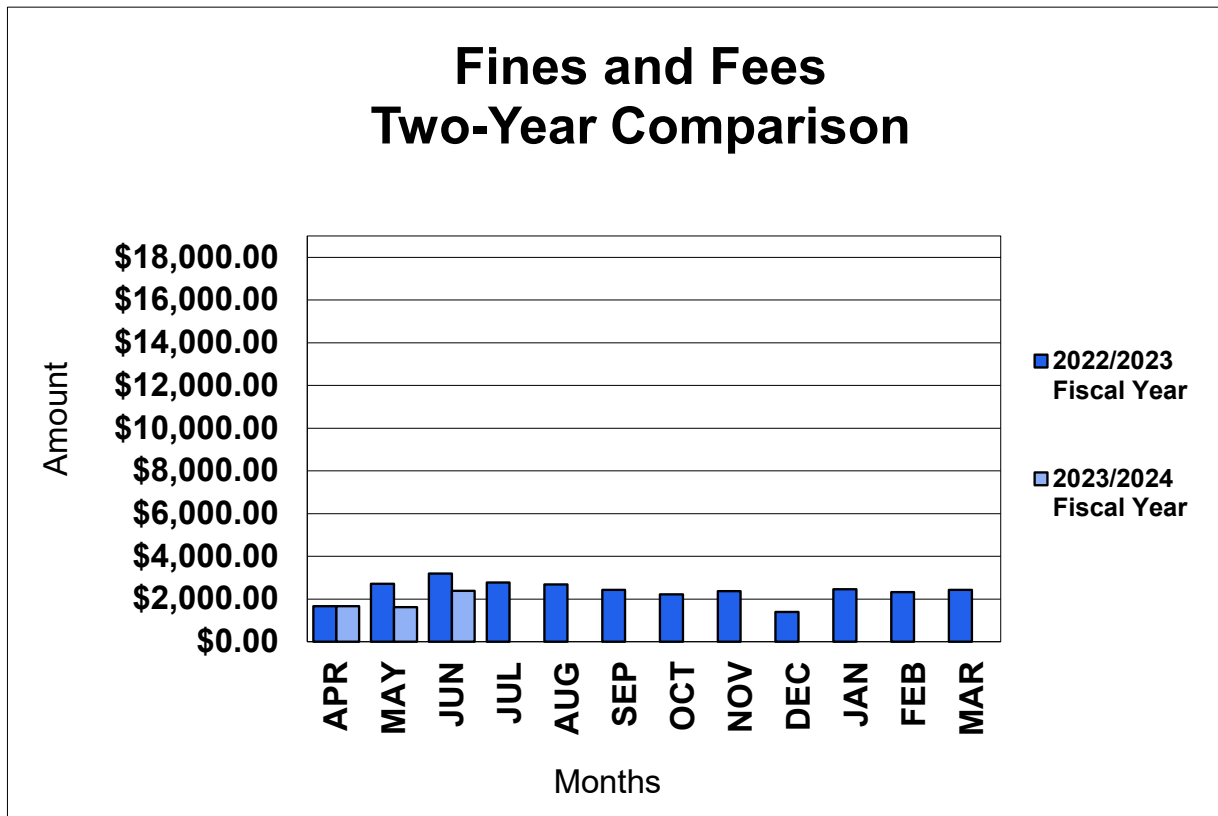
Fund	Type	Annual Yield	Date	Amount on Hand
General Fund				
	5th 3rd Checking (Ecommerce)	0.00%	6/30/2023	\$123,174.96
	Flagstar Public Funds Savings	4.02%	6/30/2023	\$206,393.84
	Flagstar Premier Public Entities Checking	1.01%	6/30/2023	\$155,688.56
	RBC Capital Cash/Money Market	0.80%	6/30/2023	\$20,221.65
	RBC Capital - Investments	4.22%	6/30/2023	\$12,335,266.38
	Total General Fund			<u>\$12,840,745.39</u>
<i>Please see General Fund budget for notes on how this amount is earmarked</i>				
Gift Fund				
	Huntington Public Fund Business Interest Checking	0.30%	6/30/2023	\$141,489.26
	Huntington CD (Charnov gift) - matures 02/05/2024	0.03%	6/30/2023	\$50,000.00
	Fifth Third Bank Business Standard Checking	0.00%	6/30/2023	\$15,272.77
	Total Gift Fund			<u>\$206,762.03</u>

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 4/2023</i>	
Jeanette P. Myers Memorial Scholarship Fund	12/31/2022	\$15,283.00
Yvonne T. Atkinson Fund	12/31/2022	\$32,882.00
Lawrence Smith and Isabel Francis Smith Challenge Grant Fund	12/31/2022	\$35,695.35
BTPL Endowment Fund	12/31/2022	\$46,623.65
Fair Radom Garden Endowment Fund	12/31/2022	\$17,911.00
BTPL Director's Legacy Fund	12/31/2022	\$20,629.00
Total CFSEM holdings		<u>\$169,024.00</u>

FINES AND FEES - TWO-YEAR COMPARISON

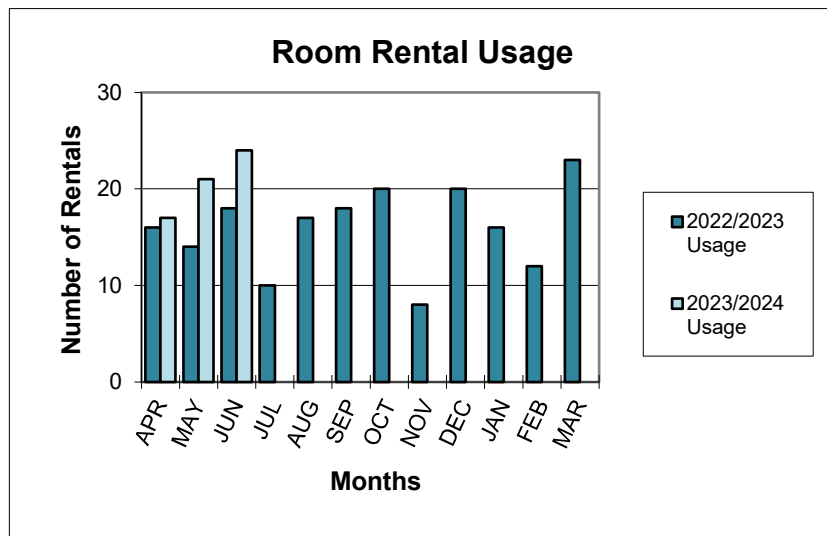
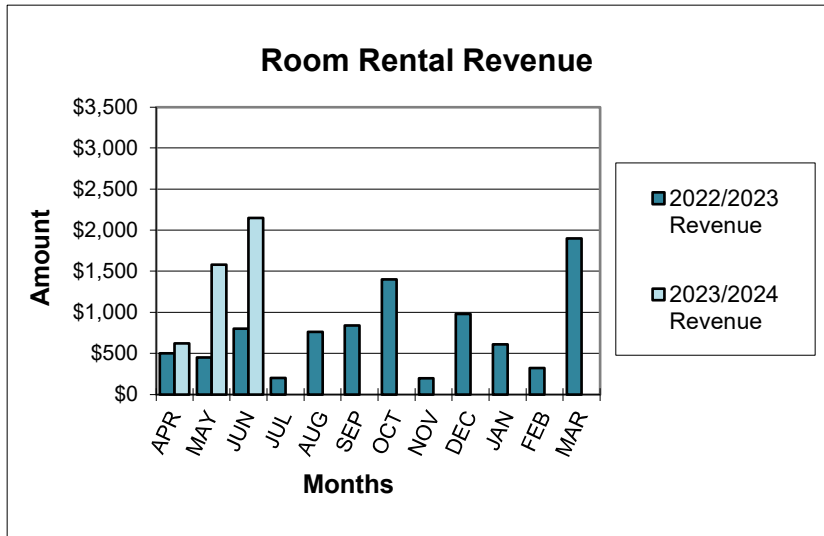
Month	2022/2023 Fiscal Year	2023/2024 Fiscal Year	Difference
APR	\$1,665.40	\$1,666.99	\$1.59
MAY	\$2,708.60	\$1,618.90	(\$1,089.70)
JUN	\$3,197.89	\$2,390.09	(\$807.80)
JUL	\$2,774.98		(\$2,774.98)
AUG	\$2,682.32		(\$2,682.32)
SEP	\$2,434.58		(\$2,434.58)
OCT	\$2,215.79		(\$2,215.79)
NOV	\$2,366.59		(\$2,366.59)
DEC	\$1,400.35		(\$1,400.35)
JAN	\$2,464.37		(\$2,464.37)
FEB	\$2,322.64		(\$2,322.64)
MAR	\$2,429.08		(\$2,429.08)
			YTD Difference
TOTAL	\$28,662.59	\$5,675.98	(\$22,986.61)



ROOM RENTAL - TWO-YEAR COMPARISON

7b

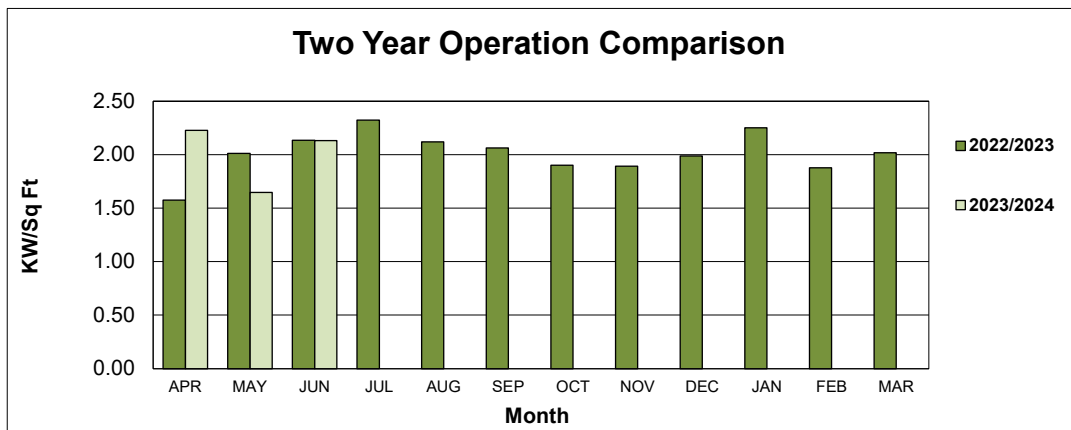
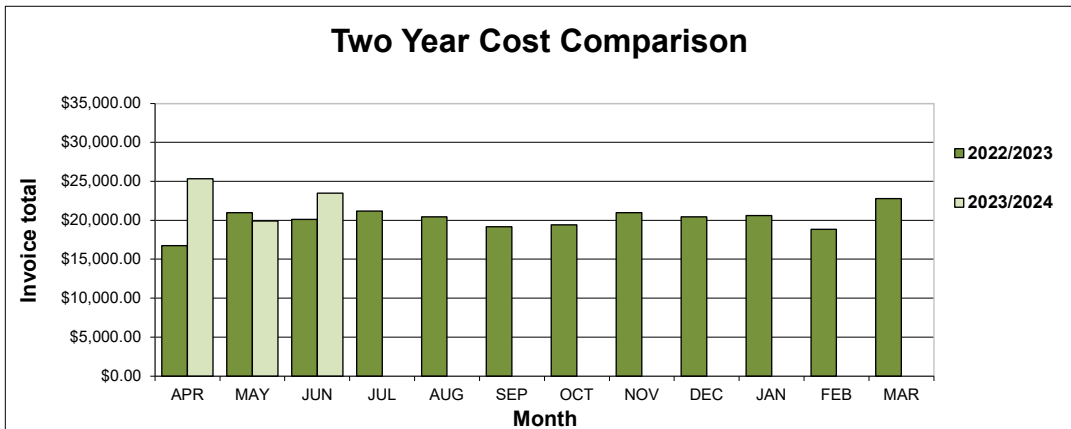
<u>Month</u>	2022/2023 <u>Revenue</u>	2023/2024 <u>Revenue</u>	<u>Difference</u>	2022/2023 <u>Usage</u>	2023/2024 <u>Usage</u>	<u>Month</u>
APR	\$500.00	\$620.00	\$120.00	16	17	APR
MAY	\$450.00	\$1,580.00	\$1,130.00	14	21	MAY
JUN	\$800.00	\$2,150.00	\$1,350.00	18	24	JUN
JUL	\$200.00		(\$200.00)	10		JUL
AUG	\$760.00		(\$760.00)	17		AUG
SEP	\$840.00		(\$840.00)	18		SEP
OCT	\$1,400.00		(\$1,400.00)	20		OCT
NOV	\$197.00		(\$197.00)	8		NOV
DEC	\$980.00		(\$980.00)	20		DEC
JAN	\$610.00		(\$610.00)	16		JAN
FEB	\$320.00		(\$320.00)	12		FEB
MAR	\$1,900.00		(\$1,900.00)	23		MAR
TOTAL	\$8,957.00	\$4,350.00	YTD Difference (\$4,607.00)	192	62	



Bloomfield Township Public Library Electricity Analysis

Building Area = 101,023 Sq ft.

TWO YEAR COST COMPARISON				CURRENT YEAR OPERATION					
Month	2022/2023	2023/2024	Difference	TOTAL	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
				KWH					
APR	\$16,757.01	\$25,322.27	\$8,565.26	225,134	\$0.11	312.69	2.23	\$35.17	\$0.25
MAY	\$20,983.27	\$19,897.76	(\$1,085.51)	166,495	\$0.12	223.78	1.65	\$26.74	\$0.20
JUN	\$20,099.70	\$23,496.49	\$3,396.79	215,453	\$0.11	299.24	2.13	\$32.63	\$0.23
JUL	\$21,165.46		(\$21,165.46)		#DIV/0!	0.00	0.00	\$0.00	\$0.00
AUG	\$20,421.44		(\$20,421.44)		#DIV/0!	0.00	0.00	\$0.00	\$0.00
SEP	\$19,149.28		(\$19,149.28)		#DIV/0!	0.00	0.00	\$0.00	\$0.00
OCT	\$19,397.88		(\$19,397.88)		#DIV/0!	0.00	0.00	\$0.00	\$0.00
NOV	\$20,955.05		(\$20,955.05)		#DIV/0!	0.00	0.00	\$0.00	\$0.00
DEC	\$20,428.62		(\$20,428.62)		#DIV/0!	0.00	0.00	\$0.00	\$0.00
JAN	\$20,598.15		(\$20,598.15)		#DIV/0!	0.00	0.00	\$0.00	\$0.00
FEB	\$18,822.06		(\$18,822.06)		#DIV/0!	0.00	0.00	\$0.00	\$0.00
MAR	\$22,798.37		(\$22,798.37)		#DIV/0!	0.00	0.00	\$0.00	\$0.00
			YTD Difference						
TOTAL	\$241,576.29	\$68,716.52	(\$172,859.77)						

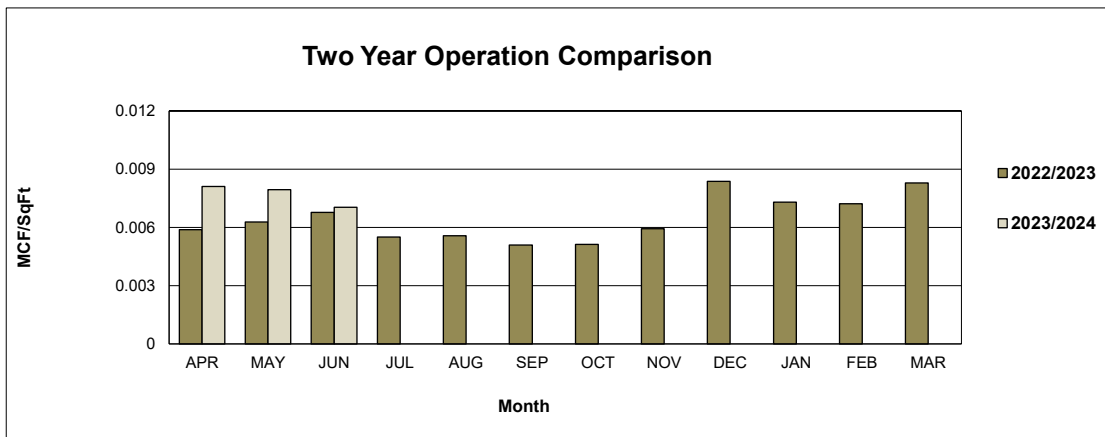
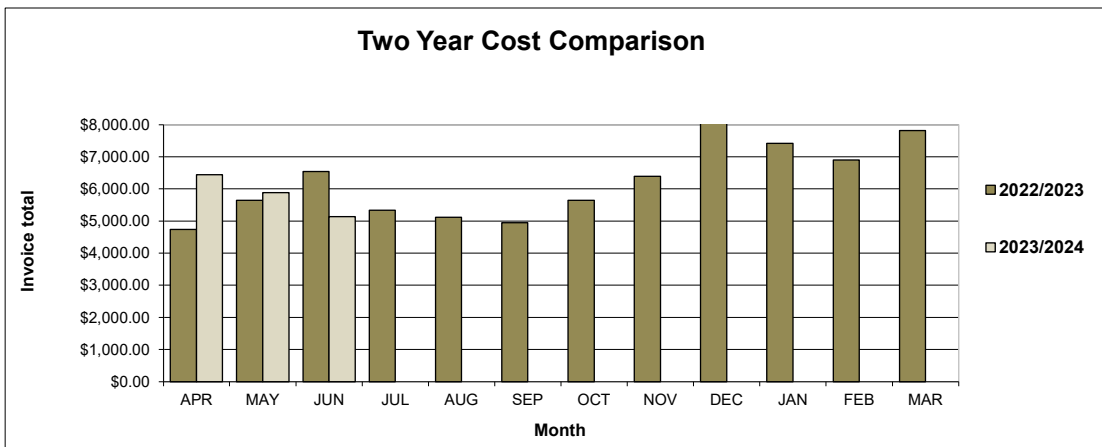


Bloomfield Township Public Library Natural Gas Analysis

Building Area = 101,023

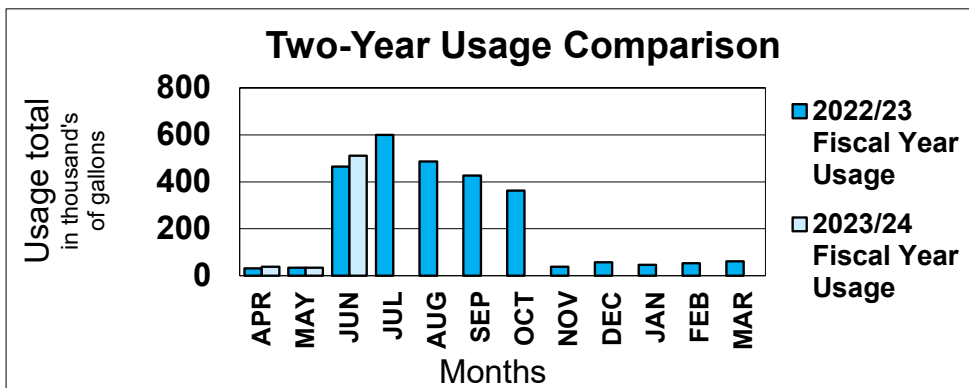
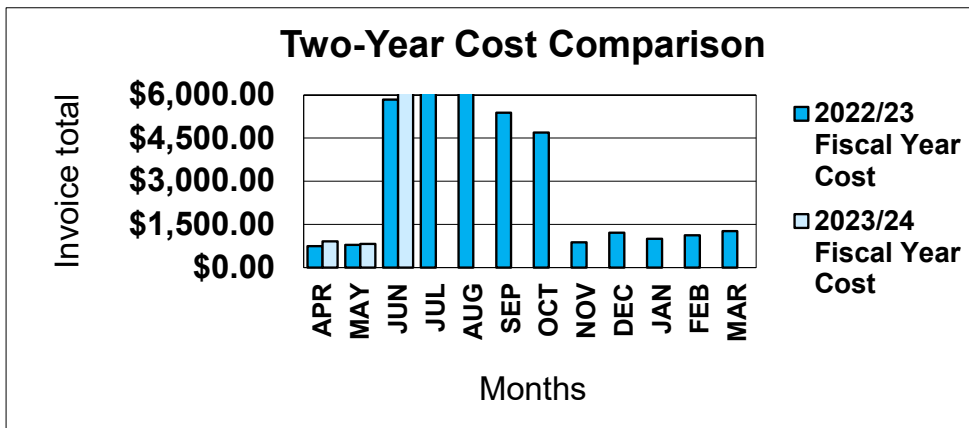
1 Cu. Ft. = 1000 BTU

TWO YEAR COST COMPARISON				OPERATION						
Month	2022/2023	2023/2024	Difference	MCF	COST/MCF	HOURS (24 x no. days per month)	MCF/HR	MCF/SqFt	\$/HR	\$/SqFt
APR	\$4,734.95	\$6,437.40	\$1,702.45	819.4	\$7.86	720	1.14	0.008	8.94	0.063
MAY	\$5,648.12	\$5,880.24	\$232.12	802.0	\$7.33	744	1.08	0.008	7.90	0.057
JUN	\$6,540.98	\$5,137.69	(\$1,403.29)	711.2	\$7.22	720	0.99	0.007	7.14	0.050
JUL	\$5,339.99		(\$5,339.99)		#DIV/0!	744	0.00	0.000	0.00	0.000
AUG	\$5,112.10		(\$5,112.10)		#DIV/0!	744	0.00	0.000	0.00	0.000
SEP	\$4,944.69		(\$4,944.69)		#DIV/0!	720	0.00	0.000	0.00	0.000
OCT	\$5,643.43		(\$5,643.43)		#DIV/0!	744	0.00	0.000	0.00	0.000
NOV	\$6,389.93		(\$6,389.93)		#DIV/0!	720	0.00	0.000	0.00	0.000
DEC	\$8,675.57		(\$8,675.57)		#DIV/0!	744	0.00	0.000	0.00	0.000
JAN	\$7,423.04		(\$7,423.04)		#DIV/0!	744	0.00	0.000	0.00	0.000
FEB	\$6,900.13		(\$6,900.13)		#DIV/0!	696	0.00	0.000	0.00	0.000
MAR	\$7,814.38		(\$7,814.38)		#DIV/0!	744	0.00	0.000	0.00	0.000
			YTD Difference							
TOTAL	\$75,167.31	\$17,455.33	(\$57,711.98)							



Bloomfield Township Public Library Water Analysis

Month	2022/23 Fiscal Year Cost	2023/24 Fiscal Year Cost	Difference	2022/23 Fiscal Year Usage	2023/24 Fiscal Year Usage	Difference
APR	\$738.86	\$905.74	\$166.88	31	39	8
MAY	\$791.54	\$815.29	\$23.75	34	34	0
JUN	\$5,842.47	\$6,613.60	\$771.13	465	511	46
JUL	\$7,436.77		(\$7,436.77)	600		(600)
AUG	\$6,106.80		(\$6,106.80)	487		(487)
SEP	\$5,385.90		(\$5,385.90)	427		(427)
OCT	\$4,694.57		(\$4,694.57)	363		(363)
NOV	\$879.34		(\$879.34)	39		(39)
DEC	\$1,212.98		(\$1,212.98)	58		(58)
JAN	\$1,002.26		(\$1,002.26)	46		(46)
FEB	\$1,125.18		(\$1,125.18)	53		(53)
MAR	\$1,265.66		(\$1,265.66)	61		(61)
			YTD Difference			YTD Difference
TOTAL	\$36,482.33	\$8,334.63	(\$28,147.70)	2,664	584	(2,080)



BLOOMFIELD TOWNSHIP PUBLIC LIBRARY**LIBRARY BOARD OF TRUSTEES
MONTHLY DIRECTOR'S REPORT****July 2023**

Our community is participating in the summer reading challenge in huge numbers, thanks to all of the engaging programs and promotion. The community really is "All Together Now!" Here are some statistics as of July 10:

Youth: 485**Teen: 42****Adult: 112****Registration total: 639**

Days of reading logged (youth): 2321 days

Books logged: 64 (teen) + 265 (adult) = 329 books

The Library was selected as an early voting site on June 29. The first election we will host is this November 2023. Bloomfield Hills Schools are holding a special election to ask voters to renew a Building and Site Sinking Fund Millage. Though the election calendar for 2024 does not seem settled yet, one certainty is that the state of Michigan has moved the presidential primary to the 4th Tuesday in February, which means the next election cycle would be around February 27. We are very pleased to provide this important service to the community.

Library leadership continues to spend a lot of time filling staff positions. Currently we are in the process of hiring a part-time Systems Assistant, a part-time Maintenance Assistant, a full-time Adult Services Librarian, and an Early Childhood Specialist.

The Jeanette P. Myers Scholarship awards ceremony is scheduled for 6:30pm August 15, just before the August monthly board meeting. I hope you all can attend. The Myers family has said they are able to attend.

Respectfully submitted,

*Tera Moon
Library Director*

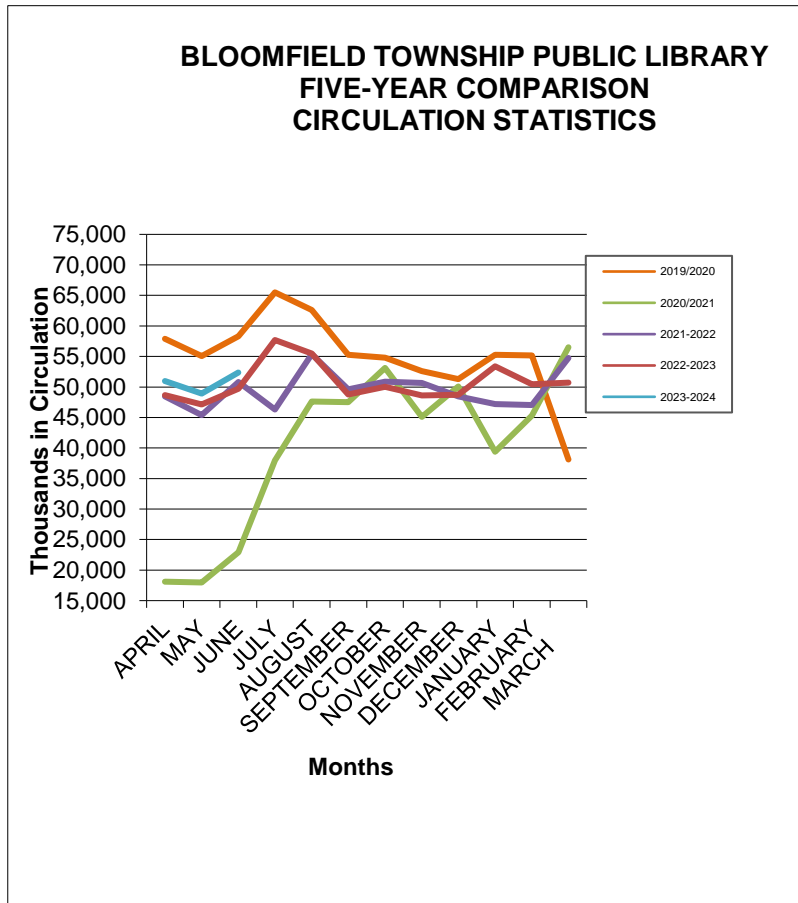
**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
MONTHLY ACTIVITY REPORT
JUNE 2023**

	2022		2023	
OUTREACH & PROGRAMS				
<i>New Patrons and Accounts</i>				
Township:	220		211	
Cranbrook:	9		10	
Total new patrons:	285		280	
<i>Adult Program Attendance</i>				
Staff-led:	9 events	108 attended	14 events	716 attended
Speaker-led:	3 events	121 attended	1 event	42 attended
Book clubs:	7 events	54 attended	5 events	39 attended
Tours/visits on-site:	2 events	22 attended	0 events	0 attended
Tours/visits off-site:	2 events	67 attended	8 events	543 attended
Chamber Music Concert:	n/a		0 events	0 attended
Bloomfield Historical Society:	n/a		0 events	0 attended
<i>Systems Program Attendance</i>				
Staff-led:	4 events	11 attended	4 events	28 attended
<i>Teen Program Attendance</i>				
Staff-led:	1 event	2 attended	1 event	100 attended
<i>Youth Program Attendance</i>				
Staff-led:	12 events	491 attended	9 events	687 attended
Speaker-led:	0 events	0 attended	3 events	332 attended
Tours/visits on-site:	0 events	0 attended	0 events	0 attended
Tours/visits off-site:	11 events	1,271 attended	17 events	1167 attended
TOTAL:	51 events	2,147 attended	62 events	3654 attended
<i>Volunteers (total for the month)</i>				
Shop volunteers	9 people	88.25 hours	9 people	62.5 hours
Court appointed volunteers	0 people	0 hours	1 person	7.75 hours
Student volunteers	0 people	0 hours	32 people	132.25 hours
Department volunteers	1 person	5.50 hours	1 person	3 hours
<i>Patron Remarks</i>				
Patron comments:	6		15	
Ask BTPL:	3		5	
DISPLAYS				
Lobby	<i>'All Together Now' Summer Reading Program</i>			
Local History	<i>Summer Reading Program</i>			

**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
FIVE YEAR CIRCULATION**

7/11/2023

	<u>2019/2020</u>	<u>2020/2021</u>	<u>2021-2022</u>	<u>2022-2023</u>	<u>2023-2024</u>
APRIL	57,900	18,087	48,463	48,665	50,983
MAY	55,056	17,974	45,393	47,140	48,921
JUNE	58,301	22,933	50,843	49,706	52,369
JULY	65,499	37,962	46,304	57,694	
AUGUST	62,633	47,629	55,372	55,485	
SEPTEMBER	55,270	47,507	49,604	48,792	
OCTOBER	54,813	53,114	50,855	50,032	
NOVEMBER	52,623	45,117	50,656	48,595	
DECEMBER	51,267	50,080	48,439	48,737	
JANUARY	55,277	39,378	47,195	53,373	
FEBRUARY	55,172	45,329	47,023	50,469	
MARCH	38,121	56,504	54,732	50,705	
TOTAL	661,932	481,614	594,879	609,393	152,273



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: Trustees

FROM: Tera Moon

DATE: July 13, 2023

SUBJECT: FY 2022/2023 Annual Report

The Library's Annual Report for FY 2022/2023 is attached for your review. The Library made a successful return to full service as the world emerged from the pandemic. We reinstated our comprehensive range of programs, while also witnessing a resurgence in visitors and circulation, reaffirming the crucial role the Library plays in the lives of Township residents. Here are just a few highlights of our events, programs, and accomplishments of this past year.

- The Library developed a three-point strategic plan and updated vision and mission statements to guide us for the next three to five years, ensuring we continue to adapt and meet the evolving needs of our community.
- The Library was honored as one of America's Star Libraries in the 2022 Library Journal Index of Public Library Service, winning four stars as a first-time honoree.
- Keith Carduner and Joy Murray were appointed as Library Trustees after the resignations of Grant Gerhart and Tom Deska.
- Hugo Cardenas was named Facility Services Department Head after the retirement of Joel Dion.
- Large-scale programs and events, including music and dance programming and summer and winter reading challenges, brought the community together.
- The Friends of the Library resumed monthly Second Saturday Book Sales, seemingly setting a new sales record every few months.

These examples are just a few of the accomplishments of this past year. I remain ever so grateful to the Library Board for your unwavering support, to the Friends for their generosity that helps this Library be so great, and to our amazing library staff who make it all happen!

The Annual Investment Report also is included for your review and as required. This report compares our investment returns with the standard national average to reassure the Trustees that the Library is investing under relatively standard circumstances. This report requirement came about from PA 20 and is also cited in the Library Investment Policy.

The Library FY 2022/2023 Annual Report will be posted on the Library website, printed for the public to take, and distributed to the Friends Board. At the July 19, 2023 board meeting, a large notebook containing reports from each department, newsletters, samples of flyers and brochures, and more will be available for you to enjoy. It is a wonderful snapshot of a year in the life of Bloomfield Township Public Library and will be permanently kept in the Library Archives.

Many thanks to all who are responsible for creating this report. Library Department Heads submit summaries of the year's activities in their respective departments. Administration Clerks Jane Bersche and Laura Moore contribute greatly by assisting with statistical reports, writing, and formatting. Katherine Bryant coordinates the annual report and brings it all together. I hope you enjoy reviewing the past year as much as I did!

ACTION: I move to accept the Library Annual Report and Annual Investment Report for Fiscal Year 2022/2023.



Library Wide 2022/2023 Annual Report

Highlights of the Year

Bloomfield Township Public Library is pleased to present an overview of our achievements and milestones over the past year. As the world emerged from the challenging grip of the pandemic, the Library is proud to announce our successful return to full service, reclaiming the vibrancy and vitality that defined us before the disruption. Our commitment to sparking curiosity and imagination, connecting the community, and inspiring lifelong learning has remained unwavering throughout these extraordinary times. With renewed energy, we not only reinstated our comprehensive range of programs, but also witnessed a resurgence in visitors and circulation, reaffirming the crucial role the Library plays in the lives of Township residents. Moreover, we embarked on a transformative journey by creating a strategic plan that will guide us for the next 3-5 years, ensuring that we continue to adapt and meet the evolving needs of our community. Additionally, we also extended a warm welcome to the exceptional individuals who have joined the Library Board as new trustees, bringing their diverse expertise and fresh perspectives to our collective mission. Finally, Bloomfield Township Public Library was honored as one of America's Star Libraries in the 2022 *Library Journal* Index of Public Library Service, winning four stars as a first-time honoree. Join us as we celebrate these remarkable achievements and set our sights on an even brighter future.

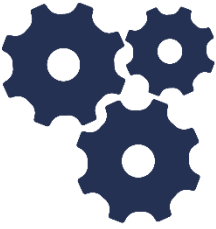
2023-2025 Strategic Plan

The Library started the strategic planning process by releasing a request for proposals for a strategic planning consultant in spring 2022. In June, the Library Board of Trustees awarded the bid to Fast Forward Libraries, led by Amanda Standerfer. A committee of staff and Trustees was formed to create the plan with Fast Forward Libraries, which was done in three phases: Learn, Dream, Do. In the Learn phase, the Library collected input from over 500 community members, staff, and Trustees in the form of surveys, focus groups, and one-on-one interviews. The findings were compiled in a 65-page Learning Report, along with Library and demographic data. In the Dream phase, the leadership team and Trustees participated in four-hour retreats to synthesize the data and imagine the future of the Library. In the Do phase, the strategic planning committee drafted and presented the actual plan, along with revised vision and mission statements, which were adopted by the Board of Trustees at their December meeting. The plan is outlined below.

Vision: The place to discover.

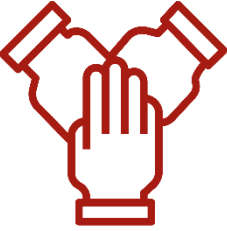
Mission: We spark curiosity and imagination by connecting the community to resources, technology, and support.

BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
2022/2023 ANNUAL REPORT



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

1. Anticipate and develop collections in response to community needs that inform, entertain, and expand world view.
2. Reimagine use of library spaces for increased inclusion and flexibility.
3. Offer access to innovative technology resources, support, and education to provide robust digital experiences at all stages of life.



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

1. Bring people together around diverse interests and thought-provoking topics.
2. Expand opportunities for people and groups to create and explore.
3. Deepen engagement with all community members by listening to and learning about needs.



Build Organizational Capacity... for strong operations, satisfying employment, and a collaborative culture.

1. Practice learning organization principles.
2. Update recruiting, hiring, on-boarding, and retention practices using a diversity, equity, and inclusion lens.
3. Cultivate a collaborative culture by focusing how we work together.

Programs and Events

Summer and Winter Reading Programs were a great success in encouraging people of all ages to read for fun, log their progress, and earn virtual badges to win prizes. 539 excited readers registered for the Summer Reading Program, “Oceans of Possibilities,” held in June and July. They tracked their time spent reading and participated in a variety of creative events and activities. Over 250 children and caregivers attended the kickoff event, following a treasure map around the Youth Room with activity stations, crafts to go, and information about signing up for the program. Each week of Summer Reading, a prize patrol randomly selected and visited two households with “love my library” signs in their yards to deliver prize bags filled with library- and book-themed goodies. In the colder months, over 200 readers registered for the Winter Reading Challenge, held in December and January.

The Library’s 6th annual Photo Contest came to a close in April 2022 with the announcement of the winners at the Photo Contest Reception, as well as on social media. This year’s theme was “Tell Us a Story,” in which Township residents were invited to submit photographs that included the elements of a story within the frame, setting the scene rather than capturing a single moment. Twenty-five participants submitted 46 photos. Winning photos below:

BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
2022/2023 ANNUAL REPORT

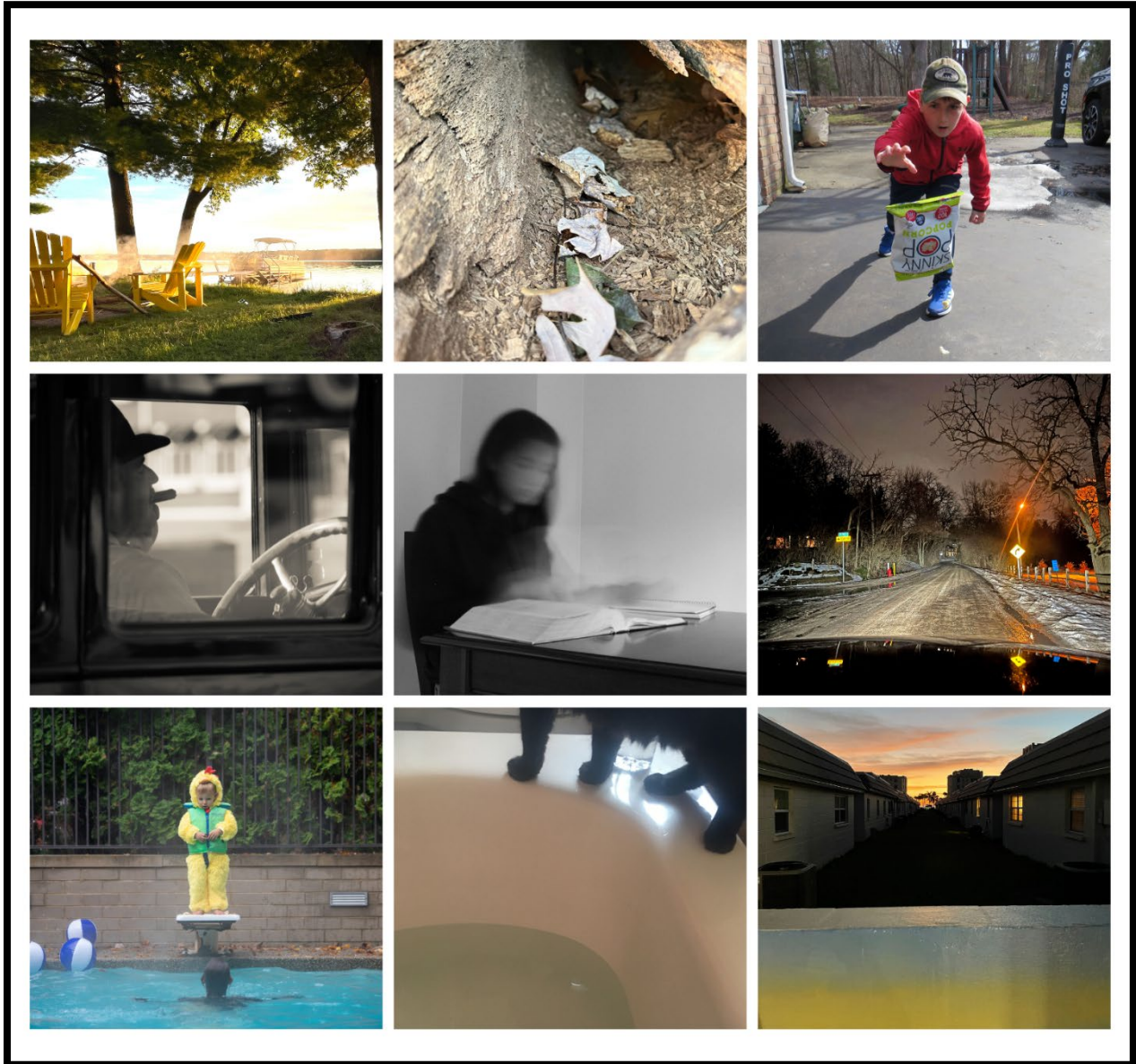


Best in Show: “Back of Bus” by Manolo Magno
The judges said this is a very strong photo with great print quality. The reflections and light are wonderful. It has a nostalgic quality and makes you wonder what has the subjects’ attention and what they are talking about.



People’s Choice: “Chick Mission” by Kate Bell
This photo won 80 votes out of 642 total votes cast.

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Youth Category (Top Row, left to right)

First Place: "By the Lakeside Campfire" by Anna Trautman

Second Place: "Into the Darkness" by Carson Karakashian

Third Place: "Oops" by Tyler Shrader

Teen Category (Middle Row, left to right)

First Place: "Old Woodward" by Kosta Sergakis

Second Place: "Crunch Time" by Marissa Malleck

Third Place: "Driving at Night" by Charles Baker

Adult Category (Bottom Row, left to right)

First Place: "Chick Mission" by Kate Bell

Second Place: "Feral Cat" by Danielle Glanvill

Third Place: "Siesta Sunset" by Erik Golbiw

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Youth Services hosted many special events throughout the year, including a library-wide Trick or Treat event on October 26, which was made extra spooky when the power went out unexpectedly as the event started. Around 600 guests stayed for the enhanced atmosphere, with lights coming back on partway through the evening. Other special events for children and families this year included a Mermazing Party celebrating all things mermaid, a cozy Family Fort Night held after hours on a chilly Friday evening, Family Game Night, and Stuffed Animal Sleepover.



Left: snuggling up to read at Family Fort Night. Right: Patrons enjoying Trick or Treat at the Library.

March is Reading Month was an exceptionally busy month in Youth Services, as they hosted visiting preschool classes, celebrated the culmination of Way Elementary School's One School One Book program, and presented to eight classes visiting the Library for Kindergarten Readers' Roundups. The Kindergarten students enjoyed skits based on the Elephant and Piggie series by Mo Willems, toured the Youth Room with book talks of great titles for emerging readers, and received a goodie bag including an Elephant and Piggie book and a list of 101 books for Kindergarteners to read or listen to on their own. Previously geared toward first-grade students, the switch to Kindergarten reflects the fact that children are learning to read at a younger age. This program celebrates their achievements and teaches them about library resources.

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Librarians Killian Weston and Nicole Gillies perform an Elephant and Piggie skit at a Kindergarten Readers' Roundup.



In Conversation with Richard Powers and Perry Goldstein

Music and dance programming also featured prominently throughout the year. Fall 2022 brought the 12th season of the Chamber Music Concerts presented by talented students from the University of Michigan School of Music, Theatre, and Dance and sponsored by the Friends of the Library. Patrons were excited and grateful for the return of this series after a two-year hiatus due to the pandemic. The Great Lakes Chamber Music Festival partnered with the Library in June to host “In Conversation with Richard Powers and Perry Goldstein,” at which the Pulitzer Prize winning author and the noted composer came together in conversation about their longtime friendship and professional collaboration. They were joined by an ensemble of musicians to demonstrate the intersection

between their two artforms. Other performances included Matthew Ball, the Boogie Woogie Kid, Celtic-inspired band Nessa, Armenian artist Ara Topouzian, and Compañeros de Flamenco.



Performers from Compañeros de Flamenco.

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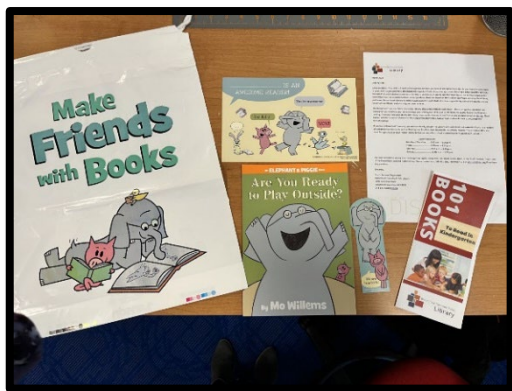
Accomplishments

Behind the scenes, Library staff worked to expand access to various collections, increase digital security, and improve the patron experience. Youth Services worked with Technical Services to create an Intermediate Fiction Collection to better meet the reading needs of children who have advanced beyond the Beginning to Read collection, but who are not quite ready to explore the vast range of chapter books for youth from 2nd-8th grades. They also updated many kits in the Accessibility Support Collection, replacing difficult-to-clean, soft surface materials and replacing them with hard surface manipulatives. Adult Services worked with Technical Services to condense the television series DVDs into cases containing all seasons of a particular show, re-cataloging and relabeling the sets to make them easier to find, as well as to increase the circulation time for non-feature DVDs to three weeks.



Large book delivery from Baker and Taylor.

The Systems Department focused on increasing the security of the Library's network, applications, and user accounts, improving facets of seven different layers of network security. This included implementing multi-factor authentication for staff across several platforms and updating the firewall, servers, and multiple other systems. The Library also implemented a new online tool, LocalHop, to streamline program registration, meeting room reservations, and the online program calendar.



Kindergarten Readers' Roundup goodie bag contents.

Gifts and Donations

The Friends of the Library resumed monthly Second Saturday Book Sales this year, seemingly setting a new sales record every few months. Notably, the March sale expanded to include a half-off sale on Sunday and brought in nearly \$8000 over the two days. The sales expanded from two rooms in the lower level to four rooms, each showcasing a special collection, including vintage books, children's materials, games, and puzzles. Donations of gently used books and media flowed steadily throughout the

year. The Friends connected with multiple organizations in Metro Detroit and beyond to share the wealth of donations received. The Friends generously provided \$49,941 in gifts to the Library, used to fund the Chamber Music Concert series, updated Vitality Kits, water bottle filling stations, mobile whiteboards, Art Lab and Art Lab Junior, books for Summer Reading, Kindergarten Readers' Roundups, and book clubs, and much more.

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Community Collaborations

Community connections were forged and re-forged this year, as outreach and large-scale in-person events geared up as the pandemic waned.



Story Walk at Johnson Nature Center

Library staff hosted tables at several Bloomfield Hills Schools events, including Multicultural Night, Multilingual Family Night, and Welcome Back Celebration, as well as with Bloomfield Township Senior Services. Staff also visited classes and preschools throughout the year to promote the love of reading and share information about the Library, reaching thousands of children and teens. They met with the Bloomfield Hills Schools' media specialists to determine how best to support students and educators going forward. Youth Services Librarians led story times and activities at Johnson Nature Center and

Bowers School Farm, including a story walk collaboration. Monthly sensory story time and adaptive activities were presented to students at the Wing Lake Developmental Center.

Librarian Patricia Ballard coordinated the Battle of the Books for 5th and 6th grade students at Bloomfield Hills Middle Schools. Teams were formed in January and the event culminated in a final battle held at the Library in March at which 52 very excited students, many in costume, competed across 11 teams and discovered new depths to their love of books and reading.

Youth Services Department Head Jen Taggart, with help from her team, hosted the 7th biennial Adaptive Umbrella conference virtually in October, at which 360 attendees learned about accessibility services from disability self-advocate speakers and authors.



Brooke Hoskins, Jen Taggart, and Peter Banks at Multicultural Night

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Staff Development

The annual Staff Development Day was held on Friday, May 6. Training was done via Zoom, with half the staff attending from in the building and half attending from home. Staff explored diversity, equity, and inclusion in the main session led by Michigan Roundtable for Diversity and Inclusion, “The DNA of DEI.” Staff also attended breakout sessions geared toward creativity, relaxation, and team building, as well as department meetings.



Staff Development Day: In-person attendees

Library staff received active shooter training from Bloomfield Township Police Department Community Liaison Officer Nick Soley, who reviewed the Run Hide Fight method and answered questions. Staff also had the opportunity to learn CPR and AED from Bloomfield Township Fire Department.

Staff continued attending conferences and webinars, serving on committees and work groups, and contributing to the library profession in many ways. Library Director Tera Moon participated in the Michigan Library Association’s (MLA) Think Space cohort for library directors across the state. Tera and Assistant Library Director Katherine Bryant attended the MLA Annual Conference in Port Huron, MI. Librarian Bala Cramer attended LibLearnX in New Orleans, LA. Many staff also contribute in various capacities with local organizations including the Bloomfield

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Historical Society, The Library Network, Metronet, Collaborative Summer Library Program, Michigan Library Association, and more.

Library Board of Trustees

Library Trustees are residents of Bloomfield Township and are typically elected every four years. This year, two Board positions were on the November ballot because the Trustees in those positions resigned in the middle of their terms. When a vacancy occurs, the Board initiates a procedure to fill the vacancy with an appointed Trustee, then any appointees are required to run in the next general election. Three candidates ran for the two open positions in November, and appointees Danielle Gillman and Shane Spradlin were elected. Two other Trustees resigned this past year, after the deadline for the November election. Keith Carduner and Joy Murray were appointed to those positions through the Board of Trustees' vacancy procedure. All Trustees' terms expire in November 2024 and, if they choose, will run for re-election.



Trustees Keith Carduner, Danielle Gillman, Joan Luksik, Judy Lindstrom, Joy Murray, Shane Spradlin

The Library Board of Trustees meets monthly on the third Tuesday of the month, except in April, which is on the fourth Tuesday. Meetings are held at 7 p.m. in the Board Room at the Library.

Bloomfield Township Public Library
Annual Investment Report
Fiscal Year 2022/2023

The past fiscal year saw interest rates remained constant from a high of 0.25% and a low of 0.01% in April 2022 to 3.67% and 0.03% respectively in March 2023. The following graphic is from the Bankrate.com web site and shows the various rates used with explanations of what they are used for.

Updated 5/30/23
Prime rate, federal funds rate, COFI

	This week	Month ago	Year ago
WSJ Prime Rate	8.25	8.25	4
Federal Discount Rate	5.25	5.25	1
Fed Funds Rate (Current target rate 5.00-5.25)	5.25	5.25	1
11th District Cost of Funds	.22	.22	.22

Read more: <http://www.bankrate.com/rates/interest-rates/prime-rate.aspx#ixzz4CmtRIE4E>
Follow us: @Bankrate on Twitter | Bankrate on Facebook

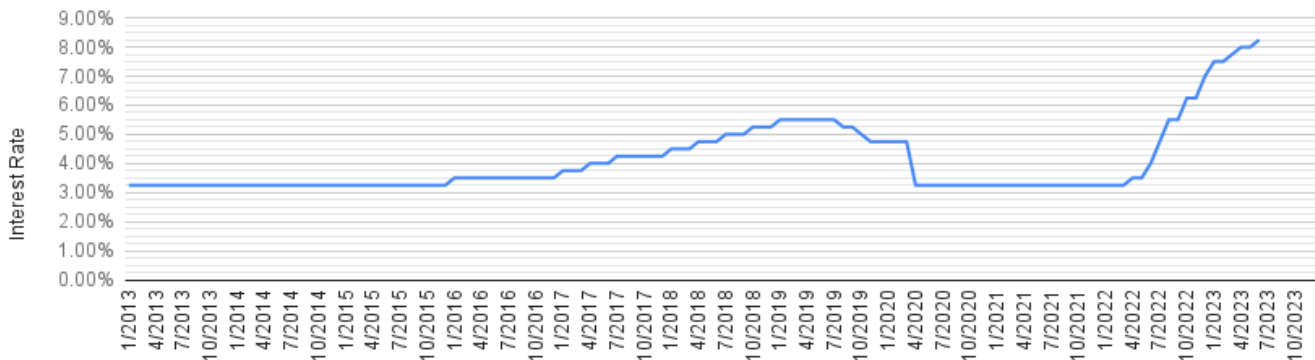
Ratings methodology

What's included? The federal funds rate is the primary tool that the Federal Open Market Committee uses to influence interest rates and the economy. Changes in the federal funds rate have far-reaching effects by influencing the borrowing cost of banks in the overnight lending market, and subsequently the returns offered on bank deposit products such as certificates of deposit, savings accounts and money market accounts. Changes in the federal funds rate and the discount rate also dictate changes in The Wall Street Journal prime rate, which is of interest to borrowers. The prime rate is the underlying index for most credit cards, home equity loans and lines of credit, auto loans, and personal loans. Many small business loans are also indexed to the Prime rate. The 11th District Cost of Funds is often used as an index for adjustable-rate mortgages.

<http://www.bankrate.com/rates/interest-rates/prime-rate.aspx>

The following graphic is from the MoneyCafe.com web site. Since 2010, Prime Interest Rates have continued to stay level through the beginning of 2016 and then began to slightly increase in 2017, 2018 and 2019, until 2020 through early 2022 when COVID-19 impacted the financial

Prime Rate



© 2023 MoneyCafe.com

<http://www.moneycafe.com/personal-finance/prime-rate/>

markets. There has been a significant increase in the last year. The interest-bearing Public Funds Banking investment portfolio began and ended the fiscal year with an average interest rate of 1.52%. This investment totaled \$457,927 as of March 31, 2023.

The Library’s Certificate of Deposit investment portfolio ended the fiscal year with an average interest rate of 0.03%. Funds from the Gift Fund have been invested in CDs only to take advantage of exceptionally higher interest rate earnings for money that is not expected to be spent for a number of years. We held one CD at Huntington Bank as of March 31, 2023. The Certificate of Deposit investment portfolio was valued at \$50,000 with a 0.03% interest rate. This CD will mature in February 2024 and it will be decided then whether to roll it over or not depending on the rates offered at that time.

The Library Board, as a part of their due diligence, issued a RFP for investment services in July 2015. This was awarded to Gregory J. Schwartz & Co., Inc. at the September 2015 Board meeting. The Library continued to diversify the investments in government obligation funds using a “matching” investment strategy. This strategy is one which we give Schwartz & Co. a holding period (or time frame) for our investments and they select a bond portfolio with a duration that equals the holding period. A matching strategy is a more aggressive type of investing because it uses a longer time frame for the whole investment which could be affected with how the market acts during that time frame. With the matching strategy, these funds are invested for one to five years. All investments made with Schwartz & Co. follow the Library’s investment policy. At a special meeting of the trustees in July 2017, they approved the reallocation of approximately \$5,000,000 of our investments from the diversified mutual fund allocation into short-term laddered treasuries. This will allow Schwartz & Co. to more conservatively manage the short-term distribution needs for us and reduce their investment consulting fees by approximately 0.27%.

All dividends from the investments with Schwartz & Co. have been reinvested in the funds. Throughout the course of the year, investments are sold to cover the Library’s monthly expenditures. As of March 31, 2023 the market value of the Investment Portfolio was \$14,272,240 with an average yield of 1.31% which is higher than the rate from a year ago.

The total 2022/2023 investment return for all Library funds was \$172,156. This amount was decreased by the change in asset value which totaled \$39,411. The funds were invested in Governmental Securities, short term CDs, Money Markets, and Business Savings accounts at banks approved by the Library Board of Trustees, consistent with the BTPL’s Investment Policy. The CDs, Money Markets, and Business Savings accounts are FDIC insured up to \$250,000 in each bank. The governmental securities are fully backed by the United States of America and are insured through the Securities Investor Protection Corporation (SIPC) to \$500,000.

The following chart shows our banks ratings. The chart shows ratings from the Weiss Financial Ratings database that can be found on the Weiss Rating website (<https://weissratings.com/en/banks>).

<u>Bank Name</u>	<u>2022</u>	<u>2021</u>	<u>2020</u>	<u>2019</u>
Bank of America – Charlotte, NC	C+	B	B+	B+
Comerica – Dallas, TX	B+	B+	B+	A-
Flagstar Bank – Troy, MI	B	B+	B+	B+
J.P. Morgan Chase – Columbus, OH	B+	B+	B	B+

A Excellent

The institution offers excellent financial security. It has maintained a conservative stance in its business operations as evidenced by its strong equity base, top-notch asset quality, steady earnings, and high liquidity. While the financial position of any institution is subject to change, we believe that this institution has the resources necessary to deal with severe economic conditions.

B Good

The institution offers good financial security and has the resources to deal with a variety of adverse economic conditions. It comfortably exceeds the minimum levels for all of our rating criteria and is likely to remain healthy for the near future. Nevertheless, in the event of a severe recession or major financial crisis, we feel that this assessment should be reviewed to make sure that the institution is still maintaining adequate financial strength.

C Fair

The institution offers fair financial security, is currently stable, and will likely remain relatively healthy as long as the economic environment avoids the extremes of inflation or deflation. In a prolonged period of adverse economic or financial conditions, however, we feel this institution may encounter difficulties in maintaining its financial stability.

D Weak

The institution currently demonstrates what we consider to be significant weaknesses which could negatively impact depositors or creditors. In an unfavorable economic environment, these weaknesses could be magnified.

E Very Weak

The institution currently demonstrates what we consider to be significant weaknesses and has also failed some of the basic tests that we use to identify fiscal stability. Therefore, even in a favorable economic environment, it is our opinion that depositors or creditors could incur significant risks.

F Failed

The institution has been placed under the custodianship of regulatory authorities. This implies that it will be either liquidated or taken over by another financial institution.

+ The plus sign

An indication that the institution is at the upper end of the letter grade rating.

- The minus sign

An indication that the institution is at the lower end of the letter grade rating.

U Unrated Companies

The institution is unrated due to insufficient data at the time its rating was updated.

Memo

To: Tera Moon
From: Monica Gower
Date: 4/25/23
Subject: BTPL Endowment Funds

The following is a report on endowment funds for which the BTPL Board of Trustees has oversight responsibility. All funds are held by and administered by The Community Foundation of Southeastern Michigan (CFSEM). A similar report will be furnished each year when fiscal year-end (December 31) fund balances are available.

1. Bloomfield Township Public Library (BTPL) Endowment Fund & Lawrence and Isabel Francis Smith Challenge Grant Fund

- a. **BTPL Endowment Fund** established November 22, 1996 from a donation of George & Elizabeth Frost.
Smith Challenge Grant Fund established November 24, 1998 (\$2,000/yr. for five years, to be matched by other donations).
- b. Purpose of Funds: provide support in furtherance of the general charitable purposes of BTPL.
- c. Please note: CFSEM combines Endowment Fund and Smith Challenge Funds together in their reports. The breakdown below is BTPL's best guess of the actual percentages in each fund based on CFSEM's grant distributions to each fund.

1/1/22 Market Value of Endowment Fund	\$ 52,814.72
Contributions Received for Endowment Fund	\$ 0.00
Income (Loss) for Endowment Fund (56.64%)	\$ (6,191.07)
Grant received from Endowment Fund (0%)	\$ (0.00)
12/31/22 Market Value for Endowment Fund (56.64%) of total provide by CFSEM)	\$ 46,623.65

2022 **Endowment Fund** grant available from 12/31/22 combined funds' balance is \$1808.00. (Distribution will be taken in June 2023.)

1/1/22 Market Value for Smith Challenge Grant Fund	\$ 40,435.28
Contributions Received for Smith Challenge Grant Fund	\$ 0.00
Income (Loss) for Smith Challenge Grant Fund (43.36%)	\$ (4,739.93)
Grant received from Smith Challenge Grant Fund (0%)	\$ (0.00)
12/31/22 Market Value for Smith Challenge Grant Fund (43.36%) of total provided by CFSEM)	\$ 35,695.35

2022 **Smith Challenge Grant Fund** grant available from 12/31/22 combined funds' balance is \$1,808. (Distribution will be taken in June 2023.)

- d. Responsibility for decisions regarding use of Endowment Fund grant: Library Director/Board of Trustees
Responsibility for decisions regarding use of Smith Challenge Fund grant: Committee of Library's Department Heads.

2. Jeanette P. Myers Memorial Scholarship Fund

- a. Established March 24, 1998 from donations by Rodman N. Myers family.
- b. Purpose of fund: Provide funds to encourage and support the post-secondary education of past or present employees of BTPL or persons who have some relationship with the Library, as the Selection Committee shall determine.

c. 1/1/22 Market Value	\$ 18,088.00
Contributions Received	\$ 0.00
Income (Loss)	\$ (2,089.00)
Grant received	\$ (716.00)
12/31/22 Market Value	\$ 15,283.00

2022 Grant available from 12/31/22 balance is \$721.00 (Distribution will be taken in June 2023.)

- d. Responsibility for decisions regarding use of grant: Selection Committee comprised of Library Director and two members of the Library Board of Trustees.

3. Yvonne T. Atkinson Fund

- a. Established December 4, 2001 from a donation from the Yvonne T. Atkinson Trust.
- b. Purpose of fund: support the general charitable purposes of BTPL with a preference for programs encouraging and supporting book discussions.

c. 1/1/22 Market Value	\$ 37,241.00
Contributions Received	\$ 0.00
Income (Loss)	\$ (4,359.00)
Grant received	\$ (0.00)
12/31/22 Market Value	\$ 32,882.00

2022 Grant available from 12/31/22 balance is \$1,452.00. (Distribution will be taken in June 2023.)

- d. Responsibility for decisions regarding use of grant: Library Director/Board of Trustees.

4. Fair Radom Garden Endowment Fund

- a. Established February 12, 2010 from donations by the Fair Radom family.
- b. Purpose of fund: Provide support for the improvement and preservation of the public garden(s) of the Bloomfield Township Public Library as an educational and outreach resource to the public on proper land use and landscaping, and the development and implementation of educational and research programs and activities relating to such public garden(s).

c. 1/1/22 Market Value	\$ 20,285.00
Contributions Received	\$ 0.00
Income (Loss)	\$ (2,374.00)
Grant received	\$ (0.00)
12/31/22 Market Value	\$ 17,911.00

2022 Grant available from 12/31/22 balance is \$789.00. (Distribution was declined.)

- d. Responsibility for decisions regarding use of grant: Library Director/Board of Trustees.

5. Library Director's Legacy Endowment Fund

- a. Established June 28, 2013 from donations from various persons.
- b. Purpose of fund: Provide funds to provide staff development opportunities and staff training that improves or enhances service to the public.

c. 1/1/22 Market Value	\$23,382.00
Contributions Received	\$ 00.00
Income (Loss)	\$(2,753.00)
Grant received	\$ (0.00)
12/31/22 Market Value	\$20,629.00

2022 Grant available from 12/31/22 balance is \$0. (Distribution was declined until further notified.)

d. Responsibility for decisions regarding use of grant: Library Director/Board of Trustees.

NOTES:

1. Monies paid into endowment funds are invested by CFSEM in stocks and bonds. All earnings from these investments are credited to the individual endowment fund.
2. Administrative Fees and Bank Fees are charged to each individual endowment fund by CFSEM. These amounts vary but are usually less than 1% per fund each year. In 2007 CFSEM no longer provides the breakdown for each individual fund, claiming it is a money savings not to do so.
3. When the balance in an endowment is more than \$10,000, a grant of up to 5% is offered to BTPL by CFSEM. The grant may be taken whole, in part, or not at all. Grants are made in June and December. When the balance in an endowment fund is less than \$10,000, no grant is offered by CFSEM. Any net increase in value is credited to the endowment.
4. In the event that the investments return less than 5% or incur a loss for any given year, a distribution of 5% is still offered from each endowment. However, in this type of situation, the CFSEM advises the reinvestment of that distribution rather than the pay out of it to increase the long term value of the fund.
5. The principal amount of money in an endowment may never be withdrawn.
6. In addition to administering endowments, CFSEM makes grants to local charitable and community organizations from money donated to CFSEM. BTPL is eligible to apply for such a grant. Monies in the grant and endowment funds are completely separate accounts.

**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
MEMORANDUM**

TO: Library Board of Trustees

FROM: Katherine Bryant, Assistant Director

DATE: July 13, 2023

SUBJECT: Door Access Upgrade Bid

On May 15, 2023 a request for proposals to update the existing door access control software and hardware was released. This request was sent to three companies in the metro Detroit area, posted on the Library's website, and available at the Welcome Desk in the Library. It is also included in this packet.

Interested proposers were invited to contact the Library for an optional walk-through with Facility Services Department Head Hugo Cardenas. Three companies requested a walk-through: The Flying Locksmiths Detroit North, Johnson Controls Security Solutions, and Presidio. The deadline for proposals was Thursday, June 8, 2023 at 2:00 p.m. with a public bid opening immediately following. Mark Heidel, Owner of The Flying Locksmiths, attended the bid opening.

The Library received proposals from three companies: The Flying Locksmiths, Johnson Controls, and Presidio. All three proposals received were carefully reviewed by Hugo Cardenas, Systems Department Head Paul Zink, Library Director Tera Moon, and me. A copy of our proposal analysis is attached for your information. We also conducted interviews with each company to clarify details about software and hardware needs, differences in the annual service charge, and the installation process.

Presidio's proposal came in highest in price, at \$157,191.24. They did not include several requested elements in their initial proposal, including company background, references, or timeline, although these elements were provided upon request. They estimated a 25-week lead time for some parts. Johnson Controls quoted \$130,127.13 for this project and provided a complete proposal. They estimated 4-6 weeks to order and receive equipment, with an estimated completion date of mid- to late-September.

The Flying Locksmiths came in at the lowest price, at \$101,650.00 and provided a complete proposal. They estimated that the project could be completed by mid-August, since they have the necessary product in stock, although they are flexible if the Library needs additional time to prepare. In the interview, Mark Heidel emphasized his commitment to "constant communication" with the Library to ensure a smooth installation process, including a planning meeting, daily check-ins, and even a white board at the staff entrance to communicate which areas would be worked on each day. As a small company, The Flying Locksmiths demonstrated agility, flexibility, and

eagerness to meet our needs. Hugo worked with them in his previous employment with Waterford Township and they were highly recommended by both Rochester Hills and Clinton Macomb Public Libraries, after partnering on similar projects at those organizations.

After analysis of all proposals, the recommendation of Library Administration, Facility Services, and Systems is to award the contract to The Flying Locksmiths. If you agree, there is a motion.

ACTION: I move that The Flying Locksmiths Detroit North, 2685 Lapeer Rd. Suite 210, Auburn Hills, Michigan, 48326 be awarded the contract for the door access upgrade bid for Bloomfield Township Public Library for an amount not to exceed \$110,000.00.

Library Door Access Control Upgrade Analysis – 2023

FIRM NAME	PRICING TOTAL	ALL PROPOSAL ELEMENTS INCLUDED	FIRM INFO & EXPERIENCE	ABILITY TO MEET REQUESTED TIMELINE	ABILITY TO ADHERE TO PROPOSAL REQUIREMENTS	ATTENDED A WALK-THROUGH	REFERENCES PROVIDED
The Flying Locksmiths	\$101,650.00 (includes \$6000 annual service charge)	Yes – includes firm and contact information, company background, references, timeline, and pricing worksheet	Established 1947 and has 90 locations throughout the United States; wide range of commercial business experience	Yes – can complete by week of August 14	Yes – can provide all requested pieces	Yes – Thursday, May 25 at 10:30 a.m.	City of Grosse Pointe Woods St. Mark’s Coptic Orthodox Church Rochester Hills Public Library Clinton Macomb Public Library
Johnson Controls Security Solutions	\$130,127.13 (includes \$9600 annual service charge)	Yes – includes firm and contact information, company background, references, timeline, and pricing worksheet	Established in 1874 and is part of an international company with 105,000 employees worldwide; wide range of commercial, industrial, and government customers	Maybe – total project time of 2 months, including 4-6 weeks for equipment arrival and 3 weeks for installation and programming. If they begin immediately after the July 18 board meeting, 2 months is approximately September 19.	Yes – can provide all requested pieces	Yes – Tuesday, May 23 at 9:00 a.m.	CNS Healthcare McLaren Hospitals West Bloomfield Public Library

Library Door Access Control Upgrade Analysis – 2023

<p>Presidio</p>	<p>\$157,191.24 (includes \$6840 annual service charge)</p>	<p>No – includes firm and contact information and pricing worksheet Does not include company background, references, or timeline</p>	<p>Not provided</p>	<p>Provided upon additional request. Two timelines, both concluded in February 2024. Some parts are on a 25-week lead time.</p>	<p>Yes – can provide all requested pieces</p>	<p>Yes – Monday, May 22 at 9:00 a.m.</p>	<p>Provided upon additional request. City of Ann Arbor Warren Consolidated Schools South Lyon Community Schools Michigan First Credit Union</p>
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**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
REQUEST FOR PROPOSALS
DOOR ACCESS UPGRADE
May 15, 2023**

Bloomfield Township Public Library requests proposals from qualified firms to update the existing door access control software, and hardware only as necessary.

Bloomfield Township Public Library is seeking a contractor to provide and install, configure, and test door access control software in accordance with the manufacturer's specifications, industry guidelines, and all local, state, and federal laws and regulations. The scope of work includes upgrading the current access management and control system including only the necessary equipment to integrate with the required OpenPath (OP) software and readers as specified in the proposal guidelines.

Proposal guidelines are listed below. This request for proposals can also be obtained on the Library's website at www.btpl.org, at the Library's Welcome Desk, or by contacting Assistant Library Director Katherine Bryant at (248) 642-5800, ext. 114 or bryantka@btpl.org.

Proposers are welcome to schedule an appointment to visit the Library for a walk-through if needed. Please contact Katherine Bryant to arrange. Library maps are available on pages 6 and 7 of this RFP.

The deadline for proposals is Thursday, June 8, 2023 at 2:00 p.m. Proposals must be emailed to bryantka@btpl.org, hand delivered to the Welcome Desk, or mailed to arrive no later than this day and time. If hand delivered or mailed, please provide three copies of the proposal in a sealed envelope marked with the name of the proposer and entitled "Door Access Upgrade Proposal." Address these to:

Katherine Bryant, Assistant Library Director
Bloomfield Township Public Library
1099 Lone Pine Road
Bloomfield Township, MI 48302

Library hours are Monday through Thursday, 9:30 a.m. – 9:00 p.m., Friday, 9:30 a.m. – 6:30 p.m., Saturday, 9:30 a.m. – 5:30 p.m., and Sunday, 12noon – 5:30 p.m. **All proposals will be publicly opened immediately at 2:01 p.m. at the Library.**

PROPOSAL GUIDELINES

Please provide:

- The full name of the firm, local address, name and title of the contact person, telephone number, email address, and the date of submission.
- A description of company background, including history, mission, and current size.
- A list of current references with contact names and phone numbers.
- A proposed timeline for this project (the Library would like to complete this work in August 2023).
- A completed worksheet with pricing (see page 4).

Proposals must specifically address:

A plan to upgrade the current access management and control system including only the necessary equipment to integrate with the required OpenPath (OP) software and readers as listed below.

1. Software – install OpenPath card management access system.
2. Install reader access control panel(s) and power supplies, as necessary.
3. Install stainless steel scar plates as necessary.
4. Remove current ProWatch card management access system in Computer Center and replace with OP management access system.
5. Remove current door hardware in Computer Center and install (18) OP mullion smart keypad entry readers.
6. Replace (44) interior Assa-Abloy door-mounted card access readers with OP mullion smart entry readers.
7. Replace (4) exterior Assa-Abloy door-mounted card access readers with OP mullion smart entry readers.
8. Replace (12) wall-mounted HID readers with OP standard and/or mullion smart entry readers.
9. Install new (10) OP mullion smart entry readers on 10 additional doors not on card access system within the Library (pull cable and provide termination).

TAXES

State and local sales and use taxes are not applicable and should not be included in the proposal.

METHOD OF EVALUATING PROPOSALS

Proposals will be evaluated with emphasis on quality and pricing. Attributes which will be analyzed include:

- Proposed timeline
- Pricing worksheet
- Reference responses
- Ability to adhere to requirements listed in the proposal guidelines

CONTRACT AWARD

The contract will be awarded in the form of a signed contract mailed to the vendor selected. It is the intent of the Library to award the contract for door access upgrade on July 18, 2023 with implementation to begin in August 2023. We hope to notify the successful proposer by Wednesday, July 19, 2023.

WITHDRAWAL OF PROPOSALS

Any proposer may withdraw at any time prior to the deadline for receipt of proposals.

WALK-THROUGH

Proposers are welcome to schedule an appointment to visit the Library for a walk-through if needed. Please call Katherine Bryant at (248) 642-5800, ext. 114 to arrange.

NEGOTIATION

Bloomfield Township Public Library solicits this proposal subject to review and negotiation with one or more of the firms under consideration. It is understood that negotiation may lead to proposal revision.

All proposals submitted will remain firm for a period of ninety (90) days.

Bloomfield Township Public Library reserves the right to accept or reject any or all proposals submitted (either in whole or in part), to request additional information from all proposers, to award a contract to someone other than the lowest proposer, to waive any irregularities and/or informalities, and in general, to make awards in any manner deemed to be in the best interests of the Library. Any contract awarded will be made to the vendor who, based on evaluation of all responses, criteria, and oral interviews (if necessary) is determined to be the best qualified to upgrade the door access control system.

The successful proposer will declare and stipulate that its proposal is made in good faith, without collusion or connection with any other person or persons bidding for the same work, and that the prices quoted include all terms, insurance, royalties, transportation charges, allowances, taxes, use of all tools and equipment, overhead, profit, etc., necessary to fully provide the requested services in accordance with the proposal parameters.

Awards will be made for all or part of the door access control upgrade project, using the proposal entirely or in part, at the Library's discretion, in a manner most favorable to Bloomfield Township Public Library.

**PRICING: UPGRADE DOOR ACCESS CONTROL SYSTEM
BLOOMFIELD TOWNSHIP PUBLIC LIBRARY – OPENPATH**

- Software – OpenPath Remote System Management \$ _____
 - Software Support & Maintenance - YRS: _____ \$ _____
 - Smart Entry Readers - QTY: _____ \$ _____
 - Access Control Panels - QTY: _____ \$ _____
 - Expansion Boards - QTY: _____ \$ _____
 - Power supplies - QTY: _____ \$ _____
 - Labor \$ _____
 - Documentation (electronic format preferred) \$ _____
 - Training – two sessions for up to six administrators \$ _____
 - Permits and/or local inspection fees \$ _____
 - Performance bond \$ _____
- TOTAL** \$ _____

Proposal (is, is not) _____ in complete accordance with specifications and instructions. (If answer is "is not," explanatory descriptive and illustrative materials must be attached.)

Bloomfield Township Public Library reserves the right to accept or reject any or all proposals submitted (either in whole or in part), to request additional information from all proposers, to award a contract to someone other than the lowest proposer, to waive any irregularities and/or informalities, and in general, to make awards in any manner deemed to be in the best interests of the Library. Any contract awarded will be made to the vendor who, based on evaluation of all responses, criteria, and oral interviews (if necessary) is determined to be the best qualified to upgrade the door access control system.

The successful proposer will declare and stipulate that its proposal is made in good faith, without collusion or connection with any other person or persons bidding for the same work, and that the prices quoted include all terms, insurance, royalties, transportation charges, allowances, taxes, use of all tools and equipment, overhead, profit, etc., necessary to fully provide the requested services in accordance with the proposal parameters.

Respectfully submitted,

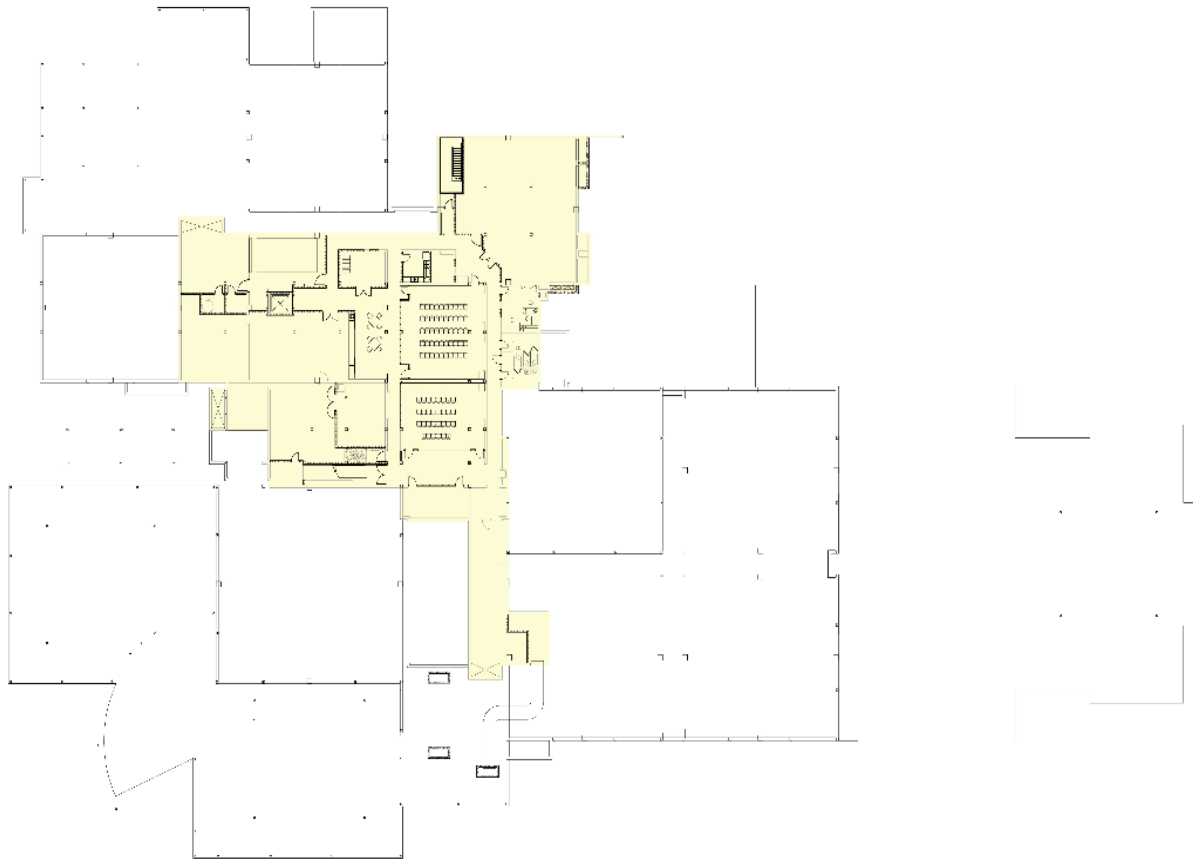
Company _____

By _____

Official Address _____

Telephone Number _____ E-mail _____

Bloomfield Township Public Library main level and lower-level floor plans follow on page 6 and 7 respectively.



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 days ago

Summer reading begins at township library

Bloomfield Township Public Library is launching All Together Now, its summer reading program for all ages, from Tuesday, June 20-Friday, August 11.

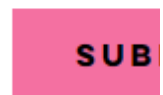
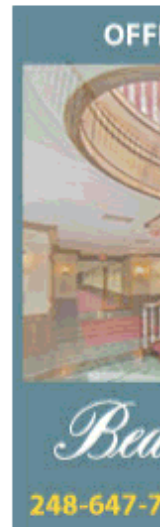
Children, teens, and adults are invited to rediscover the joy of reading for fun and adventure. All who register are eligible to enter weekly drawings and win prizes.

A summer reading kick off and food truck rally will take place at the library on Tuesday, June 20, at 6 p.m. Three food trucks, Waka by Baobab Fare, Wizard Food Truck, and D'Vine Cookies will be set up in the parking lot for patrons to purchase food and enjoy on the library terraces. From 6:30-8 p.m., patrons are invited to register for the reading challenge and engage in games and activities for all ages, including walking track trivia and duck hunts.

"We love this program as it helps students avoid the summer slide and also read for fun, exploring what they find interesting," said Shayna Connolly, Adult Services librarian. "Adults are also encouraged to join in the fun tracking their reading progress and entering to win prizes. We have a very exciting summer planned."

Other summer events include the Library Card Design Contest, concerts, a puzzle tournament, game day, movies, workshops, story times, and several book clubs for adults.

Sign up for All Together Now begins on Tuesday, June 20, in person or online at btpl.org/summer. All reading activities must be logged by August 11 to be eligible for prizes such as "Love My Library" lawn signs, swag bags, and gift cards.





News

Your Community

Calendar

E-Editions

Contests

Legal Notices



Giada Finally Shares Her Story

Ad hotpoptoday.com



The One Near Detroit

Ad Great Lakes Crossing



Bloomfield Township Public
Library

THE PLACE TO

DISCOVER

1099 Lone Pine Road, Bloomfield Township, MI 48302 • 248.642.5800 • www.btpl.org

The public has a chance to design the next Bloomfield Township Public Library card.
Photo provided by the Bloomfield Township Public Library

Bloomfield Township residents compete to design new library card

By: Mary Beth Almond | Birmingham-Bloomfield Eagle | Published June 27, 2023

BLOOMFIELD TOWNSHIP — Artists of all ages can put their creativity to the test for a chance to have their design on a new Bloomfield Township Public Library card.

Through June 30, Bloomfield Township residents are invited to submit artwork that could be featured on one of three new library cards.

Jen Taggart, the head of youth services, said this will be the first time in the library's history that community members are invited to craft original artwork for a card. The library's current card design, she said, has been the same for nearly 15 years.

"This contest really provides an opportunity for our patrons of all ages to take part in designing the gateway to all of the wonderful resources at their library," Taggart explained.

Assistant Library Director Katherine Bryant said the township is filled with creative, talented people of all ages.

"This is an opportunity to have your artwork featured on library cards reaching thousands of library users and promoting the love for reading and learning," she said in a statement.

Entries will be grouped into three categories: ages 12 and younger, 13-17, and 18 and older. Bloomfield Township residency is a requirement to participate.

Entry forms, which are limited to one per person, are available at the youth desk, the circulation desk, and the adult/teen desk, along with a tray for submissions, and all entries must be submitted on paper at the library. A parent or legal guardian must sign all entry forms from minors. All entries must be received by 6:30 p.m. Friday, June 30.

"The designs must be hand-drawn, and they can use pencil, pen, paint, markers, crayons or any other hand-drawn medium. The designs must be original and free of copyright," Taggart noted. "We love seeing all of these fantastic visual representations of what the library means to everyone that enters."

Artwork will first be judged by library staff based on creativity, design and how they reflect the library and the Bloomfield Township community, and the top 10 in each age category will move forward for public judging.

The public will then vote for their favorite between July 16 and 22. The three winners — one from each age category — will have their design featured on a new library card, receive a \$100 gift card and be featured in the library newsletter.

The three new designs, along with the current design, will be available for patrons to select from starting in September, in celebration of Library Card Sign-Up Month.

For more information, call the library at (248) 642-5800 or visit www.btpl.org.

COMMUNITY CALENDAR

4A/ BIRMINGHAM-BLOOMFIELD EAGLE • JUNE 21, 2023

To view more Community Calendar and to submit your own, use the QR code or visit candgnews.com/calendar. To advertise an event, call (586) 498-8000.



JUNE 21

Garden walk and artisan market: Tour gardens in Bloomfield Township, Beverly Hills and Birmingham from 10 a.m.-4 p.m. and 6-9 p.m., also artisan market 9 a.m.-5 p.m. at Franklin Community Park, 26425 Wellington Road, franklingardenclub.org

JUNE 23

Discover International Percussions: Performance by world multi-percussionist Mark Stone, 6 p.m., Franklin Public Library, 32455 Franklin Road, franklin.lib.mi.us

JUNE 25

5K run/1-mile walk/Kids Dash: 9 a.m.-noon, Birmingham Covington School, 1525 Covington Road in Bloomfield Hills, money to support GiGi's Playhouse Detroit Down Syndrome Achievement Center in Southfield, gigisplayhouse.org

JUNE 25-26

Auditions for 'A Raisin in the Sun': 7 p.m., Village Players Playhouse, 34660 Woodward Ave. in Birmingham, production runs Sept. 8-10, 15-17 and 22-24, birminghamvillageplayers.com

JUNE 28

Kidney PATH (Personal Action Toward Health): Eight-week workshop for individuals and families affected by chronic kidney disease, information session at 6 p.m. June 28, classes run 6-8 p.m. July 12-Aug. 30, virtual and free, nkfm.org/KPATH, pathprograms@nkfm.org, (800) 482-1455

JUNE 29

Poolside Performance: Exploration of experimental music, movement and mark-making, 7-8 p.m., Cranbrook Art Museum, 39221 Woodward Ave. in Bloomfield Hills, cranbrookartmuseum.org

JULY 8

Book sale: 11 a.m.-3:30 p.m., Bloomfield Township Public Library, 1099 Lone Pine Road, [facebook.com/FriendsBTPL](https://www.facebook.com/FriendsBTPL)

JULY 10

Drive for Life Invitational: Benefits oncology services

at Corewell Health's Beaumont hospitals in Royal Oak and Troy, shotgun starts at 10 a.m. (south course) and 10:15 a.m. (north course), Oakland Hills Country Club, 3951 W. Maple Road in Bloomfield Hills, beaumont.org/driveforlife

JULY 20

Caregiver Support Group: 10-11 a.m., also blood pressure screening 11:30 a.m.-12:30 p.m., Bloomfield Township Senior Center, 4315 Andover Road, register for support group only, (248) 723-3500

ONGOING

Michigan Fine Arts Competition: On display until Aug. 17, Birmingham Bloomfield Art Center, 1516 S. Cranbrook Road in Birmingham, bbartcenter.org



Art exhibit: "Sonya Clark: We Are Each Other," on display until Sept. 24, Cranbrook Art Museum, 39221 Woodward Ave. in Bloomfield Hills, www.cranbrookartmuseum.org

Birmingham Farmers Market: 9 a.m.-2 p.m. Sundays until Oct. 29, Public Parking Lot 6, 660 North Old Woodward Ave., ALLINBirmingham.com/FarmersMarket

Birmingham Metropolitan Women's Club: Meets every second Tuesday of Month, Iroquois Club, 42328 Woodward Ave. in Bloomfield Township, RSVP two weeks prior to each event, chriswludyka@outlook.com, (248) 303-7339, thebirminghammetropolitanwomensclub.weebly.com

Senior Men's Club of Birmingham: Speakers and luncheon every Friday, 10:30 a.m., Iroquois Club,

CONCERTS

7 p.m. (unless noted) at Shain Park, Merrill and Bates streets near Birmingham City Hall

June 21: The Favorites

June 28: 2XL

July 5: Taylor Tucky

July 12: Magic Bus

July 19: The Bluecat Band (at noon) and Surf-Zup

July 26: ThunderBeard (ZZ Top tribute)

Aug. 2: The Boss Revue (Bruce Springsteen tribute)

Aug. 9: Uc3 Acoustic Trio (at noon) and Your Generation In Concert

Aug. 16: Mainstreet Soul

Source: bhamgov.org/summerconcerts



Beverly Park: Danny D and the Vagabonds July 14 and Bob Mervak Aug. 4, both at 7 p.m., also free coffee, breakfast snacks and jazz by Ryan Bills Trio and friends, 9 a.m.-noon July 16, Aug. 20, Sept. 17 and Oct. 15, 18801 Beverly Road in Beverly Hills, villagebeverlyhills.com/newslist.php

Great Lakes Chamber Music Festival: Local performances include June 21 at Bloomfield Township Public Library, 1099 Lone Pine Road, June 22 at Kirk in the Hills, 1340 W. Long Lake Road in Bloomfield Hills, June 22 and 23 at Temple Beth El, 7400 Telegraph Road in Bloomfield Hills, and June 24 at Seligman Performing Arts Center, 22305 W. 13 Mile Road in Beverly Hills, see full schedule and lineups at www.greatlakeschambermusic.org

42328 Woodward Ave. in Bloomfield Township, also on Zoom, RSVP by previous Monday, www.seniormensclubbirmingham.com

Movie discussion club: Meets 7 p.m. every first Thursday of month, Bloomfield Township Public Library, 1099 Lone Pine Road, (248) 642-5800, btpl.org

Birmingham & Ferndale Stamp Club: Meets 6-8 p.m. select Tuesdays, NEXT Senior Center, 2121 Midvale St.

in Birmingham, (248) 968-3505, birminghamstampclub.com

Book club: Meets 10 a.m. every fourth Thursday of month, Bloomfield Township Public Library, 1099 Lone Pine Road, (248) 642-5800, btpl.org

Lupus support groups: 10 a.m. every second Tuesday of month, 7 p.m. every last Wednesday of month, Zoom, milupus.org/support-groups

This post was contributed by a community member. The views expressed here are the author's own.

Bloomfield-Bloomfield Hills | Featured Event

Taxes in Retirement Seminar on June 20 & 21 at Bloomfield Township Public Library


 Enlighten 567 Workshops, Local Business


JUN
20



Event Details

 Tue, Jun 20, 2023 at 11:00 AM [Add to calendar](#) 

 Bloomfield Township Public Library, 1099 Lone Pine Rd, Bloomfield Twp, MI, 48302

 [More info here](#)

THE NEW TAX AND FINANCIAL RULES HAVE CHANGED.

Understand the potential impact taxes have on your retirement income.

[PRE REGISTRATION REQUIRED - CLICK HERE TO REGISTER](#)



This post was contributed by a community member. The views expressed here are the author's own.

Bloomfield-Bloomfield Hills | Featured Event

Social Security Seminar at Bloomfield Township Public Library

 Enlighten 567 Workshops, Local Business


JUL
19




Event Details

 Wed, Jul 19, 2023 at 11:00 AM

[Add to calendar](#) ▾

 Bloomfield Township Public Library, 1099 Lone Pine Rd, Bloomfield Twp, MI, 48302

 [More info here](#)

One of the most important decisions you need to make before you retire is when to claim Social Security benefits.

[PRE REGISTRATION REQUIRED - CLICK HERE TO REGISTER](#)



Many retirees apply for Social Security before reaching full retirement age. But by doing so, they may significantly and permanently reduce the benefits that they – and possibly their spouses – could receive over a lifetime.

Social Security provides not only a guaranteed income stream but also **longevity protection, spousal protection, and some inflation protection**. It may be the closest thing you receive to a traditional pension.


Whether you're single, married, divorced, or widowed, there may be ways to maximize the lifetime Social Security benefits you receive. The concepts discussed in this course are most suitable for those with investable assets of \$100k or more.

Join us at the Bloomfield Township Public Library covering Social Security Workshop on **July 19 from 11:00 AM - 12:30 PM or July 19 from 6:00 PM - 7:30 PM**.

[PRE REGISTRATION REQUIRED - CLICK HERE TO REGISTER](#)

 Interested  Reply  Share



 Write your reply



Reply

**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
MEMORANDUM**

TO: Library Board of Trustees

FROM: Katherine Bryant, Assistant Library Director

DATE: July 13, 2023

SUBJECT: Strategic Plan

The three strategic plan committees all held their first meetings in June. Their meeting summaries are below.

In addition, the Library has contracted with Jenna Walker, Associate Director of Interior Design at Yellowstone, to develop a pre-design report that will include research, inspiration, concepts, goals, program narrative, inventory of existing FFE, user persona and journey mapping, ideation, program needs assessment matrix, renovation strategy/prioritization approach, and schematic block plans to use in studying the viability of reimagining underutilized spaces in Bloomfield Township Public Library. Library Director Tera Moon and Assistant Director Katherine Bryant will meet with Jenna on July 19 to prepare for a pre-design visioning session with the Library management advisory committee on August 9. This will lead us toward the goal of reimagining use of library spaces.

HR Practices Committee

The HR committee introduced themselves and established a regular meeting to be the second Tuesday of each month at 2:00 p.m. We talked about charges for our group, deciding our first priority is to work on updating our posting language and hiring practices for inclusion. Jen Taggart, Laura Kraly, and Katherine Bryant gave a detailed overview of our current hiring process. We agreed to evaluate our current practices and start researching current best practices, adding articles and other job posting examples to the ongoing resources folder on Teams. The group also discussed the feedback from Staff Development Day. Each member will go over this feedback and select 3-5 items that stand out to discuss at our next meeting.

Collaborative Culture Committee

The group established a regular meeting time and date and did introductions. We discussed what a "collaborative culture" means to everyone and went over the feedback from Staff Development Day, as well as information from the Learning Report. We discussed what the group hopes to focus on (more transparency, creating a culture that doesn't require anonymous feedback, establishing short- and long-term goals and creating implementation plans, and test run job shadowing between each other). For the next meeting, members will come with short- and long-term goals for the group to start workshopping with (also available via Teams).

Inclusive Spaces Committee

Introductions were made, and we selected Lori Smith-Hoogasian to keep the meeting minutes with a backup from Rebecca Tauber. We shared some of our concerns with the various spaces around the Library and discussed our purpose as a group in this endeavor. Tera Moon relayed upcoming plans to work with interior designer Jenna Walker from Yellowstone. We tentatively decided to meet monthly on the fourth Tuesday of each month at 2:00 p.m.

MARKETING REPORT

JUNE 2023

INSTAGRAM



FOLLOWERS:
1561 (119 from May)

TOTAL REACH:
961
(110.5% from May)



FACEBOOK



FOLLOWERS:
2853 (116 from May)

TOTAL REACH:
5792
(147.8% from May)

TWITTER

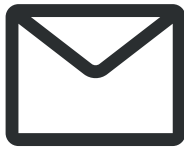


FOLLOWERS:
294 (11 from May)

IMPRESSIONS:
1680 with 35 tweets



NEWSLETTERS



- **Books and More** (new books, Summer Reading Program) - 1443 messages
- **Movies and More** (new DVDs, Summer Reading Program) - 102 messages
- **Discover** (Summer Reading Program, Great Lakes Chamber Music Festival, Speed Dating with a Book) - 20,466 messages
- **Summer Reading** - 29,909 messages
- **Digital News** (new ebook and eaudiobook titles from Libby and hoopla, Summer Reading) - 1897 messages

PRESS RELEASES



- Great Lakes Chamber Music Festival
- Summer Reading Program
- July Book Sale



August 2023 Adult and Teen Programs

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
30	31 GARDENING BASICS & CONTAINER GARDENING <i>**Registration is Required 7 p.m.</i>	1 Fiber Arts Club 10 a.m. – Noon	2	3 Adult and Teen Craft Kit Release: Last Chance Crafts <i>Bloomfield Twp. residents only while supplies last</i> **Movie Discussion Club 7 p.m.	4 English Language Conversation Group 10 a.m. – Noon	5
6	7 Duck Hunt for Teens Break-in Bag Noon – 12:30 p.m. 	8 **What's Your Story? A Memoir Writing Group 1 p.m. ***Learn Canva 5:30 p.m.	9 **Writers' Rendezvous 6:30 p.m.	10 ***PowerPoint Basics, 5:30 p.m. 	11 All Together Now Summer Reading Program Finale: Friends Game Day (All ages) 2 p.m. – 3:30 p.m. After Hours Game Night For ages 8 and up 6:30 p.m. – 8 p.m.	12  Saturday Book Sale Friends of the Library Second Saturday Book Sale 10 a.m. – 3:30 p.m. <i>(First hour Friends members only)</i>
13	14 Fiber Arts Club 6 p.m. – 8 p.m. 	15 **Science Fiction / Fantasy Book Club 7 p.m.	16 **Mystery Book Club 1 p.m. ***Meet the Databases 6 p.m.	17 **Library Garden Tour with Jim Slezinski from Goldner Walsh Garden and Home 11 a.m. 	18 English Language Conversation Group 10 a.m. – Noon **Library Garden Tour with Jim Slezinski from Goldner Walsh Garden and Home 11 a.m.	19
20	21 **Lunchtime Book Club 1 p.m.	22 **What's Your Story? A Memoir Writing Group 1 p.m. **Classics Book Club 7 p.m.	23 **Writers' Rendezvous 6:30 p.m.	24 **Thursday Book Club 10 a.m. ***Microsoft Excel 5:30 p.m.	25 English Language Conversation Group 10 a.m. – Noon	26
27	28 **Books in Bars Book Club 6 p.m. 	29	30	31 ***Google Apps, 5:30 p.m. 	*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. OR register online at www.btpl.org/events	

July 2023 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>OR register online at www.btpl.org/events</p>		<p>2023 Summer Reading Program</p> <p>All Together Now</p> <p>June 20 - August 11</p> <p>All Together Now Summer Reading Program Events @ the Library</p> <p>Scavenger Duck Hunt for Teens, Wednesday, July 12, 12 noon – 2 p.m. Teens ages 13-18 can join us for a drop-in Library scavenger duck hunt. Players will be allowed to keep up to five found ducks and win prizes. Pop-up duck hunts will be announced on social media accounts and our website through August 11, so make sure to follow on Facebook, Instagram, and Twitter.</p> <p>All Ages Puzzle Tournament, Saturday, July 29, 1 p.m. – 4 p.m. Team registration is required and begins July 1. Gather your puzzle-loving family and friends! Puzzle players of all ages and levels may compete in our first ever puzzle tournament in teams of 2 – 4 players for a chance to win prizes.</p>					1			
2	3	<p>LIBRARY CLOSED FOR JULY 4TH</p> 	4	5	<p>***Introduction to Scanning and Photo Editing 5:30 p.m.</p> <p>**Movie Discussion Club 7 p.m.</p>	6	7	<p>English Language Conversation Group 10 a.m. – Noon</p>	8	 <p>Friends of the Library Second Saturday Book Sale 10 a.m. – 3:30 p.m. (First hour Friends members only)</p>
9	10	<p>Adult and Teen Craft Kit Release: Puffy Paint Lines <i>Twp. residents only while supplies last</i></p> <p>Fiber Arts Club 6 p.m. – 8 p.m.</p>	11	12	<p>**What's Your Story? A Memoir Writing Group 1 p.m.</p> <p>Scavenger Duck Hunt for Teens 12 noon – 2 p.m.</p> <p>*Teen Crafternoon: Make What You Want, 2:30 p.m. – 4 p.m.</p> <p>**Writers' Rendezvous, 6:30 p.m.</p>  	13	14	<p>***Introduction to Excel 5:30 p.m.</p> <p>English Language Conversation Group 10 a.m. – Noon</p>	15	
16	17	<p>**Lunchtime Book Club 1 p.m.</p> 	18	19	<p>**Austentacious Afternoon Tea – A Jane Austen Tea Party 2 p.m.</p> <p>**Classics Book Club 7 p.m.</p> <p>**Mystery Book Club 1 p.m.</p> <p>***Don't Get Scammed! 5:30 p.m.</p>	20	21	<p>Adult and Teen Craft Kit Release: Crochet an Amigurumi Rocketship <i>Twp. residents only while supplies last</i></p> <p>English Language Conversation Group 10 a.m. – Noon</p>	22	
23	24	<p>**Books in Bars Book Club 6 p.m.</p>	25	26	<p>**What's Your Story? A Memoir Writing Group 1 p.m.</p> <p>**Writers' Rendezvous 6:30 p.m.</p> 	27	28	<p>**Thursday Book Club 10 a.m.</p> <p>English Language Conversation Group 10 a.m. – Noon</p>	29	<p>Drive-Up Document Shredding 9:30 a.m. – 12 noon</p> <p>**All Ages Puzzle Tournament 1 p.m. – 4 p.m.</p>

July YOUTH Events Calendar


S	m	t	w	t	f	s
						01
02	03	04  Library Closed	05	06 Friendship Bracelets 4:30 – 5:30 p.m.	07 Outdoor Family Story Time 11 a.m. – 11:30 a.m.	08 Friends Book Sale 11 a.m. – 3:30 p.m.
09	10 Outdoor Family Story Time 3 p.m. – 3:30 p.m.	11 The Wizard of Oz Interactive Movie 6:30 – 8:30 p.m.	12	13 Stop-Motion Animation Workshop 2 p.m. – 4 p.m.	14	15
16	17	18 Splash Bash 2 p.m. – 4 p.m.	19 DIY Mini Squishmallow 1 p.m. – 3 p.m.	20 Critchlow Alligator Friends 6:30 – 7:30 p.m.	21 Outdoor Family Story Time 11 a.m. – 11:30 a.m.	22
23	24 	25 Outdoor Family Story Time 3 – 3:30 p.m.	26 Dungeons and Dragons "Light" 3:30 – 5:30 p.m. or 6:30 – 8:30 p.m.	27 Bluey Party! 10:30 – 11:30 a.m. Art Lab 6 p.m. – 8 p.m.	28	29 All Together Now Puzzle Tournament 1 p.m. – 4 p.m.
30	31					

VISIT WWW.BTPL.ORG/EVENTS FOR MORE INFO

2023 Summer Reading Program

All Together Now

June 20 – August 11



Join the All Together Now Summer Reading Challenge!

SUMMER READING PROGRAM June 20 – August 11

Our Summer Reading Program is still going on! Haven't signed up yet? That's ok! There's still lots of time (all of July and the beginning of August) to participate! All kids from infant to 8th grade will get to pick a book to keep upon registration and will also get a LOVE MY LIBRARY lawn sign.

Visit Youth Services or btpl.org/summer for more information. Additional information on the back of this calendar.



VOTE FOR YOUR FAVORITE LIBRARY CARD DESIGN July 16 – July 22

All Bloomfield Township residents are invited to vote in the second round of judging. Vote from the top 10 designs of three categories: 12 and younger; 13 – 17; 18 and older.

SPLASH BASH

Tuesday, July 18, 2 p.m. – 4 p.m.
No registration required.

Join us on the Youth Terrace for water play fun for the little ones ages 1-3. Expect lots of splashy activities! Swimsuits and towels are welcome. Please note, in case of bad weather, we will reschedule to another date.



CRITCHLOW ALLIGATOR FRIENDS

Thursday, July 20, 6:30 p.m. – 7:30 p.m.
No registration required.

The Critchlow Alligator Sanctuary will be visiting us with reptile and amphibian friends. Bring the whole family to learn all about alligators in this informative presentation!





Summer Reading Prize Patrol

All residents can opt to sign up for Prize Patrol after registering for the Summer Reading Program June 20 – August 11. What does that mean? Every week of our Summer Reading Program we will be randomly selecting two households and dropping off a bag full of library and book swag, IF your LOVE MY LIBRARY sign is on display on your lawn or in a window. You do not have to be home to win!

Outdoor Family Story Time

Friday, July 7, 11 a.m. – 11:30 a.m.

Monday, July 10, 3 p.m. – 3:30 p.m.

Friday, July 21, 11 a.m. – 11:30 a.m.

Tuesday, July 25, 3 p.m. – 3:30 p.m.

No registration required. In the case of inclement weather, story time will be held inside.



Join us outside for story time this summer on the Youth Terrace. The entire family can join in on the stories, songs, rhymes, movement, and more. For families of all ages.

Friendship Bracelets

Thursday, July 6, 4:30 p.m. – 5:30 p.m.

Registration is required and begins June 8.

We'll supply everything you need and show you how to make different styles of friendship bracelets for your favorite person! For ages 9 and up.

Interactive Movie: The Wizard of Oz

Tuesday, July 11, 6:30 p.m. – 8:30 p.m.

Registration is required and begins June 13.

Join us for an interactive movie experience on the Yellow Brick Road that you'll want to share with family and friends. Each attendee will receive a bag of props and treats to use throughout the movie.

For families, ages 5 and up.

Stop-Motion Animation Workshop

Thursday, July 13, 2 p.m. – 4 p.m.

Registration is required and begins June 15.

Each participant will build their own custom, stop-motion puppet and bring it to life using the magic of stop-motion animation! Presented by Alex Thomas and the Friends of the Library. For ages 8 – 12 years.

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



Please contact us if you require any additional accommodations.



DIY Mini Squishmallow

Wednesday, July 19, 1 p.m. – 3 p.m.

Registration is required and begins June 21.

Learn simple hand-sewing techniques while making your own unique Squishmallow. Time and patience are both needed as we design, cut, and sew our creations.

For ages 11 – 13 years.

Dungeons and Dragons "Light"

Wednesday, July 26

Two Sessions: 3:30 p.m. – 5:30 p.m. or 6:30 p.m. – 8:30 p.m.

Registration is required and begins on June 28.

Brand new players and experienced adventurers are welcome to join in this D & D one shot using pre-generated characters. Materials will be provided but feel free to bring your own dice! Please register for one session only.

For ages 10 – 13 years.

Bluey Party!

Thursday, July 27, 10:30 a.m. – 11:30 a.m.

Registration is required and begins June 29.

Celebrate the fun of this popular children's show with themed crafts and exciting games! For ages 3 and up with a grownup.



Art Lab: Two-Hour Summer Edition

Thursday, July 27, 6 p.m. – 8 p.m.

Registration is required and begins June 29.

Using different art mediums, create something special for summer! Thank you to the Friends of the Library for sponsoring this program. For ages 10 – 13 years.



All Together Now Puzzle Tournament

Saturday, July 29, 1 p.m. – 4 p.m.

Registration is required and begins July 1 and ends July 22..

Gather up your puzzle loving family and friends and compete in our first ever PUZZLE TOURNAMENT! Teams of 2-4 players will compete to win fun prizes.

Save the Date:

August Youth Events

Glow Party: Tuesday, August 1, 2 p.m. – 3 p.m.

Youth Caricature Workshop: Thursday, August 3, 2 p.m. – 4 p.m.

Summer Reading Family and Friends Game Day and Night:

Friday, August 11, 2 p.m. – 3:30 p.m. all ages;

After Hours 6:30 p.m. – 8 p.m. ages 8+

Pedestrian Safety for Kids: Tuesday, August 15, 6:30 p.m. – 7:30 p.m.

Randy Kaplan Hanging on to Summer Concert:

Tuesday, August 22, 6:30 - 7:30 pm



Bloomfield Township Public Library

1099 Lone Pine Road
Bloomfield Township, MI 48302
(248) 642-5800 | www.btpl.org

DATES FOR LIBRARY BOARD OF TRUSTEES

Wednesday, July 19, 7:00 p.m. – Library Board Meeting (all Trustees)

Tuesday, July 25, 7:00 p.m. – Ambassadors Group

Wednesday, August 2, 11:00 a.m. – Friends Board Meeting

Thursday, August 3, 10:00 a.m. – Work Session for Preliminary Proposed
2024/2025 Budget

Thursday, August 10, 9:00 a.m. – Building and Grounds Committee (all
Trustees)

Saturday, August 12, 10 a.m. - 3:30 p.m.– Friends Second Saturday Sale
(with the first hour, 10-11 a.m., open to Friends members only)

Tuesday, August 15, 6:30 p.m. – Myers Scholarship Presentation (all
Trustees)

Tuesday, August 15, 7:00 p.m. – Library Board Meeting (all Trustees)