

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

Bloomfield Township Public Library
Oakland County, Michigan
Tuesday, April 23, 2024, 7:00 p.m.
Library Board Room

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

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

Trustees Absent: None

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

Guests: Circulation Clerk and SOC representative Laura Norman; Adult and Teen Services Department Head Laura J. Kraly; Mike Phillips, Bloomfield Township Resident

Trustees Joy Murray requested **7A** and Shane Spradlin requested **7B** be removed from the consent agenda for regular discussion.

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

A vote was taken for approval of the motion.

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

Nays: None

MOTION CARRIED

PRESIDENT'S VERBAL REPORT:

President Dani Gillman announced it is National Book Day and thought it appropriate to be in a "house of books." She remarked on the entrance flower urns, which make it feel like spring right upon walking in the front door.

DIRECTOR'S VERBAL REPORT:

The Friends annual meeting will be held Wednesday, April 24 at 11:00 a.m. in the Community Room. The Friends have invited Amberrose Hammond, author of *Mysterious Michigan: The Lonely Ghost of Minnie Quay, the Marvelous Manifestations of Farmer Riley, the Devil in*

Detroit & More, to speak. There will be an election of the Friends' officers for the 2024-2025 fiscal year.

The **8th annual photo contest** concluded on Saturday, April 13 with a reception at which the winners were announced and honored.

Since eliminating overdue fines on April 1, feedback has been mostly neutral. Most people are pleased, and some have questions about how items are going to be returned.

The Library distributed 1,800 solar eclipse viewing glasses between March 25 and April 7. The eclipse-a-palooza event held on April 4 was well-attended and enjoyed by all.

The Bloomfield Hills Schools student art exhibition called Art from the Hills is returning to the Library for the eleventh time. The opening reception is scheduled for Monday, May 13 from 4:30 – 6:30 p.m.

Adult and Teen Services Librarian Jamie Jasper led the Teen Advisory Board (TAB) to run a book cover design contest for Bloomfield Township teens aged 12 to 18. The contest ran from March 4 through April 4. Director Moon displayed the twelve designs submitted for consideration.

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

A vote was taken for approval of the motion.

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

Nays: None

MOTION CARRIED

REGULAR AGENDA:

Call to the public.

Mike Phillips proposed the Library could have a retirement forum where people could connect, sharing their stories and concerns. He thinks the Library is a “house of discovery” so it would be a better forum for this group than the Bloomfield Township Senior Center. Director Moon welcomed him to contact her for further discussion outside of the meeting.

Circulation Clerk Laura Norman, representing the SOC, shared updates of their activities, particularly for Staff Development Day.

10. UNFINISHED BUSINESS:

10a. Bylaws Review

The primary goal of this discussion is to ensure a common understanding of the bylaws. This is an opportunity to understand how and why the Board operates the way it does. The Board reviewed and discussed Article VI. This Article outlines parliamentary authority.

11. NEW BUSINESS:

11a. Database Review

In response to the Board's interest in learning more about databases, especially selection and use, Laura Kraly, Adult and Teen Services Department Head, presented on the topic. She provided an overview of the database selection process, including considerations such as content, functionality, cost, and user needs. She talked about how librarians and patrons use databases for a variety of purposes. The trustees asked questions and had a robust conversation with Laura.

11b. Power Wheelchairs for Patron Use

Improved Accessibility Through Providing Power Wheelchairs

The Library has a long history of providing accessibility services to patrons with mobility challenges. These services include walkers, a stroller, a standard wheelchair, and a cane. The Library has offered two complimentary power wheelchairs for patrons to navigate the large building. All these mobility aids have been donated by community members.

Both power wheelchairs recently became inoperable beyond the in-house repair capabilities. This has had a significant impact on patrons who rely on them to access library resources and services throughout the large building, especially to reach the Adult and Teen Services collections, the Computer Center, and the Study Rooms.

In the strategic plan survey conducted in 2022, several respondents remarked on the size of the Library as a significant barrier to use. The aging population in Bloomfield Township suggests that future demand for these accessibility services will only increase.

Proposed Solution: Leasing Power Wheelchairs

The Library prioritizes providing inclusive and accessible services as highlighted in our strategic plan. To address the current gap, we propose leasing two power wheelchairs with regular maintenance and servicing included. Facility Services Department Head Hugo Cardenas has obtained quotes from two companies, Mobility City and Mobility Plus, ranging from \$5,000 to \$6,000 annually for this service. A budget amendment would be required to incorporate this expense. This would be handled in August 2024 during the preliminary proposed budget process.

The Board was asked for input on the feasibility and desirability of implementing this solution to ensure continued and improved accessibility for all library patrons. The Board agreed that a solution is needed and was supportive of renting mobility devices. There were concerns among the Board about the costs of annual rental of the chairs annually versus the cost of the Library buying chairs outright and a question about liability. Director Moon will provide more information as the project progresses.

12. DISCUSSION OF ITEMS REMOVED FROM THE CONSENT AGENDA

- Trustee Joy Murray removed 7A to inquire about Applied Innovation, the firm that manages the copy machines and printers, T-Mobile, which provides service for the emergency cell phone, Unique Management, the collection agency used for long

overdue materials, and University Products, which provides microfilm.

- Trustee Shane Spradlin inquired about Playaway, which creates unique audiobooks, including Wonderbooks that have built in recorded readings of the book.
- Trustee Shane Spradlin inquired about 7B, which includes the budget. He said the full budget process works well, and commented on refunds RX under “miscellaneous revenue.” He inquired about the “90% miss” on projects, which was part of the Capital Improvements plan. These are lines for “just in case items” that might not be spent every year.
- Trustee Shane Spradlin inquired about ax throwing, mentioned in 8c for the anniversary party planning. Ax throwing was tossed out as an option for entertainment but will not seriously be pursued.

Upon discussion, a motion was made by Joy Murray, seconded by Judy Lindstrom, **TO APPROVE THE ORDER OF ITEMS REMOVED FROM THE CONSENT AGENDAS.**

A vote was taken for approval of the motion.

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

Nays: None

OTHER:

Director Moon will share quotes about the roof updates when there is more information, which is anticipated for the May board meeting.

Joan Luksik requested a walk through on an optimal day to review where the detention basin will be built. A representative will be asked to stake out that area.

Joan Luksik asked about reimagining the spaces and the staff reactions. It is still early in the planning process, and staff have not had much to review yet. The conversations had been on hold until the millage vote occurred and now it is being revisited after a recent meeting with interior designer Jenna Walker. In an upcoming department head meeting, it will be reviewed again. The process will be gradual.

Joan Luksik asked about a patron’s comment about credit cards. These are still taken at the Circulation Desk for lost books or room rentals. The Library Shop is reviewing a way to accept credit card payments.

Joy Murray announced that the Friends Annual meeting is tomorrow, April 23. The meeting schedule has been moved to the third Wednesday of the month 11:00 a.m. starting in May. They earned \$6,421 at the April sale.

The next board meeting will be Tuesday, May 21, 2024. The compensation and classification RFP will be discussed.

At 8:11 p.m. President Gillman adjourned the meeting.

Submitted by:

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

Joan Luksik, Secretary