



Bloomfield Township Public

Library

**Bloomfield Township Public Library
Board of Trustees**

Library Board Meeting
Tuesday, May 21, 2024
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, May 21, 2024, 7:00 p.m.

#	<u>NUMBERED ITEMS</u>	<u>DATE DELIVERED</u>
1	Agenda	05/17/2024
2a	Request to remove items from the Consent Agenda for Discussion	05/17/2024
2b	Motion to approve the order of items for the regular and consent agendas	05/17/2024
5	Motion to approve remaining Consent Agenda items 6-8d	05/17/2024
6	Regular Board Meeting Minutes of April 23, 2024	05/17/2024
7a	Cash Disbursements	05/17/2024
7b	Revenues/Expenditures Budget Report	05/17/2024
7c	Energy Report	05/17/2024
8a	President's Report – no report	
8b	Director's Report	05/17/2024
8c	Art Committee – no report	
8c	Advocacy Committee – no report	
8c	Ambassadors Group – 04/30/2024	05/17/2024
8c	Building and Grounds Committee – no report	
8c	Cranbrook – no report	
8c	Development Committee – no report	
8c	60 th Anniversary Subcommittee – 05/16/2024	05/17/2024
8c	Finance Committee – no report	
8c	Friends of the Library Liaison – no report	
8c	Jeanette P. Myers Scholarship Committee – no report	
8c	Investment Committee – no report	
8c	Personnel Committee – no report	
8c	Policy Committee – no report	
8d	Memo re Endowment Funds Year-End Summary	05/17/2024
10a	Bylaws Review	05/17/2024
11a	Summer Reading	05/17/2024
11b	Compensation and Classification Study Bid	05/17/2024
11c	Proposal for HRIS (Human Resources Information System)	05/17/2024
13	Motion to approve any items removed from the Consent Agenda	05/17/2024

	<u>UNNUMBERED ITEMS</u>	<u>DATE DELIVERED</u>
	Strategic Plan Update	05/17/2024
	Marketing Report	05/17/2024
	Press Mentions	05/17/2024
	Youth Services Events Calendar	05/17/2024
	Adult and Teen Services Events Calendar	05/17/2024
	Dates for Library Board of Trustees	05/17/2024

AGENDA
BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
BOARD OF TRUSTEES
Tuesday, May 21, 2024
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 April 23, 2024
7. Budget
 - a. Cash Disbursements
 - b. Monthly Revenues & Expenditures
 - c. Energy Report
8. Written Reports:
 - a. President: *Dani Gillman
 - b. Director: *Tera Moon
 - c. Committee:
 - *Art Committee *Ad Hoc*
 - *Bloomfield Township Liaison
 - *Building and Grounds
 - *Cranbrook
 - *Development
 - *Finance
 - *Friends of the Library Liaison
 - *Investment
 - *Jeanette P. Myers Scholarship Selection
 - *Personnel
 - *Policy

REGULAR AGENDA ITEMS

9. Call to the public, communications
10. Unfinished Business
 - a. Bylaws Review
11. New Business
 - a. Summer Reading Showcase
 - b. Compensation and Classification Study Bid
 - c. Proposal for HRIS (Human Resources Information System)
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, June 18, 2024
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, 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 that reads "Joan Luksik". The signature is written in a cursive style with a large, looping initial "J".

Joan Luksik, Secretary

Proposed

Bloomfield Township Public Library**Cash Disbursements Comments
April 2024****New Vendors:**

- Incident Management Team
- Defiant, Inc dba Wordfence
- McDonald Wholesale Distributor, Inc

General Fund – Advance Checks:

- Check #23884 made payable to Augies Building Services in the amount of \$12,744.95 was payment for one month of cleaning services for April.
- Check #23886 made payable to Consumers Energy in the amount of \$6,000.24 was payment for natural gas service for the period 3/5-4/4.
- Check #23887 made payable to DTE Energy in the amount of \$24,773.37 was payment for electricity service for the period 3/7-4/8.
- Check #23889 made payable to Laura Kraly in the amount of \$944.07 was reimbursement for national conference attendance.
- Check #23890 made payable to Nathan Wright in the amount of \$500.00 was payment for a program presenter.
- Check #23893 made payable to United States Postal Service in the amount of \$7,000.00 was a deposit payment for the library's quarterly newsletter mailing.
- Check #23895 made payable to Zoobean, Inc. in the amount of \$1,595.00 was an annual payment for an online reading challenge software.
- Check #23896 made payable to Incident Management Team in the amount of \$1,400.00 was payment for Staff Development Day expenses.
- Check #23898 made payable to Defiant, Inc dba Wordfence in the amount of \$519.40 was a one-time payment for additional security for the Library's website.
- Check #23903 made payable to Katherine Bryant in the amount of \$143.38 was payment for mileage.

General Fund – Regular Checks:

- Check #23910 made payable to ASCAP in the amount of \$438.08 was an annual payment for a license to play copyrighted music at library events.

- Check #23913 made payable to Augies Building Services in the amount of \$12,744.95 was payment for one month of cleaning services for May.
- Check #23917 made payable to Bloomfield Township in the amount of \$1,104.73 was payment for water and sewer services for the period 3/18-4/16.
- Check #23918 made payable to Bloomfield Township in the amount of \$513,824.48 was payment for three payrolls including FICA, health insurance, etc. plus the annual payment of the Library's portion of general building and liability insurance.
- Check #23919 made payable to Bloomfield Township in the amount of \$208,439.61 was annual payment for the Library's portion of the pension costs.
- Check #23920 made payable to Butzel Long in the amount of \$78.00 was payment for legal services.
- Check #23927 made payable to Great Oaks Maintenance in the amount of \$2,191.42 was a monthly payment for spring clean-up and lawn maintenance.
- Check #23928 made payable to Innovative Interface, Inc in the amount of \$11,950.00 was payment for one-time fees related to the Vega project.
- Check #23929 made payable to LJ Rolls Refrigeration Co., Inc in the amount of \$8,316.06 was payment for 4 invoices: \$1,338.00 for installation of a light in Administration; \$1,025.00 for HVAC maintenance; \$5,100.00 for installation of emergency lights in restrooms; \$853.06 for work on generator conduits.
- Check #23932 made payable to Long Lake Market in the amount of \$1,199.20 was payment for Staff Development Day expenses.
- Check #23933 made payable to McDonald Wholesale Distributor, Inc. in the amount of \$307.80 was payment for new shades in the Community Room and Administration office.
- Check #23934 made payable to Midwest Collaborative for Library Services in the amount of \$24,864.75 was payment for 2 invoices: \$250 for TALK (Text and Learn for Kindergarten early literacy tips text service); and \$24,614.75 for an annual subscription to SkyRiver which is a bibliographic database used for cataloging.
- Check #23938 made payable to Mobility City of Metro Detroit in the amount of \$450.00 was a monthly payment for power wheelchair rental.
- Check #23945 made payable to Proquest-CSA LLC in the amount of \$8,335.10 was an annual payment for a subscription for the Detroit Free Press online database.
- Check #23948 made payable to BTPL SOC in the amount of \$19.74 was payment of SOC's portion of the vending machine sales commission.

- Check #23949 made payable to Spalding DeDecker in the amount of \$5,000.00 was payment for activities related to the drainage improvement process.
- Check #23954 made payable to Total Energy Systems, Inc. in the amount of \$6,086.69 was one-time payment for installation of an automatic transfer switch for the generator.
- Check #23956 made payable to VelocityEHS, Inc. in the amount of \$3,794.00 was payment for an annual subscription to chemical safety information.
- Check #23926 made payable to Great Oaks Maintenance in the amount of \$11,000.00 was for delivery and installation of mulch on the library campus.

Gift Fund - Advance Checks:

- Check #5532 made payable to Paul Zink in the amount of \$100.00 was payment for winning the Carol Mueller Leadership Award.
- Check #5534 made payable to Brooke Hoskins in the amount of \$335.23 was reimbursement for a purchase of programming supplies.

Gift Fund - Regular Checks:

- Check #5535 made payable to Arbor Oakland Group in the amount of \$995.00 was payment for a library card postcard campaign.
- Check #5537 made payable to Goldner Walsh Nursery, Inc. in the amount of \$736.80 was payment for entrance foliage arrangements.

**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
CHECK REGISTERS
FOR THE MONTH OF APRIL 2024**

Check #	Date	Payee	Cash Account	Amount
General Fund				
ADVANCE CHECKS:				
23881	4/19/24	AMAZON CAPITAL SERVICES	016.01	2,363.44
23882	4/19/24	APPLIED INNOVATION	016.01	1,078.15
23883	4/19/24	AT&T	016.01	724.86
23884	4/19/24	AUGIES BUILDING SERVICES	016.01	12,744.95
23885	4/19/24	XFINITY	016.01	98.45
23886	4/19/24	CONSUMERS ENERGY	016.01	6,000.24
23887	4/19/24	DTE ENERGY	016.01	24,773.37
23888	4/19/24	FLAGSTAR BANK	016.01	4,080.94
23889	4/19/24	Laura Kraly	016.01	944.07
23890	4/19/24	Nathan Wright	016.01	500.00
23891	4/19/24	PRINCIPAL LIFE INSURANCE COMPANY	016.01	903.45
23892	4/19/24	PTS Communications	016.01	85.80
23893	4/19/24	UNITED STATES POSTAL SERVICE	016.01	7,000.00
23894	4/19/24	VIGILANTE SECURITY	016.01	1,950.00
23895	4/19/24	ZOOBEAN, INC.	016.01	1,595.00
23896	4/24/24	Incident Management Team	016.01	1,400.00
23897	5/2/24	AMAZON CAPITAL SERVICES	016.01	3,107.95
23898	5/2/24	Defiant, Inc dba Wordfence	016.01	519.40
23899	5/2/24	OVERDRIVE	016.01	910.90
23900	5/2/24	TERMINIX PROCESSING CTR.	016.01	171.00
23903	5/9/24	Katherine Bryant	016.01	143.38
23904	5/9/24	PTS Communications	016.01	85.80
23905	5/9/24	T MOBILE	016.01	60.20
Total				<u>71241.35</u>
REGULAR CHECKS:				
23906	5/14/24	ABDO PUBLISHING CO.	016.01	3,501.25
23907	5/14/24	AERO FILTER, INC	016.01	365.42
23908	5/14/24	AMERICAN PEST CONTROL	016.01	1,324.00
23909	5/14/24	APPLE BOOKS	016.01	1,653.16
23910	5/14/24	ASCAP	016.01	438.08
23911	5/14/24	ASSA ABLOY ENTRANCE SOLUTIONS	016.01	1,059.26
23912	5/14/24	NATIONAL AUDUBON SOCIETY	016.01	20.00
23913	5/14/24	AUGIES BUILDING SERVICES	016.01	12,744.95
23914	5/14/24	AUNALYTICS, INC.	016.01	5,637.07
23915	5/14/24	BAKER & TAYLOR, INC.	016.01	13,061.83
23916	5/14/24	BLACKSTONE PUBLISHING	016.01	41.60
23917	5/14/24	BLOOMFIELD TOWNSHIP	016.01	1,104.73
23918	5/14/24	BLOOMFIELD TOWNSHIP	016.01	513,824.48
23919	5/14/24	BLOOMFIELD TOWNSHIP	016.01	208,439.61
23920	5/14/24	BUTZEL LONG	016.01	78.00
23921	5/14/24	CENGAGE LEARNING/GALE	016.01	671.80
23922	5/14/24	CINTAS CORPORATION	016.01	211.48
23923	5/14/24	DEMCO, INC.	016.01	113.60
23924	5/14/24	ENCYCLOPAEDIA BRITANNICA, INC.	016.01	1,727.00
23925	5/14/24	GOLDNER WALSH NURSERY, INC.	016.01	2,613.65
23927	5/14/24	GREAT OAKS MAINTENANCE	016.01	2,191.42
23928	5/14/24	INNOVATIVE INTERFACE, INC	016.01	11,950.00
23929	5/14/24	LJ ROLLS REFRIGERATION CO., INC	016.01	8,316.06
23930	5/14/24	LERNER PUBLISHING GROUP	016.01	1,950.15
23931	5/14/24	LIGHTBOX LEARNING INC.	016.01	219.87
23932	5/14/24	LONG LAKE MARKET	016.01	1,199.20
23933	5/14/24	McDonald Wholesale Distributor, Inc.	016.01	307.80
23934	5/14/24	MIDWEST COLLABORATIVE for LIB. SVCS	016.01	24,864.75
23935	5/14/24	MICROMARKETING LLC	016.01	665.08
23936	5/14/24	MIDWEST TAPE	016.01	103.43
23937	5/14/24	MIDWEST TAPE	016.01	3,007.47
23938	5/14/24	Mobility City of Metro Detroit	016.01	450.00
23939	5/14/24	MORNINGSTAR, INC.	016.01	219.00
23940	5/14/24	MIDWEST TAPE	016.01	89.93
23941	5/14/24	NICHOLS/NETWORK SERVICES CO	016.01	2,098.57

**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
CHECK REGISTERS
FOR THE MONTH OF APRIL 2024**

Check #	Date	Payee	Cash Account	Amount
23942	5/14/24	OVERDRIVE	016.01	9,382.98
23943	5/14/24	OXFORD UNIVERSITY PRESS USA	016.01	2,710.25
23944	5/14/24	PRIORITY WASTE, LLC	016.01	409.80
23945	5/14/24	PROQUEST-CSA LLC	016.01	8,335.10
23946	5/14/24	ROSEN PUBLISHING	016.01	7,415.23
23947	5/14/24	SHOWCASES	016.01	468.72
23948	5/14/24	BTPL SOC	016.01	19.74
23949	5/14/24	Spalding Dedecker	016.01	5,000.00
23950	5/14/24	THE LIBRARY STORE, INC.	016.01	679.50
23951	5/14/24	Scholastic Digital	016.01	1,234.00
23952	5/14/24	THOMSON REUTERS- WEST	016.01	311.48
23953	5/14/24	TK ELEVATOR CORPORATION	016.01	1,081.77
23954	5/14/24	TOTAL ENERGY SYSTEMS, INC.	016.01	6,086.69
23955	5/14/24	UNIQUE MANAGEMENT SERVICES, INC.	016.01	108.35
23956	5/14/24	VelocityEHS, Inc.	016.01	3,794.00
23957	5/14/24	WEISS RATINGS INC	016.01	514.05
23927	5/14/24	GREAT OAKS MAINTENANCE	016.01	11,000.00
Total				<u>884815.36</u>

Gift Fund

ADVANCE CHECKS:

5530	4/19/24	AMAZON.COM	012.03	459.98
5531	4/19/24	FLAGSTAR BANK	012.03	1,729.10
5532	4/24/24	Paul Zink	012.03	100.00
5533	5/2/24	AMAZON.COM	012.03	167.81
5534	5/9/24	Brooke Hoskins	012.03	335.23
Total				<u>2792.12</u>

REGULAR CHECKS:

5535	5/14/24	ARBOR OAKLAND GROUP	012.03	995.00
5536	5/14/24	BAKER & TAYLOR	012.03	2117.33
5537	5/14/24	GOLDNER WALSH NURSERY, INC.	012.03	736.80
Total				<u>3849.13</u>

**Bloomfield Township Public Library
FY 2024-2025 General Fund Budget**

PRESENTED: MAY 21, 2024 FOR THE MONTH OF: APRIL, 2024

ACCOUNT NAME	2024-2025	2024-2025	REVENUE/		%		One Month 8% VARIANCE
	ADOPTED BUDGET	AMENDED BUDGET	REVENUE/	EXPENSE	BUDGET	OF	
	AS OF MARCH 19, 2024	AS OF MARCH 19, 2024	CURRENT MONTH	YTD	YTD	YTD	
Revenues							
Taxes	\$8,922,094	\$8,922,094	\$0	\$0	0.00%		(\$8,922,094) *taxes collected Dec-Mar
Penal Fines	\$71,695	\$71,695	\$0	\$0	0.00%		(\$71,695) *will come later in year
State Aid	\$40,800	\$40,800	\$22,280	\$22,280	54.61%		(\$18,520)
Circulation Fines & Fees	\$8,500	\$8,500	\$1,058	\$1,058	12.44%		(\$7,442)
Charges for Services	\$10,651	\$10,651	\$762	\$762	7.15%		(\$9,889)
Photocopy Fees	\$651	\$651	\$252	\$252	38.72%		(\$399)
Room Rental Fees	\$10,000	\$10,000	\$510	\$510	5.10%		(\$9,490)
Investment earnings	\$610,000	\$610,000	\$48,101	\$48,101	7.89%		(\$561,899)
Interest/Dividends	\$610,000	\$610,000	\$50,145	\$50,145	8.22%		(\$559,855)
Change in Asset Value	\$0	\$0	(\$2,044)	(\$2,044)	0.00%		(\$2,044)
Miscellaneous	\$33,451	\$33,451	\$585	\$585	1.75%		(\$32,866) *refunds will come in later
Miscellaneous Revenue	\$3,370	\$3,370	\$0	\$0	0.00%		(\$3,370)
Library Shop	\$4,081	\$4,081	\$262	\$262	6.42%		(\$3,819)
Café	\$6,000	\$6,000	\$323	\$323	5.39%		(\$5,677)
Sale of Used Equip	\$0	\$0	\$0	\$0	0.00%		\$0
Transfers In	\$0	\$0	\$0	\$0	0.00%		\$0
Federal Grants	\$0	\$0	\$0	\$0	0.00%		\$0
Refunds/Rebates-Self Ins.R	\$20,000	\$20,000	\$0	\$0	0.00%		(\$20,000)
Total Revenues	\$9,697,191	9,697,191	\$72,786	\$72,786	0.75%		(\$9,624,405) *some sources of revenue come later in the year
Expenditures							
Personnel	\$5,205,396	\$5,205,396	\$655,326	\$655,326	12.59%		(\$4,550,070) *large annual payment for pension
Salaries & Wages	\$3,359,218	\$3,359,218	\$361,725	\$361,725	10.77%		(\$2,997,493)
Social Security	\$256,598	\$256,598	\$25,966	\$25,966	10.12%		(\$230,632)
Employee Insurances	\$985,955	\$985,955	\$46,439	\$46,439	4.71%		(\$939,516)
Retirement	\$603,625	\$603,625	\$221,196	\$221,196	36.64%		(\$382,429)
Retiree Health Care - OPEI	\$0	\$0	\$0	\$0	0.00%		\$0
Library Services	\$842,132	\$842,132	\$88,775	\$88,775	10.54%		(\$753,357) *large annual payment for SkyRiver
Electronic Serv.-Databases	\$220,408	\$220,408	\$15,851	\$15,851	7.19%		(\$204,557)
Electronic Services-Skyriver	\$27,000	\$27,000	\$24,615	\$24,615	91.17%		(\$2,385)
Books	\$323,908	\$323,908	\$34,100	\$34,100	10.53%		(\$289,808)
Processing & Supplies	\$24,000	\$24,000	\$1,295	\$1,295	5.40%		(\$22,705)
Periodicals/Docs/Ref. Serv	\$69,650	\$69,650	\$855	\$855	1.23%		(\$68,795)
Music	\$8,500	\$8,500	\$476	\$476	5.60%		(\$8,024)
Audiobooks	\$77,623	\$77,623	\$6,891	\$6,891	8.88%		(\$70,732)
DVD's	\$41,000	\$41,000	\$2,776	\$2,776	6.77%		(\$38,224)
Accessibility Support Collector Programming	\$10,043	\$10,043	\$9	\$9	0.09%		(\$10,034)
Programming	\$40,000	\$40,000	\$1,905	\$1,905	4.76%		(\$38,095)
Facilities & Equipment	\$1,206,967	\$1,206,967	\$171,343	\$171,343	14.20%		(\$1,035,624) *annual payment of bldg insurance and mulch
Repairs/Maint. Supplies	\$65,000	\$65,000	\$9,869	\$9,869	15.18%		(\$55,131)
Telephone	\$17,450	\$17,450	\$1,055	\$1,055	6.05%		(\$16,395)
Building Insurance	\$58,017	\$58,017	\$65,842	\$65,842	113.49%		\$7,825
Public Utilities	\$384,000	\$384,000	\$31,878	\$31,878	8.30%		(\$352,122)
Building Maintenance	\$291,106	\$291,106	\$32,427	\$32,427	11.14%		(\$258,679)
Equipment Maintenance	\$24,210	\$24,210	\$1,078	\$1,078	4.45%		(\$23,132)
Grounds Maintenance	\$96,675	\$96,675	\$17,129	\$17,129	17.72%		(\$79,546)
Computer System Maint	\$254,508	\$254,508	\$11,749	\$11,749	4.62%		(\$242,759)
Equipment	\$16,000	\$16,000	\$316	\$316	1.97%		(\$15,684)
Other Operating Expenditures	\$2,383,895	\$2,383,895	\$50,482	\$50,482	2.12%		(\$2,333,413) *large projects to take place throughout the year
Office/Computer Supplies	\$32,480	\$32,480	\$1,778	\$1,778	5.48%		(\$30,702)
Postage	\$25,090	\$25,090	\$7,000	\$7,000	27.90%		(\$18,090)
Professional Services	\$128,156	\$128,156	\$12,408	\$12,408	9.68%		(\$115,748)
Projects	\$2,114,165	\$2,114,165	\$24,459	\$24,459	1.16%		(\$2,089,706)
Staff Development/Travel	\$37,650	\$37,650	\$4,468	\$4,468	11.87%		(\$33,182)
Printing & Publishing	\$25,050	\$25,050	\$0	\$0	0.00%		(\$25,050)
Dues & Membership	\$14,224	\$14,224	\$0	\$0	0.00%		(\$14,224)
Bank Expenses	\$4,720	\$4,720	\$368	\$368	7.80%		(\$4,352)
Library Shop Expenses	\$2,000	\$2,000	\$0	\$0	0.00%		(\$2,000)
Café Expenses	\$360	\$360	\$0	\$0	0.00%		(\$360)
Total Expenditures	\$9,638,390	\$9,638,390	\$965,925	\$965,925	10.02%		(\$8,672,465)
Fund Balance - Beginning	\$13,833,927	\$13,833,927		\$13,833,927			
Net revenue (expenditure)	\$58,801	\$58,801		(\$893,139)			
Fund Balance - Ending	\$13,892,728	\$13,892,728		\$12,940,788			
Fund Balance Designations							
Nonspendable-Prepaid Expense	\$18,791	\$18,791					
Committed Fund Balance (is 8-months of operational expenditures amount)	\$5,016,150	\$5,016,150					
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)	\$8,757,787	\$8,757,787					
Unassigned Fund Balance (is the unplanned emergency amount)	\$100,000	\$100,000					

Revenue

- within 2% of percentage of year
- between 2-5% under percentage of year
- more than 5% under percentage of year

Expenditures

- between 2-5% under
- within 1.5%
- over %

Bloomfield Township Public Library
FY 2024-2025 Gift Fund Budget

PRESENTED: MAY 21, 2024 FOR THE MONTH OF: APRIL, 2024

One Month 8%

ACCOUNT NAME	2024-2025 ADOPTED BUDGET AS OF MAR 19, 2024	2024-2025 AMENDED BUDGET AS OF MAY 21, 2024	REVENUE/ EXPENSE CURRENT MONTH	REVENUE/ EXPENSE YTD	% OF BUDGET YTD	VARIANCE
<u>Revenues</u>						
Gift Income	\$500	\$3,566	\$3,066	\$3,066	85.98%	(\$500)
Gift Revenue	\$0	\$0	\$0	\$0	#DIV/0!	\$0
Friends of the Library	\$0	\$0	\$0	\$0	#DIV/0!	\$0
Atkinson Trust	\$0	\$1,510	\$1,510	\$1,510	100.00%	\$0
BTPL Endowment Fund/Amber Trust	\$0	\$0	\$0	\$0	0.00%	\$0
Myers Scholarship	\$500	\$1,230	\$730	\$730	59.35%	(\$500)
Smith Challenge Grant	\$0	\$0	\$0	\$0	#DIV/0!	\$0
Fair Radom Garden's Endowment	\$0	\$826	\$826	\$826	100.00%	\$0
Library Director's Legacy Fund	\$0	\$0	\$0	\$0	0.00%	\$0
Investment Earnings	\$200	\$200	\$24	\$24	12.22%	(\$176)
Miscellaneous Revenue	\$0	\$0	\$0	\$0	0.00%	\$0
Total Revenues	\$700	\$3,766	\$3,090	\$3,090	82.06%	(\$676)
<u>Expenditures</u>						
Library Services	\$75,589	\$75,589	\$3,915	\$3,915	5.18%	(\$71,674)
Facilities & Equipment	\$34,382	\$34,382	\$1,396	\$1,396	4.06%	(\$32,986)
Other Operating Expenditures	\$52,224	\$55,290	\$1,335	\$1,335	2.41%	(\$53,955)
Total Expenditures	\$162,195	\$165,261	\$6,646	\$6,646	4.02%	(\$158,615)
Fund Balance - Beginning	\$161,695	\$161,695		\$161,695		
Net revenue (expenditures)	(\$161,495)	(\$161,495)		(\$3,556)		
Fund Balance - Ending	\$200	\$200		\$158,139		

Bloomfield Township Public Library
Asset Allocation Summary
APRIL 2024

Fund	Type	Annual Yield	Date	Amount on Hand
General Fund				
	5th 3rd Checking (Ecommerce)	0.00%	4/30/2024	\$145,437.06
	Flagstar Public Funds Savings	4.15%	4/30/2024	\$213,620.31
	Flagstar Premier Public Entities Checking	1.05%	4/30/2024	\$693,079.78
	RBC Capital Cash/Money Market	0.85%	4/30/2024	-\$2,724.01
	RBC Capital - Investments	4.77%	4/30/2024	\$16,001,946.90
	Total General Fund			<u>\$17,051,360.04</u>
	Please see General Fund budget for notes on how this amount is earmarked			
Gift Fund				
	Huntington Public Fund Business Interest Checking	0.29%	4/30/2024	\$97,896.83
	Huntington CD (Charnov gift) - matures 02/04/2025	4.30%	4/30/2024	\$50,000.00
	Fifth Third Bank Business Standard Checking	0.00%	4/30/2024	\$15,802.93
	Total Gift Fund			<u>\$163,699.76</u>

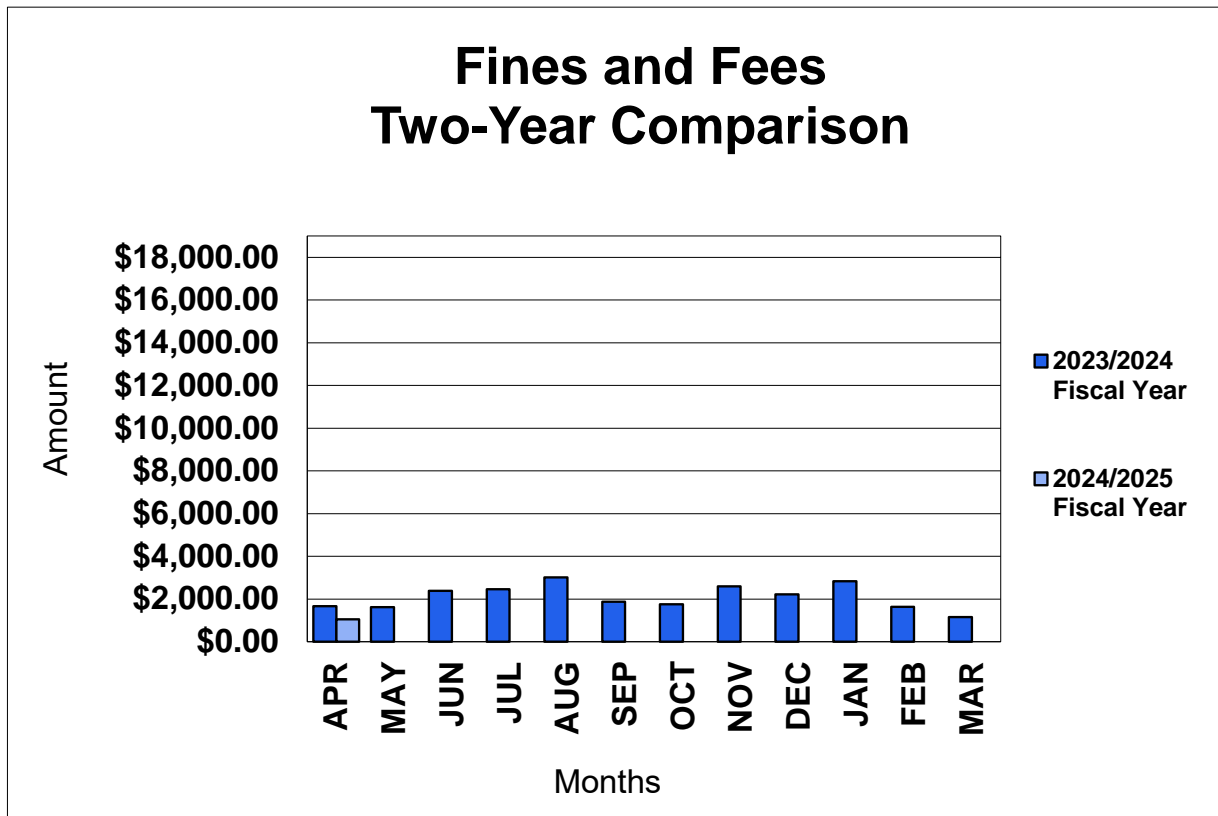
CFSEM

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

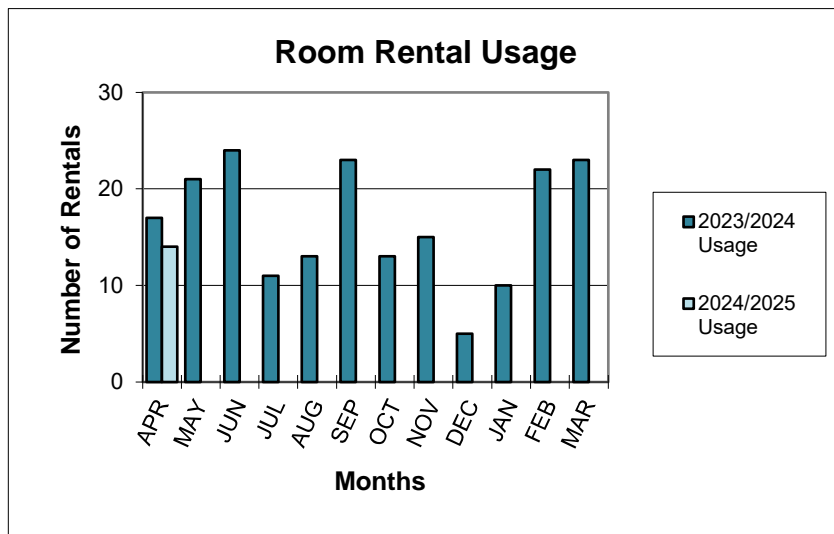
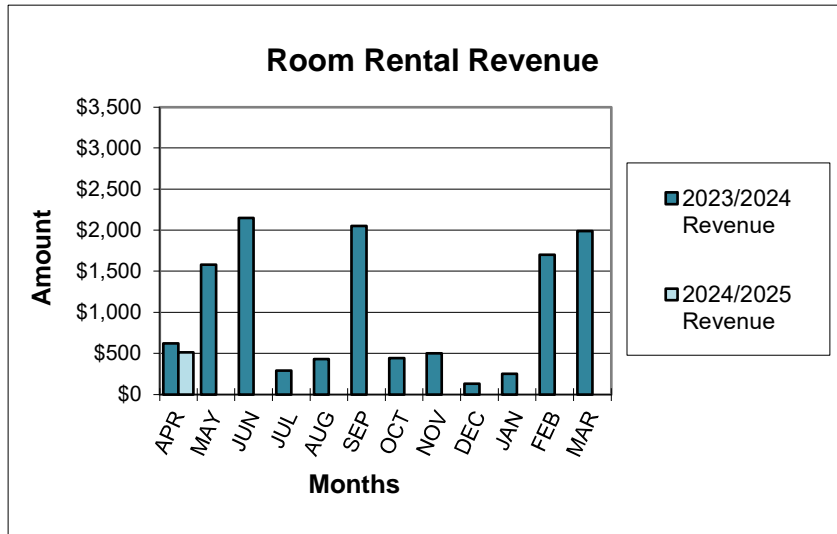
Month	2023/2024 Fiscal Year	2024/2025 Fiscal Year	Difference
APR	\$1,666.99	\$1,057.53	(\$609.46)
MAY	\$1,618.90		(\$1,618.90)
JUN	\$2,390.09		(\$2,390.09)
JUL	\$2,456.65		(\$2,456.65)
AUG	\$3,013.99		(\$3,013.99)
SEP	\$1,872.31		(\$1,872.31)
OCT	\$1,750.71		(\$1,750.71)
NOV	\$2,587.09		(\$2,587.09)
DEC	\$2,227.15		(\$2,227.15)
JAN	\$2,839.65		(\$2,839.65)
FEB	\$1,633.85		(\$1,633.85)
MAR	\$1,150.27		(\$1,150.27)
			YTD Difference
TOTAL	\$25,207.65	\$1,057.53	(\$24,150.12)



ROOM RENTAL - TWO-YEAR COMPARISON

7b

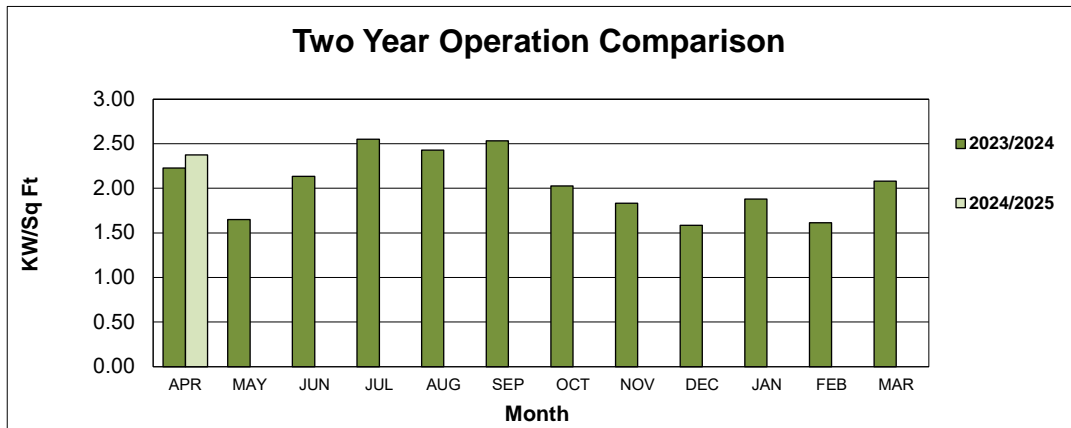
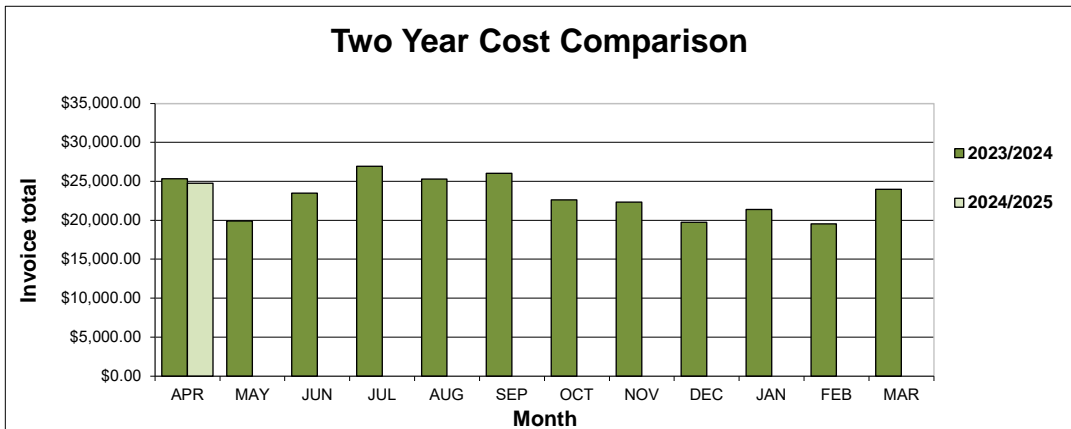
<u>Month</u>	2023/2024 <u>Revenue</u>	2024/2025 <u>Revenue</u>	<u>Difference</u>	2023/2024 <u>Usage</u>	2024/2025 <u>Usage</u>	<u>Month</u>
APR	\$620.00	\$510.00	(\$110.00)	17	14	APR
MAY	\$1,580.00		(\$1,580.00)	21		MAY
JUN	\$2,150.00		(\$2,150.00)	24		JUN
JUL	\$290.00		(\$290.00)	11		JUL
AUG	\$428.00		(\$428.00)	13		AUG
SEP	\$2,052.00		(\$2,052.00)	23		SEP
OCT	\$440.00		(\$440.00)	13		OCT
NOV	\$500.00		(\$500.00)	15		NOV
DEC	\$130.00		(\$130.00)	5		DEC
JAN	\$250.00		(\$250.00)	10		JAN
FEB	\$1,700.00		(\$1,700.00)	22		FEB
MAR	\$1,990.00		(\$1,990.00)	23		MAR
TOTAL	\$12,130.00	\$510.00	YTD Difference (\$11,620.00)	197	14	



Bloomfield Township Public Library Electricity Analysis

Building Area = 101,023 Sq ft.

TWO YEAR COST COMPARISON				CURRENT YEAR OPERATION					
Month	2023/2024	2024/2025	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	\$25,322.27	\$24,773.37	(\$548.90)	240,065	\$0.10	333.42	2.38	\$34.41	\$0.25
MAY	\$19,897.76		(\$19,897.76)		#DIV/0!	0.00	0.00	\$0.00	\$0.00
JUN	\$23,496.49		(\$23,496.49)		#DIV/0!	0.00	0.00	\$0.00	\$0.00
JUL	\$26,914.27		(\$26,914.27)		#DIV/0!	0.00	0.00	\$0.00	\$0.00
AUG	\$25,285.64		(\$25,285.64)		#DIV/0!	0.00	0.00	\$0.00	\$0.00
SEP	\$26,013.82		(\$26,013.82)		#DIV/0!	0.00	0.00	\$0.00	\$0.00
OCT	\$22,634.92		(\$22,634.92)		#DIV/0!	0.00	0.00	\$0.00	\$0.00
NOV	\$22,324.34		(\$22,324.34)		#DIV/0!	0.00	0.00	\$0.00	\$0.00
DEC	\$19,726.20		(\$19,726.20)		#DIV/0!	0.00	0.00	\$0.00	\$0.00
JAN	\$21,386.01		(\$21,386.01)		#DIV/0!	0.00	0.00	\$0.00	\$0.00
FEB	\$19,525.15		(\$19,525.15)		#DIV/0!	0.00	0.00	\$0.00	\$0.00
MAR	\$23,972.14		(\$23,972.14)		#DIV/0!	0.00	0.00	\$0.00	\$0.00
			YTD Difference						
TOTAL	\$276,499.01	\$24,773.37	(\$251,725.64)						

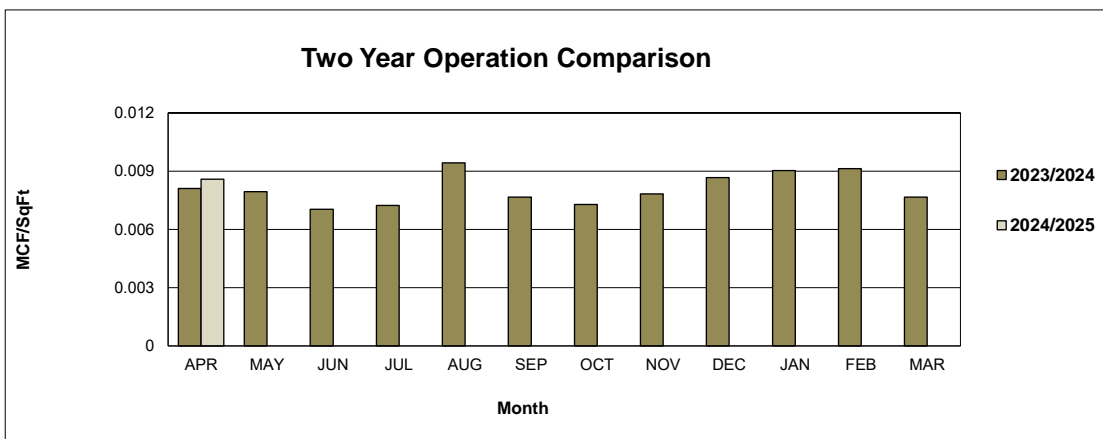
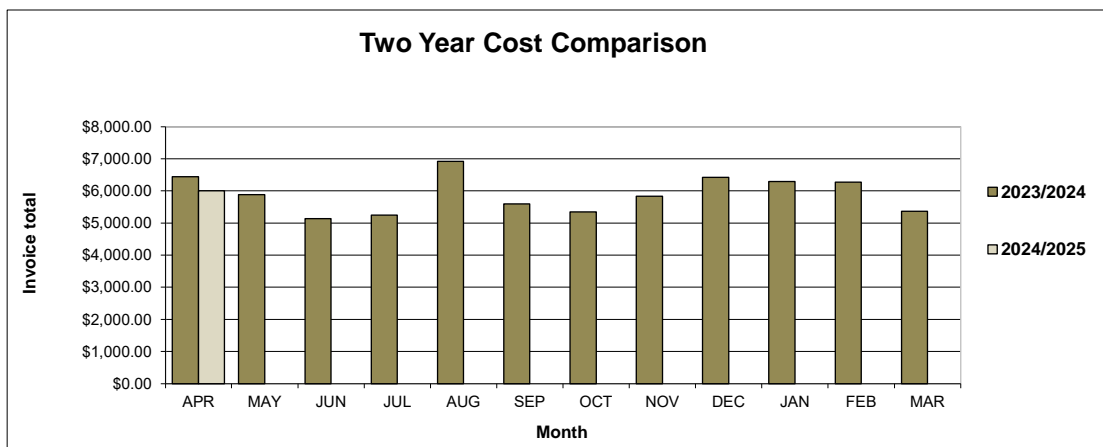


Bloomfield Township Public Library Natural Gas Analysis

Building Area = 101,023

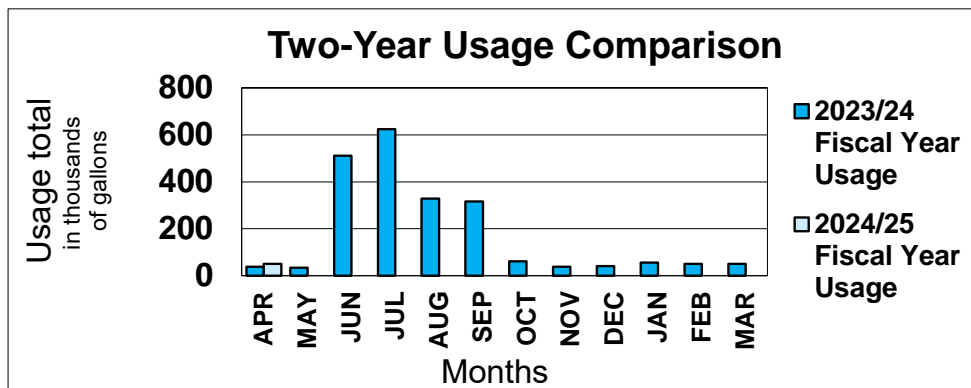
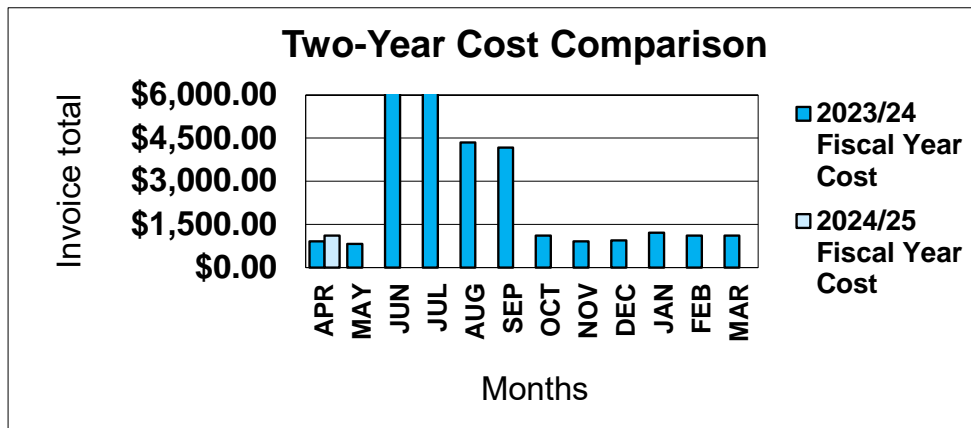
1 Cu. Ft. = 1000 BTU

TWO YEAR COST COMPARISON				OPERATION						
Month	2023/2024	2024/2025	Difference	MCF	COST/MCF	HOURS (24 x no. days per month)	MCF/HR	MCF/SqFt	\$/HR	\$/SqFt
	APR	\$6,437.40	\$6,000.24	(\$437.16)	867.5	\$6.92	720	1.20	0.009	8.33
MAY	\$5,880.24		(\$5,880.24)		#DIV/0!	744	0.00	0.000	0.00	0.000
JUN	\$5,137.69		(\$5,137.69)		#DIV/0!	720	0.00	0.000	0.00	0.000
JUL	\$5,249.15		(\$5,249.15)		#DIV/0!	744	0.00	0.000	0.00	0.000
AUG	\$6,918.84		(\$6,918.84)		#DIV/0!	744	0.00	0.000	0.00	0.000
SEP	\$5,594.26		(\$5,594.26)		#DIV/0!	720	0.00	0.000	0.00	0.000
OCT	\$5,344.46		(\$5,344.46)		#DIV/0!	744	0.00	0.000	0.00	0.000
NOV	\$5,835.59		(\$5,835.59)		#DIV/0!	720	0.00	0.000	0.00	0.000
DEC	\$6,426.13		(\$6,426.13)		#DIV/0!	744	0.00	0.000	0.00	0.000
JAN	\$6,294.19		(\$6,294.19)		#DIV/0!	744	0.00	0.000	0.00	0.000
FEB	\$6,269.54		(\$6,269.54)		#DIV/0!	696	0.00	0.000	0.00	0.000
MAR	\$5,362.08		(\$5,362.08)		#DIV/0!	744	0.00	0.000	0.00	0.000
YTD Difference										
TOTAL	\$70,749.57	\$6,000.24	(\$64,749.33)							



Bloomfield Township Public Library Water Analysis

Month	2023/24 Fiscal Year Cost	2024/25 Fiscal Year Cost	Difference	2023/24 Fiscal Year Usage	2024/25 Fiscal Year Usage	Difference
APR	\$905.74	\$1,104.73	\$198.99	39	50	11
MAY	\$815.29		(\$815.29)	34		(34)
JUN	\$6,613.60		(\$6,613.60)	511		(511)
JUL	\$7,947.25		(\$7,947.25)	624		(624)
AUG	\$4,352.62		(\$4,352.62)	329		(329)
SEP	\$4,174.75		(\$4,174.75)	316		(316)
OCT	\$1,108.90		(\$1,108.90)	61		(61)
NOV	\$905.74		(\$905.74)	39		(39)
DEC	\$941.62		(\$941.62)	41		(41)
JAN	\$1,213.27		(\$1,213.27)	56		(56)
FEB	\$1,104.73		(\$1,104.73)	50		(50)
MAR	\$1,104.73		(\$1,104.73)	50		(50)
			YTD Difference			YTD Difference
TOTAL	\$31,188.24	\$1,104.73	(\$30,083.51)	2,150	50	(2,100)



BLOOMFIELD TOWNSHIP PUBLIC LIBRARY**LIBRARY BOARD OF TRUSTEES
MONTHLY DIRECTOR'S REPORT****May 2024**

A new **Request For Proposal (RFP)** was released Monday, May 13, 2024. The RFP is requesting quotes for the replacement of 16 printers plus a maintenance agreement. Some of these machines are shared among several staff and all are used heavily. In spite of all predictions of a paperless world, we still rely on printing for reports, schedules, and lists of items requested by patrons, plus labels and many other things to accomplish our work. The printers range in age from 8-15 years old. Administration will evaluate all bids and present a recommendation to you at the regular monthly board meeting on July 16.

A **sculpture donated by a patron** has a new home on the Youth Services Terrace. The sculpture was made by Art Gately, a folk artist who lived in upstate New York. The sculpture is made of found materials and depicts a human figure sitting on a chair reading. Information about the sculpture will be added to the brochure containing information about art around the Library.

Applications for the **Jeanette P. Myers Scholarship** are being accepted now through June 1. Applications for this scholarship are available at the Library's Welcome Desk as well as on the Library's website at www.btpl.org. Award(s) will be presented prior to the August 20 Library Board meeting. Please share this information with anyone who may have an interest and be eligible. Those with a relationship to the Library, such as current or former employees, relatives of employees, or patrons with a library card who use the Library, are encouraged to apply for this financial assistance for post-secondary education.

The **annual audit fieldwork** was completed May 6-8. After a conversation with Allen Panter of Yeo & Yeo it was decided that the audit will be presented to you in July, instead of September. The draft statements will be complete by then and Allen pointed out that an audit opinion is time-sensitive.

The Library will once again host several **Great Lakes Chamber Music Festival** performances. Between June 10-19, five stellar performances are scheduled to delight audiences. This includes the popular Artistic Encounters, which are public coachings for Shouse Institute fellows in a setting similar to a masterclass, as well as a Classical Family event intended for elementary-aged children. Those interested in attending must register at greatlakeschambermusic.org/.

Respectfully Submitted,

Tera Moon

Library Director

**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
MONTHLY ACTIVITY REPORT
APRIL 2024**

	2023		2024	
COLLECTION				
Book Collection:	230,808		231,859	
Media Collection:	53,351		49,438	
Total e-books:	21,115		19,132	
Overdrive:	17,304		15,951	
Total downloadable audiobooks:	9,183		9,477	
Materials Total:	314,457		309,906	
CIRCULATION				
Circulation Total:	50,983		53,132	
Bloomfield Township Circulation:	47,804		49,193	
Virtual Circulation Total:	11,392		14,161	
Circulation of Youth Materials:	17,929		14,568	
Circulation of Media:	7,273		6,269	
Circulation of Cranbrook passes:	159		144	
Self-Checkout machine use:	13,462	26.4%	13,160	24.8%
Library By Mail:	53	41 patrons	50	52 patrons
Mobile App	n/a		84	
Building & Equipment Usage				
Door Count:	16,992	*	20,465	
Gate Count:	17,125		21,395	
Meeting rooms by public:	21		27	
Meeting rooms by staff:	76		91	
Virtual Use				
Home page hits:	28,812		41,286	
e-book access:	4,475		4,567	
Audiobook access: (Overdrive)	2,940		3,309	
Magazine download access:	824		2,459	
Hoopla access:	3,153		3,826	
BTPL Mobile New Devices	n/a		82	
BTPL Mobile Launches	n/a		2,423	
Library Computer Use				
Resident Use	443		443	
Guest Use	243		288	
* Library closed April 9 for Easter.				

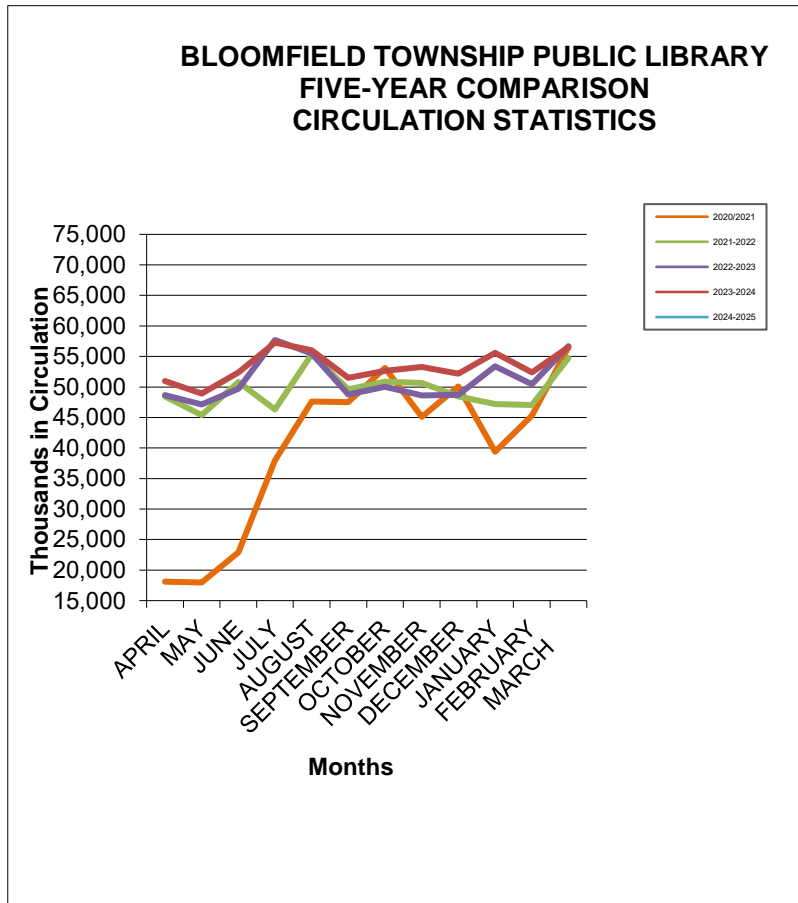
**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
MONTHLY ACTIVITY REPORT
APRIL 2024**

	2023		2024	
OUTREACH & PROGRAMS				
<i>New Patrons and Accounts</i>				
Township:	132		201	
Cranbrook:	6		2	
Total new patrons:	180		264	
<i>Adult Program Attendance</i>				
Staff-led:	11 events	60 attended	12 events	92 attended
Speaker-led:	4 events	179 attended	4 events	239 attended
Book clubs:	5 events	50 attended	7 events	62 attended
Tours/visits on-site:	0 events	0 attended	0 events	0 attended
Tours/visits off-site:	2 events	26 attended	5 events	155 attended
Chamber Music Concert:	1 event	141 attended	1 event	110 attended
Bloomfield Historical Society:	0 events	0 attended	1 event	60 attended
BTPL Photo Contest Reception	1 event	45 attended	1 event	85 attended
<i>Systems Program Attendance</i>				
Staff-led:	3 events	16 attended	6 events	43 attended
<i>Teen Program Attendance</i>				
Staff-led:	1 event	50 attended	1 event	2 attended
<i>Youth Program Attendance</i>				
Staff-led:	31 events	849 attended	34 events	831 attended
Speaker-led:	2 events	203 attended	4 events	86 attended
Tours/visits on-site:	0 events	0 attended	1 event	9 attended
Tours/visits off-site:	4 events	85 attended	11 events	360 attended
TOTAL:	65 events	1,704 attended	88 events	2134 attended
<i>Volunteers (total for the month)</i>				
Shop volunteers	9 people	59.0 hours	10 people	84.25 hours
Court appointed volunteers	1 person	6.5 hours	1 person	21 hours
Student volunteers	0 people	0 hours	2 people	4 hours
Department volunteers	1 person	9.0 hours	1 person	4.5 hours
<i>Patron Remarks</i>				
Patron comments:	0		5	
Ask BTPL:	4		12	
DISPLAYS				
Lobby	<i>Annual Photo Contest Winners</i>			
Local History	<i>Eclipse & Poetry</i>			

**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
FIVE YEAR CIRCULATION**

5/14/2024

	<u>2020/2021</u>	<u>2021-2022</u>	<u>2022-2023</u>	<u>2023-2024</u>	<u>2024-2025</u>
APRIL	18,087	48,463	48,665	50,983	53,132
MAY	17,974	45,393	47,140	48,921	
JUNE	22,933	50,843	49,706	52,369	
JULY	37,962	46,304	57,694	57,272	
AUGUST	47,629	55,372	55,485	55,983	
SEPTEMBER	47,507	49,604	48,792	51,492	
OCTOBER	53,114	50,855	50,032	52,652	
NOVEMBER	45,117	50,656	48,595	53,264	
DECEMBER	50,080	48,439	48,737	52,182	
JANUARY	39,378	47,195	53,373	55,573	
FEBRUARY	45,329	47,023	50,469	52,401	
MARCH	56,504	54,732	56,705	56,512	
TOTAL	481,614	594,879	615,393	639,604	53,132



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)

**PROPOSED MINUTES OF THE BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
60th ANNIVERSARY SUBCOMMITTEE**

The meeting of the Bloomfield Township Public Library Board of Trustees 60th Anniversary Subcommittee was held at 10:00 a.m. on Thursday, May 16, 2024.

Trustees Present: Trustees: Joy Murray, Joan Luksik

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

Guests: none

Opening Remarks

- **Tera Moon, Library Director:** Reviewed the discussion of the 60th Anniversary Celebration from prior meetings.
- **Format and Audience:** An all-ages event called “Applause, Applause” with a carnival theme with midcentury modern visuals. The focus will be gratitude and celebration of the community.
- **Date and time:** Saturday, October 5, 2024, 4:00 - 7:00 p.m., closing the Library for public service at 3:00 p.m. Save the date marketing will begin in July.

Meeting Summary:

- **Refreshments:** Chartwells has confirmed catering and will provide a menu proposal after the event season has passed. The liquor license process has begun and is needed for both the township and for the state of Michigan. Servers will be hired to pour check IDs, distribute wrist bands, and pour alcohol.
- **Music:** Judy Lindstrom secured DJ services. It will be music from different decades, from the 1960s onward.
- **Sponsorship:**
 - A letter draft was discussed and revised.
 - Seven levels of sponsorship, from \$100 to \$10,000 was finalized.
 - This can be distributed among the Library Board, Ambassadors Group, Friends, and organizations that have supported the Library.
 - The opportunities can be shared with contacts via email or through the mail.
 - Administration will curate a list of previous sponsors and current vendors that might be approached, as well as amounts previously donated.
- **Budget:** discussed with some categories eliminated.
- **Timeline:** There was discussion of items on the timeline draft and the most immediate things were reviewed and discussed.
- **Next Steps:**
 - Sponsorship-details will be finalized
 - Sponsorship—potential donor list will be provided and divided
 - Marketing- Katherine will initiate a web page and graphics
 - Refreshments: Judy will approach Chartwells about alcohol and servers
 - Linden will contact the church as is required for the 24-hour liquor license process.
 - Entertainment-Administration will start reviewing and contacting entertainment

Next meeting: Thursday, June 20, 2024

Memo

To: Tera Moon
 From: Monica Gower
 Date: 5/21/24
 Subject: BTPL Endowment Funds

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

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

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

1/1/23 Market Value of Endowment Fund	\$ 46,623.65
Contributions Received for Endowment Fund	\$ 0.00
Income (Loss) for Endowment Fund (56.64%)	\$ 5,095.52
Grant received from Endowment Fund (0%)	<u>\$ (1808.00)</u>
12/31/23 Market Value for Endowment Fund (56.64%) of total provide by CFSEM)	\$ 49,911.17

2023 **Endowment Fund** grant available from 12/31/23 combined funds' balance is \$1896.50. (Distribution was declined)

1/1/23 Market Value for Smith Challenge Grant Fund	\$ 35,695.35
Contributions Received for Smith Challenge Grant Fund	\$ 0.00
Income (Loss) for Smith Challenge Grant Fund (43.36%)	\$ 4,321.48
Grant received from Smith Challenge Grant Fund (0%)	<u>\$ (1808.00)</u>
12/31/23 Market Value for Smith Challenge Grant Fund (43.36%) of total provided by CFSEM)	\$ 38,208.83

2023 **Smith Challenge Grant Fund** grant available from 12/31/23 combined funds' balance is \$1,896.50. (Distribution was declined)

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

2. Jeanette P. Myers Memorial Scholarship Fund

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

c. 1/1/23 Market Value	\$ 15,283.00
Contributions Received	\$ 0.00
Income (Loss)	\$ 1,708.00
Grant received	<u>\$ (721.00)</u>
12/31/23 Market Value	\$ 16,270.00

2023 Grant available from 12/31/23 balance is \$730.00 (Distribution taken)

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

3. Yvonne T. Atkinson Fund

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

c. 1/1/23 Market Value	\$ 32,882.00
Contributions Received	\$ 0.00
Income (Loss)	\$ 3,696
Grant received	<u>\$ (1,452.00)</u>
12/31/23 Market Value	\$ 35,126.00

2023 Grant available from 12/31/23 balance is \$1,510.00 (Distribution taken)

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

4. Fair Radom Garden Endowment Fund

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

c. 1/1/23 Market Value	\$ 17,911.00
Contributions Received	\$ 0.00
Income (Loss)	\$ 2,086.00
Grant received	<u>\$ (0.00)</u>
12/31/23 Market Value	\$ 19,997.00

2023 Grant available from 12/31/23 balance is \$826.00. (Distribution taken)

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

5. Library Director's Legacy Endowment Fund

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

c. 1/1/23 Market Value	\$20,629.00
Contributions Received	\$ 00.00
Income (Loss)	\$ 2,403.00
Grant received	\$ (0.00)
12/31/23 Market Value	\$23,032.00

2023 Grant available from 12/31/23 balance is \$0. (Distribution was declined until further notified.)

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

NOTES:

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

**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
MEMORANDUM**

TO: Trustees
FROM: Tera Moon, Library Director
DATE: May 21, 2024
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. 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 midterm vacancy, 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.

This month we will review and discuss Article VII. This Article outlines amendments.

**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

**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
POLICY MANUAL**

SECTION II: ADMINISTRATION, GOVERNANCE, AND PUBLIC OPERATION

duties of a presiding officer. The President shall have the authority to sign on behalf 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
MEMORANDUM**

TO: Library Board of Trustees

FROM: Tera Moon, Library Director

DATE: May 14, 2024

SUBJECT: Summer Reading Showcase

One of a public library's most basic functions is to support literacy throughout the community. A highly tangible way that happens is through summer reading programs. Reading throughout the summer helps mitigate that infamous "summer slide." Summer slide refers to the loss of knowledge in reading and math during the summer break. To encourage kids to keep reading while they are not in school, library staff plan creative programs, games, and other incentives. They also help readers choose new books to read through book talks, reading lists by grade, and personalized recommendations.

At the May 21 Board meeting, Killian Weston, Youth Services Librarian, and Shayna Connolly, Adult & Teen Services Librarian, will be present to share what they and their colleagues have planned to engage readers of all ages through the summer months using the theme "Adventure Begins at Your Library."

**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
MEMORANDUM**

TO: Trustees
FROM: Tera Moon
DATE: May 15, 2024

SUBJECT: Compensation and Classification Study Bids

A request for proposals (RFP) was released on Tuesday, March 26 asking for proposals to conduct a compensation and classification study for Bloomfield Township Public Library. The last classification and compensation study was conducted in 2017 to address issues stemming from the 2008 Great Recession. Since then, the COVID-19 pandemic has brought significant changes to the job market and the nature of library work. Consequently, I recognize the need to establish a process for updating our compensation and classification system to better adapt to these evolving circumstances.

Copies of the RFP were sent to eight companies and posted on the Library's website and Welcome Desk. The deadline for bids was Monday, April 22. The Library received four proposals from Evergreen Solutions LLC, Gallagher Benefit Services, Inc., Management Advisory Group International, Inc., and MGT of America Consulting LLC (GovHR). All proposals will be available for your review at the Library Board meeting on May 21.

Assistant Library Director Katherine Bryant, Administrative Assistant Linden Godlove, and I individually and collectively reviewed the proposals received. The study process elements and timeline were similar among all the proposals. Pricing, company size and scope, and public library experience varied widely. Pricing ranged from \$13,500 to \$38,500 among the four proposals.

While each company had extensive experience conducting compensation and classification studies, we placed high value on public library experience. Only two of the companies demonstrated a history of public library work, MGT/GovHR and Evergreen Solutions. MGT/GovHR cited work with over 30 library departments within municipalities, while Evergreen Solutions listed six public libraries throughout the United States, in addition to multiple municipalities.

GovHR is the firm that completed the Library's 2017 compensation and classification study to the satisfaction of Library Administration and the Board of Trustees. In 2023, they joined MGT of America Consulting, LLC. In their proposal, they emphasized good

communication and extensive library experience. The team will be led by the same Project Manager as in 2017, Joellen Cademartori, a seasoned manager with expertise in public-sector human resources management. MGT/GovHR also includes a former library director as a member of the consultant team. They are available to begin work within four to six weeks of acceptance of the proposal, with an estimated timeframe of 16 weeks, which fits with the Library's timeline for this work. Additionally, their cost proposal is the lowest, at \$13,500, which leaves room in the budget to add in-person meetings or other optional services as needed.

References were contacted for MGT/GovHR. It was shared that their communication and responsiveness were excellent, and that they were very flexible if changes were needed to the process. They completed their work on time and on budget. Further, one reference stated that MGT/GovHR was "nothing short of fantastic – stellar." They appreciated that MGT/GovHR was an impartial third party who made themselves available to HR and to staff for as many conversations as needed to make everyone comfortable with the changes coming about.

Given that MGT/GovHR can meet all the requirements of our project, they possess an impressive track record of public library work, they received positive references, and the fact that the Library was pleased with their previous work, it was determined that interviews were not required.

While any of the four companies would be qualified to complete our study, MGT/GovHR fits our needs best. Their process includes several opportunities for the consultants to speak with staff and for staff to ask questions of the consultants about the process. Additionally, they will provide support services at no additional cost to the Library for one year from the date of an executed contract.

Our recommendation is to award the bid for our compensation and classification study to MGT/GovHR. If the Library Board agrees, the following motion is needed. Thank you for your review.

ACTION: I move to award the bid for a compensation and classification study for Bloomfield Township Public Library to MGT of Amerca Consulting, LLC (GovHR), 4320 West Kennedy Boulevard, Tampa, Florida 33609.

Compensation & Classification Proposal Analysis 2024

	MGT of America Consulting (GovHR)	Gallagher Benefit Services, Inc.	Management Advisory Group International, Inc.	Evergreen Solutions
COMPANY INFORMATION	<p>HQ in Tampa, FL; branch offices nationwide Founded in 1974 600+ consultants</p> <p>Long history of public sector work.</p> <p>“We improve lives by advancing and lifting up your community.”</p>	<p>Founded in 1927 52,000 employees worldwide</p> <p>Includes a public sector consulting practice; also includes human capital, insurance, risk management</p>	<p>HQ in Fairfax, VA</p> <p>Providing management and HR consulting services for over 25 years in more than 40 states</p>	<p>HQ in Tallahassee, FL Established in 2004 Has worked in 47 states.</p> <p>29 full-time and 9 part-time staff</p>
COMP & CLASS STUDY EXPERIENCE	<p>GovHR has conducted 270+ C&C studies in the past 10 years with municipalities and government entities.</p>	<p>“Gallagher’s public sector & higher education consulting practice includes extensive experience in developing and communicating a compensation philosophy, designing and implementing market-aligned pay structures, and developing job evaluation methods to maintain internal equity.”</p> <p>“Compensation and classification as a core specialty.”</p>	<p>Includes compensation and classification work in their main areas of expertise. 600 client engagements in 40 states.</p> <p>Local experience – Oakland, Genesee, Washtenaw, and Wayne Counties; City of Southfield, Canton Township, City of Dearborn</p>	<p>Has conducted similar studies for more than 1200 public sector organizations, including City of Kalamazoo, Genesee County, Washtenaw County, Washtenaw Community College, Kalamazoo Valley Community College, etc. in MI</p> <p>Included about 60 pages of documentation on similar work performed for many municipalities.</p>
PUBLIC LIBRARY EXPERIENCE	<p>Conducted Bloomfield Township Public Library’s C&C study in 2017. Has conducted 30 studies for municipalities that included library departments. One consultant assigned to this project is a former library director.</p>	<p>Worked with “numerous” libraries, including St. Tammany Parish Library in Louisiana currently. “We have undertaken studies that included benchmark librarian positions for several Higher Education clients (such as Saint Elizabeth University, Gwynedd Mercy University, and Methodist University) as well as the City of Artesia.”</p>	<p>Provided an extensive client list, with one public library listed: York County Libraries</p> <p>“Our clients range from various state and local government agencies to many Counties and Cities, as well as numerous library systems, utilities, EMS, Police, and Fire.”</p>	<p>Richland Library, SC Spartanburg County Public Library, SC Forsyth County Public Library, GA Live Oak Public Libraries, GA Alachua County, FL Orange County Library System, FL</p>
PROCESS ELEMENTS	<ol style="list-style-type: none"> 1. Meetings, salary survey, job analysis 2. Salary survey analysis 3. Progress reports 4. Draft and final report preparation 5. Presentation of findings 6. Training 	<ol style="list-style-type: none"> 1. Study Administration – meet, gather materials, timetable, employee orientation 2. Classification & Compensation Study – questionnaires, interviews with managers, collect and analyze market data; provide options 3. Organizational Structure Review 4. Project Finalization, Draft & Final Reports 	<ol style="list-style-type: none"> 1. Project Initiation and Data Requirement 2. Department Head Input (onsite or virtual) 3. External Market Review of Position Classifications 4. Job Questionnaires (includes on-site orientation sessions) 5. Achieving Internal Equity 6. Report of Study Conclusions and Implementation Options 	<p>Detailed process thoroughly explained 11 tasks, including market survey, data collection from employees and managers, develop recommendation, provide training on maintenance, optional review of job descriptions, software used for employee surveys.</p>

Compensation & Classification Proposal Analysis 2024

	MGT of America Consulting (GovHR)	Gallagher Benefit Services, Inc.	Management Advisory Group International, Inc.	Evergreen Solutions
BUDGET	<p>\$13,500</p> <p>No in-person meetings in this plan – this would be an additional cost. Updates to job descriptions are \$200 each; new job descriptions are \$300 each.</p>	<p>\$33,700</p> <p>No in-person meetings in this plan – this would be an additional cost of approximately \$4000/day. Updates to job descriptions are \$550 each.</p>	<p>\$24,600</p>	<p>\$38,500</p> <p>\$2500 for job descriptions \$2500 for onsite visits beyond two included</p>
TIMELINE/AVAILABILITY	<p>Available to start within 4-6 weeks of acceptance of the proposal. Anticipates about 16 weeks to complete the project.</p> <p>This translates to starting at the end of June and finishing up around the end of October.</p>	<p>Available to start within 2 weeks of acceptance of the proposal. Anticipates five months to complete the project.</p> <p>Start at the beginning of June and finish at the beginning of November.</p>	<p>Does not specify a start date. Anticipates 120 days of work, then two additional phases to draft a report and submit final report. Unclear what the total timeline would be.</p> <p>If they could start at the beginning of June, 120 days is the end of September.</p>	<p>June-September (17 weeks)</p>
REFERENCES	<p>City of Marshalltown, IA City of Indianola, IA Town of Burlington, MA Town of Falmouth, MA Town of Hingham, MA</p>	<p>City of Austin, TX Henrico County, VA City of Sacramento, CA Ramsey County, MN</p>	<p>York County Library, SC Washtenaw County, MI Jones County, GA Savannah, GA</p>	<p>Genesee County, MI City of Moline, IL City of White House, TN</p>
ADDITIONAL COMMENTS	<p>Project Manager: Joellen Cademartori Three consultants on the team</p> <p>Emphasis on experience and communication</p> <p>Provides support for one additional year at no cost</p>	<p>Project Advisors: Ronnie Charles and Erik Henry-Smetana 24 additional staff listed as working on this project</p>	<p>Project Director: Russell H. Campbell Seven additional staff on the project team</p> <p>Emphasis on proprietary software for data collection and instruments for external and internal surveys.</p> <p>Included sample contract and sample compensation plans for two library clients.</p>	<p>Project Manager: TBD Project Principal: Dr. Jeff Ling Project Director: Rob Williamson Three additional consultants</p> <p>Emphasis on communication, buy-in. Rehired by many clients.</p>

REQUEST FOR PROPOSALS
BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
COMPENSATION AND CLASSIFICATION STUDY CONSULTING SERVICES

March 26, 2024

Bloomfield Township Public Library is accepting firm, sealed bids for consulting services for a compensation and classification study for this Library. This request for proposals can be obtained on the Library's website at www.btpl.org, at the Welcome Desk at Bloomfield Township Public Library, 1099 Lone Pine Road, Bloomfield Hills, MI 48302, or by contacting Katherine Bryant, Assistant Director, at 248- 642-5800, extension 114 or bryantka@btpl.org. Proposers are encouraged to submit questions by email or phone to Katherine Bryant prior to April 22, 2024.

The deadline for proposals is Monday, April 22, 2024 at 4:00 p.m. Proposals must be emailed to bryantka@btpl.org, hand delivered to the Welcome Desk, or mailed to arrive no later than this day and time. If hand delivered or mailed, please send three copies of the proposal in a sealed envelope marked with the name of the proposer and entitled "Compensation and Classification." Address these to: Katherine Bryant, Assistant Director, Bloomfield Township Public Library, 1099 Lone Pine Road, Bloomfield Hills, MI, 48302. Library hours are Monday through Thursday, 9:30am – 9:00pm, Friday, 9:30am – 6:30pm, Saturday, 9:30am – 5:30pm, and Sunday, 12noon – 5:30pm. **All proposals will be publicly opened immediately at 4:01 p.m. at the Library.**

BACKGROUND

Bloomfield Township Public Library was established in 1964 with a staff of six located in rented space in an office building. It has grown since its early days into a state-of-the-art building of 102,505 square feet and a staff of approximately 100 employees. The Library is open seven days a week for 68.5 hours, requiring a variety of full-time and part-time staff to successfully provide exceptional service to the community.

The last classification and compensation study was conducted in 2017 to address issues stemming from the 2008 Great Recession, such as frozen wages and unpaid furlough days. Since then, we have conducted an annual compensation survey using comparable nearby public libraries as benchmarks. These surveys, along with increases in the minimum wage impacting our compensation levels, have led to modest increases in our salary ranges. However, the COVID-19 pandemic has brought significant changes to the job market and the nature of library work. Consequently, we recognize the need to establish a process for updating our compensation and classification system to better adapt to these evolving circumstances.

OBJECTIVES

The objective of this request for proposals is to solicit competitive bids from qualified providers to assist Bloomfield Township Public Library with developing a compensation and classification study. The goals of this study include:

1. Update the Library's existing classification and compensation plan.
2. Determine appropriate internal equity for all library positions.
3. Align wages with the competitive marketplace.
4. Provide compensation policy alternatives that include options for progression through the pay range.
5. Establish methods and tools for maintaining and updating the classification and compensation system, including reclassification of positions, establishment of new positions, and marketplace adjustments.
6. Review the Library's organizational structure and propose revisions that reflect changes in library work and the employment market, potentially changing or combining some positions. Depending on the extent of proposed changes, advise on a phased approach to implement the changes.

SCOPE OF PROJECT

To achieve the stated goals of this project, the following services are required of the consultant:

1. Classification Study

- a. Using current job duties, requirements, and responsibilities, develop an equitable classification plan for approximately 18 positions.
- b. Review background materials including existing classifications, job descriptions, organizational charts, salary schedules, etc.
- c. Conduct an orientation and briefing session with employees.
- d. Develop a comprehensive questionnaire to be completed for each position.
- e. Conduct individual or position-group interviews with interested employees.
- f. Meet with library management to review overall classification system goals and clarify the requirements and duties of specific positions.
- g. Develop and utilize an objective system for assigning each position to a specific classification level. The developed tool(s) must be prepared in a format that allows library management to utilize the developed system, independent of the consultant, after completion of the study.
- h. Present to library management the recommended classification and grade structure, showing the suggested assignment of each position.
- i. Include an introductory section in the plan that describes class concepts and distinguishes various levels within a class.
- j. Create and suggest appropriate implementation and maintenance guidelines.

2. Compensation Study

- a. Meet and consult with management to determine a list of comparable libraries to be used in a market survey. Conduct a comprehensive wage

compensation survey using not only job titles, but duties and responsibilities based upon the job specifications from Bloomfield Township Public Library. The survey should be designed to collect pay range minimums and maximums.

- b. In cooperation with library management, identify wage and salary survey sources, such as regional library cooperatives, that could support the current study and provide labor market reference points for future wage adjustments.
- c. For some positions, including maintenance and information technology, a broader survey of the market, beyond public libraries, may be required. Consultant shall recommend the optimal approach to gathering this data.
- d. Based on survey data collected, develop externally competitive and internally equitable salary range recommendations for each pay grade included in the classification structure.
- e. Suggest options for moving employees through the pay range.
- f. Present draft results of the survey to library management and the Personnel Committee.

3. Findings/Recommendations

- a. The consultant shall prepare a written report of results and findings, including discussion of methods, techniques, and data used to develop the study. Electronic versions of the report and classification tools shall be provided.
- b. The consultant will include a recommendation for positions deemed to be undervalued, or overvalued, by the current classification system.
- c. The final report shall include instructions to allow library staff to conduct individual salary audits consistent with study methods until the next study is conducted. Developed procedures should allow for consistent salary placement of employees who are newly hired externally and for advancement within, and between, salary ranges resulting from transfers and/or promotions. Additionally, recommendations for compensation adjustments due to temporary assignments are to be included.
- d. Provide options for compensating employees who are deemed to have reached the maximum of their salary range.
- e. Prepare a plan, or alternative plans, for the implementation of salary recommendations, including calculation of detailed cost estimates of implementation for each alternative. The goal would be to permit implementation of the classification and pay plan at a level compatible with the Library's policies, capacity of funding, and employee needs.
- f. The consultant will be expected to attend meetings, as requested, throughout the process with employees, library management, and the Personnel Committee to explain methodology, survey results, and findings. The consultant should include in the scope of services attendance at one Library Board meeting, two Personnel Committee meetings, and one orientation meeting with employees, as well as several meetings with library management.

PROPOSED TIMELINE

March 26, 2024	Comp & Class Study RFP released.
April 22, 2024	Deadline and bid opening for RFP responses.
May 6-10, 2024	Library Administration conducts interviews and checks references.
May 22, 2024	Library Board meeting – The Library Director recommends a consultant for Board approval.
May 23, 2024	Library Administration informs the successful proposer.
Summer-Fall 2024	The consultant will collaborate with Library Administration to collect information, review findings, and compile the report. Our goal is to present the report to the Board of Trustees for review and adoption by the end of the year.

PROPOSAL ELEMENTS & SUBMISSION REQUIREMENTS

Company Information

Please provide your contact information including your company name, address, website, primary contact person, phone number, and email address.

References

Please provide contact names and phone numbers for at least three organizations with which you have worked to provide compensation and classification study consulting. Please also provide contact names and phone numbers, plus references, for any subcontractors with which you would work to complete the RFP.

Compensation and Classification Study Experience

Please include your experience conducting a compensation and classification study in a public library or municipal setting. Please discuss your experience gathering internal and external data for evaluating positions and obtaining market comparables. Please comment on the proposed process and timeline provided and make suggestions for improvements.

Library Experience

Please include your experience working with public libraries.

Budget

Please indicate your costs for compensation and classification services. Budget information that breaks out the costs for consulting services relative to our proposed timeline and process, and any that may be optional would be

appreciated. This will allow for adjustments to the planning process budget as necessary.

Availability

Please address your availability and flexibility to meet our schedule for this process.

The deadline for proposals is Monday, April 22, 2024 at 4:00 p.m. Proposals must be emailed to bryantka@btpl.org, hand delivered to the Welcome Desk, or mailed to arrive no later than this day and time. If hand delivered or mailed, please send three copies of the proposal in a sealed envelope marked with the name of the proposer and entitled "Compensation and Classification." **All proposals will be publicly opened immediately at 4:01 p.m. at the Library.** All proposals submitted will remain firm for a period of sixty (60) days.

Bloomfield Township Public Library reserves the right to accept or reject any or all bids, either in whole or in part; to award contract to other than the low bidder; to waive any irregularities and/or informalities; and in general, to make awards in any manner deemed to be in the best interests of the Library. Award of consulting work may include all or some of the above RFP components.

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

Proposals will be evaluated on the information provided including the completeness of the proposal and information supplied.

**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
MEMORANDUM**

TO: Library Board of Trustees

FROM: Tera Moon, Library Director

DATE: May 14, 2024

SUBJECT: Proposal for Human Resources Information System

I am asking for your support to purchase the Human Resources Information System (HRIS) BambooHR jointly with Bloomfield Township's Accounting Department. I am proposing using BambooHR for all aspects of recruitment and hiring; to replace the current employee data management system; and for benefit time tracking.

I began thinking about using an HRIS after a neighboring library director mentioned BambooHR at a meeting, and asked Linden to start doing some research on HRIS. Around the same time, Bloomfield Township Human Resources Specialist Elizabeth Parrott asked me if the Library was interested in joining with them on using an applicant tracking system. At that point, Elizabeth had already evaluated ApplicantPro, BambooHR, NeoGov, and UKG. BambooHR had risen to the top due to the features offered and the ability to customize the software based on the different needs of our two entities. Elizabeth invited Linden, Monica, and me to join a demonstration of BambooHR. The more we learned, the more we liked it.

At the Library, HR processes are performed by Administrative Assistant Linden Godlove, Finance Coordinator Monica Gower, supervisory staff, and me. Bloomfield Township's Accounting Department processes our payroll and administers our health care and retirement benefits. Because of that crossover of duties, employee information is continually shared between the Library and the Township. That information is shared by email, or, in the case of sensitive information, by delivering forms by hand to the Township offices. We have often wondered if there is a way that we could establish a secure online portal between us.

Recruitment, hiring, and onboarding is performed manually, using paper forms and checklists, and constant communication between Linden, Monica, the hiring supervisors, and Township counterparts. The employee database software we use is not web-based and only accessible by Linden. HR tasks demand so much time and energy that one of the strategic plan goals is to update the Library's HR processes using the lenses of updating for efficiency, diversity, equity, and inclusion. We feel that BambooHR would help achieve that goal.

BambooHR HRIS would:

- Provide an efficient and secure communication portal between the Library and the Township.
- Ensure continuity of HR functions during emergencies or when Library/Township offices are closed.
- Provide a modern and convenient application experience for prospective employees.
- Provide supervisory staff with real-time access to view, evaluate, and communicate with applicants and to view data about current employees.
- Reduce mistakes and inconsistencies and improve efficiencies in sharing, updating, and storing employee information.
- Accomplish a long-time goal of providing an online dashboard for employees' paid-time-off.
- Allow employees to update their own contact information and emergency medical information rather than rely on paper forms distributed and collected by the Administrative Assistant.
- Reduce staff time spent on HR functions.

BambooHR would not replace Bloomfield Township's current payroll system. BambooHR offers a payroll module plus other features not included in the package we are pursuing. Those features could be considered at a later time.

By partnering with Bloomfield Township, the Library can take advantage of a volume price break. Elizabeth Parrott has negotiated further discounts by fast-tracking approval and paying for a year's subscription up front. The Library's employee count (100) makes up 25% of the total employee count between our two entities (387). The Library's share would be 25% of the cost.

On Monday, May 13, 2024, Bloomfield Township Board of Trustees authorized the use of ARPA funding in the amount of \$30,000 for this purchase. The total owed to BambooHR will be \$33,000 which would cover the cost of the software through July 2025. The Library would make up the balance with \$3,000 right now. No funds will be expended for the next 12 months. Starting in July 2025, the Library would pay \$600 per month, or \$7,220 annually. I suggest using the Capital Improvements Fund for this expenditure as it meets the Library's definition of a fixed asset.

No action is needed. Please share your feedback.

BLOOMFIELD TOWNSHIP PUBLIC LIBRARY

MOTION TO APPROVE ANY ITEMS REMOVED FROM THE CONSENT AGENDA

I move to approve the items previously removed from the consent agenda for discussion.

**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
MEMORANDUM**

TO: Library Board of Trustees
FROM: Katherine Bryant, Assistant Library Director
DATE: May 16, 2024
SUBJECT: Strategic Plan

The Library continues to move forward with work in each of the selected three main goals, although the committees have stopped meeting regularly and are on standby to reconvene as needed.

1. Reimagine use of library spaces for increased inclusion and flexibility. (Enhance Our Core)

The Parini team is working on a proposal. Library Director Tera Moon asked the Management Advisory Committee (MAC) to review the predesign and research report and draft any points they're particularly concerned about or enthusiastic about to ensure that everyone has carefully considered the ideas proposed by the report. Tera shared everyone's feedback at a MAC meeting for further discussion. She also will share it with Parini.

2. Update recruiting, hiring, on-boarding, and retention practices using a diversity, equity, and inclusion lens. (Build Organizational Capacity)

Library Administration reviewed the four proposals submitted for compensation and classification study consulting services. A recommendation is being made to the Board of Trustees at their May 21 meeting. Once a firm is selected, work is expected to begin by the end of June.

3. Cultivate a collaborative culture by focusing on how we work together. (Build Organizational Capacity)

Department tours continue monthly, with all departments having hosted two tours so far. Typically, 10-20 staff members attend each tour. Staff are also responding to The Library Network (TLN) Workplace Perceptions Survey, the purpose of which is to identify areas of concern that library and TLN employees may have about their workplace

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.

- Created a location code for Teen items. All teen items that were coded as Adult Services have been globally updated to Teen. The Teen location is available as a location facet for limiting searches but thus far, not as a collection facet.

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 in fall 2023.
- Launched Vega, an updated public online catalog, in March 2024.

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.

- Launched *The Distracted Librarians* podcast.

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

- Hosted events including Dino-ember scavenger hunt, Photo Contest, Teen Book Cover Design Contest, AI computer classes, a variety of gardening classes, a climate change lecture, and more.
- Visited kindergarten classes for March is Reading Month.
- Eliminated overdue fines to allow more community members to access the Library.
- Distributed 2000 pairs of eclipse glasses.

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.
- Connected with households without a library card by implementing a direct mail campaign to encourage library card registration.

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.

- Changed two Intern positions to Library Assistant positions based on response to previous Intern postings. The Library Assistant position is open to more potential candidates due to changes in educational requirements.
- Released an RFP for compensation and classification study consulting services.

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

- Implemented monthly departmental tours.
- Participated in TLN Workplace Perceptions Survey.

MARKETING REPORT

APRIL 2024

INSTAGRAM



FOLLOWERS:
1698 (17 from Mar.)

TOTAL REACH:
838
(17% from Mar.)



FACEBOOK



FOLLOWERS:
3076 (110 from Mar.)

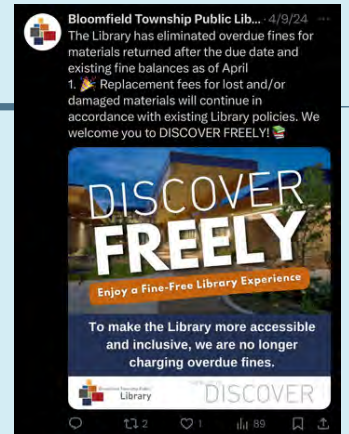
TOTAL REACH:
13,672
(1108% from Mar.)

X

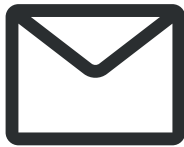


FOLLOWERS:
299 (13 from Mar.)

IMPRESSIONS:
825 with 27 posts



NEWSLETTERS



- **Movies and More** (new DVDs, Orchestra Sono) - 166 messages
- **Books and More** (new books, The Distracted Librarians podcast) - 1553 messages
- **Discover** (Classical Family: Musical Elements, gardening programs, Be A Star Reader, Baby Parade, Ted E. Bear Pen Pal Program) - 14,965 messages
- **Chamber Music Concert** - 300 messages
- **Digital News** (new Libby and hoopla titles) - 2259 messages

PRESS RELEASES



- Fines Free
- Chamber Music Concert
- Orchestra Sono
- Classical Family: Musical Elements
- Myers Scholarship Opens
- Photo Contest Winners
- May Book Sale

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Apr 5

Workshop offered on helping teens with anxiety

A workshop titled "Addressing Anxiety in Your Child or Teen," will be offered at the Bloomfield Township Public Library on Tuesday, April 9, from 6:30 to 8 p.m.

It is part of the Caregiver Workshop Series, and is free and open to the public. However, registration is required for this program.

The workshop is designed to introduce parents and caregivers to the signs and symptoms of anxiety in their children, as well as to offer real life strategies for anxious behaviors. Local therapist Jessica Cortez, LMSW, will provide evidence-based tools to try at home to support children and teens working through high emotions and behaviors.

Families will receive handouts, worksheets and a resource list that can assist in improving emotion regulation with their child.

For more information, please call the library at 248.642.5800 or visit their website at www.btpl.org.



Regional Youth Academy Returns with Documentary Workshop and Bloomfield In Focus "I-75 Lo...



Bloomfield Township <cable_dept@bloomfieldtwp.org>
To Katherine Bryant

☺ Reply Reply All Forward 📧 ⋮

Thu 4/18/2024 4:47 PM

Bloomfield Township Public Library Great Lakes Chamber Music Festival Sunday April 28 at 1 p.m.



Bloomfield Township Public Library is pleased to welcome the Great Lakes Chamber Music Festival for "Musical Elements," the first installment of their family programming mini-series, on Sunday, April 28 at 1:00 pm.

"Musical Elements" teaches aspects of classical chamber music using hip-hop as an educational medium. This program was created with grades K-5 in mind but can be enjoyed by everyone!

This concert is free, but registration is requested at [Great Lakes Chamber Music](#). For more information, please call the Library at (248) 642-5800 or visit [BTPL](#).

Regional Youth Academy Returns with Documentary Workshop and Bloomfield In Focus "I-75 Lo...

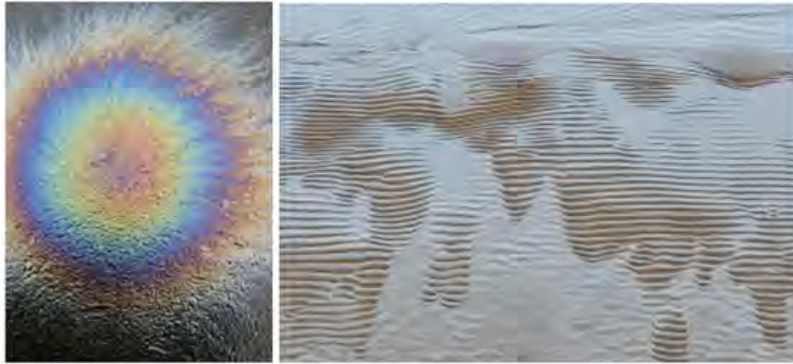


Bloomfield Township <cable_dept@bloomfieldtwp.org>
To Katherine Bryant

☺ Reply Reply All Forward

Thu 4/18/2024 4:47 PM

Bloomfield Township Public Library Announces Annual Photo Contest Winners



People's Choice Winner on Left – Warren Brandes, Best in Show Winner on Right- Mari Wilson

Bloomfield Township Public Library is proud to announce the winners of their eighth annual Photo Contest. The theme of this year's contest was "Picture Perfect Patterns." Bloomfield Township residents of all ages were invited to explore the captivating world of patterns in our everyday lives.

[See The Complete List of Winners](#)

ADVERTISEMENT



ENTERTAINMENT / EVENTS / QUEER THINGS TO DO

Stand Up Against Book Banning, See the 'Reality Gays' Podcast Tour, Attend a Gender-Affirming Beauty Workshop



It's time for some spring cleaning. Whether that means weeding out the negative Nancys clogging up your social media feed, literally cleaning up your homestead after a long winter's hibernation or just clearing the cobwebs of your mind, these events will help you hit the reset button. Check out an event focused on battling down rampant Republican-led book banning efforts, donate spring cleaning supplies to a homeless youth organization, attend a gender-affirming beauty workshop, see the Reality Gays Podcast Live! on tour or learn about the mysterious art of the tarot deck in a queer-affirming local space.

1. Join the Movement to Stop Right-Wing Book Censorship



Right-wing activists have made it a priority to ban books with LGBTQ+ content from public and school libraries nationwide and right here in Michigan. Join the conversation April 25 at an Oakland County Democratic Party event, [Beyond Book Banning: The Current State of Intellectual Freedom in Libraries](#). Panelists include public library and school librarians and library board members who will discuss what libraries face today, including First Amendment issues and the right to read, how libraries select books and why representation matters. Register at mobilize.us/oaklandcountydems/event/615944.

April 25, 6:30-8:30 p.m., Bloomfield Township Public Library (1099 Lone Pine Road).

Fentanyl Crisis Town Hall and Senior Center Celebrates National Physical Fitness Month - Bloomfi...



Bloomfield Township < cable_dept@bloomfieldtwp.org >

To Katherine Bryant

☺ Reply Reply All Forward 📧 ⋮

Thu 4/25/2024 4:37 PM

Bloomfield Township Public Library Now Accepting Applications For Myers Scholarship



The Jeanette P. Myers Memorial Scholarship provides funds to encourage and support the post-secondary education of past or present Bloomfield Township Public Library employees, or persons who have some relationship with that Library, as the Selection Committee shall determine.

The deadline is June 1. Apply [HERE](#).

Fentanyl Crisis Town Hall and Senior Center Celebrates National Physical Fitness Month - Bloomfi...



Bloomfield Township <cable_dept@bloomfieldtp.org>

To Katherine Bryant



Reply

Reply All

Forward



Thu 4/25/2024 4:37 PM

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Bloomfield Township Public Library is pleased to welcome the Great Lakes Chamber Music Festival for "Musical Elements," the first installment of their family programming mini-series, on Sunday, April 28 at 1:00 pm.

"Musical Elements" teaches aspects of classical chamber music using hip-hop as an educational medium. This program was created with grades K-5 in mind but can be enjoyed by everyone! This concert is free, but registration is requested at [Great Lakes Chamber Music](#). For more information, please call the Library at (248) 642-5800 or visit [BTPL](#).

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• 3 hours ago

Great Lakes Chamber for K-5 at township library

The Great Lakes Chamber Music Festival for Musical Elements, the first installment of their family programming mini-series, will take place at the Bloomfield Township Public Library on Sunday, April 28, at 1 p.m.

The program was created for those in grades K-5, but can be enjoyed by all ages. The concert is free, but registration is requested at greatlakeschamermusic.org.

Music Elements, the family program, teaches aspects of classical chamber music using hip-hop as an educational medium. Children learn about woodwind, brass and string instruments, as well as the musical elements of melody, harmony, unison, articulation and tempo. The presentation is a combination of a scripted lesson, includes a slideshow and live musical performances.



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• 6 days ago

Many incumbents to face challengers in August

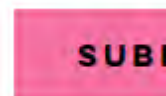
By Lisa Brody

Many Oakland County incumbents, from Congress to local legislators, will face challengers in the primary election on Tuesday, August 6, including Democratic Congresswoman Haley Stevens.

For the U.S. Senate seat which Senator Debbie Stabenow is vacating, three Democrats, Nasser Beydoun of Dearborn, Hill Harper of Detroit, and Congresswoman Elissa Slotkin of Holly are running. Five Republicans are running to be the stand bearer in November, former Congressmen Justin Amash and Peter Meijer, both of Grand Rapids, Sherry O'Donnell of Stevensville, Sandy Pensler of Grosse Pointe Park, and former Congressman Mike Roger of St. Joseph.

For Representative of Congress in the 11th District, representing the majority of Oakland County, incumbent Democrat Haley Stevens of Birmingham is being challenged in the primary by Ahmed A.G. Ghanim of Ferndale. Two Republicans are running in the primary, Charles Frangie of West Bloomfield and Nick Somberg of Bingham Farms.

Following redistricting, the Birmingham/Bloomfield area will now be represented in part by the 6th District in the Michigan House of Representative, where incumbent Democrat state Representative Natalie Price faces a challenge from fellow Democrat Joseph R. Fisher of Royal Oak. The winner of the primary will battle Republican Brent M. Lamkin of Royal Oak in the November election.



Incumbent state Representative Samantha Steckloff (D) of Farmington Hills will go against Republican Kevin J. Hammer of Farmington Hills in November. The district covers part of Birmingham, Bloomfield Township, Beverly Hills and Franklin, as well as parts of Farmington Hills and Southfield.

In the 20th state House district, which has a small part of Bloomfield Township along with West Bloomfield and Commerce Township, Republicans Hermon Barbe of West Bloomfield and Brendan Cowley of Commerce will duke it out to face incumbent Democrat Representative Noah Arbit in November.

In the 54th state House District, incumbent Republican Donni Steele of Lake Orion will face Democrat Shadia Martini of Bloomfield Hills in November in a rematch of their 2022 race. This district covers a large swatch of Bloomfield Township, Bloomfield Hills, Auburn Hills and Orion Township.

In the 56th state House District, covering most of Troy, Clawson and parts of Birmingham, Bloomfield Township and Royal Oak, incumbent Democrat Representative Sharon MacDonnell of Troy will face Republican Dave Kniffen of Troy in November.

At the county level, all five of the main offices are up for reelection, with incumbent county executive David Coulter, a Democrat, facing a challenge from Republican Nik Gjonaj in November. Democratic Oakland County Prosecutor Karen McDonald will take on Republican Scott Farida in November. Incumbent Republican Sheriff Michael J. Bouchard will face in November the winner of the Democratic August primary in which Nate Cook of Clarkston and Amrit Kohli of Ferndale will faceoff.

For Oakland County Clerk/Register of Deeds, incumbent Democrat Lisa Brown and Republican Barb Pallotta will face each other on the ballot in November.

- For county treasurer, Republicans Donna Blake and Isaiah Hellner of Oxford and Susan Kuhn of Troy will compete in August for the title to take on incumbent Democrat Robert Wittenberg.



- For county treasurer, Republicans Donna Blake and Isaiah Hellner of Oxford and Susan Kuhn of Troy will compete in August for the title to take on incumbent Democrat Robert Wittenberg.

Incumbent Oakland County Water Resources Commissioner Jim Nash faces a challenger, fellow Democrat Jim Stevens of Rochester Hills. The winner of that contest will face the winner of the Republican primary between Steve Johnson of Highland and Steve Klein of Waterford.

On the Oakland County Board of Commissioners, current chair Dave Woodward of Royal Oak, a Democrat, who represents part of Royal Oak, Birmingham and Troy in the 1st District, faces a challenge from Democrat Charlie Gandy-Thompson of Royal Oak. The winner will take on Republican Regina Wilk of Royal Oak in November.

In the 9th District, representing parts of Bloomfield Township and Pontiac, incumbent Democrat commissioner Angela N. Powell of Pontiac will see Republican Eugene Davis, Sr., of Bloomfield Township in November.

Democrat incumbent Marcia Gershenson of Bloomfield Township will face Republican challenger Johnnett Eggert of West Bloomfield in November for the 11th District, which covers part of Bloomfield Township, Bloomfield Hills, West Bloomfield and Orchard Lake.

In the 18th District, covering part of Bloomfield Township, Franklin, Bingham Farms, Beverly Hills and Southfield, Democrat Linnie Taylor will face Republican W. Jackson in November. They are both from Southfield.

Incumbent Democrat commissioner Charlie Cavell of Ferndale will face Republican challenger Paul Taros of Birmingham in November in the 19th District, which takes in most of Birmingham, part of Royal Oak, Ferndale and Huntington Woods.

Elected officials terms are up in Bloomfield Township, with only board of trustees members facing primary challenges. Democratic Supervisor Dani Walsh will face Republican challenger Michael McCready for the supervisor position in November. Incumbents clerk Martin Brook and treasurer Michael Schostak are unchallenged for their positions.

For trustee, of which there are four open positions, Democrats seeking the position are Jeffrey E. Axt, Oscar Garner Jr., Roman Grigoriev and incumbent Valerie Sayles Murray. Republicans seeking a position are Mark Antakli, incumbent trustee Neal Barnett, Malissa Bossardet, Margo Cargill and incumbent Christopher M. Kolinski.

Six candidates are running for six open spots for the Bloomfield Township Public Library Board. The candidates are Keith Cardune, Dani Gillman, Judy Lindstrom, Joan Luksik, Joy Murray and Shane Spradlin

For judge of the 48th District Court, incumbent Judge Diane D'Agostini is running unopposed.

U.S. Congressional and state House of Representative seats are two-year terms, while all county and township elected positions are four-year terms.

Candidates have until this Friday afternoon to withdraw from the 2024 ballot.



municipal

E-Waste Day This Saturday and Operation Clean Sweep Returns - Bloomfield Township eNews 5/2..



Bloomfield Township < cable_dept@bloomfieldtwp.org >

To: Katherine Bryant



Reply

Reply All

Forward



Thu 5/2/2024 4:35 PM

Bloomfield Township Public Library Sensory Story Time on May 11



Sensory Story Time is an adaptive experience for youth of all abilities, including those who have difficulty in large groups and who have sensory integration challenges. Participants can expect stories with gentle, multisensory engagement, visual aids, adaptive movement, low lights and low sounds. For children ages 3 and up with a grown-up. For more information, please call the Library at (248) 642-5800 or visit [BTPL](#).



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To Katherine Bryant

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Thu 5/2/2024 4:35 PM

Bloomfield Township Public Library Now Accepting Applications For Myers Scholarship



The Jeanette P. Myers Memorial Scholarship provides funds to encourage and support the post-secondary education of past or present Bloomfield Township Public Library employees, or persons who have some relationship with that Library, as the Selection Committee shall determine.

The deadline is June 1. Apply [HERE](#).

DOWNTOWN

NEWS MAGAZINE
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3 days ago

Two local libraries holding spring book sales

The Friends of the Baldwin Public Library will hold its spring book sale Friday, May 3, through Sunday, May 5, on the lower level of Baldwin Public Library, while the Friends of Bloomfield Township Public Library will have their Second Saturday Book Sale on Saturday, May 11.

At Baldwin Public Library, 300 W. Merrill Street in Birmingham, an exclusive preview shopping event will be open to Friends members only on Friday evening, May 3, from 6-8 p.m. Membership will be available at the door.

The sale will open to the general public on Saturday, May 4, at 10 a.m. - 4 p.m. Sunday, May 5, will be \$5 Bag Sale Day, and hours are 12:30-4 p.m.

Available for purchase are lightly-used adult and children's hardcover and paperback books, DVDs and CDs donated from patrons or withdrawn from the library. Shoppers may purchase items by using cash, personal checks, Venmo or PayPal.

All sale proceeds benefit the Baldwin Public Library. The Friends of the BPL donated approximately \$50,000 to the library in fiscal year 2022-2023 to support programming, services and equipment. Established in 1950, the Friends of BPL is a 501c3 nonprofit organization.



At Bloomfield Township Public Library, 1099 Lone Pine Road, Bloomfield Township, the Friends of Bloomfield Township Public Library will hold their Second Saturday Book Sale Saturday, May 11 from 11 a.m. - 3 p.m. Friends members can shop the sale early, from 10-11 a.m., with memberships available at the door.

The sale takes place on the lower level of the library, and includes thousands of books and audiovisual materials for all ages and interests, sorted into more than 50 categories. Highlights this Mother's Day month include gardening, cooking, chocolate, flowers, jewelry, style, spa day, guilty pleasures, rom-com DVDs, and fun things to do with kids. There is a vintage section featuring Fortune magazines from the 1930s and 1940s which have beautiful covers, stories of the times and gorgeous vintage advertisements.

There is also a room dedicated to music and film.

Visa, MasterCard and debit cards are accepted with a \$15 minimum purchase.



municipal

PBO Highlights Building Safety Month and E-Waste is a Big Hit - Bloomfield Township eNews 5/9/2024



Bloomfield Township <cable_dept@bloomfieldtwp.org>
To: Katherine Bryant

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Thu

CAUTION: External Email

May 9, 2024



BLOOMFIELD
TOWNSHIP eNews

Bloomfield Township Public Library
Photo Contest Winners 2024



Check out this video of winning selections from the recent Bloomfield Township Public Library 2024 Photo Contest. You can also get a complete [List of Winners](#).

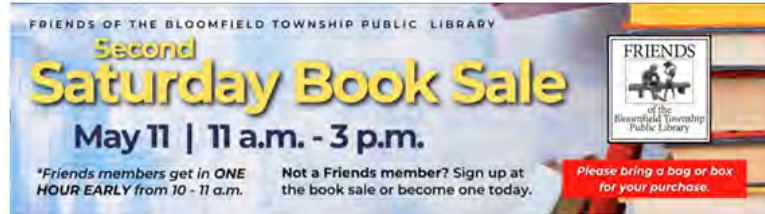


Bloomfield Township < cable_dept@bloomfieldtwp.org >
To Katherine Bryant

☺ Reply Reply All Forward

Thu 5

Bloomfield Township Public Library Second Saturday Book Sale



The Friends of Bloomfield Township Public Library will hold their Second Saturday Book Sale Saturday, May 11 from 11:00 a.m. to 3:00 p.m. Friends members may shop the sale early from 10 a.m. to 11 a.m., and memberships can be purchased at the door on the day of the sale.

The sale takes place on the lower level of the Library and includes thousands of books and audiovisual materials for all ages and interests, conveniently sorted into more than 50 categories.

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

DOWNTOWN

NEWS MAGAZINE
BIRMINGHAM • BLOOMFIELD

HOME NEWS LONGFORM LINKS ABOUT US SUBSCRIPTIONS

• 1 day ago

Library baseball collection shows Hispanic heritage



A baseball card collection on display at the Bloomfield Township Public Library for the month of May highlights a personal connection between the enjoyment of America's pastime and Puerto Rican roots.

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Jose Guzman Jr., grants and engagement coordinator for Bloomfield Township, is sharing his baseball card collection with the Bloomfield Township Public Library for the month of May. Growing up, Guzman said he knew the importance of understanding and cherishing his Puerto Rican heritage while fully embracing American culture. Baseball, with its rich history of inclusion, became the perfect marriage of both identities. From eagerly awaiting fresh baseball card packs each February to playing the game in Little League and high school, baseball was a constant source of joy and fascination for him, he said. As he grew older, his interest in playing the sport and collecting baseball cards waned, signaling a shift from player to fan.

Guzman said he rediscovered his childhood baseball card collection years later which brought back cherished memories and highlighted the cultural significance of baseball in his life, bridging the gap between his Puerto Rican roots and American upbringing.

The exhibit of baseball cards can be seen during regular township library hours.



municipal

Art From the Hills: An Artistic Legacy in Bloomfield Hills Schools





The visual arts program is a point of pride for our K-12 students in Bloomfield Hills Schools. Art classes are offered in every grade, with increasing levels of mastery as students progress through the district. One of the most inspiring ways to view this depth of artistry and growth of our student body is at the annual Art From The Hills exhibit, hosted at the Bloomfield Township Public Library. Student artwork from every discipline, and from every school, is showcased at this beautiful exhibition. The special reception on May 13 featured not just the artwork, but music and speeches to celebrate our student artists. Each art teacher chose approximately 20 pieces, which showcase the talents of students, and the diversity of mediums utilized by Bloomfield Hills Schools artists, including charcoal drawing, digital arts, collage, printmaking, ceramic sculpture, watercolor, multimedia, fashion design, photography, jewelry, and many others.

With a string trio featuring Bloomfield Hills High School musicians as a backdrop, students and their families explored the exhibits, searched for their creations, and also enjoyed all the other student art in the process. Kindergarten pieces were adjacent to high school artwork, each a masterpiece to behold. Conant's art teacher, Pennie Ellis, shared a heartwarming and funny speech listing ten ways in which a parent knows that they have an artistic child, noting at the end, "the best way to know that your child is an artist, is that your child is human. Because all children are artists." Interim Superintendent Keith McDonald also shared inspirational words: "Tonight as we admire the works of our student artists, we witness the profound impact of giving voice to our young people. From the smallest brushstrokes of our youngest students, to the bold expressions of our high school seniors, each piece speaks volumes about the hopes, dreams, and aspirations of our next generation. At the core of our art program lies a set of values that guide and inspire us. Our art students learn more than just techniques; they learn empathy, they learn resilience, they learn the power of their own voice. For in the act of creation, they discover the true essence of expression and potential."

The art show will be visible at the Bloomfield Township Public Library until Saturday, May 25, located at 1099 Lone Pine Road, in Bloomfield Township. The Bloomfield Township Library operating hours are located on their website at www.btpl.org. Congratulations to all of our students whose work is on display, and to our amazing art educators for inspiring and guiding our student artists!



May YOUTH Events Calendar

S	M	T	W	T	F	S
			01 Toddler Story Time 10:30 a.m.	02 BabyStory Time 10:30 a.m.	03 LIBRARY CLOSED	04 Mini-Comic Workshop 11 a.m. May the 4th Be With You & Free Comic Book Day 11 a.m. – 4:30 p.m.
05	06	07 Preschool STEAMtime Story Time 10:30 a.m.	08 Toddler Story Time 10:30 a.m.	09 BabyStory Time 10:30 a.m. Paperbacks & Snacks Grades 4-6 6:30 p.m.	10 Tots & Friends Playtime 10 a.m. – 12 noon	11 Friends of the Library Sale 11 a.m. – 3:00 p.m. Sensory Story Time 11 a.m.
12 	13	14 My First Book Group Grades K - 1 5:30 p.m.	15 Virtual Family PJ Story Time 7 p.m.	16	17 Tots & Friends Playtime 10 a.m. – 12 noon	18
19	20 Art Lab Junior 6:30 p.m.	21	22 Book Worms Grades 2 - 3 6:30 p.m.	23 Art Lab 6:30 p.m.	24 Tots & Friends Playtime 10 a.m. – 12 noon	25 Make a Paper Airplane Day 1 p.m. – 4 p.m.
26 LIBRARY CLOSED	27 LIBRARY CLOSED 	28	29 Outdoor Family Story Time 5:30 p.m.	30 Brick Builders 7 p.m.	31 Tots & Friends Playtime 10 a.m. – 12 noon	

VISIT WWW.BTPL.ORG/EVENTS FOR MORE INFO



MAY THE 4TH BE WITH YOU AND FREE COMIC BOOK DAY
Saturday, May 4, 11 a.m. – 4:30 p.m.
No registration is required.

Drop in for Star Wars and comic book fun all day, including crafts, comic drawing activities, and a Star Wars themed photo booth. Take home a free comic book, provided in partnership with Comic City of Bloomfield Township.



SENSORY STORY TIME

Saturday, May 11, 11 a.m.
Registration is required.

Join us in an adaptive story time experience for youth of all abilities, including those who have difficulty in large groups and who have sensory integration challenges. Participants can expect stories with gentle multisensory engagement, visual aids, adaptive movement, low lights, and low sounds. For children ages 3 and up with a grown-up.

MAKE A PAPER AIRPLANE FOR NATIONAL PAPER AIRPLANE DAY

Saturday, May 25, 1 p.m. – 4 p.m.
No registration is required.



Young aviators of all ages are invited to drop in the Youth Room to make a paper airplane. We will supply the paper, example designs, and the “runway” – you supply the creativity.



OUTDOOR STORY TIME

Wednesday, May 29, 5:30 p.m.
No registration is required.

For families of all ages. Join us outside for story time on the Youth Terrace. Grab your jackets and blankets, and cozy up together for stories, songs, rhymes, movement, and more. In the case of inclement weather, Story Time will be held inside.

STORY TIMES

Preschool STEAMtime Story Time

Preschoolers ages 3 and up without an adult.

Tuesdays, April 2 – May 7, 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, April 3 – May 8, 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 grown-up.

Baby Story Time

Thursdays, April 4 – May 9, 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 grown-up.

Virtual Family PJ Story Time

(Live on Zoom) Wednesday, May 15, 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!



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.

Tuesday, May 14, 5:30 p.m.

Registration is required.

Book Worms: Grades 2 – 3

Wednesday, May 22, 6:30 p.m.

Registration is required.

Paperbacks & Snacks: Grades 4 – 6

Thursday, May 9, 6:30 p.m.

Registration is required.

ART PROGRAMS

Art Lab Junior

Participants must be 7 – 9 years old.

Monday, May 20, 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, May 23, 6:30 p.m.

Registration is required.

Explore different forms of art mediums in this creative program.

PLAY & BUILD PROGRAMS

Tots and Friends Playtime

Fridays, March 29 - May 31

No program May 3

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: Things that Fly Theme

Thursday, May 30, 7 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.

SPECIAL EVENTS

How to Make a Mini-Comic Workshop

Saturday, May 4, 11 a.m.

Registration is required.



Kids 8 and up are invited to join local cartoonist, Matt Fezell, to learn how to make an 8-page book from one sheet of paper and the secrets to telling a comic book story.

SAVE THE DATE

Adventure Begins at Your Library!

Tuesday, June 18 – Friday, August 9

Registration is required.

Calling adventurers of all ages: you are invited on an unforgettable quest this summer! Participate in our thrilling reading challenge and discover exciting prizes, events, and activities. Don't miss out on the fun—join us at the library and let the exploration begin!



Summer Reading Kick Off and Food Truck Rally

Tuesday, June 18, 5:30 – 7:00 p.m.

No registration is required.

Family and friends of all ages are invited to join us as we kick off the summer reading adventure! Sign up for the Adventure Begins at Your Library summer reading challenge and discover crafts, games, food trucks, and more. Food trucks will be in our parking lot from 5:00 to 7:00 p.m. for patrons to purchase food. Enjoy your items on the Library Terraces.



Please contact us if you require any additional accommodations.



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

June YOUTH Events Calendar

S	M	T	W	T	F	S
						01
02	03	04	05	06	07 Tots & Friends Playtime 10 a.m. – 12 noon	08 Friends of the Library Sale 11 a.m. – 3:00 p.m.
09	10	11	12	13	14 Tots & Friends Playtime 10 a.m. – 12 noon	15 Children's Concert: Accent Pontiac Bucket Band 11 a.m.
16 HAPPY FATHER'S DAY	17	18 Summer Reading Kick Off 5:30 p.m. Food Trucks 5 p.m.	19 Outdoor Family Story Time 11 a.m. JUNE TEENTH	20 HELL Summer	21 Tots & Friends Playtime 10 a.m. – 12 noon Music at the Blissful 4:30 p.m.	22
23	24 Constellation Jars 7 p.m.	25 Outdoor Family Story Time 11 a.m. Reading with the Dogs 7 p.m.	26 Under The Sea Escape Room 3 p.m. or 6 p.m.	27 Jim Gill's Sing-A-Thon of Celebrated Songs 11 a.m.	28 Tots & Friends Playtime 10 a.m. – 12 noon	29
30						

VISIT WWW.BTPL.ORG/EVENTS FOR MORE INFO



SUMMER 2024 | JUNE 18 – AUGUST 9

SUMMER READING CHALLENGE

Registration is required.

Read books, come to programs, and discover a world of exploration and discovery during BTPL's Summer Reading Program, "Adventure Begins at Your Library." Register online from home or at the Library. Enter weekly drawings and win fun prizes. Rediscover the joy of reading for fun and adventure. The "Adventure Begins at Your Library" summer reading challenge is open to readers of all ages and abilities.



SUMMER READING KICKOFF

Tuesday, June 18, 5:30 p.m. – 7 p.m.

No registration is required.

Join us as we kick off the summer reading adventure! Sign up for the Adventure Begins at Your Library summer reading challenge and discover crafts, games, food trucks, and more at the Library! Food Trucks will be set up in our parking lot from 5:00 p.m. – 7:00 p.m. for patrons to visit and purchase food and treats. Enjoy your items on the Library Terraces.

CRAYON TO CROCHET: ADVENTURE ART CONTEST

June 18 – June 30

No registration is required.



Artists ages 3 to 13 can draw a fantasy creature based on the theme "Adventure Begins at Your Library," and enter it into our contest. Five lucky winners will receive a handmade crochet version of their drawing crafted by one of our resident fiber artist librarians!



MUSIC AT THE BLISSFUL

Friday, June 21, 4:30 p.m. – 5:30 p.m.

No registration is required.

National touring musician, Music at the Blissful (Evan Haller), will present a fun-filled, interactive, movement-packed music experience for the whole family. Come join the fun as we sing, jump, shake, laugh, and go slow and fast with Music at the Blissful. This is sure to be an action-packed good time for all.

STORY TIMES

Outdoor Family Story Time

Wednesday, June 19, 11 a.m.

Tuesday, June 25, 11 a.m.

No registration is required.

For families of all ages. Join us outside for story time on the Youth Terrace. Grab your jackets and blankets, and cozy up together for stories, songs, rhymes, movement, and more.

In the case of inclement weather, Story Time will be held inside.



ANYTIME FUN

I Spy at the Library: Scavenger Hunts

Starting June 1

No registration is required.

Youth Services will be holding a different themed scavenger hunt each month this summer. Stop by the Youth Services Desk for more information.

PLAY & BUILD PROGRAMS

Tots and Friends Playtime

Fridays, June 7 - August 2

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.



Stories and Stuff Subscription Book Boxes

Starting June 1

Registration is required.

A subscription book service for grades 3 – 8.

When you sign up, you will receive one highly recommended book based on your favorite topics or genres, and some neat book-related gifts to keep. Sign up is for three months, but you are welcome to register again and again based on availability.

SAVE THE DATE

Disney Movies through the Ages

Wednesday, July 3, 2 p.m. – *Hercules* (G)

Wednesday, July 17, 6:30 p.m. – *Up* (PG)

No registration is required.

Bring a blanket and cozy up to watch Disney movies from the '90s to today. Popcorn and water provided, but you may bring your own nut-free snacks.

OTHER SPECIAL EVENTS

Constellation Jars

Monday, June 24, 7:00 p.m.

Registration is required.

Learn about some famous constellations and other celestial bodies, then create your own glowing constellation jar to take home. All supplies are included. For ages 9 and up.



Reading with the Dogs

Tuesday, June 25, 7:00 p.m.

Registration is required.

Readers ages 5 and up are invited to register for a 15-minute reading session with a furry friend at the Library. Therapy dogs and their handlers will be ready to listen. This is a great opportunity to practice reading skills in a comfortable setting with no judgment from the dogs!

Library Olympics

Wednesday, July 10, 7 p.m.

Registration is required.

Join us for competitive library games and mini physical challenges based on real Olympic events. Will you take home the gold? For Olympians ages 8 and up.

Under the Sea Escape Room

Wednesday, June 26, 3:00 p.m. OR 6:00 p.m.

Registration is required.

Get lost under the sea and work as a team to find your way back to the surface! For ages 10-13.



Jim Gill's Sing-a-thon of Celebrated Songs

Thursday, June 27, 11:00 a.m.

**Registration is required.*

Get ready to sing, clap, dance, and spin along during this visit by award-winning musician and author Jim Gill. Jim Gill's distinctive music play creates the spirit of a family room in the concert hall and is an invitation to children, parents, and grandparents to sing and play together! For families of all ages.



Indiana Joel's Magic Show

Thursday, July 18, 7 p.m.

**Registration is required.*

Climb, run, and leap into reading with Indiana Joel's Magic Show! Michigan's family funnyman, Joel Tacey, brings adventure stories to life with amazing magic, wacky stunts, music, and lots of audience participation.

Wildlife Safari

Tuesday, July 23, 2 p.m. OR 4 p.m.

**Registration is required.*

Are you looking for adventure? Let us take you on an expedition to discover exotic animals from around the world for adventurers of all ages. Presented by Nelson the Animal Guy, a federally licensed conservationist, master falconer, wildlife exhibitor, and animal trainer.



*** Please register for only one time slot and list all family members attending (including adults).**









Please contact us if you require any additional accommodations.




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

May 2024 Adult and Teen Programs

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
<p>*Register by emailing AskTeen@btpl.org or with Adult Services, (248) 642-5800, ext. 171.</p> <p>**Register by emailing AskAdult@btpl.org or with Adult Services, (248) 642-5800, ext. 171.</p> <p>***Register by emailing AskTech@btpl.org or with Systems, (248) 642-5800, ext. 121.</p> <p>OR register online at www.btpl.org/events</p>			<p>1</p> <p>**Pages Across Nations: An International Book Club 7 p.m.</p>	<p>2</p> <p>***PowerPoint Basics 5:30 p.m.</p> 	<p>3</p> <p>LIBRARY CLOSED FOR STAFF DEVELOPMENT DAY</p> 	<p>4</p> <p>Adult and Teen Craft Kit Release: Luminaria (Paper Lantern) Candle Shades <i>Bloomfield Twp. residents only while supplies last</i></p> <p>May the 4th Be With You and Free Comic Book Day 11 a.m. – 4:30 p.m.</p>
5	6	<p>7</p> <p>Fiber Arts Club 10 a.m. – Noon</p> <p>***Don't Get Scammed 5:30 p.m.</p> <p>**Movie Discussion Club 7 p.m.</p>	<p>8</p> <p>*Teen Crafting Conversations 4 p.m.</p> <p>***ChatGPT and AI 5:30 p.m.</p> <p>**Writers' Rendezvous 6:30 p.m.</p>	9	<p>10</p> <p>English Language Conversation Group 10 a.m. – Noon</p>	<p>11</p>  <p>Friends of the Library Second Saturday Book Sale 10 a.m. – 3 p.m. <i>(First hour Friends members only)</i></p>
12	13	<p>14</p> <p>**What's Your Story?: A Memoir Writing Group, 1 p.m.</p> 	<p>15</p> <p>**Mystery Book Club 1 p.m.</p> <p>***Google Apps 5:30 p.m.</p>	16	<p>17</p> <p>English Language Conversation Group 10 a.m. – Noon</p>	<p>18</p> <p>**Lecture: Plants Used by the Anishinabek of the Great Lakes with Nathan Wright 2 p.m.</p>
19	<p>20</p> <p>**Lunchtime Book Club 1 p.m.</p> <p>**Monday Night Book Club 7 p.m.</p>	<p>21</p> <p>Fiber Arts Club 10 a.m. – Noon</p> <p>**Tuesday Book Club 10 a.m.</p> <p>**Classics Book Club 7 p.m.</p>	<p>22</p> <p>**Writers' Rendezvous 6:30 p.m.</p> 	<p>23</p> <p>**Thursday Book Club 10 a.m.</p> <p>***Scanning and Photo Editing 5:30 p.m.</p>	<p>24</p> <p>English Language Conversation Group 10 a.m. – Noon</p>	25
<p>26</p> <p>LIBRARY CLOSED SUNDAY FOR MEMORIAL WEEKEND</p> 	<p>27</p> <p>LIBRARY CLOSED FOR MEMORIAL DAY</p>	<p>28</p> <p>**What's Your Story?: A Memoir Writing Group, 1 p.m.</p> <p>***Computer and Internet Basics, 5:30 p.m.</p> <p>**Lecture: Maintining Your Summer Garden, 7 p.m.</p>	<p>29</p>	<p>30</p>	<p>31</p> <p>English Language Conversation Group 10 a.m. – Noon</p>	

June 2024 Adult and Teen Programs

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	
	TEEN AND ADULT SUMMER READING EVENTS @ the Library Teen Summer Read: <i>A Court of Thorns and Roses</i> and <i>Nyxia Series</i> , June 1 – July 31 Summer Reading Kickoff and Food Truck Rally, Tuesday, June 18, 5:30 p.m. – 7 p.m. Teen Outdoor Adventure Scavenger Hunt, Tuesday, June 18 – Friday, August 9 Teen Craft Kit: <i>Iron-On Book Bag</i> , Available Tuesday, June 18 for Bloomfield Township Residents only. Tiny Art Craft Kit, Available Monday, July 1 for Bloomfield Township Residents only. Teen Adventure Duck Hunt, Wednesday, July 10, 3 p.m. – 4:30 p.m. Summer Puzzle Tournament, Saturday, July 20, 1 p.m. – 4 p.m., Registration begins June 20.			*Great Lakes Chamber Music Festival Event; Register at greatlakeschambermusic.org . **Register by emailing AskAdult@btpl.org or with Adult Services, (248) 642-5800, ext. 171. ***Register by emailing AskTech@btpl.org or with IT, (248) 642-5800, ext. 121. OR register online at www.btpl.org/events			1
2	3	4 Fiber Arts Club 10 a.m. – Noon ***Scanning and Photo Editing 5:30 p.m. **Movie Discussion Club 7 p.m.	5 **Pages Across Nations: An International Book Club, 7 p.m. 	6	7 English Language Conversation Group 10 a.m. – Noon	8  Friends of the Library Second Saturday Book Sale 10 a.m. – 3 p.m. (First hour Friends members only)	
9 	10 *Great Lakes Chamber Music Festival Artistic Encounters: Tai Murray 11 a.m. *Reigster for Great Lakes Chamber Musical Festival Events at greatlakeschambermusic.org	11 **What's Your Story?: A Memoir Writing Group 1 p.m. **Science Fiction / Fantasy Book Club 7 p.m.	12 *Great Lakes Chamber Music Festival Artistic Encounters: Peter Wiley 11 a.m. **Writers' Rendezvous 6:30 p.m.	13 ***PowerPoint Basics 5:30 p.m. 	14 English Language Conversation Group 10 a.m. – Noon	15 *Great Lakes Chamber Music Festival Classical Family: Accent Pontiac Bucket Band Workshop 11 a.m.	
16 	17 *Great Lakes Chamber Music Festival Artistic Encounters: Hsin-Yun Huang 11 a.m. **Lunchtime Book Club 1 p.m.	18 Fiber Arts Club 10 a.m. – Noon **Tuesday Book Club, 10 a.m. Summer Reading Kickoff and Food Truck Rally 5:30 p.m. – 7 p.m.	19 *Great Lakes Chamber Music Festival Artistic Encounters: Musical Chairs with Phillip Setzer, 11 a.m. **Mystery Book Club, 1 p.m. ***Microsoft Excel I, 5:30 p.m.	20 ***Don't Get Scammed! 5:30 p.m. 	21 English Language Conversation Group 10 a.m. – Noon	22	
23	24 **Monday Night Book Club 7 p.m. 	25 **What's Your Story?: A Memoir Writing Group, 1 p.m. ***Microsoft Excel II, 5:30 p.m. Film Screening: <i>Harry Bertoia, Master of Metal</i> 6:30 p.m.	26 ***Google Apps 5:30 p.m. **Writers' Rendezvous 6:30 p.m.	27 **Thursday Book Club 10 a.m. 	28 English Language Conversation Group 10 a.m. – Noon	29	

DATES FOR LIBRARY BOARD OF TRUSTEES

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

Saturday, June 8, 10:00 a.m. - 3:00 p.m. – Friends Second Saturday Sale
(with the first hour, 10-11 a.m., open to Friends members only)

Thursday, June 13, 9:00 a.m. – Building and Grounds Committee Meeting
(all Trustees)

Tuesday, June 18, 5:30 - 7:00 p.m. – Summer Reading Kickoff

Tuesday, June 18, 7:00 p.m. – Library Board Meeting (all Trustees)

Wednesday, June 19, 11:00 a.m. – Friends Monthly Board Meeting

Thursday, June 20, 10:00 a.m. – 60th Anniversary Subcommittee Meeting

Tuesday, June 25, 10:00 a.m. – Myers Scholarship Committee Meeting

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

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

Wednesday, July 17, 11:00 a.m. – Friends Monthly Board Meeting

Thursday, July 18, 10:00 a.m. – 60th Anniversary Subcommittee Meeting

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