

Please arrive at 6:30 p.m.
For the Myers Scholarship
Awards Ceremony



Bloomfield Township Public

Library

**Bloomfield Township Public Library
Board of Trustees**

Library Board Meeting
Tuesday, August 20, 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, August 20, 7:00 p.m.

#	<u>NUMBERED ITEMS</u>	<u>DATE DELIVERED</u>
1	Agenda	08/16/2024
2a	Request to remove items from the Consent Agenda for Discussion	08/16/2024
2b	Motion to approve the order of items for the regular and consent agendas	08/16/2024
5	Motion to approve remaining Consent Agenda items 6-8d	08/16/2024
6	Regular Board Meeting Minutes of July 16, 2024	08/16/2024
6a	Special Board Meeting Minutes of August 1, 2024	08/16/2024
7a	Cash Disbursements	08/16/2024
7b	Revenues/Expenditures Budget Report	08/16/2024
7c	Energy Report	08/16/2024
8a	President's Report – no report	
8b	Director's Report	08/16/2024
8c	Art Committee – no report	
8c	Advocacy Committee – no report	
8c	Ambassadors Group – 07/23/2024	08/16/2024
8c	Building and Grounds Committee – no report	
8c	Cranbrook – no report	
8c	Development Committee – no report	
8c	60 th Anniversary Subcommittee – 07/18/2024	08/16/2024
8c	60 th Anniversary Subcommittee – 08/15/2024	08/16/2024
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	
11a	Preliminary Proposed FY 2025-2026 Budget	08/16/2024
11b	Server Cluster Replacement Expenditure	08/16/2024
11c	2025 Holiday Calendar	08/16/2024
13	Motion to approve any items removed from the Consent Agenda	08/16/2024

	<u>UNNUMBERED ITEMS</u>	<u>DATE DELIVERED</u>
	Strategic Plan Update	08/16/2024
	Marketing Report	08/16/2024
	Press Mentions	08/16/2024
	Youth Services Events Calendar	08/16/2024
	Adult and Teen Services Events Calendar	08/16/2024
	Dates for Library Board of Trustees	08/16/2024

AGENDA
BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
BOARD OF TRUSTEES
Tuesday, August 20, 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 July 16, 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
11. New Business
 - a. Preliminary Proposed FY 2025-2026 Budget
 - b. Server Cluster Replacement Expenditure
 - c. 2025 Holiday Calendar
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, September 17, 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, July 16, 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; Administrative Assistant Linden Godlove

Guests: Alan Panter, Principal from Yeo & Yeo; Materials Services Clerical Assistant and SOC representative Laura Norman; Students from International Academy

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

Upon discussion, a motion was made by Joan Luksik, seconded by Keith Carduner, **TO APPROVE THE ORDER OF ITEMS AS LISTED ON THE AGENDAS WITH THE FOLLOWING ITEMS REMOVED FROM CONSENT AGENDA AS FOLLOWS: 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 receives many emails from the national PTA and wanted to share their proposed resolution acknowledging that all students benefit from inclusive curricula and need access to information in school and public libraries to experience a diversity of ideas and oppose book banning. <https://www.pta.org/docs/default-source/files/events/convention/2024/proposed-resolution-on-protecting-access-to-books-and-media-in-schools-and-libraries.pdf>

DIRECTOR'S VERBAL REPORT:

Director Moon addressed the new pages in the board packet: the quarterly database statistical report. The goal of the report is to share usage patterns of a select group of databases and other online resources. These databases represent significant resources of both financial and staff time.

The databases selected represent core resources of this type in the Library's collections. Ancestry,

MorningStar, Reference Solutions, and ValueLine all provide vetted, authoritative information on topics from genealogy to finance to business research. The electronic materials databases of hoopla, Kanopy, Libby, PressReader, and Tumblebooks allow patrons to access books, audiobooks, magazines, newspapers, and more in digital formats from anywhere. They have features that respond to accessibility needs like font sizes and styles and include resources in languages other than English. BookFLIX and Scholastic Teachables support learners and educators in literacy and educational contexts both at home and in school settings.

There was discussion of removing materials from the packet to reduce the size of the packet. It was agreed the meeting room and fines and fees reports were not necessary.

The cedar fascia will be an agenda item at the August 8 Building and Grounds Committee meeting to address questions and concerns of the Board. The roof repair will likely take place around the beginning of August. The drainage improvements project is under review by the Township.

United for Libraries, a subsection of the American Library Association, is offering a virtual conference for trustees, Friends, and foundations on July 31-August 1. The first day is devoted to library trustees and has some interesting topics. The Library of Michigan underwrites this, so there is no cost to attend.

Canton Public Library promoted visiting libraries statewide, including Bloomfield Township Public Library for its gardens.

IT staff will conduct a survey of residents that will help develop future computer class offerings. They will ask questions about topics and schedule.

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

A vote was taken for approval of the motion.

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

Nays: None

MOTION CARRIED

REGULAR AGENDA:

Call to the public.

Students were in attendance for a class assignment.

Laura Norman, Materials Services Clerical Assistant, representing the SOC, shared updates of their activities.

10. UNFINISHED BUSINESS:

None.

11. NEW BUSINESS:

11a. 2023/2024 Audit Review

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

The Library received a clean or unmodified opinion from Yeo & Yeo for FY 2023-2024.

Mr. Panter answered questions from the Trustees.

Upon discussion, a motion was made by Joy Murray, seconded by Joan Luksik, **TO ACCEPT THE FISCAL YEAR 2023-2024 AUDIT REPORT AS PRESENTED AND PLACED ON FILE.**

A vote was taken for approval of the motion.

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

Nays: None

MOTION CARRIED

11b. Fiscal Year 2023/2024 Annual Report

Assistant Director Katherine Bryant shared the Library's 2023-2024 Annual Report.

The Annual Investment Report was included for the board's review as required. This report compares the Library's investment returns with the standard national average to reassure the Trustees that the Library is investing under relatively standard circumstances. This report requirement came from PA 20 and is also cited in the Library Investment Policy.

The Library FY 2023/2024 Annual Report will be posted on the Library website.

Upon discussion, a motion was made by Shane Spradlin, seconded by Joy Murray, **TO ACCEPT THE LIBRARY ANNUAL REPORT AND ANNUAL INVESTMENT REPORT FOR FISCAL YEAR 2023/2024.**

A vote was taken for approval of the motion.

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

Nays: None

MOTION CARRIED

11c. Printer Award

Assistant Director Katherine Bryant reviewed the process of reviewing proposals from five companies that responded to the Library's request for proposals for staff printer replacement and maintenance. Director Moon and Assistant Director Bryant responded to questions. Administration recommends awarding the bid to Applied Innovation.

Upon discussion, a motion was made by Joy Murray, seconded by Joan Luksik, **TO AWARD THE BID FOR STAFF PRINTER REPLACEMENT AND MAINTENANCE FOR BLOOMFIELD TOWNSHIP PUBLIC LIBRARY TO APPLIED INNOVATION, 5555 GLENWOOD HILLS PARKWAY SE, GRAND RAPIDS, MI 49512.**

A vote was taken for approval of the motion.

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

Nays: None

MOTION CARRIED

12. DISCUSSION OF ITEMS REMOVED FROM THE CONSENT AGENDA

- Trustee Shane Spradlin removed 7B and inquired about the budget. He wanted to know about money spent on service databases, which was a large percentage. This is due to timing of billing. He inquired about the building insurance, which was greater than the amount budgeted, but this is also due to the timing of the billing. The Library is on the Township's policy.
- Trustee Joan Luksik removed 7A and inquired about MaintainX. She wanted to know how this interacts with the Library system. It is a web-based portal that can have all facility

invoices input, using AI to track these expenses and time, and provide an analysis and compile reports. Payments are still processed by the Finance Coordinator.

- Trustee Joan Luksik removed 7A and inquired about the expense for Butzel Long legal services. Director Moon explained that legal fees increased because the Library received an EEOC complaint.

Upon discussion, a motion was made by Joan Luksik, seconded by Shane Spradlin, **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:

Joy Murray wished to commend the Friends of the Library for their silent auctions of unique donations in recent months. The Friends earned over \$6,000 for the July second Saturday sale. She applauded their organization of their sales.

The next board meeting will be Tuesday, August 20, 2024. The Myers Scholarship will be awarded before the meeting at 6:30 p.m. During this meeting, the FY 2025/2026 Budget will be reviewed.

At 8:12 p.m. President Gillman adjourned the meeting.

Submitted by:



Joan Luksik, Secretary

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

Bloomfield Township Public Library
Oakland County, Michigan
Thursday, August 1, 2024
Library Board Room

The special meeting of the Bloomfield Township Public Library Board of Trustees was held on Thursday, August 1, 2024 at the Library. The meeting was called to order by Vice President Judy Lindstrom at 9:03 a.m.

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

Absent: None

Administration: Director Tera Moon; Assistant Director Katherine Bryant; Finance Coordinator Monica Gower

Guests: Matt Whitty of Schwartz and Company

Upon discussion, a motion was made by Joy Murray, seconded by Joan Luksik **TO APPROVE THE ORDER OF ITEMS FOR THE SPECIAL AGENDA.**

A vote was taken for approval of the motion.

Ayes: Carduner, Lindstrom, Luksik, Murray, Spradlin

Nays: None

MOTION CARRIED

CALL TO THE PUBLIC:

None present.

UNFINISHED BUSINESS:

No discussion at this time.

NEW BUSINESS:

4a Library Investment Review

Schwartz & Co. provided an overview of the Library's investments. Matt Whitty presented up to date information on the Library's investments.

4b Budget Review – FY 2025/2026 Proposed Preliminary Budget

Tera Moon explained that this is a work session to study and review the preliminary proposed budget. She provided an overview of the FY 2025/2026 Preliminary Budget, including amendments to the current FY 2024/2025 budget. She reviewed the General

Fund, the Gift Fund, and the capital improvements program. She expressed thanks to the team of Administration, especially Finance Coordinator Monica Gower, and Department Heads for helping prepare and present this preliminary budget. She thanked the Trustees for their careful review and questions. Shane Spradlin asked that the Library update the future investment earnings on page 38 and the 2025/2026 CIP budget line before the August 20 board meeting.

4c Proposed 2025 Calendar

The proposed 2025 calendar includes 11 total days closed to the public and two early closings. The Library closes early two evenings in 2025, including Thanksgiving Eve on Wednesday, November 26, and New Year's Eve on Wednesday, December 31. The Library will close at 5:30pm on both days. It was proposed that the Library again remain closed on Sunday, May 25, 2025 (Memorial Day Weekend), and Sunday, August 31, 2025 (Labor Day Weekend). Previous years have shown that residents do not visit the Library in large numbers on these Sundays near holidays. Sunday hours are in addition to library staff regular hours during the week so the impact on staff pay and schedules would be minimal. It was also proposed that Staff Development Day be moved to Veterans Day, Tuesday, November 11, 2025, to avoid conflicting with early voting dates in early May. Dani Gillman inquired about adding Muslim holidays to the calendar.

OTHER:

Tera shared a new reusable tote bag that Circulation will offer to patrons for \$1, in lieu of the single use plastic bags. The Friends of the Library gave money to purchase the bags, and they feature the Friends logo. Plastic bags will still be available upon request while supplies last.

The Library has received a request for reconsideration for *A Court of Thorns and Roses* by Sarah J. Maas. The Library shelves this book in the Teen section and featured it in the Summer Reading Challenge for older teens. The patron wants the book moved to the Adult section. Tera has met with the Adult and Teen Services staff to discuss this request for reconsideration.

Tera will be out of town next week due to a family emergency. The Building and Grounds Committee meeting that was scheduled for Thursday, August 8 will be cancelled. Tera shared updates about the detention basin project and the spaces renovation project.

The next Library Board Meeting will be Tuesday, August 20 at 7:00 p.m. and the Myers Scholarship Awards will be presented at 6:30 p.m. The topic will be the preliminary proposed budget for FY 2025/2026.

Meeting adjourned at 10:39 a.m.

Submitted By:



Joan Luksik, Secretary

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

Check #	Date	Payee	Cash Account	Amount
General Fund				
ADVANCE CHECKS:				
24107	7/10/24	GREAT OAKS MAINTENANCE	016.01	1,880.00
24108	7/10/24	LOWE'S	016.01	53.93
24109	7/10/24	ULINE	016.01	58.06
24161	7/16/24	AMAZON CAPITAL SERVICES	016.01	1,299.84
24162	7/16/24	CONSUMERS ENERGY	016.01	4,687.08
24164	7/16/24	Igor Gesse	016.01	9.00
24165	7/16/24	MICHIGAN LIBRARY ASSOCIATION	016.01	300.00
24167	7/24/24	Antonina Bommarito	016.01	39.00
24168	7/24/24	APPLIED INNOVATION	016.01	1,427.89
24169	7/24/24	AT&T	016.01	736.60
24170	7/24/24	AMANDA CARROLL	016.01	117.49
24171	7/24/24	XFINITY	016.01	75.50
24172	7/24/24	FNBO	016.01	4,464.93
24173	7/24/24	LATONIA PHILLIPS	016.01	243.86
24174	7/24/24	Martha McGee	016.01	425.63
24175	7/24/24	PRINCIPAL LIFE INSURANCE COMPANY	016.01	903.45
24176	7/24/24	PTS Communications	016.01	163.80
24177	7/24/24	VIGILANTE SECURITY	016.01	1,950.00
24180	8/1/24	DTE ENERGY	016.01	23,823.38
24181	8/1/24	Mobility City of Metro Detroit	016.01	450.00
24182	8/7/24	AMAZON CAPITAL SERVICES	016.01	3,307.43
24183	8/7/24	AT&T	016.01	33.99
24184	8/7/24	Chantrel Robbins	016.01	1.25
24185	8/7/24	OTC BRANDS, INC.	016.01	217.13
24186	8/7/24	TERMINIX PROCESSING CTR.	016.01	183.00
Total				46852.24
REGULAR CHECKS:				
24187	8/12/24	AERO FILTER, INC	016.01	4,121.20
24188	8/12/24	AMERICAN LIBRARY ASSOCIATION	016.01	208.00
24189	8/12/24	AMERICAN PEST CONTROL	016.01	955.00
24190	8/12/24	ANN ARBOR DISTRICT LIBRARY	016.01	14.00
24191	8/12/24	ASSA ABLOY ENTRANCE SOLUTIONS	016.01	50.45
24192	8/12/24	AUGIES BUILDING SERVICES	016.01	20,507.75
24193	8/12/24	AUNALYTICS, INC.	016.01	2,111.08
24194	8/12/24	BAKER & TAYLOR, INC.	016.01	13,347.12
24195	8/12/24	BLOOMFIELD TOWNSHIP	016.01	4,178.74
24196	8/12/24	BLOOMFIELD TOWNSHIP	016.01	307,216.03
24197	8/12/24	C& G PUBLISHING	016.01	108.75
24198	8/12/24	CAPSTONE	016.01	1,099.09
24199	8/12/24	CBM LLC CHERRY LAKE PUBLISHING	016.01	548.80
24200	8/12/24	CENGAGE LEARNING/GALE	016.01	997.22
24201	8/12/24	CINTAS CORPORATION	016.01	125.85
24202	8/12/24	CRABTREE PUBLISHING COMPANY	016.01	558.65
24203	8/12/24	DEMCO, INC.	016.01	359.85
24204	8/12/24	ENVISIONWARE, INC.	016.01	1,766.20
24205	8/12/24	FARMINGTON COMMUNITY LIBRARY	016.01	5,664.86
24206	8/12/24	FRANK REWOLD AND SON, INC.	016.01	4,800.00
24207	8/12/24	GREAT OAKS MAINTENANCE	016.01	7,426.42
24208	8/12/24	KANOPY, INC.	016.01	10,354.00
24209	8/12/24	LJ ROLLS REFRIGERATION CO., INC	016.01	20,569.00
24210	8/12/24	TOG Development, LLC / DBA LocalHop	016.01	4,484.00
24214	8/12/24	MICHIGAN STATE UNIVERSITY	016.01	8.00
24215	8/12/24	MICROMARKETING LLC	016.01	679.29
24218	8/12/24	MIDWEST TAPE	016.01	2,823.11
24219	8/12/24	NICHOLS/NETWORK SERVICES CO	016.01	2,128.75
24220	8/12/24	ONLINE COMPUTER LIBRARY CENTER	016.01	3,242.80
24221	8/12/24	OVERDRIVE	016.01	14,545.47
24222	8/12/24	PLAYAWAY PRODUCTS LLC	016.01	1,632.73
24223	8/12/24	PLYMOUTH DISTRICT LIBRARY	016.01	29.00
24224	8/12/24	PROQUEST-CSA LLC	016.01	1,539.19
24225	8/12/24	PTS Communications	016.01	85.80
24226	8/12/24	ROSEN PUBLISHING	016.01	1,163.57
24227	8/12/24	THE ROWMAN & LITTLEFIELD PUBLISHING GRP	016.01	241.57

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

Check #	Date	Payee	Cash Account	Amount
24228	8/12/24	SIEMENS INDUSTRY, INC.	016.01	4,291.00
24229	8/12/24	Spalding Dedecker	016.01	1,200.00
24230	8/12/24	THE CREATIVE COMPANY	016.01	1,631.15
24231	8/12/24	THE FLYING LOCKSMITH, DETROIT NORTH	016.01	2,446.30
24232	8/12/24	THOMSON REUTERS- WEST	016.01	155.74
24233	8/12/24	UNIQUE MANAGEMENT SERVICES, INC.	016.01	118.20
24234	8/12/24	WALLACEBURG BOOKBINDING & MFG	016.01	316.79
24235	8/12/24	Yellow Door US LLC	016.01	197.73
24236	8/12/24	YEO & YEO	016.01	14,000.00
Total				464048.25

Gift Fund

ADVANCE CHECKS:

5562	7/10/24	Ryan Honick	012.03	1,250.00
5563	7/16/24	AMAZON.COM	012.03	299.05
5564	7/16/24	Lauren Catoni-Ellis	012.03	758.57
5565	7/24/24	Bloomfield Township	012.03	40.00
5566	7/24/24	FNBO	012.03	755.80
5567	7/24/24	STATE OF MICHIGAN	012.03	50.00
5568	8/1/24	Hugo Cardenas	012.03	830.00
5569	8/7/24	AMAZON.COM	012.03	529.02
Total				4512.44

REGULAR CHECKS:

5570	8/12/24	BAKER & TAYLOR	012.03	2365.23
5571	8/12/24	BLOOMFIELD TWP. PUBLIC LIBRARY	012.03	305.85
5572	8/12/24	Industrial Sewing & Innovation Ctr.	012.03	200.00
5573	8/12/24	LAKESHORE LEARNING MATERIALS, LLC	012.03	379.81
5574	8/12/24	SCOTT NELSON	012.03	600.00
Total				3850.89

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

- Yellow Door US LLC
- Igor Geese
- Antonina Bommarito

General Fund – Advance Checks:

- Check #24162 made payable to Consumers Energy in the amount of \$4,687.08 was payment for natural gas service for the period 6/5-7/2.
- Check #24164 made payable to Igor Gesse in the amount of \$9.00 was a refund for a returned billed item.
- Check #24165 made payable to Michigan Library Association in the amount of \$300.00 was payment for an annual conference registration fee.
- Check #24167 made payable to Antonina Bommarito in the amount of \$39.00 was a refund for a returned billed item.
- Check #24170 made payable to Amanda Carroll in the amount of \$117.49 was reimbursement for the purchase of program supplies.
- Check #24172 made payable to FNBO in the amount of \$4,464.93 was payment for purchases made by staff using library-issued credit cards. Previously this appeared on the register as a payment to Flagstar. Due to Flagstar's recent corporate reorganization, credit card service is now managed by FNBO.
- Check #24173 made payable to Latonia Phillips in the amount of \$243.86 was reimbursement for purchase of program supplies.
- Check #24174 made payable to Martha McGee in the amount of \$425.63 was reimbursement for purchase of Library Shop inventory.
- Check #24180 made payable to DTE Energy in the amount of \$23,823.38 was payment for electric service for the period 6/7-7/8.
- Check #24181 made payable to Mobility City of Metro Detroit in the amount of \$450.00 was a monthly payment for maintenance of motorized wheelchairs.

- Check #24184 made payable to Chantrel Robbins in the amount of \$1.25 was a refund for a returned billed item.

General Fund – Regular Checks:

- Check #24188 made payable to American Library Association in the amount of \$208.00 was payment for an individual membership.
- Check #24190 made payable to Ann Arbor District Library in the amount of \$14.00 was payment for a lost MeLCAT item.
- Check #24192 made payable to Augies Building Services in the amount of \$20,507.75 was for three invoices: \$4,105.40 for carpet cleaning; \$3,657.40 for carpet cleaning; \$12,744.95 for regular monthly cleaning services including squirrel removal.
- Check #24195 made payable to Bloomfield Township in the amount of \$4,178.74 was payment for water & sewer service for the period 6/18-7/18.
- Check #24196 made payable to Bloomfield Township in the amount of \$307,216.03 was payment for two payrolls including FICA, health insurance, etc.
- Check #24205 made payable to Farmington Community Library in the amount of \$5,664.86 was payment for Metro Net annual dues & a database renewal.
- Check #24206 made payable to Frank Rewold and Son, Inc. in the amount of \$4,800.00 was for an annual roof inspection.
- Check #24208 made payable to Kanopy, Inc. in the amount of \$10,354.00 was an annual deposit payment for patron use of Kanopy content.
- Check #24209 made payable to LJ Rolls Refrigeration Co., Inc in the amount of \$20,569.00 was payment for four invoices: \$290 for a boiler service call; \$8,295.56 for installment of a humidifier; \$7,461.00 for chiller maintenance; \$4,522.44 for electrical work.
- Check #24210 made payable to TOG Development, LLC / DBA LocalHop in the amount of \$4,484.00 was an annual payment for meeting room and program registration software.
- Check #24214 made payable to Michigan State University in the amount of \$8.00 was payment for a lost MeLCAT item.
- Check #24220 made payable to Online Computer Library Center in the amount of \$3,242.80 was payment for EZ Proxy Hosting (allows patrons to access library database remotely).

- Check #24223 made payable to Plymouth District Library in the amount of \$29.00 was payment for a lost MeLCAT item.
- Check #24228 made payable to Siemens Industry, Inc. in the amount of \$4,291.00 was payment for a new sensor added to the building maintenance system.
- Check #24229 made payable to Spalding DeDecker in the amount of \$1,200.00 was payment for work on the drainage improvement project.
- Check #24236 made payable to Yeo & Yeo in the amount of \$14,000.00 was payment for audit services.

Gift Fund - Advance Checks:

- Check #5562 made payable to Ryan Honick in the amount of \$1,250.00 was payment of a deposit for a program speaker.
- Check #5564 made payable to Lauren Catoni-Ellis in the amount of \$758.57 was reimbursement for purchase of program supplies.
- Check #5565 made payable to Bloomfield Township in the amount of \$40.00 was payment for a 1-day liquor license application for the 60th anniversary party.
- Check #5567 made payable to State of Michigan in the amount of \$50.00 was payment for a 1-day liquor license application for the 60th anniversary party.
- Check #5568 made payable to Hugo Cardenas in the amount of \$830.00 was reimbursement for payment of a broken picture frame.

Gift Fund - Regular Checks:

- Check #5571 made payable to Bloomfield Twp. Public Library in the amount of \$305.85 was reimbursement to the general fund.
- Check #5572 made payable to Industrial Sewing & Innovation Ctr. in the amount of \$200.00 was payment for a program presenter.
- Check #5573 made payable to Lakeshore Learning Materials, LLC in the amount of \$379.81 was payment for items for the STEAM collection.
- Check #5574 made payable to Scott Nelson in the amount of \$600.00 was payment for piano tuning.

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

7b

PRESENTED: AUGUST 20, 2024 FOR THE MONTH OF: JULY, 2024

ACCOUNT NAME	2024-2025	2024-2025	REVENUE/	REVENUE/	% OF	VARIANCE	Four Months 33%
	ADOPTED BUDGET	AMENDED BUDGET	EXPENSE	EXPENSE	BUDGET		
	AS OF MARCH 19, 2024	AS OF MARCH 19, 2024	CURRENT MONTH	YTD	YTD		
Revenues							
Taxes	\$8,922,094	\$8,922,094	(\$9,091)	(\$9,091)	-0.10%	(\$8,931,185)	*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	\$0	\$22,280	54.61%	(\$18,520)	
Circulation Fines & Fees	\$8,500	\$8,500	\$1,242	\$4,080	48.00%	(\$4,420)	
Charges for Services	\$10,651	\$10,651	\$1,243	\$3,514	32.99%	(\$7,137)	
Photocopy Fees	\$651	\$651	\$223	\$514	78.97%	(\$137)	
Room Rental Fees	\$10,000	\$10,000	\$1,020	\$3,000	30.00%	(\$7,000)	
Investment earnings	\$610,000	\$610,000	\$84,165	\$279,862	45.88%	(\$330,138)	
Interest/Dividends	\$610,000	\$610,000	\$45,942	\$188,071	30.83%	(\$421,929)	
Change in Asset Value	\$0	\$0	\$38,223	\$91,791	0.00%	\$91,791	
Miscellaneous	\$13,451	\$13,451	\$272	\$2,255	16.77%	(\$11,196)	*vending commission down
Miscellaneous Revenue	\$3,370	\$3,370	\$0	\$0	0.00%	(\$3,370)	
Library Shop	\$4,081	\$4,081	\$272	\$1,242	30.43%	(\$2,839)	
Cafe	\$6,000	\$6,000	\$0	\$1,013	16.89%	(\$4,987)	
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.Fx	\$20,000	\$20,000	\$0	\$0	0.00%	(\$20,000)	
Total Revenues	\$9,677,191	9,677,191	\$77,831	\$302,901	3.13%	(\$9,374,290)	*some sources of revenue come later in the year
Expenditures							
Personnel	\$5,205,396	\$5,205,396	\$295,541	\$1,660,036	31.89%	(\$3,545,360)	
Salaries & Wages	\$3,359,218	\$3,359,218	\$247,519	\$1,190,445	35.44%	(\$2,168,773)	
Social Security	\$256,598	\$256,598	\$17,770	\$61,807	24.09%	(\$194,791)	
Employee Insurances	\$985,955	\$985,955	\$21,205	\$168,467	17.09%	(\$817,488)	
Retirement	\$603,625	\$603,625	\$9,047	\$239,317	39.65%	(\$364,308)	
Retiree Health Care - OPEB	\$0	\$0	\$0	\$0	0.00%	\$0	
Library Services	\$842,132	\$842,132	\$58,602	\$303,209	36.00%	(\$538,923)	*large database expenditures will even out
Electronic Serv.-Databases	\$220,408	\$220,408	\$11,865	\$119,027	54.00%	(\$101,381)	
Electronic Services-Skyriver	\$27,000	\$27,000	\$0	\$24,615	91.17%	(\$2,385)	
Books	\$323,908	\$323,908	\$28,969	\$97,750	30.16%	(\$226,158)	
Processing & Supplies	\$24,000	\$24,000	\$2,179	\$5,381	22.42%	(\$18,619)	
Periodicals/Docs/Ref. Serv.	\$69,650	\$69,650	\$397	\$9,035	12.97%	(\$60,615)	
Music	\$8,500	\$8,500	\$473	\$1,847	21.73%	(\$6,653)	
Audiobooks	\$77,623	\$77,623	\$9,191	\$21,172	27.27%	(\$56,452)	
DVD's	\$41,000	\$41,000	\$2,457	\$9,619	23.46%	(\$31,381)	
Accessibility Support Collection	\$10,043	\$10,043	\$248	\$363	3.61%	(\$9,680)	
Programming	\$40,000	\$40,000	\$2,813	\$14,400	36.00%	(\$25,600)	
Facilities & Equipment	\$1,206,967	\$1,206,967	\$91,039	\$402,531	33.35%	(\$804,436)	
Repairs/Maint. Supplies	\$65,000	\$65,000	\$5,824	\$21,195	32.61%	(\$43,805)	
Telephone	\$17,450	\$17,450	\$995	\$3,721	21.32%	(\$13,729)	
Building Insurance	\$58,017	\$58,017	\$0	\$65,842	113.49%	\$7,825	
Public Utilities	\$384,000	\$384,000	\$32,689	\$123,646	32.20%	(\$260,354)	
Building Maintenance	\$291,106	\$291,106	\$33,637	\$118,265	40.63%	(\$172,841)	
Equipment Maintenance	\$24,210	\$24,210	\$1,428	\$4,168	17.22%	(\$20,042)	
Grounds Maintenance	\$96,675	\$96,675	\$8,381	\$34,959	36.16%	(\$61,717)	
Computer System Maint.	\$254,508	\$254,508	\$9,661	\$25,682	10.04%	(\$227,826)	
Equipment	\$16,000	\$16,000	(\$577)	\$4,053	25.33%	(\$11,947)	
Other Operating Expenditures	\$2,383,895	\$2,383,895	\$63,309	\$287,774	12.07%	(\$2,096,121)	
Office/Computer Supplies	\$32,480	\$32,480	\$1,394	\$6,463	19.90%	(\$26,017)	Revenue within 2% of percentage of year
Postage	\$25,090	\$25,090	\$313	\$7,286	29.04%	(\$17,804)	between 2.5% under percentage of year
Professional Services	\$128,156	\$128,156	\$25,679	\$68,981	53.83%	(\$59,175)	more than 5% under percentage of year
Projects	\$2,114,165	\$2,114,165	\$29,177	\$175,296	8.34%	(\$1,937,879)	
Staff Development/Travel	\$37,650	\$37,650	\$1,270	\$11,070	29.40%	(\$26,580)	Expenditures between 2.5% under
Printing & Publishing	\$25,050	\$25,050	\$109	\$6,139	24.51%	(\$18,911)	within 1.5%
Dues & Membership	\$14,224	\$14,224	\$4,708	\$10,113	71.10%	(\$4,111)	over %
Bank Expenses	\$4,720	\$4,720	\$234	\$927	19.65%	(\$3,793)	
Library Shop Expenses	\$2,000	\$2,000	\$426	\$509	25.46%	(\$1,491)	
Cafe Expenses	\$360	\$360	\$0	\$0	0.00%	(\$360)	
Total Expenditures	\$9,638,390	\$9,638,390	\$508,491	\$2,653,549	27.53%	(\$6,984,841)	
Fund Balance - Beginning	\$13,833,927	\$13,833,927		\$13,833,927			
Net revenue (expenditure)	\$38,801	\$38,801		(\$2,350,648)			
Fund Balance - Ending	\$13,872,728	\$13,872,728		\$11,483,279			

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)	\$8,737,787	\$8,737,787				
Unassigned Fund Balance (is the unplanned emergency amount)	\$100,000	\$100,000				

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

PRESENTED: AUGUST 20, 2024 FOR THE MONTH OF: JULY, 2024

Four Months 33%

ACCOUNT NAME	2024-2025 ADOPTED BUDGET AS OF MAR 19, 2024	2024-2025 AMENDED BUDGET AS OF MAR 19, 2024	REVENUE/ EXPENSE CURRENT MONTH	REVENUE/ EXPENSE YTD	% OF BUDGET YTD	VARIANCE
<u>Revenues</u>						
Gift Income	\$500	\$59,134	\$18,399	\$58,634	99.15%	(\$500)
Gift Revenue	\$0	\$395	\$150	\$395	100.00%	\$0
Friends of the Library	\$0	\$54,673	\$18,249	\$54,673	100.00%	\$0
Atkinson Trust	\$0	\$1,510	\$0	\$1,510	100.00%	\$0
BTPL Endowment Fund/Amber Trust	\$0	\$0	\$0	\$0	0.00%	\$0
Myers Scholarship	\$500	\$1,730	\$0	\$1,230	71.10%	(\$500)
Smith Challenge Grant	\$0	\$0	\$0	\$0	#DIV/0!	\$0
Fair Radom Garden Endowment	\$0	\$826	\$0	\$826	100.00%	\$0
Library Director's Legacy Fund	\$0	\$0	\$0	\$0	0.00%	\$0
Investment Earnings	\$200	\$200	\$30	\$112	55.90%	(\$88)
Miscellaneous Revenue	\$0	\$0	\$0	\$0	0.00%	\$0
Total Revenues	\$700	\$59,334	\$18,429	\$58,746	99.01%	(\$588)
<u>Expenditures</u>						
Library Services	\$75,589	\$125,167	\$14,057	\$26,594	21.25%	(\$98,573)
Facilities & Equipment	\$34,382	\$34,382	\$8,564	\$10,079	29.31%	(\$24,303)
Other Operating Expenditures	\$52,224	\$61,280	\$4,001	\$9,284	15.15%	(\$51,996)
Total Expenditures	\$162,195	\$220,829	\$26,622	\$45,957	20.81%	(\$174,872)
Fund Balance - Beginning	\$161,695	\$161,695		\$161,695		
Net revenue (expenditures)	(\$161,495)	(\$161,495)		\$12,789		
Fund Balance - Ending	\$200	\$200		\$174,484		

Bloomfield Township Public Library
Asset Allocation Summary
JULY 2024

Fund	Type	Annual Yield	Date	Amount on Hand
General Fund				
	5th 3rd Checking (Ecommerce)	0.00%	7/31/2024	\$150,257.43
	Flagstar Public Funds Savings	4.15%	7/31/2024	\$215,856.48
	Flagstar Premier Public Entities Checking	1.05%	7/31/2024	\$662,224.67
	RBC Capital Cash/Money Market	0.85%	7/31/2024	\$20,111.43
	RBC Capital - Investments	4.90%	7/31/2024	\$14,087,790.43
	Total General Fund			<u>\$15,136,240.44</u>
	Please see General Fund budget for notes on how this amount is earmarked			
Gift Fund				
	Huntington Public Fund Business Interest Checking	0.29%	7/31/2024	\$118,031.01
	Huntington CD (Charnov gift) - matures 02/04/2025	4.30%	7/31/2024	\$50,000.00
	Fifth Third Bank Business Standard Checking	0.00%	7/31/2024	\$15,948.10
	Total Gift Fund			<u>\$183,979.11</u>

CFSEM

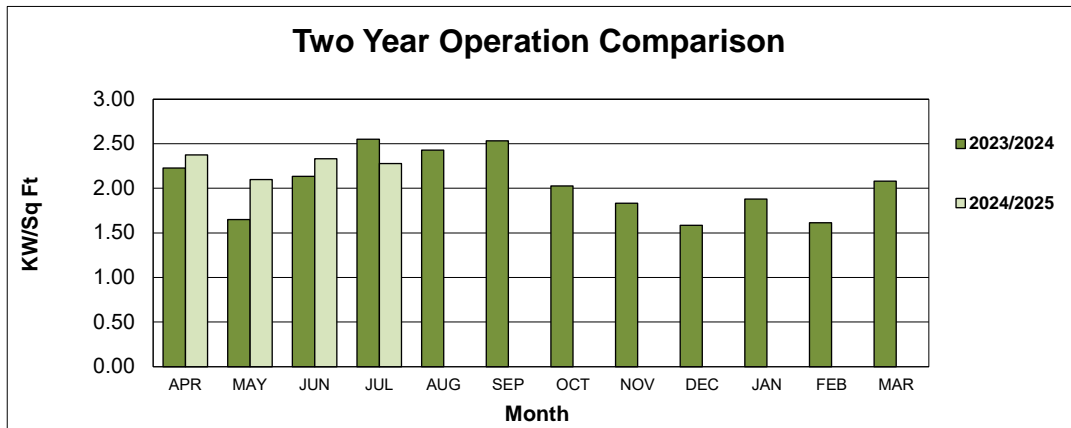
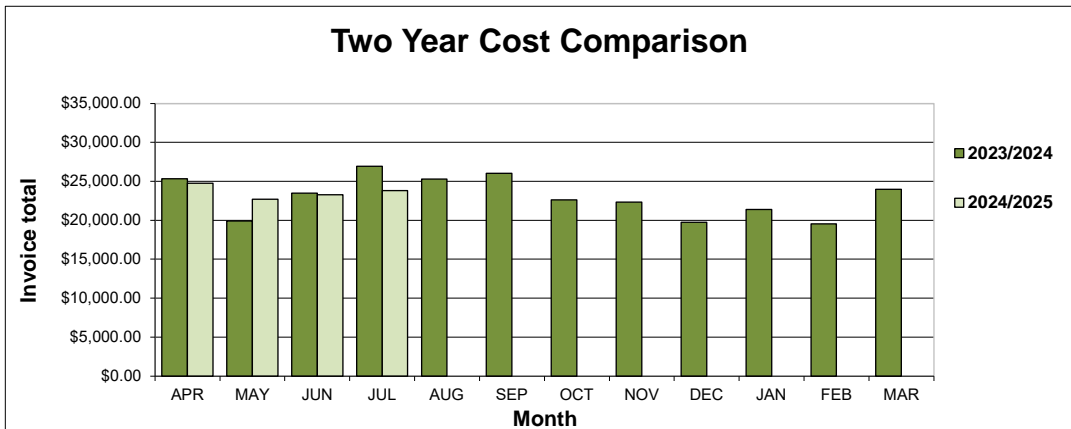
The following endowment funds are administered by the Community Foundation for Southeast Michigan (CFSEM). CFSEM maintains unilateral variance power and legal ownership of the endowment funds, and therefore, principal is not available to BTPL. Earnings are available for distribution to the Library for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

	<i>Updated 6/2024</i>	
Jeanette P. Myers Memorial Scholarship Fund	12/31/2023	\$16,270.00
Yvonne T. Atkinson Fund	12/31/2023	\$35,126.00
Lawrence Smith and Isabel Francis Smith Challenge Grant Fund	12/31/2023	\$38,208.83
BTPL Endowment Fund	12/31/2023	\$49,911.17
Fair Radom Garden Endowment Fund	12/31/2023	\$19,997.00
BTPL Director's Legacy Fund	12/31/2023	\$23,032.00
Total CFSEM holdings		<u>\$182,545.00</u>

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	\$22,717.34	\$2,819.58	212,072	\$0.11	285.04	2.10	\$30.53	\$0.22
JUN	\$23,496.49	\$23,261.35	(\$235.14)	235,732	\$0.10	327.41	2.33	\$32.31	\$0.23
JUL	\$26,914.27	\$23,823.38	(\$3,090.89)	230,062	\$0.10	309.22	2.28	\$32.02	\$0.24
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	\$94,575.44	(\$181,923.57)						

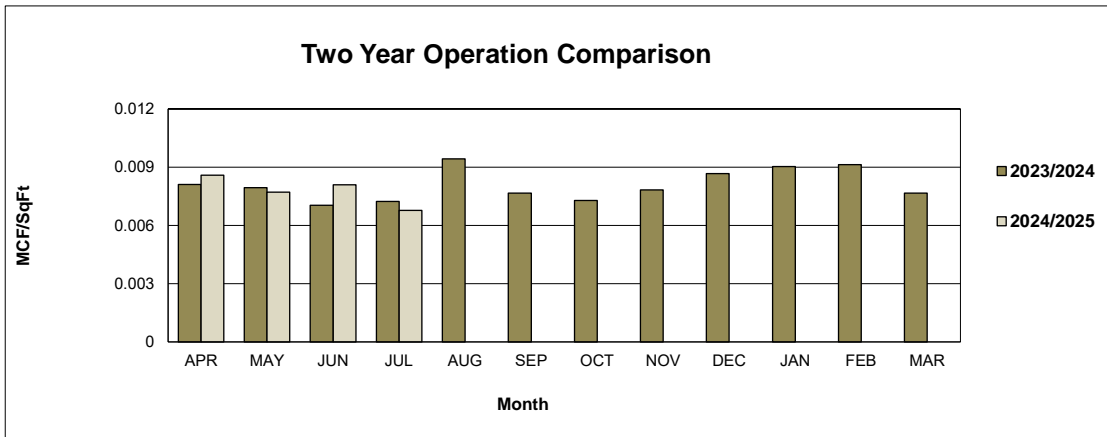
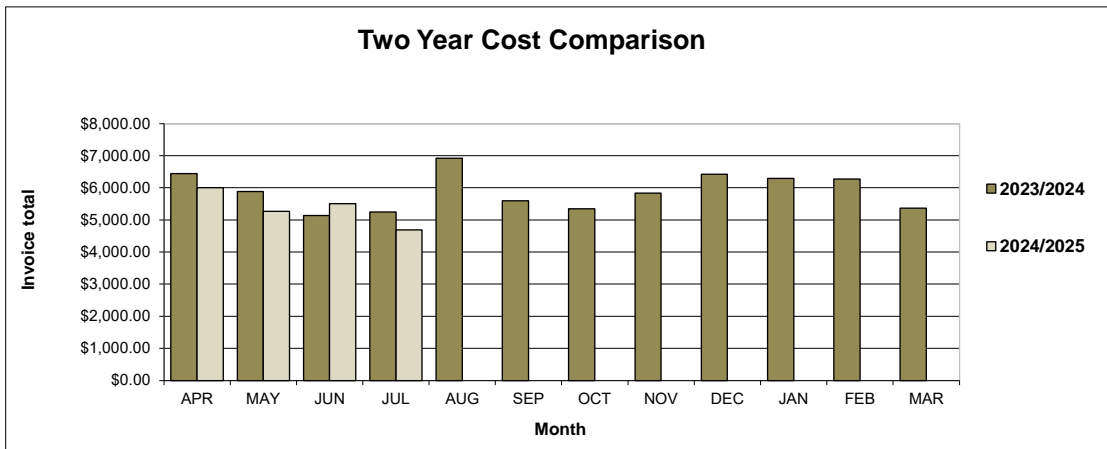


Bloomfield Township Public Library Natural Gas Analysis

Building Area = 101,023

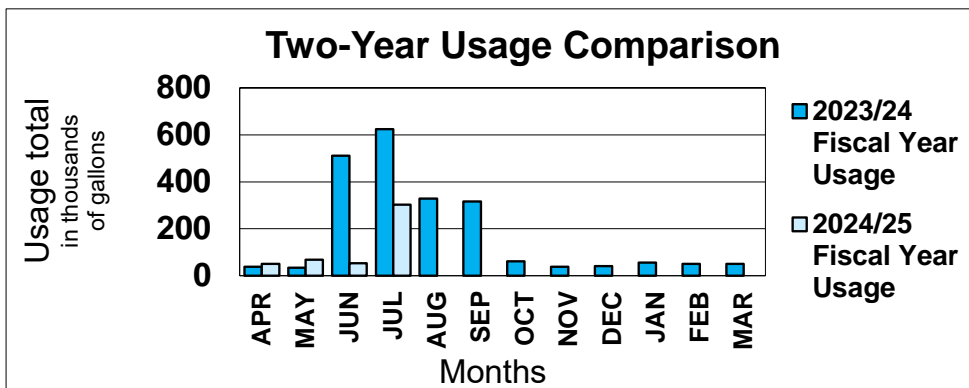
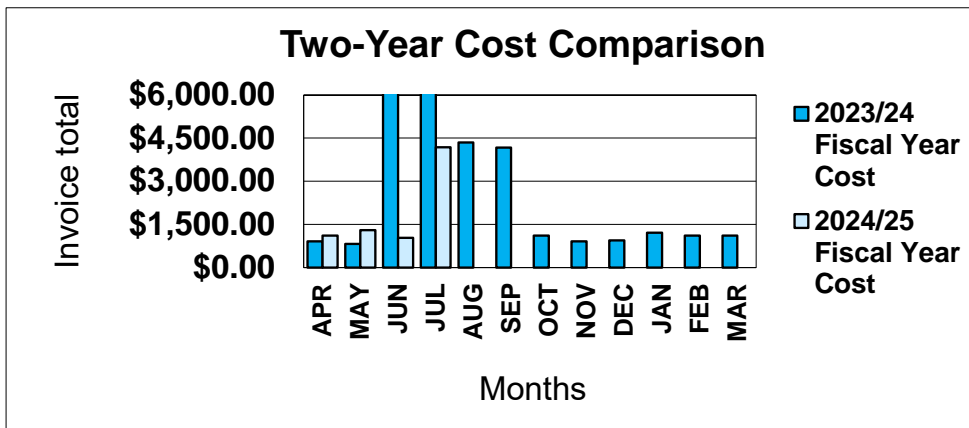
1 Cu. Ft. = 1000 BTU

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	\$5,265.28	(\$614.96)	779.0	\$6.76	744	1.05	0.008	7.08	0.051
JUN	\$5,137.69	\$5,506.04	\$368.35	817.2	\$6.74	720	1.14	0.008	7.65	0.054
JUL	\$5,249.15	\$4,687.08	(\$562.07)	683.2	\$6.86	744	0.92	0.007	6.30	0.046
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	\$21,458.64	(\$49,290.93)							



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	\$1,298.78	\$483.49	34	68	34
JUN	\$6,613.60	\$1,029.34	(\$5,584.26)	511	53	(458)
JUL	\$7,947.25	\$4,178.74	(\$3,768.51)	624	302	(322)
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	\$7,611.59	(\$23,576.65)	2,150	473	(1,677)



BLOOMFIELD TOWNSHIP PUBLIC LIBRARY

LIBRARY BOARD OF TRUSTEES
MONTHLY DIRECTOR'S REPORT

August 2024

- On Friday, August 9, the summer reading program concluded in swash-buckling style with A Pirate Party for All Ages. The Library was boisterous with costumed patrons and staff, live music, scavenger hunts, and a pirate ship bounce house. **This summer 829 residents signed up for summer reading**, compared to 693 in 2023. More than 10,000 days of reading were logged by all ages! Big thanks to Adult & Teen and Youth Services staff for planning such engaging and exciting ways to get the community into the Library and enthusiastic about reading.
- The **compensation and classification study** is progressing well. This week, MGT/GovHR completes the fact-finding phase. They will have received questionnaires filled in by nearly every staff member, wage information from comparable libraries, and interviewed at least one staff member in each position. The next step is to present the preliminary analysis to Administration in mid-September. Thanks to Assistant Director Katherine Bryant for driving this project forward with excellent communication and organization.
- Implementation of **BambooHR as the Library's new Human Resources Information System** is going well. It is an excellent opportunity to work with the Township and improve work flows around tracking employees and applicants. Library hiring managers (i.e. Department Heads and Assistant Department Heads) have been trained on using the software, and all staff will receive training during the last week of August. Thanks to Administrative Assistant Linden Godlove who has handled all the data entry and invested a lot of time into learning how BambooHR works. She has led the way through transitioning our hiring procedures to this platform.
- The gardens are at their peak in August and this year is no exception. It is a pleasure to see how the gardens have grown and bloomed since they were first installed, including the gardens in memory of Virginia Smith, Peggy Cohen, Linda Herbst, and the golden dawn redwood in memory of Pam Williams. Two special **garden tours are being conducted by Jim Slezinski**, our master gardener from Goldner Walsh on August 15 and 19. Such a phenomenal amenity for us to provide to the public AND enjoy ourselves!
- Save the date of Saturday, October 5, 2024 to **celebrate the Library's 60th anniversary** with a carnival-themed party called "Applause, Applause!" You will start to see publicity for this event ramp up in the coming weeks as registration opens on September 5. The event is free and open to all ages, but we are asking folks to register. Attendees can enjoy carnival-inspired food, games, and entertainment. Thanks to the Friends for underwriting the event and the many sponsors who have stepped up to support. It's sure to be a great night.

Respectfully Submitted,

Tera Moon, Library Director

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

	2023		2024	
COLLECTION				
Book Collection:	231,706		231,902	
Media Collection:	53,660		49,274	
Total e-books:	19,359		18,807	
Overdrive:	15,546		15,607	
Total downloadable audiobooks:	9,102		9,540	
Materials Total:	313,827		309,523	
CIRCULATION				
Circulation Total:	57,272		60,069	
Bloomfield Township Circulation:	53,581		55,927	
Virtual Circulation Total:	12,766		14,673	
Circulation of Youth Materials:	20,205		19,157	
Circulation of Media:	7,859		6,771	
Circulation of Cranbrook passes:	283		195	
Self-Checkout machine use:	15,012	26.2%	26,512	44.1%
Library By Mail:	56	46 patrons	35	52 patrons
Mobile App	n/a		252	
Building & Equipment Usage				
Door Count:	18,667	*	20,874	**
Gate Count:	19,821		22,628	
Meeting rooms by public:	11		21	
Meeting rooms by staff:	57		88	
Virtual Use				
Home page hits:	33,877		22,214	
e-book access:	5,243		4,664	
Audiobook access: (Overdrive)	3,290		3,591	
Magazine download access:	792		2,387	
Hoopla access:	3,441		4,031	
BTPL Mobile New Devices	n/a		150	
BTPL Mobile Launches	n/a		3,279	
Library Computer Use				
Resident Use	412		429	
Guest Use	290		290	
* Library closed July 4 for Independence Day.				
** Library closed July 4 for Independence Day.				

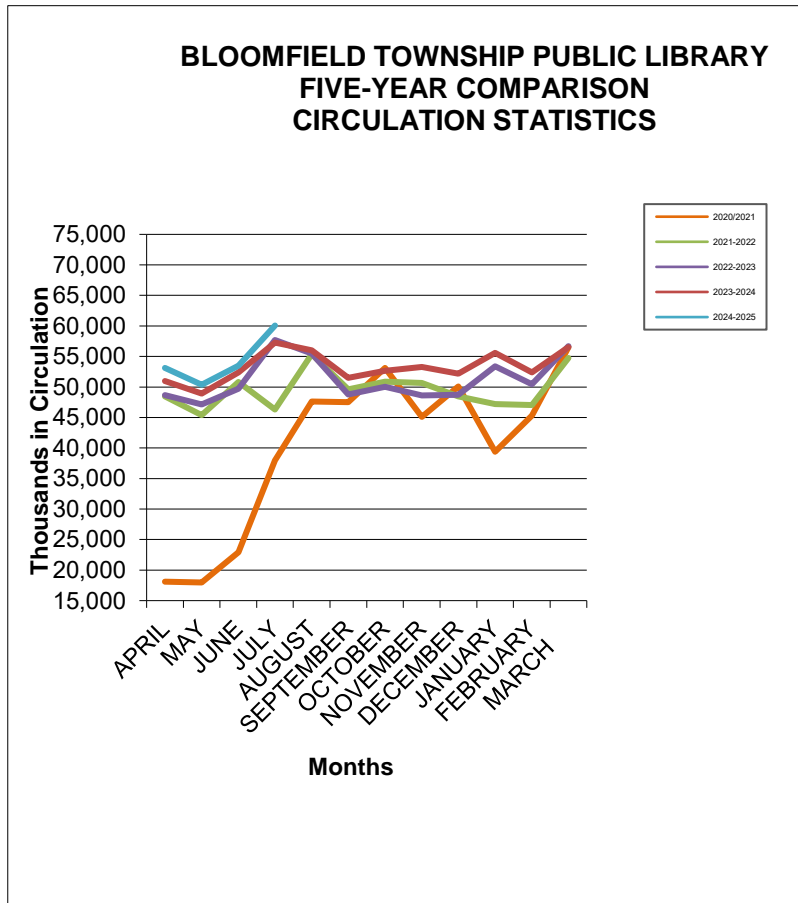
**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
MONTHLY ACTIVITY REPORT
JULY 2024**

	2023		2024	
OUTREACH & PROGRAMS				
<i>New Patrons and Accounts</i>				
Township:	204		204	
Cranbrook:	2		2	
Total new patrons:	265		270	
<i>Adult Program Attendance</i>				
Staff-led:	11 events	112 attended	12 events	161 attended
Speaker-led:	3 events	323 attended	0 events	0 attended
Book clubs:	5 events	37 attended	5 events	38 attended
Tours/visits on-site:	0 events	0 attended	0 events	0 attended
Tours/visits off-site:	6 events	104 attended	6 events	287 attended
Chamber Music Concert:	0 events	0 attended	0 events	0 attended
Bloomfield Historical Society:	0 events	0 attended	0 events	0 attended
<i>Systems Program Attendance</i>				
Staff-led:	3 events	18 attended	6 events	32 attended
<i>Teen Program Attendance</i>				
Staff-led:	2 events	46 attended	2 events	53 attended
<i>Youth Program Attendance</i>				
Staff-led:	17 events	501 attended	26 events	1122 attended
Speaker-led:	3 events	202 attended	4 events	281 attended
Tours/visits on-site:	0 events	0 attended	0 events	0 attended
Tours/visits off-site:	0 events	0 attended	5 events	53 attended
TOTAL:	50 events	1,343 attended	66 events	2027 attended
<i>Volunteers (total for the month)</i>				
Shop volunteers	9 people	57 hours	8 people	71 hours
Court appointed volunteers	1 person	9.5 hours	1 person	29 hours
Student volunteers	30 people	207.5 hours	12 people	100.75 hours
Department volunteers	0 people	hours	0 people	hours
<i>Patron Remarks</i>				
Patron comments:	7		7	
Ask BTPL:	7		6	
DISPLAYS				
Lobby	<i>Summer Reading Challenge (Adventure Begins at Your Library)</i>			
Local History	<i>Summer Reading</i>			

**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
FIVE YEAR CIRCULATION**

8/8/2024

	<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	50,366
JUNE	22,933	50,843	49,706	52,369	53,502
JULY	37,962	46,304	57,694	57,272	60,069
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	217,069



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, July 18, 2024.

Trustees Present: Judy Lindstrom, Joan Luksik, and Joy Murray

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

Guests: none

Event Summary

- **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 early for public service.

Promotion

- The entire front page of the fall newsletter (September, October, November) will be dedicated to promoting the event.
- Graphics are being developed to support the promotion and will be shared with the PR team for use on the website, social media, and print materials.

Liquor License

- A liquor license is required for the event and Tera has been pursuing this. Signatures have been acquired from Cross of Christ Church, which is around 500 feet from the Library. The Secretary and President of the Board of Trustees will need to meet to sign the application, with a notary at the Township office.
- Tera Moon will contact Sean Mueller, a liquor license expert at the Township, to schedule a meeting and discuss the application process.

Catering

- A meeting was held with Holly from Chartwells, a catering service under the umbrella of Cranbrook.
- The menu has been narrowed down to include crowd-pleasing items: popcorn, corn dogs, mac and cheese cups, crudité cups, mini cupcakes, a candy bar table, and pretzels.
- Branding materials can be incorporated into the food packaging.
- Placemats with coloring sheets will be provided for guests.
- Chartwells will provide bamboo plates, flatware, and glasses. No deposit is required as this is considered an in-house event for Chartwells.
- A staging area will be provided in the community room for food and beverage service.
- Chartwells will provide water and lemonade dispensers.

- A bartender and glassware will be provided by Chartwells. The bar will be located at the Circulation desk. Stanchions might be placed around the bar. Food will be served at the serpentine desk in the Commons, as well as at the Adult and Teen Services desk.
- It will be a cash bar.
- Holly will share ideas for decorations based on her event-planning experience.

Staffing and Volunteers

- A staffing and volunteer recruitment plan will be developed based on Laura Kraly's plan for the Summer Reading kickoff.
- The goal is to have two staff members from each department and Ambassador Group volunteers assisting at the event.

Attendance

- Registration will be for 300 attendees, with a waiting list to include 100 (with a total of 400.)
- Library events currently receive a high turnout, with 600 visitors for the summer reading program.
- With sponsorship, registration could be increased for more guests, with funds being directed towards food.

Activities

- Motley Misfits has been chosen for event entertainment, based on a referral and endorsement from Youth Services.
- A request will be made to extend the Circus package by one hour.
- Linden Godlove shared rental options for carnival games. The Administration team will review the options further.
- Staff will be approached for support in activities like a scavenger hunt.

Sponsorship

- The sponsorship letter and information were reviewed and approved.
- Potential sponsors were discussed. The Ambassador group will be contacted to solicit sponsorships. Sponsors of previous Library events will be approached.

Website

- A webpage with sponsorship information needs to be created. Katherine Bryant will contact IT to initiate the development process.

Next Steps

- Secure signatures and notarization for the liquor license application.
- Finalize catering details with Chartwells.
- Develop a staffing and volunteer recruitment strategy.
- Contact Motley Misfits.
- Review carnival games rental decisions.
- Secure sponsorships and update the website with sponsorship information.

Next meeting: Thursday, August 15, 2024 at 10:00 a.m.

**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 10:05 a.m. on Thursday, August 15, 2024.

Trustees Present: Judy Lindstrom, Joan Luksik, and Joy Murray

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

Guests: none

Old Business

- Review of theme, date, and planning: The event is called "Applause, Applause" with a vintage carnival theme for the 60th Anniversary Celebration. It will be held on Saturday, October 5, 2024, from 4:00 PM to 7:00 PM. The committee supports closing to the public at 2:00 PM that day.
- Liquor license: The liquor license application has been mailed to the state of Michigan.
- Catering: The catering menu was reviewed, including linens, staffing, and serving ware. A decision was made to increase food quantities if additional sponsorship funds are secured. Committee members will purchase alcohol. The caterer can provide a recommendation for quantities.
- Décor: The caterer provided décor suggestions, including pennant banners and a cutout tent entry. A greenscreen backdrop for photos will also be used.
- Entertainment: A proposal from Motley Misfits for juggling, unicycling, bubble magic, stilt walking, face painting, and balloon twisting was presented. Quotes for carnival games were also discussed.
- Sponsorship: Katherine Bryant reported on sponsorship efforts, including outreach to potential sponsors, including vendors, meeting room users, and prior sponsors. A total of \$2,200 in sponsorship has been secured thus far.
- Marketing: The committee reviewed the event webpage, which includes a banner, sponsorship, and a save the date. The registration process was reviewed. A press release has been distributed, and promotional materials will be created. Other promotional materials were reviewed. Interested sponsors must provide payment by August 31 to be included in print marketing.
- Commemorative item: A bookmark design was approved.
- Floor plan: A preliminary floor plan was discussed, including food service, bar, and entertainment locations.

New Business

- The committee scheduled the next meetings for Thursday, September 19, 2024, and Thursday, October 3, 2024.

Action Items

- Linden to obtain a quotes for carnival games.
- Administration to develop a volunteer/staffing plan.

**PROPOSED MINUTES OF THE BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
LIBRARY AMBASSADORS GROUP**

Bloomfield Township Public Library
Oakland County, Michigan
Tuesday, July 23, 2024
Meeting Room 1
7:00 p.m.

Trustees Present: Dani Gillman and Joy Murray

Trustees Absent: Keith Carduner, Shane Spradlin, Judy Lindstrom, and Joan Luksik

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

Guests: Bloomfield Township Residents: Russ Conner, Madeline Harris, Lawrence Irwin, Jane Kahan, Jim Labes, and Andy Saxe

Trustee Welcome by President Dani Gillman

President Dani Gillman welcomed the Ambassadors. There are many exciting things to discuss tonight, including the 60th anniversary celebration. The summer reading program continues to draw participation, with many events and incentives to keep everyone reading through the summer and prizes for everyone.

Updates from Library Director Tera Moon

Director Tera Moon provided an update on library activities, including:

- A humorous anecdote about two squirrels that briefly resided in the library.
- Gratitude for the Ambassadors' support and engagement.
- Financial reports: clean audit for FY23-24 and annual report filing.
- Success of the summer reading kickoff event and ongoing programs.
- Introduction of new electronic resources: myfilmfriend and Comics Plus.
- Overview of current projects: compensation and classification study, HR software integration, and 60th anniversary planning.
- Highlights of the Friends of the Library's contributions and successes.

60th Anniversary Celebration

Details of the October 5th celebration were shared, including:

- Theme: "Applause, Applause"
- Format: Carnival atmosphere with performers, games, crafts, food, and beverages.

- Sponsorship opportunities: Ambassadors encouraged to seek support.
- Sponsorship levels and materials distributed.
- Event webpage to include sponsorship form.

Annual Report

Assistant Director Katherine Bryant presented highlights of the FY23-24 annual report:

- Successful millage renewal campaign.
- Library Card Design Contest and its impact.
- Launch of the BTPL Mobile app.
- Upgrade to Vega Discover online catalog.
- Facility improvements: door access system, early childhood seating and playsets, a staff wellness room, accessible parking, and security systems.
- Acknowledgment of staff contributions to the report.
- Information about the Library as an early voting site.

Questions and Open Discussion

Ambassadors expressed appreciation for the Friends of the Library's work. Russ Conner shared information about the Friends' book distribution to other libraries and communities. Jim Labes inquired about the library's use of AI and availability to patrons. Director Moon responded with information about AI classes and the library's collaboration with BCTV on online scam prevention. Additional discussion included the newsletter, the 60th anniversary celebration, and library card eligibility for Bloomfield Township business employees.

Closing with President Dani Gillman

President Gillman reminded Ambassadors of future meeting dates and thanked everyone for their attendance. Future meeting dates are: October 22, January 28, 2025, April 29, 2025, and July 22, 2025 at 7:00 p.m.

The next Library Ambassadors meeting will be Tuesday, October 22, 7:00pm – 8:30pm.



Bloomfield Township Public Library

Preliminary Budget

April 1, 2025 Through March 31, 2026

Trustees

Dani Gillman, President
Judy Lindstrom, Vice President
Joan Luksik, Secretary
Keith Carduner
Joy Murray
Shane Spradlin

Director:

Tera Moon



Preliminary Budget

April 1, 2025 Through March 31, 2026

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FY 2025-2026 Preliminary Budget Public Hearing

TO: Library Board of Trustees
FROM: Tera Moon, Library Director
DATE: August 20, 2024
SUBJECT: Preliminary General Fund and Gift Fund Budgets for Fiscal Year
April 1, 2025- March 31, 2026

FY 2025-2026 Public Budget Hearing

The enclosed packet is the August 20, 2024, Preliminary Budgets and Public Budget Hearing Motions for FY April 1, 2025 - March 31, 2026.

The purpose of the Public Budget Hearing is for the Bloomfield Township Public Library Board of Trustees to approve a Preliminary Budget, as required by statute, for the support and maintenance of the Bloomfield Township Public Library. The Preliminary Budget is forwarded to the Charter Township of Bloomfield offices with a request for full tax assessment of the 2.0 approved mills, adjusted by Headlee.

OVERVIEW OF FY 2024-2025 AMENDED BUDGET – GENERAL FUND

The current FY 2024-2025 Adopted Budget has proposed amendments for the following:

- 1) Property tax collections increased by \$459,550. This represents a 4.90% increase over the budget that was adopted in March 2024.
- 2) Facilities & Equipment expenditures increased by \$17,825 due to an increase in building insurance costs and costs related to the Library's online catalog upgrade.

In summary, operational revenues increased by \$459,550 and operational expenditures increased by \$17,825, there is a net operational revenue increase of \$441,725. The total net revenue and fund balance reserves increased by \$473,225 in the current fiscal year.

OVERVIEW OF FY 2025-2026 PRELIMINARY BUDGET – GENERAL FUND

The current FY 2024-2025 Amended Budget was used as a baseline budget to develop the FY 2026-2025 Preliminary Budget, updated for three (3) key assumptions: tax revenues, personnel costs and capital improvement projects (CIP). All remaining budget

line items were adjusted for any known material increases/decreases greater than \$5,000.

Taxable value projections were provided by Bloomfield Township as of July 2024. A 4.00% increase is projected in property taxes for the FY 2025-2026 Preliminary Budget as compared to the anticipated 5.41% increase over the current fiscal year.

Providing the same salaries and benefits model used for the current fiscal year, personnel costs are projected to increase by 3.00%. However, the Personnel Committee and Library Director will review in February 2025 and provide a recommendation for the March 2025 FY 2025-2026 Proposed Budget.

The CIP was reviewed and updated for current project considerations, including other various building and IT project updates.

In summary, operational revenues for the FY 2025-2026 Preliminary Budget are projected to increase by \$507,957 as compared to the current FY 2024-2025 Amended Budget, representing a 5.41% increase. Total operating expenditures for the FY 2025-2026 are projected to increase by \$163,162 as compared to the current FY 2024-2025 Amended Budget, representing a 2.16% increase. Capital projects are anticipated to decrease by \$799,700, representing a 38.40% decrease due to changing priorities. The projected \$1,144,495 increase in net revenue over total operating and capital expenditures will increase the library's estimated fund balance to \$18,821,716.

Gift Fund

As in past years, the FY 2024-2025 Preliminary Gift Fund Budget does not assume revenue from gifts. Expenditures are expected to be completed within the current fiscal year, so no carry-over expenditures are shown in the Preliminary Budget. This budget does, however, recognize two revenue items: The Myers Scholarship payout from the Community Foundation for Southeast Michigan (CFSEM) and interest earned from the bank on any gifts received is budgeted for revenue. The Preliminary Gift Fund Budget will be approved by the Library Board, but it is not included in the Public Budget Hearing documents forwarded to Bloomfield Township.

Supplemental Budget Information

Included in this packet are two (2) supplemental schedules:

- 1) The General Fund Balance Projection is provided for five years through FY 2027-2028. The projection shows a year-end fund balance of \$20,910,183 as of March 31, 2027, and \$23,101,595 as of March 31, 2028.
- 2) The Taxable Value History schedule reports the trend in taxable values.

**Bloomfield Township Public Library
General Fund Budget**

FY April 1, 2024 - March 31, 2025 Amended Budget

FY April 1, 2025 - March 31, 2026 Preliminary Budget

ACCOUNT NAME	2023-2024	2024-2025		2025-2026	Column 5 Col. 3 & 4 \$ DIF.	Column 6 Col. 3 & 4 % DIF.	Column 7 % OF TOTAL REV/EXP
	Column 1 AUDITED ACTUALS AS OF MAR 31, 2024	Column 2 ADOPTED BUDGET AS OF MAR 19, 2024	Column 3 AMENDED BUDGET AS OF AUG 20, 2024	Column 4 PRELIMINARY BUDGET AS OF AUG 20, 2024			
Revenues							
Taxes	\$8,926,108	\$8,922,094	\$9,381,644	\$9,889,601	\$507,957	5.41%	92.73%
Penal Fines	\$59,352	\$71,695	\$71,695	\$71,695	\$0	0.00%	0.67%
State Aid	\$44,876	\$40,800	\$40,800	\$40,800	\$0	0.00%	0.38%
Circulation Fines and Fees	\$25,208	\$8,500	\$8,500	\$8,500	\$0	0.00%	0.08%
Charges for Services	\$13,103	\$10,651	\$10,651	\$10,651	\$0	0.00%	0.10%
Photocopy Fees	\$973	\$651	\$651	\$651			
Room Rental Fees	\$12,130	\$10,000	\$10,000	\$10,000			
Investment earnings	\$536,192	\$610,000	\$610,000	\$610,000	\$0	0.00%	5.72%
Investment Earnings	\$417,476	\$610,000	\$610,000	\$610,000			
Change in Asset Value	\$118,716	\$0	\$0	\$0			
Miscellaneous	\$14,465	\$13,451	\$13,451	\$13,451	\$0	0.00%	0.13%
Miscellaneous Revenue	\$2,767	\$3,370	\$3,370	\$3,370			
Library Shop Revenue	\$5,105	\$4,081	\$4,081	\$4,081			
Café Revenue	\$4,525	\$6,000	\$6,000	\$6,000			
Gain (loss) on Sale of Equipment	\$2,068	\$0	\$0	\$0			
Federal Grants	\$0	\$0	\$0	\$0	\$0	0.00%	0.00%
Refunds/Rebates-Self Insurance Rx	\$44,202	\$20,000	\$20,000	\$20,000	\$0	0.00%	0.19%
Total Revenues	\$9,663,508	\$9,697,191	\$10,156,741	\$10,664,698	\$507,957	5.00%	100.00%
Expenditures							
Personnel	\$4,576,976	\$5,205,396	\$5,205,396	\$5,361,558	\$156,162	3.00%	69.58%
Salaries & Wages	\$2,876,425	\$3,359,218	\$3,359,218	\$3,459,995			
Social Security	\$207,443	\$256,598	\$256,598	\$264,296			
Employee Insurances	\$787,069	\$985,955	\$985,955	\$1,015,534			
Retirement	\$706,039	\$603,625	\$603,625	\$621,734			
Retiree Health Care - OPEB	\$0	\$0	\$0	\$0			
Library Services	\$720,838	\$842,132	\$842,132	\$854,132	\$12,000	1.42%	11.09%
Electronic Services-Databases	\$203,263	\$220,408	\$220,408	232,408			
Electronic Services-OCLC/SkyRiver	\$23,898	\$27,000	\$27,000	\$27,000			
Books	\$268,362	\$323,908	\$323,908	\$323,908			
Processing & Supplies	\$22,862	\$24,000	\$24,000	\$24,000			
Periodicals/Docs./Reference Services	\$65,934	\$69,650	\$69,650	\$69,650			
Music	\$5,203	\$8,500	\$8,500	\$8,500			
Audiobooks	\$67,631	\$77,623	\$77,623	\$77,623			
DVD's	\$24,684	\$41,000	\$41,000	\$41,000			
Accessibility Support Collection	\$5,014	\$10,043	\$10,043	\$10,043			
Programming	\$33,987	\$40,000	\$40,000	\$40,000			
Facilities & Equipment	\$1,127,097	\$1,206,967	\$1,224,792	\$1,214,792	(\$10,000)	-0.82%	15.77%
Repairs/Maintenance Supplies	\$70,613	\$65,000	\$65,000	\$65,000			
Telephone	\$10,481	\$17,450	\$17,450	\$17,450			
Building Insurance	\$56,624	\$58,017	\$65,842	\$65,842			
Public Utilities	\$378,437	\$384,000	\$384,000	\$384,000			
Building Maintenance	\$279,405	\$291,106	\$291,106	\$291,106			
Equipment Maintenance	\$21,512	\$24,210	\$24,210	\$24,210			
Grounds Maintenance	\$90,422	\$96,675	\$96,675	\$96,675			
Computer System Maintenance	\$212,101	\$254,508	\$264,508	\$254,508			
Equipment (Gen'l, Computer & Facility Svcs.)	\$7,501	\$16,000	\$16,000	\$16,000			
Other Operating Expenditures	\$228,659	\$269,730	\$269,730	\$274,730	\$5,000	1.85%	3.57%
Office/Computer Supplies	\$31,361	\$32,480	\$32,480	\$32,480			
Postage	\$21,659	\$25,090	\$25,090	\$25,090			
Professional Services	\$114,172	\$128,156	\$128,156	\$128,156			
Staff Development/Travel	\$25,273	\$37,650	\$37,650	\$37,650			
Printing & Publishing	\$21,716	\$25,050	\$25,050	\$30,050			
Dues & Membership	\$12,101	\$14,224	\$14,224	\$14,224			
Miscellaneous Expenses	\$2,376	\$7,080	\$7,080	\$7,080			
Total Operating Expenditures	\$6,653,570	\$7,524,225	\$7,542,050	\$7,705,212	\$163,162	2.16%	85.73%
<i>Net Operating Revenue/(Expenditures)</i>	<i>\$3,009,938</i>	<i>\$2,172,966</i>	<i>\$2,614,691</i>	<i>\$2,959,486</i>			
Capital Projects	\$378,836	\$2,114,165	\$2,082,665	\$1,282,965	(\$799,700)	-38.40%	14.27%
Total Operating & Capital Expenditures	\$7,032,406	\$9,638,390	\$9,624,715	\$8,988,177	(\$636,538)	-6.61%	100.00%
Fund Balance - Beginning	\$13,982,067	\$16,613,169	\$16,613,169	\$17,145,195			
Net Revenue / (Expenditures)	\$2,631,102	\$58,801	\$532,026	\$1,676,521	\$1,144,495		
Fund Balance - Ending	\$16,613,169	\$16,671,970	\$17,145,195	\$18,821,716			
Nonspendable - Prepaid Expenses	18,791	18,791	18,791	18,791			
Restricted - None	0	0	0	0			
Committed - 8 Month Fund Balance	5,016,150	5,015,306	5,028,033	5,136,808			
Assigned - Other Post Employment Benefits (OPEB) Funding	2,822,419	2,822,419	2,822,419	2,822,419			
Assigned - Capital Improvements	8,172,838	3,659,239	8,692,981	10,260,727			
Assigned - Compensated Absences	482,971	482,971	482,971	482,971			
Unassigned - Unplanned Emergencies	100,000	100,000	100,000	100,000			
Totals	\$16,613,169	\$16,671,970	\$17,145,195	\$18,821,716			

Nonspendable:
Amounts that cannot be spent because they are either (a) not in spendable form (inventory) or (b) legally or contractually required to be maintained in-tact.

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

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

Assigned:
Amounts that are intended to be used by the government for specific purposes but do not meet the criteria to be classified as restricted or committed. (In gov. funds other than General Fund, assigned fund balance)

Unassigned:
The residual classification for the government's General Fund. It includes all spendable amounts not contained in the other classifications. (Should not be used in Gift or I&R Funds)

**Bloomfield Township Public Library
PUBLIC BUDGET HEARING MOTION
GENERAL FUND**

August 20, 2024

A Motion was made by: _____

Seconded by: _____

- TO APPROVE THE **PRELIMINARY** GENERAL FUND BUDGET, AS ATTACHED, FOR FISCAL YEAR **APRIL 1, 2025 MARCH 31, 2026**, IN THE FOLLOWING AMOUNTS FOR THE SUPPORT AND MAINTENANCE OF BLOOMFIELD TOWNSHIP PUBLIC LIBRARY:

\$10,664,698

Revenues

\$8,988,177

Expenditures

- FUND BALANCE RESERVES SHALL BE INCREASED BY :

\$1,676,521 Net Revenue/(Expenditures)

- THAT THE APPROVED GENERAL FUND BUDGET AND **TAX LEVY** FOR FISCAL YEAR **APRIL 1, 2025 - MARCH 31, 2026** BE FORWARDED TO THE CHARTER TOWNSHIP OF BLOOMFIELD OFFICES AND THAT THE LIBRARY BOARD REQUEST FULL ASSESSMENT FOR LIBRARY PURPOSES OF THE **2.0 APPROVED MILLS** ADJUSTED BY MANDATED HEADLEE-AMENDMENT ROLL BACK ON EACH DOLLAR OF TAXABLE PROPERTY OF THE TOWNSHIP.

- TO APPROVE ON A FUNCTIONAL AND TOTAL FUND BASIS THE **AMENDED** GENERAL FUND BUDGET, AS ATTACHED, FOR THE CURRENT FISCAL YEAR **APRIL 1, 2024 - MARCH 31, 2025**, IN THE FOLLOWING AMOUNTS FOR THE SUPPORT AND MAINTENANCE OF BLOOMFIELD TOWNSHIP PUBLIC LIBRARY.

\$10,156,741

Revenues

\$9,624,715

Expenditures

- FUND BALANCE RESERVES SHALL BE DECREASED BY :

\$532,026

Net Revenue/(Expenditures)

THERE IS A PLANNED USE OF FUND BALANCE FOR CAPITAL PROJECTS, INCLUDING THE STORM SEWER MITIGATION PROJECT.

Motion carried.

President

Secretary

**Bloomfield Township Public Library
Gift Fund Budget**

FY April 1, 2024 - March 31, 2025 Amended Budget

FY April 1, 2025 - March 31, 2026 Proposed Budget

ACCOUNT NAME	2023-2024	2024-2025		2025-2026	Column 5 Col. 3 & 4 \$ DIF.	Column 6 Col. 3 & 4 % DIF.	Column 7 % OF TOTAL REV/EXP
	Column 1 AUDITED ACTUALS AS OF MAR 31, 2024	Column 2 ADOPTED BUDGET AS OF MAR 19, 2024	Column 3 AMENDED BUDGET AS OF AUG 20, 2024	Column 4 PRELIMINARY BUDGET AS OF AUG 20, 2024			
Revenues							
Gift Income	\$100,173	\$500	\$59,134	\$500	(\$58,634)	-99.15%	71.43%
Gift Revenue	\$2,535	\$0	\$395	\$0			
Friends of the Library	\$91,098	\$0	\$54,673	\$0			
Atkinson Trust	\$1,452	\$0	\$1,510	\$0			
BTPL Endowment Fund/Amber Trust	\$2,058	\$0	\$0	\$0			
Myers Scholarship	\$1,221	\$500	\$1,730	\$500			
Smith Challenge Grant	\$1,808	\$0	\$0	\$0			
Fair Radom Garden Endowment	\$0	\$0	\$826	\$0			
Library Director's Legacy Endowment	\$0	\$0	\$0	\$0			
Investment Earnings	\$339	\$200	\$200	\$200	\$0	0.00%	28.57%
Miscellaneous Revenue	\$0	\$0	\$0	\$0	\$0	0.00%	0.00%
Total Revenues	\$100,512	\$700	\$59,334	\$700	(\$58,634)	-98.82%	100.00%
Expenditures							
Library Services	\$51,904	\$75,589	\$125,167	\$75,589	(\$49,578)	-39.61%	46.60%
Electronic Services - Adult	\$0	\$5,000	\$5,000	\$5,000			
Books - Adult	\$7,759	\$5,373	\$13,521	\$5,373			
Books - Youth	\$1,611	\$2,343	\$6,591	\$2,343			
Books - Reference	\$0	\$0	\$0	\$0			
Processing & Supplies	\$2,107	\$0	\$0	\$0			
Audiobooks - Adult	\$0	\$5,000	\$5,000	\$5,000			
Audiobooks - Youth	\$0	\$5,000	\$5,000	\$5,000			
DVD's - Adult	\$0	\$0	\$0	\$0			
DVD's - Youth	\$0	\$0	\$0	\$0			
Accessibility Support Collection-AS	\$0	\$0	\$0	\$0			
Accessibility Support Collection-YS	\$81	\$621	\$621	\$621			
Programs - Adult	\$12,916	\$17,712	\$29,212	\$17,712			
Programs - Youth	\$19,410	\$24,704	\$35,704	\$24,704			
Programs - Administration	\$8,020	\$9,836	\$24,519	\$9,836			
Facilities & Equipment	\$31,490	\$34,382	\$34,382	\$34,382	\$0	0.00%	21.20%
Repairs & Maintenance	\$0	\$0	\$0	\$0			
Building Maintenance	\$0	\$0	\$0	\$0			
Equipment Maintenance	\$0	\$0	\$0	\$0			
Grounds Maintenance	\$617	\$15,457	\$15,457	\$15,457			
Computer Systems Maintenance	\$0	\$0	\$0	\$0			
General Equipment	\$30,173	\$18,746	\$18,746	\$18,746			
Computer Equipment	\$0	\$179	\$179	\$179			
Facility Service Equipment	\$700	\$0	\$0	\$0			
Other Operating Expenditures	\$14,629	\$52,224	\$61,280	\$52,224	(\$9,056)	-14.78%	32.20%
Office Supplies	\$0	\$0	\$0	\$0			
Postage	\$0	\$0	\$0	\$0			
Consultant	\$0	\$0	\$0	\$0			
Staff Development/Travel	\$0	\$0	\$0	\$0			
Printing & Publishing	\$0	\$5,325	\$10,715	\$5,325			
Myers Scholarship	\$1,221	\$1,394	\$2,624	\$1,394			
Smith Challenge Grant	\$0	\$3,557	\$3,557	\$3,557			
Endowment Fund	\$150	\$0	\$0	\$0			
Atkinson Fund	\$1,436	\$1,637	\$3,147	\$1,637			
Fair Radom Garden Endowment	\$66	\$1,020	\$1,846	\$1,020			
Library Director's Legacy Endowment	\$0	\$0	\$0	\$0			
Transfer out to CFSEM	\$0	\$0	\$0	\$0			
Bank Service Charges	\$429	\$0	\$0	\$0			
Contingency - Designated	\$2,868	\$35,654	\$35,654	\$35,654			
Director's Discretionary	\$8,459	\$3,637	\$3,737	\$3,637			
Contingency - Undesignated	\$0	\$0	\$0	\$0			
Total Expenditures	\$98,023	\$162,195	\$220,829	\$162,195	(\$58,634)	-26.55%	100.00%
Fund Balance - Beginning	\$160,117	\$79,295	\$79,295	\$79,295			
Reserved Fund Balance	\$0	\$82,400	\$82,400	\$82,400			
Net Revenue / (Expenditures)	\$2,489	(\$161,495)	(\$161,495)	(\$161,495)			
Fund Balance - Ending	\$162,606	\$200	\$200	\$200			
Nonspendable	\$0	\$0	\$0	\$0			
Restricted	\$162,606	\$200	\$200	\$200			
Committed	\$0	\$0	\$0	\$0			
Assigned	\$0	\$0	\$0	\$0			
Unassigned	\$0	\$0	\$0	\$0			
Totals	\$162,606	\$200	\$200	\$200			

Nonspendable:

Amounts that cannot be spent because they are either (a) not in spendable form (inventory) or (b) legally or contractually required to be maintained in-tact.

Restricted:

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

Committed:

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

Assigned:

other than General Fund, assigned fund balance represents the remaining amount that is not restricted or committed.)

Unassigned:

Gift or I&R Funds.)

**Bloomfield Township Public Library
PUBLIC BUDGET HEARING MOTION
GIFT FUND**

August 20, 2024

A Motion was made by: _____
Seconded by: _____

- TO APPROVE THE **PRELIMINARY** GIFT FUND BUDGET, AS ATTACHED, FOR FISCAL YEAR **APRIL 1, 2025 - MARCH 31, 2026**, IN THE FOLLOWING AMOUNTS FOR THE SUPPORT AND MAINTENANCE OF BLOOMFIELD TOWNSHIP PUBLIC LIBRARY:

\$700	Revenues
\$162,195	Expenditures

Motion carried.

President

Secretary

Bloomfield Township Public Library Capital Improvements Program

Record #	Department (sort with filter)	Project Title	Priority Ranking	Estimated Useful Life	Source of Funding	Project Narrative/Purpose	2024-2025 Expenditure	2025-2026 Expenditure	2026-2027 Expenditure	2027-2028 Expenditure	2028-2029 Expenditure	2029-2030 Expenditure	Total Expenditure
1	Information Technology	Staff /Public Copiers	1	5	General Fund	Upgrade public copiers which have exceeded estimated useful lives and require more maintenance/repairs.	\$50,000	\$0	\$0	\$50,000	\$0	\$0	\$100,000
2	Admin	Compensation & Classification Study	1	5	General Fund	Professional consulting services to perform a compensation and classification study.	\$40,000	\$0	\$0	\$0	\$0	\$0	\$40,000
3	Information Technology	Mobile Computers for Lab	2	4	General Fund	(10-12) mobile computers for the computer lab will provide mobility for computer classes.	\$0	\$15,000	\$0	\$0	\$0	\$0	\$15,000
4	Building	Flooring	2	15	General Fund	Replace current main level flooring (hallway, staff lounge, lobby) due to age and deterioration.	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$240,000
5	Furniture & Equipment	Furniture Replacement	2	20	General Fund	Replace facility furnishings due to age and deterioration. FY 2021-2022 replace chairs for community room, AS and YS work stations & staff.	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$300,000
6	Information Technology	Computer CPUs-Public	2	4	General Fund	Replace (60) public internet computers exceeding estimated useful lives.	\$0	\$60,000	\$0	\$60,000	\$0	\$0	\$120,000
7	Information Technology	Computer Monitors-Public	2	5	General Fund	Replace (60) public computer monitors exceeding estimated useful lives.	\$0	\$18,000	\$0	\$18,000	\$0	\$0	\$36,000
8	Building	Drainage Improvement	1	15	General Fund	Storm water management engineering & remediation.	\$300,000	\$0	\$0	\$0	\$0	\$0	\$300,000
9	Information Technology	Video Surveillance System	1	15	General Fund	Camera and digital high definition upgrade.	\$150,000	\$0	\$0	\$0	\$0	\$0	\$150,000
10	Building	HVAC Emergency Repair	2	25	General Fund	Replacement / upgrade of A/C chilled water and heating / boiler components.	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$360,000
11	Building	HVAC Equipment	1	25	General Fund	Replace 2003 & 2006 Aero boiler system (3 units) due to age. 10 year warranties + 2 boiler plate replacements.	\$110,000	\$700,000	\$0	\$0	\$0	\$0	\$810,000
12	YS	Puppet Theatre	2	15	Gift Fund	Purchase new puppet theatre with funds raised from Fall for Dahl event 10/2016.	\$5,000	\$0	\$0	\$0	\$0	\$0	\$5,000
13	Building	Plumbing & Electrical Emergency Maintenance	2	25	General Fund	Emergency plumbing & electrical repair.	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$300,000
14	Building	Portico Power Wash & exterior Woodwork Restoration	1	3	General Fund	Woodwork preservation, insect & wildlife damages.	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$150,000
15	Building	Door Access Emergency Maintenance	1	15	General Fund	Emergency door access repair.	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$30,000
16	Admin	10,000 Patron Library Cards	1	2	General Fund	To replenish patron library card stock every 2 years.	\$0	\$0	\$15,000	\$0	\$15,000	\$0	\$30,000
17	Information Technology	Scheduler/Timesheet Software	1	7	General Fund	Subscription cloud-based software service for scheduling and timesheets. 120 employees @ \$4.00 per month. First year of implementation + cost of customized report.	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$36,000
18	Information Technology	AV Upgrade- Community Room	3	5	General Fund	Staff Conference Room AV Upgrade	\$30,000	\$0	\$0	\$0	\$0	\$0	\$30,000

**Bloomfield Township Public Library
Capital Improvements Program**

Record #	Department (sort with filter)	Project Title	Priority Ranking	Estimated Useful Life	Source of Funding	Project Narrative/Purpose	2024-2025 Expenditure	2025-2026 Expenditure	2026-2027 Expenditure	2027-2028 Expenditure	2028-2029 Expenditure	2029-2030 Expenditure	Total Expenditure
19	Admin	Consultation Fees for Strategic Planning Process	1	5	General Fund	Consulting fees for implementing the strategic planning process over the next 5 years.	\$0	\$0	\$50,000	\$0	\$0	\$0	\$50,000
20	Admin	Savannah/Orange Boy	1	7	General Fund	Email marketing software	\$6,500	\$6,500	\$6,500	\$6,500	\$6,500	\$6,500	\$39,000
21	Admin	Reserve for Special Cleaning Services	2	1	General Fund	Special janitorial services outside of normal operations for deep cleaning. COVID deep cleaning incl.	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$150,000
22	Information Technology	Website ADA Compliance Software	1	3	General Fund	Purchase ADA compliant analytical software for the website.	\$10,965	\$10,965	\$10,965	\$10,965	\$10,965	\$10,965	\$65,790
23	Information Technology	Office 365-Work From Home Solutions and Consulting	1	7	General Fund	Office 365 software and consulting for working from home & facility virtual services.	\$19,000	\$19,000	\$19,000	\$19,000	\$19,000	\$19,000	\$114,000
24	Facilities	Terrace Paver Maint	1	3	General Fund	Periodic grouting/protective coating for outside terrace pavers.	\$20,000	\$0	\$0	\$20,000	\$0	\$0	\$40,000
25	Facilities	Storm Sewer Maint	1	2	General Fund	Storm drain cleaning to remove pollutant sources and maintain the capacity of the storm pipes.	\$0	\$5,000	\$0	\$5,000	\$0	\$0	\$10,000
26	Information Technology	Sharepoint Implementation	1	5	General Fund	Implementation and consultation for Office 365.	\$0	\$20,000	\$0	\$0	\$0	\$0	\$20,000
27	Information Technology	VOIP-Telephone Licenses	1	3	General Fund	Telephone system VOIP licenses with 3 year term.	\$6,500	\$6,500	\$6,500	\$6,500	\$6,500	\$6,500	\$39,000
28	Information Technology	AMH Upgrade	1	6	General Fund	Brand new AMH machine	\$140,000	\$0	\$0	\$9,000	\$0	\$0	\$149,000
29	Information Technology	Desktop CPUs, laptops, monitors-staff	2	5	General Fund	Annual replacement of staff desktop CPUs and Monitors, Laptops	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$60,000
30	Information Technology	Crowd Strike Falcon-Virus Protection Software	1	3	General Fund	Virus protection software.	\$12,500	\$0	\$0	\$12,500	\$0	\$0	\$25,000
31	Building	Roofing Repair	3	20	General Fund	Re-adhere rubber membrane & reconstruct scuppers	\$50,000	\$0	\$0	\$0	\$0	\$0	\$50,000
32	Building	Interior Painting & Drywall Repair	2	5	General Fund	Interior wallpaper and painting for study rooms, meeting rooms & public common areas.	\$20,000	\$0	\$0	\$0	\$0	\$0	\$20,000
33	Building	Corner Guard Drywall Protection	2	10	General Fund	To protect and preserve drywall joint corners. Damage from book carts in lower level, lobby and staff workspaces.	\$6,000	\$0	\$0	\$0	\$0	\$0	\$6,000
34	Building	HVAC - 360 Ton Aeon Chiller	3	20	General Fund	Convert obsolete R-22 refrigerant & oil to EPA standard R-401A.	\$0	\$0	\$0	\$25,000	\$0	\$0	\$25,000

**Bloomfield Township Public Library
Capital Improvements Program**

Record #	Department (sort with filter)	Project Title	Priority Ranking	Estimated Useful Life	Source of Funding	Project Narrative/Purpose	2024-2025 Expenditure	2025-2026 Expenditure	2026-2027 Expenditure	2027-2028 Expenditure	2028-2029 Expenditure	2029-2030 Expenditure	Total Expenditure
35	Building	HVAC - 360 Ton Aeon Chiller	1	20	General Fund	Replace chiller condenser fan motor, compressors, coil, oil & refrigerant.	\$30,000	\$0	\$0	\$0	\$0	\$0	\$30,000
36	Building	Reimagining Spaces	1	20	General Fund	Reimagining Spaces	\$500,000	\$0	\$0	\$0	\$0	\$0	\$500,000
37	Information Technology	lcthrive Intranet Subscription	1	1	General Fund	lcthrive Intranet subscription.	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$60,000
38	Information Technology	Envisonware LDS	3	5	General Fund	Document scanning station for public.	\$8,000	\$0	\$0	\$0	\$0	\$0	\$8,000
39	Information Technology	New Firewall & Security Services	1	3	General Fund	Replace firewall & Cisco Umbrella (or equivalent)	\$30,000	\$0	\$0	\$0	\$0	\$0	\$30,000
40	Information Technology	Server Cluster Replacements	1	3	General Fund	Replace server hardware	\$100,000	\$0	\$0	\$0	\$0	\$0	\$100,000
41	Information Technology	Switches	1	5	General Fund	Upgrading network infrastructure	\$0	\$100,000	\$0	\$0	\$0	\$0	\$100,000
42	Information Technology	UPS replacement	2	5	General Fund	Uninterrupted power supply replacement for server room	\$0	\$0	\$10,000	\$0	\$0	\$0	\$10,000
43	Information Technology	Upgrade Wi-Fi Network & Cell Capability	1	5	General Fund	Upgrade entire Wi-Fi network including AP's, switches and controllers	\$75,000	\$0	\$0	\$0	\$0	\$0	\$75,000
44	Information Technology	DUO	1	7	General Fund	Mobile App - Two Factor Authentication	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$36,000
45	Building	Carbon Monoxide Sensor BMS Integration	1	15	General Fund	Install new CO sensors that integrate with the building monitoring system (BMS)	\$5,200	\$0	\$0	\$0	\$0	\$0	\$5,200
46	Building	Automatic Transfer Switch for Generator	2	15	General Fund	Automatic Transfer Switch for Generator	\$6,000	\$0	\$0	\$0	\$0	\$0	\$6,000
47	Building	Landscape Edging	2	10	General Fund	Replace river rock & metal edging around landscaping perimeter	\$10,000	\$0	\$0	\$0	\$0	\$0	\$10,000
48	Building	Investigate HVAC Calibration Problems in AS & Systems	1	25	General Fund	First step in solving extremely cold temps in AS & Systems workrooms	\$10,000	\$0	\$0	\$0	\$0	\$0	\$10,000
49	Building	Archive Humidifier	2	15	General Fund	New humidifier unit in Local History Archives	\$10,400	\$0	\$0	\$0	\$0	\$0	\$10,400
50	Building	Sidewalk & Curb Repair	1	20	General Fund	Repair sidewalks & curbs along front of building; install new curb cut at employee/donation entrance	\$30,000	\$0	\$0	\$0	\$0	\$0	\$30,000
51	Building	Humidifier Cylinder Changeout	2	1	General Fund	HVAC humidifier maintenance	\$5,000	\$0	\$0	\$0	\$0	\$0	\$5,000

Bloomfield Township Public Library
Capital Improvements Program

Record #	Department (sort with filter)	Project Title	Priority Ranking	Estimated Useful Life	Source of Funding	Project Narrative/Purpose	2024-2025 Expenditure	2025-2026 Expenditure	2026-2027 Expenditure	2027-2028 Expenditure	2028-2029 Expenditure	2029-2030 Expenditure	Total Expenditure
52	Building	Rekey Building	2	25	General Fund	Change out all key cylinders for one master key	\$9,100	\$0	\$0	\$0	\$0	\$0	\$9,100
53	Building	Sliding Gate Card Reader	2	10	General Fund	Install door card reader on front entrance doors for ease of locking front entrance doors	\$5,000	\$0	\$0	\$0	\$0	\$0	\$5,000
54	Building	Door Access (Avigilon Alta) annual fee	1	25	General Fund	Subscription for door access management software	\$6,000	\$6,000	\$6,000	\$600	\$6,000	\$6,000	\$30,600
55	Admin	Bamboo HR	1	7	General Fund	HR Software	\$3,000	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$40,500
56	Information Technology	Communico	1	7	General Fund	Room Reservation Software	\$6,500	\$6,500	\$6,500	\$6,500	\$6,500	\$6,500	\$39,000
57	Building	Automatic Door Openers	1	25	General Fund	Add Automatic door openers to Doors	\$0	\$15,000	\$0	\$0	\$0	\$0	\$15,000
							\$2,112,665	\$1,282,965	\$424,965	\$544,065	\$364,965	\$349,965	\$5,079,590
CIP Expenditures - Gift Fund Budget							\$0	\$0	\$0	\$0	\$0	\$0	\$0
CIP Expenditures - General Fund Budget							\$2,112,665	\$1,282,965	\$424,965	\$544,065	\$364,965	\$349,965	\$5,079,590

**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
GENERAL FUND REVENUE LINE BREAKDOWN
April 1, 2024 - March 31, 2025 - AMENDED BUDGET**

TAXES

410.01 TAXES

DESCRIPTION: Tax dollars assessed on the value of property in the township and collected by the township. The library is supported by three separate millages, all rolled back in accordance with the Headlee Amendment each year. The current taxes are one mill, approved in April 1963 and voted in perpetuity in August 1982, plus .7874 of one mill, approved in August 2002 in perpetuity, plus .5410 of 1.0000 mill, approved in November 2014 for 10 years (.2126 as a new millage and .3284 requested by the library in order to offset the current Headlee amendment forced rollback).

FORMULA: Taxable value of property in the township multiplied by the mill calculated by the Township:

Using the 7/2022 Township generated 2022/2023 prediction of taxable value of \$4467360970, and the Township generated Headlee rates reduced by -.81% Headlee roll back trend in 2022/2023. The first 1.0000 mill is now reduced by the Headlee Amendment to .6578. The second mill is now reduced by the Headlee Amendment to 0.7028. The third mill is now reduced by the Headlee Amendment .5047. Altogether, these mills total 1.8653 after rollback trends are applied. (\$4,467,360,970/1000 x .0018653 = \$8,332,968 = 5.06% growth rate) less \$83,991 conservative estimate = 4% growth rate, totaling \$8,248,977.

PENAL FINES

420.01 PENAL FINES

DESCRIPTION: The 1963 Michigan Constitution readopted a provision from the 1908 Constitution which guarantees that all fines collected for violation of state penal laws are to be used exclusively for library purposes. Michigan has enacted statutes requiring that all fines collected for violations of the state penal laws be paid to the local county treasurer. The penal fines collected within each county are distributed in that county and are typically announced in early August each year.

FORMULA: Review two-year penal fine history of actual funds received. Use Census population to determine BTPL "share" of Oakland County penal fines. The 2021 population is 43,983

STATE AID

422.01 STATE AID

DESCRIPTION: Since 1939, with the exception of FY 1940 and FY 1941, the State of Michigan has provided state aid grant assistance to Michigan public libraries. Under guidelines established by the Legislative Council, the public library filing a state aid application must meet all three guideline requirements: 1.) 3/10 mill local financial support, 2.) hours open, and 3.) certified personnel. After the public library files a state aid application and it is determined that guidelines are satisfied, the public library receives a state aid reimbursement based on a per capita amount. Per Public Act 89 of 1997, legislation authorizes a maximum level of \$0.50 as the per capita amount, but actual appropriations may be less than this amount.

FORMULA: Review state library budget October 1 and use confirmed rate per capita, plus indirect/swing aid to update budget. Each library fiscal year typically includes one-half of the prior year's and one-half of the current year's state aid payments. The 2020 population is 43,027.

CIRCULATION REVENUE

430.01 FINES & FEES

DESCRIPTION: Fines are collected from patrons by library staff when any materials are returned after their due date. Fees are collected from patrons for lost and damaged materials.

FORMULA: Review five-year history of actual fines and fees received. Review impact of any changes in circulation procedures.

Reflects a conservative estimate based the averaging of Fines and Fees revenue over the most recent two years.

CHARGES FOR SERVICES

Chart of Account Total	Budget Group Total
	9,381,644
9,381,644	
	71,695
71,695	
	40,800
40,800	
	8,500
8,500	
	10,651

**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
GENERAL FUND REVENUE LINE BREAKDOWN
April 1, 2024 - March 31, 2025 - AMENDED BUDGET**

	<u>Chart of Account Total</u>	<u>Budget Group Total</u>
432.01 PHOTOCOPY FEES	651	
DESCRIPTION: These fees include net revenue from the photocopiers and public printers (after vending company collection fees) and fees collected from staff for printing and copying.		
FORMULA : Review two-year history of actual fees received.		
435.01 ROOM RENTAL FEES	10,000	
DESCRIPTION: The library offers meeting rooms for rent to groups who have at least one member who is a library cardholder.		
FORMULA : Review two-year history of actual fees received.		
INVESTMENT EARNINGS		610,000
664.01 INVESTMENT EARNINGS	610,000	
DESCRIPTION: Through careful investment of the taxes received in advance of need for the operating budget, interest on the fund balance is generated as revenue for the library.		
FORMULA : Average rate of interest multiplied by total investments as of most recent reporting period of current fiscal year.		
Reflects a conservative estimate based on FY 2021-2022 actual YTD receipts.		
665.01 CHANGE IN ASSET VALUE	-	
DESCRIPTION: Changes to market value expected on investments during the current fiscal year.		
FORMULA : Budgeted only at year end due to uncertainty of changes The erratic amounts in this line do not allow for prediction.		
MISCELLANEOUS		13,451
460.01 MISCELLANEOUS REVENUE	3,370	
DESCRIPTION: Any other sources of revenue such as write-offs of outstanding checks, accounting declarations, and recycling.		
FORMULA : Review two-year history of actual revenue received.		
462.01 LIBRARY SHOP REVENUE	4,081	
DESCRIPTION: Revenue received from the sale of items in the Library Shop.		
FORMULA : Review two-year history of actual fees received.		
463.01 CAFÉ REVENUE	6,000	
DESCRIPTION: Revenue received from the sale of items in the Café.		
FORMULA : Review two-year history of actual fees received.		
672.01 SALE OF USED EQUIPMENT	-	
DESCRIPTION: Revenue received from the sale of used library equipment.		
FORMULA : Estimate of predicted equipment sale for year. This will also include revenue received from liquidation of existing furnishings.		
No sale planned during the year.		
502.01 FEDERAL GRANTS	-	-
DESCRIPTION: Federal Grants		
FORMULA : None planned for this FY.		
687.01 REFUNDS/REBATES SELF INSURANCE Rx		20,000
DESCRIPTION: Prescription drug discount received from self-insured health care insurance plan.	20,000	
FORMULA : Refunds provided quarterly by Bloomfield Township.		

TOTAL ESTIMATED REVENUES

Fiscal Year April 1, 2023 - March 31, 2024

Adopted March 2024
Amended August 2024

\$9,638,390
\$10,156,741

**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
GENERAL FUND EXPENDITURE LINE BREAKDOWN
April 1, 2024 - March 31, 2025 - AMENDED BUDGET**

PERSONNEL

<u>Chart of Account Detail</u>	<u>Chart of Account Total</u>	<u>Budget Group Total</u>	<u>Functional Category Total</u>
			5,205,396
702.01 SALARIES AND WAGES			
DESCRIPTION: Salaries for full-time, part-time, and substitute staff	3,359,218	3,359,218	
FORMULA: Personnel Expense Report (PER) by Department. Board approved positions and wage rates.			
Open Pay Range, Performance Based Compensation			
Pay rate increases TBD			
PA 152 80/20			
715.01 SOCIAL SECURITY			
DESCRIPTION: Federal Social Security and Medicare taxes on employee wages.	256,598	256,598	
FORMULA: Projected Wages (x) current tax rate (7.65%)			
718.01 EMPLOYEE INSURANCES			
DESCRIPTION: Includes part-time employees' health, disability, and life insurance; full-time employees' health, vision, dental, disability, and life insurance; retirees health and life insurance; all employees' workman's compensation insurance; and unemployment compensation. Health care costs for all full-time and 30 hr. part-time employees are partially funded by the employee. Also includes retiree Health Savings Plan contributions.	985,955	985,955	
FORMULA: Current year budget.			
722.01 RETIREMENT			
DESCRIPTION: Defined benefit plan for full-time employees hired on or before 05/31/11. Defined contribution plan for full-time employees hired after 05/31/11.	373,642	373,642	
FORMULA: Personnel Expense Report (PER) by Department. Defined Benefit Plan wages (x) rate as provided by the Township = Annual Bond Obligation. Defined Contribution wages (x) rate (10%). Add'l funding for DB Pension-Actuarial Defined Contribution			
	229,984	229,984	
723.01 RETIREE HEALTH CARE - OPEB			
DESCRIPTION: Other post-employment benefits (OPEB) - contributions to Section 115 Trust for Retiree health care benefits plan for full-time employees hired on or before 05/31/11.	-	-	
FORMULA: Actuary determined funding of OPEB liability.			
LIBRARY SERVICES			842,132
ELECTRONIC SERVICES - DATABASES		220,408	
831.01 ELECTRONIC SERVICES - ADULT			
DESCRIPTION: Fees for electronic or computer access to information databases and services used by patrons and staff in Adult Services.	167,040		
FORMULA: Current year budget			
<u>FROM METRO NET</u>			
Ancestry.com	1,844		
Creative Bug	1,404		
Data Axle - ReferenceSolutions	4,584		
Gale Total	6,006		
Biography in Context			
History in Context US & World			
Legal Forms			
Literature Resource Center			
Science In Context			
Scribner's			
Twayne Author/Scribner Writers' Series			
Mango Languages	3,454		
Mango Languages - ASL	645		
<u>FROM MIDWEST COLLABORATIVE FOR LIBRARY SERVICE</u>			
Plunkett Online	3,604		
Morningstar Investment Research Center w/Remote access	7,509		
<u>FROM THE LIBRARY NETWORK</u>			
Brainfuse (+HelpNow/JobNow)	4,620		
Consumer Reports	2,029		
<u>DIRECT PURCHASES</u>			
Alexander Press - Music Online	1,854		

**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
GENERAL FUND EXPENDITURE LINE BREAKDOWN
April 1, 2024 - March 31, 2025 - AMENDED BUDGET**

	<u>Chart of Account Detail</u>	<u>Chart of Account Total</u>	<u>Budget Group Total</u>	<u>Functional Category Total</u>
	Gale Health and Wellness	1,854		
	EBSCO - Fold3	1,804		
	EBSCO - NoveList, split with YS	5,453		
	GALE-Nat'l Geographic, incl kids version	1,349		
	Hoopla	60,048		
	Infobase Publishing-Writer's Ref. Ctr.	1,354		
	Kanopy	10,354		
	LinkedIn Learning	6,654		
	Proquest	17,199		
	Newspaper Pkg. (NYT,WSJ,WPost, DFP)			
	Historical Detroit Free Press			
	Historical New York Times			
	World Trade Press A-Z world travel	938		
	Unplanned additional costs	4,354		
	Standard & Poors/NetAdvantage	9,680		
	ValueLine	6,854		
	Zoobean (Beanstack)	1,595		
833.01	ELECTRONIC SERVICES - YOUTH		53,368	
	DESCRIPTION: Fees for electronic or computer access to information databases and services used by patrons and staff in Youth Services.			
	FORMULA: Current year budget			
	<u>DIRECT PURCHASES</u>			
	Britannica ImageQuest	1,627		
	Book Fix	1,263		
	Brainfuse	1,785		
	Hoopla	34,500		
	Little Pim	2,391		
	National Geographic	675		
	World Book Suite	2,671		
	Workd Book E Books	716		
	Novelist Select	2,809		
	Zoobean (Beanstack)	837		
	Unplanned additional costs	1,000		
	LOTE	783		
	Scholastic Teachables	1,246		
	TALK	125		
	TumbleMath	940		
832.01	ELECTRONIC CATALOG SERVICES - SkyRiver and Overdrive		27,000	27,000
	DESCRIPTION: Fees for a specific electronic database used for the cataloging of materials.			
	FORMULA: Current year budget			
	SkyRiver	25,000		
	Overdrive	2,000		
	BOOKS/MATERIALS		323,908	
941.01	BOOKS-ADULT	193,465	193,465	
	DESCRIPTION: Circulating physically printed books and electronically produced books purchased for adults.			
	FORMULA: Current year budget			
943.01	BOOKS-YOUTH	121,828	121,828	
	DESCRIPTION: Circulating and non-circulating physically printed books and electronically produced books purchased for youth.			
	FORMULA: Current year budget			
944.01	BOOKS-REFERENCE	7,500	7,500	
	DESCRIPTION: Non-circulating physically printed books and electronically produced books for the Adult Services collection.			
	FORMULA: Current year budget			
945.01	MATERIALS-TECHNICAL SERVICES	100	100	
	DESCRIPTION: Materials purchased to assist in cataloging.			
	FORMULA: Current year budget			
946.01	MATERIALS-SYSTEMS	515	515	
	DESCRIPTION: Materials purchased to assist in Systems work and training.			
	FORMULA: Current year budget			
947.01	MATERIALS-ADMINISTRATION	500	500	

**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
GENERAL FUND EXPENDITURE LINE BREAKDOWN
April 1, 2024 - March 31, 2025 - AMENDED BUDGET**

	<u>Chart of Account Detail</u>	<u>Chart of Account Total</u>	<u>Budget Group Total</u>	<u>Functional Category Total</u>
DESCRIPTION: Materials purchased to assist Administration activities. FORMULA : Current year budget				
969.01 PROCESSING & SUPPLIES	24,000	24,000	24,000	
DESCRIPTION: Costs associated with the processing of materials in order to make them available to patrons, including RFID circuits, labels, book jackets and media cases. FORMULA : Current year budget				
<u>PERIODICALS/DOCUMENTS/SERVICES</u>			69,650	
949.01 PERIODICALS, NEWSLETTERS & MICROFORMS	56,000	56,000		
DESCRIPTION: Subscriptions to magazines, newspapers and loose-leaf information services for the use of patrons. FORMULA : Current year budget Includes: WT Cox \$30,000, Press Reader \$6263				
950.01 REFERENCE SERVICES			13,650	
DESCRIPTION: Subscriptions to magazines, newspapers and loose-leaf information services for the use of patrons that includes electronic reference services which replicate the print. FORMULA : Current year budget Commerce Clearing House (CCH) 200 Financial Info Stock Guide 3,750 Institute for Continuing Legal Education(ICLE) 600 MorningStar (print) 750 RIA 200 ValueLine (print) 3,000 West 350 Unplanned additional services 4,800				
<u>MUSIC</u>			8,500	
951.01 ADULT			8,000	
DESCRIPTION: Sound recordings on compact disc and electronically downloadable music purchased by Adult Services for circulation. FORMULA : Current year budget Regular music purchases	8,000			
952.01 YOUTH			500	
DESCRIPTION: Sound recordings on compact disc and electronically downloadable music purchased by Youth Services for circulation. FORMULA : Current year budget Regular music purchases	500			
<u>AUDIOBOOKS</u>			77,623	
953.01 ADULT	60,210	60,210		
DESCRIPTION: Books recorded on compact disc and MP3, book plus CD or cassette kits, and downloadable audio books purchased by Adult Services for circulation. FORMULA: Current year budget				
954.01 YOUTH	17,413	17,413		
DESCRIPTION: Books recorded on compact disc and MP3, book plus CD kits, and downloadable audio books purchased by Youth Services for circulation. FORMULA : Current year budget				
<u>DVDS</u>			41,000	
955.01 ADULT	36,000	36,000		
DESCRIPTION: DVD materials purchased by Adult Services for circulation. FORMULA : Current year budget				
956.01 YOUTH	5,000	5,000		

**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
GENERAL FUND EXPENDITURE LINE BREAKDOWN
April 1, 2024 - March 31, 2025 - AMENDED BUDGET**

		<u>Chart of Account Detail</u>	<u>Chart of Account Total</u>	<u>Budget Group Total</u>	<u>Functional Category Total</u>
DESCRIPTION: DVD materials purchased by Youth Services for circulation.					
FORMULA: Current year budget					
ACCESSIBILITY SUPPORT COLLECTION				10,043	
957.01 ADULT		4,893	4,893		
DESCRIPTION: Print and non-print materials specific to ASC.					
FORMULA: Current year budget					
958.01 YOUTH		5,150	5,150		
DESCRIPTION: Print and non-print materials specific to ASC.					
FORMULA: Current year budget					
PROGRAMMING				40,000	
961.01 ADULT		17,000	17,000		
DESCRIPTION: Funds to support programs, displays, and activities for which presenters are paid or incentives for attendance are provided. Includes photo records, food, and printing for events.					
FORMULA: Current year budget					
All speakers, program-specific printing, incentives for participation, photo records of Adult and Young Adult programming.					
Major programs include:					
Concerts					
Summer Reading					
962.01 YOUTH		21,000	21,000		
DESCRIPTION: Funds to support programs, displays, and activities for which presenters are paid or incentives for attendance are provided. Includes photo records, food, and printing for events.					
FORMULA: Current year budget					
All speakers, program-specific printing, incentives for participation, photo records of Youth programming.					
Major programs include:					
First Grade Reader's Rally					
Book Discussions					
Summer Reading					
Spooktacular					
964.01 ADMINISTRATION				1,500	
DESCRIPTION: Funds to support activities of the Director or on behalf of the library as a whole for which speakers, presenters, or incentives for attendance are provided. Includes photo records, food, and printing for events.					
FORMULA: Current year budget					
All speakers, program-specific printing, incentives for participation, photo records of Administration - sponsored programming, Bloomfield Twp Open House, etc.					
Major programs include:					
community collaboration event					
community partnering for library-wide programs					
Volunteer reception and other volunteer expenses		500			
965.01 SYSTEMS		500	500		
DESCRIPTION: Funds to support programs, displays, and activities for which presenters are paid or incentives for attendance are provided. Includes photo records, food, and printing for events.					
FORMULA: Current year budget					
All speakers, program-specific printing, incentives for participation, photo records of Systems-sponsored programming.					
Major programs include:					
Hosting of Metro Net and technology events					
FACILITIES AND EQUIPMENT					1,224,792

**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
GENERAL FUND EXPENDITURE LINE BREAKDOWN
April 1, 2024 - March 31, 2025 - AMENDED BUDGET**

	<u>Chart of Account Detail</u>	<u>Chart of Account Total</u>	<u>Budget Group Total</u>	<u>Functional Category Total</u>
775.01	REPAIRS & MAINTENANCE SUPPLIES		65,000	
	DESCRIPTION: This account is for the purchase of any type of building maintenance or building repair item. Includes items such as hardware, toilet tissue, hand towels and more.			
	FORMULA: Current year budget			
	Lighting Repair Services	15,000		
	HVAC replacement of parts & filters	17,500		
	All other needs	32,500		
850.01	TELEPHONE		17,450	
	DESCRIPTION: Telephone and cell phones services.			
	FORMULA: Current year budget			
	T-mobile Hotspots	2,300		
	Emergency use cell phone	150		
	Pay phone service for patrons	1,000		
	ATT PRI lines for phone lines (with long distance)	14,000		
910.01	BUILDING INSURANCE	65,842	65,842	65,842
	DESCRIPTION: Annual payment to Bloomfield Twp for Building and Contents, Boiler & Machinery and Liability.			
	FORMULA: Current year budget			
	UTILITIES			384,000
921.01	ELECTRICITY	269,000	269,000	
	DESCRIPTION: Payments made for electricity.			
	FORMULA: Average last two years' expense			
922.01	NATURAL GAS	80,000	80,000	
	DESCRIPTION: Payments made for heat.			
	FORMULA: Average last two years' expense			
923.01	WATER	35,000	35,000	
	DESCRIPTION: Payments made for water.			
	FORMULA: Average last two years' expense			
930.01	BUILDING MAINTENANCE		291,106	291,106
	DESCRIPTION: Includes contracts for janitorial service, trash removal, exterminator, mechanical maintenance.			
	FORMULA: Current year budget			
	Boiler inspection State fees	400		
	Incidentals/fines for Boilers	120		
	Boiler & chilled water treatment services	4,000		
	Carpet cleaning maintenance	20,000		
	YS-Storytime carpets & carpet square cleaning	650		
	Pest Control Svcs.	2,200		
	Cleaning - general	153,300		
	Auto-door maint contract & parts replacement	4,237		
	Elevator Maintenance Agreement	3,264		
	Elevator Category 1 No-load Safety Test	2,000		
	Fire Suppression System service agreement	6,000		
	Fire extinguisher recharge	2,000		
	Flag service	910		
	Generator contract & emergency service	2,700		
	Siemens Automation - repair service & tech support	5,000		
	HVAC - annual contract fee	14,922		
	Lift Station Pump maintenance	5,400		
	Security system - alarm monitoring	24,000		
	Potable water system back flow inspection	1,335		
	Solid Waste removal service	3,864		
	Window Cleaning - annual	6,000		
	WON door and lobby gate maintenance	1,500		
	Unplanned conditions & repair needs	5,000		
	Furniture/Chair cleaning	7,160		
	Cintas matting and towel service	1,500		
	Roof Maintenance Contract	4,800		
	Water Filters - Appliances	600		
	Humidifier Cansiters - Annual	5,000		
	MSDSOnline (3 year contract) -Annual	3,244		

**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
GENERAL FUND EXPENDITURE LINE BREAKDOWN
April 1, 2024 - March 31, 2025 - AMENDED BUDGET**

	<u>Chart of Account Detail</u>	<u>Chart of Account Total</u>	<u>Budget Group Total</u>	<u>Functional Category Total</u>
933.01	EQUIPMENT MAINTENANCE		24,210	
	DESCRIPTION: Contracts for telephone system, copying/microform equipment maintenance, postage meter.			
	FORMULA: Current year budget			
	CBS copier vending	4,000		
	Postage meter rental, maintenance and fees	2,390		
	Work area and public copiers	13,000		
	Microfilm reader (AS request) 1-yr contract	600		
	Eco-Smart Auto, repair disc, repair/cleaner warranty.	520		
	Tech Logic Spare Parts for AMH	1,700		
	Tel Systems AV equipment replacement	2,000		
935.01	GROUNDS MAINTENANCE		96,675	
	DESCRIPTION: Contracts for lawn and landscape maintenance and snow removal as well as other costs associated with grounds.			
	FORMULA: Current year budget			
	Great Oaks - Lawn/Snow/Mulch/Weeding	50,150		
	Goldner Walsh - Gardens	24,000		
	Poseidon - Irrigation	1,700		
	American Pest - Arborist Svcs.	10,000		
	New Tree Plantings	3,825		
	Unplanned grounds maintenance	7,000		
936.01	COMPUTER SYSTEM MAINTENANCE		264,508	
	DESCRIPTION: Maintenance contracts for library catalog and circulation system, printers and PCs, as well as software, software licenses and software upgrades.			
	FORMULA: Current year budget			
	Adobe Creative Suite Subscription	4,000		
	Baker&Taylor - The Content Café	2,300		
	Baker&Taylor Titlesource360 (TS request)	2,840		
	Barracuda Web Filter - YS Internet filtering soft/hardware	3,500		
	Box Solutions intranet connect maintenance	3,400		
	Cisco equipment maintenance contract	6,820		
	Comcast - digital receivers	1,000		
	Comcast - high speed modem subscription	1,000		
	Envisionware Mobile Printing Subscription	725		
	Envisionware annual maintenance	14,000		
	Graphic Science Digitalization Station Maint.	590		
	Godaddy SSL certificaion for site license: includes Vega, WebPac, Outlook, etc.	1,500		
	Siemens HVAC Building Automation System Tech Support (Facilities request)	14,006		
	Innovative Vega subscription & Implementation/Sierra	65,455		
	Innovative maintenance contract	77,670		
	Innovative Mobile	6,000		
	OCLC EZProxy Hosting	3,111		
	Sage 50 Accounting upgrade and maintenance	3,000		
	Sage 50 FAS Inventory SupportPlus contract	3,000		
	Techlogic AMH sorting system maintenance (Circ request)	22,000		
	TLN - Deep Freeze, pub. web browser license, & Microsoft Live	4,000		
	Payflow Ann'l Fee & Mo. Fee	1,100		
	Barracuda Archiver	1,200		
	WP Engine Web Hosting \$115x12	1,400		
	Streamyard	250		
	Backup Veeam Subscription with Spam Filter	9,600		
	Wordpress pluggins	1,500		
	Sked Social	750		
	HANS - VOIP Phone System	1,693		
	Vimeo subscription	599		
	Virtual Meeting Room Software - Zoom	2,000		
	Local Hop	4,500		
	EQUIPMENT		16,000	
981.01	GENERAL EQUIPMENT		2,500	
	DESCRIPTION: Furnishings or equipment purchased for the library which cost more than \$1,000 and are not believed to be a recurring expense such as desks, chairs, storage units, library shelving, display units, copiers and similar furnishings and equipment.			
	FORMULA: Current year budget			

**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
GENERAL FUND EXPENDITURE LINE BREAKDOWN
April 1, 2024 - March 31, 2025 - AMENDED BUDGET**

		<u>Chart of Account Detail</u>	<u>Chart of Account Total</u>	<u>Budget Group Total</u>	<u>Functional Category Total</u>
	Director's Discretionary	2,500			
982.01	COMPUTER EQUIPMENT		13,500		
	DESCRIPTION: Computer furnishings or equipment purchased for the library which cost more than \$100.00 and are not believed to be a recurring expense.				
	FORMULA: Current year budget				
	Batteries for meeting room equipment	200			
	Computer Equipment	10,000			
	Hazardous equipment disposal	300			
	Headset replacement	1,000			
	Printer replacement for staff	2,000			
					269,730
	OTHER OPERATING EXPENDITURES				
727.01	OFFICE SUPPLIES		32,480	32,480	
	DESCRIPTION: Internal office supplies, such as paper, pens, etc., library card bar codes, cash register tapes and similar supplies used by Circulation; laser printer cartridges and desktop printer cartridges for staff printers; paper for public copiers.				
	FORMULA: Current year budget				
	Copier paper for work area and public, Laser and other desk printer cartridges for staff and public, Film for new employee photos and other miscellaneous office supplies	25,300			
	Copier cards	2,400			
	Eco-Smart supplies, pads, polishes + % increase	800			
	Circulation Dept. - Receipt paper	3,980			
728.01	POSTAGE		25,090	25,090	
	DESCRIPTION: Postage for daily metered mail .				
	FORMULA: Current year budget				
	Regular postage needs (includes Library by Mail)	6,780			
	Annual Bulk Mailing Permit	310			
	Quarterly newsletter mailing	18,000			
					128,156
811.01	ACCOUNTING		25,000		
	DESCRIPTION: Monthly fee charged by Bloomfield Twp for accounting services.				
	FORMULA: Monthly fee provided by Twp. + \$1,000 Actuary				
		25,000			
812.01	AUDIT		22,000		
	DESCRIPTION: Annual fee charged by our auditing firm.				
	FORMULA: Current year budget				
	Audit	22,000			
813.01	CONSULTANT		15,000		
	DESCRIPTION: Fees for consultants such as strategic planning or interior designer.				
	FORMULA: Current year budget				
	IT Consulting	10,000			
	Other	5,000			
814.01	CONTRACTS		9,756		
	DESCRIPTION: Provides for monthly fees to publicist, Music on Hold messages, MelCat delivery cost, and similar contractual services.				
	FORMULA: Current year budget				
	RIDES delivery fee	4,700			
	Message on Hold	1,000			
	Unique Management - collection agency	3,756			
	Facebook Advertising	300			
815.01	LEGAL		5,000	5,000	
	DESCRIPTION: Legal service fees, e.g., lawyer who provides collection services and contract review or labor lawyer for personnel matters.				
	FORMULA: Current year budget				
816.01	INVESTMENT COUNSELING		36,400		

**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
GENERAL FUND EXPENDITURE LINE BREAKDOWN
April 1, 2024 - March 31, 2025 - AMENDED BUDGET**

	<u>Chart of Account Detail</u>	<u>Chart of Account Total</u>	<u>Budget Group Total</u>	<u>Functional Category Total</u>
DESCRIPTION: Schwartz & Co. quarterly investment portfolio counseling fees per 8/2017 professional services contract.				
FORMULA: Approx. .28% of average portfolio balance Investment Counseling Fees	36,400			
818.01 INTERNET SERVICE PROVIDER (ISP)		15,000		
DESCRIPTION: This provides for the costs of our Internet access and consultant fees.				
FORMULA: Current year budget + Metro Net meeting information Internet Opti-e-man charges from TLN	15,000			
STAFF DEVELOPMENT & TRAVEL			37,650	
861.01 CONFERENCES & WORKSHOPS		22,450		
DESCRIPTION: Provides funds to support continuing education for all such benefitted staff as well as Trustees; also funds Staff Development Day programs, III User Group meetings.				
FORMULA: Staff number, formula by classification, projected Staff Development Day cost.				
Department Conference/Workshops	4,875			
Staff Development Day	5,500			
All-staff meetings	300			
Director's Discretionary	2,950			
Staff Service Awards	1,750			
III Users' Group Nat. Conf. (3 attendees @ \$425)	1,275			
Rotating National Conference (4 attendees @ \$500)	2,000			
MIUG Conference (3 attendees @ \$50 ea.)	150			
MLA Conference (8 attendees at \$300)	2,400			
Board Professional Development	500			
MERIT Conference (3 attendees)	750			
862.01 MILEAGE & TRAVEL		15,200		
DESCRIPTION: Reimburses staff for work-related travel expenses, including mileage, parking, meals, hotel, and airfare. NOTE: Planned travel costs not included in the conference or workshop registration are included here.				
FORMULA: Current year budget				
III Users' Group travel (3 attendees @ \$1,700)	5,100			
Rotating National Conference (4 attendees @ \$1,700)	6,800			
MIUG Conference (3 attendees @ \$200 ea.)	600			
MLA Conference (8 attendees at \$200)	1,600			
Mileage & misc. travel	1,100			
900.01 PRINTING & PUBLISHING		25,050	25,050	
DESCRIPTION: Provides fees for outside printed material, such as Discover newsletter and Circulation items which are commercially printed (library card stock, data mailers, library card applications). Also includes fees for newspaper ads to recruit new employees or advertise as required for bids.				
FORMULA: Current year budget				
Community mailings/printings/advertising	3,000			
Quarterly printed newsletter	21,000			
Advertising fees for job postings	1,050			
855.01 DUES & MEMBERSHIPS		14,224	14,224	
DESCRIPTION: Memberships in professional and community organizations for the library.				
FORMULA: Current year budget				
Library membership in ALA (national)	674			
Library membership in Birmingham-Bloomfield Chamber	230			
Library member. in III Users Group (National)	125			
Library membership in MLA (state)	3,395			
Library membership in MCLS (discounts)	250			
Library membership in FOML	50			
MetroNet Membership fee (includes shared web hosting, OverDrive hosting)	4,500			
Professional Memberships for eligible employees	5,000			

**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
GENERAL FUND EXPENDITURE LINE BREAKDOWN
April 1, 2024 - March 31, 2025 - AMENDED BUDGET**

	<u>Chart of Account Detail</u>	<u>Chart of Account Total</u>	<u>Budget Group Total</u>	<u>Functional Category Total</u>
			7,080	
		4,720		
990.01	BANK SERVICE CHARGES			
	DESCRIPTION: Fees charged by financial institutions.			
	FORMULA: Current year budget			
	All bank fees	2,000		
	Paypal fees	720		
	Ecommerce fees - Paymentech	2,000		
992.01	LIBRARY SHOP	2,000	2,000	
	DESCRIPTION: Costs to purchase items for sale and to operate shop.			
	FORMULA: Current year budget			
993.01	CAFÉ	360	360	
	DESCRIPTION: Costs to operate café.			
	FORMULA: Current year budget			
991.01	MISCELLANEOUS	-	-	
	DESCRIPTION: Accounting declarations.			
	FORMULA: This is not a predictable line.			
802.01	PROJECTS		2,082,665	2,082,665
	DESCRIPTION: Special or one-time costs for major projects.			
	FORMULA: Budget requests			
	Staff /Public Copiers	50,000		
	Compensation & Classification Study	40,000		
	Flooring	40,000		
	Furniture Replacement	50,000		
	Drainage Improvement	300,000		
	Video Surveillance System	150,000		
	HVAC Emergency Repair	60,000		
	HVAC Equipment	110,000		
	Puppet Theatre	5,000		
	Plumbing & Electrical Emergency Maintenance	50,000		
	Portico Power Wash & exterior Woodwork Restoration			
		25,000		
	Door Access Emergency Maintenance	5,000		
	Scheduler/Timesheet Software	6,000		
	Savannah/Orange Boy	6,500		
	Reserve for Special Cleaning Services	25,000		
	Website ADA Compliance Software	10,965		
	Office 365-Work From Home Solutions and Consulting			
		19,000		
	Terrace Paver Maint	20,000		
	VOIP-Telephone Licenses	6,500		
	AMH Upgrade	140,000		
	Desktop CPUs, laptops, monitors-staff	10,000		
	Crowd Strike Falcon-Virus Protection Software	12,500		
	Roofing Repair	50,000		
	Interior Painting & Drywall Repair	20,000		
	Corner Guard Drywall Protection	6,000		
	HVAC - 360 Ton Aeon Chiller	30,000		
	Reimagine Spaces	500,000		
	Ichthrive Intranet Subscription	10,000		
	Envisionware LDS	8,000		
	New Firewall & Security Services	30,000		
	Server Cluster Replacements	100,000		
	Upgrade Wi-Fi Network & Cell Capability	75,000		
	DUO	6,000		
	Carbon Monoxide Sensor BMS Integration	5,200		
	Automatic Transfer Switch for Generator	6,000		
	Landscape Edging	10,000		
	Investigate HVAC Calibration Problems in AS & Systems			
		10,000		
	Archive Humidifier	10,400		
	Sidewalk & Curb Repair	30,000		
	Humidifier Cylinder Changeout	5,000		
	Rekey Building	9,100		
	Sliding Gate Card Reader	5,000		
	Door Access (Avigilon Alta) annual fee	6,000		
	Communico	6,500		

**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
GENERAL FUND EXPENDITURE LINE BREAKDOWN
April 1, 2024 - March 31, 2025 - AMENDED BUDGET**

Bambook HR

<u>Chart of Account Detail</u>	<u>Chart of Account Total</u>	<u>Budget Group Total</u>	<u>Functional Category Total</u>
3,000			

TOTAL ESTIMATED EXPENDITURES
Fiscal Year April 1, 2024 - March 31, 2025

Adopted March 2024	\$9,637,123
Amended August 2024	<u>\$9,624,715</u>

**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
GENERAL FUND REVENUE LINE BREAKDOWN
April 1, 2025 - March 31, 2026 - PRELIMINARY BUDGET**

		Chart of Account Total	Budget Group Total
TAXES			9,889,601
410.01	TAXES	9,889,601	
	DESCRIPTION: Tax dollars assessed on the value of property in the township and collected by the township. The library is supported by two separate millages, all rolled back in accordance with the Headlee Amendment each year. The current taxes are one mill, approved in April 1963 and voted in perpetuity in August 1982, plus .7874 of one mill, approved in August 2002 in perpetuity. The first 1.0000 mill is now reduced by the Headlee Amendment to .6578. The second .7874 mill is now reduced by the Headlee Amendment to 0.7028.		
	FORMULA: Taxable value of property in the township multiplied by the mill calculated by the Township: Using the 8/2023 Township FY 2023-2024 estimates.		
PENAL FINES			71,695
420.01	PENAL FINES	71,695	
	DESCRIPTION: The 1963 Michigan Constitution readopted a provision from the 1908 Constitution which guarantees that all fines collected for violation of state penal laws are to be used exclusively for library purposes. Michigan has enacted statutes requiring that all fines collected for violations of the state penal laws be paid to the local county treasurer. The penal fines collected within each county are distributed in that county and are typically announced in early August each year.		
	FORMULA: Review two-year penal fine history of actual funds received. Use Census population to determine BTPL "share" of Oakland County penal fines. The 2020 population is 43,027.		
STATE AID			40,800
422.01	STATE AID	40,800	
	DESCRIPTION: Since 1939, with the exception of FY 1940 and FY 1941, the State of Michigan has provided state aid grant assistance to Michigan public libraries. Under guidelines established by the Legislative Council, the public library filing a state aid application must meet all three guideline requirements: 1.) 3/10 mill local financial support, 2.) hours open, and 3.) certified personnel. After the public library files a state aid application and it is determined that guidelines are satisfied, the public library receives a state aid reimbursement based on a per capita amount. Per Public Act 89 of 1997, legislation authorizes a maximum level of \$0.50 as the per capita amount, but actual appropriations may be less than this amount.		
	FORMULA: For August, review two-year history of actual State Aid received. For March, review state library budget October 1 and use confirmed rate per capita, plus indirect/swing aid to update budget. Each library fiscal year typically includes one-half of the prior year's and one-half of the current year's state aid payments. The 2020 population is 43,027.		
CIRCULATION REVENUE			8,500
430.01	FINES & FEES	8,500	
	DESCRIPTION: Fines are collected from patrons by library staff when any materials are returned after their due date. Fees are collected from patrons for lost and damaged materials.		
	FORMULA: Review five-year history of actual fines and fees received. Review impact of any changes in circulation procedures. Reflects a conservative estimate based the averaging of Fines and Fees revenue over the most recent two years.		
CHARGES FOR SERVICES			10,651
432.01	PHOTOCOPY FEES	651	
	DESCRIPTION: These fees include net revenue from the photocopiers and public printers (after vending company collection fees) and fees collected from staff for printing and copying.		
	FORMULA: Review two-year history of actual fees received.		
435.01	ROOM RENTAL FEES	10,000	

**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
GENERAL FUND REVENUE LINE BREAKDOWN
April 1, 2025 - March 31, 2026 - PRELIMINARY BUDGET**

	<u>Chart of Account Total</u>	<u>Budget Group Total</u>
DESCRIPTION: The library offers meeting rooms for rent to groups who have at least one member who is a library cardholder.		
FORMULA : Review two-year history of actual fees received. Review impact of any significant changes in meeting room availability.		
INVESTMENT EARNINGS		610,000
664.01 INVESTMENT EARNINGS	610,000	
DESCRIPTION: Through careful investment of the taxes received in advance of need for the operating budget, interest on the fund balance is generated as revenue for the library.		
FORMULA : Average rate of interest multiplied by total investments as of most recent reporting period of current fiscal year. Reflects a conservative estimate based on FY 2023-2024 actual YTD receipts.		
665.01 CHANGE IN ASSET VALUE	-	
DESCRIPTION: Changes to market value expected on investments during the current fiscal year.		
FORMULA : Budgeted only at year end due to uncertainty of changes The erratic amounts in this line do not allow for prediction.		
MISCELLANEOUS		13,451
460.01 MISCELLANEOUS REVENUE	3,370	
DESCRIPTION: Any other sources of revenue such as write-offs of outstanding checks, accounting declarations, and recycling.		
FORMULA : Review two-year history of actual revenue received.		
462.01 LIBRARY SHOP REVENUE	4,081	
DESCRIPTION: Revenue received from the sale of items in the Library Shop.		
FORMULA : Review two-year history of actual fees received.		
463.01 CAFÉ REVENUE	6,000	
DESCRIPTION: Revenue received from the sale of items in the Café.		
FORMULA : Review two-year history of actual fees received.		
672.01 SALE OF USED EQUIPMENT	-	
DESCRIPTION: Revenue received from the sale of used library equipment.		
FORMULA : Estimate of predicted equipment sale for year. This will also include revenue received from liquidation of existing furnishings. No sale planned during the year.		
502.01 FEDERAL GRANTS	-	-
DESCRIPTION: Federal Grants		
FORMULA : None planned for this FY.		
687.01 REFUNDS/REBATES SELF INSURANCE Rx		20,000
DESCRIPTION: Prescription drug discount received from self-insured health care insurance plan.	20,000	
FORMULA : Refunds provided quarterly by Bloomfield Township.		

TOTAL ESTIMATED REVENUES
Fiscal Year April 1, 2025 - March 31, 2026

Preliminary August 2022

\$10,664,698

**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
GENERAL FUND EXPENDITURE LINE BREAKDOWN
April 1, 2025 - March 31, 2026 -PRELIMINARY BUDGET**

PERSONNEL

<u>Chart of Account Detail</u>	<u>Chart of Account Total</u>	<u>Budget Group Total</u>	<u>Functional Category Total</u>
			5,361,558
702.01 SALARIES AND WAGES	3,459,995	3,459,995	
DESCRIPTION: Salaries for full-time, part-time, and substitute staff			
FORMULA: Personnel Expense Report (PER) by Department. Board approved positions and wage rates.			
Open Pay Range, Performance Based Compensation			
Pay rate increases TBD			
PA 152 80/20			
715.01 SOCIAL SECURITY	264,296	264,296	
DESCRIPTION: Federal Social Security and Medicare taxes on employee wages.			
FORMULA: Projected Wages (x) current tax rate (7.65%)			
718.01 EMPLOYEE INSURANCES	1,015,534	1,015,534	
DESCRIPTION: Includes part-time employees' health, disability, and life insurance; full-time employees' health, vision, dental, disability, and life insurance; retirees health and life insurance; all employees' workman's compensation insurance; and unemployment compensation. Health care costs for all full-time and 30 hr. part-time employees are partially funded by the employee. Also includes retiree Health Savings Plan contributions.			
FORMULA: Current year budget + projected estimate 4% increase.			
722.01 RETIREMENT	384,851	384,851	
DESCRIPTION: Defined benefit plan for full-time employees hired on or before 05/31/11. Defined contribution plan for full-time employees hired after 05/31/11.			
FORMULA: Personnel Expense Report (PER) by Department. Defined Benefit Plan wages (x) rate as provided by the Township = Annual Bond Obligation. Defined Contribution wages (x) rate (10%). Add'l funding for DB Pension-Actuarial Defined Contribution			
723.01 RETIREE HEALTH CARE - OPEB	-	-	
DESCRIPTION: Other post-employment benefits (OPEB) - contributions to Section 115 Trust for Retiree health care benefits plan for full-time employees hired on or before 05/31/11.			
FORMULA: Actuary determined funding of OPEB liability.			
			854,132
ELECTRONIC SERVICES - DATABASES			232,408
831.01 ELECTRONIC SERVICES - ADULT	179,040		
DESCRIPTION: Fees for electronic or computer access to information databases and services used by patrons and staff in Adult Services.			
FORMULA: Current year budget			
<u>FROM METRO NET</u>			
Ancestry.com	1,844		
Creative Bug	1,404		
Data Axle - ReferenceSolutions	4,584		
Gale Total	6,006		
Biography in Context			
History in Context US & World			
Legal Forms			
Literature Resource Center			
Science In Context			
Scribner's			
Twayne Author/Scribner Writers' Series			
Mango Languages	3,454		
Mango Languages- ASL	645		
<u>FROM MIDWEST COLLABORATIVE FOR LIBRARY SERVICE</u>			
Plunkett Online	3,604		
Morningstar Investment Research Center w/Remote access	7,509		
<u>FROM THE LIBRARY NETWORK</u>			
Brainfuse (+HelpNow/JobNow)	4,620		
Consumer Reports	2,029		
<u>DIRECT PURCHASES</u>			
Alexander Press - Music Online	1,854		

**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
GENERAL FUND EXPENDITURE LINE BREAKDOWN
April 1, 2025 - March 31, 2026 -PRELIMINARY BUDGET**

	<u>Chart of Account Detail</u>	<u>Chart of Account Total</u>	<u>Budget Group Total</u>	<u>Functional Category Total</u>
	Gale Health and Wellness	1,854		
	EBSCO - Fold3	1,804		
	EBSCO - NoveList, split with YS	5,453		
	GALE-Nat'l Geographic, incl kids version	1,349		
	Hoopla	60,048		
	Infobase Publishing-Writer's Ref. Ctr.	1,354		
	Kanopy	10,354		
	LinkedIn Learning	6,654		
	Proquest	17,199		
	Newspaper Pkg. (NYT,WSJ,WPost, DFP)			
	Historical Detroit Free Press			
	Historical New York Times			
	World Trade Press A-Z world travel	938		
	Unplanned additional costs	4,354		
	Standard & Poors/NetAdvantage	9,680		
	ValueLine	6,854		
	Zoobean (Beanstack)	1,595		
	Recollect	12,000		
833.01	ELECTRONIC SERVICES - YOUTH		53,368	
	DESCRIPTION: Fees for electronic or computer access to information databases and services used by patrons and staff in Youth Services.			
	FORMULA: Current year budget			
	<u>DIRECT PURCHASES</u>			
	Britannica ImageQuest	1,627		
	Book Fix	1,263		
	Brainfuse	1,785		
	Hoopla	34,500		
	Little Pim	2,391		
	National Geographic	675		
	World Book Suite	2,671		
	World Book E Books	716		
	Novelist Select	2,809		
	Zoobean (Beanstack)	837		
	Unplanned additional costs	1,000		
	LOTE	783		
	Scholastic Teachables	1,246		
	TALK	125		
	TumbleMath	940		
832.01	ELECTRONIC CATALOG SERVICES - SkyRiver and Overdrive		27,000	27,000
	DESCRIPTION: Fees for a specific electronic database used for the cataloging of materials.			
	FORMULA: Current year budget			
	SkyRiver	25,000		
	Overdrive	2,000		
	BOOKS/MATERIALS		323,908	
941.01	BOOKS-ADULT	193,465	193,465	
	DESCRIPTION: Circulating physically printed books and electronically produced books purchased for adults.			
	FORMULA: Current year budget			
943.01	BOOKS-YOUTH	121,828	121,828	
	DESCRIPTION: Circulating and non-circulating physically printed books and electronically produced books purchased for youth.			
	FORMULA: Current year budget			
944.01	BOOKS-REFERENCE	7,500	7,500	
	DESCRIPTION: Non-circulating physically printed books and electronically produced books for the Adult Services collection.			
	FORMULA: Current year budget			
945.01	MATERIALS-TECHNICAL SERVICES	100	100	
	DESCRIPTION: Materials purchased to assist in cataloging.			
	FORMULA: Current year budget			
946.01	MATERIALS-SYSTEMS	515	515	
	DESCRIPTION: Materials purchased to assist in Systems work and training.			
	FORMULA: Current year budget			
947.01	MATERIALS-ADMINISTRATION	500	500	

**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
GENERAL FUND EXPENDITURE LINE BREAKDOWN
April 1, 2025 - March 31, 2026 -PRELIMINARY BUDGET**

	<u>Chart of Account Detail</u>	<u>Chart of Account Total</u>	<u>Budget Group Total</u>	<u>Functional Category Total</u>
DESCRIPTION: Materials purchased to assist Administration activities. FORMULA : Current year budget				
969.01 PROCESSING & SUPPLIES	24,000	24,000	24,000	
DESCRIPTION: Costs associated with the processing of materials in order to make them available to patrons, including RFID circuits, labels, book jackets and media cases. FORMULA : Current year budget				
			69,650	
949.01 PERIODICALS, NEWSLETTERS & MICROFORMS	56,000	56,000		
DESCRIPTION: Subscriptions to magazines, newspapers and loose-leaf information services for the use of patrons. FORMULA : Current year budget Includes: WT Cox \$30,000, Press Reader \$6263				
950.01 REFERENCE SERVICES			13,650	
DESCRIPTION: Subscriptions to magazines, newspapers and loose-leaf information services for the use of patrons that includes electronic reference services which replicate the print. FORMULA : Current year budget Commerce Clearing House (CCH) Financial Info Stock Guide Government Documents Institute for Continuing Legal Education(ICLE) Lexis Nexis RIA West Unplanned additional services	200 3,750 600 750 200 3,000 350 4,800			
			8,500	
951.01 ADULT			8,000	
DESCRIPTION: Sound recordings on compact disc and electronically downloadable music purchased by Adult Services for circulation. FORMULA : Current year budget Regular music purchases	8,000			
952.01 YOUTH			500	
DESCRIPTION: Sound recordings on compact disc and electronically downloadable music purchased by Youth Services for circulation. FORMULA : Current year budget Regular music purchases	500			
			77,623	
953.01 ADULT	60,210	60,210		
DESCRIPTION: Books recorded on compact disc and MP3, book plus CD or cassette kits, and downloadable audio books purchased by Adult Services for circulation. FORMULA: Current year budget				
954.01 YOUTH	17,413	17,413		
DESCRIPTION: Books recorded on compact disc and MP3, book plus CD kits, Wonderbooks and downloadable audio books purchased by Youth Services for circulation. FORMULA : Current year budget				
			41,000	
955.01 ADULT	36,000	36,000		
DESCRIPTION: DVD materials purchased by Adult Services for circulation FORMULA : Current year budget				
956.01 YOUTH	5,000	5,000		
DESCRIPTION: DVD materials purchased by Youth Services for circ . FORMULA : Current year budget				

**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
GENERAL FUND EXPENDITURE LINE BREAKDOWN
April 1, 2025 - March 31, 2026 -PRELIMINARY BUDGET**

		<u>Chart of Account Detail</u>	<u>Chart of Account Total</u>	<u>Budget Group Total</u>	<u>Functional Category Total</u>
ACCESSIBILITY SUPPORT COLLECTION				10,043	
957.01	ADULT DESCRIPTION: Print and non-print materials specific to ASC. FORMULA: Current year budget	4,893	4,893		
958.01	YOUTH DESCRIPTION: Print and non-print materials specific to ASC. FORMULA: Current year budget	5,150	5,150		
PROGRAMMING				40,000	
961.01	ADULT DESCRIPTION: Funds to support programs, displays, and activities for which presenters are paid or incentives for attendance are provided. Includes photo records, food, and printing for events. FORMULA: Current year budget All speakers, program-specific printing, incentives for participation, photo records of Adult and Young Adult programming. Major programs include: Concerts Summer Reading	17,000	17,000		
962.01	YOUTH DESCRIPTION: Funds to support programs, displays, and activities for which presenters are paid or incentives for attendance are provided. Includes photo records, food, and printing for events. FORMULA: Current year budget All speakers, program-specific printing, incentives for participation, photo records of Youth programming. Major programs include: Kindergarten Reader's Roundup Book Discussions Summer Reading Trick or Treat	21,000	21,000		
964.01	ADMINISTRATION DESCRIPTION: Funds to support activities of the Director or on behalf of the library as a whole for which speakers, presenters, or incentives for attendance are provided. Includes photo records, food, and printing for events. FORMULA: Current year budget All speakers, program-specific printing, incentives for participation, photo records of Administration - sponsored programming, Bloomfield Twp Open House, etc. Major programs include: community collaboration event community partnering for library-wide programs Volunteer reception and other volunteer expenses		1,500		
965.01	SYSTEMS DESCRIPTION: Funds to support programs, displays, and activities for which presenters are paid or incentives for attendance are provided. Includes photo records, food, and printing for events. FORMULA: Current year budget All speakers, program-specific printing, incentives for participation, photo records of Systems-sponsored programming. Major programs include: Hosting of Metro Net and technology events	500	500		
FACILITIES AND EQUIPMENT					1,214,792
775.01	REPAIRS & MAINTENANCE SUPPLIES DESCRIPTION: This account is for the purchase of any type of building maintenance or building repair item. Includes items such as hardware, toilet tissue, hand towels and more. FORMULA: Current year budget Lighting Repair Services	15,000	65,000	65,000	

**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
GENERAL FUND EXPENDITURE LINE BREAKDOWN
April 1, 2025 - March 31, 2026 -PRELIMINARY BUDGET**

	<u>Chart of Account Detail</u>	<u>Chart of Account Total</u>	<u>Budget Group Total</u>	<u>Functional Category Total</u>
	HVAC replacement of parts & filters	17,500		
	All other needs	32,500		
850.01	TELEPHONE		17,450	17,450
	DESCRIPTION: Telephone and cell phones services.			
	FORMULA: Current year budget			
	T-mobile Hotspots	2,300		
	Emergency use cell phone	150		
	Pay phone service for patrons	1,000		
	ATT PRI lines for phone lines (with long distance)	14,000		
910.01	BUILDING INSURANCE	65,842	65,842	65,842
	DESCRIPTION: Annual payment to Bloomfield Twp for Building and Contents, Boiler & Machinery and Liability.			
	FORMULA: Current year budget			
	UTILITIES		384,000	
921.01	ELECTRICITY	269,000	269,000	
	DESCRIPTION: Payments made for electricity.			
	FORMULA: Average last two years' expense			
922.01	NATURAL GAS	80,000	80,000	
	DESCRIPTION: Payments made for heat.			
	FORMULA: Average last two years' expense			
923.01	WATER	35,000	35,000	
	DESCRIPTION: Payments made for water.			
	FORMULA: Average last two years' expense			
930.01	BUILDING MAINTENANCE		291,106	291,106
	DESCRIPTION: Includes contracts for janitorial service, trash removal, exterminator, mechanical maintenance.			
	FORMULA: Current year budget			
	Boiler inspection State fees	400		
	Incidentals/fines for Boilers	120		
	Boiler & chilled water treatment services	4,000		
	Carpet cleaning maintenance	20,000		
	YS-Storytime carpets & carpet square cleaning	650		
	Pest Control Svcs.	2,200		
	Cleaning - general	153,300		
	Auto-door maint contract & parts replacement	4,237		
	Elevator Maintenance Agreement	3,264		
	Elevator Category 1 No-load Safety Test	2,000		
	Fire Suppression System service agreement	6,000		
	Fire extinguisher recharge	2,000		
	Flag service	910		
	Generator contract & emergency service	2,700		
	Siemens Automation - repair service & tech support	5,000		
	HVAC - annual contract fee	14,922		
	Lift Station Pump maintenance	5,400		
	Security system - alarm monitoring	24,000		
	Potable water system back flow inspection	1,335		
	Solid Waste removal service	3,864		
	Window Cleaning - annual	6,000		
	WON door and lobby gate maintenance	1,500		
	Unplanned conditions & repair needs	5,000		
	Furniture/Chair cleaning	7,160		
	Cintas matting and towel service	1,500		
	Roof Maintenance Contract	4,800		
	Water Filters - Appliances	600		
	Humidifier Cansiters - Annual	5,000		
	MSDSOnline (3 year contract) -Annual	3,244		
933.01	EQUIPMENT MAINTENANCE		24,210	24,210
	DESCRIPTION: Contracts for telephone system, copying/microform equipment maintenance, postage meter.			
	FORMULA: Current year budget			
	CBS copier vending	4,000		
	Postage meter rental, maintenance and fees	2,390		
	Work area and public copiers	13,000		

**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
GENERAL FUND EXPENDITURE LINE BREAKDOWN
April 1, 2025 - March 31, 2026 -PRELIMINARY BUDGET**

	<u>Chart of Account Detail</u>	<u>Chart of Account Total</u>	<u>Budget Group Total</u>	<u>Functional Category Total</u>
	Microfilm reader (AS request) 1-yr contract	600		
	Eco-Smart Auto, repair disc, repair/cleaner warranty.	520		
	Tech Logic Spare Parts for AMH	1,700		
	Tel Systems AV equipment replacement	2,000		
935.01	GROUNDS MAINTENANCE		96,675	96,675
	DESCRIPTION: Contracts for lawn and landscape maintenance and snow removal as well as other costs associated with grounds.			
	FORMULA: Current year budget			
	Great Oaks - Lawn/Snow/Mulch/Weeding	50,150		
	Goldner Walsh - Gardens	24,000		
	Poseidon - Irrigation	1,700		
	American Pest - Arborist Svcs.	10,000		
	New Tree Plantings	3,825		
	Unplanned grounds maintenance	7,000		
936.01	COMPUTER SYSTEM MAINTENANCE		254,508	254,508
	DESCRIPTION: Maintenance contracts for library catalog and circulation system, printers and PCs, as well as software, software licenses and software upgrades.			
	FORMULA: Current year budget			
	Adobe Creative Suite Subscription	4,000		
	Baker&Taylor - The Content Café	2,300		
	Baker&Taylor Titlesource360 (TS request)	2,840		
	Barracuda Web Filter - YS Internet filtering soft/hardware	3,500		
	Box Solutions intranet connect maintenance	3,400		
	Cisco equipment maintenance contract	6,820		
	Comcast - digital receivers	1,000		
	Comcast - high speed modem subscription	1,000		
	Envisionware Mobile Printing Subscription	725		
	Envisionware annual maintenance	14,000		
	Graphic Science Digitalization Station Maint.	590		
	Godaddy SSL certificaion for site license: includes Vega, WebPac, Outlook, etc.	1,500		
	Siemens HVAC Building Automation System Tech Support (Facilities request)	14,006		
	Innovative Vega subscription/Sierra Cloud Hosting	55,455		
	Innovative maintenance contract	77,670		
	Innovative Mobile	6,000		
	OCLC EZProxy Hosting	3,111		
	Sage 50 Accounting upgrade and maintenance	3,000		
	Sage 50 FAS Inventory SupportPlus contract	3,000		
	Techlogic AMH sorting system maintenance (Circ request)	22,000		
	TLN - Deep Freeze, pub. web browser license, & Microsoft Live	4,000		
	Payflow Ann'l Fee & Mo. Fee	1,100		
	Barracuda Archiver	1,200		
	WP Engine Web Hosting \$115x12	1,400		
	Streamyard	250		
	Backup Veeam Subscription with Spam Filter	9,600		
	Wordpress pluggins	1,500		
	Sked Social	750		
	HANS - VOIP Phone System	1,693		
	Vimeo subscription	599		
	Virtual Meeting Room Software - Zoom	2,000		
	Local Hop	4,500		
	EQUIPMENT		16,000	
981.01	GENERAL EQUIPMENT		2,500	
	DESCRIPTION: Furnishings or equipment purchased for the library which cost more than \$1,000 and are not believed to be a recurring expense such as desks, chairs, storage units, library shelving, display units, copiers and similar furnishings and equipment.			
	FORMULA: Current year budget			
	Director's Discretionary	2,500		
982.01	COMPUTER EQUIPMENT		13,500	
	DESCRIPTION: Computer furnishings or equipment purchased for the library which cost more than \$100.00 and are not believed to be a recurring expense.			
	FORMULA: Current year budget			
	Batteries for meeting room equipment	200		

**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
GENERAL FUND EXPENDITURE LINE BREAKDOWN
April 1, 2025 - March 31, 2026 -PRELIMINARY BUDGET**

	<u>Chart of Account Detail</u>	<u>Chart of Account Total</u>	<u>Budget Group Total</u>	<u>Functional Category Total</u>
Computer Equipment	10,000			
Hazardous equipment disposal	300			
Headset replacement	1,000			
Printer replacement for staff	2,000			
OTHER OPERATING EXPENDITURES				274,730
727.01 OFFICE SUPPLIES		32,480	32,480	
DESCRIPTION: Internal office supplies, such as paper, pens, etc., library card bar codes, cash register tapes and similar supplies used by Circulation; laser printer cartridges and desktop printer cartridges for staff printers; paper for public copiers.				
FORMULA: Current year budget				
Copier paper for work area and public, Laser and other desk printer cartridges for staff and public, Film for new employee photos and other miscellaneous office supplies	25,300			
Copier cards	2,400			
Eco-Smart supplies, pads, polishes + % increase	800			
Circulation Dept. - Receipt paper	3,980			
728.01 POSTAGE		25,090	25,090	
DESCRIPTION: Postage for daily metered mail .				
FORMULA: Current year budget				
Regular postage needs (includes Library by Mail)	6,780			
Annual Bulk Mailing Permit	310			
Quarterly newsletter mailing	18,000			
PROFESSIONAL SERVICES			128,156	
811.01 ACCOUNTING		25,000		
DESCRIPTION: Monthly fee charged by Bloomfield Twp for accounting services.				
FORMULA: Monthly fee provided by Twp. + \$1,000 Actuary	25,000			
812.01 AUDIT		22,000		
DESCRIPTION: Annual fee charged by our auditing firm.				
FORMULA: Current year budget				
Audit	22,000			
813.01 CONSULTANT		15,000		
DESCRIPTION: Fees for consultants such as strategic planning or interior designer.				
FORMULA: Current year budget				
IT Consulting	10,000			
Other	5,000			
814.01 CONTRACTS		9,756		
DESCRIPTION: Provides for monthly fees to publicist, Music on Hold messages, MelCat delivery cost, and similar contractual services.				
FORMULA: Current year budget				
RIDES delivery fee	4,700			
Message on Hold	1,000			
Unique Management - collection agency	3,756			
Facebook Advertising	300			
815.01 LEGAL	5,000	5,000		
DESCRIPTION: Legal service fees, e.g., lawyer who provides collection services and contract review or labor lawyer for personnel matters.				
FORMULA: Current year budget				
816.01 INVESTMENT COUNSELING		36,400		
DESCRIPTION: Schwartz & Co. quarterly investment portfolio counseling fees per 8/2017 professional services contract.				
FORMULA: Approx. .28% of average portfolio balance				
Investment Counseling Fees	36,400			

**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
GENERAL FUND EXPENDITURE LINE BREAKDOWN
April 1, 2025 - March 31, 2026 -PRELIMINARY BUDGET**

	<u>Chart of Account Detail</u>	<u>Chart of Account Total</u>	<u>Budget Group Total</u>	<u>Functional Category Total</u>
818.01	INTERNET SERVICE PROVIDER (ISP)			
	DESCRIPTION: This provides for the costs of our Internet access and consultant fees.			
	FORMULA: Current year budget + Metro Net meeting information Internet Opti-e-man charges from TLN	15,000		
		15,000		
	STAFF DEVELOPMENT & TRAVEL		37,650	
861.01	CONFERENCES & WORKSHOPS		22,450	
	DESCRIPTION: Provides funds to support continuing education for all such benefitted staff as well as Trustees; also funds Staff Development Day programs, III User Group meetings.			
	FORMULA: Staff number, formula by classification, projected Staff Development Day cost.			
	Department Conference/Workshops	4,875		
	Staff Development Day	5,500		
	All-staff meetings	300		
	Director's Discretionary	2,950		
	Staff Service Awards	1,750		
	III Users' Group Nat. Conf. (3 attendees @ \$425)	1,275		
	Rotating National Conference (4 attendees @ \$500)	2,000		
	MIUG Conference (3 attendees @ \$50 ea.)	150		
	MLA Conference (8 attendees at \$300)	2,400		
	Board Professional Development	500		
	MERIT Conference (3 attendees)	750		
862.01	MILEAGE & TRAVEL		15,200	
	DESCRIPTION: Reimburses staff for work-related travel expenses, including mileage, parking, meals, hotel, and airfare. NOTE: Planned travel costs not included in the conference or workshop registration are included here.			
	FORMULA: Current year budget			
	III Users' Group travel (3 attendees @ \$1,700)	5,100		
	Rotating National Conference (4 attendees @ \$1,700)	6,800		
	MIUG Conference (3 attendees @ \$200 ea.)	600		
	MLA Conference (8 attendees at \$200)	1,600		
	Mileage & misc. travel	1,100		
900.01	PRINTING & PUBLISHING		30,050	30,050
	DESCRIPTION: Provides fees for outside printed material, such as Discover newsletter and Circulation items which are commercially printed (library card stock, data mailers, library card applications). Also includes fees for newspaper ads to recruit new employees or advertise as required for bids.			
	FORMULA: Current year budget			
	Community mailings/printings/advertising	3,000		
	Quarterly printed newsletter	26,000		
	Advertising fees for job postings	1,050		
855.01	DUES & MEMBERSHIPS		14,224	14,224
	DESCRIPTION: Memberships in professional and community organizations for the library.			
	FORMULA: Current year budget			
	Library membership in ALA (national)	674		
	Library membership in Birmingham-Bloomfield Chamber	230		
	Library member. in III Users Group (National)	125		
	Library membership in MLA (state)	3,395		
	Library membership in MCLS (discounts)	250		
	Library membership in FOML	50		
	MetroNet Membership fee (includes shared web hosting, OverDrive hosting)	4,500		
	Professional Memberships for eligible employees	5,000		
	MISCELLANEOUS EXPENSE		7,080	
990.01	BANK SERVICE CHARGES		4,720	

**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
GENERAL FUND EXPENDITURE LINE BREAKDOWN
April 1, 2025 - March 31, 2026 -PRELIMINARY BUDGET**

	<u>Chart of Account Detail</u>	<u>Chart of Account Total</u>	<u>Budget Group Total</u>	<u>Functional Category Total</u>
DESCRIPTION: Fees charged financial institutions. FORMULA: Current year budget				
All bank fees	2,000			
Paypal fees	720			
Ecommerce fees - Paymentech	2,000			
992.01 LIBRARY SHOP	2,000	2,000		
DESCRIPTION: Costs to purchase items for sale and to operate shop. FORMULA: Current year budget				
993.01 CAFÉ	360	360		
DESCRIPTION: Costs to operate café. FORMULA: Current year budget				
991.01 MISCELLANEOUS	-	-		
DESCRIPTION: Accounting declarations. FORMULA: This is not a predictable line.				
802.01 CAPITAL PROJECTS PROJECTS		1,282,965	1,282,965	1,282,965
DESCRIPTION: Special or one-time costs for major projects. FORMULA: Budget requests				
Mobile Computers for Lab	15,000			
Flooring	40,000			
Furniture Replacement	50,000			
Computer CPUs-Public	60,000			
Computer Monitors-Public	18,000			
HVAC Emergency Repair	60,000			
HVAC Equipment	700,000			
Plumbing & Electrical Emergency Maintenance	50,000			
Portico Power Wash & exterior Woodwork Restoration	25,000			
Door Access Emergency Maintenance	5,000			
Scheduler/Timesheet Software	6,000			
Savannah/Orange Boy	6,500			
Reserve for Special Cleaning Services	25,000			
Website ADA Compliance Software	10,965			
Office 365-Work From Home Solutions and Consulting	19,000			
Storm Sewer Maint	5,000			
Sharepoint Implementation	20,000			
VOIP-Telephone Licenses	6,500			
Desktop CPUs, laptops, monitors-staff	10,000			
Icthrive Intranet Subscription	10,000			
Switches	100,000			
DUO	6,000			
Door Access (Avigilon Alta) annual fee	6,000			
Bamboo HR	7,500			
Communico	6,500			
Automatic Door Openers	15,000			

TOTAL ESTIMATED EXPENDITURES
Fiscal Year April 1, 2025 - March 31, 2026

Preliminary August 2023

\$8,988,177

BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
DESCRIPTION OF GIFT FUND
REVENUE AND EXPENDITURE ACCOUNTS
April 1, 2025 - March 31, 2026

REVENUE

GIFT INCOME

425.03 Gift Revenue

These are gifts from individual donors and groups. Some gifts are restricted because they have been given to purchase specific items or for specific purposes, or which are substantial enough as to warrant a designated purchase as determined by the Library Director or the Board of Trustees. Some gifts are unrestricted because they may be used as the Library wishes for materials or other expenditures.

428.03 Friends of the Library

These are gifts from the Friends of the Library which have been given to purchase specific items or for specific purposes.

429.03 Atkinson Trust

The generous bequest of Yvonne Atkinson has been invested as a named fund established in 2001 with the Community Foundation for Southeastern Michigan. At the family's request, the CFSEM payout will be used for library materials, especially book club collections, beginning in 2006.

430.03 BTPL Endowment/Amber Trust

The BTPL Endowment Fund was established in 1996 for the general charitable purposes of the Bloomfield Township Public Library and has been invested in the Community Foundation for Southeastern Michigan. The fund includes a generous gift from the Amber Trust. At the family's request, the portion of the CFSEM investment payout which can be attributed to this gift is spent on audio books in the Adult Services and Youth Services circulating collection beginning in 2001/2002. The rest of the payout is used for library needs as directed by the Library Director or Board of Trustees.

431.03 M Scholarship Fund

The generous gift of the Myers family in memory of Jeanette Myers has been invested as a named fund established in 1998 with the Community Foundation for Southeastern Michigan. The fund's pay-out is a minimum of 5% each year. The payout is used to award one or more annual scholarships beginning in 2000.

432.03 Smith Challenge Grant

The Lawrence and Isabel Francis Smith Foundation issued a challenge grant in 1999 to the Library's Department Heads. Each year for five years, the Department Heads raised \$2,000 which was matched by the Foundation. This generous gift has been invested in the Community Foundation for Southeastern Michigan and the CFSEM payout is used as the Department Heads see fit beginning in 2006.

433.03 Fair Radom Garden Endowment Fund

The generous gift of the Radom family has been invested as a named fund established in 2010 with the Community Foundation for Southeastern Michigan. At the family's request, the CFSEM payout is used for the improvement and preservation of the public gardens at BTPL as an educational and outreach resource to the public on proper land use and landscaping beginning in 2011.

434.03 Library Director's Legacy Endowment Fund

The Director's Legacy Endowment Fund was established in 2012 in recognition of all BTPL Library Directors. The CFSEM payout will be used to fund staff professional development focused on improving or enhancing public service beginning in 2014.

INVESTMENT EARNINGS

664.03 Investment Earnings

Interest expected to be earned on the Gift Fund during the fiscal year.

MISCELLANEOUS

460.03 Miscellaneous

Any other sources of revenue such as money found in library.

EXPENDITURES

LIBRARY SERVICES

941.03 Books–Adult

Circulating books purchased for adults.

943.03 Books–Youth

Circulating books purchased for youth.

969.03 Processing & Supplies

Costs associated with processing gifts received.

954.03 Audio Books–Youth

Audio books purchased for the Youth Services circulating collection.

955.03 DVD–Adult

DVDs purchased for the Adult Services circulating collection.

958.03 Accessibility Support Collection–Youth

Funds to support Youth Services Accessibility Support Collection.

961.03 Programs–Adult

Funds to support Adult Services programs, displays, and activities for which presenters are paid or incentives for attendance are given.

962.03 Programs–Youth

Funds to support Youth Services programs, displays, and activities for which presenters are paid or incentives for attendance are given.

964.03 Programs–Administration

Funds to support Administration's programs, displays, and activities for which presenters are paid or incentives for attendance are given.

FACILITIES & EQUIPMENT

935.03 Grounds Maintenance

General repairs or plantings of lawns and gardens.

981.03 General Equipment

General equipment purchased for the library and not believed to be a recurring expense.

982.03 Computer Equipment

Computer equipment purchased for the library and not believed to be a recurring expense.

983.03 Facilities Equipment

Equipment used by Facilities purchased for the library and not believed to be a recurring expense.

OTHER OPERATING EXPENDITURES

861.03 Staff Development/Travel

Provides for workshop and conference fees or other staff development gifts donated.

900.03 Printing and Publishing

Provides for printing and promotional items.

970.03 Myers Scholarship Fund

The Jeannette Myers Scholarship Endowment Fund payouts from CFSEM are disbursed to the annual scholarship recipient(s) from this account.

971.03 Smith Challenge Grant Fund

The Smith Challenge Endowment Fund payouts from CFSEM are disbursed from this account.

972.03 BTPL Endowment Fund

The BTPL Endowment Fund payouts from CFSEM are disbursed from this account.

973.03 Atkinson Fund

The Atkinson Endowment Fund payouts from CFSEM are disbursed from this account.

974.03 Fair Radom Garden Endowment Fund

The Fair Radom Garden Endowment Fund payouts from CFSEM are disbursed from this account.

975.03 Library Director's Legacy Endowment Fund

The Library Director's Legacy Fund payouts from CFSEM are disbursed from this account.

990.03 Bank Service Charges

Bank service charges and other costs of doing business.

837.03 Contingency–designated

Predetermined and planned expenditures, for which the expenditures may occur over the course of a number of years, are disbursed from this account.

838.03 Director’s Discretionary

A long-standing gift which has been “replenished” periodically by the Friends or from bank interest earned to allow for unplanned expenditures for the good of the Library.

839.03 Contingency–undesignated

Some gifts are able to be purchased at significant savings so the remainder of the gift is left unspent. These unspent amounts are included in this account. Money found in the Library and unclaimed is also included in this account as well as gifts given for “as needed” useage. This line enables the Library to address overages, often due to shipping or price increases, of other gifts rather than not be able to purchase what was intended when the gift was given. These gifts may also be combined with other unspent gifts to purchase items needed by the library.

Bloomfield Township Public Library General Fund Balance Projection

	Column 1*	Column 2	Column 3	Column 4	Column 5
	<u>FY 2023-2024</u>	<u>FY 2024-2025</u>	<u>FY 2025-2026</u>	<u>FY 2026-2027</u>	<u>FY 2027-2028</u>
Beginning Fund Balance	\$13,982,067	\$16,613,169	\$17,145,195	\$18,821,716	\$21,452,248
Property Tax Revenue **	\$8,926,108	9,381,644	9,889,601	\$10,186,289	\$10,491,878
Investment Earnings ***	\$536,192	610,000	\$610,000	\$658,760	\$750,829
All Other Revenues	\$201,207	\$165,097	\$165,097	\$165,097	\$165,097
Operating Expenditures ****	(\$6,653,570)	(\$7,542,050)	(\$7,705,212)	(\$7,936,368)	(\$8,174,459)
Capital Expenditures *****	(\$378,836)	(\$2,082,665)	(1,282,965)	(\$443,246)	(\$420,746)
Net Revenue/(Expenditures)	\$2,631,102	\$532,026	\$1,676,521	\$2,630,532	\$2,812,598
Year-End Balance	<u>\$16,613,169</u>	<u>\$17,145,195</u>	<u>\$18,821,716</u>	<u>\$21,452,248</u>	<u>\$24,264,846</u>
Nonspendable - Prepaid Expenses	\$18,791	\$18,791	\$18,791	\$18,791	\$18,791
Restricted	\$0	\$0	\$0	\$0	\$0
Committed Portion - 8 Month Fund Balance	\$5,016,150	\$5,028,033	\$5,136,808	\$5,449,640	\$5,569,532
Assigned Portion - Capital Improvements/Sick-Vac Liability/OPEB	\$11,478,228	\$11,998,371	\$13,566,117	\$15,883,818	\$18,576,523
Unassigned Portion - Unplanned Emergencies	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
* Column 1 = actuals					
** Column 4 & 5 assumes 3.0% increase in Property Tax Revenue					
*** Column 4 & 5 assumes 3% increase in Operating Expenditures					
Assigned Portion:					
Total Capital Improvements	\$8,172,838	\$8,692,981	\$10,260,727	\$12,578,428	\$15,271,133
Compensated Vacation/Sick	\$482,971	\$482,971	\$482,971	\$482,971	\$482,971
OPEB	\$2,822,419	\$2,822,419	\$2,822,419	\$2,822,419	\$2,822,419

**Bloomfield Township Public Library
SEV and Taxable Value History
Historical Analysis**

	SEV(until 1995) Tax. Value. (1995 -)	Percent of Increase From PY	Library Millage	Library Tax Revenue	Percent of Increase From PY
2025-2026*	5,339,003,040	4.00%	1.8523	9,889,601	10.84%
2024-2025**	5,133,656,770	7.17%	1.8653	8,922,094	4.00%
2023-2024	4,790,060,281	7.22%	1.8502	8,578,936	4.00%
2022-2023	4,467,360,970	5.76%	1.8653	8,248,977	4.00%
2021-2022	4,223,898,657	3.23%	1.8805	7,931,709	2.41%
2020-2021	4,091,548,158	4.11%	1.8958	7,744,732	3.30%
2019-2020	3,929,897,809	4.80%	1.9078	7,497,350	4.02%
2018-2019	3,749,876,110	4.89%	1.9230	7,207,809	3.71%
2017-2018	3,575,056,602	3.00%	1.9365	6,949,668	2.40%
2016-2017	3,470,928,740	3.31%	1.9608	6,786,721	1.75%
2015-2016	3,359,651,170	3.51%	1.9854	6,670,251	2.75%
2014-2015	3,245,848,860	2.48%	2.0000	6,491,698	40.48%
2013-2014	3,167,371,380	2.28%	1.4590	4,621,195	2.28%
2012-2013	3,096,798,011	-1.49%	1.4590	4,518,228	-0.63%
2011-2012	3,143,677,326	-9.56%	1.4590	4,547,004	-10.34%
2010-2011	3,475,888,000	-10.39%	1.4590	5,071,321	-10.16%
2009-2010	3,878,712,490	-1.76%	1.4590	5,645,126	-2.00%
2008-2009	3,948,259,831	0.36%	1.4590	5,760,511	0.22%
2007-2008	3,934,123,580	5.39%	1.4590	5,747,886	5.39%
2006-2007	3,732,884,300	5.69%	1.4611	5,454,117	4.39%
2005-2006	3,531,875,030	4.47%	1.4793	5,224,703	3.42%
2004-2005	3,380,624,306	4.45%	1.4944	5,052,005	3.34%
2003-2004	3,236,501,438	3.89%	1.5105	4,888,735	53.68%
2002-2003	3,115,293,208	5.52%	1.0211	3,181,026	4.25%
2001-2002	2,952,304,218	7.08%	1.0335	3,051,206	5.64%
2000-2001	2,757,054,988	4.19%	1.0476	2,888,291	2.96%
1999-2000	2,646,257,403	4.23%	1.0601	2,805,297	3.24%
1998-1999	2,538,783,130	4.19%	1.0703	2,717,260	3.79%
1997-1998	2,436,762,470	3.92%	1.0744	2,618,058	3.74%
1996-1997	2,344,785,060	4.10%	1.0763	2,523,692	3.94%
1995-1996***	2,252,388,450	3.35%	1.0780	2,428,075	43.21%
1994-1995	2,179,316,550	2.43%	0.7780	1,695,508	2.43%
1993-1994	2,127,617,200	7.09%	0.7780	1,655,286	3.68%
1992-1993	1,986,788,410	1.64%	0.8036	1,596,583	1.64%
1991-1992****	1,954,734,300	7.09%	0.8036	1,570,824	7.20%
1990	1,825,324,160	11.32%	0.8028	1,465,370	7.30%
1989	1,639,685,450	14.44%	0.8329	1,365,694	7.01%
1988	1,432,801,410	13.20%	0.8907	1,276,196	6.46%
1987	1,265,726,270	8.05%	0.9471	1,198,769	11.88%
1986	1,171,444,970	7.77%	0.9147	1,071,521	2.31%
1985	1,086,957,510	4.34%	0.9635	1,047,284	2.18%
1984	1,041,771,110	2.87%	0.9838	1,024,894	1.20%
1983	1,012,735,020	-3.19%	1.0000	1,012,735	12.02%
1982	1,046,097,722	8.56%	0.8642	904,038	1.35%
1981	963,633,793	16.25%	0.9257	892,036	15.96%
1980	828,937,902	20.60%	0.9280	769,254	13.77%
1979	687,372,425	13.06%	0.9837	676,168	11.21%
1978	607,997,100		1.0000	607,997	

*2025-2026 taxable value is estimated: July, 2024 Property Tax Rev. Projections per Bloomfield Twp. Assessor

**2024-2025 taxable value is estimated: July, 2024 Property Tax Rev. Projections per Bloomfield Twp. Assessor

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

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

**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
MEMORANDUM**

TO: Trustees

FROM: Tera Moon, Library Director

DATE: August 14, 2024

SUBJECT: Server Infrastructure Replacement Expenditure

The Library's IT infrastructure includes 27 virtual servers kept on two host servers. Data is stored on a storage area network (SAN) that has 15 TB of storage capacity. These virtual servers and associated hardware were installed in 2018 and have been in constant use, 24/7, for seven years. The life expectancy of a server is 5-10 years.

Currently, this hardware infrastructure is under warranty, which means that if a component fails, it is replaced by Dell within a business day. The warranty expires on November 29, 2024, and there is no pathway to extend the warranty.

This hardware is host to the servers that provide many of the day-to-day IT services for both staff and patrons. These servers provide the infrastructure that allows staff to log into their computers, patrons to use the Library's public computers, the point-of-sale system in Circulation, staff and patron printing, phone services, the building monitoring system (which includes HVAC controls), staff file servers, and the financial software used to track budgeting, accounting, and reporting.

Operating this hardware after the expiration of the warranty is inherently risky. As time goes on, the risk of downtime and failed components increases. Earlier this year IT Department Head Paul Zink and I began discussing possible next steps to ensure that library business is not disrupted if the servers were to fail. The options are to continue to use the servers outside of the warranty or to replace them with new ones. As these servers are integral to many operation functions, Paul and I decided that is a risk we cannot accept. So, we proceeded to explore replacing the servers.

Because this expenditure is over \$25,000, I planned to use the RFP process to select new equipment and vendors. However, Paul and I are convinced that receiving more quotes from more vendors is not advantageous to the Library. I am asking for your approval to bypass the RFP process and purchase new equipment from Avalon Technologies for the reasons below.

In 2017 and 2018 the Library worked with The Library Network (TLN) to purchase our current Dell hardware directly from Dell at a discount. Library staff worked with a third-party IT consultant for configuration and installation of the servers. When Paul

contacted Dell to ask about a discounted direct purchase, Dell informed him that they no longer sell direct to customers. Dell now works through local partners who sell Dell hardware as well as the configuration and installation services for the hardware and software. TLN and Dell introduced us to local Dell partner, Avalon Technologies. Avalon Technologies is a technology company located in Bloomfield Hills. Representatives from Avalon visited the Library to learn more about our current server infrastructure in order to provide a quote for replacement of the equipment. Avalon has assisted TLN with their server hardware replacement projects multiple times over the past 10 years and are highly recommended by TLN. Avalon works through Midwestern Higher Education Company (MHEC) to provide discounts to nonprofit organizations. MHEC is "...a legislatively established interstate compact with broad contracting authority serving as a lead public agency on behalf of our member states in collaboration with a committee of subject-matter experts." Essentially, MHEC has already gone through the RFP process to provide the best pricing and services to its members.

For comparison purposes, Paul also requested a quote from Aunalytics. The Library has worked with Aunalytics on many IT projects in the last 10 years. In fact, Aunalytics is the third-party vendor used to install and configure these servers in 2018. Aunalytics provided quotes on HP hardware and services. While not exactly a direct comparison due to the differences in hardware and brand, the quotes offer a good insight into the pricing discounts available through Avalon and MHEC.

	Brand	Installing and Configuration	Hardware/Licensing	Total
Avalon Technologies	Dell	\$9,900.00	\$72,070.04	\$81,970.00
Aunalytics	HP	\$19,399.00	\$97,616.68	\$117,015.00

Paul and I recommend working with Avalon Technologies for this server replacement project.

- In the Capital Improvements Plan, \$100,000 was budgeted for server replacement. Avalon’s quote is within that budget range.
- Avalon offers Dell equipment. It is advantageous to continue to use Dell equipment due to staff’s experience with and knowledge of Dell equipment, and the likelihood of a seamless transition with no downtime for the public is greater.
- As Paul and I have met with Avalon Technologies we feel we have gained a new IT partner that offers other services we can use in the future. TLN’s endorsement of Avalon Technologies is compelling too.

If you support this recommendation, an action is needed.

ACTION: I move to award the contract for Server Hardware Replacement to Avalon Technologies, Inc. 39533 Woodward Ave # 125, Bloomfield Hills, MI 48304.

**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
MEMORANDUM**

TO: Library Board of Trustees

FROM: Tera Moon, Library Director

DATE: August 15, 2024

SUBJECT: Proposed 2025 Calendar

The proposed 2025 calendar includes 11 total days closed to the public and two early closings. The Library closes early two evenings in 2025, including Thanksgiving Eve on Wednesday, November 26, and New Year's Eve on Wednesday, December 31. The Library will close at 5:30pm on both days. It was proposed that the Library again remain closed on Sunday, May 25, 2025 (Memorial Day Weekend), and Sunday, August 31, 2025 (Labor Day Weekend). Previous years have shown that residents do not visit the Library in large numbers on these Sundays near holidays. Sunday hours are in addition to library staff regular hours during the week so the impact on staff pay and schedules would be minimal. It was also proposed that Staff Development Day be moved to Veterans Day, Tuesday, November 11, 2025, to avoid conflicting with early voting dates in early May.

ACTION NEEDED: I move to approve the proposed 2025 Library calendar of holidays and closings as presented.

Bloomfield Township Public Library *Approved 2024 Calendar*

LIBRARY CALENDAR 2024 HOLIDAYS AND CLOSINGS

January 1	CLOSED	Monday	*New Year's Day
January 15	open	Monday	Martin Luther King Jr. Day
February 19	open	Monday	Presidents' Day
March 29	open	Friday	*Good Friday +
March 30	open	Saturday	Easter Weekend
March 31	CLOSED	Sunday	Easter
April 22-30	open	Monday-Tuesday	Passover
May 3	CLOSED	Friday	*Staff Development Day +
May 25	open	Saturday	Memorial Day Weekend
May 26	CLOSED	Sunday	Memorial Day Weekend
May 27	CLOSED	Monday	*Memorial Day Observance
June 19	open	Wednesday	Juneteenth
July 4	CLOSED	Thursday	*Independence Day
August 31	open	Saturday	Labor Day Weekend
September 1	CLOSED	Sunday	Labor Day Weekend
September 2	CLOSED	Monday	*Labor Day
October 2-4	open	Wednesday-Friday	Rosh Hashanah
October 11-12	open	Friday - Saturday	Yom Kippur
October 14	open	Monday	Indigenous Peoples' Day
October 14	open	Monday	Columbus Day Observance
November 11	open	Monday	Veterans Day
November 27	Closed at 5:30p.m.	Wednesday	Thanksgiving Eve
November 28	CLOSED	Thursday	*Thanksgiving Day
December 24	CLOSED	Tuesday	*Christmas Eve
December 25	CLOSED	Wednesday	*Christmas Day
December 25	CLOSED	Wednesday	*Hanukkah
Dec 26—Jan 2	open	Thursday - Thursday	Hanukkah Week
December 31	Closed at 5:30p.m.	Tuesday	New Year's Eve

2025

January 1	CLOSED	Wednesday	*New Year's Day
January 20	open	Monday	Martin Luther King, Jr. Day
February 17	open	Monday	Presidents' Day

+Floating holidays: Good Friday and Staff Development Day should be scheduled prior to the end of the fiscal year as approved by the supervisor. Staff Development Day is awarded if an employee attends the full day of Staff Development Day and the employee is eligible for holidays.

*Library-approved paid holidays.

Daylight Saving Time begins: Sunday, March 10, 2024

Daylight Saving Time ends: Sunday, November 3, 2024

Bloomfield Township Public Library

Proposed 2025 Calendar

LIBRARY CALENDAR 2025 HOLIDAYS AND CLOSINGS

January 1	Wednesday	CLOSED	*New Year's Day
January 20	Monday	open	Martin Luther King Jr. Day
February 17	Monday	open	Presidents' Day
April 13-20	Sunday-Sunday	open	Passover
April 18	Friday	open	Good Friday +
April 20	Sunday	CLOSED	Easter Sunday
May 24	Saturday	open	Memorial Day Weekend
May 25	Sunday	CLOSED	Memorial Day Weekend
May 26	Monday	CLOSED	*Memorial Day Observance
June 19	Thursday	open	Juneteenth
July 4	Friday	CLOSED	*Independence Day
August 30	Saturday	open	Labor Day Weekend
August 31	Sunday	CLOSED	Labor Day Weekend
September 1	Monday	CLOSED	*Labor Day
September 22-23	Monday-Tuesday	open	Rosh Hashanah
October 1-2	Wednesday-Thursday	open	Yom Kippur
October 13	Monday	open	Indigenous Peoples' Day
October 13	Monday	open	Columbus Day Observance
November 11	Tuesday	CLOSED	*Staff Development Day +
November 11	Tuesday	CLOSED	Veterans Day
November 26	Wednesday	Closed at 5:30p.m.	Thanksgiving Eve
November 27	Thursday	CLOSED	*Thanksgiving Day
December 15-22	Monday-Monday	open	Hanukkah
December 24	Wednesday	CLOSED	*Christmas Eve
December 25	Thursday	CLOSED	*Christmas Day
December 31	Wednesday	Closed at 5:30p.m.	New Year's Eve

2026

January 1	Thursday	CLOSED	*New Year's Day
January 19	Monday	open	Martin Luther King, Jr. Day
February 16	Monday	open	Presidents' Day

+Floating holidays: Good Friday and Staff Development Day should be scheduled prior to the end of the fiscal year as approved by the supervisor. Staff Development Day is awarded if an employee attends the full day of Staff Development Day and the employee is eligible for holidays.

*Library-approved paid holidays.

Daylight Saving Time begins: Sunday, March 9, 2025
Daylight Saving Time ends: Sunday, November 2, 2025

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: August 14, 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)

Library Director Tera Moon will provide an update on this goal soon.

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

The compensation and classification study is underway, led by MGT/GovHR. Staff completed their job analysis questionnaires last month, and one to three staff members from each job position participated in an interview to elaborate on those questionnaires. At least nine comparable libraries have responded to the survey request. MGT/GovHR will use the information gathered to create a preliminary analysis, which will be shared with Katherine and Tera on September 10.

Library Director Tera Moon and Administrative Assistant Linden Godlove are training staff on BambooHR this month. This new software will allow for online job applications and applicant tracking, as well as provide a modern employee database. Linden has already transferred in most employee information and has begun using parts of it for new hires.

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

Department tours continue monthly, with 10-20 staff members typically attending each tour. The committee is working on an employee satisfaction survey, as well as a culture card, which will be shared with the Library Board of Trustees at their August 20 meeting.

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.
- Added PressReader, myfilmfriend, and Comics Plus to the Library's digital offerings.

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

- Engaged Jenna Walker of Parini 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.
- Conducting a compensation and classification study.

- Implementing BambooHR, an online human resources management tool.

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

- Implemented monthly departmental tours.
- Participated in TLN Workplace Perceptions Survey.
- Created a culture card.

MARKETING REPORT

JULY 2024

INSTAGRAM



FOLLOWERS:
1755 (↑21 from June)

TOTAL REACH:
1758
(↑65% from June)

FACEBOOK



FOLLOWERS:
3116 (↑23 from June)

TOTAL REACH:
9975
(↑38% from June)



Liked by jmc.taggart and 98 others

bloomfieldwppubliclibrary An unexpected squirrel came in through the terrace doors today about squirrels in non-fiction, call # 599

View all 5 comments
July 17

Bloomfield Township Public Library is at Bloomfield Township Public Library.

Get a guided tour of the library gardens and terraces from landscape designer and horticulturalist Jim Slezinski. He'll explain the flowers, pl... See more



14

1 comment 7 shares



NEWSLETTERS



- **Movies and More** (new DVDs, Golden Girls v. Seinfeld Trivia Night) - 168 messages
- **Books and More** (new books) - 11,766 messages
- **Discover** (Summer Reading Program, Trivia Night, Houseplant & Seed Swap, Teen Summer Read, Outdoor Family Story Time, Construction Club, Disney Movie Showings, Teen Duck Hunt, Splash Bash, Tales on the Trails) - 20,073 messages
- **Digital News** (new Libby and hoopla titles) - 2192 messages

PRESS RELEASES



- Summer Reading Wrap-Up: A Pirate Party for All Ages
- August Second Saturday Book Sale

Second Annual Regional Youth Academy and Township Earns AAA Bond Rating - Bloomfield Township e...



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

☺ Reply Reply All Forward

Thu 7/11/2024 4:09 PM

Bloomfield Township Trustee Office Hours - Next Session Monday July 22



TRUSTEE
**OFFICE
HOURS**

Opportunity to meet
with a Trustee in person.

NEW TIME & LOCATION
5:00-6:30 PM
@Bloomfield Township
Public Library

**Final Board Meeting
Dates of Each Month**
(typically the 4th Monday)

Trustee Office Hours are available each month. They precede the final Board of Trustees meeting each month (typically the fourth Monday of the month) and run from 5:00 p.m. to 6:30 p.m. at the Bloomfield Township Public Library. It's the perfect opportunity to meet with a Trustee in-person.

Check the full schedule of [Board of Trustees Meetings](#) and list of all [Public Meetings](#).

Second Annual Regional Youth Academy and Township Earns AAA Bond Rating - Bloomfield Township e...



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

☺ Reply Reply All Forward 📧 ⋮

Thu 7/11/2024 4:09 PM

Bloomfield Township Public Library Houseplant and Seed Swap Saturday July 13



This Saturday, from 2 p.m. to 3 p.m. trade with other plant enthusiasts: bring your saved seeds, healthy plants rooted in dirt, or loose cuttings to the Township Library. For more information, please contact the Adult and Teen Services department at 248-642-5800 or [Email](#). If you require additional accommodations, please contact us at least 24 hours before the program date.

Early Primary Voting Starts Saturday and Strategic Plan Update - Bloomfield Township eNe...



Bloomfield Township <cabl_dept@bloomfieldt
To Katherine Bryant

☺ Reply Reply All Forward

Thu 7/25/2024 5:39 PM



EARLY VOTING STARTS SATURDAY



bloomfieldtwp.org/elections | 248.433.7702 | clerk@bloomfieldtwp.org

Although the upcoming primary election day is August 6, Early Voting begins this Saturday, July 27 at 8:30a.m. Township residents can vote at both:

Bloomfield Township Public Library
1099 Lone Pine Road
Bloomfield Township, MI 48302
AND
Waterford Oaks Activity Center
2800 Watkins Lake Road
Waterford, MI 48328

You can find the full schedule of dates and times on the [Township Website](#) and have an option for [Extended Clerk's Office Hours for Election-Related Business](#).

[Learn More About Ballot Options](#)

COMMUNITY CALENDAR

JULY 17

Outstanding Women Series: Hear from owner of Sister Pie in Detroit, also cocktails and conversation, 5-7 p.m., The Village Club, 190 E. Long Lake Road in Bloomfield Hills, registration required, (248) 644-3450, thevillageclub.org

JULY 18

'City of Lights' photography: Local artist highlights design, art and culture in Paris, 6:30 p.m., Franklin Public Library, 32455 Franklin Road, (248) 851-2254, franklinlibrary@franklin.lib.mi.us, franklin.lib.mi.us

JULY 20-21

'Addams Family': Presented by Dream Arts Company and featuring students from Beverly Hills, Birmingham and Bloomfield Hills, 6:30 p.m. July 20 and 3 p.m. July 21, Flagstar Strand Theatre, 12 N. Saginaw St. in Pontiac, dacodetroit@hotmail.com, dacompany.org

JULY 26-28

One Act Festival: Presented by Playwrights@Work (writers group at Birmingham Village Players), audience can watch four plays and provide feedback via comment sheets, then meet authors and cast, 8 p.m. July 26-27 and 2 p.m. July 28, 34660 Woodward Ave., (248) 644-2075, birminghamvillageplayers.com

JULY 27

Day on the Town: Deep discounts from 60-plus premium retailers, plus food trucks, chalk art displays, kids activities, giveaways and more, 9 a.m.-5 p.m., streets and sidewalks of downtown Birmingham, ALLINBirmingham.com/DOTT

AUG. 1-3

Birmingham Groves High School Class of 1984: 40-year reunion events include brunch at Beverly Park, Tigers game, tour of school's new outdoor athletic facilities, and stay and celebration at Somerset Inn, myevent.com/grovesclassof84

AUG. 7

Music on the Green: Featuring Rhythm Society Orchestra, also lawn games, food trucks and Robot Garage, 6-8 p.m., Franklin Community Association Gazebo, 26495 Carol Ave., fcamichigan.org

AUG. 14

Neighborhood Nights: Live music, bounce house, basketball, pickleball, cornhole, food truck and more, 5-8 p.m., Northbrook Presbyterian Church, 22055 W. 14 Mile Road in Beverly Hills, northbrookpc.org

PENDING

Farmers market: 9 a.m.-2 p.m. Sundays until Oct. 27, Public Parking Lot #6, 660 N. Old Woodward Ave. in Birmingham, ALLINBirmingham.com/FarmersMarket



Photo provided by the Birmingham Shopping District

Movie Nights series: Pre-show entertainment at 6:30 p.m. and movies at 7:30 p.m., includes "The Muppets Christmas Carol" July 19 and movies determined by vote Aug. 9 and Sept. 6; also complimentary treats and giveaways, Booth Park, west of North Old Woodward Avenue and south of Harmon Street in Birmingham, ALLINBirmingham.com/events

Michigan Stage: Performances produced by local nonprofit, shows include "Lost in Yonkers" (July 17-20), "Peerless" (July 18-28) and "Guys and Dolls" (July 25-Aug. 3), Seaholm High School, 2436 W. Lincoln St. in Birmingham, see times at michiganstage.org

In the Park Summer Concert Series: 7 p.m. July 17 (Re'Monda, neo soul, R&B and jazz), July 24 (Listen To The Music, The Doobie Brothers tribute), July 31 (Rebecca Cameron, country), Aug. 7 (Magic Bus, Woodstock-era) and Aug. 14 (Mainstreet Soul, variety), Shain Park, 270 W. Merrill St. in Birmingham, bhamgov.org/summerconcerts

Art exhibits: "Cuba Dispersa (Cuba Dispersed)" and "Marco Castillo: The Hands of the Collector" on display 11 a.m. Wednesdays-Sundays until Sept. 1 and "A Modernist Regime: Cuban Mid-Century Design" on display until Sept. 22, Cranbrook Art Museum, 39221 Woodward Ave. in Bloomfield Hills, cranbrookartmuseum.org

• Michigan Fine Arts Competition features 85 works, 10 a.m.-4 p.m. Mondays-Saturdays until Aug. 15, Birmingham Bloomfield Art Center, 1516 S. Cranbrook Road in Birmingham, bbartcenter.org

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

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

Cranbrook on the Green: Play artist-designed min-golf course Wednesdays-Sundays through August and weekends Sept. 7-22, Cranbrook Art Museum, 39221 Woodward Ave. in Bloomfield Hills, tickets include admission to galleries, cranbrookartmuseum.org

Free days at Cranbrook Institute of Science: Every first Friday and every third Thursday of month, 39221 Woodward Ave. in Bloomfield Hills, see hours at science.cranbrook.edu

Monthly movie/book clubs: Movie discussion group meets 7 p.m. every first Thursday and book club meets 10 a.m. every fourth Thursday, Bloomfield Township Public Library, 1099 Lone Pine Road, (248) 642-5800, btpl.org

Second Saturday Book Sale: 11 a.m.-3 p.m. every month, Bloomfield Township Public Library, 1099 Lone Pine Road, (248) 642-5800, btpl.org

Birmingham & Ferndale Stamp Club: Meets 6-8 p.m. every first and third Tuesday of month, fellowship at 5:30 p.m., NEXT Senior Center, 2121 Midvale St. in Birmingham, birminghamstamp.club

LIST YOUR EVENTS IN



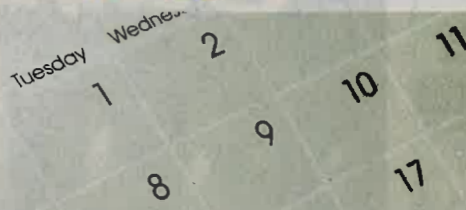
COMMUNITY CALENDAR - FOR FREE!

1

Visit candgnews.com/calendar or use this QR code then click or Add Event

2

Create a CitySpark account using your name, email and password



ALSO, GO ONLINE THURSDAYS FOR:



"YOUR GUIDE TO THE WEEKENDS"

Next free session features multimedia artist Jetshri D p.m., Birmingham Bloomfield Art Center, 1516 S. in Birmingham, bbartcenter.org

Groves High School Class of 1984: 40-year reunion brunch at Beverly Park, Tigers game, tour of school's athletic facilities, and stay and celebration at Somerset com/grovesclassof84

Green: Featuring Rhythm Society Orchestra, also lawn trucks and Robot Garage, 6-8 p.m., Franklin Community Zebo, 26495 Carol Ave., fcamichigan.org

Overnight: 50 or more meteors expected hourly, also observatory, dusk nature walk, late-night movie, plane-provided snacks and breakfast, and more, for ages 5 5 p.m.-8 a.m., Cranbrook Institute of Science, 39221 in Bloomfield Hills, science.cranbrook.edu

Nights: Live music, bounce house, basketball, pickle-food truck and more, 5-8 p.m., Northbrook Presbyte-2055 W. 14 Mile Road in Beverly Hills, northbrookpc.org

Team Cruise: Officially held 9 a.m.-9 p.m. Aug. 17, cities along 16-mile radius of M-1 include Ferndale, e, Huntington Woods, Berkley, Royal Oak, Birmingham, ls, Bloomfield Township and Pontiac, more events for woodwarddreamcruise.com

Performance: Hear Mirrored Glass Harp Trio at 6:30 p.m., 4:30-7:30 p.m., Cranbrook Art Museum, 39221 Wood-loomfield Hills, cranbrookartmuseum.org

ONGOING

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Movie Nights series: Pre-show entertainment at 6:30 p.m. and movies at 7:30 p.m., includes "Shrek" (2001) Aug. 9 and "Space Jam" (1996) Sept. 6, also complimentary treats and giveaways, Booth Park, west of North Old Woodward Avenue and south of Harmon Street in Birmingham, ALLINBirmingham.com/events

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Photo by Danielle deo Owensby from Cranbrook Art Museum

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SCAN FOR STORY

every first Tuesday and book club meets 10 a.m. every fourth Thursday, Bloomfield Township Public Library, 1099 Lone Pine Road, (248) 642-5800, btpl.org

Second Saturday Book Sale: 11 a.m.-3 p.m. every month, Bloomfield Township Public Library, 1099 Lone Pine Road, (248) 642-5800, btpl.org

Birmingham & Ferndale Stamp Club: Meets 6-8 p.m. every first and third Tuesday of month, fellowship at 5:30 p.m., NEXT Senior Center, 2121 Midvale St. in Birmingham, birminghamstamp.club

Health workshops: For ovarian cancer, diabetes, nutrition and more, hosted by Corewell Health, free and virtual, beaumonthealth.digitalsignup.com

EVENTS IN COMMUNITY CALENDAR - FOR FREE!

www.candgnews.com/calendar or then click or Add Event Submit and Finish"
 Spark account using email and password
 For more information, click on "Submit and Finish"
 Complete online within 2 hours.
 Print as space permits.
 For account purposes only.



ALSO, GO ONLINE THURSDAYS FOR:

"YOUR GUIDE TO THE WEEKEND'S EVENTS!"

Questions? Email calendar@candgnews.com

NEWS & NOTES

7A/ BIRMINGHAM-BLOOMFIELD EAGLE • JULY 31, 2024



Franklin School Reunion to be held Sept. 1

FRANKLIN — For all who remember Franklin School — whether they attended, have siblings who attended or had friends who attended — they can reconnect, reminisce and celebrate their childhood years at the Franklin School Reunion Sunday, Sept. 1.

The Franklin Historic Museum, 26165 13 Mile Road, will be open 11 a.m.-3 p.m. for people to explore. The Franklin School will then have an open house, where guests can explore the school 2-4 p.m. A happy hour will be held 4-6 p.m. on the Franklin Community Association Park, near the gazebo, with food and drinks. In case of rain, the Kreger House and barn will be available. An RSVP is required by noon Aug. 31 to attend the happy hour. To RSVP for The Franklin School Happy Hour, visit www.fcamichigan.org/form/m/284879.

AUGUST BOOK SALE PLANNED

BLOOMFIELD TOWNSHIP — The Friends of Bloomfield Township Public Library will hold their Second Saturday Book Sale 11 a.m.-3 p.m. Aug. 10.

Friends members can shop the sale early, 10-11 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, sorted into more than 50 categories. Highlights of the sale, organizers say, include children's multicultural fiction and nonfiction with a mini feature of children's classics. Debit cards can be used for any amount, and credit card purchases may be used with a \$5 minimum purchase.

Since 1995, purchases made at the Second Saturday Sales have allowed the Friends to donate over \$1.85 million to support the library beyond its operating budget, donating over \$105,000 last year alone. Donations have paid for artwork and sculptures around the library, gardens, programs and events for adults and children, and additions to library collections. For more information, call the library at (248) 642-5800 or visit www.btpl.org.



CELEBRITY PICKLEBALL EVENT SCHEDULED

WEST BLOOMFIELD — The Sports Club of West Bloomfield is slated to host "PickleRage" on Sunday, Aug. 11. The event is scheduled to take place 10 a.m.-12:30 p.m. Participants will have a chance to meet local celebrities, including former Detroit Red Wings player Kris Draper, former Detroit Red Wings personality Holly Hutton, and former television reporter Lila Lazarus.

According to a press release, all levels are welcome to participate in the "friendly" event, which is raised going to support the Friendship Circle, which provides programs and services for children with disabilities and their families. The entry fee is \$100 per player and \$40 for spectators. Fruit, coffee and water will be provided and available to the release. The Sports Club of West Bloomfield is located at 6343 Farmington Road. Visit friendshipcircle.org/Pickleball2024.

NEW PICKLEBALL CLUB SET TO HAVE GRAND OPENING

WEST BLOOMFIELD — A new pickleball club is slated to be coming to West Bloomfield.

PickleRage is scheduled to have its grand opening 11 a.m.-4 p.m. Aug. 3, with a ribbon-cutting ceremony set to take place at 11:30 a.m.

According to a press release, PickleRage is an indoor pickleball club franchise that was founded in 2023 and offers novice and advanced players an opportunity to play year-round.

"We are excited to finally welcome the West Bloomfield community into our club," David Smith, the COO of PickleRage, stated in the release.

For more information, visit picklerage.com.



VOTE AUG. 6

As you prepare to cast your ballot next week, check out the candidates running for local and national office at www.candgnews.com.

INSTANT WINNER WEDNESDAY
Starting August 5,
ENTER TO WIN A \$50 GIFT CARD
TO USE AT ANY OF THESE 3 LOCATIONS



ENTER TO WIN
MONDAY-
WEDNESDAY
NEXT WEEK!

online at www.candgnews.com

0272-2431

Meet New Friends at



Pet Resort and Daycare
Overnight Staff
Training

While you're away, watch your pet on our Web Cam!

2244 Franklin Rd., Bloomfield Hills • w
248-230-PAWS (729)

August YOUTH Events Calendar

S	M	T	W	T	F	S
				01 Art Lab Jr. 2 p.m. Outdoor Family Story Time 7 p.m.	02 Tots & Friends Playtime 10 a.m. - 12 noon	03
04	05	06 Tales on the Trails Johnson Nature Center 11 a.m.	07 Pokemon Party 2 p.m.	08 Outdoor Family Story Time 11 a.m.	09 Summer Reading Pirate Wrap Up Party 2 p.m. - 4 p.m.	10 Friends of the Library Sale 11 a.m. - 3:00 p.m.
11	12 Adventure Readers Market Opens	13	14 Disney Movie <i>Moana</i> 2 p.m.	15	16	17
18	19	20	21	22 Reading with the Dogs 7 p.m.	23	24
25 Adventure Readers Market Closes	26	27	28 Disney Movie <i>Encanto</i> 6:30 p.m.	29	30	31

VISIT WWW.BTPL.ORG/EVENTS FOR MORE INFO



POKÉMON PARTY

Wednesday August 7, 2 p.m. - 4 p.m.
No registration is required.

Pokemon fans, ages 7 and up, are invited to drop in to swap Pokemon cards, play Pokemon against others, and try your hand at some Pokemon trivia.

DISNEY MOVIES THROUGH THE AGES

Wednesday, August 14, 2 p.m. - *Moana* (PG)
Wednesday, August 28, 6:30 p.m. - *Encanto* (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.



SUMMER READING WRAP UP: A PIRATE PARTY FOR ALL AGES!

Friday, August 9, 2 p.m. - 4 p.m.
No registration is required.

Ahoy mateys! Join us for a swashbuckling adventure filled with treasure hunts, games, and more. Enjoy some music for landlubbers and mates on the high seas performed by musician Randy Kaplan, and don't forget to don your finest pirate attire for our costume contest.

OUTDOOR SUMMER FAMILY STORY TIMES

Thursday August 1, 7 p.m.
Thursday, August 8, 11 a.m.
No registration is required.

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



PLAY & BUILD PROGRAMS



Tots and Friends Playtime

Friday, 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.

SPECIAL EVENTS

Art Lab Jr. Special Summer Edition Map Making

Thursday, August 1, 2 p.m.

Registration is required.

Discover the adventure of cartography by designing your own treasure map in a special summer edition of Art Lab, Jr. For ages 7 – 9.



Tales on the Trails at the Johnson Nature Center

Tuesday, August 6, 11:00 a.m.

Registration is required.

Join us for a hiking story time adventure on the trails at the Johnson Nature Center. Stories, songs, and activities on the move for families of all ages. We will meet in front of the Visitor's Center before heading out on the trail.

Reading with the Dogs

Thursday, August 22, 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!

ANYTIME FUN



Adventure Readers Market

Monday, August 12 – Sunday, August 25
10 a.m. – 7 p.m.

No registration is required.

Spend your BTPL Bucks at Adventure Readers Market in the Story Room on prizes like mini Squishmallows, LEGO sets, and more!



FALL STORY TIMES

Registration is required.

Fall Story Times Registration

Registration begins Monday, August 19

Preschool STEAMtime: Story Time and
Discovery

Tuesdays at 10:30 a.m.

Baby Story Time

Wednesdays at 10:30 a.m.

Toddler Story Time

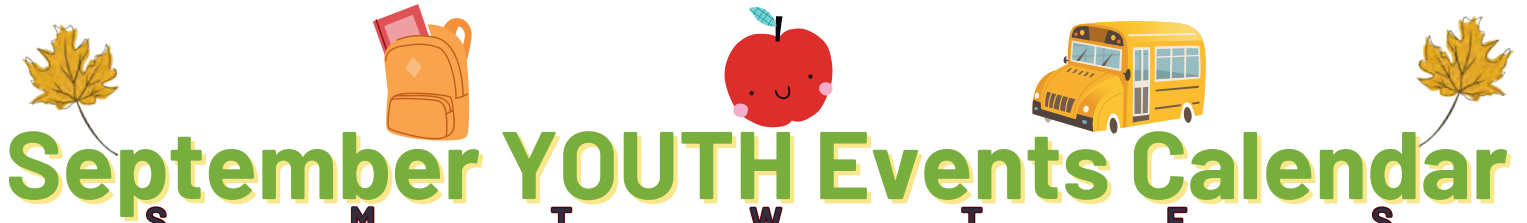
Thursdays at 10:00 a.m. or 11 a.m.



Please contact us if you require any additional accommodations.



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



September YOUTH Events Calendar

S	M	T	W	T	F	S
01 CLOSED	02 LABOR DAY CLOSED	03	04	05	06 Tots & Friends Playtime 10 a.m. - 12 noon	07
08 HAPPY GRAND PARENTS DAY	09	10 My First Book Group 5:30	11 Brick Builders 6:30 p.m.	12 Book Worms 6:30	13 Tots & Friends Playtime 10 a.m. - 12 noon	14 Family Story Time 11:00 a.m. Friends of the Library Sale 11 a.m. - 3:00 p.m.
15	16	17 Preschool STEAMtime 10:30 a.m. Reading with the Dogs 6:30 p.m.	18 Baby Story Time 10:30 a.m.	19 Toddler Story Time 10 a.m. OR 11 a.m.	20 Tots & Friends Playtime 10 a.m. - 12 noon Gamer Lounge 4 p.m.	21
22 hello AUTUMN	23	24 Preschool STEAMtime 10:30 a.m.	25 Baby Story Time 10:30 a.m. Snack Lab 5:30 p.m.	26 Toddler Story Time 10 a.m. OR 11 a.m. Paperbacks & Snacks 6:30 p.m.	27 Tots & Friends Playtime 10 a.m. - 12 noon	28 Sensory Story Time 11:00 a.m.
29	30 Mindfulness Matters 6:30 p.m.					

VISIT WWW.BTPL.ORG/EVENTS FOR MORE INFO



BRICK BUILDERS: DREAM SCHOOL THEME

Wednesday, September 11
6:30 p.m. - 7:30 p.m.
No registration is required.

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

TOTS & FRIENDS PLAY TIME

Fridays, 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.



GAMER LOUNGE

Friday, September 20 4 p.m. - 6 p.m.
No registration is required.

Start the weekend with video game fun! Come solo or bring your friends and try out different games and consoles each week. For ages 8 - 13.

FAMILY STORY TIME

Saturday, September 14, 11 a.m.
No registration is required.



Families of all ages are invited to join us for stories, songs, rhymes, movement, and more fun. Story time might be held outside if the weather is nice.



STORY TIMES

Preschool STEAMtime: Story Time and Discovery

Tuesdays, 10:30 a.m.

September 17 – October 22

(No Story Time October 1)

6-week session, registration is required.

Preschoolers ages 3 and up can explore STEAM (science, technology, engineering, art, and math) through stories, rhymes, music, and discovery activities in this independent story time.

Baby Story Time

Wednesdays, 10:30 a.m.

September 18 – October 23

6-week session, registration is required

Interactive early literacy fun with simple stories, songs, fingerplays, lap bounces, and play for little sitters and crawlers, ages birth – 17 months, and their grown-up.

Toddler Story Time

Thursdays, 10 a.m. OR 11 a.m.

September 19 – October 24

6-week session, registration is required

Interactive early literacy fun with stories, songs, movement activities, rhymes, and play geared to toddlers and walkers, ages 18 – 35 months, and their grown-up.

Family Story Time

Saturday, September 14, 11 a.m.

No registration is required.

Families of all ages are invited to join us for stories, songs, rhymes, movement, and more fun. Story time might be held outside if the weather is nice.

Sensory Story Time

Saturday, September 28, 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.

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, September 10, 5:30 p.m.

Registration is required.

Book Worms: Grades 2 – 3

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

Registration is required.

Paperbacks & Snacks: Grades 4 – 6

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

Registration is required.

SPECIAL EVENTS



Reading with the Dogs

Tuesday, September 17, 6:30 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!

Snack Lab

Tuesday, September 25, 5:30 p.m.

Registration is required.



Looking to make after-school snack time more fun? Junior chefs will create several simple no-cook snacks easy enough for little hands to make all by themselves. Snacks will be peanut/tree nut free. For snack scientists, ages 4 – 7.



Mindfulness Matters

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

Registration is required.

Bloomfield Child and Family Counseling presents a new program to teach kids techniques on mindfulness, working through big emotions, self-soothing, and problem solving. For ages 5 – 7.

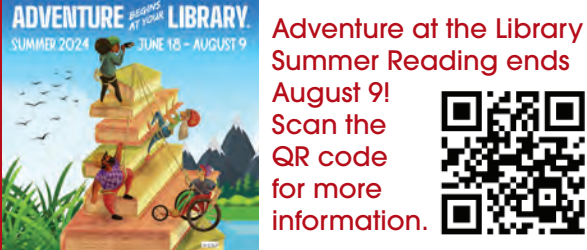









Please contact us if you require any additional accommodations.



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

August 2024 Adult and Teen Programs

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
<p>*To register, email AskTeen@btpl.org, or call Adult and Teen Services, (248) 642-5800.</p> <p>**To register, email AskAdult@btpl.org, or call Adult and Teen Services, (248) 642-5800.</p> <p>***To register, email AskTech@btpl.org or call the Computer Help Desk, (248) 642-5800.</p> <p>OR register online at www.btpl.org/events</p>				<p>1</p> <p>***Computer and Internet Basics 5:30 p.m.</p>	<p>2</p> <p>English Language Conversation Group 10 a.m. – Noon</p> <p>**Speed Dating with a Book 7 p.m.</p>	<p>3</p>
<p>4</p>	<p>5</p>	<p>6</p> <p>Fiber Arts Club 10 a.m. – Noon</p> <p>**Movie Discussion Club 7 p.m.</p>	<p>7</p> <p>***Google Apps 5:30 p.m.</p> <p>**Pages Across Nations: An International Book Club 7 p.m.</p>	<p>8</p>	<p>9</p> <p>Adult and Teen Craft Kit Release: Last Chance Craft <i>Bloomfield Twp. residents only while supplies last</i></p> <p>Summer Reading Wrap Up: A Pirate Party for All Ages! 2 p.m. – 4 p.m.</p>	<p>10</p>  <p>Friends of the Library Second Saturday Book Sale 10 a.m. – 3 p.m. <i>(First hour Friends members only)</i></p>
<p>11</p>	<p>12</p>	<p>13</p> <p>**What's Your Story?: A Memoir Writing Group, 1 p.m.</p> <p>**Lecture: Our Island Jewel – Detroit's Belle Isle Park with Brendan Roney, Detroit Historical Society 7 p.m.</p>	<p>14</p> <p>***ChatGPT and AI 5:30 p.m.</p> <p>**Writers' Rendezvous 6:30 p.m.</p>	<p>15</p> <p>**Library Garden Tour with Jim Slezinski from Goldner Walsh Garden and Home 11 a.m.</p>	<p>16</p>	<p>17</p>
<p>18</p>	<p>19</p> <p>**Library Garden Tour with Jim Slezinski from Goldner Walsh Garden and Home 11 a.m.</p> <p>**Lunchtime Book Club 1 p.m.</p>	<p>20</p> <p>Fiber Arts Club 10 a.m. – Noon</p> <p>***Computer and Internet Basics, 5:30 p.m.</p> <p>**Science Fiction / Fantasy Book Club, 7 p.m.</p>	<p>21</p> <p>**Mystery Book Club 1 p.m.</p> 	<p>22</p> <p>**Thursday Book Club 10 a.m.</p> 	<p>23</p> <p>English Language Conversation Group 10 a.m. – Noon</p>	<p>24</p>
<p>25</p>	<p>26</p> <p>**Monday Night Book Club 7 p.m.</p> 	<p>27</p> <p>**What's Your Story?: A Memoir Writing Group, 1 p.m.</p> 	<p>28</p> <p>**Writers' Rendezvous 6:30 p.m.</p> 	<p>29</p> <p>***Scanning and Photo Editing 5:30 p.m.</p> 	<p>30</p> <p>English Language Conversation Group 10 a.m. – Noon</p>	<p>31</p>

September 2024 Adult and Teen Programs

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	
1	2	3	4	5	6	7	
		<p>Fiber Arts Club 10 a.m. – Noon</p> <p>***Scanning and Photo Editing 5:30 p.m.</p> <p>**Movie Discussion Club 7 p.m.</p>	<p>**Pages Across Nations: An International Book Club, 7 p.m.</p> 		<p>English Language Conversation Group 10 a.m. – Noon</p>		
8	9	10	11	12	13	14	
		<p>**What's Your Story?: A Memoir Writing Group, 1 p.m.</p> 	<p>*Teen Advisory Board (T.A.B.) 4 p.m.</p> <p>**Writers' Rendezvous 6:30 p.m.</p>	<p>***Google Apps 5:30 p.m.</p> 	<p>English Language Conversation Group 10 a.m. – Noon</p>	<p>Friends of the Library Second Saturday Book Sale 10 a.m. – 3 p.m. <i>(First hour Friends members only)</i></p> <p>Local Author Fair 11 a.m. – 3 p.m.</p>	
15	16	17	18	19	20	21	
	<p>**Lunchtime Book Club, 1 p.m.</p> 	<p>**Tuesday Book Club 10 a.m.</p> <p>Fiber Arts Club, 10 a.m. – Noon</p> <p>***Microsoft Excel I, 5:30 p.m.</p> <p>**Classics Book Club, 7 p.m.</p>	<p>**Mystery Book Club 1 p.m.</p> 		<p>English Language Conversation Group 10 a.m. – Noon</p>	<p>Adult and Teen Craft Kit Release: Paint Along with Bob Ross <i>Bloomfield Twp. residents only while supplies last</i></p>	
22	23	24	25	26	27	28	
	<p>**Monday Night Book Club 7 p.m.</p> 	<p>**What's Your Story?: A Memoir Writing Group, 1 p.m.</p> <p>***Microsoft Excel II, 5:30 p.m.</p> <p>**Lecture: Sustainability and Upcycling with ISAIC 7 p.m.</p>	<p>**Adult and Teen Craft Workshop: Succulent Pumpkin Centerpiece 6 p.m.</p> <p>**Writers' Rendezvous 6:30 p.m.</p>	<p>**Thursday Book Club 10 a.m.</p> <p>***Don't Get Scammed! 5:30 p.m.</p>	<p>English Language Conversation Group 10 a.m. – Noon</p> <p>After Hours Concert: The Grunyons 7 p.m.</p>	 <p>MANHATTAN SHORT Film Festival 2 p.m.</p>	
29	30	<p>September Special Lectures and Events @ the Library</p> <p>Lecture: Sustainability and Upcycling with ISAIC, Tuesday, September 24, 7 p.m. Join the Industrial Sewing and Innovation Center (ISAIC) to learn about the fashion industry's environmental impact.</p> <p>After Hours Music Performance: The Grunyons, Friday, September 27, 7 p.m. Enjoy a program of a capella vocal jazz performed by the Grunyons, a southeast Michigan male vocal ensemble.</p> <p>MANHATTAN SHORT Film Festival, Saturday, September 28, 2 p.m. OR Thursday, October 3, 6:30 p.m. Join film lovers in over 500 cities to view and vote on the finalists' of the 27th film festival. Content same both dates.</p>				<p>*To register, email AskTeen@btpl.org, or call Adult and Teen Services, (248) 642-5800.</p> <p>**To register, email AskAdult@btpl.org, or call Adult and Teen Services, (248) 642-5800.</p> <p>***To register, email AskTech@btpl.org or call the Computer Help Desk, (248) 642-5800. OR register online at www.btpl.org/events</p>	

DATES FOR LIBRARY BOARD OF TRUSTEES

Tuesday, August 20, 6:30 p.m. – Myers Scholarship Presentation (all Trustees)

Tuesday, August 20, 7:00 p.m. – Library Board Meeting (all Trustees)

Wednesday, August 21, 10:30 a.m. – Friends Monthly Board Meeting

Wednesday, September 4, 10:00 a.m. – Policy Committee Meeting (Shane & Judy)

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

Wednesday, September 18, 10:30 a.m. – Friends Monthly Board Meeting

Thursday, September 19, 10:00 a.m. – 60th Anniversary Subcommittee Meeting

Thursday, October 3, 10:00 a.m. – 60th Anniversary Subcommittee Meeting

Saturday, October 5, 4:00-7:00 p.m. – “Applause, Applause” 60th Anniversary Celebration (all Trustees)

Thursday, October 10, 9:00 a.m. – Building & Grounds Committee Meeting (all Trustees)

Saturday, October 12, 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, October 15, 7:00 p.m. – Library Board Meeting (all Trustees)

Tuesday, October 22, 7:00 p.m. – Ambassadors Group (all Trustees)