

PROPOSED MINUTES OF THE BLOOMFIELD TOWNSHIP PUBLIC LIBRARY BOARD OF TRUSTEES

Bloomfield Township Public Library
Oakland County, Michigan
Tuesday, September 19, 2023, 7:00 p.m.
Library Board Room

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

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

Trustees Absent: None

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

Guests: Deb Smith, SOC representative and Technical Services Assistant Department Head; Alan Panter, Yeo & Yeo

Shane Spradlin requested **7a** and Joan Luksik requested **7b** be removed from the consent agenda for regular discussion.

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

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 announced today is National Voter Registration Day. She expressed enthusiasm that this year the Library is an early voting site for the first time. Early voting will open on Saturday, October 28 and take place for nine consecutive days, to close on Sunday, November 5. There will not be voting at the Library on Monday, November 6, nor on Election Day, November 7. The voting this November is for the **Bloomfield Hills School District Special Election**. This is a fantastic opportunity to showcase the Library as the hub of Bloomfield Township and a place for the community.

DIRECTOR'S VERBAL REPORT:

Director Tera Moon expressed happiness for being in attendance after her convalescence. She expressed thanks for the support through her health challenges.

On Monday, September 11, the installation of the new door access system hardware began. The Flying Locksmiths technicians have been changing out the hardware and have completed the lower level. The project is going well, and it is anticipated this phase of the project will be complete by the end of the month. The next phase will be the study rooms in the computer center, which is anticipated to be complete by the end of November.

The Library will participate in Bloomfield Township's Open House on Sunday, October 1. Staff will promote what's happening at the Library and issue library cards to residents.

Chamber Concerts series returns on December 1 with the University of Michigan School of Music, Theatre & Dance, sponsored by the Friends of the Library. The Library is pleased to host this popular program series again this year.

The Library received a donation of Hillcrest (Bloomfield Hills High School/Andover High School) yearbooks from patron Jim Wolfe. These range from 1945 to 1992. Mr. Wolfe worked at BHHS as a teacher, counselor, and Assistant Principal and collected these yearbooks through this period. Some of the yearbooks are not currently in the Library's collection, and some are in better condition than the copies currently in the collection. Adult Services staff will evaluate and prepare for cataloging the yearbooks that can be used.

A few months ago, Judy Lindstrom had inquired about adding a sign to the Timberlake/Lone Pine intersection instructing drivers to not block drivers trying to turn onto Lone Pine from Timberlake. The Road Commission for Oakland County was contacted and sent the request to the Traffic Safety Department. Their response is as follows:

"The intersection of Timberlake Dr and Lone Pine Rd has been reviewed. 'Do not block intersection' signage is intended to be utilized at location where the intersection is located within 50' of the stop bar of a signalized intersection. Timberlake Dr does not meet this criteria. The requested signage will not be installed at this time."

The lower-level experienced flooding on Thursday, August 24 into the morning of Friday, August 25. A strong storm moved through the area causing power outages and lots of damage. The flooding occurred sometime around 11:30pm Thursday night. Facility Services Department Head, Hugo Cardenas responded early Friday morning. The water had receded but had reached the carpeting in Meeting Rooms 1 and 3 and his office. The Library's cleaning company, Augies, delivered large dehumidifiers and fans. Everything was clean and dry by the next day.

There are upcoming Building and Grounds Committee meetings regarding important building issues. On October 4 at 2:00 pm Richard Renaud of Quinn Evans and Chris Schlaps of Rewald will review the condition of the roof and their recommendation for rehabilitating it. On October 12 at 9:00 am Joe Christopher will present a proposal to move forward with Spaulding

DeDecker's plan for managing water on the library campus and Jenna Walker of Yellowstone will present a report on spaces that have been identified as needing reimaging or refurbishing.

Upon discussion, a motion was made by Joy Murray, seconded by Joan Luksik **TO APPROVE THE REMAINING ITEMS ON THE CONSENT AGENDA.**

Joy moved, Joan second.

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.

Deb Smith, representing the SOC, shared a report.

UNFINISHED BUSINESS:

No unfinished business.

NEW BUSINESS:

11a. Audit Presentation

Alan Panter, Principal from Yeo & Yeo, provided a verbal overview of the audit.

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

Mr. Panter answered questions from the Trustees.

Upon discussion, a motion was made by Judy Lindstrom, seconded by Joy Murray **TO ACCEPT THE FISCAL YEAR 2022-2023 AUDIT REPORT AS PRESENTED AND PLACE ON FILE.**

A vote was taken for approval of the motion.

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

Nays: None

MOTION CARRIED

11b. Millage Renewal Proposal

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 Bloomfield Township voters can be asked to approve up to .6394 mills. However, Director Moon is proposing that the Library asks 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 the 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.

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. It cannot be assumed 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.

After discussion, a motion was made by Joy Murray, seconded by Keith Carduner
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 ten 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 or the date of the presidential primary 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 the date of the presidential primary election in 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 presidential primary election in 2024.
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 presidential primary 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.

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 •

A vote was taken for approval of the motion.

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

Nays: None

MOTION CARRIED

11c. Bank Signatories

With the recent change in the Bloomfield Township Treasurer and addition of Township officials to the list of signatories, a resolution to approve a change in bank signatories is needed. 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.

Upon discussion, a motion was made by Shane Spradlin, seconded by Joy Murray, **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 vote was taken for approval of the motion.

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

Nays: None

MOTION CARRIED

12. DISCUSSION OF ITEMS REMOVED FROM THE CONSENT AGENDA

Shane Spradlin inquired about the cash disbursement in 7A, specifically the check to Farmington Community Library for the Creative Bug database. This is an arts and crafts database which is negotiated through Metronet, and Farmington Library is the fiduciary. EBSCO Information services is another database he inquired about.

Joan Luksik inquired about the asset allocation summary on 7B. She inquired about the Huntington CD with the Isabel Charnov gift. Judy Lindstrom proposed that when mature, the funds be considered for plants affected by the water remediation project. They inquired about the other gift funds.

Upon discussion, a motion was made by Shane Spradlin seconded by Judy Lindstrom **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 reported that former trustee Joe Falik recently passed away. He served Bloomfield Township Public Library for less than two years but made a great impact.

Joy Murray reported that the Friends of the Library had another sales record at the Second Saturday Sale— the second highest overall at \$6,230. They donated 31 boxes of books all over the state, both locally and far away. The daughter of one of the Administration Clerks is an English teacher on the West side of the state. She has built a shared classroom library of 1,500 books, many of which came from the Friends of the Bloomfield Township Public Library.

The Friends recently approved a wish list of gifts to the Library totaling \$14,550.00.

Next board meeting will be Tuesday, October 17.

At 8:16 p.m. President Gillman adjourned the meeting.

Submitted by:



Joan Luksik, Board Secretary