

Bloomfield Township Public

Library

**Bloomfield Township Public Library
Board of Trustees**

Library Board Meeting
Tuesday, November 21, 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, November 21, 2023 7:00 p.m.

#	<u>NUMBERED ITEMS</u>	<u>DATE DELIVERED</u>
1	Agenda	11/17/2023
2a	Request to remove items from the Consent Agenda for Discussion	11/17/2023
2b	Motion to approve the order of items for the regular and consent agendas	11/17/2023
5	Motion to approve remaining Consent Agenda items 6-8d	11/17/2023
6	Regular Board Meeting Minutes of October 17, 2023	11/17/2023
7a	Cash Disbursements	11/17/2023
7b	Revenues/Expenditures Budget Report	11/17/2023
7c	Energy Report	11/17/2023
8a	President's Report– no report	
8b	Director's Report	11/17/2023
8c	Art Committee –no report	
8c	Advocacy Committee – no report	
8c	Ambassadors Group – 10/24/2023	11/17/2023
8c	Building and Grounds Committee – no report	
8c	Cranbrook –no report	
8c	Development Committee – no report	
8c	Finance Committee– no report	
8c	Friends of the Library Liaison – no report	
8c	Jeanette P. Myers Scholarship Committee – no report	
8c	Investment Committee – no report	
8c	Personnel Committee – no report	
8c	Policy Committee – 11/14/2023	11/17/2023
11a	Roof Proposal	11/17/2023
11b	Nominating Committee Appointment	11/17/2023
11c	Bylaws Review	11/17/2023
13	Motion to approve any items removed from the Consent Agenda	11/17/2023
	 <u>UNNUMBERED ITEMS</u>	 <u>DATE DELIVERED</u>
	Press Mentions	11/17/2023
	Strategic Plan Update	11/17/2023
	Marketing Report	11/17/2023
	Youth Services Events Calendar	11/17/2023
	Adult Services Events Calendar	11/17/2023
	Dates for Library Board of Trustees	11/17/2023

AGENDA
BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
BOARD OF TRUSTEES
Tuesday, November 21, 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 October 17, 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: *Advocacy Committee
*Art Committee *Ad Hoc*
*Building and Grounds
*Cranbrook
*Development
*Finance
*Friends of the Library Liaison
*Investment
*Jeanette P. Myers Scholarship Selection
*Personnel
*Policy

REGULAR AGENDA ITEMS

9. Call to the public, communications
10. Unfinished Business
11. New Business
 - a. Roof Proposal
 - b. Nominating Committee Appointment
 - c. Bylaws Review
12. Discussion of items removed from the Consent Agenda
13. MOTION to approve any items removed from the Consent Agenda
14. Other
15. Next scheduled meeting: Tuesday, December 19, 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, October 17, 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, Judy Lindstrom, and Joan Luksik

Trustees Absent: Joy Murray and Shane Spradlin

Administration: Library Director Tera Moon and Administrative Assistant Linden Godlove

Guests: Laura Norman, SOC representative and Circulation Clerk

Keith Carduner and Director Moon requested **7a** be removed from the consent agenda for regular discussion.

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

A vote was taken for approval of the motion.

Ayes: Carduner, Gillman, Lindstrom, and Luksik

Nays: None

MOTION CARRIED

PRESIDENT'S VERBAL REPORT:

President Dani Gillman announced this is National Friends of Library week. She encouraged a show of appreciation for this library's Friends (FOL) group, which she called "over and above the best." She is impressed with their sales records and their commitment to doing good for the Library. On Wednesday, she will be bringing refreshments for the Friends. Director Moon will join her in a show of appreciation on the day many Friends come to volunteer. There is a poster in the lobby that promotes what the FOL do, and how they support the Library. This is also a great opportunity to educate patrons about the organization as well as to thank the FOL.

She announced the library card design contest winners have been printed and are available. There are three new designs, and it is very exciting.

DIRECTOR'S VERBAL REPORT:

Director Tera Moon directed everyone's attention to samples of recent craft creations by patrons.

Phase one of the door access upgrade project is complete. Big kudos to Facility Services Department Head Hugo Cardenas, Facility Services Maintenance Assistant Tom Corliss, Systems Department Head Paul Zink, Systems Specialist Steve Bullo, and Administrative Assistant Linden Godlove, for whom this has been a big change. In the next phase, the study rooms will be managed by software that will allow patrons to reserve rooms in advance of their visit, or while they are here. This should make it easier for patrons and makes use of the rooms more equitable and predictable. This is to take place mid-November.

The monthly activity report includes statistics regarding the new library app. New app downloads are being tracked, as well as the number of times the app is launched each month and how many items are borrowed using the self-check feature on the app. With virtually no advertising, the app has been doing very well. It will be promoted in the newsletter soon.

Director Moon shared details about the qualifications and experience of the Library's new Early Childhood Specialist.

On the morning of Saturday, October 14, the gate between the Library and the lobby malfunctioned and was stuck down. Quick-thinking staff rerouted patrons through the staff hallway until about 11:30am when the repair tech arrived. He was able to put the gate up but diagnosed the problem as rather severe and in need of new parts. Currently the gate is up and cannot be put down. The main area of the Library can be cordoned off, so the entrance doors can be open to the public at 9am.

Early voting starts Saturday, October 28. The hours are 8:30 a.m. - 4:30 p. m. for nine days in a row. Facility Services staff will be at the Library to open the building and greet the election workers. Dani Gillman signed the agreement between the Library and Oakland County. Shane Spradlin made some revisions to include a provision to hire security if needed. The Library will need to work on a more robust solicitation and sign-placement policy. Currently, the only stipulation is that signs must be placed 100ft from the library entrance.

Friends earned \$5,600 at their October sale, with an additional \$133 in donations. They recently changed membership levels, increasing the lifetime membership to \$1,000 (from \$500) and made a new level at \$500 called "Circle of Friends." They had new envelopes printed reflecting these levels and will be unveiling them soon.

Katherine Bryant is at the MLA conference for Kalamazoo, where she had much involvement.

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

A vote was taken for approval of the motion.

Ayes: Carduner, Gillman, Lindstrom, and Luksik

Nays: None

MOTION CARRIED

REGULAR AGENDA:

Call to the public.

Laura Norman, representing the SOC, shared a report.

UNFINISHED BUSINESS:

No unfinished business.

NEW BUSINESS:

11a. Annual Policy Review

The Policy Committee, Judy Lindstrom and Shane Spradlin, met in August for the annual review of all approved library policies. The purpose of this review is to ensure that these are up to date and continue to meet library needs. Four changes are being suggested.

- The vision and mission statements needed to be updated given the revisions made during the strategic planning process last winter.
- Two policies referred to the Metro Net Acceptable Use Policy which is a remnant of a time when the Library received internet access through Metro Net. That is no longer the case, so Director Moon struck that policy reference from two spots.
- A minor edit was made to the Collection Development Policy. The Collection Development Guidelines were updated to clarify that a Request for Reconsideration form must be completed for each item under review.
- There are a few other minor text and formatting edits made throughout all the policies.

In addition, the Staff Organization Committee (SOC) is submitting their revised bylaws for review. Their bylaws require approval by the Library Board of Trustees. This year, SOC thoroughly reviewed their bylaws which hadn't been revised in several years. Over time, roles have shifted and some of their procedures have changed. The SOC bylaws document is marked up with explanations for the changes embedded in the document. These revisions have been presented to the entire library staff and have been approved by a simple majority vote.

Upon discussion, a motion was made by Judy Lindstrom seconded by Joan Luksik **TO APPROVE THE REVISIONS TO THE LIBRARY'S BYLAWS OF THE LIBRARY BOARD OF TRUSTEES, PRIVACY POLICY, COLLECTION DEVELOPMENT POLICY AND GUIDELINES, INTERNET ACCESS POLICY, AND THE SOC BYLAWS.**

A vote was taken for approval of the motion.

Ayes: Carduner, Gillman, Lindstrom, and Luksik

Nays: None

MOTION CARRIED

11b. Pension and Other Post-Employment Benefits (OPEB) Reporting

The State of Michigan requires two reports be completed each year regarding the local unit of government's pension and Other Post-Employment Benefits (OPEB) obligations per PA 202 of 2017. The Library's reports have been submitted to the state's Department of Treasury to

verify the Library's compliance with PA 202.

11c. Proposal for Library Grounds Drainage Improvements

At the Building and Grounds Committee meeting on October 12, 2023, Joe Christopher of Spaulding DeDecker presented a proposal to solve the lower-level flooding by improving the drainage around the library campus. After discussion with Joe, the Committee agreed to support moving ahead with the actions proposed by Spaulding DeDecker, including a topographic survey, tree inventory, detention basin, and additional sump pumps. The proposal was reviewed and discussed.

Upon discussion, a motion was made by Keith Carduner, seconded by Judy Lindstrom, **TO APPROVE THE PROPOSAL TO IMPROVE DRAINAGE ON THE LIBRARY CAMPUS FROM SPAULDING DEDECKER, 905 SOUTH BLVD EAST, ROCHESTER HILLS, MI 48307 FOR \$60,250.00.**

A vote was taken for approval of the motion.

Ayes: Carduner, Gillman, Lindstrom, and Luksik

Nays: None

MOTION CARRIED

12. DISCUSSION OF ITEMS REMOVED FROM THE CONSENT AGENDA

Keith Carduner inquired about section 7A, cash disbursements, and a check to Applied Imaging for \$16,680.86. This was for the Administration Department's new photocopier. He wanted to know when a capital investment is approved by the Board. According to the purchasing policy, the copier is under this threshold. The Library has purchased copiers from this company before. There is a monetary threshold that determines when the Board's approval is needed. The purchase came out of the capital improvements fund.

Director Moon reported that in the check register, check #2348 to Alma College, was voided. The check was for a lost MeL item, which was found after the cash disbursements were included in the board packet.

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

A vote was taken for approval of the motion.

Ayes: Carduner, Gillman, Lindstrom and Luksik

Nays: None

MOTION CARRIED

OTHER:

Judy Lindstrom spoke about the "Authors to the Pointe" event at the Grosse Pointe War Memorial. She praised Anthony Doerr, author of *All the Light We Cannot See*, who was one of the speakers. This was a brunch, rather than a lunch, and over 200 people attended the ticketed event. She expressed the wish that the librarians look at the authors brought in for a University of Michigan program and consider something similar.

Judy Lindstrom mentioned that the bylaws should be reviewed for the Board of Trustees soon. She recommended that the Policy Committee review them and see if anything needs to be updated and then have the Board review them.

Dani Gillman visited the local author fair at the Library. She thought it was great to see the many different types of books written by people in the area.

Judy Lindstrom expressed gratitude to the Friends for their hard work. There are many things that could not be done without the Friends, due to limitations of spending public tax dollars. Director Moon reported on some of the programs that the Friends of the Library support and how this is promoted.

The next board meeting will be Tuesday, November 21 and will include the election of officers.

At 7:57 p.m. President Gillman adjourned the meeting.

Submitted by:



Joan Luksik, Board Secretary

Proposed

Bloomfield Township Public Library**Cash Disbursements Comments
October 2023****New Vendors:**

- Grant Flick
- Hannah O'Brien
- Community Foundation of Southeast Michigan
- TMC Furniture

General Fund – Advance Checks:

- Check #23450 made payable to Consumers Energy in the amount of \$5,344.46 was payment for natural gas service for the period 9/7-10/4.
- Check #23451 made payable to Celia Domalewski in the amount of \$66.00 was reimbursement for purchase of stamps.
- Check #23452 made payable to Electrocycle, Inc. in the amount of \$210.00 was for shredding services.
- Check #23454 made payable to Martha McGee in the amount of \$31.39 was reimbursement for purchasing Library Shop inventory.
- Check #23458 made payable to Amanda Carroll in the amount of \$28.07 was reimbursement for purchase of program supplies.
- Check #23460 made payable to DTE Energy in the amount of \$22,634.92 was payment for electricity service for the period 9/11-10/8.
- Check #23465 made payable to Lauren Catoni-Ellis in the amount of \$43.03 was reimbursement for purchase of program supplies.
- Check #23466 made payable to Collaborative Summer Library Program in the amount of \$203.30 was payment for summer reading supplies.
- Check #23467 made payable to Nicole Gillies in the amount of \$511.36 was reimbursement for travel expenses to attend the Michigan Library Association annual conference in Kalamazoo.
- Check #23469 made payable to BTPL SOC in the amount of \$273.89 was payment of SOC's share of the vending commission.

- Check #23471 made payable to Oxford Design Build, LLC DBA in the amount of \$11,712.5 was for services rendered by Jenna Walker to prepare the predesign + research report regarding reimagining library spaces.
- Check #23472 made payable to Adobe Inc. in the amount of \$1,741.75 was payment for annual software subscription.
- Check #23473 made payable to Katherine Bryant in the amount of \$184.71 was payment for mileage for travel to the Michigan Library Association annual conference in Kalamazoo.
- Check #23474 made payable to Amanda Carroll in the amount of \$53.00 was reimbursement for purchase of program supplies.
- Check #23475 made payable to Andy Cascarelli in the amount of \$438.90 was reimbursement for travel expenses to attend the Michigan Library Association annual conference in Kalamazoo.
- Check #23476 made payable to Elizabeth May in the amount of \$32.54 was reimbursement for purchase of program supplies.
- Check #23477 made payable to Martha McGee in the amount of \$71.51 was reimbursement of purchase of Library Shop inventory.

General Fund – Regular Checks:

- Check #23491 made payable to Bloomfield Township in the amount of \$1,108.90 was payment for water and sewer service for the period 9/18-10/17.
- Check #23492 made payable to Bloomfield Township in the amount of \$19,484.61 was payment for the library's portion of the pension obligation bonds. The library's portion was 3.9% of interest.
- Check #23493 made payable to Bloomfield Township in the amount of \$239.26 was payment for PA152 premiums.
- Check #23494 made payable to Bloomfield Township in the amount of \$321,993.85 was for two payrolls including FICA, health insurance, etc.
- Check #23498 made payable to Central Michigan University in the amount of \$55.00 was payment for a MeLCat item lost by one of our patrons.
- Check #23504 made payable to Envisionware, Inc. in the amount of \$5,532.26 was for renewal of maintenance contract for Verifone terminals and PAYware gateway at the Circulation Desk and self-check kiosks plus RFID tags.

- Check #23505 made payable to Farmington Community Library in the amount of \$1,561.46 was payment for renewal of Ancestry Library Edition.
- Check #23506 made payable to Foster Swift in the amount of \$681.50 was payment for legal services.
- Check #23513 made payable to Innovative Interface, Inc in the amount of \$118,196.42 was payment for annual hosting and Sierra maintenance fees.
- Check #23514 made payable to Janway Company in the amount of \$2,703.34 was payment for plastic bags for patrons (2/3 of this invoice was covered by gift funding check #5471).
- Check #23516 made payable to Library Design Associates Inc. in the amount of \$15,663.00 was payment for chairs in the Youth Room.
- Check #23529 made payable to The Flying Locksmiths in the amount of \$186.34 was payment for installation of an occupancy indicator lock.
- Check #23530 made payable to The Library Network in the amount of \$7,445.63 was payment for a database renewal, internet service, and IT security product subscriptions.
- Check #23539 made payable to WT Cox Information Services in the amount of \$26,470.30 was payment for renewal of periodical subscription services.
- Check #23540 made payable to Oxford Design Build, LLC DBA in the amount of \$4,886.49 was for Jenna Walker's work on the predesign + research report plus printing and binding of the report.
- Check #23541 made payable to Yeo & Yeo in the amount of \$2,000.00 was payment for audit services.

Gift Fund - Advance Checks:

- Check #5459 made payable to BTPL-SOC in the amount of \$5,000.00 was payment to the SOC from the Friends Wish List funds.
- Check #5462 made payable to Mad Science Of Detroit in the amount of \$235.00 was payment for a program presenter.
- Check #5463 made payable to The Little Creatures Co. in the amount of \$350.00 was payment for a program presenter.
- Check #5464 made payable to Community Foundation of Southeast Michigan in the amount of \$150.00 was payment from the gift fund of donations designated for one of the endowments held by CFSEM.

- Check #5465 made payable to Grant Flick in the amount of \$250.00 was payment for a program presenter.
- Check #5466 made payable to Hannah O'Brien in the amount of \$250.00 was payment for a program presenter.
- Check #5468 made payable to Ballet Folklorico De Detroit in the amount of \$1,400.00 was payment for a program presenter.
- Check #5469 made payable to Paul Vachon in the amount of \$100.00 was payment for a program presenter.

Gift Fund - Regular Checks:

- Check #5471 made payable to Janway Company in the amount of \$4,996.66 was payment for plastic bags for patrons.
- Check #5472 made payable to TMC Furniture Inc. in the amount of \$2,147.70 was a deposit for a play table for the early childhood area of the Youth Room.

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

Check #	Date	Payee	Cash Account	Amount
General Fund				
ADVANCE CHECKS:				
23450	10/11/23	CONSUMERS ENERGY	016.01	5,344.46
23451	10/11/23	Celia Domalewski	016.01	66.00
23452	10/11/23	ELECTROCYCLE, INC.	016.01	210.00
23453	10/11/23	LOWE'S	016.01	526.97
23454	10/11/23	Martha McGee	016.01	31.39
23455	10/11/23	UNIQUE MANAGEMENT SERVICES, INC.	016.01	236.40
23456	10/16/23	AMAZON.COM	016.01	946.65
23457	10/16/23	APPLIED INNOVATION	016.01	823.04
23458	10/16/23	AMANDA CARROLL	016.01	28.07
23459	10/16/23	XFINITY	016.01	85.83
23460	10/16/23	DTE ENERGY	016.01	22,634.92
23461	10/16/23	FLAGSTAR BANK	016.01	5,189.89
23462	10/16/23	PTS Communications	016.01	78.00
23463	10/16/23	T MOBILE	016.01	60.20
23465	10/24/23	Lauren Catoni-Ellis	016.01	43.03
23466	10/24/23	COLLABORATIVE SUMMER LIBRARY PROGRAM	016.01	203.30
23467	10/24/23	Nicole Gillies	016.01	511.36
23468	10/24/23	PRINCIPAL LIFE INSURANCE COMPANY	016.01	876.19
23469	10/24/23	BTPL SOC	016.01	273.89
23470	10/24/23	VIGILANTE SECURITY	016.01	1,950.00
23471	10/24/23	Oxford Design Build, LLC dba	016.01	11,712.50
23472	10/31/23	Adobe Inc.	016.01	1,741.75
23473	10/31/23	Katherine Bryant	016.01	184.71
23474	10/31/23	AMANDA CARROLL	016.01	53.00
23475	10/31/23	Andy Cascarelli	016.01	438.90
23476	10/31/23	Elizabeth May	016.01	32.54
23477	10/31/23	Martha McGee	016.01	71.51
23478	10/31/23	TERMINIX PROCESSING CTR.	016.01	171.00
23479	10/31/23	AT&T	016.01	727.42
23480	11/7/23	AMAZON.COM	016.01	2,586.81
23481	11/7/23	AUGIES BUILDING SERVICES	016.01	12,744.95
23482	11/7/23	CENGAGE LEARNING/GALE	016.01	1,044.07
23483	11/7/23	PTS Communications	016.01	85.80
23484	11/7/23	T MOBILE	016.01	120.40
Total				71834.95
REGULAR CHECKS:				
23485	11/13/23	AERO FILTER, INC	016.01	337.68
23486	11/13/23	ASSA ABLOY ENTRANCE SOLUTIONS	016.01	1,008.82
23487	11/13/23	AUGIES BUILDING SERVICES	016.01	12,744.95
23488	11/13/23	AUNALYTICS, INC.	016.01	6,677.56
23489	11/13/23	BAKER & TAYLOR, INC.	016.01	11,283.21
23490	11/13/23	BLACKSTONE PUBLISHING	016.01	41.60
23491	11/13/23	BLOOMFIELD TOWNSHIP	016.01	1,108.90
23492	11/13/23	BLOOMFIELD TOWNSHIP	016.01	19,484.61
23493	11/13/23	BLOOMFIELD TOWNSHIP	016.01	239.26
23494	11/13/23	BLOOMFIELD TOWNSHIP	016.01	321,993.85
23495	11/13/23	BOOK FARM LLC	016.01	1,699.19
23496	11/13/23	CENGAGE LEARNING/GALE	016.01	1,055.33
23497	11/13/23	CENTRAL BUSINESS SYSTEMS, INC.	016.01	590.10
23498	11/13/23	CENTRAL MICHIGAN UNIVERSITY	016.01	55.00
23499	11/13/23	CINTAS CORPORATION	016.01	175.46
23500	11/13/23	CRAWFORD DOOR SALES	016.01	460.00
23501	11/13/23	DEMCO, INC.	016.01	170.60
23502	11/13/23	EAST WEST BOOKS	016.01	470.07
23503	11/13/23	ELM USA, Inc.	016.01	520.00
23504	11/13/23	ENVISIONWARE, INC.	016.01	5,532.26

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

Check #	Date	Payee	Cash Account	Amount
23505	11/13/23	FARMINGTON COMMUNITY LIBRARY	016.01	1,561.46
23506	11/13/23	FOSTER SWIFT	016.01	681.50
23507	11/13/23	FOUNDRY	016.01	25.00
23508	11/13/23	GOLDNER WALSH NURSERY, INC.	016.01	12,217.08
23509	11/13/23	GRAPHIC SCIENCES, INC.	016.01	590.00
23510	11/13/23	HUNT SIGN COMPANY	016.01	470.30
23511	11/13/23	INSTITUTE OF CONT. LEGAL EDUCATION	016.01	158.50
23512	11/13/23	INFORMATION TODAY, INC.	016.01	483.53
23513	11/13/23	INNOVATIVE INTERFACE, INC	016.01	118,196.42
23514	11/13/23	JANWAY COMPANY	016.01	2,703.34
23515	11/13/23	LAKEVIEW BOOKS	016.01	503.54
23516	11/13/23	LIBRARY DESIGN ASSOCIATES INC.	016.01	15,663.00
23517	11/13/23	METCOM, INC.	016.01	1,908.00
23518	11/13/23	MICROMARKETING LLC	016.01	578.89
23519	11/13/23	MIDWEST TAPE	016.01	2,924.26
23520	11/13/23	NICHOLS/NETWORK SERVICES CO	016.01	2,024.07
23521	11/13/23	OVERDRIVE	016.01	12,229.88
23522	11/13/23	PLAYAWAY PRODUCTS LLC	016.01	1,455.73
23523	11/13/23	PRESIDIO	016.01	2,360.00
23524	11/13/23	PRIORITY WASTE, LLC	016.01	419.57
23525	11/13/23	ROCKET ENTERPRISE INC.	016.01	880.00
23526	11/13/23	THE ROWMAN & LITTLEFIELD PUBLISHING GRP	016.01	152.43
23527	11/13/23	SENTINEL TECHNOLOGIES, INC.	016.01	1,255.83
23528	11/13/23	SHOWCASES	016.01	81.78
23529	11/13/23	THE FLYING LOCKSMITH, DETROIT NORTH	016.01	186.34
23530	11/13/23	THE LIBRARY NETWORK	016.01	7,445.63
23531	11/13/23	THE LIBRARY STORE, INC.	016.01	291.95
23532	11/13/23	THOMSON REUTERS- WEST	016.01	298.62
23533	11/13/23	TK ELEVATOR CORPORATION	016.01	992.45
23534	11/13/23	ULINE	016.01	290.23
23535	11/13/23	UNIQUE MANAGEMENT SERVICES, INC.	016.01	177.30
23536	11/13/23	WEST ACADEMIC	016.01	54.52
23537	11/13/23	Willow Lane Education	016.01	273.88
23538	11/13/23	WORLD BOOK, INC.	016.01	3,786.30
23539	11/13/23	WT COX INFORMATION SERVICES	016.01	26,470.30
23540	11/13/23	Oxford Design Build, LLC dba	016.01	4,886.49
23541	11/13/23	YEO & YEO	016.01	2,000.00

Total 612326.57

Gift Fund

ADVANCE CHECKS:

5459	10/11/23	BTPL - SOC	012.03	5,000.00
5460	10/16/23	AMAZON.COM	012.03	589.79
5461	10/16/23	FLAGSTAR BANK	012.03	97.33
5462	10/16/23	MAD SCIENCE OF DETROIT	012.03	235.00
5463	10/16/23	THE LITTLE CREATURES CO.	012.03	350.00
5464	10/24/23	Community Foundation	012.03	150.00
5465	10/24/23	GRANT FLICK	012.03	250.00
5466	10/24/23	HANNAH O'BRIEN	012.03	250.00
5467	11/7/23	AMAZON.COM	012.03	519.74
5468	11/7/23	BALLET FOLKLORICO DE DETROIT	012.03	1,400.00
5469	11/7/23	PAUL VACHON	012.03	100.00

Total 8941.86

REGULAR CHECKS:

5470	11/13/23	BAKER & TAYLOR	012.03	251.55
5471	11/13/23	JANWAY COMPANY	012.03	4,996.66
5472	11/13/23	TMC FURNITURE INC.	012.03	2,147.70

Total 7395.91

Bloomfield Township Public Library
FY 2023-2024 General Fund Budget

PRESENTED: NOVEMBER 21, 2023 FOR THE MONTH OF: OCTOBER, 2023

ACCOUNT NAME	2023-2024	2023-2024	REVENUE/EXPENSE CURRENT MONTH	REVENUE/ EXPENSE YTD	Seven Months 58.33%		
	ADOPTED BUDGET AS OF MARCH 21, 2023	AMENDED BUDGET AS OF AUGUST 15, 2023			% OF BUDGET YTD	VARIANCE	
<u>Revenues</u>							
Taxes	\$8,578,936	\$8,678,895	(\$1,884)	(\$4,868)	-0.06%	(\$8,683,763)	
Penal Fines	\$71,695	\$71,695	\$0	\$59,359	82.79%	(\$12,336)	
State Aid	\$40,800	\$40,800	\$0	\$44,876	109.99%	\$4,076	
Circulation Fines & Fees	\$25,500	\$25,500	\$1,751	\$14,770	57.92%	(\$10,730)	
Charges for Services	\$14,866	\$14,866	\$439	\$8,545	57.48%	(\$6,321)	
Investment earnings	\$50,000	\$50,000	\$46,280	\$336,108	672.22%	\$286,108	
Miscellaneous	\$34,566	\$34,566	\$298	\$25,292	73.17%	(\$9,274)	
Total Revenues	\$8,816,363	\$8,916,322	\$46,883	\$484,081	5.43%	(\$8,432,241)	
<u>Expenditures</u>							
Personnel	\$4,977,239	\$4,977,239	\$338,710	\$2,590,575	52.05%	(\$2,386,664)	
Library Services	\$823,309	\$830,600	\$73,289	\$469,393	56.51%	(\$361,207)	
Facilities & Equipment	\$1,058,879	\$1,143,872	\$213,242	\$742,216	64.89%	(\$401,656)	
Other Operating Expenditures	\$3,769,582	\$3,778,363	\$63,267	\$399,991	10.59%	(\$3,378,372)	
Total Expenditures	\$10,629,009	\$10,730,074	\$688,508	\$4,202,176	39.16%	(\$6,527,898)	
Fund Balance - Beginning	\$13,833,927	\$13,833,927		\$13,833,927			
Net revenue (expenditure)	(\$1,812,646)	(\$1,813,752)		(\$3,718,095)			
Fund Balance - Ending	\$12,021,281	\$12,020,175		\$10,115,832			

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: NOVEMBER 21, 2023 FOR THE MONTH OF: OCTOBER, 2023

Seven Months 58.33%

ACCOUNT NAME	2023-2024 ADOPTED BUDGET AS OF MAR 21, 2023	2023-2024 AMENDED BUDGET AS OF NOV 21, 2023	REVENUE/ EXPENSE CURRENT MONTH	REVENUE/ EXPENSE YTD	% OF BUDGET YTD	VARIANCE
<u>Revenues</u>						
Gift Income	\$500	\$75,581	\$202	\$75,681	100.13%	\$100
Gift Revenue	\$0	\$2,520	\$202	\$2,520	100.00%	\$0
Friends of the Library	\$0	\$66,722	\$0	\$66,722	100.00%	\$0
Atkinson Trust	\$0	\$1,452	\$0	\$1,452	100.00%	\$0
BTPL Endowment Fund/Amber Trust	\$0	\$1,858	\$0	\$1,958	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	\$193	96.49%	(\$7)
Miscellaneous Revenue	\$0	\$0	\$0	\$0	0.00%	\$0
Total Revenues	\$700	\$75,781	\$231	\$75,874	100.12%	\$93
<u>Expenditures</u>						
Library Services	\$75,589	\$110,039	\$5,472	\$31,184	28.34%	(\$78,855)
Facilities & Equipment	\$34,382	\$61,754	\$4,781	\$27,463	44.47%	(\$34,291)
Other Operating Expenditures	\$52,224	\$65,482	\$5,739	\$12,037	18.38%	(\$53,445)
Total Expenditures	\$162,195	\$237,275	\$15,993	\$70,684	29.79%	(\$166,592)
Fund Balance - Beginning	\$161,695	\$161,695		\$161,695		
Net revenue (expenditures)	(\$161,495)	(\$161,495)		\$5,190		
Fund Balance - Ending	\$200	\$200		\$166,885		

Bloomfield Township Public Library
Asset Allocation Summary
OCTOBER 2023

Fund	Type	Annual Yield	Date	Amount on Hand
General Fund				
	5th 3rd Checking (Ecommerce)	0.00%	10/31/2023	\$132,135.32
	Flagstar Public Funds Savings	4.23%	10/31/2023	\$209,259.99
	Flagstar Premier Public Entities Checking	1.06%	10/31/2023	\$231,406.95
	RBC Capital Cash/Money Market	0.80%	10/31/2023	\$10,191.98
	RBC Capital - Investments	4.22%	10/31/2023	\$10,372,228.40
	Total General Fund			<u>\$10,955,222.64</u>
	Please see General Fund budget for notes on how this amount is earmarked			
Gift Fund				
	Huntington Public Fund Business Interest Checking	0.30%	10/31/2023	\$109,367.52
	Huntington CD (Charnov gift) - matures 02/05/2024	0.03%	10/31/2023	\$50,000.00
	Fifth Third Bank Business Standard Checking	0.00%	10/31/2023	\$15,585.90
	Total Gift Fund			<u>\$174,953.42</u>

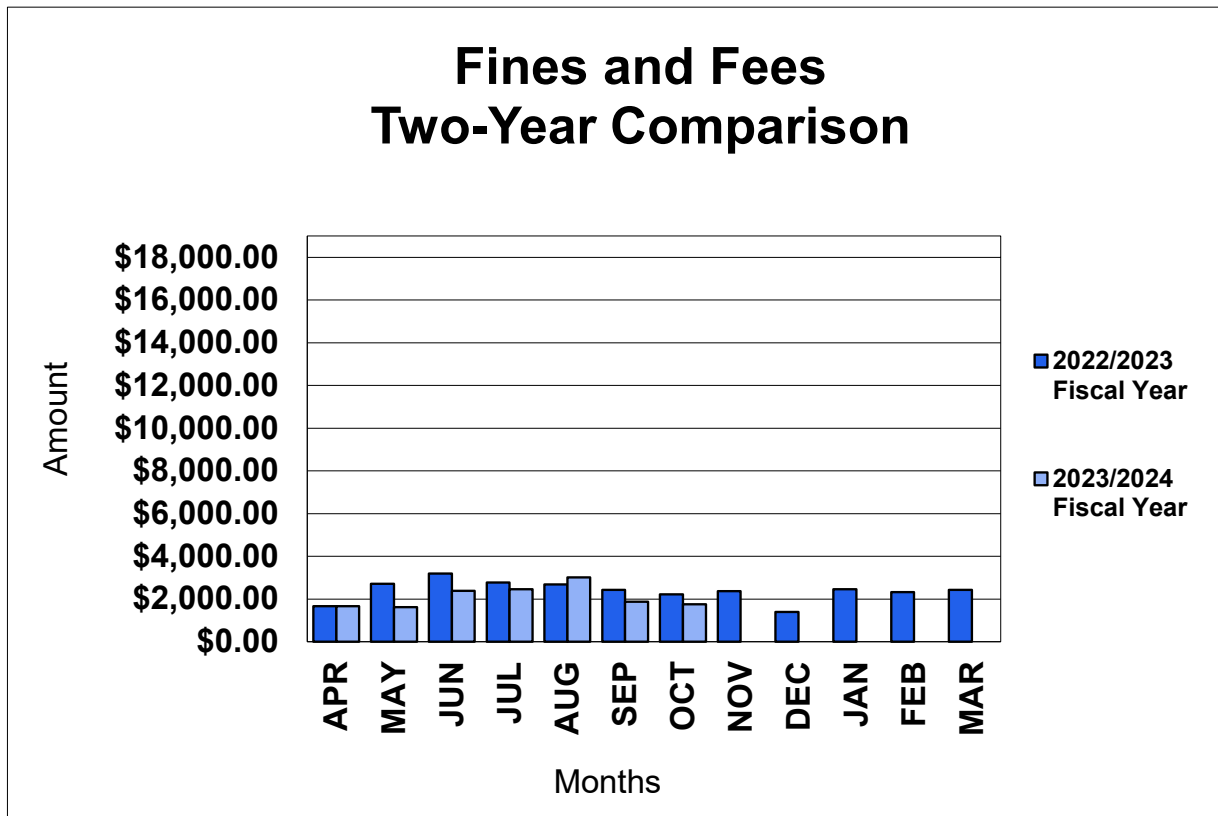
CFSEM

The following endowment funds are administered by the Community Foundation for Southeast Michigan (CFSEM). CFSEM maintains unilateral variance power and legal ownership of the endowment funds, and therefore, principal is not available to BTPL. Earnings are available for distribution to the Library for its operations at the discretion of CFSEM.

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

FINES AND FEES - TWO-YEAR COMPARISON

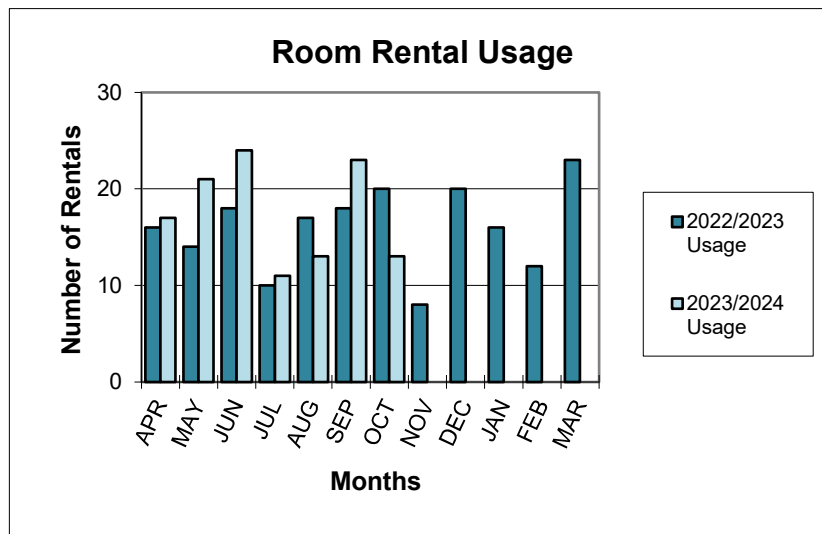
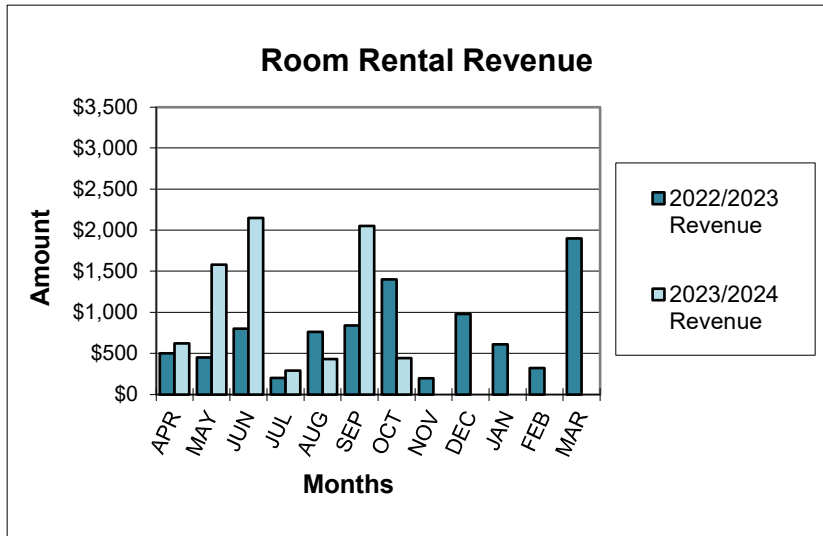
Month	2022/2023 Fiscal Year	2023/2024 Fiscal Year	Difference
APR	\$1,665.40	\$1,666.99	\$1.59
MAY	\$2,708.60	\$1,618.90	(\$1,089.70)
JUN	\$3,197.89	\$2,390.09	(\$807.80)
JUL	\$2,774.98	\$2,456.65	(\$318.33)
AUG	\$2,682.32	\$3,013.99	\$331.67
SEP	\$2,434.58	\$1,872.31	(\$562.27)
OCT	\$2,215.79	\$1,750.71	(\$465.08)
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	\$14,769.64	(\$13,892.95)



ROOM RENTAL - TWO-YEAR COMPARISON

7b

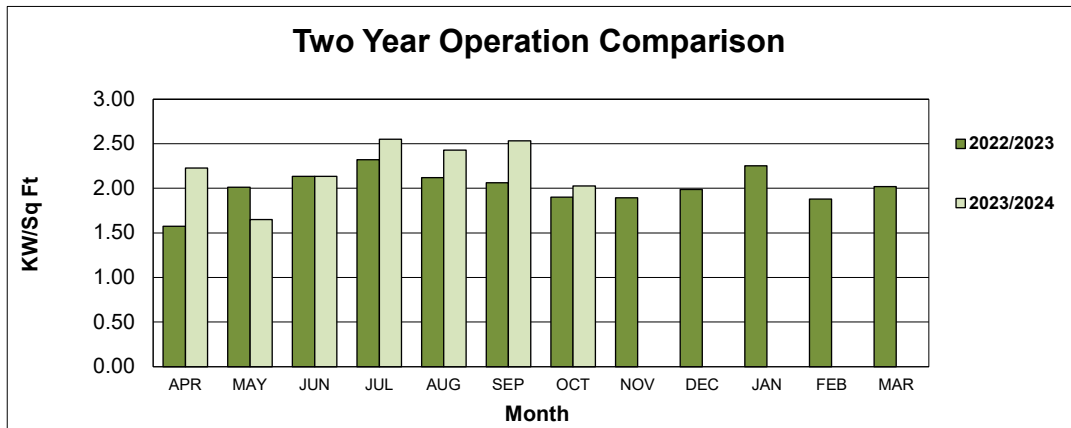
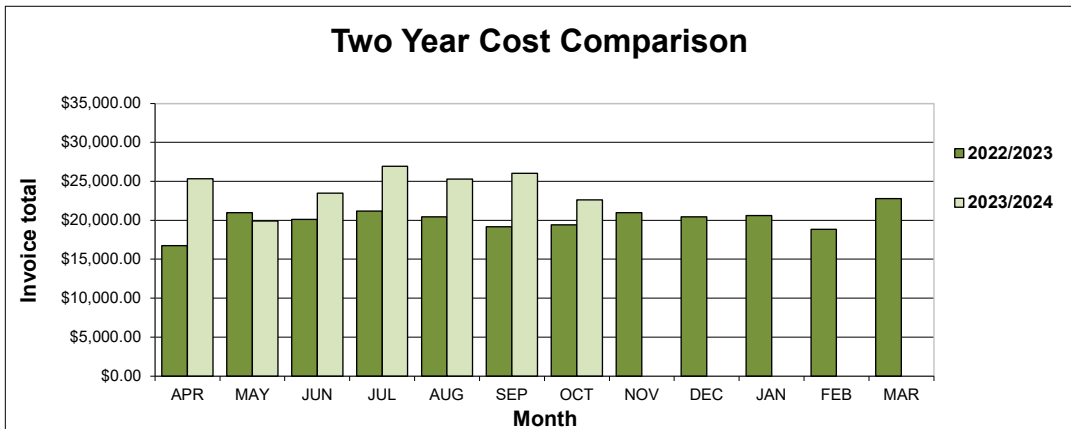
<u>Month</u>	2022/2023 <u>Revenue</u>	2023/2024 <u>Revenue</u>	<u>Difference</u>	2022/2023 <u>Usage</u>	2023/2024 <u>Usage</u>	<u>Month</u>
APR	\$500.00	\$620.00	\$120.00	16	17	APR
MAY	\$450.00	\$1,580.00	\$1,130.00	14	21	MAY
JUN	\$800.00	\$2,150.00	\$1,350.00	18	24	JUN
JUL	\$200.00	\$290.00	\$90.00	10	11	JUL
AUG	\$760.00	\$428.00	(\$332.00)	17	13	AUG
SEP	\$840.00	\$2,052.00	\$1,212.00	18	23	SEP
OCT	\$1,400.00	\$440.00	(\$960.00)	20	13	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	\$7,560.00	YTD Difference (\$1,397.00)	192	122	



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	\$26,013.82	\$6,864.54	256,011	\$0.10	355.57	2.53	\$36.13	\$0.26
OCT	\$19,397.88	\$22,634.92	\$3,237.04	204,729	\$0.11	275.17	2.03	\$30.42	\$0.22
NOV	\$20,955.05		(\$20,955.05)		#DIV/0!	0.00	0.00	\$0.00	\$0.00
DEC	\$20,428.62		(\$20,428.62)		#DIV/0!	0.00	0.00	\$0.00	\$0.00
JAN	\$20,598.15		(\$20,598.15)		#DIV/0!	0.00	0.00	\$0.00	\$0.00
FEB	\$18,822.06		(\$18,822.06)		#DIV/0!	0.00	0.00	\$0.00	\$0.00
MAR	\$22,798.37		(\$22,798.37)		#DIV/0!	0.00	0.00	\$0.00	\$0.00
			YTD Difference						
TOTAL	\$241,576.29	\$169,565.17	(\$72,011.12)						

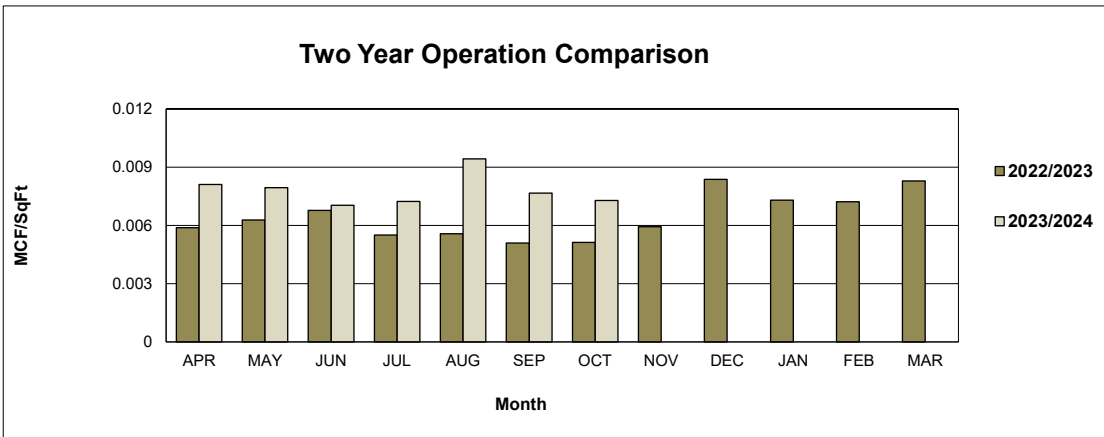
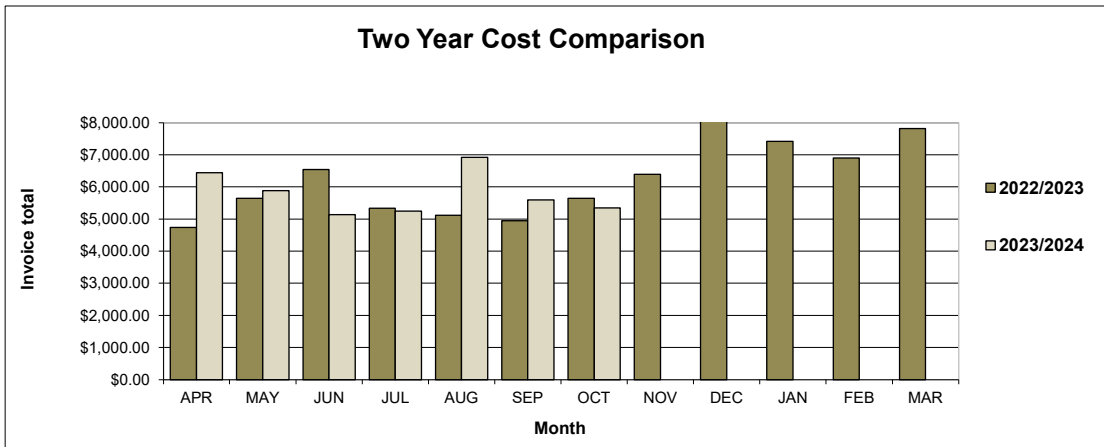


Bloomfield Township Public Library Natural Gas Analysis

Building Area = 101,023

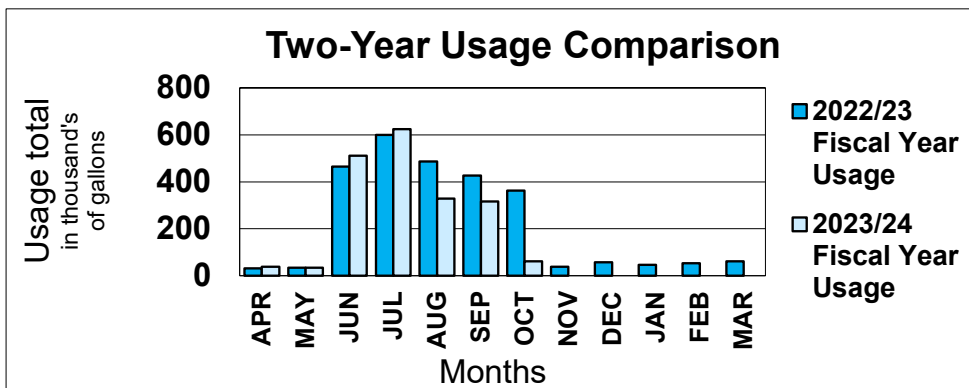
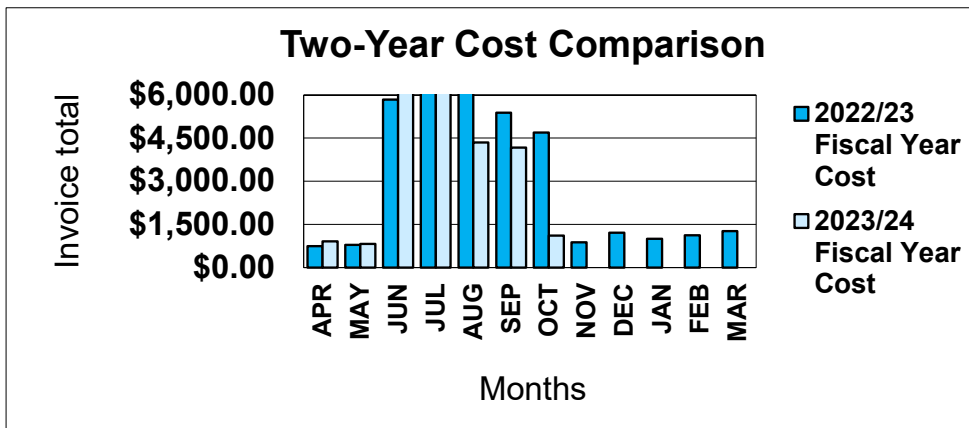
1 Cu. Ft. = 1000 BTU

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	952.2	\$7.27	744	1.28	0.009	9.30	0.067
SEP	\$4,944.69	\$5,594.26	\$649.57	773.8	\$7.23	720	1.07	0.008	7.77	0.055
OCT	\$5,643.43	\$5,344.46	(\$298.97)	735.3	\$7.27	744	0.99	0.007	7.18	0.052
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	\$40,562.04	(\$34,605.27)							



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	\$4,174.75	(\$1,211.15)	427	316	(111)
OCT	\$4,694.57	\$1,108.90	(\$3,585.67)	363	61	(302)
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	\$25,918.15	(\$10,564.18)	2,664	1,914	(750)



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

- The Michigan Department of Licensing and Regulatory Affairs, Bureau of Construction Codes, Elevator Section has **inspected the Library's elevator and found it to be in compliance**. This was an outstanding deficiency on the Library's fire inspection (conducted by Bloomfield Township).
- The Library's Integrated Library System (ILS) is a relational database that is used to track items owned, orders for the collection including invoicing, patron information, and borrowing of the materials. It is the operational backbone for library work especially for Adult, Youth, Technical Services, and Circulation. Our ILS is called Sierra and is purchased from and supported by Innovative Interfaces Inc (III). (You probably noticed the large sum of money we paid to III this month – that is for our ILS). Encore is the public interface for the library catalog – it's what you and all patrons use to search for materials and check your library record. III is **replacing Encore with a new product called Vega**. Vega offers an improved patron experience and some additional features and potential add-ons that we may take advantage of in the future. Most importantly, we rely on technical support from III so we need to stay current with the product. In the coming weeks, we will be transitioning to Vega. We don't think this will be a difficult change for our patrons. We will post some messaging on our website, and staff will teach patrons as needed through reference interactions.
- On Wednesday, October 25, **the Library hosted a trick-r-treat PLUS food truck rally event**. It was wildly successful and so fun. Lots of families visited special activity stations through the Youth Room and the entire Library. Each public service desk had treats to give out to the little ones who were dressed in adorable costumes. Two food trucks made sure that folks didn't have to subsist on candy alone. **Nearly 900 people participated in the event!** The only thing lacking was parking spots. We thank the Friends for their generous funding of this and many other library programs.
- **Early voting was an outstanding success**. Voters who live in the Bloomfield Hills School district and the city of Birmingham had offices and issues to vote on. Southfield Township did not have a ballot, but the Clerk participated as a Supervisor to observe and learn. Bloomfield Township Clerk Martin Brook reported that 133 people voted. This relatively light election allowed the workers to adapt to the early voting schedule and flow and to learn a new computer

system. Many voters remarked they weren't aware of early voting but were visiting the Library for other reasons and took advantage of the opportunity. Voting started Saturday, October 28 and took place every day for nine days through Sunday, November 5. Hours each day were 8:30am-4:30pm except Thursday, November 2 which was 12noon-8:00pm. The only change we would make for future elections is to communicate more that there is no voting on Monday.

- On October 26, Dani and I were speakers at an event arranged by the League of Women Voters Oakland Area. It was an informative **presentation about the trend in challenges to intellectual freedom**. It was well attended and well received. Attendees were keen to know what they could do to support libraries and defend the right to read. Dani and I were subsequently invited to speak to the Birmingham Bloomfield Democratic Club in April. Full disclosure: I am a member of the League of Women Voters Oakland Area.
- You might know that the Library has an **English Language Conversation Group**, but do you have any idea how active it is and how much it has meant to the librarian who leads it and the folks who participate in it? I asked Drew Heuser to write a bit about just that:

The Library's English Language Conversation Group started in 2016, and at the time, it met once per month in the Vending Café, and we were lucky to see two people. One session, a woman from Russia came in with Molly Renwick, her ESL tutor through the Oakland Literacy Council. We made a plan for her to join the group as a co-leader, so we could attempt to grow the group. Over the next four years, we took the group from its small start to a larger group that required more space than the



Vending Café. Meeting frequency increased from once to twice per month, and then to once a week. Recently an additional grammar lesson before the meeting was added. We have coordinated potlucks and white elephant gift parties and outings to restaurants that celebrate group members' cultures. The group has experienced a lot of turnover, in large part because many of the members are in metro Detroit temporarily. Several members are here with their spouses on three-year work exchanges with the various auto companies. New members join looking for something to do, and when their work in the US is done, they return to their home countries.

When the pandemic closed the Library, the ESL group only paused for one week before switching over to Zoom sessions. We even started meeting twice a week for a couple of hours at a time because there was nothing else to do. One amazing benefit to going virtual was the ability to reach out to former members who had since returned to their home countries, and give them the chance to join in, retain their English skills a little better, and stay in touch with friends they'd made here. For about eight months, the ESL group was the only Library program being offered by Adult Services. When the Library returned to in-person programming, we resumed meeting once a week for two-hour sessions. With the help of the Meeting OWL camera/microphone, we re-established the group as a hybrid program that meets both in-person and over Zoom, and the members in other countries stayed on the email list and still attend regularly. Recently, one member's family finished their stay in the US and was returning to Germany, and while it was sad, the group could still laugh and say we'll just see her on Zoom next week anyway. Today, the group reliably has 15-20 members in attendance every week, and the Library gets to joke about having a weekly conference call with Italy, Japan, Germany, Mexico, Argentina, and South Korea. – Drew Heuser

Respectfully Submitted,

*Tera Moon
Library Director*

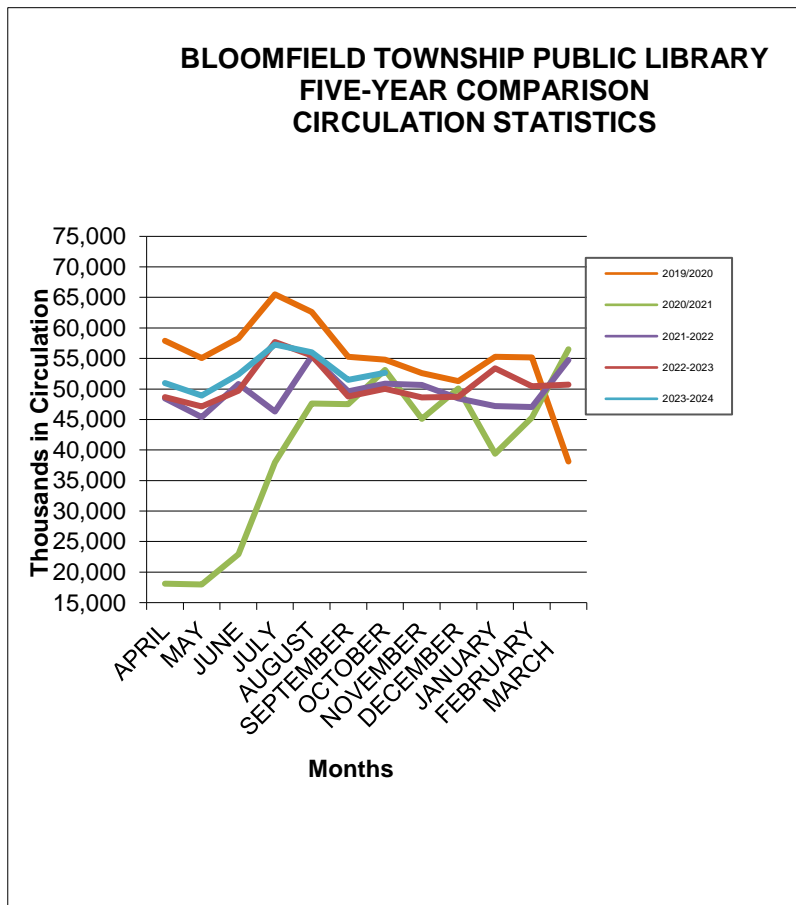
**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
MONTHLY ACTIVITY REPORT
OCTOBER 2023**

	2022		2023	
OUTREACH & PROGRAMS				
<i>New Patrons and Accounts</i>				
Township:	160		189	
Cranbrook:	5		5	
Total new patrons:	218		260	
<i>Adult Program Attendance</i>				
Staff-led:	10 events	96 attended	14 events	538 attended
Speaker-led:	2 events	77 attended	6 events	225 attended
Book clubs:	6 events	57 attended	7 events	61 attended
Tours/visits on-site:	0 events	0 attended	0 events	0 attended
Tours/visits off-site:	4 events	71 attended	7 events	425 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:	4 events	22 attended	4 events	22 attended
<i>Teen Program Attendance</i>				
Staff-led:	1 event	15 attended	1 event	16 attended
<i>Youth Program Attendance</i>				
Staff-led:	18 events	801 attended	35 events	1143 attended
Speaker-led:	2 events	382 attended	0 events	0 attended
Tours/visits on-site:	1 event	51 attended	1 event	8 attended
Tours/visits off-site:	4 events	269 attended	7 events	792 attended
TOTAL:	52 events	1,871 attended	82 events	3230 attended
<i>Volunteers (total for the month)</i>				
Shop volunteers	8 people	75.25 hours	7 people	66.25 hours
Court appointed volunteers	0 people	0 hours	0 people	0 hours
Student volunteers	0 people	0 hours	0 people	0 hours
Department volunteers	1 person	13.25 hours	1 person	6 hours
<i>Patron Remarks</i>				
Patron comments:	3		10	
Ask BTPL:	3		7	
DISPLAYS				
Lobby	<i>American Folk Art Canes</i>			
Local History	<i>Hallow-"month"</i>			

**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
FIVE YEAR CIRCULATION**

11/14/2023

	<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	51,492
OCTOBER	54,813	53,114	50,855	50,032	52,652
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	369,672



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
LIBRARY AMBASSADORS GROUP**

Bloomfield Township Public Library
Oakland County, Michigan
Tuesday, October 24, 2023
Meeting Room 1
7:00 p.m.

Trustees Present: Dani Gillman, Joan Luksik

Trustees Absent: Shane Spradlin, Keith Carduner, Judy Lindstrom, and Joy Murray

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

Guests: Bloomfield Township Residents: Laura Berg, Madeline Harris, Lawrence Irwin, Judy Kudla, Jim Labes, and Andy Saxe

Trustee Welcome by President Dani Gillman

President Dani Gillman welcomed everyone and thanked them for coming out. The Ambassadors Group was formed almost three years ago and during this time, there have been discussions about the next strategic plan, which generated ideas and discussion, used to create that plan. Part of that plan lead to the upcoming millage renewal proposal. This is the opportunity to discuss that proposal and strategize with the ambassadors who have invested in care for this Library. The ambassadors' influence in their world and communities will help to support the proposal.

Updates from Library Director Tera Moon

Director Moon shared many updates of what the Library has been doing. The library card design contest concluded with three new designs selected that were created by Township residents in three age categories. There was an annual policy review with a few changes. These policies aid in making decisions, with guidelines around collection development strengthened and clarified.

In September, the trustees heard from the auditor, and the Library received a clean, unmodified opinion. This is amidst a new finance coordinator and a new director.

There will be repairs on the roof and the lower level. A new roof was installed three years ago, and since, problems have been discovered around the perimeter. There continue to be

flooding issues in the lower level on occasion, with very strong, sudden rainstorms. This has been a challenge for many years.

Recently, staff engaged with an interior designer to capture new ideas for library spaces. There are empty shelves in Adult Services, new furniture is needed, and refurbishment should be done. The Commons Area is a success, and this shift could be spread into other parts of Library. The designer documented these ideas and shared proposals for changes. Any work on this project will wait until after the millage vote. Most changes will be around furniture and fixtures.

She thanked the Ambassadors for testing the library app, which has been launched. This has been going well and the Library has started to promote it.

Study rooms will be reconfigured for how residents access them, with a new system that changes how patrons can reserve these rooms.

The Library is getting a new online catalog interface, and it will appear different.

There were comments on material challenges and concerns of planning in preparation for any new judicial changes. Director Moon said that not much could be done preemptively.

There were inquiries on the promotion of the new app. There will be some paid campaigning. It will be featured in the upcoming email newsletter as well.

Library Millage

Director Moon said, "Now the investment of time you have made in the Library is blossoming into action." She shared the history of the millage.

The Headlee Amendment requires that millage rates get rolled back each year so as not to exceed the rate of inflation. This is based on the taxable estimated value, not based on the home value.

At the September 20 meeting, the trustees approved ballot language and a rate to be presented to voters on the presidential primary ticket. The proposal will ask voters to renew one of the Library's three millages for another 10 years (the other two are in perpetuity). The current rate is .5047.

In 2010 the Library felt the effects of the housing crisis-caused recession, because home values and property taxes were impacted directly. The Library's revenue decreased by 40%. For years, decisions were made to make cuts, mostly behind the scenes such as furlough days for staff, materials cuts, delaying projects, closing on Sundays in summer. In 2014 the trustees asked the voters to restore the millage rates to the 2 full mills allowed by law to levy. This amount was .5471. Voters said yes at the rate of 65%. This was for a ten-year period, and it will soon be up. This accounts for about 27% of the Library's budget. At the September board meeting, the trustees approved language so that the millage renewal could appear on the ballot. It will not be an increase.

The Library receives 95% of its revenue from property taxes. That millage has accounted for nearly 30% of our current revenue stream. Losing it would be game-changing. The Library is a separate taxing entity from the Township.

On November 13, Dani Gillman and Tera Moon will address the Township board of trustees regarding this ballot proposal. This is a courtesy and a way to start getting the word out to residents. The Township levies the Library's taxes and signs its checks, so they are being included in the conversation. After that, the Library will begin educating voters about this ballot proposal. The millage will be on the presidential primary, which will be around February 27. If it does not pass in February, it could be put on the ballot again in August or November.

There are rules about how publicly funded organizations can campaign. No public money can be used to campaign. This means staff time cannot be used, campaign meetings cannot be held at the Library, things related to the election cannot be stored at the Library, and Library equipment cannot be used for the campaign. The Library can provide information—it can say there is a proposal on the ballot, what the rate is, and what it means to voters and to the Library.

By renewing this millage rate, voters would not see an increase in their tax bill. In fact, they will see a savings because the last payment against the bonds that were sold to renovate the Library in 2006 was made this year.

Between now and February, Director Moon hopes the Ambassadors Group will commit time to help educate voters. The Ambassadors have circles of influence and important relationships that will carry the message of the value of the Library in the community. The hope is that everyone feels that the Library is the most important place in the community for all to come and feel welcome, supported, and that they can access information and entertainment. The Library strives to provide something for every single person, no matter age, gender, background, point of view, and orientation.

A campaign committee will need to be formed, which the Ambassadors are invited to participate in. There will be more frequent communications over the next four months, and there may be a few more meetings. This would be a project from now until February. She is hopeful that the Ambassadors will share with their communities about the millage renewal proposal.

Assistant Director Bryant reported the millage vote will be on the cover of the winter print newsletter. This will be an informational stance, including the history, ballot language, what the Library does, and why votes matter. This goes to every household in the Township. It will be promoted on social media, printed on bookmarks, and will also be in email newsletters. The committee would share talking points with the Ambassadors. Libraries campaign to try to mobilize their base.

In Michigan in 2022, there were 48 millage questions on the ballots and 43 of these passed.

Library as Early Voting Site

In June, Bloomfield Township Clerk Martin Brook asked if Bloomfield Township Public Library would be an early voting site. Bloomfield Township, Southfield township (Beverly Hills, Bingham Farms, Franklin), and Birmingham grouped together, and the Library was selected. Early voting begins this Saturday. There will not be voting on the Monday before the election. On Tuesday, there will only be voting at the regular polling locations. Early voting will be open from 8:30-4:30 each day. This will be in the Community Room. This will be a good trial, as there is not much on the ballot. Oakland County is overseeing this, and the local clerks are heavily involved. No campaign signs can be within 100 feet of the main entrance. Assistant Director Bryant worked with early voting in Nashville when she worked there. This was a great marketing opportunity for the Library.

Questions and Open Discussion

There was an inquiry about the Library's relationship with middle schools. The Youth Services and Teen Librarians liaison with all the school media specialists. Battle of the Books is a close partnership with the Library and the middle schools. The summer reading program ends before summer vacation is over, due to attendance and participation. With families taking vacations and preparing for the return to school, participation has waned historically.

There was conversation about books and other media that everyone had enjoyed recently.

Closing with President Dani Gillman

If anyone has questions or thoughts that come up, please reach out. There is more to come.

Future meeting dates and times in January, May, July, and October. The next Library Ambassadors meeting will be Tuesday, January 23, 7:00pm – 8:30pm.

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

The meeting of the Bloomfield Township Public Library Board of Trustees Personnel Committee was held in the Library on Tuesday, November 14, 2023, at 2:00 p.m.

Trustees Present: Trustees Judy Lindstrom and Joan Luksik

Administration: Library Director Tera Moon

Library Assistant Position

Director Moon reported on the challenges of finding applicants for the Library's intern positions. Most recently, a posting for the Adult and Youth Services Intern position received no applications after being posted for three weeks which included paying for ads to boost the reach of the posting. She reminded the committee that this same problem is the reason the Early Childhood Specialist position was created. Many other neighboring libraries and other institutions are experiencing similar challenges.

She shared that after a lot of thought, research, and discussion, Adult and Youth Services Department Heads Laura J. Kraly and Jen Taggart recommended converting these positions into a different type of job: Library Assistant. The primary difference between this position and the Intern position is that it would not require a master's degree in library and information science, but instead a bachelor's degree or equivalent experience. The position will appeal to those interested in working in a public library but have not or will not pursue an LIS master's degree. Baldwin Public Library has a similar position.

Judy made some suggestions about where to post the position to attract the right kind of candidate. Joan asked details about how applicants will indicate which department they want to work in. Joan and Judy expressed support for converting the intern position into a Library Assistant. Tera said she will share the position at the Tuesday, November 21 board meeting.

Various Personnel Updates

Other personnel matters were also discussed.

No future meeting date is scheduled at this time.

**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
MEMORANDUM**

TO: Trustees
FROM: Tera Moon, Library Director
DATE: November 8, 2023
SUBJECT: Roof Edge Perimeter Repair Proposal

As discussed at the Building and Grounds Committee meeting on October 4, 2023, the Library's roof needs some repairs, specifically around the perimeter. In 2019 the roof was completely rehabilitated by replacing shingles and applying a covering over the existing rubber membrane. Since that time the membrane has been peeling away from the metal edge "gravel stop" that runs around the perimeter of the building. Water is entering via small pockets, affecting the soffit and the cedar fascia. Chris Schlaps (Frank Rewold & Sons) and Richard Renaud (Quinn Evans) have been studying and documenting this problem.

Chris asked the firm Artisan Building Services to assess the problem and offer solutions. Artisan proposed cleaning up the edges, re-adhering them to the gravel stop, and applying a reinforcing tape. There are different kinds of tape, so it was proposed to apply two different kinds and observe how they weather the winter. That work was accomplished in late October 2023.

Chris has submitted a proposal to do more work to the roof before winter. Chris is proposing that Artisan Building Services "peel back, clean, prime, and re-adhere the existing membrane to the existing gravel stop" plus inspect some other spots on the roof that have been identified as problem spots immediately to stop snow and rain from causing more damage. The cost for this work (which is mostly labor) is \$47,000. That fee includes support from Rewold to coordinate and supervise the work.

The team came to the conclusion that the work to re-adhere the membrane will need to be done no matter what; why not do it before winter to prevent even more damage from occurring.

The Capital Improvements Program has \$100,000 budgeted for roof repairs.

Artisan Building Services has this project tentatively on the schedule for the week after Thanksgiving. Pending your approval they can start right away.

ACTION: I move to approve the proposal to conduct repairs to the perimeter roof edge to Frank Rewold & Sons, 303 E. Third Street, Suite 300, Rochester, Michigan 48307 and Artisan Building Services, 4916 Lore Drive, Waterford, MI 48329 for \$47,000.00.



October 27, 2023

Hugo Cardenas
Facilities Services Department Head
Bloomfield Township Public Library
1099 Lone Pine Road
Bloomfield Township, MI 48302

RE: BTPL Roof Edge – perimeter repair

Dear Mr. Cardenas,

Frank Rewold & Sons, Inc. is pleased to present a proposal to the Bloomfield Township Public Library to repair the membrane roof edges at the facility that are delaminating from the gravel stop, and to repair seams that are failing below the shingle roof edges. The steps to perform the repair are summarized as follows:

1. Peel back, clean, prime, and re-adhere the existing membrane to the existing gravel stop. Caulk edge of adhered membrane at gravel stop. 2,100lf of roof edge has been included.
2. Inspect and repair failed seams at shingle roof edges. 200 failed seams have been included.
3. Perform a complete inspection of the remainder of the roof, and recommend areas that may require future repair. 5 field membrane repairs have been included.

FRS has included 40 hours of supervision to support the installation process. FRS proposes to execute this work on a time and material basis, for a not to exceed cost of \$47,000.00. All backup and invoices will be provided with the final billing upon completion of the work.

If you have any questions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Chris Schlaps'.

Chris Schlaps

Project Manager

FRANK REWOLD & SONS

FRANK REWOLD & SONS INC.

CONSTRUCTION MANAGER | GENERAL CONTRACTOR

303 E. THIRD STREET | SUITE 300 | ROCHESTER, MICHIGAN 48307 | 248.651.7242



@frankrewoldsons



Artisan Building Services, LLC

Waterford MI Office: 4916 Lore Drive, Waterford, MI 48329
 C: 248-409-8498 email: gweaver@artisanservicesllc.com
 Washington MI Office: 61961 Spring Circle Trail, Washington Township, MI 48094
 C: 248-761-2781 email: rweaver@artisanservicesllc.com

Submitted for Consideration To:

Customer Info

Frank Rewold and Sons, Inc.
 303 E. Third Street, Suite 300
 Rochester
 MI 48307

P: 248-651-7242 F: NA

email: cschlaps@frankrewold.com

Project Bloomfield Twp. Public Library - Preemptive Flat Roof Edge & Misc Repairs

Project Address 1099 Lone Pine Rd.

Bloomfield Hills, MI. 48302

Contact: Chris Schlaps

Scope of Work to Include:

- 1 Set up work site in accord with current, local safety regulations.
- 2 Peel back existing, outside perimeter edge membrane as possible* around entire, lower flat roof area to facilitate cleaning and repair.
- 3 Remove dirt and debris from exposed edge condition and thoroughly clean existing gravel stop flange and underside of existing membrane cover tape.
- 4 Prime underside of existing membrane cover tape and top of metal gravel stop flange and roll together.
- 5 Caulk the newly adhered membrane at the top edge where it meets the existing gravel stop with edge sealant.
- 6 Inspect the existing membrane at bottom edge of shingles for failed seams and repair with new cover tape as necessary.
- 7 Inspect the remainder of the existing flat roof for failures and/or potential failures and repair as necessary.
- 8 Leave roof area clean and free of all work related debris.

Up to 2,100 lf. of roof edge to be treated as described above included.
 Up to 200ea. failed seams at flat roof membrane below shingles included.
 Up to 5 other field membrane repairs included.

Additional repairs found over and above the quantities shown above to be billed separately based on actual time / materials necessary.
 Additional flat roof edge treatment decided upon based on performance of test areas to be billed separately based on actual time/materials necessary.
 Additional scupper extensions decided upon based on performance of initial test pieces to be billed separately based on actual time/materials necessary.

Warranty

- 1 None.

Exclusions

- 1 Interior protection (i.e.. attic tarps, etc.) is the owner's responsibility and therefore is not included.
- 2 Any work not specifically stated in written scope of work above.

Additional Information

- 1 * Areas where the existing membrane is still firmly adhered to the existing gravel stop to be left undisturbed to avoid unnecessary damage to membrane system

We Hereby Propose to Perform All Above Stated Items for the Total of:

Price	Thirty nine thousand, eight hundred, forty six and 00/100 -----	Dollars	\$39,846.00
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Payment to be Made: 1/3 upon contract signing and commencement of project. Remainder to be in progress draws and In full upon completion.

AGREEMENT ACCEPTANCE / AUTHORIZED SIGNATURES

Artisan Building Services, LLC

Customer:

Richard S. Weaver

Estimating & Sales Consultant

Owner / Owner's Representative

This Proposal Shall be Valid for a Period of: 30 Days from bid date.

Date of Acceptance: _____

**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
MEMORANDUM**

TO: Trustees
FROM: Tera Moon, Library Director
DATE: November 8, 2023
SUBJECT: Election of Officers

At the November 21, 2023 Library Board of Trustees regular meeting, Board President Dani Gillman will present a nominating committee to select officers for 2024. The current officers and committee appointments are included for your information.



BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
LIBRARY BOARD OF TRUSTEES OFFICERS

December 2022 – November 2023

Current Officers are:

PRESIDENT: Dani Gillman

VICE PRESIDENT: Judy Lindstrom

SECRETARY: Joan Luksik

A Library Trustee recognizes the importance of the Library in the community and oversees the funding of all aspects of Library services including traditional media and computer technologies. Library Trustees support freedom of information and the American Library Association Bill of Rights, which includes providing information presenting all points of view to all people of the community. A Library Trustee sets policy, hires the Library Director, and approves the budget to provide the very best service the Library can offer the Bloomfield Township community.



Board of Trustees Standing Committee Appointments

January 2023 – January 2024

Art Committee	Joan Luksik Judy Lindstrom
Bloomfield Township Liaison	Dani Gillman Judy Lindstrom
Building and Grounds Committee	All
Cranbrook, DPL, Troy Committee	Keith Carduner Joy Murray
Development Committee	All
Finance Committee	Keith Carduner Shane Spradlin
Friends of the Library Liaison Committee	Joy Murray
Investment Committee	All
Jeanette P. Myers Scholarship Selection Committee	Joan Luksik Joy Murray
Personnel/Director Evaluation Committee	Joan Luksik Judy Lindstrom
Policy Committee	Judy Lindstrom Shane Spradlin

Revised December 2022

**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
MEMORANDUM**

TO: Trustees
FROM: Tera Moon, Library Director
DATE: November 16, 2023
SUBJECT: Bylaws Review

During the annual policy review, Judy Lindstrom suggested reviewing the bylaws of the Library Board of Trustees as a group. Her vision is to spend some time at each board meeting discussing the bylaws. Therefore, each month, I will present one article for review and discussion. I will include the bylaws in the board packet, and we can plan to spend 10-15 minutes on it each meeting

The primary goal of this discussion is to ensure a common understanding of the bylaws. It's an opportunity to understand how and why the board operates the way it does. In the event that a procedure needs to be invoked, such as filling a vacancy midterm, the procedures will be fresher in our minds.

While the primary goal is understanding, we may, through conversation, decide some changes need to be made. If suggested changes come out of our conversations, I will keep track of them, and the policy committee can discuss the suggestions and put forth recommendations for changes during the annual policy review in late summer/early fall.

Included in the board packet is the full bylaws document. I have highlighted Article 1. I will get the discussion going by providing as much background and knowledge as I can.

**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
POLICY MANUAL**

SECTION II: ADMINISTRATION, GOVERNANCE, AND PUBLIC OPERATION

BYLAWS OF THE LIBRARY BOARD OF TRUSTEES

ARTICLE I

BOARD OF TRUSTEES

Section 1 - The Library Board of Bloomfield Township Public Library shall consist of six trustees elected as provided by the laws of the State of Michigan.

Section 2 - The responsibilities of the Library Board of Trustees as defined in Michigan Compiled Laws Public Act 397.205 include “make and adopt such bylaws, rules, and regulations for their own guidance and for the government of the library and reading room, as may be expedient; ...the exclusive control of the expenditure of all moneys collected to the credit of the library fund, and of the construction of any library building, and of the supervision, care, and custody of the grounds, rooms, or buildings constructed, leased, or set apart for that purpose; ...to purchase or lease grounds, to occupy, lease, or erect an appropriate building or buildings for the use of said library...to appoint a suitable librarian and necessary assistants, and fix their compensation; and ...to remove such appointees.”

Section 3 - In the event of a vacancy, the Board shall appoint a qualified person to hold the vacant office until the next general November election. The appointed trustee shall be selected by a process as outlined in the Library Board of Trustees-approved “Bloomfield Township Public Library Board of Trustees Vacancy Procedure.”

ARTICLE II

OFFICERS

Section 1 - The Officers of the Board of Trustees shall be a President, a Vice President, and a Secretary.

Section 2 - The President, Vice President, and Secretary of the Board shall be elected annually at the annual meeting of the Library Board of Trustees. Each officer shall hold office until a successor shall have been duly elected or until death, resignation, conviction of a felony, removal from office by the Governor under the State Constitution or ceases to be a qualified elector of Bloomfield Township. Vacancies in an office shall be filled for the unexpired portion of the term, at the next regular meeting of the Library Board of Trustees after such vacancy occurs.

Section 3 - The President of the Board shall preside at all meetings, appoint all committees, authorize calls for any special meetings, and generally perform the duties of a presiding officer. The President shall have the authority to sign on behalf

**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
POLICY MANUAL**

SECTION II: ADMINISTRATION, GOVERNANCE, AND PUBLIC OPERATION

of the Board of Trustees all instruments, contracts, or documents necessary or proper to be executed as approved by a majority of the Library Board of Trustees. The President may delegate such authority to the Library Director as approved by the Library Board of Trustees.

Section 4 – The Vice President of the Board, in the absence of the President, shall preside at all meetings, appoint all committees, authorize calls for any special meetings, and generally perform the duties of a presiding officer. The Vice President shall have the authority to sign on behalf of the Library Board of Trustees all instruments, contracts, or documents necessary or proper to be executed as approved by a majority of the Library Board of Trustees.

Section 5 - The Secretary of the Board shall approve an accurate and permanent account of the proceedings of the Board meetings, and generally perform the duties associated with that office. In the President's and Vice President's absences, the Secretary shall preside at Board meetings, and assume the authority to act on behalf of the President and Vice President.

ARTICLE III

MEETINGS

Section 1 - The regular monthly meetings of the Library Board shall be held at the Library on the third Tuesday of the month at 7 p.m., or the fourth Tuesday of April at 7 p.m., or at a time stated from the proceedings of the previous meeting unless otherwise ordered by the Library Board of Trustees.

Section 2 - The first regular meeting of the Library Board in November shall be known as the annual meeting and shall be for the purpose of electing officers and the appointment to committees, in addition to any other business that may arise. Each Trustee is expected to serve as an officer of the Library Board at least once during their four year term.

Section 3 - Special meetings may be called by the President or upon written request of three members of the Board, for the transaction of business stated in the call for the meeting.

Section 4 - Notices of all regular meetings and any special meetings shall be distributed from the Library to all members at least three (3) days before the meeting; provided, however, that notice of any meeting may be waived by any Trustee.

Section 5 - Public notice of all meetings of the Library Board of Trustees shall be posted in advance of such meetings, pursuant to the Michigan "Open Meetings Act," Michigan Compiled Laws Public Act 267 of 1976, as amended.

**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
POLICY MANUAL**

SECTION II: ADMINISTRATION, GOVERNANCE, AND PUBLIC OPERATION

Section 6 - A quorum for the transaction of business shall consist of not less than four (4) members of the Board. The affirmative vote of a majority of the members present of the Library Board of Trustees present is required for the approval of any action or decision of the Board, unless the vote of a larger number is required by law. If a quorum shall not be present at any meeting of the Board, the members of the Board present may adjourn the meeting from time to time, without notice other than announcement at the meeting, until a quorum shall be present.

Section 7 – As permitted by law, a member of the Library Board of Trustees may participate in a meeting using communications equipment by means of which all persons participating in the meeting can hear each other. Participation in a meeting pursuant to this section constitutes a presence in person at the meeting.

Section 8 - Regular attendance at board meetings is essential. The Library Board President and the Library Director should be notified in advance if attendance is not possible. A trustee who misses meetings frequently may not completely understand the issues at hand and valuable meeting time can be lost bringing that trustee back up to speed. An uninformed trustee cannot make the best possible decision when it comes time to vote. A successful library board needs every trustee at every meeting. A trustee who has difficulty in regularly attending meetings may wish to seek other opportunities to help the library rather than serving on the library board.

ARTICLE IV

COMMITTEES

Section 1 – The President of the Board shall appoint members to standing committees such as Finance, Personnel, and Policy, among others. These committees shall make periodic reports to the Board.

Section 2 – The President of the Board shall appoint members to special, select, or *ad hoc* committees created for specific purposes, such as the study and investigation of special issues, nominating committee and other *ad hoc* committees as the President shall deem appropriate. These committees shall make periodic reports to the Board as requested.

Two Trustees shall constitute the nominating committee and shall be appointed in advance of the annual meeting in November by the President of the Board. The role of the nominating committee is to find the most appropriate candidate for each office and present a slate of candidates at the annual meeting. Officers are elected by majority voice vote and begin their term after the meeting at which they are elected. The President should not sit on the Nominating Committee. Committee members can also be a nominee.

**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
POLICY MANUAL**

SECTION II: ADMINISTRATION, GOVERNANCE, AND PUBLIC OPERATION

ARTICLE V

LIBRARY DIRECTOR

Section 1 - Pursuant to Michigan Compiled Laws Public Act 397.205, the Board of Trustees “shall have power to appoint a suitable librarian” to serve as Library Director and “shall also have power to remove such appointees.” The appointed Library Director shall be selected by a process as outlined in the Library Board of Trustees-approved “Bloomfield Township Public Library Director Vacancy Procedure.”

Section 2 - The Library Director shall be considered the executive officer of the Library and shall have sole charge of the administration of the Library under the direction and review of the Library Board of Trustees.

Section 3 -The Library Director shall be responsible for the Library’s services and resources offered to the community; for the operation of the Library under the financial conditions set forth in the annual budget; for the employment and direction of the staff; and for the care of the buildings and equipment. The Library Director shall attend all meetings of the Library Board of Trustees.

ARTICLE VI

PARLIAMENTARY AUTHORITY

The rules contained in the current edition of Robert's Rules of Order shall govern the Board in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order the Board may adopt.

ARTICLE VII

AMENDMENTS

The bylaws may be amended at any regular meeting of the Board by the affirmative vote of four (4) members of the Board of Trustees, provided that the proposed amendment was stated in the call for the meeting.

By-Laws adopted: 9/6/63
Amended: 2/10/87
Amended: 1/18/98
Amended: 1/19/99
Amended: 1/20/04
Amended: 1/16/07
Amended: 9/20/11
Amended: 9/16/14
Amended: 11/21/17
Amended: 10/16/18
Amended: 9/22/2022
Amended: 10/17/2023

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.

COMMUNITY CALENDAR



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



Mean Mary: Concert by singer and multi-instrumentalist who overcame near fatal car accident and paralyzed vocal chord, 8 p.m., MAMA's Coffeehouse at Birmingham Unitarian Church, 38651 Woodward Ave. in Bloomfield Hills, meanmary.com

OCT. 26

UFOs over Michigan: Learn from state director for Michigan Chapter of Mutual UFO Network, 7 p.m., Bloomfield Township Public Library, 1099 Lone Pine Road, btpl.org



OCT. 27

Brunch with 'Babs': Social media influencer/grandma Barbara Costello shares tips for fall, all proceeds benefit ChadTough Defeat DIPG Foundation, 11 a.m., Townsend Hotel, 100 Townsend St. in Birmingham, chadtough.org/brunch-with-babs

NOV. 2

Needlecraft Club: 6 p.m., Franklin Public Library, 32455 Franklin Road, franklin.lib.mi.us

NOV. 9 & 11

Chamber Music Detroit: Aeolus Quartet & Friends play Mozart, 2 p.m. Nov. 9 and 8 p.m. Nov. 11, Northbrook Presbyterian Church, 22055 W. 14 Mile Road in Beverly Hills, chambermusicdetroit.org/season80

ONGOING

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

Preview party for fall exhibits: See opening of "Skilled Labor: Black Realism in Detroit," "LeRoy Foster: Solo Show," "Carl Toth: Reordering Fictions" and "Ash Arder: Flesh Tones," 6-9 p.m., Cranbrook Art Museum, 39221 Woodward Ave. in Bloomfield Hills, cranbrookartmuseum.org

Outstanding Women Speaker Series: Hear from Ann Manix Oct. 19 and Becca Mix Nov. 30, 5-7 p.m., also open house, The Village Club, 190 E. Long Lake Road in Bloomfield Hills, free but reservations required, (248) 644-3450, ext. 223



'Anatomy of Gray': An enchanting story of love and loss, 8 p.m. Oct. 13-14 and 20-21 and 2 p.m. Oct. 14 and 22, St. Dunstan's Theatre, 400 Lone Pine Road in Bloomfield Hills, StDunstansTheatre.com

'Jersey Boys': Performed by Birmingham Village Players, select dates Oct. 27-Nov. 12, 34660 Woodward Ave., birminghamvillageplayers.com

Senior Men's Club of Birmingham: Speakers and luncheon 10:30 a.m. every Friday, Iroquois Club, 43248 Woodward Ave. in Bloomfield Township, also on Zoom, RSVP by previous Monday, www.seniormensclubbirmingham.com

Birmingham Metropolitan Women's Club: Meets 10:30 a.m.-1 p.m. every second Tuesday of month, Iroquois Club, 43248 Woodward Ave. in Bloomfield Township, RSVP two weeks prior to each event, chriswludyka@outlook.com, (248) 303-7339, thebirminghammetropolitanwomensclub.weebly.com

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

Birmingham & Ferndale Stamp Club: Meets 6-8 p.m. Nov. 7 and 21, NEXT Senior Center, 2121 Midvale St. in Birmingham, (586) 879-4674, birminghamstamp.club

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

OCT. 14-15

Fall Festival: Beer garden, pumpkin picking, wagon rides, animal visits, horse rides, live music, straw tower, food trucks, axe throwing, cornhole contest and more, 10 a.m.-4 p.m., Bowers School Farm, 1219 E. Square Lake Road in Bloomfield Hills, schoolfarm.org/fall-fest



OCT. 20-21

Hoot N' Howl Hayride: Search for nocturnal animal activity, also campfire, cider and doughnuts, 7:30 p.m., Thelma Spencer Park, 3701 John R Road in Rochester, more at eventbrite.com

OCT. 20-22

Halloween Hoot: Enjoy spooky family fun on the nature trails, 5:40-9:10 p.m., Dinosaur Hill Nature Preserve, 333 North Hill Circle in Rochester, register at dinosaurhill.org/hoot

OCT. 21

Halloween Science 2023: Pumpkin launching with three-ton trebuchet, spooky selfie station, speedy cockroaches, scavenger hunt and more, costumes encouraged, noon-4 p.m., Cranbrook Institute of Science, 39221 Woodward Ave. in Bloomfield Hills, science.cranbrook.edu

Halloween activities: Trick-or-treating from 3:30-5 p.m., costume parade from 5:15-5:25 p.m. and Halloween Fest from 5-6:30 p.m., Main Street and Farmers Market lot in downtown Rochester, www.downtownrochestermi.com/trick-or-treat-downtown

OCT. 25

Trick or treat: Also crafts, games, activities and more, 4:30-6:30 p.m., then food truck rally 4-8 p.m., Bloomfield Township Public Library, 1099 Lone Pine Road, btpl.org

ONGOING

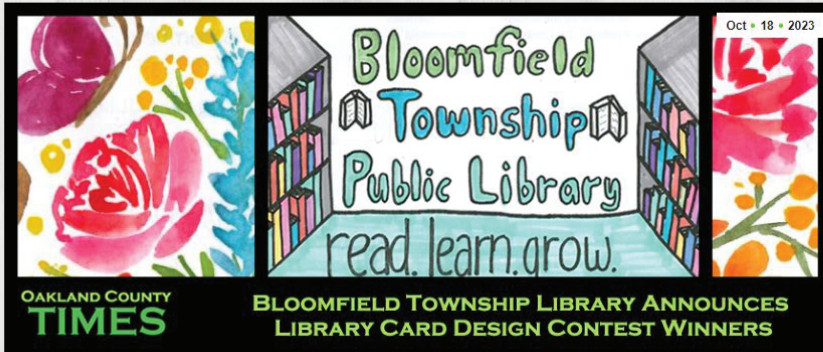
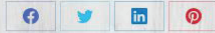
Fall color walks: 2 p.m. Oct. 15 and 29 at Tenhave Woods, and 2 p.m. Oct. 21 at Cummington Park, all free and in Royal Oak, romi.gov/411/Nature-Walks

Zoo Boo: 2-6 p.m. Oct. 14-15 and 20-22, Detroit Zoo, 8450 W. 10 Mile Road in Royal Oak, zooboo.detroitzoo.org

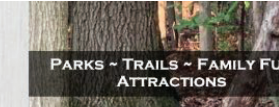
Downtown BOO!key: Witches Night Out from 5-9 p.m. Oct. 12, Ghost Chase from 6-9 p.m. Oct. 20, Trick or Treat Stroll from noon-3 p.m. and Monster Mash from 2-5 p.m. Oct. 28, and more, various locations in Berkley, downtownbookley.com

Bloomfield Township Library Announces Library Card Design Contest Winners

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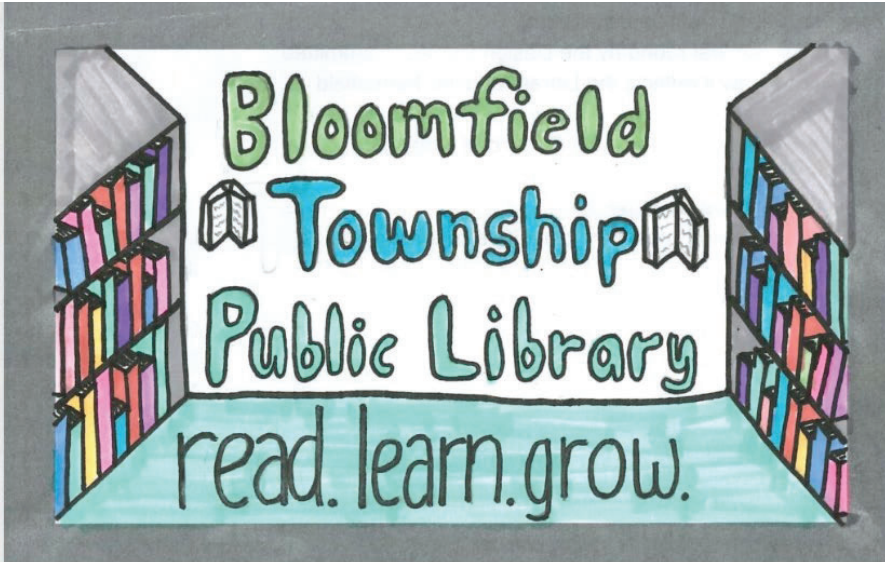


Bloomfield Township Library Announces Library Card Design Contest Winners

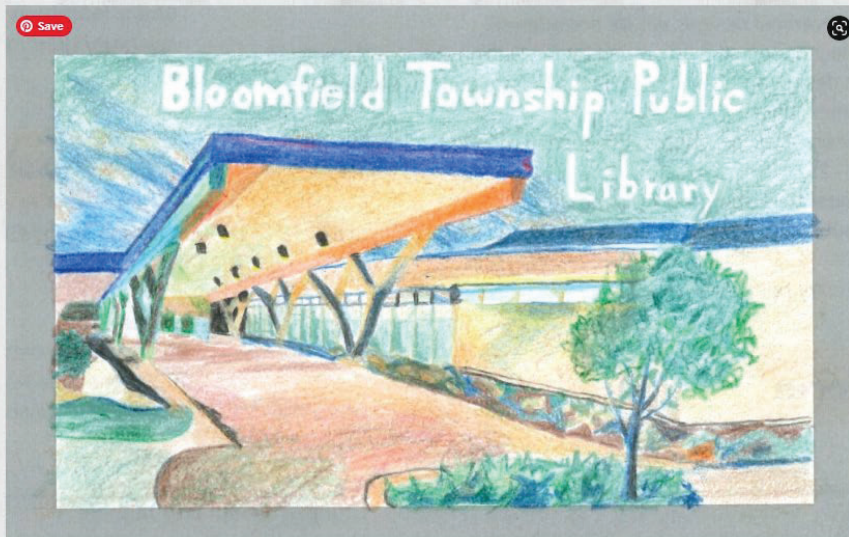
(BTL, Oct. 18, 2023)

Bloomfield Township, MI – Bloomfield Township Public Library is pleased to announce the winners of the Library Card Design Contest held in June. Bloomfield Township residents were invited to submit one entry per person on a paper entry form provided by the Library. Entries were grouped into three categories: ages 12 and younger, 13–17 years old, and 18 and older. After receiving 124 entries, Library staff selected 10 finalists in each age category based on the creativity, design, and reflection of the Library and Bloomfield Township community. Public voting was held July 16–22 through btpl.org and a finalist display inside the Library.

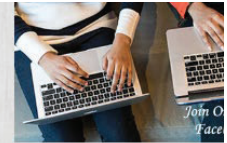
The winners for each category are:



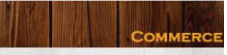
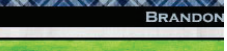
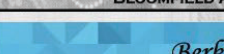
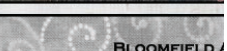
Logan Mills (Youth entry #4) created a vibrant design showcasing the power of reading and the Library's role in fostering a passion for learning.



Briana Stahlheber (Teen entry #9) provided an intricate illustration that captures the Library's entrance into the place to discover.



Here's Where to Find News for Your Township, or Village





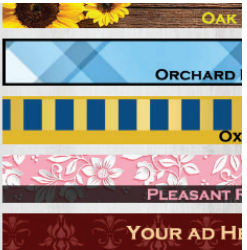
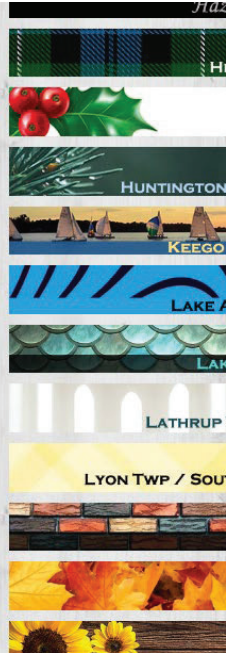
Nina Urbonya (Adult entry #2) depicted the Library's inclusivity and sense of community that blossoms through a love of reading.

Each winner received a \$100 gift card and will be featured in the Library newsletter.

"This was a really fun and creative contest. We received so many beautiful and thoughtful entries. It was so nice to see what the Library means to our community and how it is interpreted through art. We congratulate all of the entrants," said Jennifer Taggart, Youth Services Department Head.

The three newly designed library cards are now available at the Library, along with the traditional library card. Bloomfield Township residents may request one of the new designs at the Circulation Desk.

For more information, please call the Library at (248) 642-5800 or visit our website at www.btpl.org.



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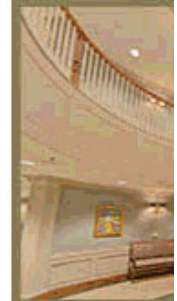
Celebrate Halloween at township library

Bloomfield Township Public Library has announced it has designated the month of October "Hallo-Month" and have several events to celebrate the Halloween season.

On Wednesday, October 25, from 4:30 to 6:30 p.m., ghouls and goblins can grab their costumes and drop in for trick-or-treating at the library. Head first to Youth Services to decorate a trick-or-treating bag and pick of the first of many treats. Then follow the trick-or-treating map to find each station around the library for peanut-free goodies, Halloween-themed mini craft kits, stickers, games and lots of other cool activities. No registration is required.

After trick-or-treating, head to the library parking lot for a Trick or Treat Food Truck Rally on Wednesday, October 25, from 4 to 8 p.m. There will be several food trucks set up in the parking lot offering ghoulishly delicious food and treats for purchase. Enjoy eating them on the library terraces.

OFFICE



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On Thursday, October 26, at 7 p.m., Bill Konkolesky, state director for the Michigan Chapter of the Mutual UFO Network, will speak about "UFOs over Michigan." Did you know that Michigan has some of the biggest UFO cases on record? Konkolesky will speak about these unusual and well-documented UFO sightings. He served as a consultant to Netflix's *Unsolved Mysteries*, History Channel's *Hangar 1* and *UFO Hunters*, National Geographic Channel's *The Truth Behind*, and the Science Channel's *Uncovering Aliens and Close Encounters*. No registration is required.

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THINGS TO DO

EVENTS

GUIDES



Halloween

KID-FRIENDLY HALLOWEEN EVENTS IN METRO DETROIT THIS WEEKEND

- CarnEvil Haunted Forest @ Glenlore Trails (Commerce)
- Batty Halloween Bash @ Farmer John's Home & Garden (Farmington Hills)
- Trick or Treat @ Wolcott Mill Farm Center (Ray)
- Trunk or Treat @ Michigan Science Center (Detroit)
- Monster Mash Halloween Party @ Fairytale Fun Place (Clarkston)
- Trail or Treat @ Commerce Library (Commerce)
- The Nightmare Before Christmas 30th Anniversary Movie Night @ Beacon Park (Detroit)
- A RARE Nightmare @ Rochester Avon Recreation Authority (Rochester)
- Downtown Trick or Treat (Milan)
- Trunk or Treat @ Trinity Health (Livonia)
- Halloween Hullabaloo @ Saline Recreation (Saline)
- • Spooky Tales On The Terrace @ Library (Bloomfield Township)
- Kid's Halloween Dance @ Radcliff Center (Garden City)
- Hallowe'en In Greenfield Village (Dearborn) – sold out
- Halloween Stroll @ Canterbury Village (Orion Township)
- Tricks & Treats @ SEALIFE Michigan (Auburn Hills)
- Brick Or Treat: Monster Party @ LEGOLAND Discovery Center (Auburn Hills)
- Ooky Spooky Light Show @ Longway Planetarium (Flint)

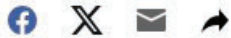
POLITICS

Election 2023 is underway. Read about candidates here, then vote early, absentee or on Nov. 7



Susan Bromley
Hometownlife.com

Published 3:00 p.m. ET Oct. 31, 2023 | Updated 3:01 p.m. ET Oct. 31, 2023



Joshua Shuck fills out a voter application as election worker Faye Heller watches. *Susan Bromley/hometownlife.com*

M



Election Day isn't just one day any more.

You have options for where, when and how you vote in Michigan — in addition to who and what you vote for. If you want to vote Nov. 7 at the polls, you can. Or, you may vote early by [absent voter ballot](#), or in-person this week if you are in [a community offering that option](#).

Here's a look at how to exercise your right to vote this week and next, as well as links to information on candidates on the ballot in your community.

Early voting

Michigan voters overwhelmingly approved a constitutional amendment in November 2022 that gives them the right to [vote early and in-person](#). At participating early voting sites, registered voters are issued a ballot and, after selecting their candidates and deciding their proposals, they insert their ballot directly into a tabulating machine.

Now until Nov. 5 in Oakland County, participating early voting communities include:

- Birmingham/Bloomfield Township at the Bloomfield Township Public Library, 1099 Lone Pine Road
- Farmington/Farmington Hills at the Costick Community Center, 28600 W. 11 Mile Road
- Novi/Northville at the Novi Civic Center, 45175 W. Ten Mile Road

Oakland County early voting sites are open every day from 8:30 a.m. to 4:30 p.m. through Nov. 5, with the exception of Nov. 2, when voters can cast ballots from noon to 8 p.m.

In Wayne County, Westland is participating in early voting from 9 a.m. to 5 p.m. Nov. 2-4 at the city hall banquet and conference rooms, 36300 Warren Road.

South Lyon is not participating as an early voting location this year, but registered voters in the city can still vote early via absentee ballot.

Absentee voting

Any voter in Michigan can apply for an absentee ballot which, with only a week until election day, are best obtained at the local clerk's office for the community in which they are registered to vote.

Registered voters can request an absent voter ballot in person at their clerk's office up to 4 p.m. Nov. 6.

If you're registering to vote or updating your address by appearing at your clerk's office on Election Day, Nov. 7, you can request an absent voter ballot at the same time you register. If you request an absentee ballot the day before the election or on Election Day, you must vote the ballot in the clerk's office.

Designated voting day

The designated election day if you aren't voting early is Nov. 7. Polls are open from 7 a.m. to 8 p.m. You can register to vote that day, too.

To find your polling location and more information, visit the [Michigan Voter Information Center](#).

Wondering which candidates are worthy of your votes?

Hometown Life asked the candidates to share their priorities and vision for the communities they want to serve. Here's a look at stories about area races:

Advertisement

HAVEN, 5k Recap, Election Day, and more! - Bloomfield Township eNews 11/3/2023



Bloomfield Township < cable_dept+bloomfieldtp.org@ccsend.com >
To Katherine Bryant

☺ Reply Reply All → Forward

Fri 1

BTPL Workshop Addresses Teen Anxiety



THE PLACE TO DISCOVER
1089 Lane Pine Road, Bloomfield Township, MI 48307 • 248.642.5800 • www.btpl.org

Bloomfield Township Public Library is pleased to present "Addressing Anxiety In Your Child or Teen" Wednesday, November 15 from 7:00 p.m. to 8:30 p.m. as part of the Caregiver Workshop Series.

This workshop will introduce you to the signs and symptoms of anxiety in your child as well as real-life strategies to address anxious behaviors. Local therapist, Jessica Cortez, LMSW, will teach you evidence-based tools to try at home to support your child working through high emotions and behaviors. Families will receive handouts, worksheets, and resource lists that can assist in improving emotion regulation with their child. **Registration is required.**

For more information, please call the Library at (248) 642-5800 or visit our website at www.btpl.org.

Nov 14 – Bloomfield Twp Library Hosting Discussion with Author Aaron Foley

Share this post



The banner features a portrait of author Aaron Foley on the left. In the center is the book cover for 'BOYS COME FIRST' by Aaron Foley, which depicts three young boys. The text 'Nov 3 • 2023' is in the top right corner. At the bottom, it reads 'OAKLAND COUNTY TIMES' on the left and 'NOV 14 - BLOOMFIELD TWP LIBRARY HOSTING DISCUSSION WITH AUTHOR AARON FOLEY' on the right.

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The sidebar ad has a teal background with the text 'EVENT PAGE' in large white letters. Below it, it says 'Sponsored by JIM SHAFER AND ASSOCIATES REALTORS' and includes a small photo of a man in a suit.



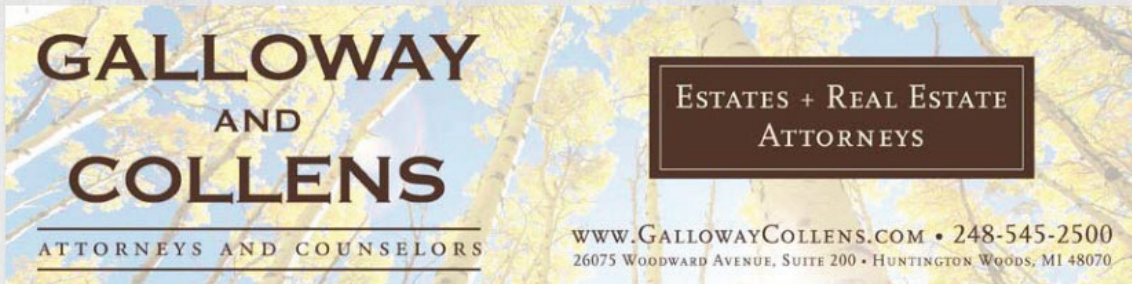
OAKLAND COUNTY

Nov 14 – Bloomfield Twp Library Hosting Discussion with Author Aaron Foley

Bloomfield Township Public Library is excited to host journalist, author, and native Detroiter, Aaron Foley, on Tuesday, November 14 at 7:00 p.m. The evening will include a talk about his debut novel, *Boys Come First*, along with his earlier works and upcoming projects.

"We are honored to welcome Aaron Foley as a distinguished guest in our adult services programming. We look forward to gaining deeper insights into his inspiration and writing process, as well as learning about his upcoming projects," said Latonia Phillips, Adult Services Librarian.

After writing the nonfiction books *How to Live in Detroit Without Being a Jackass* and *The Detroit Neighborhood Guidebook*, Foley makes his fiction debut with *Boys Come First*, a novel that follows the lives of three Black gay friends looking for love, friendship, and professional success in the Motor City.



Aaron Foley is currently serving as senior digital editor for the PBS NewsHour.

Books will be available for purchase from Schuler Books of West Bloomfield. All are welcome to attend, no registration is required.

For more information, please call the Library at (248) 642-5800 or visit our website at www.btpl.org.

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Aaron Foley speaking at library November 14

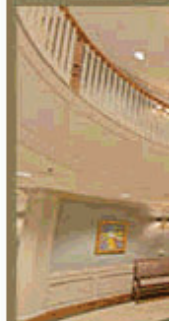
Journalist, author and native Detroiter Aaron Foley will talk about his debut novel, his earlier works and upcoming projects at an author talk at Bloomfield Township Public Library on Tuesday, November 14 ,at 7 p.m.

Foley, who is currently serving as digital editor for PBS NewsHour, has a long writing history, including in metro Detroit. After writing the nonfiction books, *How to Live in Detroit Without Being a Jackass* and *The Detroit Neighborhood Guidebook*, he has written his debut novel, *Boys Come First*, a novel that follows the lives of three Black gay friends looking for love, friendship and professional success in the Motor City.

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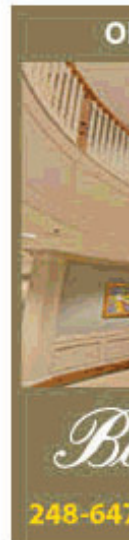
Fiddlers to perform at library November 17

Bloomfield Township Public Library will host a concert with fiddle duo Hannah O'Brien and Grant Flick from 7-8:30 p.m. on Friday, November 17.

The popular duo of O'Brien & Flick will play a mix of original compositions and traditional pieces from a variety of fiddling traditions. Their arrangements have been worked up without notation and sometimes incorporate improvised sections of music. According to library staff, while the duo feels at home on double fiddles, they also change instrumentation, often incorporating tenor guitar and nyckelharpa.

O'Brien & Flick have broad musical interests, resulting in programs that showcase an eclectic assemblage of their repertoire.

Everyone is welcome to attend this special concert, with no registration required. Visit obrienflickmusic.com to sample the duo's music before the concert.





Community in Birmingham

Community in Birmingham
 ...ta to town Nov. 25 with the Birmingham
 ...rough downtown, starting in the parking lot
 ...ill stop at various shops and will conclude
 ...egister online at allinbirmingham.com.



Photos provided by the Birmingham Shopping District

Support local businesses in county sweepstakes

BIRMINGHAM — Birmingham and Oakland County residents are invited to participate in the #LocalGemsOC sweepstakes for a chance to win \$1,000 through Nov. 25.

In order to participate, people can submit a selfie in front of one of their favorite Oakland County small businesses. The photo can be with the small business exterior, sign or interior.

Every time someone submits, they must include a different small business, and each entry must include a separate photo. The more one submits, the higher their chance to win. Participants are not required to make a purchase at the business they are supporting through the sweepstakes. Participants must be Michigan residents 18 and up. More information and official rules can be found at oakgov.com.

Senior Men's Club welcomes November speakers

BIRMINGHAM/BLOOMFIELD TOWNSHIP — The Senior Men's Club of Birmingham has announced its speakers for November's Friday luncheon meetings at the Iroquois Club, 43248 Woodward Ave. in Bloomfield Township.

The next meeting is on Nov. 10 and will welcome J.J. Tighe, of the Ralph C. Wilson Foundation, and Ingrid Tighe, the president of the Michigan Manufacturing Center, to present "The Spirit of Service — Then and Now — Military Service and Non-Profit." Andrea Hamilton, the executive director of the Men's Health Foundation, and John Maten, of The Michigan World War II Legacy Memorial, will present "Senior Men's Club Foundation in Action" Nov. 17.

There will be no meeting Nov. 24, the week of Thanksgiving.

Library presents 'Addressing Anxiety In Your Child or Teen'

BLOOMFIELD TOWNSHIP — The Bloomfield Township Public Library will present "Addressing Anxiety in Your Child or Teen" from 7 p.m. to 8:30 p.m. Wednesday, Nov. 15, as part of the Caregiver Workshop Series. The workshop will introduce the signs and symptoms of anxiety in children as well as real-life strategies to address anxious behaviors. Local therapist Jessica Cortez will teach evidence-based tools to try at home to support a child working through high emotions and behaviors. Families will receive handouts, worksheets, and resource lists that can assist in improving emotion regulation with their child. Registration is required. For more information, call the library at (248) 642-5800 or visit btpl.org.

Library Friends group hosts November Book Sale

BLOOMFIELD TOWNSHIP — The Friends of Bloomfield Township Public Library will hold their Second Saturday Book Sale from 11 a.m. to 3:30 p.m. Nov. 11. Friends members may shop from 10 a.m. to 11 a.m., and memberships can be purchased at the door on the day of the sale, on the lower level of the library. The sale includes thousands of books and audiovisual materials for all ages and interests. Veterans will receive 20% off. Visa, Mastercard, and debit cards are accepted, with a \$15 minimum purchase. The Friends accept donations of books and media in good condition. For more information, call the library at (248) 642-5800 or visit btpl.org.

Hold fundraising event

...d its 10th annual Night of Hope Gala 6 p.m.
 ...ing event at the Townsend Hotel, 100 Townsend
 ...ograms that support children who have been

...achieved remarkable milestones with our
 ...ace Centers of Hope, said in a press release.
 ...tributions, enabling us to make a profound
 ...ve purchased a new daycare center, doubling
 ...and expanded our playground, and sent our
 ...n 20 field trips each year. This is all thanks to
 ...attendees and sponsors of our annual Night

...the host of "Morning Light" on 103.5 WMUZ in
 ...ring videos, a gourmet dinner, live music, and
 ...o participate in.

...adley & Co., Emerald City Designs, Jessica's
 ...e Now, Magna, Moon & Back Snacks, Oxford
 ...s Inc., Richards & Swift Roofing, TMI Realty,

...for \$150 at gracecentersofhope.org.

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Library tax renewal vote proposed for February

By Lisa Brody

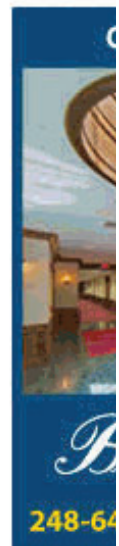
Bloomfield Township Public Library Director Tera Moon came before the township board of trustees on Monday, November 13, to discuss a library millage renewal proposal for the February presidential primary ballot.

Moon, along with library board president Dani Gilman, explained this millage is one of three library millages. It is a renewal of a millage first approved in 2014 for a 10-year period at the rate of .5047 mills. "The rate was a Headlee restoration and an increase to bring the library to two full mills as allowed by law," Gilman explained, noting that this December will be the last payment for the existing millage.

Moon said the renewal request will keep the millage at the same rate of .5047 mills for another 10-year period, 2024-2033, inclusive. Moon said it is estimated that this millage will raise \$2.5 million in 2024, which amounts to 27 percent of the library's total revenues.

"Losing that revenue would require significant cuts to current library services and would make it difficult to accomplish the goals of our strategic plan, including refurbishing spaces throughout the library," Moon said.

Moon and Gilman both emphasized the important role the library plays in the community, with a collection of more than 300,000 items.



"The library serves a unique role in the Bloomfield Township community. Not only is it a place where residents can access a collection of over 300,000 books, movies, CDs, and more, it is also a place where families can attend free, high-quality entertainment and educational programs. It is the one spot in the community where residents of all ages can study, work, and connect with one another in a safe, welcoming environment," Moon said. "Residents flock to the library during widespread power outages, and now the library serves as an early voting site. During the April 1, 2022 – March 31, 2023 fiscal year alone, more than 191,000 people visited the library, approximately 615,000 items were checked out, and the library held 618 programs, which more than 16,000 people enjoyed."

"It is truly a community center," said Gilman.

The millage renewal proposal, to be placed on the Tuesday, February 27, ballot, reads: "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."



municipal



**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
MEMORANDUM**

TO: Library Board of Trustees

FROM: Katherine Bryant, Assistant Library Director

DATE: November 14, 2023

SUBJECT: Strategic Plan

All three strategic plan committees held meetings in October. Their meeting summaries are below.

HR Practices Committee

The HR committee started reviewing the hiring process and procedures on the Intranet, through their four lenses. Suggestions included saving posting examples in one location for consistency in a posting outline, introduction, benefits language, and a closing EOC statement. Consideration was also given to helping to keep applicants informed about the hiring timeline, updating the clerical skills test, and creating a standard rubric for evaluating each classification/position. The next steps of researching Comp & Classification Study firms were discussed with the task of appointing two volunteers to research and compile a brief report.

Collaborative Culture Committee

This month, the Collaborative Culture Committee discussed the recent Mid-Year Feedback Survey, which all staff complete each October. The group worked together to edit the wording of questions, discuss which questions seemed helpful and which were not, and produced a few additional questions. These were shared with Tera Moon for future consideration. The group also discussed department tours and questions regarding the culture card. Finally, committee co-chairs Paul Zink and Deb Smith will look into an ALA ecourse on “fostering a civil, resilient, and reflective library workplace.”

Inclusive Spaces Committee

Tera Moon joined the committee to discuss the preliminary study, Predesign + Research, prepared by Jenna Walker of Yellowstone Integrated Architecture/Construction. Tera explained the genesis of the study and that its purpose is to define needs prior to actual planning and budgeting. Further steps need to wait for the millage renewal vote in February 2024. The committee will reconvene in January and continue to record space observations in Teams.

Completed Activities:

ENHANCE OUR CORE...to create responsive collections, functional and comfortable spaces, and seamless digital experience.

Goal 1: Anticipate collections to develop in response to community needs that inform, entertain, and expand world view.

Goal 2: Reimagine use of library spaces for increased inclusion and flexibility.

- Engaged Jenna Walker of Yellowstone Architecture to create and present a Pre-design and Research Report for Library Renovation.
- Implemented new study room reservation system.

Goal 3: Proactively provide access to innovative technology resources, support, and education to support robust digital experiences at all stages of life.

- Launched BTPL Mobile App.

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

Goal 1: Bring people together around diverse interests and thought-provoking topics.

Goal 2: Expand opportunities for people and groups to create and explore.

- Hosted Dino-venber scavenger hunt in Youth Services.

Goal 3: Deepen engagement with all community members by proactively listening to and learning about needs.

- Created Early Childhood Specialist position to provide additional outreach services to this age group.
- Expanded school media specialist liaison program in 2023-2024 school year.
- Participated in multiple outreach events, including the Bloomfield Township Open House.

BUILD ORGANIZATIONAL CAPACITY...for strong operations, satisfying employment, and a collaborative culture.

Goal 1: Practice learning organization principles.

Goal 2: Update recruiting, hiring, on-boarding, and retention practices using a diversity, equity, and inclusion lens.

Goal 3: Cultivate a collaborative culture by focusing on how we work together.

- Implemented monthly departmental tours.

MARKETING REPORT

OCTOBER 2023

INSTAGRAM

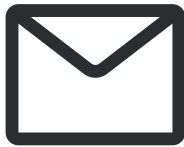


FOLLOWERS:
1604 (↑15 from Sep.)

TOTAL REACH:
4,859
(↑353% from Sep.)



NEWSLETTERS



- **Movies and More** (new DVDs, Film Discussion: Get Out) - 122 messages
- **Books and More** (new books, Local Author Fair) - 1568 messages
- **Discover** (Hallo-Month events, Local Author Fair, MSU Extension programs, Dino-venber events, Water Resources Commission) - 16,110 messages
- **Digital News** (new titles from Libby, Author Visit: Aaron Foley) - 2019 messages

FACEBOOK



FOLLOWERS:
2929 (↑37 from Sep.)

TOTAL REACH:
13,093
(↑93% from Sep.)

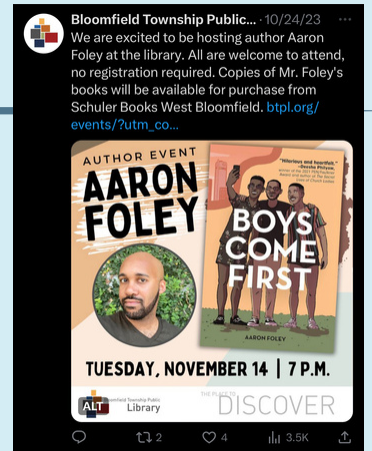


X



FOLLOWERS:
294 (↑2 from Sep.)

IMPRESSIONS:
1400 with 33 tweets



PRESS RELEASES



- Water Resources Commission
- Hallo-Month Activities
- Library Card Design Contest Winners
- Author Aaron Foley
- November Book Sale
- Addressing Anxiety in Your Child or Teen

**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
MEMORANDUM**

TO: Library Board of Trustees

FROM: Katherine Bryant, Assistant Library Director

DATE: November 17, 2023

SUBJECT: Postcard Campaign for Library Cards

In Bloomfield Township, home to 44,253 residents, the Library serves approximately 21,000 cardholders among the community. While this indicates significant participation, it places us below a 50% cardholder rate. Although there isn't a universal benchmark for an ideal cardholder rate, higher rates often signify greater involvement with library resources and services. As part of our strategic plan to deepen engagement with all community members, we aim to better understand and address their needs.

To bolster these efforts, the Circulation Department has set a goal to increase resident cardholders by targeting households within the Township not currently registered in our patron database. Upon reviewing nearly 17,000 Township residential addresses, we found that close to 50% of these addresses lacked representation in our database.

For this purpose, direct mail emerged as the optimal marketing tool. It enables us to reach these specific households in a cost-effective and measurable manner. Initially, we are targeting a sample of 3,300 households at a cost of \$1,500, which is within our existing marketing budget. Should this initiative prove successful, we plan to extend the campaign to the remaining households in the next fiscal year.

Starting this November, these 3,300 households will receive a thoughtfully crafted postcard inviting them to sign up for a library card, granting them free access to an array of resources and services. Please refer to the next page for a preview of the postcard design.

Thank you to Anna Pelepchuk, Head of the Circulation Department, Circulation Clerk Rebecca Tauber, and Administration Clerk Amberrose Hammond for their hard work on this project.

Fall into a world of curiosity and imagination at Bloomfield Township Public Library.

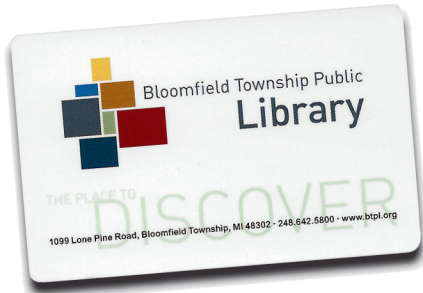


Get your library card today and embark on a season of discovery!



Free access to:

- Downloadable ebooks, audiobooks, magazines, and newspapers
- Comfortable study and meeting rooms
- Educational and entertaining events for children, teens, and adults
- Passes to local attractions, including Cranbrook
- Expert recommendations for your next good book
- And much more!





Bloomfield Township Public

Library

1099 Lone Pine Road, Bloomfield Township, MI 48302



Scan this QR code to apply for a library card or stop by the Library to sign up today. Bring this postcard as proof of Bloomfield Township residency along with your ID.

THE PLACE TO




DISCOVER

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





November YOUTH Events Calendar

S	M	T	W	T	F	S
			01 Virtual Family PJ Story Time 7 p.m.	02 Tots & Friends Playtime 10 a.m. - 12 noon Mad Science Detroit Dinosaur Workshop 6:30 - 7:30 p.m.	03	04
05	06	07 Preschool STEAMtime 10:30 a.m.	08 Baby and Toddler Story Time 10 a.m. or 11 a.m. Paperbacks & Snacks, Grades 4-6 6:30 p.m.	09 Tots & Friends Playtime 10 a.m. - 12 noon	10	11 Friends Book Sale 11 a.m. - 3:30 p.m. Tea-Rex and Dino Tea Party 3 - 4 p.m.
12	13 Art Lab Junior 6:30 p.m.	14 Preschool STEAMtime 10:30 a.m.	15 Baby and Toddler Story Time 10 a.m. or 11 a.m. Caregiver Workshop Anxiety in Your Child or Teen 7 - 8:30 p.m.	16 Tots & Friends Playtime 10 a.m. - 12 noon Art Lab 6:30 p.m.	17	18 Sensory Story Time 11 a.m.
19	20 My First Book Group Grades K - 1 5:30 p.m.	21 Preschool STEAMtime 10:30 a.m.	22 Baby and Toddler Story Time 10 a.m. or 11 a.m. Library Closes at 5:30p.m.	23  LIBRARY CLOSED in observance of Thanksgiving.	24 Brick Builders 2- 3 p.m.	25
26	27	28 Preschool STEAMtime 10:30 a.m. Book Worms Grades 2 - 3 6:30 p.m.	29 Baby and Toddler Story Time 10 a.m. or 11 a.m.	30 Tots & Friends Playtime 10 a.m. - 12 noon Cozy Fiber Fun 4:30 - 6:30 p.m.		

VISIT WWW.BTPL.ORG/EVENTS FOR MORE INFO



DINOVEMBER SCAVENGER HUNT

All of November
in the Youth Room

No registration is required.

We have conducted thorough interviews with dinosaurs on what they enjoy reading and you can find out too! Pick up a scavenger hunt clue sheet and use it to find out more about dinosaur reading likes and where to find different types of books in the Youth Room. Once you're done, you can pick up a prize from the Youth Desk. Each child can complete the scavenger hunt once per visit.



COZY FIBER FUN

Thursday, November 30

4:30 p.m. - 6:30 p.m.

No registration is required.

Are you a young fiber artist age 7 and up? Are you making a gift for someone? If you are working on an existing crochet, knitting, embroidery, felting, or any other fiber project, bring it along and drop in for Cozy Fiber Fun where we'll be crafting, chatting, and inspiring each other with our creations.



ADDRESSING ANXIETY IN YOUR CHILD OR TEEN

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

Registration is required.

This workshop will introduce you to the signs and symptoms of anxiety in your child as well as real-life strategies to address anxious behaviors. Local therapist, Jessica Cortez, LMSW, will teach you evidence-based tools to try at home to support your child working through high emotions and behaviors. Families will receive handouts, worksheets, and resource lists that can assist in improving emotion regulation with their child.



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.

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.

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, November 1, 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!

Sensory Story Time

Saturday, November 18, 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 – Dinosaurs!

Friday, November 24, 2 p.m. – 3 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 dinosaurs!

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

BOOK GROUPS

*All registered participants get a free copy of the book to keep!
Registration is required.*



My First Book Group: Grades K – 1
Kindergarten and Grade 1 with an adult.
Monday, November 20, 5:30 p.m.

Book Worms: Grades 2 – 3
Tuesday, November 28, 6:30 p.m.

Paperbacks & Snacks: Grades 4 – 6
Wednesday, November 8, 6:30 p.m.

ART PROGRAMS

Art Lab Junior

Participants must be 7 – 9 years old.
Monday, November 13, 6:30 p.m.



Registration is required.

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

Art Lab

Participants must be 10 – 13 years old.
Thursday, November 16, 6:30 p.m.



Registration is required.

Explore different forms of art mediums in this creative program.

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

MORE DINOSAUR THEMED YOUTH EVENTS

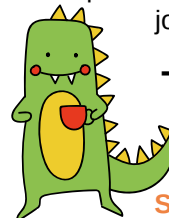
Mad Science Detroit Dinosaur Workshop

Ages 7 – 12 years

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

Registration is required.

Future paleontologists, ages 7 – 12 years, are invited to join in a dinosaur excavation.



Tea-Rex (and Other Dinosaurs) Tea Party

Ages 4 – 7 years with adult

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

Registration is required.

Tea parties and dinosaur lovers, ages 4 – 7 years, are cordially invited to be our guest (along with an adult) for Afternoon Tea.



Please contact us if you require any additional accommodations.



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

December YOUTH Events Calendar



S	M	T	W	T	F	S
					01	02
03	04	05 Preschool STEAMtime 10:30 a.m.	06 Baby and Toddler Story Time 10 a.m. or 11 a.m. Virtual Family PJ Story Time 7 p.m.	07	08 Tots & Friends Playtime 10 a.m. - 12 noon	09 Friends of the Library Sale 11 a.m. - 3:30 p.m. Sensory Story Time 11 a.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 Paperbacks & Snacks, Grades 4-6 6:30 p.m.	15 Tots & Friends Playtime 10 a.m. - 12 noon	16 Toddler Dance Party 10:30 a.m.
17	18 My First Book Group Grades K - 1 5:30 p.m.	19 Book Worms Grades 2 - 3 6:30 p.m.	20	21 Winter Reading Challenge begins	22 Tots & Friends Playtime 10 a.m. - 12 noon	23
24 	25 	26 Winter Break Board Game Fun begins	27	28 Dungeons & Dragons for Tweens 1 p.m. or 4 p.m.	29 Tots & Friends Playtime 10 a.m. - 12 noon	30
31 LIBRARY CLOSED 24 & 31	LIBRARY CLOSED					

VISIT WWW.BTPL.ORG/EVENTS FOR MORE INFO

WINTER READING CHALLENGE
December 21 - January 31
Warm up with a good book, challenge yourself, and enter to win prizes. Visit btpl.org/winter for more information and to get started.

All ages are encouraged to join the Library's annual Winter Reading Challenge. Warm up with a good book, challenge yourself, and win prizes. Visit btpl.org/winter for more information and to get started. *Registration is required.*

NEW YEAR'S EVE FUN KITS
December 26 - December 30
No registration is required.
Celebrate the New Year at home with a bag of take-home crafts for all ages. Limit one bag per child while supplies last.

DISGUISE A GINGER BREAD BABY!

December 1 - 30

No registration is required.
Help your gingerbread baby escape by disguising it as your favorite book character. Pick up a paper gingerbread figure at the Youth Services Desk and bring your decorated gingerbread baby back to have your artwork displayed and to enter a prize drawing.



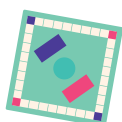
COMEDY MAGIC SHOW

Wednesday, December 27, 2 p.m.

Registration is required.
Join us for an afternoon of fun with comedy magician and entertainer Cameron Zvara. Cameron's show is filled with mind-blowing magic, comedy, juggling, music, and tons of audience participation.



JOIN US FOR WINTER BREAK BOARD GAME FUN DEC 26 - JAN 5



STORY TIMES



Virtual Family PJ Story Time

(Live on Zoom) Wednesday, December 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!

Sensory Story Time

Saturday, December 9, 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.



FUN FOR LITTLE ONES

Tots and Friends Playtime

Fridays starting December 8, 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.

Toddler Dance Party

Saturday, December 16, 10:30 a.m.
Registration is required.



Grown-ups and older siblings are invited to dance and have fun with the toddlers in their lives. This program is open to WALKING toddlers and pre-Kindergarten kids and their families. Come ready to dance! (Note: Registration is not needed for the caregivers accompanying their toddlers.)

ART AND GAME PROGRAMS



Art Lab Junior

Participants must be 7 – 9 years old.
Monday, December 11, 6:30 p.m.
Registration is required.

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

Dungeons & Dragons for Teens

Thursday, December 28, 1 p.m. OR 4 p.m.
Registration is required.

Please register for only one session.



Searching for adventure? Tweens ages 10 – 13 can join in on a “rules light” Dungeons and Dragons one-shot game. Brand new players, as well as experienced adventurers, are welcome. We will use pre-generated characters and all materials will be provided, but feel free to bring your own dice.

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, December 18, 5:30 p.m.
Registration is required.

Book Worms: Grades 2 – 3

Tuesday, December 19, 6:30 p.m.
Registration is required.

Paperbacks & Snacks: Grades 4 – 6

Thursday, December 14, 6:30 p.m.
Registration is required.

JANUARY YOUTH EVENTS

Brick Builders – Superheroes

Wednesday, January 3, 7:00 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 superheroes.

Dr. Dolittle Puppet Show

Thursday, January 4, 2 p.m.
Registration is required.

MellyPop! Productions presents this fun, interactive show, combining puppets with music and comedy. Have fun hanging out with Dottie, Dr. Dolittle's new assistant, as she shares stories with all of the magical, talking animals. Family fun for all ages.

Preschool STEAMtime Story Time

Preschoolers ages 3 and up without an adult.
Tuesdays, January 16 – February 20, 10:30 a.m.
Registration is required for the 6-week session.

Preschoolers can get their first chance to independently explore STEAM (science, technology, engineering, art, and math) through stories, rhymes, and music.

Toddler Story Time

Wednesdays, January 17 – February 21, 10:30 a.m.
Registration is required for the 6-week session.
Simple stories, fingerplays, songs, movement, and play for toddlers, 18-35 months, with their grownup.

Baby Story Time

Thursdays, January 18 – February 22, 10:30 a.m.
Registration is required for the 6-week session.
Lap bounces, simple stories, fingerplays, songs, and play for babies, birth – 17 months, with their grownup.

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











Please contact us if you require any additional accommodations.



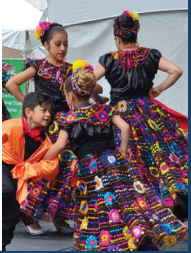
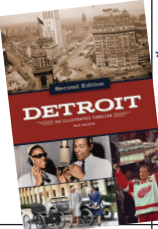






Bloomfield Township Public
Library

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

November 2023 Adult and Teen Programs

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		<p>AFTER HOURS CONCERTS @ the Library Hannah O'Brien and Grant Flick, Friday, November 17, 7 p.m. This amazing duo will play a mix of original compositions, as well as traditional pieces, from various fiddling traditions. Chamber Music Concert, Friday, December 1, 7 p.m. Stirring chamber music performances by student musicians from the University of Michigan School of Music, Theatre, and Dance.</p> 	<p>1 **Pages Across Nations: An International Book Club 7 p.m.</p>	<p>2</p>	<p>3 English Language Conversation Group 10 a.m. – Noon</p>	<p>4</p>
5	6	<p>7 Fiber Arts Club 10 a.m. – Noon **Movie Discussion Club, 7 p.m. </p>	<p>8 ***Learn Canva 5:30 p.m. **Writers' Rendezvous 6:30 p.m.</p>	<p>9 Adult and Teen Craft Kit Release: Positive Potato Crochet Amigurumi <i>Bloomfield Twp. residents only while supplies last</i> </p>	<p>10</p>	<p>11  Saturday Book Sale Friends of the Library Second Saturday Book Sale 10 a.m. – 3:30 p.m. <i>(First hour Friends members only)</i></p>
12	<p>13 Fiber Arts Club 6 p.m. – 8 p.m. </p>	<p>14 **What's Your Story? A Memoir Writing Group 1 p.m. Author Lecture: Boys Come First with Aaron Foley 7 p.m.</p>	<p>15 **Mystery Book Club 1 p.m. **Caregiver Workshop: Addressing Anxiety in Your Child or Teen 7 p.m.</p>	<p>16 **Thursday Book Club 10 a.m. ***Introduction to Excel 5:30 p.m. **Cable Cutting: Alternatives to Cable TV, 7 p.m.</p>	<p>17 English Language Conversation Group 10 a.m. – Noon After Hours Concert: Hannah O'Brien and Grant Flick 7 p.m.</p>	<p>18</p>
19	<p>20 **Lunchtime Book Club 1 p.m.</p>	<p>21 **Tuesday Book Club 10 a.m. ***Computer Basics 5:30 p.m. **Classics Book Club 7 p.m.</p>	<p>22 23  LIBRARY CLOSURES AT 5:30 P.M. FOR THANKSGIVING EVE LIBRARY CLOSED FOR THANKSGIVING DAY</p>		<p>24</p>	<p>25</p>
26	<p>27 **Monday Night Book Club (Formerly Books in Bars) 7 p.m.</p>	<p>28 **What's Your Story? A Memoir Writing Group, 1 p.m. </p>	<p>29</p>	<p>30 ***Google Apps, 5:30 p.m. </p>	<p>*Register by emailing AskTeen@btpl.org or with Adult Services, (248) 642-5800, ext. 171. **Register by emailing AskAdult@btpl.org or with Adult Services, (248) 642-5800, ext. 171. ***Register by emailing AskTech@btpl.org or with Systems, (248) 642-5800, ext. 121. OR register online at www.btpl.org/events</p>	

December 2023 Adult and Teen Programs

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
December Performances @ the Library Chamber Music Concert, Friday, December 1, 7 p.m. Stirring chamber music performances by student musicians from the University of Michigan School of Music, Theatre, and Dance. Dance Performance, Ballet Folklórico de Detroit, 2 p.m. Members of this group teach area youth ethnic traditions and cultural pride through traditional Mexican folk dancing.			*Register by emailing AskTeen@btpl.org or with Adult Services, (248) 642-5800, ext. 171. **Register by emailing AskAdult@btpl.org or with Adult Services, (248) 642-5800, ext. 171. ***Register by emailing AskTech@btpl.org or with Systems, (248) 642-5800, ext. 121. OR register online at www.btpl.org/events		1 English Language Conversation Group 10 a.m. – Noon After Hours Concert: University of Michigan Chamber Music Concert 7 p.m.	2 Dance Performance: Ballet Folklórico de Detroit 2 p.m.
3	4	5	6	7	8	9
		Fiber Arts Club, 10 a.m. – Noon **Movie Discussion Club, 7 p.m. RESCHEDULED Author Lecture: <i>Detroit: An Illustrated Timeline</i> with Paul Vachon, 7 p.m.	*Teen Advisory Board 4:30 p.m. **Pages Across Nations: An International Book Club 7 p.m.		English Language Conversation Group 10 a.m. – Noon	 Friends of the Library Second Saturday Book Sale 10 a.m. – 3:30 p.m. (First hour Friends members only)
10	11	12	13	14	15	16
	Fiber Arts Club 6 p.m. – 8 p.m. 	**What's Your Story? A Memoir Writing Group 1 p.m.	Adult and Teen Craft Kit Release: <i>Marbled Embroidery</i> Bloomfield Twp. residents only while supplies last **Writers' Rendezvous 6:30 p.m.		English Language Conversation Group 10 a.m. – Noon	
17	18	19	20	21	22	23
	Lunchtime Book Club, 1 p.m. 	**Science Fiction / Fantasy Book Club 7 p.m.	**Mystery Book Club 1 p.m. 	*PowerPoint Basics 5:30 p.m. Winter Reading Challenge December 21 – January 31 All ages are encouraged to join. Visit www.btpl.org/winter to register.		
24	25	26	27	28	29	30
CLOSED FOR CHRISTMAS EVE	LIBRARY CLOSED FOR CHRISTMAS DAY	Winter Break Board Game Fun begins through January 5 **What's Your Story? A Memoir Writing Group 1 p.m.	**Writers' Rendezvous 6:30 p.m. 		English Language Conversation Group 10 a.m. – Noon	

DATES FOR LIBRARY BOARD OF TRUSTEES

Tuesday, November 21, 7:00 p.m. – Library Board Meeting (all Trustees)

Sunday, December 3, 6:00 p.m. – Winter Party

Wednesday, December 6, 11:00 a.m. – Friends Board Meeting

Saturday, December 9, 10:00 a.m. - 3:30 p.m.– Friends Second Saturday Sale (with the first hour, 10-11 a.m., open to Friends members only)

Thursday, December 14, 9:00 a.m. - Building & Grounds Committee Meeting

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

Saturday, January 13, 10:00 a.m. - 3:30 p.m.– Friends Second Saturday Sale (with the first hour, 10-11 a.m., open to Friends members only)

Tuesday, January 16, 7:00 p.m. – Library Board Meeting (all Trustees)

Tuesday, January 23, 7:00 p.m. – Ambassadors Group