

Bloomfield Township Public

Library

**Bloomfield Township Public Library
Board of Trustees**

Library Board Meeting
Tuesday, September 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
Tuesday, September 19, 2023 7:00 p.m.

#	<u>NUMBERED ITEMS</u>	<u>DATE DELIVERED</u>
1	Agenda	09/15/2023
2a	Request to remove items from the Consent Agenda for Discussion	09/15/2023
2b	Motion to approve the order of items for the regular and consent agendas	09/15/2023
5	Motion to approve remaining Consent Agenda items 6-8d	09/15/2023
6	Regular Board Meeting Minutes of August 15, 2023	09/15/2023
7a	Cash Disbursements	09/15/2023
7b	Revenues/Expenditures Budget Report	09/15/2023
7c	Energy Report	09/15/2023
8a	President's Report– no report	
8b	Director's Report	09/15/2023
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– 09/14/2023	09/15/2023
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 – 08/29/2023	09/15/2023
11a	Audit Presentation	09/15/2023
11b	Millage Renewal Proposal	09/15/2023
11c	Bank Signatories	09/15/2023
13	Motion to approve any items removed from the Consent Agenda	09/15/2023
	<u>UNNUMBERED ITEMS</u>	<u>DATE DELIVERED</u>
	Used Equipment Sale	09/15/2023
	Press Mentions	09/15/2023
	Strategic Plan Update	09/15/2023
	Marketing Report	09/15/2023
	Youth Services Events Calendar	09/15/2023
	Adult Services Events Calendar	09/15/2023
	Dates for Library Board of Trustees	09/15/2023

AGENDA
BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
BOARD OF TRUSTEES
Tuesday, September 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 August 15, 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. Library Audit FY 2022-2023
 - b. Millage Renewal Proposal
 - c. Bank Signatories
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, October 17, 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, August 15, 2023, 7:00 p.m.
Library Board Room

At 7:02 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, Danielle Gillman, Joan Luksik, Joy Murray and Judy Lindstrom and Shane Spradlin

Trustees Absent: None

Administration: Assistant Director Katherine Bryant; Administrative Assistant Linden Godlove; Finance Coordinator Monica Gower

Absent: Library Director, Tera Moon

Guests: None

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

Upon discussion, a motion was made by Keith Carduner and seconded by Joan Luksik **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, Luksik, Lindstrom, Murray, and Spradlin

Nays: None

MOTION CARRIED

PRESIDENT'S VERBAL REPORT:

President Dani Gillman expressed how special it is that the Library gets to distribute the Myers Scholarship. She thanked Joy Murray and Joan Luksik for serving on the selection committee. Congratulations to winners Becca Tauber and Tamia Austin. She was pleased about the Library Card Design Contest results. This is part of encouraging the community to participate in the Library. There is a form to "Share Your Story" on the website where one can tell how wonderful and influential the Library has been to patrons.

DIRECTOR'S VERBAL REPORT:

Assistant Director Katherine Bryant spoke on behalf of Director Moon, who deeply regrets not being present today. Congratulations, once more, to all the Myers Scholarship winners. Supporting the continued education of students connected with Bloomfield Township Public Library in such a tangible way is a real pleasure. The scholarship has touched so many lives over the years.

There were over one hundred entries in the Library Card Design contest. A committee of staff members narrowed down the submissions, from which the community voted. September is Library card signup month, when these will be released as an option in addition to the current design.

The upcoming BTPL app was discussed. Staff, Trustees, Friends, and Ambassadors have all been invited for beta testing. It is on track to be available to patrons at the end of this month. The Library's fall newsletter will include a teaser about it. A greater promotional campaign is being planned for winter.

For the strategic plan, the management team had a great first conversation with Jenna Walker. She is an interior designer who is assisting the staff with prioritizing the goals around reimagining spaces in the Library. This is a consideration of what is working and what is not in the building, as well as what would best serve the community's needs. A detailed report is being prepared and will be shared with the Board at the October building and grounds meeting.

Intellectual Freedom continues to be an important subject. Shane Spradlin shared a recent article about materials challenges in Virginia. Similar challenges are occurring in Michigan and other states. There is a procedure for handling challenges at this Library. There was discussion of people that challenge books out of personal, genuine concern and those that do so for political reasons.

There was a discussion of the vending service. The deficiencies outlined in a letter to the vending service were: the coffee machine in the public area is not working yet; there is no coffee machine in the staff area; and card readers are still not working on two machines in the public area. The vendor is working on the card readers and the coffee machine in the public area. At this point, if the coffee machine in the public area is programmed, the letter would be rescinded.

The Library held a second shredding event on July 29. This event saw nearly double the attendance as the first one, held in the spring. The enormous turnout caused a lot of traffic problems, even all the way out to Telegraph. The line had to be cut off and some patrons were turned away without getting their shredding accomplished. Director Moon received many complaints, and there were some unhappy people the day of the event. It is currently being evaluated whether the Library will hold this event in the future. Clearly there is a need, but the site is not best equipped to handle this.

There was some minor flooding in the lower level--a small amount confined to the maintenance

workshop. The Facility Services Department Head cleaned this up on his own. This continues to be an issue, although it has been over a year and a half since the last incident.

The Library will hold its used equipment sale this Saturday, August 19. This will include decommissioned items. This is part of the Library's transparency and accountability. The Library does not offer IT support for any of the items sold.

Summer Reading was an outstanding success this year. One of the most popular activities was the duck hunts. Almost 700 registered for the summer reading program, compared to 537 last year. 166 completed the programs. 7,341 days of reading were logged by the children. 922 books were read by teens and adults for the challenge. The program closed on Friday.

Upon discussion, a motion was made by Judy Lindstrom, seconded by Joy Murray to **APPROVE THE REMAINING ITEMS ON THE CONSENT AGENDA.**

A vote was taken for approval of the motion.

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

Nays: None

MOTION CARRIED

REGULAR AGENDA:

Call to the public.

None present.

UNFINISHED BUSINESS:

No unfinished business.

NEW BUSINESS:

11a. Public Budget Hearing

Presentation and Discussion of Preliminary Budget, Fiscal Year April 1, 2024- March 31, 2025.

Assistant Director Katherine Bryant thanked the Department Heads, Administration team, and the Trustees for the collective effort to prepare this preliminary budget. She provided an overview on the Fiscal Year (FY) 2024-2025 Preliminary Budget. The final budget for FY 2024-2025 will be presented in March 2025.

Motion to Approve: The Fiscal Year 2024-2025 Preliminary General Fund Budget:

Upon review and discussion of the Fiscal Year 2024-2025 Preliminary General Fund Budget, a motion was made by Keith Carduner, seconded by Joy Murray:

TO APPROVE THE PRELIMINARY GENERAL FUND BUDGET, AS ATTACHED, FOR FISCAL YEAR APRIL 1, 2024 – MARCH 31, 2025, IN THE AMOUNT OF \$7,080,671 FOR THE ANTICIPATED REVENUES AND \$8,188,340 FOR THE ANTICIPATED EXPENDITURES FOR THE SUPPORT AND MAINTENANCE OF BLOOMFIELD

TOWNSHIP PUBLIC LIBRARY FOR THAT FISCAL YEAR AND THE FUND BALANCE RESERVES SHALL BE DECREASED BY \$1,107,669.

THAT THE APPROVED GENERAL FUND BUDGET AND TAX LEVY FOR FISCAL YEAR APRIL 1, 2024 – MARCH 31, 2025, BE FORWARDED TO THE CHARTER TOWNSHIP OF BLOOMFIELD OFFICES AND THAT THE LIBRARY BOARD REQUEST FULL ASSESSMENT FOR LIBRARY PURPOSES OF THE 2.0 APPROVED MILLS ADJUSTED BY MANDATED HEADLEE-AMENDMENT ROLL BACK ON EACH DOLLAR OF TAXABLE PROPERTY OF THE TOWNSHIP.

TO APPROVE ON A FUNCTIONAL AND TOTAL FUND BASIS THE AMENDED GENERAL FUND BUDGET, FOR THE CURRENT FISCAL YEAR APRIL 1, 2023 – MARCH 31, 2024, IN THE FOLLOWING AMOUNTS FOR THE SUPPORT AND MAINTENANCE OF BLOOMFIELD TOWNSHIP PUBLIC LIBRARY: \$8,916,322 FOR THE ANTICIPATED REVENUES AND \$10,730,074 FOR THE ANTICIPATED EXPENDITURES. FUND BALANCE RESERVES SHALL BE DECREASED BY (\$1,813,752). THERE IS A PLANNED USE OF FUND BALANCE FOR CAPITAL PROJECTS, INCLUDING THE STORM SEWER MITIGATION PROJECT.

A vote was taken for approval of the motion.

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

Nays: None

MOTION CARRIED

Motion to Approve the Fiscal Year 2024-2025 Preliminary Gift Fund Budget:

Upon review and discussion of the FY 2024-2025 Preliminary Gift Fund Budget, a motion was made by Joy Murray, seconded by Judy Lindstrom:

TO APPROVE THE PRELIMINARY GIFT FUND BUDGET, AS ATTACHED, FOR FISCAL YEAR APRIL 1, 2024 – MARCH 31, 2025, IN THE AMOUNT OF \$700 FOR THE ANTICIPATED REVENUES AND \$162,195 FOR THE ANTICIPATED EXPENDITURES FOR THE SUPPORT AND MAINTENANCE OF BLOOMFIELD TOWNSHIP PUBLIC LIBRARY FOR THAT FISCAL YEAR.

A vote was taken for approval of the motion.

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

Nays: None

MOTION CARRIED

11b. Holiday Calendar

Assistant Director Bryant presented the proposed 2024 holiday closing calendar.

Upon discussion, a motion was made by Judy Lindstrom, seconded by Joy Murray **TO APPROVE THE PROPOSED 2024 LIBRARY CALENDAR OF HOLIDAYS AND CLOSINGS AS PRESENTED.**

A vote was taken for approval of the motion.

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

Nays: None

MOTION CARRIED

12. DISCUSSION OF ITEMS REMOVED FROM THE CONSENT AGENDA

7a Dani Gillman commented that the formatting on the check register skewed the amounts, so these were separated from the correct vendor.

Shane Spradlin inquired about the check reissued to Poseidon. There have been issues with the post office receiving mail. Finance Coordinator Monica Gower has been monitoring this. The check to Library Design Associates was for new chairs in Youth Services so caregivers have a comfortable place to sit. Lift and Level is a concrete company that repaired the service entrance sidewalks, which were uneven. Kanopy is a movie streaming service to which the Library subscribes. This is a pay per use model, so the cost varies.

Shane Spradlin asked about the asset allocation summary from section 7B, specifically the investments. He is concerned about the low percentage of interest with Flagstar and RBC money market. There is a goal to discuss with the current banks the Library is involved. This is still under review.

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

A vote was taken for approval of the motion.

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

Nays: None

MOTION CARRIED

OTHER:

Judy Lindstrom inquired about promotion of digital services. The upcoming print newsletter will feature the four major streaming services: Libby, hoopla, Kanopy, and Press Reader.

Judy Lindstrom spoke about brochures detailing the Library gardens. She is discussing the gardens with Jim Slezinski of Goldner Walsh. There are two garden walk programs with Jim Slezinski around the Library campus that are completely full with a waiting list.

At the Friends August Second Saturday Sale, \$6230.70 was earned in sales and \$156 in donations. Friends Board member Diane Kennedy visited the Birmingham and Bloomfield school districts to promote these sales. Many volunteers distribute boxes of books to different schools and in the Little Free Libraries throughout the area and to far reaches of the state as they travel. The Friends have selected April 24, 2024 for the Annual Meeting. They will be increasing the membership dues.

Joan Luksik thanked everyone for their understanding in her recent absences. She expressed

her pleasure at the many happenings with the Library as she reviewed what occurred.

Next board meeting will be Tuesday, September 19. The 2022/2023 audit will be discussed at this time.

At 8:03 p.m. President Gillman adjourned the meeting.

Submitted by:

A handwritten signature in black ink, appearing to read "Joan Luksik". The signature is written in a cursive style with a large initial "J".

Joan Luksik, Board Secretary

Proposed

BLOOMFIELD TOWNSHIP PUBLIC LIBRARY**Cash Disbursements Comments
August 2023****General Fund – Advance**

- Check #23315 made payable to Shayna Connolly in the amount of \$108.43 was reimbursement for purchase of program supplies.
- Check #23318 made payable to Killian Weston in the amount of \$100.00 was reimbursement for purchase of summer reading prizes.
- Check #23320 made payable to Avigilon Alta in the amount of \$6,000.00 was for an annual subscription for the software to program the upgraded door access hardware.
- Check #23322 made payable to Consumers Energy in the amount of \$6,918.84 was payment for natural gas service for the period 7/7-8/7.
- Check #23323 made payable to DTE Energy in the amount of \$25,285.63 was payment for electricity service for the period 7/11-8/8.
- Check #23324 made payable to OTC Brands, Inc. in the amount of \$171.84 was payment for program supplies.
- Check #23338 made payable to Manhattan Short Inc. in the amount of \$600.00 was payment for a program presenter.

General Fund - Regular

- Check #23340 made payable to Arbor Oakland Group in the amount of \$4,677.42 was payment for the quarterly print newsletter.
- Check #23341 made payable to Augies Building Services in the amount of \$1,430.00 was for emergency cleaning services after a flood in the lower level.

- Check #23343 made payable to Bad Axe Area District Library in the amount of \$27.50 was payment for a MeLCat book damaged by one of our patrons.
- Check #23345 made payable to Bloomfield Township in the amount of \$4,352.61 was payment for water service for the period 7/18-8/17.
- Check #23346 made payable to Bloomfield Township in the amount of \$341,800.22 was payment for two payrolls including two payrolls including FICA, health insurance, etc.
- Check #23348 made payable to Butzel Long in the amount of \$39.00 was for legal services.
- Check #23356 made payable to Farmington Community Library in the amount of \$1,152.69 was payment for the CreativeBug database.
- Check #23358 made payable to Hennes Communications LLC. in the amount of \$500.00 was payment for media training for the Assistant Director.
- Check #23361 made payable to Midwest Collaborative For Lib. Svcs in the amount of \$362.03 was payment for two databases.
- Check #23362 made payable to Metcom, Inc. in the amount of \$9,540.00 was payment for library cards.
- Check #23365 made payable to Michigan Library Association in the amount of \$255.00 was payment for annual conference registration fee.
- Check #23366 made payable to Monroe County Library System in the amount of \$16.99 was payment for a MeLCat book lost by one of our patrons.
- Check #23368 made payable to Online Computer Library Center in the amount of \$3,110.59 was payment for EZ proxy service for offsite access to databases for patrons.
- Check #23370 made payable to Plymouth District Library in the amount of \$33.00 was payment for a MeLCat book lost by one of our patrons.
- Check #23371 made payable to Priority Waste, Llc in the amount of \$448.53 was payment for waste and recycling service. There was one month overlap with Car Trucking.
- Check #23374 made payable to Sage Software in the amount of \$3,104.00 was payment for licensing of accounting software.
- Check #23377 made payable to The Flying Locksmiths, Detroit North in the amount of \$17,358.43 was for the door access upgrade project.

- Check #23378 made payable to The Library Network in the amount of \$1,463.04 was payment for the Employee Assistance Program.
- Check #23383 made payable to Wayne State University in the amount of \$19.99 was payment for a VHS tape lost by our patron.

Gift Fund – Advance

- Check #5439 made payable to Grand Valley State University in the amount of \$610.50 was payment for Myers Scholarship.
- Check #5440 made payable to Purdue University- Main Campus in the amount of \$610.50 was payment for Myers Scholarship.
- Check #5443 made payable to Paul Vachon in the amount of \$100.00 was payment for a program presenter.
- Check #5444 made payable to Dale A. Carlson in the amount of \$200.00 was payment for a program presenter.
- Check #5445 made payable to Tara Hayes in the amount of \$500.00 was payment for a program presenter.

BLOOMFIELD TOWNSHIP PUBLIC LIBRARY

CHECK REGISTERS

FOR THE MONTH OF AUGUST 2023

Check #	Date	Payee	Cash Account	Amount
General Fund				
ADVANCE CHECKS:				
23315	8/10/23	Shayna Connolly	016.01	108.43
23316	8/10/23	LOWE'S	016.01	828.56
23317	8/10/23	TERMINIX PROCESSING CTR.	016.01	171.00
23318	8/10/23	Killian Weston	016.01	100.00
23319	8/16/23	APPLIED INNOVATION	016.01	1,442.37
23320	8/16/23	AVIGILON ALTA	016.01	6,000.00
23321	8/16/23	XFINITY	016.01	85.83
23322	8/16/23	CONSUMERS ENERGY	016.01	6,918.84
23323	8/16/23	DTE ENERGY	016.01	25,285.64
23324	8/16/23	OTC BRANDS, INC.	016.01	171.84
23325	8/16/23	PTS Communications	016.01	78.00
23326	8/16/23	T MOBILE	016.01	56.12
23327	8/16/23	VIGILANTE SECURITY	016.01	1,950.00
23328	8/30/23	AMAZON.COM	016.01	596.38
23329	8/30/23	FLAGSTAR BANK	016.01	7,617.35
23330	8/30/23	PRINCIPAL LIFE INSURANCE COMPANY	016.01	848.65
23331	8/30/23	PTS Communications	016.01	78.00
23332	8/30/23	TERMINIX PROCESSING CTR.	016.01	171.00
23337	9/5/23	AMAZON.COM	016.01	1,485.06
23338	9/5/23	MANHATTAN SHORT INC.	016.01	600.00
Total				<u>54593.07</u>
REGULAR CHECKS:				
23339	9/12/23	AMERICAN PEST CONTROL	016.01	716.00
23340	9/12/23	ARBOR OAKLAND GROUP	016.01	4,677.42
23341	9/12/23	AUGIES BUILDING SERVICES	016.01	1,430.00
23342	9/12/23	AUNALYTICS, INC.	016.01	5,837.00
23343	9/12/23	BAD AXE AREA DISTRICT LIBRARY	016.01	27.50
23344	9/12/23	BAKER & TAYLOR, INC.	016.01	13,133.69
23345	9/12/23	BLOOMFIELD TOWNSHIP	016.01	4,352.62
23346	9/12/23	BLOOMFIELD TOWNSHIP	016.01	341,800.22
23347	9/12/23	BOOKS GALORE INC.	016.01	47.98
23348	9/12/23	BUTZEL LONG	016.01	39.00
23349	9/12/23	CAR TRUCKING, INC.	016.01	212.55
23350	9/12/23	CDW GOVERNMENT, INC.	016.01	1,180.79
23351	9/12/23	CENGAGE LEARNING/GALE	016.01	1,044.07
23352	9/12/23	CINTAS CORPORATION	016.01	263.19
23353	9/12/23	CRABTREE PUBLISHING COMPANY	016.01	206.55
23354	9/12/23	DEMCO, INC.	016.01	478.79
23355	9/12/23	EBSCO INFORMATION SERVICES	016.01	5,453.41
23356	9/12/23	FARMINGTON COMMUNITY LIBRARY	016.01	1,152.69
23357	9/12/23	GREAT OAKS MAINTENANCE	016.01	2,191.42
23358	9/12/23	HENNES COMMUNICATIONS LLC.	016.01	500.00
23359	9/12/23	INGRAM LIBRARY SERVICES	016.01	47.09
23360	9/12/23	LJ ROLLS REFRIGERATION CO., INC	016.01	7,113.59
23361	9/12/23	MIDWEST COLLABORATIVE for LIB. SVCS	016.01	362.03
23362	9/12/23	METCOM, INC.	016.01	9,540.00
23363	9/12/23	MICROMARKETING LLC	016.01	651.13
23364	9/12/23	MIDWEST TAPE	016.01	2,340.23
23365	9/12/23	MICHIGAN LIBRARY ASSOCIATION	016.01	255.00
23366	9/12/23	MONROE COUNTY LIBRARY SYSTEM	016.01	16.99
23367	9/12/23	NICHOLS/NETWORK SERVICES CO	016.01	4,051.14
23368	9/12/23	ONLINE COMPUTER LIBRARY CENTER	016.01	3,110.60
23369	9/12/23	OVERDRIVE	016.01	14,312.76
23370	9/12/23	PLYMOUTH DISTRICT LIBRARY	016.01	33.00
23371	9/12/23	PRIORITY WASTE, LLC	016.01	448.53
23372	9/12/23	PROQUEST-CSA LLC	016.01	1,487.14

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

Check #	Date	Payee	Cash Account	Amount
23373	9/12/23	REDFORD LOCK SECURITY SOLUTIONS	016.01	1,022.53
23374	9/12/23	SAGE SOFTWARE	016.01	3,104.00
23375	9/12/23	SCHOLASTIC, INC	016.01	104.39
23376	9/12/23	SHOWCASES	016.01	1,188.00
23377	9/12/23	THE FLYING LOCKSMITHS, DETROIT NORTH	016.01	17,358.44
23378	9/12/23	THE LIBRARY NETWORK	016.01	1,463.04
23379	9/12/23	THOMSON REUTERS- WEST	016.01	285.76
23380	9/12/23	TK ELEVATOR CORPORATION	016.01	2,054.60
23381	9/12/23	TOTAL ENERGY SYSTEMS, INC.	016.01	1,067.00
23382	9/12/23	WALLACEBURG BOOKBINDING & MFG	016.01	301.79
23383	9/12/23	WAYNE STATE UNIVERSITY	016.01	19.99
Total				<u><u>456483.66</u></u>

Gift Fund

ADVANCE CHECKS:

5438	8/10/23	HUNT SIGN COMPANY	012.03	1414.00
5439	8/16/23	GRAND VALLEY STATE UNIVERSITY	012.03	610.50
5440	8/16/23	PURDUE UNIVERSITY- MAIN CAMPUS	012.03	610.50
5441	8/31/23	AMAZON.COM	012.03	530.13
5442	8/31/23	FLAGSTAR BANK	012.03	349.77
5443	8/31/23	PAUL VACHON	012.03	100.00
5444	9/6/23	DALE A. CARLSON	012.03	200.00
5445	9/6/23	TARA HAYES	012.03	500.00
5446	9/6/23	SCHOLASTIC LIBRARY PUBLISHING	012.03	1424.81
5447	9/6/23	AMAZON.COM	012.03	333.81
Total				<u><u>6073.52</u></u>

REGULAR CHECKS:

5448	9/11/23	BAKER & TAYLOR	012.03	415.55
Total				<u><u>415.55</u></u>

Bloomfield Township Public Library
FY 2023-2024 General Fund Budget

PRESENTED: SEPTEMBER, 2023 FOR THE MONTH OF: AUGUST, 2023

ACCOUNT NAME	2023-2024	2023-2024	REVENUE/EXPENSE CURRENT MONTH	REVENUE/ EXPENSE YTD	% OF BUDGET YTD	Five Months 41.67% VARIANCE
	ADOPTED BUDGET AS OF MARCH 21, 2023	AMENDED BUDGET AS OF AUGUST 15, 2023				
<u>Revenues</u>						
Taxes	\$8,578,936	\$8,678,895	(\$1,748)	(\$2,988)	-0.03%	(\$8,681,883)
Penal Fines	\$71,695	\$71,695	\$59,359	\$59,359	82.79%	(\$12,336)
State Aid	\$40,800	\$40,800	\$22,595	\$44,876	109.99%	\$4,076
Circulation Fines & Fees	\$25,500	\$25,500	\$3,014	\$11,147	43.71%	(\$14,353)
Charges for Services	\$14,866	\$14,866	\$1,351	\$6,041	40.64%	(\$8,825)
Investment earnings	\$50,000	\$50,000	\$57,172	\$245,334	490.67%	\$195,334
Miscellaneous	\$34,566	\$34,566	\$487	\$7,655	22.15%	(\$26,911)
Total Revenues	\$8,816,363	\$8,916,322	\$142,231	\$371,424	4.17%	(\$8,544,898)
<u>Expenditures</u>						
Personnel	\$4,977,239	\$4,977,239	\$340,320	\$1,831,906	36.81%	(\$3,145,333)
Library Services	\$823,309	\$830,600	\$46,218	\$356,861	42.96%	(\$473,739)
Facilities & Equipment	\$1,058,879	\$1,143,872	\$71,720	\$455,654	39.83%	(\$688,218)
Other Operating Expenditures	\$3,769,582	\$3,778,363	\$50,843	\$290,539	7.69%	(\$3,487,824)
Total Expenditures	\$10,629,009	\$10,730,074	\$509,100	\$2,934,961	27.35%	(\$7,795,114)
Fund Balance - Beginning	\$13,833,927	\$13,833,927		\$13,833,927		
Net revenue (expenditure)	(\$1,812,646)	(\$1,813,752)		(\$2,563,537)		
Fund Balance - Ending	\$12,021,281	\$12,020,175		\$11,270,390		

Fund Balance Designations

Nonspendable-Prepaid Expense	\$18,791	\$18,791
Committed Fund Balance (is 8-months of operational expenditures amount)	\$4,740,729	\$4,802,251
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	\$7,099,133
Unassigned Fund Balance (is the unplanned emergency amount)	\$100,000	\$100,000

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

PRESENTED: SEPTEMBER 19, 2023 FOR THE MONTH OF: AUGUST, 2023

Five Months 41.67%

ACCOUNT NAME	2023-2024 ADOPTED BUDGET AS OF MAR 21, 2023	2023-2024 AMENDED BUDGET AS OF SEP 19, 2023	REVENUE/ EXPENSE CURRENT MONTH	REVENUE/ EXPENSE YTD	% OF BUDGET YTD	VARIANCE
<u>Revenues</u>						
Gift Income	\$500	\$60,779	\$694	\$60,879	100.16%	\$100
Gift Revenue	\$0	\$2,318	\$694	\$2,318	100.00%	\$0
Friends of the Library	\$0	\$52,172	\$0	\$52,172	100.00%	\$0
Atkinson Trust	\$0	\$1,452	\$0	\$1,452	100.00%	\$0
BTPL Endowment Fund/Amber Trust	\$0	\$1,808	\$0	\$1,908	0.00%	\$100
Myers Scholarship	\$500	\$1,221	\$0	\$1,221	100.00%	\$0
Smith Challenge Grant	\$0	\$1,808	\$0	\$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	\$29	\$135	67.53%	(\$65)
Miscellaneous Revenue	\$0	\$0	\$0	\$0	0.00%	\$0
Total Revenues	\$700	\$60,979	\$723	\$61,014	100.06%	\$35
<u>Expenditures</u>						
Library Services	\$75,589	\$103,414	\$3,451	\$20,101	19.44%	(\$83,313)
Facilities & Equipment	\$34,382	\$53,754	\$0	\$22,377	41.63%	(\$31,377)
Other Operating Expenditures	\$52,224	\$65,306	\$3,043	\$5,993	9.18%	(\$59,313)
Total Expenditures	\$162,195	\$222,474	\$6,494	\$48,471	21.79%	(\$174,003)
Fund Balance - Beginning	\$161,695	\$161,695		\$161,695		
Net revenue (expenditures)	(\$161,495)	(\$161,495)		\$12,543		
Fund Balance - Ending	\$200	\$200		\$174,238		

Bloomfield Township Public Library
Asset Allocation Summary
AUGUST 2023

Fund	Type	Annual Yield	Date	Amount on Hand
General Fund				
	5th 3rd Checking (Ecommerce)	0.00%	8/31/2023	\$127,898.46
	Flagstar Public Funds Savings	4.23%	8/31/2023	\$207,816.16
	Flagstar Premier Public Entities Checking	1.05%	8/31/2023	\$217,518.71
	RBC Capital Cash/Money Market	0.80%	8/31/2023	\$16,990.04
	RBC Capital - Investments	4.22%	8/31/2023	\$11,353,905.33
Total General Fund				\$11,924,128.70
Please see General Fund budget for notes on how this amount is earmarked				
Gift Fund				
	Huntington Public Fund Business Interest Checking	0.30%	8/31/2023	\$110,131.28
	Huntington CD (Charnov gift) - matures 02/05/2024	0.03%	8/31/2023	\$50,000.00
	Fifth Third Bank Business Standard Checking	0.00%	8/31/2023	\$15,489.28
Total Gift Fund				\$175,620.56

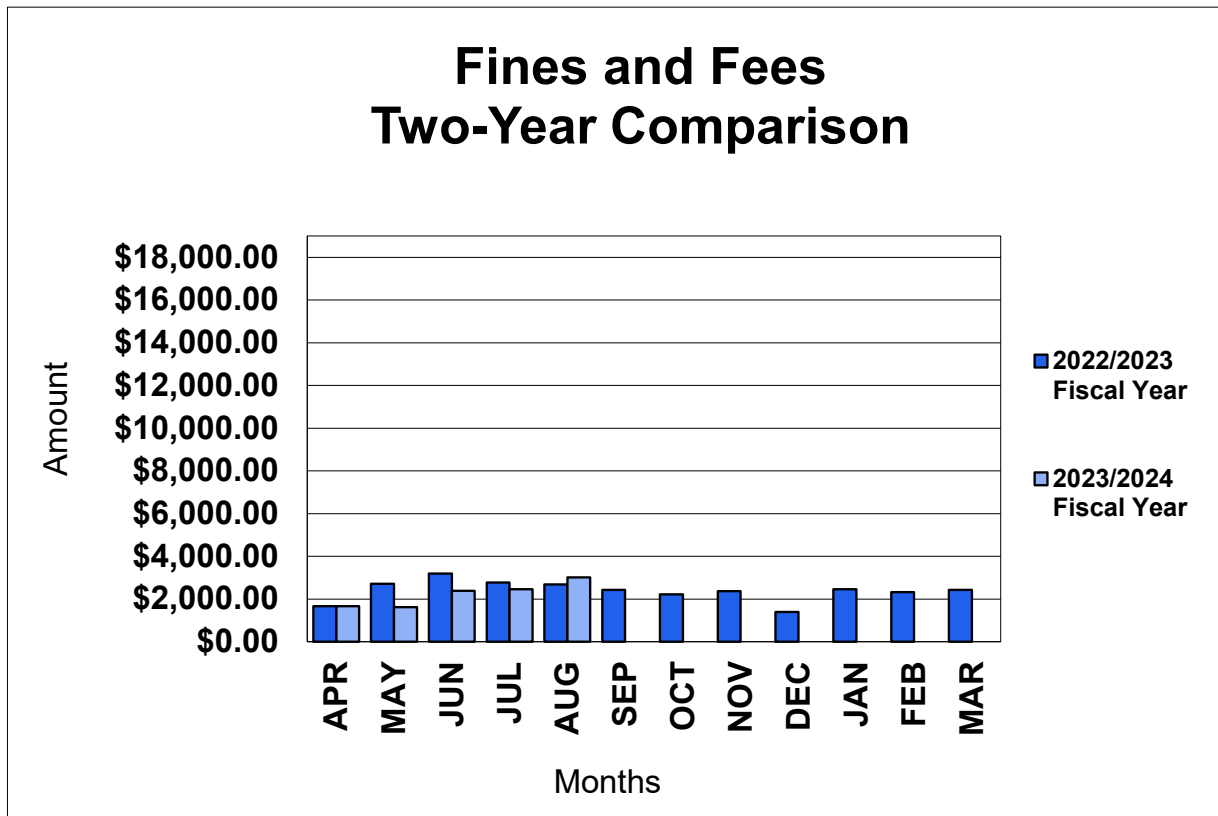
CFSEM

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		\$169,024.00

FINES AND FEES - TWO-YEAR COMPARISON

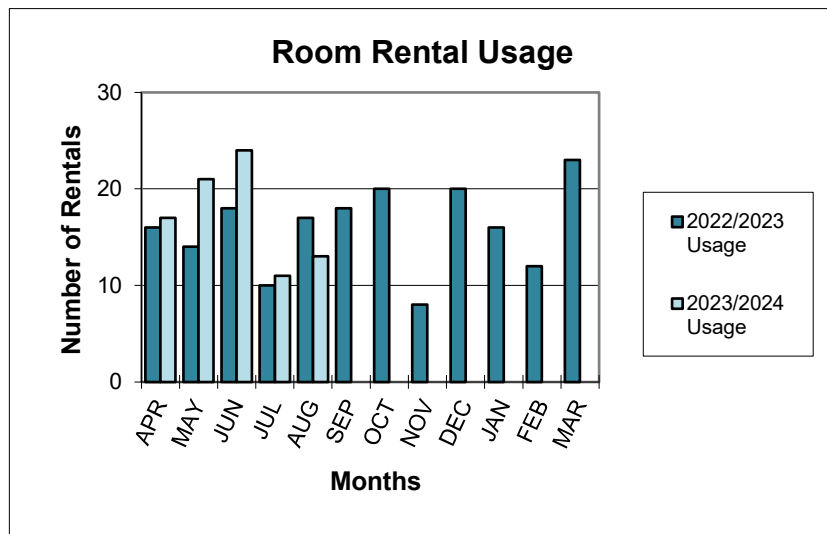
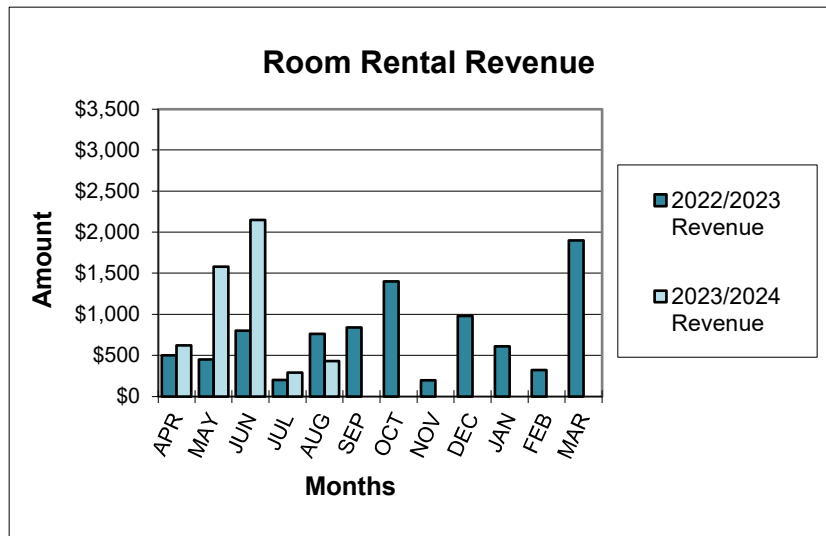
Month	2022/2023 Fiscal Year	2023/2024 Fiscal Year	Difference
APR	\$1,665.40	\$1,666.99	\$1.59
MAY	\$2,708.60	\$1,618.90	(\$1,089.70)
JUN	\$3,197.89	\$2,390.09	(\$807.80)
JUL	\$2,774.98	\$2,456.65	(\$318.33)
AUG	\$2,682.32	\$3,013.99	\$331.67
SEP	\$2,434.58		(\$2,434.58)
OCT	\$2,215.79		(\$2,215.79)
NOV	\$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	\$11,146.62	(\$17,515.97)



ROOM RENTAL - TWO-YEAR COMPARISON

7b

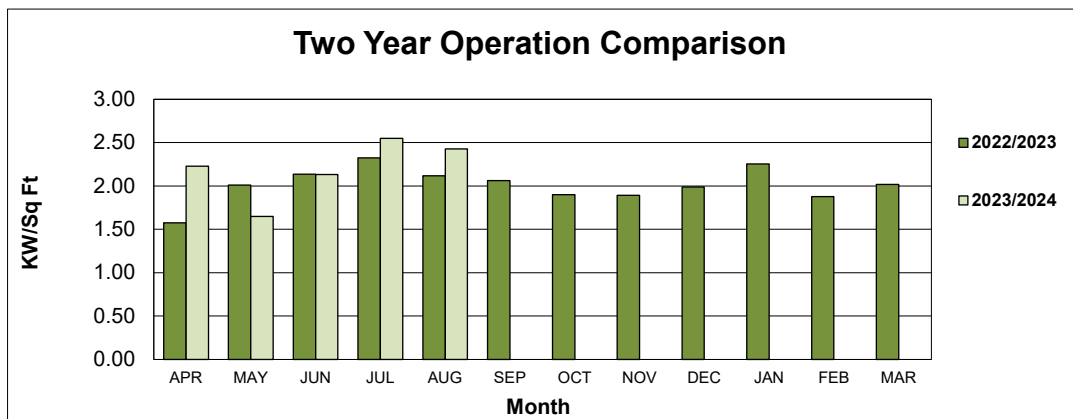
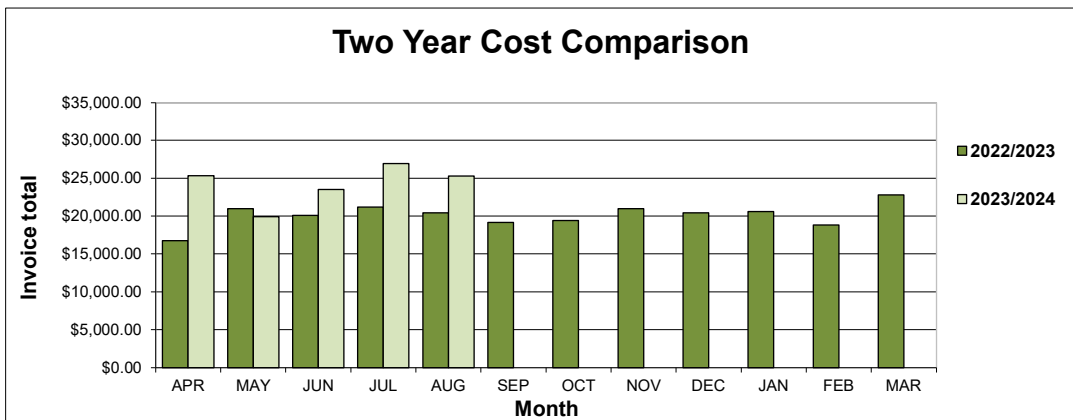
<u>Month</u>	2022/2023 <u>Revenue</u>	2023/2024 <u>Revenue</u>	<u>Difference</u>	2022/2023 <u>Usage</u>	2023/2024 <u>Usage</u>	<u>Month</u>
APR	\$500.00	\$620.00	\$120.00	16	17	APR
MAY	\$450.00	\$1,580.00	\$1,130.00	14	21	MAY
JUN	\$800.00	\$2,150.00	\$1,350.00	18	24	JUN
JUL	\$200.00	\$290.00	\$90.00	10	11	JUL
AUG	\$760.00	\$428.00	(\$332.00)	17	13	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	\$5,068.00	YTD Difference (\$3,889.00)	192	86	



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	\$26,914.27	\$5,748.81	257,670	\$0.10	346.33	2.55	\$36.18	\$0.27
AUG	\$20,421.44	\$25,285.64	\$4,864.20	245,364	\$0.10	329.79	2.43	\$33.99	\$0.25
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
TOTAL	\$241,576.29	\$120,916.43	(\$120,659.86)						

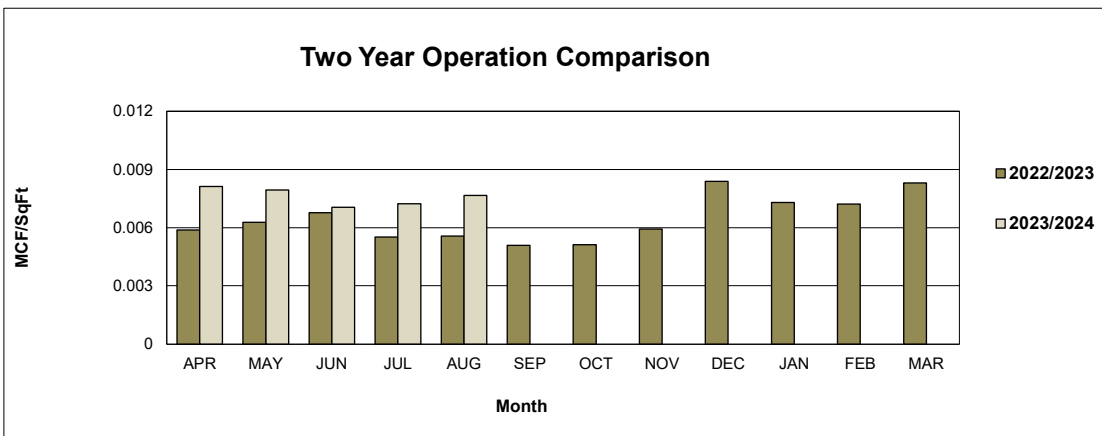
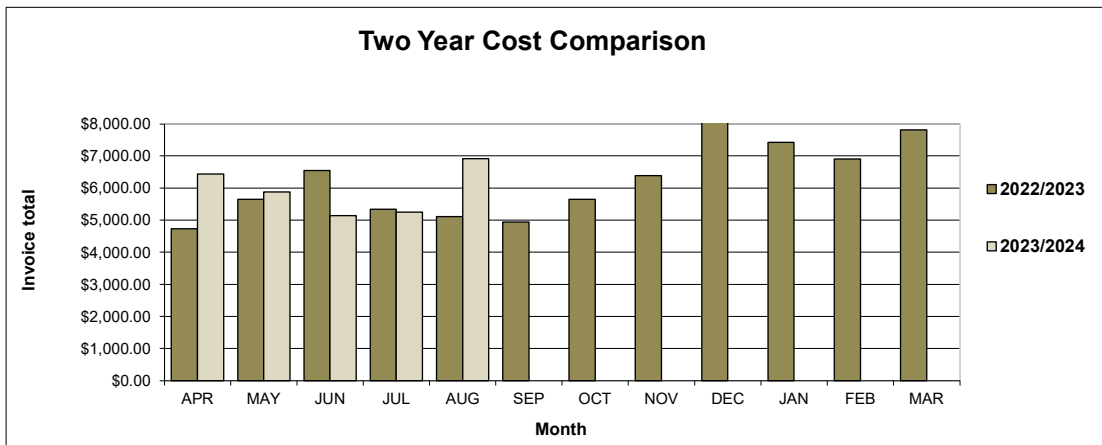


Bloomfield Township Public Library Natural Gas Analysis

Building Area = 101,023

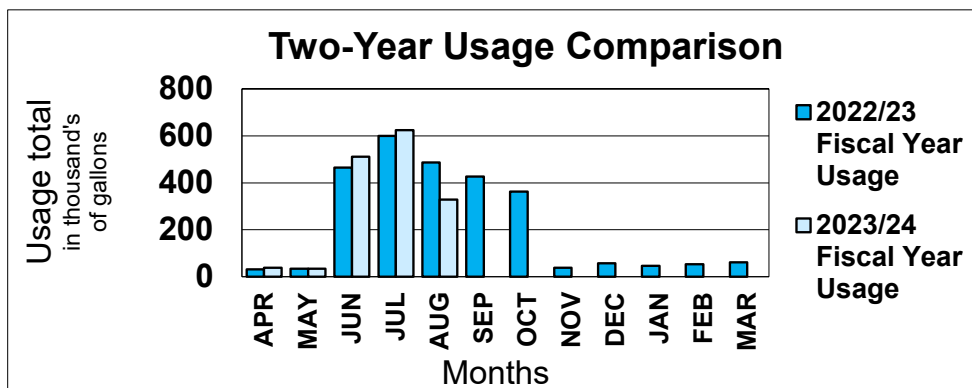
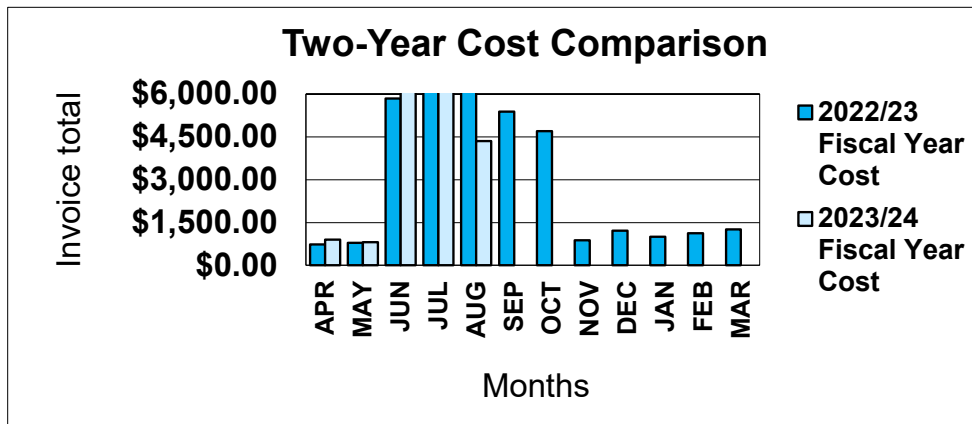
1 Cu. Ft. = 1000 BTU

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
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	\$5,249.15	(\$90.84)	731.0	\$7.18	744	0.98	0.007	7.06	0.051
AUG	\$5,112.10	\$6,918.84	\$1,806.74	773.8	\$8.94	744	1.04	0.008	9.30	0.067
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	\$29,623.32	(\$45,543.99)							



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	\$7,947.25	\$510.48	600	624	24
AUG	\$6,106.80	\$4,352.62	(\$1,754.18)	487	329	(158)
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	\$20,634.50	(\$15,847.83)	2,664	1,537	(1,127)



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

Many thanks to the hard-working and generous Friends for approving all the items on the wish list for a total of \$14,550.00! This includes a Youth Services Interactive play table, retro game night equipment, the Goldner Walsh entrance flower arrangements, Chamber concerts, display case materials, and mobile podcasting equipment. The Friends support us in so many ways to be a beautiful, playful, and exceptional library.

Hugo Cardenas received word from Bloomfield Township that the Library saved \$6,371.76 this year by having our irrigation meter on a secondary meter that is not charged sewer rates. That meter recorded 556 units (1 unit=1,000 gallons) this summer season.

The Library is hosting the TLN Tech Forum on September 29, 2023. We have hosted this many times in the past. This forum brings together library IT staff to learn about technology topics and network. This year the topics are cybersecurity and AI.

Fall programming has begun! The calendar is packed with book groups for all ages, as well as story times, movie discussions, art labs, and more. Earlier this month a special Grand Ole Time with Grandparents was held with wonderful turnout and positive feedback. Tonight, the lecture: Intersections: Where Architecture Meets Live Performance in the Motor City with Dale A. Carson.

We should be receiving hard copy proofs of the revised library cards during the week of September 18. Once approved, production time is approximately 2 weeks. We will keep you updated on this progress. There have only been a few queries about the new cards and all have been understanding about the delay.

*Respectfully Submitted,
Tera Moon, Director*

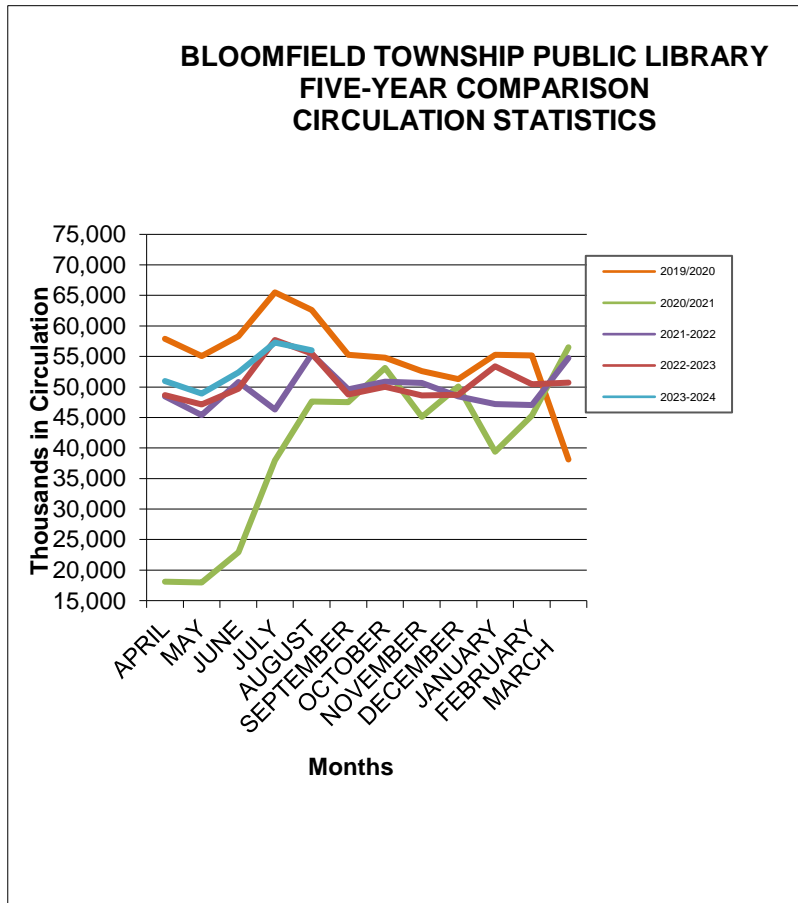
**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
MONTHLY ACTIVITY REPORT
AUGUST 2023**

	2022		2023	
OUTREACH & PROGRAMS				
<i>New Patrons and Accounts</i>				
Township:	212		146	
Cranbrook:	7		1	
Total new patrons:	292		188	
<i>Adult Program Attendance</i>				
Staff-led:	7 events	39 attended	11 events	87 attended
Speaker-led:	1 event	29 attended	4 events	118 attended
Book clubs:	7 events	52 attended	7 events	61 attended
Tours/visits on-site:	0 events	0 attended	0 events	0 attended
Tours/visits off-site:	0 events	0 attended	4 events	271 attended
Chamber Music Concert:	0 events	0 attended	0 events	0 attended
Bloomfield Historical Society:	0 events	0 attended	0 events	0 attended
<i>Systems Program Attendance</i>				
Staff-led:	3 events	18 attended	5 events	28 attended
<i>Teen Program Attendance</i>				
Staff-led:	1 event	0 attended	1 event	40 attended
<i>Youth Program Attendance</i>				
Staff-led:	2 events	81 attended	9 events	312 attended
Speaker-led:	3 events	44 attended	3 events	125 attended
Tours/visits on-site:	0 events	0 attended	0 events	0 attended
Tours/visits off-site:	1 event	270 attended	0 events	0 attended
TOTAL:	25 events	533 attended	44 events	1042 attended
<i>Volunteers (total for the month)</i>				
Shop volunteers	9 people	85.75 hours	10 people	80.75 hours
Court appointed volunteers	0 people	0 hours	0 people	0 hours
Student volunteers	0 people	0 hours	0 people	0 hours
Department volunteers	0 people	0 hours	0 people	0 hours
<i>Patron Remarks</i>				
Patron comments:	9		7	
Ask BTPL:	4		8	
DISPLAYS				
Lobby	<i>'epiphany studios' glass display</i>			
Local History	<i>Space - Resources for Adults and Teens</i>			

**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
FIVE YEAR CIRCULATION**

9/11/2023

	<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	57,272
AUGUST	62,633	47,629	55,372	55,485	55,983
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	265,528



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)

**MINUTES OF THE BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
POLICY COMMITTEE**

Bloomfield Township Public Library
Oakland County, Michigan
Tuesday, August 29, 2023

The meeting of the Bloomfield Township Public Library Board of Trustees Policy Committee was held via Zoom on Tuesday, August 29, 2023 at 2:00pm.

Present: Trustees Judy Lindstrom and Shane Spradlin

Administration: Tera Moon, Library Director

Annual Policy Review

Tera recommended the following changes to the Library's policies.

- Vision and mission statements revised to reflect changes made during the strategic planning process last winter.
- Striking two references to the Metro Net Acceptable Use Policy which is a remnant of a time when we received internet access through Metro Net. The Library no longer uses Metro Net as its internet service provider therefore this policy is obsolete.
- A few other minor text and formatting edits.

Tera also reviewed changes that the Staff Organization Committee (SOC) would like to make to their bylaws. SOC bylaws require approval by the Library Board of Trustees. Most of the revisions are to update roles and procedures, which have shifted since these bylaws were adopted. These revisions have been presented to the entire library staff and have been approved by a simple majority vote.

Some changes to the Collection Development Policy were suggested by both Judy and Shane. Judy suggested changing the phrase "diversity of viewpoints" to "wide range of viewpoints." Shane suggested reviewing the Request for Reconsideration form and the Collection Development Guidelines for clarity regarding how many titles may be addressed per form.

The Library Board of Trustees will review the bylaws with the update at the October regular monthly meeting.

No future meeting has been scheduled.

**MINUTES OF THE BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
FINANCE COMMITTEE**

The Finance Committee meeting of the Bloomfield Township Public Library Board was held via Zoom on Thursday, September 14 at 4:00 p.m.

Trustees: Keith Carduner, Shane Spradlin

Administration: Library Director, Tera Moon; Finance Coordinator, Monica Gower

Others Present: Alan Panter, Yeo & Yeo

FY 2022/2023 Audit draft review with Alan Panter, Yeo & Yeo

Alan Panter reported that this year the fieldwork was performed onsite and that the process went smoothly. Alan thanked the Administration for their assistance with the process. Alan reported that there are no concerns regarding library management.

Alan stated that there were no material findings and they have issued an unmodified/clean opinion. He reviewed the highlights of the audit.

The Finance Committee accepted the draft audit and recommended the audit be accepted by the Library Board of Trustees at the regular monthly meeting on September 19, 2023.

Next meeting: There is not a meeting scheduled at this time.

**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
MEMORANDUM**

TO: Trustees

FROM: Tera Moon, Library Director

DATE: September 15, 2023

SUBJECT: Attached Audit and Management Letter

Yeo & Yeo conducted an audit of the Library's finances for FY 2022-2023 with Alan Panter, CPA, as principal. He and his team conducted auditing fieldwork at the Library in May. The fieldwork and subsequent requests for documents went smoothly.

The Library received a clean or unmodified opinion from Yeo & Yeo for FY 2022-2023.

On September 14, 2023, the Finance Committee Trustees Keith Carduner and Shane Spradlin met with Alan Panter to review the audit. Alan provided a very thorough review of the Library's audit and answered the Trustees' questions. The Finance Committee recommends that the Library Board accepts the audit report as presented.

Alan Panter, Principal from Yeo & Yeo, will attend the September 19, 2023 Library Board meeting to provide a verbal overview of the audit and answer any questions the Trustees may have.

ACTION: I move to accept the Fiscal Year 2022-2023 Audit report as presented and place on file.

Bloomfield Township Public Library

Financial Statements

March 31, 2023



YEO & YEO

**BUSINESS SUCCESS
PARTNERS**

Table of Contents

Section		Page
1	Independent Auditors' Report	1 – 1
2	Management's Discussion and Analysis	2 – 1
3	Basic Financial Statements	
	Government-wide Financial Statements	
	Statement of Net Position	3 – 1
	Statement of Activities	3 – 3
	Fund Financial Statements	
	Governmental Funds	
	Balance Sheet	3 – 4
	Reconciliation of Fund Balances of Governmental Funds to Net Position of Governmental Activities	3 – 5
	Statement of Revenues, Expenditures and Changes in Fund Balances	3 – 6
	Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balances of Governmental Funds to the Statement of Activities	3 – 7
	Proprietary Fund	
	Statement of Net Position	3 – 8
	Statement of Revenues, Expenditures and Changes in Net Position	3 – 9
	Statement of Cash Flows	3 – 10
	Fiduciary Fund	
	Statement of Fiduciary Net Position	3 – 11
	Statement of Changes in Fiduciary Net Position	3 – 12
	Notes to the Financial Statements	3 – 13

Section	Page
4 Required Supplementary Information	
Budgetary Comparison Schedules	
General Fund	4 – 1
Gift Fund	4 – 2
Retirement System	
Schedule of Changes in Net Pension Liability and Related Ratios	4 – 3
Schedule of Employer Contributions	4 – 4
Schedule of Investment Returns	4 – 5
Other Postemployment Benefits	
Schedules of Changes in Net OPEB Liability and Related Ratios	4 – 6
Schedule of Employer Contributions	4 – 7
Schedule of Investment Returns	4 – 8



Independent Auditors' Report

Board of Trustees and Management
Bloomfield Township Public Library
Bloomfield Township, Michigan

Report on the Audit of the Financial Statements

Opinions

We have audited the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Bloomfield Township Public Library (the Library), as of and for the year ended March 31, 2023, and the related notes to the financial statements, which collectively comprise the Library's basic financial statements as listed in the table of contents.

In our opinion the accompanying financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Library as of March 31, 2023, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Library, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Library's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error,

as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness the Library's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Library's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, budgetary comparison information, Retirement System schedules, and Other Postemployment Benefit schedules, as identified in the table of contents, be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Yeo & Yeo, P.C.

Auburn Hills, Michigan
September 15, 2023

Bloomfield Township Public Library
Management's Discussion and Analysis
For the Year Ended March 31, 2023

The management's discussion and analysis of Bloomfield Township Public Library's (the Library) financial report provides an overview of the Library's financial activities for the fiscal year ended March 31, 2023. Please read it in conjunction with the Library's financial statements which follow this section.

Reviewing the Financial Statements

The basic financial statements, immediately following the management's discussion and analysis, are prepared by our auditors and include information that presents two different views of the Library using the modified accrual and full accrual methods.

The Balance Sheet on page 3 – 4 and Statement on Revenues, Expenditures, and Changes in Fund Balance on page 3 – 6 show the modified accrual method of reporting. This method of accounting focuses on current financial resources and provides a more detailed view about the accountability of the Library's sources and uses of funds. The Balance Sheet also shows the designated use of fund balance.

The Statement of Net Position on page 3 – 1 and Statement of Activities on page 3 – 3 show the General Fund and Gift Fund combined in the full accrual method. The reconciliation of these funds used to arrive at the figures is shown on pages 3 – 5 and 3 – 7, respectively. The reconciliation represents adjustments necessary, due to GASB 34, to convert the modified accrual financial statements to the Statement of Net Position and Statement of Activities under the full accrual method. The full accrual method of accounting focuses on long-term economic resources.

The Statement of Net Position and Statement of Activities provide information about the Library's overall financial status and about the activities of the Library as a Whole and present a longer-term view of the Library's finances.

The financial statements also include auditor notes which explain some of the information in the financial statements and provide more detailed data. The following condensed financial information section shows data comparative with the prior year.

The Library established a qualified trust for other postemployment benefits in 2019 and therefore presents a fiduciary fund on page 3 – 11.

The Library as a Whole

Fiscal Year (FY) 2023/2023 ended on a very strong financial foundation. We were able to accomplish several technology and building projects as planned for in our Capital Improvements Plan (CIP). Many software and hardware components integral to the Library's IT network were upgraded and bolstered. One such project was adding two-factor authentication for all staff logins. The Library's heating and cooling system underwent a software upgrade and a thorough inspection to ensure the highest efficiency possible. We are very grateful to have funding available now to complete these important and necessary network and building projects.

Our wonderful Friends of the Library continue to support programs, collections, and services that were not budgeted for and that provide special touches to the Library. Of note is the Friends support for buying book club books for both Adult and Youth services. Ensuring that every participant gets their own copy of a book is a great boon to these programs. Our Bloomfield community is so very generous and supportive of the Library.

**Bloomfield Township Public Library
Management's Discussion and Analysis
For the Year Ended March 31, 2023**

Condensed Financial Information

The tables below show key financial information under the full accrual method in a condensed format. Please note: amounts and totals reported are for all Library activities, including general operations, improvements, and gifts, to give a complete picture of the Library as a whole.

Table 1	<u>2023</u>	<u>2022</u>
Assets		
Current assets	\$ 14,843,649	\$ 13,195,865
Capital assets	<u>25,424,912</u>	<u>25,970,891</u>
Total assets	<u>40,268,561</u>	<u>39,166,756</u>
Deferred outflows of resources	<u>1,103,061</u>	<u>40,688</u>
Liabilities		
Current liabilities	864,188	796,435
Long-term liabilities	<u>4,856,760</u>	<u>3,047,629</u>
Total liabilities	<u>5,720,948</u>	<u>3,844,064</u>
Deferred inflows of resources	<u>109,110</u>	<u>700,327</u>
Net position		
Investment in capital assets	25,424,912	25,970,891
Gift fund balance - restricted/expendable	160,117	161,567
Unrestricted	<u>9,956,535</u>	<u>8,530,595</u>
Total net position	<u>\$ 35,541,564</u>	<u>\$ 34,663,053</u>

**Bloomfield Township Public Library
Management's Discussion and Analysis
For the Year Ended March 31, 2023**

Table 2	<u>2023</u>	<u>2022</u>
Revenue		
Program revenue:		
Charges for services	\$ 38,721	\$ 32,716
Operating grants and contributions	56,564	26,185
General revenue:		
Property taxes	8,349,456	7,931,709
Penal fines	66,126	72,519
State aid - unrestricted	43,493	35,620
Investment earnings (loss)	132,977	(292,634)
Miscellaneous	43,107	26,610
Total revenue	<u>8,730,444</u>	<u>7,832,725</u>
Program Expenses		
Library services/operations	<u>7,851,933</u>	<u>6,376,164</u>
Change in net position	<u>\$ 878,511</u>	<u>\$ 1,456,561</u>

General Fund Revenues

Estimated property tax revenues when approved in March 2022 (as amended August 2022) were \$8,248,977. Our actual revenues were \$8,349,456, which was \$100,479 more than budgeted, in total.

Actual investment earnings were down by \$2,592 from our original estimates due to temporary unrealized market losses.

General Fund Expenditures

Total overall expenditures were reduced over the fiscal year. Actual expenditures were \$3,370,526 less than anticipated. This decrease is primarily due to the parking lot/storm water mitigation project and some technology projects delayed to FY 2023-2024.

In the Personnel functional category, expenditures decreased over the fiscal year by \$516,991 due to vacancies that have been challenging to fill and many new staff who are currently earning the lower end of the salary ranges.

**Bloomfield Township Public Library
Management's Discussion and Analysis
For the Year Ended March 31, 2023**

Library Services decreased overall by \$86,328 from initial estimates due to lower than anticipated expenditures.

In the Facilities and Equipment functional category, expenditures decreased by \$81,857 from initial estimates due to lower than anticipated expenditures.

Other Operating Expenditures decreased by \$37,792 from initial estimates.

Fund Balance

The fund balance is \$13,982,067 at year end. This is an increase of \$1,595,525 compared to the prior year-end fund balance.

Gift Fund Estimated Budget

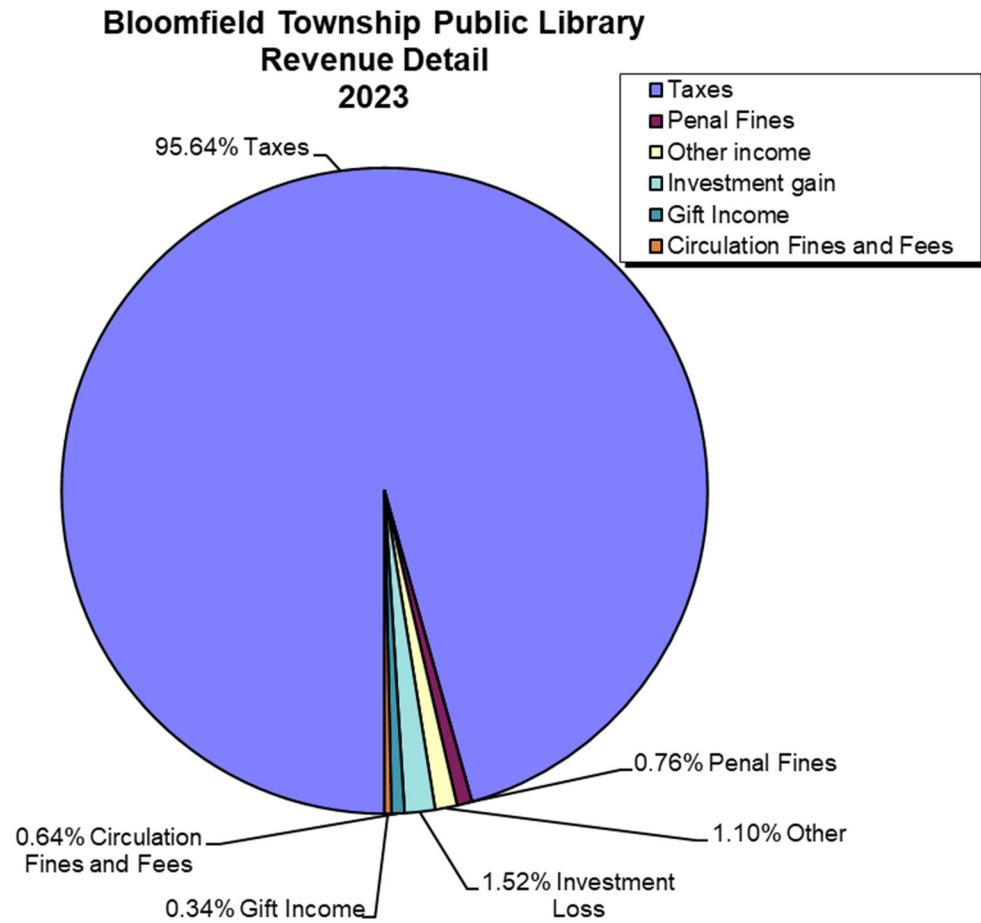
The Friends of the Library generously donate funds providing support for many of our popular programs such as the Chamber music concerts, book clubs, and summer reading programs, among others. The Friends' gifts also supported purchases for our various high demand and popular materials collections. The Friends held monthly used book sales throughout 2022-2023.

The Gift Fund shows a decreased fund balance of \$1,450 at year-end compared to FY 2021/2022, due to an increase in library operation needs as programming returned to pre-pandemic levels. Gifts were spent for collections, programs, grounds needs, furnishings, and equipment as requested by the donors from donations received in the current & prior fiscal years. The actual fund balance at the close of the fiscal year was \$160,117.

**Bloomfield Township Public Library
Management's Discussion and Analysis
For the Year Ended March 31, 2023**

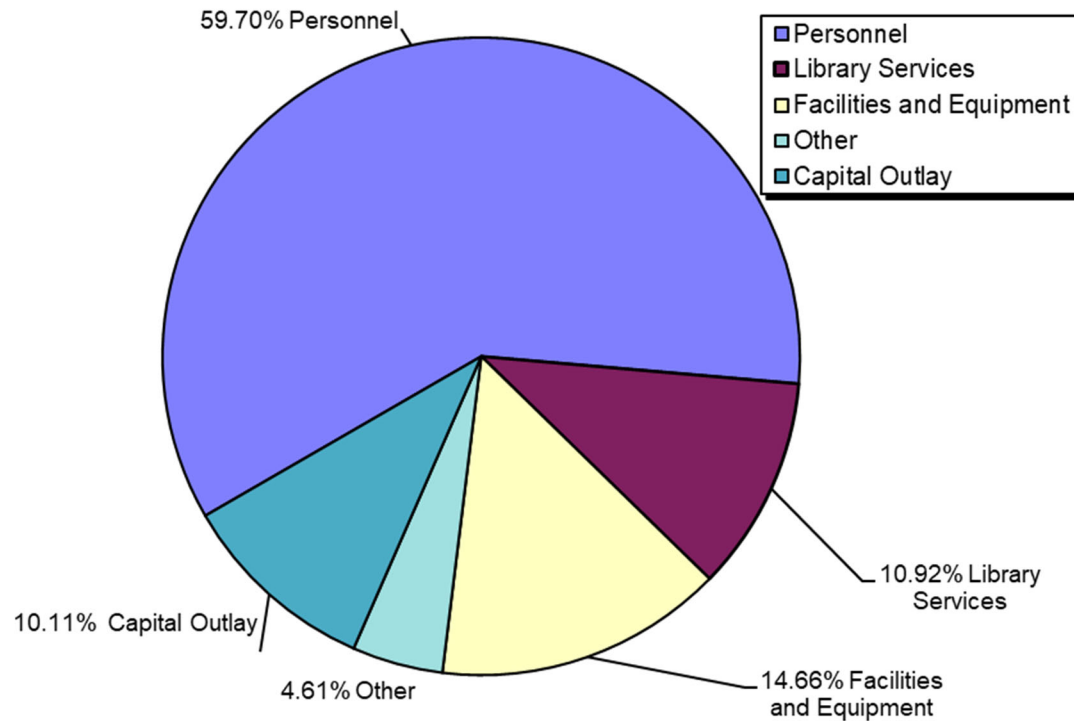
The Library's Funds

The budgetary analysis of both library funds, the General Fund and the Gift Fund, is included in the financial statements on pages 4 – 1 through 4 – 2. The following pie charts illustrate the percentage breakdown of revenues and expenditures for the Library as a Whole, which includes both funds.



**Bloomfield Township Public Library
Management's Discussion and Analysis
For the Year Ended March 31, 2023**

**Bloomfield Township Public Library
Expenditure Detail
2023**



The largest use of resources during FY 2022/2023 continued to be for personnel salaries and benefits. This is typical of service organizations that are open to the public seven days a week, year-round. We have kept these expenses to a minimum by carefully reviewing vacated positions as to the need to fill these. The second largest use of resources during FY 2022/2023 was due to cybersecurity upgrades and building projects in the Facilities and Equipment category.

**Bloomfield Township Public Library
Management's Discussion and Analysis
For the Year Ended March 31, 2023**

The Library's Budgetary Highlights

The Library's FY 2022/2023 budget, as approved in March 2022, included increased funding for Library collections, programs and services. The Library was also able to complete several important and necessary IT and building projects.

We remain very grateful to Bloomfield Township voters for their support of the Library.

Over the course of the year, the Library Board of Trustees amended the budget as needed to address unplanned needs or donations that occurred during the year. The most frequent amendments occurred in contributions and donations to the Gift Fund which cannot be anticipated at the start of the year.

Capital Assets and Long-Term Debt Activity

At the beginning of FY 2022/2023, the Library had a net investment of \$25,970,891 in land, building and improvements, furniture and equipment, books and materials, including media. New collection items totaling \$417,664, consisting of new books and various audiovisual materials, were added to library collections this fiscal year (this does not include subscriptions to electronic materials and services). A total of \$82,343 was spent to replace furniture and equipment. A total of \$347,078 was spent for building improvements. In accordance with the Library's fixed asset disposal policy, the items from the Adult Services and Youth Services materials collections, which were no longer suitable for public library use, were donated to the Friends of the Library for their used book sales. The total of materials disposed from the collection amounted to \$211,668. Additionally, the Library had disposals of Furniture and Equipment in the amount of \$80,431. Our final capital asset investment for FY 2022/2023 is \$25,424,912.

The Library's long-term debt activity consists of capped accumulated compensated employee absences (sick/vacation leave) to be paid to eligible employees upon retirement or resignation. It also consists of our annual Other Post-Employment Benefits (OPEB) obligation and net pension liability.

Next Year's Anticipated Budget Factors

The Library has allocated funding each year to pay for future complex and costly building projects. We are consistently working on our Capital Improvement Plan (CIP) to carefully plan for and allocate funding resources for important and necessary building and systems projects during the next several years. A new strategic plan has identified a need for a review of spaces throughout the Library that are in need of refurbishment. The Library plans for continued investment into cybersecurity and maintenance on the library building specifically finding a solution to unmanageable storm water during significant weather events.

Bloomfield Township Public Library
Management's Discussion and Analysis
For the Year Ended March 31, 2023

Glossary of Terms

The Library as a Whole recognizes the complete activity of the Library, including both the General Fund and Gift Fund, under the full accrual basis of accounting.

An Endowment is a permanent fund bestowed to an institution to be used for a specific purpose, as specified by the donor. The Library has six such endowments. The investments of all six endowments are administered by the Community Foundation of Southeastern Michigan. The purpose of these six endowments is to provide support and furtherance of specific programs and activities of the Library.

Full Accrual Accounting - Much like how a business reports its revenues and expenses, full accrual accounting is a long-term method of accounting in which revenue is recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows.

Internal control refers to the interconnected system of checks and balances used to safeguard the Library's monetary assets and helps provide complete and accurate accounting records.

GASB - The Governmental Accounting Standards Board is the independent organization that establishes and improves standards of accounting and financial reporting for U.S. state and local governments. The board members of the GASB are appointed by the trustees of the Financial Accounting Foundation, a private sector not-for-profit organization.

GASB 34 requires state and local governments to begin reporting all financial transactions in annual financial reports on an accrual accounting basis. Two distinct forms of information will be provided in the basic financial statements:

Government-wide statements are consolidated financial statements for all of a government operation on a full accrual basis of accounting. They will not be presented on a fund basis; instead, fiscal operations will be organized into two major activities: governmental and business-type. They will have a "net asset" focus, and exclude inter-fund transactions (such as internal service funds) and fiduciary funds. Expenses (which may include allocated "indirect costs") will be shown both gross and net of related revenues such as fees and grants.

Fund statements, in meeting stewardship and accountability concerns, are financial statements that are also presented on a fund basis, but not using the same basis of accounting as the government-wide statements for government funds.

Bloomfield Township Public Library
Management's Discussion and Analysis
For the Year Ended March 31, 2023

GASB 54 established a specific definition for Special Revenue funds which are used to account for the proceeds of resources that are restricted or committed for purposes other than debt service or capital projects. The restricted or committed resources need to comprise a substantial portion of the inflows reported in the special revenue fund. GASB 54 has also required that new terminology be used when describing parts of our fund balance.

These terms are:

Nonspendable amounts cannot be spent because they are either (a) not in spendable form (prepaid expenses) or (b) legally or contractually required to be maintained intact.

Restricted amounts can be spent only for the specific purposes stipulated by constitution, external resource providers, or through enabling legislation.

Committed amounts can be used only for the specific purposes determined by a formal action of the government's highest level of decision-making authority.

Assigned amounts are intended to be used by the government for specific purposes but do not meet the criteria to be classified as restricted or committed.

Unassigned amounts are the residual classification for the government's General Fund. It includes all spendable amounts not contained in the other classifications.

GASB 68 requires governments providing defined benefit pensions to recognize their unfunded defined benefit obligations as a liability and to more comprehensively and comparably measure the annual costs of pension benefits.

GASB 75 requires governments providing defined benefit OPEB plans to recognize their unfunded defined benefit obligations as a liability and to more comprehensively and comparably measure the annual costs of OPEB benefits.

Modified Accrual Accounting - The individual funds of the Library are accounted for using modified accrual accounting. Modified accrual accounting is a short-term method of accounting that recognizes revenue when it is both measurable and available to be used to pay liabilities of the current period. Expenditures are generally recorded when a liability is incurred; however, expenditures related to compensated absences are generally only recorded when payment is due. Long-term assets and liabilities such as capital assets, compensated absences unlikely to be paid out within a year, and the net other post-employment benefits obligation are excluded from the modified accrual balance sheet.

**Bloomfield Township Public Library
Management's Discussion and Analysis
For the Year Ended March 31, 2023**

PA 152 - A Michigan law, PA 152 is the Publicly Funded Health Insurance Contribution Act that requires public employees to contribute to their health care costs. PA 152 gives public employers three options from which to choose for funding health care costs: the hard cap option, 80/20 option or to be exempt. The Library does not qualify to be exempt as it is not, by definition, a local unit of government. Each December, the Library Board must decide which of the other two available options to implement for the next fiscal year.

Contacting the Library's Management

This financial report is intended to provide our citizens, taxpayers, customers, and investors with a general overview of the Library's finances and to show the Library's accountability for the money it receives. If you have questions about this report or need additional information, we welcome you to contact the Library Director's Office.

Bloomfield Township Public Library
Statement of Net Position
March 31, 2023

	<u>Governmental Activities</u>
Assets	
Current assets	
Cash and cash equivalents	\$ 985,508
Investments	13,857,174
Prepaid items	<u>967</u>
Total current assets	<u>14,843,649</u>
Noncurrent assets	
Capital assets not being depreciated	131,015
Capital assets, net of accumulated depreciation	<u>25,293,897</u>
Total noncurrent assets	<u>25,424,912</u>
 Total assets	 <u>40,268,561</u>
Deferred Outflows of Resources	
Deferred amount relating to net pension liability	448,746
Deferred amount relating to net OPEB liability	<u>654,315</u>
Total deferred outflows of resources	<u>1,103,061</u>

See Accompanying Notes to the Financial Statements

Bloomfield Township Public Library
Statement of Net Position
March 31, 2023

	Governmental Activities
Liabilities	
Current liabilities	
Accounts payable	\$ 239,338
Due to Charter Township of Bloomfield	441,166
Current portion of compensated absences	183,684
Total current liabilities	864,188
Noncurrent liabilities	
Noncurrent portion of compensated absences	299,287
Net pension liability	1,714,093
Net OPEB liability	2,822,419
Insurance claims payable	20,961
Total noncurrent liabilities	4,856,760
Total liabilities	5,720,948
Deferred Inflows of Resources	
Deferred amount relating to net pension liability	7,970
Deferred amount relating to net OPEB liability	101,140
Total deferred inflows of resources	109,110
Net Position	
Investment in capital assets	25,424,912
Restricted for	
Gift fund	160,117
Unrestricted	9,956,535
Total net position	\$ 35,541,564

See Accompanying Notes to the Financial Statements

Bloomfield Township Public Library
Statement of Activities
For the Year Ended March 31, 2023

Functions/Programs	Expenses	Program Revenues		Net (Expenses) Revenue and Changes in Net Position
		Charges for Services	Operating Grants and Contributions	Governmental Activities
Recreation and culture	\$ 7,851,933	\$ 38,721	\$ 56,564	\$ (7,756,648)
General revenues				
Property taxes				8,349,456
Penal fines				66,126
State aid - unrestricted				43,493
Investment gain				132,977
Miscellaneous				43,107
Total general revenues				<u>8,635,159</u>
Change in net position				878,511
Net position - beginning of year				<u>34,663,053</u>
Net position - end of year				<u>\$ 35,541,564</u>

See Accompanying Notes to the Financial Statements

Bloomfield Township Public Library
Governmental Funds
Balance Sheet
March 31, 2023

	General	Gift	Total Governmental Total
Assets			
Cash and cash equivalents	\$ 803,714	\$ 160,833	\$ 964,547
Investments	13,857,174	-	13,857,174
Prepaid items	-	967	967
Total assets	\$ 14,660,888	\$ 161,800	\$ 14,822,688
Liabilities			
Accounts payable	\$ 237,655	\$ 1,683	\$ 239,338
Due to Charter Township of Bloomfield	441,166	-	441,166
Total liabilities	678,821	1,683	680,504
Fund Balances			
Non-spendable			
Prepaid items	-	967	967
Restricted	-	159,150	159,150
Committed for cash flow	4,719,755	-	4,719,755
Assigned for OPEB, compensated absences, and capital improvements	6,679,075	-	6,679,075
Unassigned	2,583,237	-	2,583,237
Total fund balances	13,982,067	160,117	14,142,184
Total liabilities and fund balances	\$ 14,660,888	\$ 161,800	\$ 14,822,688

See Accompanying Notes to the Financial Statements

Bloomfield Township Public Library
Governmental Funds
Reconciliation of Fund Balances of Governmental Funds
to Net Position of Governmental Activities
March 31, 2023

Total fund balances for governmental funds \$ 14,142,184

Total net position for governmental activities in the statement of net position is different because:

Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds. 25,424,912

Deferred outflows (inflows) of resources.

Deferred inflows of resources resulting from net pension liability	(7,970)
Deferred inflows of resources resulting from net OPEB liability	(101,140)
Deferred outflows of resources resulting from net pension liability	448,746
Deferred outflows of resources resulting from net OPEB liability	654,315

Long-term liabilities applicable to governmental activities are not due and payable in the current period and, accordingly, are not reported as fund liabilities.

Net pension liability	(1,714,093)
Net OPEB liability	(2,822,419)
Compensated absences	<u>(482,971)</u>

Net position of governmental activities **\$ 35,541,564**

Bloomfield Township Public Library
Governmental Funds
Statement of Revenues, Expenditures and Changes in Fund Balances
For the Year Ended March 31, 2023

	<u>General</u>	<u>Gift</u>	<u>Total</u>
Revenues			
Property taxes	\$ 8,349,456	\$ -	\$ 8,349,456
Penal fines	66,126	-	66,126
State aid	43,493	-	43,493
Circulation fines and fees	29,503	-	29,503
Charges for services	9,218	-	9,218
Gift income	-	56,564	56,564
Investment income	132,745	232	132,977
Other revenue	43,107	-	43,107
Total revenues	<u>8,673,648</u>	<u>56,796</u>	<u>8,730,444</u>
Expenditures			
Current			
Personnel	4,260,530	-	4,260,530
Library services	735,907	43,475	779,382
Facilities and equipment	1,034,976	10,958	1,045,934
Other expenditures	325,252	3,813	329,065
Capital outlay	<u>721,458</u>	<u>-</u>	<u>721,458</u>
Total expenditures	<u>7,078,123</u>	<u>58,246</u>	<u>7,136,369</u>
Net change in fund balances	1,595,525	(1,450)	1,594,075
Fund balances - beginning of year	<u>12,386,542</u>	<u>161,567</u>	<u>12,548,109</u>
Fund balances - end of year	<u>\$ 13,982,067</u>	<u>\$ 160,117</u>	<u>\$ 14,142,184</u>

See Accompanying Notes to the Financial Statements

Bloomfield Township Public Library
Governmental Funds
Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balances
of Governmental Funds to the Statement of Activities
For the Year Ended March 31, 2023

Net change in fund balances - total governmental funds \$ 1,594,075

Total change in net position reported for governmental activities in the statement of activities is different because:

Governmental funds report capital outlays as expenditures. However, in the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.

Depreciation expense	(1,393,044)
Capital outlay	847,065

Expenses are recorded when incurred in the statement of activities.

Compensated absences	(16,747)
----------------------	----------

The statement of net position reports the net pension liability and deferred outflows of resources and deferred inflows related to the net pension liability and pension expense. However, the amount recorded on the governmental funds equals actual pension contributions.

Net change in net pension liability	(710,929)
Net change in the deferred inflows of resources related to the net pension liability	81,786
Net change in the deferred outflows of resources related to the net pension liability	408,058

The statement of net position reports the net OPEB liability and deferred outflows of resources and deferred inflows related to the net OPEB liability and pension expense. However, the amount recorded on the governmental funds equals actual OPEB contributions.

Net change in net OPEB liability	(1,095,499)
Net change in the deferred inflows of resources related to the net OPEB liability	509,431
Net change in the deferred outflows of resources related to the net OPEB liability	<u>654,315</u>

Change in net position of governmental activities **\$ 878,511**

Bloomfield Township Public Library
Proprietary Fund
Statement of Net Position
March 31, 2023

	<u>Internal Service Fund</u>
Assets	
Current assets	
Cash and cash equivalents	\$ <u>20,961</u>
Liabilities	
Noncurrent liabilities	
Insurance claims payable	<u>20,961</u>
Net Position	
Unrestricted	<u><u>\$ -</u></u>

See Accompanying Notes to the Financial Statements

Bloomfield Township Public Library
Proprietary Fund
Statement of Revenues, Expenses and Changes in Net Position
For the Year Ended March 31, 2023

	<u>Internal Service Fund</u>
Operating revenue	
User charges	\$ 626,797
Operating expenses	
Claims	<u>626,797</u>
Change in net position	-
Net position - beginning of year	<u>-</u>
Net position - end of year	<u><u>\$ -</u></u>

See Accompanying Notes to the Financial Statements

Bloomfield Township Public Library
Proprietary Fund
Statement of Cash Flows
For the Year Ended March 31, 2023

	<u>Internal Service Fund</u>
Cash flows from operating activities	
Receipts from interfund users	\$ 626,797
Payments to suppliers	<u>(632,481)</u>
Net cash used by operating activities	(5,684)
Cash and cash equivalents - beginning of year	<u>26,645</u>
Cash and cash equivalents - end of year	<u><u>\$ 20,961</u></u>
Reconciliation of operating income to net cash used by operating activities	
Operating income	\$ -
Adjustments to reconcile operating income to net cash used by operating activities	
Changes in assets and liabilities	
Claims payable	<u>(5,684)</u>
Net cash used by operating activities	<u><u>\$ (5,684)</u></u>

See Accompanying Notes to the Financial Statements

Bloomfield Township Public Library
Fiduciary Fund
Statement of Fiduciary Net Position
March 31, 2023

	<u>Other Employee Benefit Trust Fund</u>
Assets	
Investments	\$ <u>2,888,538</u>
Liabilities	
	<u>-</u>
Net Position	
Restricted - held in trust for other postemployment benefits	\$ <u><u>2,888,538</u></u>

Bloomfield Township Public Library
Fiduciary Fund
Statement of Changes in Fiduciary Net Position
For the Year Ended March 31, 2023

	<u>Other Employee Benefit Trust Fund</u>
Investment Earnings	
Net change in fair value of investments	\$ (116,107)
Deductions	
Administrative expenses	<u>28,097</u>
Change in net position	(144,204)
Net position - beginning of year	<u>3,032,742</u>
Net position - end of year	<u><u>\$ 2,888,538</u></u>

See Accompanying Notes to the Financial Statements

Bloomfield Township Public Library
Notes to the Financial Statements
March 31, 2023

Note 1 - Summary of Significant Accounting Policies

Reporting Entity

The Bloomfield Township Public Library (the Library) was established in 1964 to provide recreational and cultural services to the residents of Bloomfield Township. The Library's activities are overseen by an autonomous six-member Board of Trustees. The financial statements of the Library have been prepared in accordance with accounting principles generally accepted in the United States of America. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and reporting principles.

As required by accounting principles generally accepted in the United States of America, these financial statements present the financial activities of the Library. The Library has no activities that would be classified as component units.

Government-wide and Fund Financial Statements

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all the nonfiduciary activities of the Library.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segments are offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function or segment. *Program revenues* include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as *general revenues*.

Separate financial statements are provided for governmental funds, the proprietary fund, and the fiduciary fund, even though the latter is excluded from the government-wide financial statements. Major individual governmental funds and the internal service fund are reported as separate columns in the fund financial statements.

Measurement Focus, Basis of Accounting, and Financial Statement Presentation

The government-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be *available* when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the Library considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, expenditures related to compensated absences are recorded only when payment is due.

Property taxes, state aid, fines and fees, charges for services, investment earnings, and gift income associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. All other revenue items are considered to be measurable and available only when cash is received by the Library.

Bloomfield Township Public Library
Notes to the Financial Statements
March 31, 2023

The Library reports the following major governmental funds:

The General Fund is the Library's primary operating fund. It accounts for all financial resources of the Library, except those required to be accounted for in another fund.

The Gift Fund accounts for all contributions and gifts received.

Additionally, the Library reports the following:

The Internal Service Fund, which is used to account for the Library's participation in the Charter Township of Bloomfield's self-insurance program.

The Fiduciary Fund, which is used to account for the Library's single employer defined benefit other postemployment benefit plan. The plan accumulates resources for other postemployment benefits payments to qualified Library employees. The funds are based on the Plan's March 31 fiscal year end.

Amounts reported as *program revenues* include 1) charges to customers or applicants for goods, services, or privileges provided, and 2) operating grants and contributions. Internally dedicated resources are reported as *general revenues* rather than as program revenues. Likewise, general revenues include all taxes.

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the internal service fund are charges for healthcare. Operating expenses for the internal service fund include claims related to the self-insurance program. All revenues and expenses that do not meet this definition are reported as nonoperating revenues and expenses.

Assets, Liabilities, and Net Position or Equity

Deposits and investments – Cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with a maturity of three months or less when acquired. Investments are stated at fair value. Certificates of deposit are stated at cost which approximates fair value.

Realized gains and losses on investment transactions are recorded as the difference between proceeds received and carrying value. Net unrealized appreciation or depreciation in the fair value of investments is recorded as the change in carrying value of the investment portfolio from the beginning of the year or date of purchase to the end of the year.

Property taxes – Property taxes are levied on each December 1st on the taxable valuation of property as of the preceding December 31st. Taxes are considered delinquent on March 1st of the following year, at which time penalties and interest are assessed.

The 2022 taxable valuation of the property subject to the Library's millage totaled \$4,467,360,970 on which ad valorem taxes consisted of 1.8653 mills for operating purposes. This resulted in \$8,349,456 for operating purposes, exclusive of any Michigan Tax Tribunal or Board of Review adjustments.

Prepaid expenses – Certain payments to vendors reflect costs applicable to future fiscal years. For such payments in governmental funds the Library follows the consumption method, and they therefore are capitalized as prepaid items in both government-wide and fund financial statements.

Capital assets – Capital assets, which include land, buildings, furniture, and library materials are reported in the applicable governmental activities column in the government-wide financial statements. Capital assets are defined by the Library as assets with an initial individual cost of more than \$5,000 and an estimated useful life in excess of one year.

Bloomfield Township Public Library
Notes to the Financial Statements
March 31, 2023

Such assets are recorded at historical cost or estimated historical cost, if purchased or constructed.

The reported value excludes normal maintenance and repairs which are essentially amounts spent in relation to capital assets that do not increase the capacity or efficiency of the item or extend its useful life beyond the original estimate. In the case of donations, the Library values these capital assets at the estimated acquisition value of the item at the date of its donation.

Capital assets are depreciated using the straight-line method over the following useful lives:

Building and improvements	3 to 60 years
Furniture and equipment	3 to 20 years
Library books and materials	7 to 10 years

Due to Charter Township of Bloomfield – The Charter Township of Bloomfield (the Township) processes payroll and employee benefits for the Library. The amount due to the Township represents the required transfer of funds for payment of the Library’s March payroll and health insurance, as well as a portion of the Library’s retirement contribution.

Deferred outflows of resources – A deferred outflow of resources is a consumption of net position by the Library that is applicable to a future reporting period. The Library reports deferred outflows of resources as a result of pension and OPEB investment earnings. This amount is the result of a difference between what the plans expected to earn from plan investments and what is actually earned. This amount will be amortized over the subsequent four years and will be included in pension and OPEB expense. Changes in assumptions and experience differences relating to the net pension and OPEB liabilities are deferred and amortized over the expected remaining services lives of the employees and retirees in the plan.

Compensated absences – Compensated absences represent the estimated liability to be paid to employees under the Library’s

compensated absence policy. It is the Library’s policy to permit employees to accumulate earned but unused sick time up to 80 days and vacation time earned but unused in the current year. All sick and vacation pay is accrued when incurred in the government-wide financial statements. A liability for these amounts is reported in governmental funds only for eligible employee terminations as of year end. Compensated absences are generally liquidated by the General Fund.

Pensions – For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Plan and additions to/deductions from Plan’s fiduciary net position have been determined on the same basis as they are reported to the Plan. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

Other Postemployment Benefits (OPEB) – For purposes of measuring the net OPEB liability, deferred outflows of resources and deferred inflows of resources related to OPEB, and OPEB expense, information about the fiduciary net position of the plan and additions to/deductions from plan’s fiduciary net position have been determined on the same basis as they are reported by the plan. For this purpose, plan recognizes benefit payments when due and payable in accordance with the benefit terms. Investments are reported at fair value, except for money market investments, which are reported at cost.

Deferred inflows of resources – A deferred inflow of resources is an acquisition of net position by the Library that is applicable to a future reporting period. For governmental funds this includes unavailable revenue in connection with receivables for revenues that are not considered available to liquidate liabilities of the current period. The Library reports deferred inflows of resources as a result of pension and OPEB investment earnings. This amount is the result of a difference between what the plan expected to earn from the plan investments and what the plan actually earned. This amount will be amortized over the

Bloomfield Township Public Library
Notes to the Financial Statements
March 31, 2023

subsequent four years and included in pension and OPEB expense. Changes in assumption and experience differences relating to the net pension and OPEB liabilities are deferred and amortized over the expected remaining services lives of the employees and retirees in the plan.

Fund Balance – In the fund financial statements, governmental funds report fund balance in the following categories:

Non-spendable – assets that are not available in a spendable form.

Restricted – amounts that are legally imposed or otherwise required by external parties to be used for a specific purpose.

Committed – amounts constrained on use imposed by the Library’s highest level of decision-making, its Board of Trustees. A fund balance commitment may be established, modified, or rescinded by a resolution of the Board of Trustees.

Assigned – amounts intended to be used for specific purposes, as determined by management. Residual amounts in governmental funds other than the general fund are automatically assigned by their nature.

Unassigned – all other resources; the remaining fund balances after non-spendable, restrictions, commitments, and assignments.

When an expenditure is incurred for purposes for which both restricted and unrestricted fund balance is available, the Library’s policy is to consider restricted funds spent first.

When an expenditure is incurred for purposes for which committed, assigned, or unassigned amounts could be used, the Library’s policy is to consider the funds to be spent in the following order: (1) committed, (2) assigned, (3) unassigned.

The amounts included in assigned fund balance are as follows:

Compensated absences liability	\$	482,971
OPEB obligation		2,822,419
Capital improvements		<u>3,373,685</u>
	\$	<u>6,679,075</u>

Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets, deferred outflows, liabilities, deferred inflows and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the period. Actual results could differ from those estimates.

Adoption of New Accounting Standards

Statement No. 92, *Omnibus 2020* enhances comparability in accounting and financial reporting and improves the consistency of authoritative literature by addressing practice issues that have been identified during implementation and application of certain GASB Statements. This Statement addresses a variety of topics and includes specific provisions about the following: (1) The effective date of Statement No. 87, Leases, and Implementation Guide No. 2019-3, Leases, for interim financial reports (2) Reporting of intra-entity transfers of assets between a primary government employer and a component unit defined benefit pension plan or defined benefit other postemployment benefit (OPEB) plan. (3) The applicability of Statements No. 73, Accounting and Financial Reporting for Pensions and Related Assets That Are Not within the Scope of GASB Statement 68, and Amendments to Certain Provisions of GASB Statements 67 and 68, as amended, and No. 74, Financial Reporting for Postemployment Benefit Plans Other Than Pension Plans, as amended, to reporting assets accumulated for postemployment benefits. (4) The applicability of certain requirements of Statement No.

Bloomfield Township Public Library
Notes to the Financial Statements
March 31, 2023

84, Fiduciary Activities, to postemployment benefit arrangements. (5) Measurement of liabilities (and assets, if any) related to asset retirement obligations (AROs) in a government acquisition. (6) Reporting by public entity risk pools for amounts that are recoverable from reinsurers or excess insurers. (7) Reference to nonrecurring fair value measurements of assets or liabilities in authoritative literature. (8) Terminology used to refer to derivative instruments.

Statement No. 99, *2022 Omnibus* enhances comparability in accounting and financial reporting and improves the consistency of authoritative literature by addressing (1) practice issues that have been identified during implementation and application of certain GASB Statements and (2) accounting and financial reporting for financial guarantees.

Upcoming Accounting and Reporting Changes

Statement No. 96, *Subscription-Based Information Technology Arrangements*, is based on the standards established in Statement No. 87 *Leases*. This statement (1) defines a SBITA as a contract that conveys control of the right to use a SBITA vendor's IT software, alone or in combination with tangible capital assets, as specified in the contract for a period of time in an exchange or exchange-like transaction (2) requires governments with SBITAs to recognize a right-to-use subscription asset, an intangible asset, and a corresponding subscription liability, and (3) provides guidance related to outlays other than subscription payments, including implementation costs, and requirements for note disclosures related to a SBITA. This statement is effective for the year ending March 31, 2024.

Statement No. 100, *Accounting Changes and Error Corrections*, improves the clarity of the accounting and financial reporting requirements for accounting changes and error corrections, which will result in greater consistency in application in practice. More understandable, reliable, relevant, consistent and comparable information will be provided to financial statement users for making decisions or assessing accountability. Additionally, the display and note disclosure requirements will result in more consistent, decision useful,

understandable and comprehensive information for users about accounting changes and error corrections. This statement is effective for the year ending March 31, 2025.

Statement No. 101, *Compensated Absences*, updates the recognition and measurement guidance for compensated absences. That objective is achieved by aligning the recognition and measurement guidance under a unified model and by amending certain previously required disclosures. This statement is effective for the year ending March 31, 2026.

Note 2 - Stewardship, Compliance, and Accountability

Budgetary Information

The Library is subject to the budgetary control requirements of the Uniform Budgeting Act (P.A. 2 of 1968, as amended). Annual budgets are adopted on a basis consistent with accounting principles generally accepted in the United States of America for the General Fund and all Special Revenue Funds. All annual appropriations lapse at fiscal year end.

The Library prepares the proposed operating budget for the fiscal year commencing April 1. Prior to incurring significant expenditures, the budget is then legally enacted through Board of Trustees action. The budget is then legally adopted and maintained at the functional level in the General Fund, which corresponds to the level of detail shown in the budgetary comparison schedules. The Gift Fund is adopted and maintained at the fund level. Budgeted amounts are reported as originally adopted and as amended by the Board of Trustees during the year.

Bloomfield Township Public Library
Notes to the Financial Statements
March 31, 2023

Note 3 - Deposits and Investments

At year end the Library's deposits and investments were reported in the financial statements in the following categories:

	Cash and Cash		
	Equivalents	Investments	Total
Governmental activities	\$ 985,508	\$ 13,857,174	\$ 14,842,682
Fiduciary funds	-	2,888,538	2,888,538
Total	\$ 985,508	\$ 16,745,712	\$ 17,731,220

The breakdown between deposits and investments is as follows:

	Governmental		
	Activities	Fiduciary Funds	Total
Bank deposits (checking and savings accounts and certificates of deposit)	\$ 981,508	\$ -	\$ 981,508
Investments	13,857,174	2,888,538	16,745,712
Petty cash and cash on hand	4,000	-	4,000
	\$ 14,842,682	\$ 2,888,538	\$ 17,731,220

As of year end, the Library had the following debt securities:

Investment	Fair Value	Maturities	Rating	Organization
U.S. Treasury notes	\$ 5,710,571	< 1 Year	AAA	Moody's
U.S. Treasury notes	2,130,489	1 - 5 Years	AAA	Moody's
	\$ 7,841,060			

Interest rate risk – The Library's investment policy does not have specific limits in excess of State law on investment maturities to manage its exposure to fair value losses from changes in interest rates.

Credit risk – State statutes authorize the Library to make deposits and invest in the accounts of federally insured banks, credit unions, and savings and loan associations which have an office in Michigan. The local unit is allowed to invest in bonds, securities and other obligations of the United States, or any agency or instrumentality of the United

States. United States government or federal agency obligations; repurchase agreements; bankers acceptance of United States Banks; commercial paper rated within the two highest classifications which mature not more than 270 days after the date of purchase; obligations of the State of Michigan or any of its political subdivisions, which are rated as investment grade; and mutual funds composed of investment vehicles that are legal for direct investment by local units of government in Michigan. The investment policy adopted by the Library authorizes investment in bonds and securities of the United States government and bank accounts and certificates of deposit, as well as the remainder of State statutory authority as listed above.

Concentration of credit risk – The Library has no policy that would limit the amount that may be issued in any one issuer.

Custodial credit risk - deposits – In the case of deposits, this is the risk that in the event of bank failure, the Library's deposits may not be returned to it. The Library does not have a policy for custodial credit risk. As of year end, \$90,529 was exposed to custodial credit risk because it was uninsured and uncollateralized.

Custodial credit risk – investments – For an investment, this is the risk that, in the event of the failure of the counterparty, the Library will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. State law does not require and the Library does not have a policy for investment custodial credit risk. Although uninsured and unregistered, the Library's investments at March 31, 2023 are not subject to custodial credit risk.

Note 4 - Fair Value Measurements

The Library categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other

Bloomfield Township Public Library
Notes to the Financial Statements
March 31, 2023

observable inputs; and Level 3 inputs are significant unobservable inputs.

The prices for most securities and certain security transactions are obtained by the investment custodian from independent quotation services whose appraisals are based on closing price(s), bid-ask quotations, or other factors; however, the investment custodian calculates prices for certain securities using information from independent and internal sources.

The Library has the following recurring fair value measurements as of March 31, 2023:

Investment Type	Fair Value Measurements		Total
	Quoted Prices in Active Markets for Identical Assets (Level 1)	Significant Other Observable Inputs (Level 2)	
U.S. Treasury notes	\$ -	\$ 7,841,060	\$ 7,841,060
Fixed income	1,055,459	-	1,055,459
Federated Hermes Government Reserves	-	6,016,114	6,016,114
Equities	1,833,079	-	1,833,079
Total	\$ 2,888,538	\$ 13,857,174	\$ 16,745,712

Bloomfield Township Public Library
Notes to the Financial Statements
March 31, 2023

Note 5 - Assets Held at Community Foundation

There are six endowment funds that are held and managed by the Community Foundation for Southeastern Michigan (CFSEM) for the benefit of the Library and are irrevocably invested. CFSEM is a public charity that is funded through donations by a large number of contributors. Earnings are available for distribution to the Library for its operations at the discretion of CFSEM. CFSEM maintains unilateral variance power and legal ownership of the endowment funds, and therefore, principal and earnings balances are not reflected in the Library's financial statements. Balances are reported on a calendar year basis.

	Bloomfield Township Public Library Endowment Fund	Yvonne T. Atkinson Fund	Lawrence Smith and Isabel Francis Smith Challenge Grant Fund	Jeanette P. Myers Memorial Scholarship Fund	Fair Radom Garden Endowment Fund	Library Director's Legacy Endowment Fund	Total
Balance - January 1, 2022	\$ 52,815	\$ 37,241	\$ 40,435	\$ 18,088	\$ 20,285	\$ 23,382	\$ 192,246
Contributions	-	-	-	-	-	-	-
Distributions	-	-	-	(716)	-	-	(716)
Investment earnings	(6,191)	(4,359)	(4,740)	(2,089)	(2,374)	(2,753)	(22,506)
Balance - December 31, 2022	<u>\$ 46,624</u>	<u>\$ 32,882</u>	<u>\$ 35,695</u>	<u>\$ 15,283</u>	<u>\$ 17,911</u>	<u>\$ 20,629</u>	<u>\$ 169,024</u>

Bloomfield Township Public Library
Notes to the Financial Statements
March 31, 2023

Note 6 - Capital Assets

Capital asset activity for the current year is as follows:

	Beginning Balance	Increases	Decreases	Ending Balance
Governmental activities				
Capital assets not being depreciated				
Land	\$ 131,015	\$ -	\$ -	\$ 131,015
Capital assets being depreciated				
Building and improvements	31,735,373	347,078	-	32,082,451
Furniture and equipment	5,594,454	82,343	80,431	5,596,366
Library books and materials	3,898,518	417,644	211,668	4,104,494
Total capital assets being depreciated	41,228,345	847,065	292,099	41,783,311
Less accumulated depreciation for				
Building and improvements	8,507,708	687,537	-	9,195,245
Furniture and equipment	4,632,592	187,172	80,431	4,739,333
Library books and materials	2,248,169	518,335	211,668	2,554,836
Total accumulated depreciation	15,388,469	1,393,044	292,099	16,489,414
Net capital assets being depreciated	25,839,876	(545,979)	-	25,293,897
Governmental activities capital assets, net	\$ 25,970,891	\$ (545,979)	\$ -	\$ 25,424,912

Note 7 - Long-term Debt

Long-term obligation activity is summarized as follows:

	Beginning Balance	Additions	Reductions	Ending Balance	Due Within One Year
Compensated absences	\$ 466,224	\$ 200,431	\$ 183,684	\$ 482,971	\$ 183,684

Note 8 - Debt Service Commitment

On November 7, 2013, the Charter Township of Bloomfield (the Township) issued General Obligation Limited Tax Pension Obligation Bonds (Series 2013) in the amount of \$80,780,000. The purpose of this bond issue was to fund the pension plan of the Charter Township, which the Library participates in. Additionally, on August 16, 2019, the Township issued General Obligation Limited Tax Pension Obligation Refunding Bonds (Series 2019) in the amount of \$49,995,000 in order to advance refund a portion of the outstanding Series 2013 bonds. The

Library's Board of Trustees have agreed to participate in the debt service applicable to these bonds by paying a percentage of the total principal and interest requirements based on the pension accrued liability of the Library relative to the total pension accrued liability of the Township. This percentage has ranged from 2.88% to 3.77%. The committed principal and interest balance of \$2,174,931 is payable through May 1, 2032, with \$218,594 being due in the 2023 fiscal year at the current rate of 2.88%. This commitment will be serviced with revenues of the General Fund.

Note 9 - Risk Management

The Library is exposed to various risks of loss related to property loss, torts, errors and omissions and employee injuries (workers' compensation), as well as medical benefits provided to employees. The Library participates with the Charter Township of Bloomfield in its risk management program to cover these risks.

Note 10 - Self-Insurance

The Library participates with the Charter Township of Bloomfield's health insurance plan which transitioned to a self-insurance plan on January 1, 2020. The self-insurance program is accounted for in the Internal Service Fund. Cigna administers and processes the daily claims. The Library is responsible for individual claims up to \$100,000. The revenues to this fund's operation are reimbursements from the Library's General Fund. The liability at the end of the year is based on claims already incurred and reported and on estimates of incurred but not reported claims as provided by Cigna.

Bloomfield Township Public Library
Notes to the Financial Statements
March 31, 2023

The changes in the claims liability for the fiscal years ended March 31, 2023 and 2022 is as follows:

	Beginning Claims Liability	Current Year Claims and Changes in Reserves	Claims Paid	Ending Claims Liability
March 31, 2022	\$ 23,823	\$ 406,071	\$ 403,249	\$ 26,645
March 31, 2023	26,645	626,797	632,481	20,961

Note 11 - Defined Contribution Benefit Plan

Plan description – Qualified, full-time employees of Bloomfield Township Public Library are covered by the Charter Township of Bloomfield 401(a) Plan (the Plan), which is a defined contribution pension plan established by the Township to provide benefits at retirement for eligible employees. The Plan was effective April 1, 2011 for new library hires. At March 31, 2023, there were 17 plan members. A stand-alone financial report of the Plan has not been issued.

Funding policy – The obligation to contribute and maintain the Plan for these employees was established by a resolution of the Library’s Board of Trustees and requires a contribution from the Library of 10 percent of participating employees’ payroll. The Library’s policy does not require or allow contributions from employees. Contributions to the Plan amounted to \$86,077 for the year ended March 31, 2023.

Note 12 - Defined Benefit Pension Plan

Plan description – Qualified, full-time employees of the Bloomfield Township Public Library are covered by the Township of Bloomfield Retirement Income Plan (the Plan), which is a cost-sharing single employer defined benefit pension plan covering all of the governmental units of the Charter Township of Bloomfield (the Township). The Plan provides retirement benefits for all employees attaining age 50 with full vesting. The Plan was closed to new employees effective April 1, 2011. The Library reports a proportionate share of the net pension liability and related deferred amounts, currently 3.94%, which is unchanged from

the prior year. The Plan issues a publicly available report that is included in the basic financial statements of the Township. That report may be obtained by writing to the Charter Township of Bloomfield, 4200 Telegraph Road, Bloomfield Hills, Michigan 48302.

Employees covered by benefit terms – At the January 1, 2022 valuation date, the following employees were covered by benefit terms:

Inactive employees or beneficiaries currently receiving benefits	18
Inactive employees entitled to, but not yet receiving benefits	2
Active employees	<u>6</u>
	<u>26</u>

Contributions – The obligation to contribute to and maintain the system for these employees was established by a resolution of the Library’s Board of Trustees and requires a contribution from the employees of 5 percent of gross wages. The Township is required to contribute at actuarially required rates.

The Township sold pension obligation bonds and the plan was fully funded as of January 1, 2014. The Library’s contribution to the Plan for the year ended March 31, 2023 was \$197,917 and was equal to the actuarially required contribution for the year.

Net pension liability – The Library’s net pension liability was determined as of March 31, 2023 (measurement date) and the actuarial valuation was performed as of January 1, 2022 (valuation date).

Actuarial assumptions – The total pension liability in the January 1, 2022 annual actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement include: 1) Salary increases 3.50% in the long-term; 2) Investment rate of return of 6.00%, net of investment expense, including inflation.

Mortality rates used were based on the Pub-2010 Mortality Tables with generational projection per MP-2020 with PubS-2010 for public safety and PubG-2010 for all others.

Bloomfield Township Public Library
Notes to the Financial Statements
March 31, 2023

The long-term expected rate of return on pension plan investments was determined using a model method in which the best-estimate ranges of expected future real rates of return (expected returns, net of investment and administrative expenses and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates or arithmetic real rates of return for each major asset class are summarized in the following table:

Asset Class	Target Allocation	Long-Term Expected Real Rate of Return
US core fixed income	50.00%	1.28%
US large cap equity	18.50%	3.46%
US small & mid cap equity	10.00%	3.91%
Foreign developed equity	16.50%	4.52%
Private real estate property	5.00%	3.58%

Discount rate – The discount rate used to measure the total pension liability is 6.00%. The projection of cash flows used to determine the discount rate assumes that employer and employee contributions will be made at the rates agreed upon for employees and the actuarially determined rates for employers. Based on these assumptions, the pension plans fiduciary net position was projected to be available to pay all projected future benefit payments of current active and inactive employees. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Changes in Net Pension Liability

Total Pension Liability

Service cost	\$ 105,740
Interest on the total pension liability	591,691
Changes in assumptions	145,259
Differences between expected and actual experience	(16,083)
Benefit payments and refunds	<u>(553,061)</u>
Net change in total pension liability	273,546
Total pension liability - beginning	<u>9,135,042</u>
Total pension liability - ending (a)	<u>\$ 9,408,588</u>

Plan Fiduciary Net Position

Employee contributions	\$ 9,142
Employer contributions	199,947
Pension plan net investment loss	(91,410)
Benefit payments and refunds	(553,061)
Pension plan administrative expense	<u>(2,001)</u>
Net change in plan fiduciary net position	(437,383)
Plan fiduciary net position - beginning	<u>8,131,878</u>
Plan fiduciary net position - ending (b)	<u>\$ 7,694,495</u>

Net pension liability (a-b) \$ 1,714,093

Plan fiduciary net position as a percentage of total pension liability	81.78%
Covered payroll	\$ 466,539
Net pension liability as a percentage of covered payroll	367.41%

Sensitivity of the net pension liability to changes in the discount rate – The following presents the net pension liability of the employer, calculated using the discount rate of 6.00%, as well as what the employer’s net pension liability would be using a discount rate that is 1% point lower or 1% higher than the current rate.

1% Decrease	Current Discount Rate	1% Increase
<u>\$ 3,005,946</u>	<u>\$ 1,714,093</u>	<u>\$ 642,419</u>

Bloomfield Township Public Library
Notes to the Financial Statements
March 31, 2023

Pension expense and deferred outflows of resources and deferred inflows of resources related to pensions – For the year ended March 31, 2023, the employer recognized pension expense was \$402,864. The employer reported deferred outflows and inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources	Total to Amortize
Differences in experience	\$ 8,462	\$ (7,618)	\$ 844
Changes in assumptions	36,559	(352)	36,207
Net difference between projected and actual earning on plan investments	403,725	-	403,725
Total	<u>\$ 448,746</u>	<u>\$ (7,970)</u>	<u>\$ 440,776</u>

Amounts reported as deferred outflows and inflows of resources related to pensions will be recognized in pension expense as follows:

<u>Year Ended March 31,</u>	
2024	\$ 257,441
2025	178,831
2026	(53,009)
2027	57,513
	<u>\$ 440,776</u>

Note 13 - Other Postemployment Benefits

Plan description – The Library provides retiree healthcare benefits to eligible full-time employees hired before May 1, 2011 and their spouses/qualified dependents. The benefits provided to Library employees have been established by a resolution of the Library’s Board of Trustees.

Employees covered by benefit terms – As of the April 1, 2022 valuation date, the plan membership consisted of the following:

Inactive employees or beneficiaries currently receiving benefits	18
Active employees	<u>9</u>
	<u>27</u>

The plan is closed to new members.

Contributions – The Library’s policy does not require or allow contributions from employees. The Library has no obligation to make contributions in advance of when the insurance premiums or benefits are due for payment; in other words, the plan may be financed on a pay-as-you-go basis.

Net OPEB liability – The OPEB liability was measured as of March 31, 2023 (measurement date), and the actuarial valuation used for the measurement was as of April 1, 2022 (valuation date).

Actuarial assumptions – The total OPEB liability was determined by an actuarial valuation as of April 1, 2022, using the following actuarial assumptions, applied to all periods included in the measurement.

Inflation	2.50%
Salary increases	3.50%, including inflation
Investment rate of return	6.00%, net of OPEB plan investment expense including inflation
Healthcare cost trend rates	6.70% - 3.90% over 50 years

Bloomfield Township Public Library
Notes to the Financial Statements
March 31, 2023

The long-term expected rate of return on OPEB plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. Best-estimate of arithmetic real rates of return for each major class included in the target asset allocation as of March 31, 2023 are summarized below along with the Board's adopted asset allocation policy:

Asset Class	Target Allocation	Long-Term Expected Real Rate of Return
US core fixed income	40.00%	1.28%
US broad equity market	45.00%	3.57%
Non-US equity	15.00%	4.94%

Discount rate – The discount rate used to measure the total OPEB liability was 6.00%. The plan's fiduciary net position was projected to be available to make all projected future benefit payments of current active and inactive employees. Therefore, the discount rate for calculating the total OPEB liability is equal to the long-term expected rate of return.

Changes in Net OPEB Liability

Total OPEB Liability

Service cost	\$ 67,228
Interest	280,570
Differences between expected and actual experience	881,253
Changes in assumptions	28,162
Benefit payments	<u>(305,918)</u>
Net change in total OPEB liability	951,295
Total OPEB liability - beginning	<u>4,759,662</u>
Total OPEB liability - ending (a)	<u>\$ 5,710,957</u>

Plan Fiduciary Net Position

Employer contributions	\$ 305,918
Net investment loss	(136,104)
Benefit payments	(305,918)
Administrative expense	<u>(8,100)</u>
Net change in plan fiduciary net position	(144,204)
Plan fiduciary net position - beginning	<u>3,032,742</u>
Plan fiduciary net position - ending (b)	<u>\$ 2,888,538</u>

Net OPEB liability (a-b) \$ 2,822,419

Plan fiduciary net position as a percentage of total OPEB liability	50.58%
Covered payroll	\$ 675,168
Net OPEB liability as a percentage of covered payroll	418.03%

Sensitivity of the net OPEB liability to changes in the discount rate – The following presents the net OPEB liability of the Library, as well as what the Library's net OPEB liability would be if it were calculated using a discount rate that is 1% lower or 1% higher than the current discount rate:

<u>1% Decrease</u>	<u>Current Discount Rate</u>	<u>1% Increase</u>
<u>\$ 3,507,083</u>	<u>\$ 2,822,419</u>	<u>\$ 2,248,812</u>

Bloomfield Township Public Library
Notes to the Financial Statements
March 31, 2023

Sensitivity of the net OPEB liability to changes in the healthcare cost trend rates – The following presents the net OPEB liability of the Library, as well as what the Library’s net OPEB liability would be if were calculated using healthcare cost trend rates that are 1% lower or 1% higher than the current healthcare cost trend rates:

1% Decrease	Healthcare Cost Trend Rates	1% Increase
\$ 2,225,784	\$ 2,822,419	\$ 3,543,945

OPEB expense and deferred outflows of resources and deferred inflows of resources related to OPEB – For the year ended March 31, 2023, the employer recognized OPEB expense of \$237,671. The employer reported deferred outflows and inflows of resources related to OPEB from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources	Total to Amortize
Differences in experience	\$ 554,863	\$ (47,656)	\$ 507,207
Changes in assumptions	17,732	(53,484)	(35,752)
Net difference between projected and actual earning on plan investments	81,720	-	81,720
Total	\$ 654,315	\$ (101,140)	\$ 553,175

Amounts reported as deferred outflows and inflows of resources related to OPEB will be recognized in OPEB expense as follows:

Year Ended March 31,	
2024	\$ 230,086
2025	176,586
2026	82,937
2027	63,566
	\$ 553,175

Note 14 - Retirement Health Savings Plan

Plan description – The Library provides retiree healthcare to eligible full-time employees hired on or after May 1, 2011 and their spouses/qualified dependents through a Retirement Health Savings Plan. The plan provides a healthcare account for employees that is portable upon separation of employment from the Library with full vesting. At March 31, 2023, there were 17 plan members.

Funding policy – The obligation to contribute and maintain the plan for these employees was established by a resolution of the Library’s Board of Trustees and requires annual contribution from the Library of \$2,500 to each employee’s account while employed. The employees make an annual contribution of 3% of payroll while employed. Participation is mandatory. The Library made contributions of \$52,616 and employees made contributions of \$28,020 to the plan for the year ended March 31, 2023.

Bloomfield Township Public Library
Required Supplementary Information
Budgetary Comparison Schedule
General Fund
For the Year Ended March 31, 2023

	<u>Budgeted Amounts</u>		<u>Actual</u>	Variance with Final Budget
	<u>Original</u>	<u>Final</u>		Positive (Negative)
Revenues				
Taxes				
Property taxes	\$ 8,141,617	\$ 8,248,977	\$ 8,349,456	\$ 100,479
Penal fines	87,600	66,126	66,126	-
State aid	32,800	43,493	43,493	-
Circulation fines and fees	25,500	28,735	29,503	768
Charges for services	14,866	9,075	9,218	143
Investment earnings	50,000	135,337	132,745	(2,592)
Other revenue	34,566	41,471	43,107	1,636
Total revenues	<u>8,386,949</u>	<u>8,573,214</u>	<u>8,673,648</u>	<u>100,434</u>
Expenditures				
Personnel	4,777,521	4,777,521	4,260,530	516,991
Library services	818,293	822,235	735,907	86,328
Facilities and equipment	1,036,779	1,116,833	1,034,976	81,857
Other expenditures	250,053	363,044	325,252	37,792
Total general government	<u>6,882,646</u>	<u>7,079,633</u>	<u>6,356,665</u>	<u>722,968</u>
Capital outlay	<u>3,369,016</u>	<u>3,369,016</u>	<u>721,458</u>	<u>2,647,558</u>
Total expenditures	<u>10,251,662</u>	<u>10,448,649</u>	<u>7,078,123</u>	<u>3,370,526</u>
Excess (deficiency) of revenues over expenditures	(1,864,713)	(1,875,435)	1,595,525	3,470,960
Fund balance - beginning of year	<u>12,386,542</u>	<u>12,386,542</u>	<u>12,386,542</u>	<u>-</u>
Fund balance - end of year	<u>\$ 10,521,829</u>	<u>\$ 10,511,107</u>	<u>\$ 13,982,067</u>	<u>\$ 3,470,960</u>

Bloomfield Township Public Library
Required Supplementary Information
Budgetary Comparison Schedule
Gift Fund
For the Year Ended March 31, 2023

	<u>Budgeted Amounts</u>		<u>Actual</u>	Variance with Final Budget Positive (Negative)
	<u>Original</u>	<u>Final</u>		
Revenues				
Gift income	\$ 500	\$ 56,564	\$ 56,564	\$ -
Investment earnings	<u>200</u>	<u>255</u>	<u>232</u>	<u>(23)</u>
Total revenues	<u>700</u>	<u>56,819</u>	<u>56,796</u>	<u>(23)</u>
Expenditures				
Library services	80,914	121,561	43,475	78,086
Facilities and equipment	34,382	48,384	10,958	37,426
Other expenditures	<u>46,899</u>	<u>48,369</u>	<u>3,813</u>	<u>44,556</u>
Total expenditures	<u>162,195</u>	<u>218,314</u>	<u>58,246</u>	<u>160,068</u>
Excess (deficiency) of revenues over expenditures	(161,495)	(161,495)	(1,450)	160,045
Fund balance - beginning of year	<u>161,567</u>	<u>161,567</u>	<u>161,567</u>	<u>-</u>
Fund balance - end of year	<u>\$ 72</u>	<u>\$ 72</u>	<u>\$ 160,117</u>	<u>\$ 160,045</u>

Bloomfield Township Public Library
Required Supplementary Information
Retirement System
Schedule of Changes in Net Pension Liability and Related Ratios
March 31, 2023

Fiscal year ended March 31,	2023	2022	2021	2020	2019	2018	2017	2016
Total Pension Liability								
Service cost	\$ 105,740	\$ 109,420	\$ 110,600	\$ 104,182	\$ 104,568	\$ 108,515	\$ 116,520	\$ 108,762
Interest on the total pension liability	591,691	579,255	545,100	498,970	479,354	475,572	458,983	442,247
Changes in assumptions	145,259	(2,703)	(21,625)	249,942	(174,265)	-	-	-
Differences between expected and actual experience	(16,083)	64,879	19,219	30,521	2,526	160,097	67,807	251,783
Benefit payments and refunds	<u>(553,061)</u>	<u>(527,118)</u>	<u>(485,287)</u>	<u>(442,056)</u>	<u>(422,907)</u>	<u>(407,372)</u>	<u>(376,909)</u>	<u>(350,338)</u>
Net change in total pension liability	273,546	223,733	168,007	441,559	(10,724)	336,812	266,401	452,454
Total pension liability - beginning	<u>9,135,042</u>	<u>8,911,309</u>	<u>8,743,302</u>	<u>8,301,743</u>	<u>8,312,467</u>	<u>7,975,655</u>	<u>7,709,254</u>	<u>7,256,800</u>
Total pension liability - ending (a)	<u>\$ 9,408,588</u>	<u>\$ 9,135,042</u>	<u>\$ 8,911,309</u>	<u>\$ 8,743,302</u>	<u>\$ 8,301,743</u>	<u>\$ 8,312,467</u>	<u>\$ 7,975,655</u>	<u>\$ 7,709,254</u>
Plan Fiduciary Net Position								
Employee contributions	\$ 9,142	\$ 10,229	\$ 10,682	\$ 10,409	\$ 10,648	\$ 11,407	\$ 11,942	\$ 11,194
Employer contributions	199,947	198,986	174,198	127,285	134,994	-	-	-
Pension plan net investment income (loss)	(91,410)	156,913	1,452,989	(182,378)	176,628	363,435	521,445	(5,556)
Benefit payments and refunds	(553,061)	(527,118)	(485,287)	(442,056)	(422,907)	(407,372)	(376,909)	(350,338)
Pension plan administrative expense	<u>(2,001)</u>	<u>(2,022)</u>	<u>(1,957)</u>	<u>(2,100)</u>	<u>(3,223)</u>	<u>(3,061)</u>	<u>(3,252)</u>	<u>(3,105)</u>
Net change in plan fiduciary net position	(437,383)	(163,012)	1,150,625	(488,840)	(103,860)	(35,591)	153,226	(347,805)
Plan fiduciary net position - beginning	<u>8,131,878</u>	<u>8,294,890</u>	<u>7,144,265</u>	<u>7,633,105</u>	<u>7,736,965</u>	<u>7,772,556</u>	<u>7,619,330</u>	<u>7,967,135</u>
Plan fiduciary net position - ending (b)	<u>\$ 7,694,495</u>	<u>\$ 8,131,878</u>	<u>\$ 8,294,890</u>	<u>\$ 7,144,265</u>	<u>\$ 7,633,105</u>	<u>\$ 7,736,965</u>	<u>\$ 7,772,556</u>	<u>\$ 7,619,330</u>
Net pension liability (a-b)	<u>\$ 1,714,093</u>	<u>\$ 1,003,164</u>	<u>\$ 616,419</u>	<u>\$ 1,599,037</u>	<u>\$ 668,638</u>	<u>\$ 575,502</u>	<u>\$ 203,099</u>	<u>\$ 89,924</u>
Plan fiduciary net position as a percentage of total pension liability	81.78%	89.02%	93.08%	81.71%	91.95%	93.08%	97.45%	98.83%
Covered payroll	\$ 466,539	\$ 688,378	\$ 998,529	\$ 914,893	\$ 948,596	\$ 948,042	\$ 948,042	\$ 1,078,668
Net pension liability as a percentage of covered payroll	367.41%	145.73%	61.73%	174.78%	70.49%	60.70%	21.42%	8.34%

*GASB Statement No. 68 was implemented for the fiscal year ended March 31, 2016 and does not require retroactive implementation.

Data will be added as information is available until 10 years of such data is available.

**Bloomfield Township Public Library
Required Supplementary Information
Retirement System
Schedule of Employer Contributions
March 31, 2023**

Actuarial Valuation Date	Actuarially Determined Contribution	Actual Contribution	Contribution Deficiency (Excess)	Covered Payroll	Actual Contribution as a % of Covered Payroll
2016	\$ -	\$ -	\$ -	\$ 1,078,668	- %
2017	-	-	-	948,042	- %
2018	-	-	-	948,042	- %
2019	134,994	134,994	-	948,596	14.23%
2020	127,285	127,285	-	914,893	13.91%
2021	174,198	174,198	-	998,529	17.45%
2022	198,986	198,986	-	688,378	28.91%
2023	199,947	199,947	-	466,539	42.86%

Note: GASB Statement No. 68 was implemented for the fiscal year ended March 31, 2016 and does not require retroactive implementation. Data will be added as information is available until 10 years of such data is available.

Methods and assumptions used to determine contribution rates:

Actuarial cost method	Entry Age Normal
Amortization method	Level-dollar closed
Remaining amortization period	16 years
Asset valuation method	5 years
Inflation	2.50%
Salary increases	3.50%
Investment rate of return	6.00%
Retirement age	Age 55 with 8 years of service
Mortality	Pub-2010 Mortality Table with generational projection per MP-2020 with PUBS-2010 for public safety groups and PubG-2010 for all others.

**Bloomfield Township Public Library
Required Supplementary Information
Retirement System
Schedule of Investment Returns
March 31, 2023**

Fiscal Year Ended March 31,	Annual Return % *
2016	-0.10%
2017	6.90%
2018	4.70%
2019	2.30%
2020	-2.41%
2021	20.60%
2022	2.06%
2023	-1.03%

* Annual money-weighted rate of return, net of investment expenses

GASB Statement No. 68 was implemented for the fiscal year ended March 31, 2016 and does not require retroactive implementation. Data will be added as information is available until 10 years of such data is available.

Bloomfield Township Public Library
Required Supplementary Information
Other Postemployment Benefits
Schedule of Changes in Net OPEB Liability and Related Ratios
March 31, 2023

Fiscal year ended March 31,	2023	2022	2021	2020	2019	2018
Total OPEB Liability						
Service cost	\$ 67,228	\$ 85,401	\$ 92,537	\$ 107,417	\$ 183,209	\$ 225,477
Interest	280,570	276,375	318,229	325,586	249,838	239,445
Benefit payments	(305,918)	(242,418)	(240,593)	(277,864)	(179,825)	(166,632)
Differences between expected and actual experience	881,253	-	(405,079)	-	697,281	(30,198)
Changes in assumptions	28,162	-	(454,620)	(281,229)	(1,822,978)	-
Net change in total OPEB liability	951,295	119,358	(689,526)	(126,090)	(872,475)	268,092
Total OPEB liability - beginning	4,759,662	4,640,304	5,329,830	5,455,920	6,328,395	6,060,303
Total OPEB liability - ending (a)	<u>\$ 5,710,957</u>	<u>\$ 4,759,662</u>	<u>\$ 4,640,304</u>	<u>\$ 5,329,830</u>	<u>\$ 5,455,920</u>	<u>\$ 6,328,395</u>
Plan Fiduciary Net Position						
Employer contributions	\$ 305,918	\$ 242,418	\$ 320,593	\$ 277,864	\$ 2,263,881	\$ 166,632
Net investment income (loss)	(136,104)	80,402	835,820	(136,404)	115,668	-
Benefit payments	(305,918)	(242,418)	(240,593)	(277,864)	(179,825)	(166,632)
Administrative expense	(8,100)	(4,200)	(11,600)	(11,000)	-	-
Net change in plan fiduciary net position	(144,204)	76,202	904,220	(147,404)	2,199,724	-
Plan fiduciary net position - beginning	3,032,742	2,956,540	2,052,320	2,199,724	-	-
Plan fiduciary net position - ending (b)	<u>\$ 2,888,538</u>	<u>\$ 3,032,742</u>	<u>\$ 2,956,540</u>	<u>\$ 2,052,320</u>	<u>\$ 2,199,724</u>	<u>\$ -</u>
Net OPEB liability (a-b)	<u>\$ 2,822,419</u>	<u>\$ 1,726,920</u>	<u>\$ 1,683,764</u>	<u>\$ 3,277,510</u>	<u>\$ 3,256,196</u>	<u>\$ 6,328,395</u>
Plan fiduciary net position as a percentage of total OPEB liability	50.58%	63.72%	63.71%	38.51%	40.32%	- %
Covered payroll	\$ 675,168	\$ 926,484	\$ 925,484	\$ 893,666	\$ 893,666	\$ 1,087,983
Net OPEB liability as a percentage of covered payroll	418.03%	186.40%	181.93%	366.75%	364.36%	581.66%

*GASB Statement No. 75 was implemented for the fiscal year ended March 31, 2018 and does not require retroactive implementation. Data will be added as information is available until 10 years of such data is available.

**Bloomfield Township Public Library
Required Supplementary Information
Other Postemployment Benefits
Schedules of Employer Contributions
March 31, 2023**

Fiscal Year Ending March 31,	Actuarially Determined Contribution	Actual Contribution	Contribution Deficiency (Excess)	Covered Payroll	Contribution as a % of Covered Payroll
2018	\$ 577,040	\$ 166,632	\$ 410,408	\$ 1,087,983	15.32%
2019	636,780	2,263,881	(1,627,101)	893,666	253.33%
2020	383,241	277,864	105,377	893,666	31.09%
2021	383,241	320,593	62,648	926,484	34.60%
2022	328,162	242,418	85,744	926,484	26.17%
2023	328,162	305,918	22,244	675,168	45.31%

Notes to Schedule of Contributions

Valuation date: April 1, 2022

Methods and assumptions used to determine contribution rates:

Actuarial cost method	Entry Age Normal
Amortization method	Level dollar
Remaining amortization period	16 years
Asset valuation method	Market Value
Inflation	2.50%
Healthcare cost trend rates	6.70% - 3.90% over 50 years
Salary increases	3.50%
Discount rate	6.00%

**Bloomfield Township Public Library
 Required Supplementary Information
 Other Postemployment Benefits
 Schedule of Investment Returns
 March 31, 2023**

Fiscal Year Ended March 31,	Annual Return % *
2018	N/A
2019	24.12%
2020	-6.22%
2021	39.32%
2022	2.72%
2023	-4.49%

* Annual money-weighted rate of return, net of investment expenses

GASB Statement No. 74 was implemented for the fiscal year ended March 31, 2018 and does not require retroactive implementation. Data will be added as information is available until 10 years of such data is available.

**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
MEMORANDUM**

TO: Library Board of Trustees
FROM: Tera Moon, Library Director
DATE: September 15, 2023
SUBJECT: Proposed Millage Rate and Ballot Language

Currently the Library is supported by three separate millage rates as outlined below:

- In 1963, Bloomfield Township voters approved the first ever library operating millage at 1.0 mil for a ten-year period. This millage was renewed in 1972 for an additional ten years and renewed again in 1982 in perpetuity.
- In 1994, Bloomfield Township voters approved an additional .3 mils for eight years, expiring in 2002.
- In August, 2002, Bloomfield Township voters approved .7874 mils in perpetuity. This brought the Library's millage rate to the current 1.7874 mils approved in perpetuity. Election results were 6,727 yes votes and 6,059 no votes.

Also on the August, 2002 ballot was a proposal for a Library Improvements Bond, which was defeated. Election results were 5,784 yes votes and 7,062 no votes.

- In August, 2004, Bloomfield Township voters approved a \$22,875,000 million bond for the renovation and expansion of the Library. Election results were 6,626 yes votes and 5,311 no votes. Twenty-year bonds were sold with a commitment to pay in full by May, 2024. In 2012, these bonds were refinanced at a lower interest rate for a savings of approximately \$1 mil. Bloomfield Township handles the administration of these bonds, including the original sale and refinancing.
- In November 2014, Bloomfield Township voters approved a .5410 millage rate, of which .2946 was to restore the original August 1982 mill levy rolled back by Headlee and .2126 new mills, for a period of ten years. Election results were 12,310 yes votes and 7,267 no votes.

The current fiscal year 2023-2024 will include the last tax payment from the collection of that millage rate, which is now .5047 as rolled back by Headlee. This fiscal year that rate resulted in \$2,417,543, or 27% of the Library's total revenues. Losing that revenue would require significant cuts to current library service and would make it difficult to accomplish the goals of our strategic plan, including refurbishing spaces throughout the Library.

Maximum Millage Cap Referendum

A township library is allowed up to 2 mills as stated in MCL 397.397.210, section 10 of the City, Village and Township Libraries Act, PA 164 of 1877. This means we can ask Bloomfield Township voters to approve up to .6394 mills. However, I am proposing that we ask Bloomfield Township voters to renew the millage at the current rate of .5047, which would result in \$2,538,420 for the 2024-2025 fiscal year based on Bloomfield Township's current estimated taxable value. In 2024-2025 the millage rate is not rolled back because the rate of inflation is higher than the annual growth on existing property.

The 2004 bond payment will expire this year, providing savings to the taxpayers. Their tax bill on behalf of the Library will decrease even if this millage renewal is approved.

The taxable value of Bloomfield Township has risen by an average of 3.32% over the last 10 years. Using a conservative 2.5% increase to forecast tax revenue growth, using the rate of .5047, and estimating expenditures to rise at the rate of 3%, the .5047 rate will cover our regular operating expenses and provide approximately \$800,000 each year for capital projects. These calculations also account for the rollback of this millage rate by the Headlee Amendment.

Attached is a history of the millage rates and how they have changed over the year. As you can see, the Library's millage rate has rolled back each year. In recent years that has been offset by the rate of increase of the Township's taxable value. We cannot assume that rate will increase forever, therefore the Library needs this third millage to ensure adequate funding to maintain current operations and achieve the goals the community has expressed.

ACTION: I move to approve the following resolution:

WHEREAS, the Bloomfield Township Public Library ("Library") is a township library organized under 1877 PA 164 ("PA 164") serving the residents of the Charter Township of Bloomfield ("Township"); and

WHEREAS, as required by Section 10c of Act 164, the Library Board may determine by resolution that, if a previously authorized millage was approved for a specific number of years, the millage should be renewed; and

WHEREAS, voters in the Township approved the Library's millage, which will last result in a levy of .5047 mill in 2023, and that millage expires in 2023; and

WHEREAS, the Library Board determines that it is in the best interests and welfare of the Library and its residents that revenue be authorized for the purpose of operating, maintaining and equipping the Bloomfield Township Public Library and for all other library purposes authorized by law purposes; therefore, the Library has determined to request from voters a three year millage renewal of .5047 mill beginning with the December 2024 levy; and

WHEREAS, the Library Board has determined that placing the millage request on the ballot at the February 27, 2024 election is in the best interest of the health, safety and welfare of the Township residents; and

WHEREAS, the question of renewing the millage, beginning with the 2023 levy, shall be

placed on the ballot at the election occurring on February 27, 2024.

THEREFORE, the Library Board of the Bloomfield Township Public Library, Oakland County, Michigan, resolves as follows:

1. The Library Board of the Bloomfield Township Public Library has determined that millage necessary for the support and maintenance of the Library must be renewed.
2. To that end, the Library Board resolves to approve the ballot language attached as Exhibit A and resolves and certifies that the ballot language attached as Exhibit A shall be placed on the ballot at the February 27, 2024 election.
3. The Library Board President or Treasurer is authorized and directed to promptly submit this Resolution and the ballot language attached as Exhibit A to the Clerk of the Charter Township of Bloomfield and the Oakland County Clerk so that the attached millage proposal may be presented to voters at the February 27, 2024 election.
4. Any resolution inconsistent with this Resolution is hereby rescinded.

I, the undersigned, the duly qualified and acting Secretary of the Bloomfield Township Public Library, Oakland County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the Library Board of said Library at a meeting held on September 19, 2023.

Secretary

EXHIBIT A

CHARTER TOWNSHIP OF BLOOMFIELD

LIBRARY MILLAGE RENEWAL PROPOSAL

Shall the Charter Township of Bloomfield, Oakland County, Michigan, be authorized to levy a renewal of the previously voted increase in the tax limitation, which expires in 2023, in an amount not to exceed .5047 mill (\$0.5047 on each \$1,000 of taxable value), against all taxable property within the Township for a period of ten (10) years, 2024 to 2033 inclusive, for the purpose of operating, maintaining, and equipping the Bloomfield Township Public Library and for all other library purposes authorized by law? The estimate of the revenue the Township will collect in the first year of levy (2024) if the millage is approved is approximately \$2,500,000. The revenue from this millage levy will be disbursed to the Bloomfield Township Public Library.

Yes

No

**Bloomfield Township Public Library
SEV and Taxable Value History
25-Year Analysis**

	SEV(until 1995) Tax. Value. (1995 -)	Percent of Increase From PY	Library Millage	Library Tax Revenue	Percent of Increase From PY
2023-2024*	4,690,729,020	5.00%	1.8502	8,578,936	4.00%
2022-2023**	4,467,360,970	5.76%	1.8653	8,248,977	4.00%
2021-2022	4,223,898,657	3.23%	1.8805	7,931,709	2.41%
2020-2021	4,091,548,158	4.11%	1.8958	7,744,732	3.30%
2019-2020	3,929,897,809	4.80%	1.9078	7,497,350	4.02%
2018-2019	3,749,876,110	4.89%	1.9230	7,207,809	3.71%
2017-2018	3,575,056,602	3.00%	1.9365	6,949,668	2.40%
2016-2017	3,470,928,740	3.31%	1.9608	6,786,721	1.75%
2015-2016	3,359,651,170	3.51%	1.9854	6,670,251	2.75%
2014-2015	3,245,848,860	2.48%	2.0000	6,491,698	40.48%
2013-2014	3,167,371,380	2.28%	1.4590	4,621,195	2.28%
2012-2013	3,096,798,011	-1.49%	1.4590	4,518,228	-0.63%
2011-2012	3,143,677,326	-9.56%	1.4590	4,547,004	-10.34%
2010-2011	3,475,888,000	-10.39%	1.4590	5,071,321	-10.16%
2009-2010	3,878,712,490	-1.76%	1.4590	5,645,126	-2.00%
2008-2009	3,948,259,831	0.36%	1.4590	5,760,511	0.22%
2007-2008	3,934,123,580	5.39%	1.4590	5,747,886	5.39%
2006-2007	3,732,884,300	5.69%	1.4611	5,454,117	4.39%
2005-2006	3,531,875,030	4.47%	1.4793	5,224,703	3.42%
2004-2005	3,380,624,306	4.45%	1.4944	5,052,005	3.34%
2003-2004	3,236,501,438	3.89%	1.5105	4,888,735	53.68%
2002-2003	3,115,293,208	5.52%	1.0211	3,181,026	4.25%
2001-2002	2,952,304,218	7.08%	1.0335	3,051,206	5.64%
2000-2001	2,757,054,988	4.19%	1.0476	2,888,291	2.96%
1999-2000	2,646,257,403	4.23%	1.0601	2,805,297	3.24%
1998-1999	2,538,783,130	4.19%	1.0703	2,717,260	3.79%
1997-1998	2,436,762,470	3.92%	1.0744	2,618,058	3.74%
1996-1997	2,344,785,060	4.10%	1.0763	2,523,692	3.94%
1995-1996***	2,252,388,450	3.35%	1.0780	2,428,075	43.21%
1994-1995	2,179,316,550	2.43%	0.7780	1,695,508	2.43%
1993-1994	2,127,617,200	7.09%	0.7780	1,655,286	3.68%
1992-1993	1,986,788,410	1.64%	0.8036	1,596,583	1.64%
1991-1992****	1,954,734,300	7.09%	0.8036	1,570,824	7.20%
1990	1,825,324,160	11.32%	0.8028	1,465,370	7.30%
1989	1,639,685,450	14.44%	0.8329	1,365,694	7.01%
1988	1,432,801,410	13.20%	0.8907	1,276,196	6.46%
1987	1,265,726,270	8.05%	0.9471	1,198,769	11.88%
1986	1,171,444,970	7.77%	0.9147	1,071,521	2.31%
1985	1,086,957,510	4.34%	0.9635	1,047,284	2.18%
1984	1,041,771,110	2.87%	0.9838	1,024,894	1.20%
1983	1,012,735,020	-3.19%	1.0000	1,012,735	12.02%
1982	1,046,097,722	8.56%	0.8642	904,038	1.35%
1981	963,633,793	16.25%	0.9257	892,036	15.96%
1980	828,937,902	20.60%	0.9280	769,254	13.77%
1979	687,372,425	13.06%	0.9837	676,168	11.21%
1978	607,997,100		1.0000	607,997	

*2023-2024 taxable value is estimated: July, 2022 Property Tax Rev. Projections per Bloomfield Twp. Assessor

**2022-2023 taxable value is estimated: July, 2022 Property Tax Rev. Projections per Bloomfield Twp. Assessor

***Beginning in 1995 the Taxable Value and not the State Equalized Value is used to calculate the tax levy.

****In April, 1991, the Michigan Legislature adopted Public Act 15 of 1991 which temporarily froze assets valued on existing real property in 1992 by requiring that the assessment as equalized for the 1991 tax year be used on the 1992 assessment roll and be adjusted only to reflect additions, losses, splits and combinations. Public Act 15 was effective May 1, 1991.

**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
MEMORANDUM**

TO: Trustees

FROM: Tera Moon, Library Director

DATE: September 15, 2023

SUBJECT: Bank Signatories

With the recent change in the Bloomfield Township Treasurer, a resolution to approve a change in bank signatories is being presented at the September 19, 2023 regular Board Meeting for your approval. As per the procedure required by financial institutions, a copy of a duly signed board resolution is required for bringing change to the bank account authorized signatories. The resolution attached authorizes the following persons to sign on behalf of the Library, issue orders for payment or withdrawal of money:

Dani Gillman, President/Trustee
Joan Luksik, Secretary/Trustee
Tera Moon, Library Director
Monica Gower, Finance Coordinator
Katherine Bryant, Assistant Library Director
Michael Schostak, Bloomfield Township Treasurer
Danielle Walsh, Bloomfield Township Supervisor
Martin Brook, Bloomfield Township Clerk
Teresa Renaud, Bloomfield Township Deputy Treasurer
Deana Mondock, Bloomfield Township Deputy Clerk

This resolution will need to be updated again when officers of the Library Board of Trustees change, when changes in the positions of Library Director, Assistant Library Director or Finance Coordinator occur or when changes in the Bloomfield Township Public Officials occur.

It was suggested by Township officials to add Deana Mondock, Bloomfield Township Deputy Clerk to the list of signatories. As deputy she is authorized to perform all functions that the Clerk is except vote at Trustee meetings. This follows including the Deputy Treasurer. Finally, two signatures are needed on library checks and having one more person to choose from will expedite check processing. I recommend adding Deana Mondock to the list of signatories.

If you agree, the following action is needed:

ACTION: I move to approve the resolution authorizing signatures, including facsimile signatures, for banking services on behalf of the Bloomfield Township Public Library as presented, effective September 19, 2023.

**A RESOLUTION AUTHORIZING SIGNATURES, INCLUDING FACSIMILE
SIGNATURES, FOR BANKING SERVICES ON BEHALF OF THE BLOOMFIELD
TOWNSHIP PUBLIC LIBRARY**

THE BLOOMFIELD TOWNSHIP PUBLIC LIBRARY RESOLVES AS FOLLOWS:

SECTION 1. The following persons are authorized to sign on behalf of the library, orders for payment or withdrawal of money:

Dani Gillman, President/Trustee
Joan Luksik, Secretary/Trustee
Tera Moon, Library Director
Monica Gower, Finance Coordinator
Katherine Bryant, Assistant Library Director
Michael Schostak, Bloomfield Township Treasurer
Danielle Walsh, Bloomfield Township Supervisor
Martin Brook, Bloomfield Township Clerk
Teresa Renaud, Bloomfield Township Deputy Treasurer
Deana Mondock, Bloomfield Township Deputy Clerk

Such authority shall remain in force until revoked by written notice to the affected financial institution of the action taken by the Trustees of the Bloomfield Township Public Library.

All prior authorizations are suspended.

SECTION 2. The following depository institutions are approved institutions for the authorized signers on behalf of the Library:

Flagstar Bank
Fifth Third Bank
Huntington Bank
RBC Schwartz & Co.

SECTION 3. This resolution was duly PASSED and ADOPTED this 19th day of September, 2023, and takes effect September 19, 2023, upon signing by the President and Secretary.

Dani Gillman, President

Joan Luksik, Secretary

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.

**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
MEMORANDUM**

TO: Tera Moon, Library Director

FROM: Katherine Bryant, Assistant Library Director

DATE: August 24, 2023

SUBJECT: Used Equipment Sale

A used equipment sale was held on Saturday, August 19, 2023 from 10:00 a.m. to 1:00 p.m. in the Community Room. The first 30 minutes were reserved for Bloomfield Township residents only. Over 50 people browsed the sale.

Attached is a list of items offered for sale. Sales were brisk for the first 45 minutes, then slowed down. However, one person made a very large purchase toward the end of the sale, buying a wide variety of items for a school he funds in West Africa, where he is from. A total of \$2,068 was earned for the Library. Sixty stacking chairs, 43 PCs, 34 monitors, 17 tablets, nine printers, five walkie talkie sets, five scanners, five servers, three Chromebooks, two MacBooks Pros, two iMacs, a snowblower, a backpack vacuum, and many other miscellaneous items were sold. The remaining items will be recycled or disposed of.

The sale was promoted through the Library's website, social media, a press release, email newsletters, and a poster in the lobby.

Each sale requires assistance from several departments to run smoothly. Facilities staff set up the room and transported many large items from storage to the Community Room. Systems staff prepared the technical equipment for sale and answered questions during the sale. In Administration, Jane Bersche provided the cashiering while I greeted patrons and answered questions. The sale would not have happened without the staff's hard work.

Bloomfield Township Public Library

Used Equipment Sale

Saturday, August 19, 2023 at 10:00 a.m. - 1:00 p.m

Quantity	Item	Model	Price per Item
1	4G Hotspot (no power cord)	T-Mobile 4G LTE HotSpot Z915	\$1.00
5	Acer Monitor	various	\$1.00
1	Alesso signature pad		\$3.00
1	Allegiant Bilinx Data Interface	Bosch 16CH Bilinx Data XCVR	\$10.00
	Assorted Metal Server Rack Hardware		\$1.00
3	Battery chargers		\$1.00
3	BCS conference phones		\$5.00
1	Box of 7 Keyboards and 10 mice	Assorted	\$10.00
1	Cash Drawer	MMF Valuline	\$5.00
3	CD Player/Tape Recorder	EIKI 7070A	\$1.00
4	Cisco access points		\$7.00
1	Clartech laminator	ct 1200	\$5.00
1	Creston Amplifier	QM-AMP3X80MM	\$8.00
1	Crestron distribution amplifier		\$3.00
1	CRT TV on Stand	Sony	\$3.00
1	Dance Dance Revolution Supernova 2 (no disc)	Playstation 2	\$5.00
56	Dell monitor	various	\$1.00
1	Dell Tape Reader (2 parts)	Dell Powervault 124T	\$7.00
5	Docking Station w/ Charger	Surface Docking Station 1664	\$10.00
3	DVD-TV remotes	Assorted	\$1.00
1	Elmo Digital Film Viewer	S-T Imaging	\$5.00
1	Ematic Portable DVD Player *Missing Power Supply*	Ematic EPD121	\$2.00
1	Fax machine	brother fax 275	\$5.00
1	Guitar Hero Guitar	Playstation 2	\$5.00
	HME pagers		\$1.00
5	Honeywell scanner		\$2.00
2	HP power cord		\$1.00
2	iMac	Apple iMac	\$30.00
1	Inkjet printer	HP deskjet	\$10.00
3	Ipad Holder (no key, possible missing parts)	Kensington Counter Top Tablet Stand	\$1.00

6	ITC card readers		\$2.00
1	JBL iphone speaker		\$1.00
2	Dell Keyboard		\$1.00
1	Kurzweil reader		\$25.00
2	Laptop	Latitude E6510	\$10.00
11	Linksys +B2:B2858-port switches		\$1.00
3	Mac keyboards with 2 mice and 2 power cords		\$2.00
2	Macbook Pro	MacBook Pro	\$25.00
1	Magtec card reader		\$2.00
1	Microphone box - jack to xlr		\$1.00
2	docking stations)	1616	\$5.00
1	Midland walkie-talkie set		\$5.00
1	Monitor	ViewSonic TD2740	\$10.00
6	Monitor	Dell ST2220Tc	\$10.00
1	Nintendo DS	Nintendo	\$5.00
2	Orbit scanner		\$2.00
79	PC	various models; no hard drive or operating system	\$2.00
2	Box of phone receivers		\$5.00
1	Planar	PL2210W	\$3.00
12	Printer	various models	\$10.00
1	Printer + Stand	HP Color LaserJet CP4005n	\$20.00
1	qualcom scanner		\$2.00
6	receipt printer	prp08511t	\$5.00
1	Ricoh Communication Gate	Type BN1	\$5.00
1	Rockband Beatles Special edition (no disc)	Wii	\$1.00
1	Rockband Beatles Special edition (no disc)	Playstation 2	\$1.00
6	HP Scanjet Scanner	HP Scanjet G4010	\$5.00
1	Cisco Switch	Catalyst 2950	\$5.00
1	Cisco Switch	Catalyst 2960-X	\$5.00
1	Server	Dell PowerEdge R200	\$15.00
1	Server	Dell PowerEdge R210	\$15.00
1	Server	Dell PowerEdge R420	\$20.00
1	Server	Barracuda Backup Server 690	\$20.00

1	Server	Dell Powervault 124T	\$15.00
3	Server	IBM AC1 System x3650 M4	\$10.00
1	Server	IBM 87651UX Enclosure	\$15.00
1	Server	Dell PowerEdge 2950	\$15.00
1	Server	Dell PowerEdge 1950	\$15.00
1	shure wireless mike in box set		\$20.00
1	siemens headset		\$1.00
88	Siemens Phones		\$2.00
2	Signature Capture Pad	Topaz SignatureGem T-L462-HSB-R	\$5.00
1	starling word tracker		\$2.00
6	Tablet	Microsoft Windows Surface	\$15.00
3	Tablet	Apple iPad 16 GB A1416	\$20.00
3	Tablet	Apple iPad 32GB A1395	\$20.00
3	Tablet	Apple iPad 16 GB A1395	\$20.00
1	Tablet	Apple iPad A1460	\$20.00
1	Tablet (in Targus 360 Case)	Apple iPad A2197	\$20.00
1	Tape Reader	IBM Ultrium LTO 3	\$10.00
8	Tech Logic Smart Bin Containers	Tech Logic	\$5.00
7	Touch Screen	Planar PT17	\$5.00
1	TV	Sampo TV	\$5.00
1	UPS	APC SUA1500RMU2	\$5.00
1	UPS	APC Smart-UPS SC 620	\$5.00
1	UPS	APC Back-UPS Pro 1000	\$5.00
1	USI Laminator		\$25.00
1	Various Microphone Accessories/Hardware	Shure SLX	\$2.00
1	VHS Tape Rewinder (power cord cut)	White Westinghouse Video Cassette Rewinder	\$1.00
1	Video Eye-magnification system		\$2.00
3	Walkie-talkie sets		\$2.00
1	Wii Outdoor Challenge Mat (no disc)	Nintendo Wii	\$2.00
1	williams sound headsets packs		\$1.00
1	Wireless Controller	BlueSocket BSC-1200 BlueSecure Controller	\$10.00
6	Vaultz File Cabinet CD Rack		\$10.00

1	Craftsman 8.5 HP Electric Start 27" Dual Stage Snow Thrower	Model 536.881851	\$100.00
1	Tomcat Nano Edge Floor Scrubber		\$100.00
1	Nobles Typhoon 1612 Wet/Dry Vacuum	Model 608239	\$150.00
1	Emerson ProTeam Go Free Flex Pro Backpack Vacuum	Model 107572	\$100.00
1	NSS Colt 1450 P FMS Wet/Dry Vacuum		\$100.00
1	Saturn Low Speed Floor Scrubbing Machine	EDIC 20IS3-BK-SV	\$100.00
1	Minuteman Floor Scrubbing Machine	M20120-01	\$150.00
1	Craftsman Backpack Blower	Model 316.794991	\$50.00
1	Nichols Dazzle Floor Finish 245-2.5 Gallon Container		\$5.00
2	State Mighty Sparkle Floor Stripper Product 5 Gallon Bucket	#106211	\$10.00
13	3M Brown 20" Stripping Pads #7100		\$2.00
9	Nichols 20" Buffing Pads		\$2.00
5	3M Natural Blend Tan/Brownish 20" Pads		\$2.00
1	Ice: Intelligent Cleaning Equipment 120NB Self Propelled Auto Scrubber 20"		\$500.00
1	X-Acto Electric Pencil Sharpener	XLR	\$5.00
1	Fiskars Rotary Trimmer	5996459	\$5.00
1	Polaroid Impulse - Blue. Includes padded case	C506B (might be Polaroid Impulse 600)	\$10.00
1	Ziro Brand wall clock, brushed metal frame	n/a	\$10.00
1	Canon Adding Machine	P200-DH	\$5.00
1	Sharp Adding Machine	EL-2630 GII	\$5.00
1	Logitech Carl Zeiss Tessar 2.0/3.7 2MP Autofocus USB Webcam Free Shipping		\$10.00
1	Polaroid 600 Business Edition Instant Camera	600 business	\$15.00

Library activities

- Writers' Workshop series is 6:30-7:30 p.m. Sept. 5, Oct. 3, Feb. 6, March 5, at Springfield Township Library, 12000 Davisburg Road, Davisburg, 248-846-6550, <https://events.getlocalhop.com/writers-workshop/event/zHVIBsDzil>, creative writing course with local, published author Chelsey Dagner, sponsored by the Friends of the Springfield Township Library.
- Presentation and book signing with Paul Vachon, author of "Detroit: An Illustrated Timeline, 2nd Edition" is 7-8 p.m. Sept. 12, Bloomfield Township Public Library, 1099 Lone Pine Road, Bloomfield Twp., 248-642-5800, event is free and open to the public, <https://btpl.org>.
- Friends of the White Lake Township Library Book Sale is Sept. 13-16, White Lake Township Library, 11005 Elizabeth Lake Road, White Lake, whitelakelibrary.org. Sept. 13 is friends-only.

DOWNTOWN

NEWS MAGAZINE
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• Aug 11

Used library equipment sale at township library

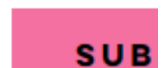
The Bloomfield Township Public Library is holding a sale for the public of used library equipment on Saturday, August 19, from 10 a.m. to 1 p.m.

The first 30 minutes of the sale is reserved for Bloomfield Township residents only.

What is for sale? Used electronics and other used library equipment which has been removed from service, such as computers, printers, tablets and telephones will be available for sale at bargain prices. The library cautions that all equipment is sold "as is," and is final sale. There is no technical support available.

Methods of payment for the sale are cash and check only, and all purchased items must be removed from the library by 1 p.m. Saturday, August 19.

For further information, contact the library at 248.642.5800 or go to btpl.org.



DOWNTOWN

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: • 4 hours ago

Township library hosts two author events

This September, Bloomfield Township Public Library will hold two unique author talks which are open and free to the public, with no registration required.

On Tuesday, September 12, author Paul Vachon will discuss a photographic account of significant events in Detroit's history, which he has presented in his newly released second edition of *Detroit: An Illustrated Timeline*. Vachon is an author and freelance writer who specializes in covering Michigan travel, business and popular culture.

Copies of his book will be available for purchase.

On Tuesday, September 19, photographer, architectural historian and author Dale A. Carlson will take guests on a journey as he examines the histories of 20 architecturally significant live theater and music venues in the Detroit area. He will explain how these dazzling designs were created by noted Detroit architects, and share tales of some of the legendary artists who performed in them.

Both lectures are at 7 p.m.

"The library is honored to host Paul Vachon and Dale A. Carlson as integral parts of our programming. Their dedication to uncovering the layers of Detroit's past and their ability to bridge history with the present are a testament to their expertise," said Brooke Hoskins, assistant department head of adult services. "We are looking forward to celebrating Detroit's heritage and cultural significance."

For more information, contact the Bloomfield Township Library at 248.642.5800 or at btpl.org.



**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
MEMORANDUM**

TO: Library Board of Trustees

FROM: Katherine Bryant, Assistant Library Director

DATE: September 15, 2023

SUBJECT: Strategic Plan

The three strategic plan committees all held meetings in August. Their meeting summaries are below.

In addition, BTPL Mobile, the Library's new mobile app, launched at the beginning of September. This furthers the goal to offer access to innovative technology resources, support, and education to provide robust digital experiences at all stages of life.

HR Practices Committee

The HR group met on August 8 at 2:00 pm. Many committee members were absent due to vacation, etc., so the five in attendance focused on the thoughts and ideas portion of the meeting. They discussed recent examples of inclusive postings, a great online resource and podcast called Ask a Manager, the availability of baseline training updates/refreshers for long time staff, transparency of benefits on our postings, scheduling, and the importance of including staff with lived experiences in the conversation.

Collaborative Culture Committee

At the August meeting, the committee workshopped a culture card for the Library. This would be an internal document, likely shared on the Intranet and possibly made into a wallet size card for staff to retain, of our purpose as a collaborative staff, how we perform, what we do, our values, and our culture. These ideas will continue to be workshopped on Teams. Committee co-chairs Paul Zink and Deb Smith will create a draft to be finalized at September's meeting.

The group also agreed to recommend to Admin that we hold monthly department tours (generally two tours a year for each department) like staff monthly trainings, so staff can learn more about other departments, something that was highly requested at Staff Development Day. Paul and Deb met with Katherine to discuss this plan, then shared the idea at the September 13 MAC Meeting. The group agreed to move forward with department tours, starting in October.

Inclusive Spaces Committee

The Inclusive Spaces group met on August 23. Committee co-chairs Brooke Hoskins and Lauren Catoni-Ellis, as well as Technical Services Department Head Lori Smith-Hoogasian, shared discussion points from the Big MAC and Yellowstone visioning session. The group reviewed "observations" that we've posted on Teams and some additional ideas were shared. They agreed to postpone their next meeting until October 24, expecting that a proposal from Yellowstone will be available by then.

MARKETING REPORT

AUGUST 2023

FACEBOOK



FOLLOWERS:
2879 (↑14 from July)

TOTAL REACH:
7737
(↓68.5% from July)



INSTAGRAM



FOLLOWERS:
1569 (↑9 from July)

TOTAL REACH:
835
(↓19.2% from July)



X



FOLLOWERS:
290 (↓3 from July)

IMPRESSIONS:
1495 with 26 tweets



NEWSLETTERS



- **Books and More** (new books, Summer Reading Program) - 1534 messages
- **Movies and More** (new DVDs, Summer Reading Program) - 115 messages
- **Discover** (Used Equipment Sale, Mobile Planetarium, Family & Friends Game Day & Night, Library book clubs, Grand Ole Time to Celebrate Grandparents, Preschool STEAMtime, Baby & Toddler Story Time) - 20,699 messages
- **Digital News** (new titles from Libby, Library book clubs) - 1922 messages




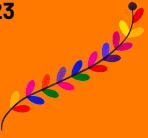
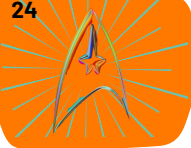
PRESS RELEASES



- Used Equipment Sale
- Author events with Paul Vachon and Dale A. Carlson
- September Second Saturday Book Sale



September YOUTH Events Calendar

S	M	T	W	T	F	S
					01	02
03 We will be closed Sunday & Monday in observance of	04 	05	06 Virtual Family PJ Story Time 7 p.m.	07 Tots & Friends Play Time 10 a.m. - 12 noon	08 Outdoor Family Story Time 11 a.m.	09 Grand Ole Time to Celebrate Grandparents 10 a.m. - 11 a.m. Friends Book Sale 11 a.m. - 3:30 p.m.
10	11 Art Lab Junior 6:30 p.m.	12 Preschool STEAMtime 10:30 a.m.	13 Baby and Toddler Story Time 10 a.m. or 11 a.m.	14 Tots & Friends Play Time 10 a.m. - 12 noon Paperbacks & Snacks Grades 4-6 6:30 p.m.	15  September 15 - October 15	16
17	18 My First Book Group Grades K - 1 5:30 p.m.	19 Preschool STEAMtime 10:30 a.m.	20 Baby and Toddler Story Time 10 a.m. or 11 a.m. Skills for Effective Parent Advocacy 7 p.m. - 8 p.m.	21 Tots & Friends Play Time 10 a.m. - 12 noon	22	23 
24 	25	26 Preschool STEAMtime 10:30 a.m.	27 Baby and Toddler Story Time 10 a.m. or 11 a.m. Book Worms Grades 2-3 6:30 p.m.	28 Tots & Friends Play Time 10 a.m. - 12 noon Art Lab 6:30 p.m.	29	30

VISIT WWW.BTPL.ORG/EVENTS FOR MORE INFO



CAREGIVER WORKSHOPS

SKILLS FOR EFFECTIVE PARENT ADVOCACY

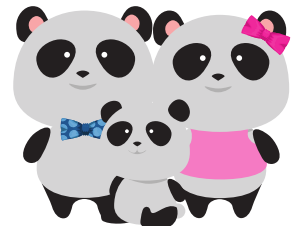
Wednesday, September 20
7 p.m. - 8 p.m.

Registration is required and ends September 18.

Presented by the Michigan Alliance for Families, this workshop explores the skills parents need to become effective advocates for their child(ren) with disabilities. These skills include understanding your child's disability, knowing your rights and responsibilities, understanding the special education process, and so much more.

GRAND OLE TIME TO CELEBRATE GRANDPARENTS

Ages 1 - 6 with an adult.
Saturday, September 9, 10 a.m. - 11 a.m.
Registration is required.



Grandparents (or any adult) and their child(ren) are invited to join us for fun with crafting, dancing, and stories together.

TOTS & FRIENDS PLAY TIME

Thursdays, starting September 7
10 a.m. - 12:00 noon

No registration is required.



Drop in for unstructured play, building, and discovery in the Youth Story Room. Caregivers and little ones of all ages can interact with toys, books, and other children! Adaptive toys for children with low vision, motor difficulties, or other accessibility needs will be included.

STORY TIMES

Preschool STEAMtime Story Time

Preschoolers ages 3 and up without an adult.

Tuesdays, 10:30 a.m.

September 12 – October 17

Registration is required for the 6-week session.

Preschoolers can get their first chance to independently explore through stories, rhymes, and music.



Baby and Toddler Story Time

For little sitters, crawlers, and toddlers with an adult.

Wednesdays, 10 a.m or 11 a.m

September 13 – October 18

Registration is required for the 6-week session.

Stories, fingerplays, lap bounces, and all sorts of fun for your little sitters, crawlers, and toddlers with their grownup.

Outdoor Family Story Time

Friday, September 8, 11 a.m.

No registration is 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.



Virtual Family PJ Story Time (Live on Zoom)

Wednesday, September 6, 7 p.m.

Registration is required.

For the entire family to join from the comfort of their home. Register to get your Zoom link and come in before to pick up a craft kit that will go along with the theme!

ART PROGRAMS

Art Lab

Participants must be 10 – 13 years old.

Thursday, September 28, 6:30 p.m.

Registration is required.

Explore different forms of art mediums in this creative program.



Art Lab Junior

Participants must be 7 – 9 years old.

Monday, September 11, 6:30 p.m.

Registration is required.

Kids will focus on the process of creativity while exploring art with different materials.

Thank you to the Friends for sponsoring Art Lab and Art Lab Junior!

Questions? Contact the Youth Department –

Call (248) 642-5800 or email AskYouth@btpl.org



Please contact us if you require any additional accommodations.

BOOK GROUPS

All registered participants get a free copy of the book to keep!

My First Book Group: Grades K – 1

Kindergarten and Grade 1 with an adult.

Monday, September 18, NEW TIME 5:30 p.m.

Registration is required.

Book Worms: Grades 2 – 3

Wednesday, September 27, 6:30 p.m.

Registration is required.

Paperbacks & Snacks: Grades 4 – 6

Thursday, September 14, 6:30 p.m.

Registration is required.



OCTOBER YOUTH EVENTS

My First Book Group: Grades K – 1

Thursday, October 19, 5:30 p.m. Registration begins 9/18

Book Worms: Grades 2 – 3

Monday, October 30, 6:30 p.m. Registration begins 9/27

Paperbacks & Snacks: Grades 4 – 6

Thursday, October 12, 6:30 p.m. Registration begins 9/14

Art Lab

Participants must be 10 – 13 years old.

Thursday, October 26, 6:30 p.m.

Registration is required and begins September 28.

Art Lab Junior

Participants must be 7 – 9 years old.

Monday, October 9, 6:30 p.m.

Registration is required and begins September 11.

Sensory Story Time

Participants ages 3 and up with their grownup.

Saturday, October 21, 11 a.m.

Registration is required and begins September 23.

This is an inclusive preschool story time that welcomes all families looking for an adaptive story time experience. For children of all abilities.

Reading with the Dogs

Participants ages 5 and up.

Tuesday, October 17, 6:30 p.m. – 7:30 p.m.

Registration is required and begins September 19.

Children are invited to sign up for a 15-minute session to read to a Therapy Dog and their handler. Practice reading out loud with a furry friend.

After-Hours Spooky Tales on the Youth Terrace

Participants ages 8 – 12 years old.

Friday, October 27, 6:30 p.m. – 7:30 p.m.

Registration is required and begins September 29.

Grab a blanket and join us under the night sky for hot cocoa, snacks, and stories to make you shiver!



Bloomfield Township Public
Library






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

September 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 style="text-align: center;">AUTHOR LECTURES @ THE LIBRARY! No registration is required for these events.</p> <p>Detroit: An Illustrated Timeline with Paul Vachon, Tuesday, September 12, 7 p.m. – Join author Paul Vachon as he shares a photographic account of significant events in Detroit’s history.</p> <p>Intersections: Where Architecture Meets Live Performance in the Motor City with Dale A. Carlson, Tuesday, September 19, 7 p.m. – Historian Dale A. Carlson shares the histories of 20 architecturally significant Detroit-area live music venues and the artists that performed in them.</p>			1	2
3	4	5	6	7	8	9
<p>LIBRARY CLOSED FOR LABOR DAY</p> 		<p style="text-align: center;">Fiber Arts Club 10 a.m. – Noon</p> <p>**Movie Discussion Club, 7 p.m.</p> 	<p>***Learn Canva 5:30 p.m.</p> <p>**NEW Pages Across Nations: An International Book Club 7 p.m.</p>	<p>***Google Apps 5:30 p.m.</p> 	<p style="text-align: center;">English Language Conversation Group 10 a.m. – Noon</p>	<p style="text-align: center;">Friends of the Library Second Saturday Book Sale 10 a.m. – 3:30 p.m. <i>(First hour Friends members only)</i></p> <p>**Lecture: 18th Century Fashion: Who Wore What and Why Did They Wear It?, 2 p.m.</p>
10	11	12	13	14	15	16
	<p style="text-align: center;">Fiber Arts Club 6 p.m. – 8 p.m.</p> 	<p>**What’s Your Story? A Memoir Writing Group 1 p.m.</p> <p style="text-align: center;">Author Lecture: <i>Detroit: An Illustrated Timeline</i> with Paul Vachon 7 p.m.</p>	<p>**Writers’ Rendezvous 6:30 p.m.</p> <p>***Computer and Internet Basics 5:30 p.m.</p>		<p style="text-align: center;">English Language Conversation Group 10 a.m. – Noon</p>	
17	18	19	20	21	22	23
	<p>**Lunchtime Book Club, 1 p.m.</p> 	<p>**Tuesday Book Club, 10 a.m.</p> <p>**Classics Book Club, 7 p.m.</p> <p style="text-align: center;">Author Lecture: Intersections: <i>Where Architecture Meets Live Performance in the Motor City</i> with Dale A. Carson, 7 p.m.</p>	<p>**Mystery Book Club 1 p.m.</p> <p>**Caregiver Workshop: Skills for Effective Parent Advocacy 7 p.m.</p>	<p>***PowerPoint Basics 5:30 p.m.</p> 	<p style="text-align: center;">English Language Conversation Group 10 a.m. – Noon</p>	
24	25	26	27	28	29	30
	<p>**Monday Night Book Club (Formerly Books in Bars), 7 p.m.</p> 	<p>**What’s Your Story? A Memoir Writing Group 1 p.m.</p>	<p>*Teen Advisory Board (TAB) 4:30 p.m.</p> <p>**Writers’ Rendezvous, 6:30 p.m.</p> <p>**Film Discussion with Dr. Tara Hayes: Stanley Kubrick’s <i>The Shining</i>, 6:30 p.m.</p>	<p>**Thursday Book Club 10 a.m.</p> 		<p style="text-align: center;">MANHATTAN SHORT</p> <p style="text-align: center;">MANHATTAN SHORT Film Festival 2 p.m.</p>



October YOUTH Events Calendar

S	M	T	W	T	F	S
01 	02	03 Preschool STEAMtime 10:30 a.m.	04 Baby and Toddler Story Time 10 a.m. or 11 a.m. Virtual Family PJ Story Time 7 p.m.	05 Tots & Friends Playtime 10 a.m. – 12 noon	06	07
08	09 Art Lab Junior 6:30 p.m.  Indigenous Peoples' Day	10 Preschool STEAMtime 10:30 a.m.	11 Baby and Toddler Story Time 10 a.m. or 11 a.m.	12 Tots & Friends Playtime 10 a.m. – 12 noon Paperbacks & Snacks Grades 4–6 6:30 p.m.	13 Outdoor Family Story Time 11 a.m.	14 Friends Book Sale 11 a.m. – 3:30 p.m.
15	16	17 Preschool STEAMtime 10:30 a.m. Reading with the Dogs 6:30 – 7:30 p.m.	18 Baby and Toddler Story Time 10 a.m. or 11 a.m.	19 Tots & Friends Playtime 10 a.m. – 12 noon My First Book Group Grades K – 1 5:30 p.m.	20	21 Sensory Story Time 11 a.m.
22 	23	24	25 Food Truck Rally 4 – 8 p.m. Trick or Treat at the Library 4:30 – 6:30 p.m.	26 Tots & Friends Playtime 10 a.m. – 12 noon Art Lab 6:30 p.m.	27 After-Hours Spooky Tales on the Terrace 6:30 – 7:30 p.m.	28
29	30 Book Worms Grades 2–3 6:30 p.m.	31 				

VISIT WWW.BTPL.ORG/EVENTS FOR MORE INFO



READING WITH THE DOGS

Tuesday, October 17
6:30 p.m. – 7:30 p.m.
Registration is required.

Young readers ages 5 and up are invited to sign up for a 15-minute session to read to a Therapy Dog and their handler. Practice reading out loud with a furry friend in a comfortable setting. Dogs make the best listeners!

HALLOWEEN EVENTS

TRICK OR TREAT AT THE LIBRARY

Wednesday, October 25
4:30 p.m. – 6:30 p.m.
No registration is required.



Grab your costume and drop in for trick-or-treating at the library. Visit the Youth Room first to decorate your treat bag, then stop at stations in Youth Services and throughout the library. Peanut-free goodies, Halloween-themed mini craft kits, games, and other surprises await you!

AFTER-HOURS SPOOKY TALES ON THE YOUTH TERRACE

Friday, October 27
6:30 p.m. – 7:30 p.m.
Registration is required.



Youth ages 8 – 12 are invited to grab a blanket and join us under the night sky for hot cocoa, snacks, and stories to make you shiver!



TRICK OR TREAT FOOD TRUCK RALLY

Wednesday, October 25
4 p.m. – 8 p.m.
No registration is required.

Food trucks will be set up in the parking lot offering tasty food and treats for purchase. Enjoy eating on the Library terraces before or after trick or treating.

STORY TIMES

Preschool STEAMtime Story Time

Preschoolers ages 3 and up without an adult.

Tuesdays, November 7 – December 12, 10:30 a.m.

Registration is required and begins October 9 for the 6-week session. Preschoolers can get their first chance to independently explore through stories, rhymes, and music.

Baby and Toddler Story Time

Wednesdays, November 8 – December 13, 10 a.m. or 11 a.m.

Registration is required and begins October 9 for the 6-week session. Stories, fingerplays, lap bounces, and all sorts of fun for your little sitters, crawlers, and toddlers with their grown-up.

Virtual Family PJ Story Time

(Live on Zoom) Wednesday, October 4, 7 p.m.

Registration is required.

For the entire family to join from the comfort of their home. Register to get your Zoom link and come in before to pick up a craft kit that will go along with the theme!

Outdoor Family Story Time

Friday, October 13, 11 a.m.

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

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

Sensory Story Time

Saturday, October 21, 11 a.m.

Registration is required.

This is an inclusive preschool story time that welcomes all families looking for an adaptive story time experience. For children of all abilities, ages 3 and up with their grownup.

PLAY & BUILD PROGRAMS

Tots and Friends Playtime

Thursdays, 10 a.m. – 12 noon

No registration is required.

Drop in for unstructured play, building, and discovery in the Story Room. Caregivers and little ones of all ages can interact with toys and books that support each child's learning and development. Adaptive toys for children with low vision, motor difficulties, or other accessibility needs will be included.

Brick Builders

Tuesday, October 10, 6:30 p.m. – 7:30 p.m.

No registration is required.

Junior architects, ages 6 and up, are invited to join us for building fun with LEGO bricks. Create your own masterpiece or do a theme building challenge with your friends. This month's theme is Spooky Things.

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



Please contact us if you require any additional accommodations.

BOOK GROUPS

All registered participants get a free copy of the book to keep!

My First Book Group: Grades K – 1 Kindergarten and Grade 1 with an adult.

Thursday, October 19, 5:30 p.m.

Registration is required.

Book Worms: Grades 2 – 3

Monday, October 30, 6:30 p.m.

Registration is required.

Paperbacks & Snacks: Grades 4 – 6

Thursday, October 12, 6:30 p.m.

Registration is required.



ART PROGRAMS

Art Lab

Participants must be 10 – 13 years old.

Thursday, October 26, 6:30 p.m.

Registration is required.

Explore different forms of art mediums in this creative program

Art Lab Junior

Participants must be 7 – 9 years old.

Monday, October 9, 6:30 p.m.

Registration is required.

Kids will focus on the process of creativity while exploring art with different materials.



Thank you to the Friends for sponsoring Art Lab and Art Lab Junior!

NOVEMBER YOUTH EVENTS



Caregiver Workshop:

Addressing Anxiety in Your Child

Wednesday, November 15, 7 p.m. – 8:30 p.m.

Registration is required and begins October 18.

Mad Science Detroit Dinosaur Workshop

Ages 7 – 12 years

Thursday, November 2, 6:30 p.m. – 7:30 p.m.

Registration is required and begins October 5.



Tea-Rex (and Other Dinos) Tea Party

Ages 4 – 7 years with adult

Saturday, November 11, 3 p.m. – 4 p.m.

Registration is required and begins October 14.



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

DATES FOR LIBRARY BOARD OF TRUSTEES

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

Wednesday, October 4, 11:00 a.m. – Friends Board Meeting

Wednesday, October 4, 2:00 p.m. – Special – Building and Grounds
Committee Meeting (all Trustees)

Thursday, October 12, 9:00 a.m. – Building and Grounds Committee
Meeting (all Trustees)

Saturday, October 14, 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, October 17, 7:00 p.m. – Library Board Meeting (all Trustees)

Tuesday, October 24, 7:00 p.m. – Ambassadors Group