

Bloomfield Township Public

**Library**

**Bloomfield Township Public Library  
Board of Trustees**

Library Board Meeting  
**Tuesday, September 17, 2024**  
7:00 p.m.

Board Room

Trustees:

[libraryboard@btpl.org](mailto: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](mailto: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, September 17, 7:00 p.m.

<b>#</b>	<b><u>NUMBERED ITEMS</u></b>	<b><u>DATE DELIVERED</u></b>
1	Agenda	09/13/2024
2a	Request to remove items from the Consent Agenda for Discussion	09/13/2024
2b	Motion to approve the order of items for the regular and consent agendas	09/13/2024
5	Motion to approve remaining Consent Agenda items 6-8d	09/13/2024
6	Regular Board Meeting Minutes of August 20, 2024	09/13/2024
7a	Cash Disbursements	09/13/2024
7b	Revenues/Expenditures Budget Report	09/13/2024
7c	Energy Report	09/13/2024
8a	President's Report – no report	
8b	Director's Report	09/13/2024
8c	Art Committee – no report	
8c	Advocacy Committee – no report	
8c	Ambassadors Group – no report	
8c	Building and Grounds Committee – no report	
8c	Cranbrook – no report	
8c	Development Committee – no report	
8c	60 <sup>th</sup> Anniversary Subcommittee – no report	
8c	Finance Committee – no report	
8c	Friends of the Library Liaison – no report	
8c	Jeanette P. Myers Scholarship Committee – no report	
8c	Investment Committee – no report	
8c	Personnel Committee – no report	
8c	Policy Committee – 09/04/2024	09/13/2024
11a	Open Discussion	09/13/2024
13	Motion to approve any items removed from the Consent Agenda	09/13/2024

	<b><u>UNNUMBERED ITEMS</u></b>	<b><u>DATE DELIVERED</u></b>
	Strategic Plan Update	09/13/2024
	Marketing Report	09/13/2024
	Press Mentions	09/13/2024
	Youth Services Events Calendar	09/13/2024
	Adult and Teen Services Events Calendar	09/13/2024
	Dates for Library Board of Trustees	09/13/2024

AGENDA  
BLOOMFIELD TOWNSHIP PUBLIC LIBRARY  
BOARD OF TRUSTEES  
Tuesday, September 17, 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 August 20, 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. Open Discussion
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, October 15, 2024
16. Adjournment

**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY**

**REQUEST TO REMOVE ITEMS FROM THE CONSENT AGENDA  
FOR DISCUSSION**

**I REQUEST THAT ITEM (S):**

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**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**

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Bloomfield Township Public Library  
Oakland County, Michigan  
Tuesday, August 20, 2024, 7:00 p.m.  
Library Board Room

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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, Danielle Gillman, Joan Luksik, Judy Lindstrom, and Shane Spradlin

Trustees Absent: Joy Murray

Administration: Library Director Tera Moon; Assistant Director Katherine Bryant

Guests: Adult and Teen Services Librarian and SOC Representative Drew Heuser; IT Department Head Paul Zink

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Dani Gillman requested **7a** and Shane Spradlin requested **Items 7a and 7b** be removed from the consent agenda for regular discussion.

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

*A vote was taken for approval of the motion.*

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

*Nays: None*

**MOTION CARRIED**

**PRESIDENT'S VERBAL REPORT:**

President Dani Gillman remarked on what a great summer it has been at the Library, with the active summer reading program, the rubber duck hunt, and all the reading! Tonight, we got to honor the Myers Scholarship recipients, which is a lovely tradition to continue.

**DIRECTOR'S VERBAL REPORT:**

Director Moon congratulated the Myers Scholarship winners.

Director Moon provided updates on the building and grounds projects, since the last Building and Grounds Committee meeting was canceled. The drainage improvement project is still

under review with Bloomfield Township. The roof repairs will begin the week after Labor Day. Facility Services Department Head Hugo Cardenas is still researching options to repair or replace the cedar fascia. The interior renovation project is on pause, while the Library prepares to release an RFP for the project. The monument sign at the corner of Telegraph Rd. and Lone Pine Rd. will be cleaned tomorrow, and some concrete repairs will be made around the parking lot later this week.

The Library has received a request for reconsideration from a library patron. The patron is requesting that the novel *A Court of Thorns and Roses* by Sarah J Maas be moved from the Teen to the Adult section. In consultation with the Adult and Teen Services Department Head and Assistant Department Head, as well as the Librarian who purchases teen fiction, Director Moon has decided to keep the book in the Teen section. According to our procedures, the Library Director makes a decision on a request for reconsideration, shares the request and the decision with the Board, and then informs the patron.

Director Moon shared a culture card created by the Library's Collaborative Culture Committee. This card shares the Library staff's values. It is primarily an internal document, but it will also be found on the website's employment page for potential staff to view.

Director Moon shared several heartfelt patron responses to the prompt, "what is your favorite memory about the Library or reading?" which were gathered during the summer reading program.

Upon discussion, a motion was made by Joan Luksik, seconded by Keith Carduner to **APPROVE THE REMAINING ITEMS ON THE CONSENT AGENDA.**

*A vote was taken for approval of the motion.*

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

*Nays: None*

**MOTION CARRIED**

#### **REGULAR AGENDA:**

##### **Call to the public.**

Drew Heuser, representing the SOC, provided an update of their activities.

#### **UNFINISHED BUSINESS:**

No unfinished business.

#### **NEW BUSINESS:**

##### **11a. Public Budget Hearing**

***Presentation and Discussion of Preliminary Budget, Fiscal Year April 1, 2025-March 31, 2026.***

Director Tera Moon thanked the Department Heads, Administration team, and the Trustees for the collective effort to prepare this preliminary budget. She provided an overview of the Fiscal Year (FY) 2025-2026 Preliminary Budget. The final budget for FY 2025-2026 will be presented in March



2025.

**Motion to Approve: The Fiscal Year 2025-2026 Preliminary General Fund Budget:**

Upon review and discussion of the Fiscal Year 2025-2026 Preliminary General Fund Budget, a motion was made by Shane Spradlin, seconded by Joan Luksik:

**TO APPROVE THE PRELIMINARY GENERAL FUND BUDGET, AS ATTACHED, FOR FISCAL YEAR APRIL 1, 2025 – MARCH 31, 2026, IN THE AMOUNT OF \$10,664,698 FOR THE ANTICIPATED REVENUES AND \$8,988,177 FOR THE ANTICIPATED EXPENDITURES FOR THE SUPPORT AND MAINTENANCE OF BLOOMFIELD TOWNSHIP PUBLIC LIBRARY FOR THAT FISCAL YEAR AND THE FUND BALANCE RESERVES SHALL BE INCREASED BY \$1,676,521.**

**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, 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 FOR THE ANTICIPATED REVENUES AND \$9,624,715 FOR THE ANTICIPATED EXPENDITURES. FUND BALANCE RESERVES SHALL BE INCREASED BY \$532,026 THERE IS A PLANNED USE OF FUND BALANCE FOR CAPITAL PROJECTS, INCLUDING THE STORM SEWER MITIGATION PROJECT.**

A vote was taken for approval of the motion.

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

*Nays: None*

**MOTION CARRIED**

**Motion to Approve the Fiscal Year 2025-2026 Preliminary Gift Fund Budget:**

Upon review and discussion of the FY 2025-2026 Preliminary Gift Fund Budget, a motion was made by Judy Lindstrom, seconded by Keith Carduner:

**TO APPROVE THE PRELIMINARY GIFT FUND BUDGET, AS ATTACHED, FOR FISCAL YEAR APRIL 1, 2025 – MARCH 31, 2026, IN THE AMOUNT OF \$700 FOR THE ANTICIPATED REVENUES AND \$162,195 FOR THE ANTICIPATED EXPENDITURES FOR THE SUPPORT AND MAINTENANCE OF BLOOMFIELD TOWNSHIP PUBLIC LIBRARY FOR THAT FISCAL YEAR.**

A vote was taken for approval of the motion.

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

*Nays: None*

**MOTION CARRIED**

### **11b. Server Infrastructure Replacement Expenditure**

Director Moon explained the Library's current IT infrastructure, which includes 27 virtual servers kept on two host servers. These servers have been in constant use since 2018 and will be out of warranty at the end of November 2024. These servers provide many of the essential day-to-day IT services for staff and patrons, and it would be very disruptive to let one fail.

The Library initially planned to use the RFP process for new the new servers but is now seeking approval to bypass the RFP process and purchase from Avalon Technologies, located in Bloomfield Hills. Avalon, a local Dell partner recommended by The Library Network (TLN), offers competitive pricing through Midwestern Higher Education Compact (MHEC) and has provided a quote within the budget. Choosing Avalon is beneficial due to their Dell equipment, which aligns with staff expertise, and the potential for a seamless transition, making them a promising long-term IT partner.

Upon discussion, a motion was made by Judy Lindstrom, seconded by Joan Luksik **TO AWARD THE CONTRACT FOR SERVER HARDWARE REPLACEMENT TO AVALON TECHNOLOGIES, INC. 39533 WOODWARD AVE # 125, BLOOMFIELD HILLS, MI 48304.**

*A vote was taken for approval of the motion.*

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

*Nays: None*

**MOTION CARRIED**

### **11c. Holiday Calendar**

Director Moon presented the proposed 2025 holiday closing calendar, which includes 11 days closed to the public and two early closings. Staff Development Day would be moved from the first Friday in May to Veterans Day on November 11.

Upon discussion, a motion was made by Judy Lindstrom, seconded by Shane Spradlin **TO APPROVE THE PROPOSED 2025 LIBRARY CALENDAR OF HOLIDAYS AND CLOSINGS AS PRESENTED.**

*A vote was taken for approval of the motion.*

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

*Nays: None*

**MOTION CARRIED**

## **12. DISCUSSION OF ITEMS REMOVED FROM THE CONSENT AGENDA**

- Trustee Shane Spradlin removed 7B and expressed support for phasing out the single-use plastic bags.
- Trustee Shane Spradlin removed 7A and requested that the cash disbursement comments come first in the packet. He also inquired about how many staff members

have credit cards and how that spending is tracked.

- Trustee Shane Spradlin commented on the layout of the budget and inquired about the percentages for various line items, several of which were annual fees paid early in the fiscal year.
- Trustee Shane Spradlin inquired about the spending for legal fees/services – this was legal fees and the annual audit.
- President Dani Gillman requested clarification on how refunds for billed items are issued. Director Moon explained that the Circulation Desk has a cash till used for accepting fees and issuing refunds. Since the Library stopped collecting overdue fines, we do not add much to that till. We used to have enough money in the till to issue cash refunds as needed, but now the tills were going into the negative. Now patrons will be issued a check for any refunds over \$10.

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

*A vote was taken for approval of the motion.*

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

*Nays: None*

**MOTION CARRIED**

**OTHER:**

President Dani Gillman noted that the Friends of the Library had another record sale in July. She will fill in for Trustee Joy Murray at tomorrow's Friends Board Meeting.

Trustee Keith Carduner inquired about the impact of eliminating overdue fines.

The next board meeting will be Tuesday, September 17.

At 7:56 p.m. President Gillman adjourned the meeting.

Submitted by:



Joan Luksik, Board Secretary

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

- Lucy Triesmann
- Bob Montgomery
- Shilpi K. Vani
- Barbara Ruskin
- Hiba Al-Kassab
- Georgetown University
- Diamante Concrete LLC
- Avalon Technologies, Inc.
- Michigan Disability Rights Coalition

**General Fund – Advance Checks:**

- Check #24237 made payable to Bloomfield Township in the amount of \$3,157.51 was payment for additional engineering review of the drainage improvement project.
- Check #24238 made payable to Consumers Energy in the amount of \$4,963.10 was payment for natural gas service for the period 7/3-8/2.
- Check #24241 made payable to United States Postal Service in the amount of \$11,000.00 was payment for the Library's deposit account for bulk postage.
- Check #24243 made payable to Barbara Ruskin in the amount of \$29.00 was a refund for a returned billed item.
- Check #24244 made payable to DTE Energy in the amount of \$26,904.57 was payment for electric service for the period 7/9-8/8.
- Check #24246 made payable to Shilpi K. Vani in the amount of \$23.00 was a refund for a returned billed item.
- Check #24248 made payable to Hiba Al-Kassab in the amount of \$23.00 was a refund for a returned billed item.
- Check #24252 made payable to Katherine Bryant in the amount of \$221.10 was reimbursement for mileage.
- Check #24254 made payable to Martha McGee in the amount of \$172.98 was reimbursement for purchase of Library Shop inventory.

- Check #24258 made payable to Andy Cascarelli in the amount of \$48.42 was reimbursement for purchase of program supplies.
- Check #24259 made payable to Catherine Shuell in the amount of \$22.00 was a refund for a returned billed item.
- Check #24260 made payable to Financial Times Ltd in the amount of \$1,921.00 was payment for an electronic resource subscription.
- Check #24261 made payable to Amy Niezur in the amount of \$42.55 was reimbursement for purchase of program supplies.

**General Fund – Regular Checks:**

- Check #24262 made payable to 4imprint, Inc. in the amount of \$1,481.27 was payment for promotional giveaways at the Bloomfield Township Open House.
- Check #24264 made payable to Arbor Oakland Group in the amount of \$5,055.00 was payment for the quarterly print newsletter.
- Check #24267 made payable to Avalon Technologies, Inc. in the amount of \$77,020.04 was the first payment to commence the server replacement project.
- Check #24269 made payable to Bloomfield Township in the amount of \$5,145.46 was payment for water and sewer service for the period 7/18-8/21.
- Check #24270 made payable to Bloomfield Township in the amount of \$514,142.84 was payment for three payrolls including FICA, health insurance, etc.
- Check #24276 made payable to Diamante Concrete LLC in the amount of \$10,470.00 was payment for concrete repairs around the library campus.
- Check #24277 made payable to Flutterbee in the amount of \$3,477.25 was payment for books.
- Check #24279 made payable to LJ Rolls Refrigeration Co., Inc in the amount of \$17,508.46 was payment for extensive repairs to one of the boilers.
- Check #24280 made payable to Midwest Collaborative For Library Services in the amount of \$4,849.50 was an annual payment for RIDES, which is the MeLCat delivery service.
- Check #24284 made payable to Network Services Company in the amount of \$2,422.56 was payment for janitorial supplies. This vendor was formerly Nichols.
- Check #24290 made payable to Stone Restoration Services in the amount of \$400.00 was payment for additional work to clean the Library's monument sign.

**Gift Fund - Advance Checks:**

- Check #5579 made payable to Bob Montgomery in the amount of \$600.00 was payment for a program performer.
- Check #5581 made payable to Ryan Honick in the amount of \$1,250.00 was payment for a program presenter.
- Check #5582 made payable to Georgetown University in the amount of \$615.00 was payment for the Myers Scholarship.
- Check #5583 made payable to University Of Michigan in the amount of \$615.00 was payment for the Myers Scholarship.

**Gift Fund - Regular Checks:**

- Check #5586 made payable to Janway Company in the amount of \$5,500.00 was payment for tote bags for patrons.
- Check #5588 made payable to Lucy Triesmann in the amount of \$2,300.00 was payment for a program presenter.
- Check #5589 made payable to Michigan Disability Rights Coalition in the amount of \$1,000.00 was payment for a program presenter.

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

<b>Check #</b>	<b>Date</b>	<b>Payee</b>	<b>Cash Account</b>	<b>Amount</b>
<b>General Fund</b>				
<b>ADVANCE CHECKS:</b>				
24237	8/13/24	BLOOMFIELD TOWNSHIP	016.01	3,157.51
24238	8/13/24	CONSUMERS ENERGY	016.01	4,963.10
24239	8/13/24	LOWE'S	016.01	109.56
24240	8/13/24	T MOBILE	016.01	60.20
24241	8/13/24	UNITED STATES POSTAL SERVICE	016.01	11,000.00
24242	8/21/24	AMAZON CAPITAL SERVICES	016.01	2,382.76
24243	8/21/24	Barbara Ruskin	016.01	29.00
24244	8/21/24	DTE ENERGY	016.01	26,904.57
24245	8/21/24	FNBO	016.01	5,984.65
24246	8/21/24	Shilpi K. Vani	016.01	23.00
24247	8/21/24	VIGILANTE SECURITY	016.01	1,950.00
24248	8/28/24	Hiba Al-Kassab	016.01	23.00
24249	8/28/24	APPLIED INNOVATION	016.01	937.65
24250	8/28/24	AT&T	016.01	197.17
24251	8/28/24	AT&T	016.01	737.62
24252	8/28/24	Katherine Bryant	016.01	221.10
24253	8/28/24	XFINITY	016.01	75.50
24254	8/28/24	Martha McGee	016.01	172.98
24255	8/28/24	PRINCIPAL LIFE INSURANCE COMPANY	016.01	927.48
24256	8/28/24	TERMINIX PROCESSING CTR.	016.01	183.00
24257	9/4/24	AMAZON CAPITAL SERVICES	016.01	1,311.45
24258	9/4/24	Andy Cascarelli	016.01	48.42
24259	9/4/24	Catherine Shuell	016.01	22.00
24260	9/4/24	FINANCIAL TIMES LTD	016.01	1,921.00
24261	9/4/24	Amy Niezur	016.01	42.55
Total				<u><u>63385.27</u></u>
<b>REGULAR CHECKS:</b>				
24262	9/10/24	4imprint, Inc.	016.01	1,481.27
24263	9/10/24	AMERICAN PEST CONTROL	016.01	830.00
24264	9/10/24	ARBOR OAKLAND GROUP	016.01	5,055.00
24265	9/10/24	AUGIES BUILDING SERVICES	016.01	12,744.95
24266	9/10/24	AUNALYTICS, INC.	016.01	3,982.90
24267	9/10/24	Avalon Technologies, Inc.	016.01	77,020.04
24268	9/10/24	BAKER & TAYLOR, INC.	016.01	9,257.41
24269	9/10/24	BLOOMFIELD TOWNSHIP	016.01	5,145.46
24270	9/10/24	BLOOMFIELD TOWNSHIP	016.01	514,142.84
24271	9/10/24	CDW GOVERNMENT, INC.	016.01	1,836.25
24272	9/10/24	CENGAGE LEARNING/GALE	016.01	2,616.24
24273	9/10/24	CENTRAL BUSINESS SYSTEMS, INC.	016.01	87.10
24274	9/10/24	CINTAS CORPORATION	016.01	41.95
24275	9/10/24	DEMCO, INC.	016.01	929.17
24276	9/10/24	Diamante Concrete LLC	016.01	10,470.00
24277	9/10/24	Flutterbee	016.01	3,477.25
24278	9/10/24	GOLDNER WALSH NURSERY, INC.	016.01	409.89
24279	9/10/24	LJ ROLLS REFRIGERATION CO., INC	016.01	17,508.46
24280	9/10/24	MIDWEST COLLABORATIVE for LIB. SVCS	016.01	4,849.50
24281	9/10/24	MICROMARKETING LLC	016.01	313.69
24282	9/10/24	MIDWEST TAPE	016.01	2,961.84
24283	9/10/24	Mobility City of Metro Detroit	016.01	485.00
24284	9/10/24	NETWORK SERVICES COMPANY	016.01	2,422.56
24285	9/10/24	OVERDRIVE	016.01	15,269.45
24286	9/10/24	PLAYAWAY PRODUCTS LLC	016.01	2,459.57
24287	9/10/24	PRIORITY WASTE, LLC	016.01	403.74
24288	9/10/24	ROSEN PUBLISHING	016.01	85.05
24289	9/10/24	SAGE SOFTWARE	016.01	3,352.00
24290	9/10/24	Stone Restoration Services	016.01	400.00
24291	9/10/24	THOMSON REUTERS- WEST	016.01	155.74
Total				<u><u>700194.32</u></u>

**Gift Fund**

**ADVANCE CHECKS:**

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

<b>Check #</b>	<b>Date</b>	<b>Payee</b>	<b>Cash Account</b>	<b>Amount</b>
5578	8/21/24	AMAZON.COM	012.03	572.41
5579	8/21/24	Bob Montgomery	012.03	600.00
5580	8/21/24	FNBO	012.03	670.30
5581	8/21/24	Ryan Honick	012.03	1,250.00
5582	8/28/24	Georgetown University	012.03	615.00
5583	8/28/24	University of Michigan	012.03	615.00
5584	9/4/24	AMAZON.COM	012.03	284.96
Total				<u><u>4607.67</u></u>
<b>REGULAR CHECKS:</b>				
5585	9/10/24	BAKER & TAYLOR	012.03	798.75
5586	9/10/24	JANWAY COMPANY	012.03	5500.00
5587	9/10/24	LAKESHORE LEARNING MATERIALS, LLC	012.03	32.99
5588	9/10/24	Lucy Triesmann	012.03	2300.00
5589	9/10/24	Michigan Disability Rights Coalition	012.03	1000.00
Total				<u><u>9631.74</u></u>



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

PRESENTED: SEPTEMBER 17, 2024 FOR THE MONTH OF: AUGUST, 2024

ACCOUNT NAME	2024-2025		2024-2025		REVENUE/ EXPENSE YTD	% OF BUDGET YTD	VARIANCE	Five Months 41.67%
	ADOPTED BUDGET AS OF	AMENDED BUDGET AS OF	REVENUE/	EXPENSE				
	MARCH 19, 2024	AUGUST 20, 2024	CURRENT MONTH	YTD				
<b>Revenues</b>								
Taxes	\$8,922,094	\$9,381,644	\$0	(\$9,091)	-0.10%	(\$9,390,735)	*taxes collected Dec-Mar	
Penal Fines	\$71,695	\$71,695	\$60,788	\$60,788	84.79%	(\$10,907)		
State Aid	\$40,800	\$40,800	\$22,883	\$45,163	110.69%	\$4,363		
Circulation Fines & Fees	\$8,500	\$8,500	\$1,981	\$6,061	71.30%	(\$2,439)		
Charges for Services	\$10,651	\$10,651	\$1,248	\$4,762	44.71%	(\$5,889)		
Photocopy Fees	\$651	\$651	(\$2)	\$512	78.59%	(\$139)		
Room Rental Fees	\$10,000	\$10,000	\$1,250	\$4,250	42.50%	(\$5,750)		
Investment earnings	\$610,000	\$610,000	\$71,608	\$351,470	57.62%	(\$258,530)		
Interest/Dividends	\$610,000	\$610,000	\$45,614	\$233,684	38.31%	(\$376,316)		
Change in Asset Value	\$0	\$0	\$25,995	\$117,786	0.00%	\$117,786		
Miscellaneous	\$13,451	\$13,451	\$537	\$2,792	20.76%	(\$10,659)	*vending commission down	
Miscellaneous Revenue	\$3,370	\$3,370	\$0	\$0	0.00%	(\$3,370)		
Library Shop	\$4,081	\$4,081	\$537	\$1,779	43.59%	(\$2,302)		
Café	\$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.Rx	\$20,000	\$20,000	\$0	\$0	0.00%	(\$20,000)		
<b>Total Revenues</b>	<b>\$9,677,191</b>	<b>10,136,741</b>	<b>\$159,044</b>	<b>\$461,945</b>	<b>4.56%</b>	<b>(\$9,674,796)</b>		
<b>Expenditures</b>								
Personnel	\$5,205,396	\$5,205,396	\$520,216	\$2,180,252	41.88%	(\$3,025,144)	*health self funding payment	
Salaries & Wages	\$3,359,218	\$3,359,218	\$517,257	\$1,707,702	50.84%	(\$1,651,516)		
Social Security	\$256,598	\$256,598	\$2,032	\$63,838	24.88%	(\$192,760)		
Employee Insurances	\$985,955	\$985,955	\$927	\$169,395	17.18%	(\$816,560)		
Retirement	\$603,625	\$603,625	\$0	\$239,317	39.65%	(\$364,308)		
Retiree Health Care - OPEB	\$0	\$0	\$0	\$0	0.00%	\$0		
Library Services	\$842,132	\$842,132	\$43,975	\$347,183	41.23%	(\$494,949)		
Electronic Serv.-Databases	\$220,408	\$220,408	\$1,624	\$120,651	54.74%	(\$99,757)		
Electronic Services-Skynriver	\$27,000	\$27,000	\$0	\$24,615	91.17%	(\$2,385)		
Books	\$323,908	\$323,908	\$23,843	\$121,593	37.54%	(\$202,315)		
Processing & Supplies	\$24,000	\$24,000	\$929	\$6,310	26.29%	(\$17,690)		
Periodicals/Docs/Ref. Serv.	\$69,650	\$69,650	\$2,077	\$11,112	15.95%	(\$58,538)		
Music	\$8,500	\$8,500	\$270	\$2,116	24.90%	(\$6,384)		
Audiobooks	\$77,623	\$77,623	\$9,684	\$30,855	39.75%	(\$46,768)		
DVD's	\$41,000	\$41,000	\$2,692	\$12,311	30.03%	(\$28,689)		
Accessibility Support Collection	\$10,043	\$10,043	\$434	\$796	7.93%	(\$9,247)		
Programming	\$40,000	\$40,000	\$2,423	\$16,823	42.06%	(\$23,177)		
Facilities & Equipment	\$1,206,967	\$1,214,792	\$60,771	\$463,302	38.14%	(\$751,490)		
Repairs/Maint. Supplies	\$65,000	\$65,000	\$3,966	\$25,161	38.71%	(\$39,839)		
Telephone	\$17,450	\$17,450	\$995	\$4,716	27.02%	(\$12,734)		
Building Insurance	\$58,017	\$65,842	\$0	\$65,842	100.00%	\$0		
Public Utilities	\$384,000	\$384,000	\$31,853	\$155,498	40.49%	(\$228,502)		
Building Maintenance	\$291,106	\$291,106	\$15,809	\$134,074	46.06%	(\$157,032)		
Equipment Maintenance	\$24,210	\$24,210	\$1,025	\$5,193	21.45%	(\$19,017)		
Grounds Maintenance	\$96,675	\$96,675	\$934	\$35,893	37.13%	(\$60,783)		
Computer System Maint.	\$254,508	\$254,508	\$4,354	\$31,036	12.19%	(\$223,473)		
Equipment	\$16,000	\$16,000	\$1,836	\$5,889	36.81%	(\$10,111)		
Other Operating Expenditures	\$2,383,895	\$2,352,395	\$141,231	\$429,005	18.24%	(\$1,923,390)		
Office/Computer Supplies	\$32,480	\$32,480	\$1,732	\$8,194	25.23%	(\$24,286)		
Postage	\$25,090	\$25,090	\$11,000	\$18,286	72.88%	(\$6,804)		
Professional Services	\$128,156	\$128,156	\$4,850	\$73,830	57.61%	(\$54,326)		
Projects	\$2,114,165	\$2,082,665	\$114,285	\$290,571	13.95%	(\$1,792,094)		
Staff Development/Travel	\$37,650	\$37,650	\$1,074	\$12,144	32.26%	(\$25,506)		
Printing & Publishing	\$25,050	\$25,050	\$6,536	\$12,675	50.60%	(\$12,375)		
Dues & Membership	\$14,224	\$14,224	\$0	\$10,113	71.10%	(\$4,111)		
Bank Expenses	\$4,720	\$4,720	\$1,581	\$2,508	53.14%	(\$2,212)		
Library Shop Expenses	\$2,000	\$2,000	\$173	\$682	34.11%	(\$1,318)		
Café Expenses	\$360	\$360	\$0	\$0	0.00%	(\$360)		
<b>Total Expenditures</b>	<b>\$9,638,390</b>	<b>\$9,614,715</b>	<b>\$766,192</b>	<b>\$3,419,742</b>	<b>35.57%</b>	<b>(\$6,194,973)</b>		
Fund Balance - Beginning	\$13,833,927	\$13,833,927		\$13,833,927				
Net revenue (expenditure)	\$38,801	\$522,026		(\$2,957,797)				
Fund Balance - Ending	\$13,872,728	\$14,355,953		\$10,876,130				

Fund Balance Designations		
Nonspendable-Prepaid Expense	\$18,791	\$18,791
Committed Fund Balance (is 8-months of operational expenditures amount)	\$5,016,150	\$5,021,367
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	\$9,215,795
Unassigned Fund Balance (is the unplanned emergency amount)	\$100,000	\$100,000

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

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

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

**PRESENTED: SEPTEMBER 17, 2024 FOR THE MONTH OF: AUGUST, 2024**

Five Months 41.67%

ACCOUNT NAME	2024-2025 ADOPTED BUDGET AS OF MAR 19, 2024	2024-2025 AMENDED BUDGET AS OF AUG 20, 2024	REVENUE/ EXPENSE CURRENT MONTH	REVENUE/ EXPENSE YTD	% OF BUDGET YTD	VARIANCE
<b><u>Revenues</u></b>						
<b>Gift Income</b>	<b>\$500</b>	<b>\$62,566</b>	<b>\$3,431</b>	<b>\$62,066</b>	<b>99.20%</b>	<b>(\$500)</b>
Gift Revenue	\$0	\$3,827	\$3,431	\$3,827	100.00%	\$0
Friends of the Library	\$0	\$54,673	\$0	\$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
<b>Investment Earnings</b>	<b>\$200</b>	<b>\$200</b>	<b>\$29</b>	<b>\$141</b>	<b>70.35%</b>	<b>(\$59)</b>
<b>Miscellaneous Revenue</b>	<b>\$0</b>	<b>\$134</b>	<b>\$134</b>	<b>\$134</b>	<b>0.00%</b>	<b>\$0</b>
<b>Total Revenues</b>	<b>\$700</b>	<b>\$62,899</b>	<b>\$3,594</b>	<b>\$62,340</b>	<b>99.11%</b>	<b>(\$559)</b>
<b><u>Expenditures</u></b>						
<b>Library Services</b>	<b>\$75,589</b>	<b>\$124,530</b>	<b>\$7,199</b>	<b>\$33,794</b>	<b>27.14%</b>	<b>(\$90,737)</b>
<b>Facilities &amp; Equipment</b>	<b>\$34,382</b>	<b>\$35,181</b>	<b>\$860</b>	<b>\$10,939</b>	<b>31.09%</b>	<b>(\$24,242)</b>
<b>Other Operating Expenditures</b>	<b>\$52,224</b>	<b>\$64,683</b>	<b>\$6,185</b>	<b>\$15,469</b>	<b>23.91%</b>	<b>(\$49,214)</b>
<b>Total Expenditures</b>	<b>\$162,195</b>	<b>\$224,394</b>	<b>\$14,244</b>	<b>\$60,201</b>	<b>26.83%</b>	<b>(\$164,193)</b>
Fund Balance - Beginning	\$161,695	\$161,695		\$161,695		
Net revenue (expenditures)	(\$161,495)	(\$161,495)		\$2,139		
Fund Balance - Ending	\$200	\$200		\$163,834		

**Bloomfield Township Public Library**  
**Asset Allocation Summary**  
**AUGUST 2024**

Fund	Type	Annual Yield	Date	Amount on Hand
<b>General Fund</b>				
	5th 3rd Checking (Ecommerce)	0.00%	8/31/2024	\$152,691.46
	Flagstar Public Funds Savings	4.15%	8/31/2024	\$216,615.22
	Flagstar Premier Public Entities Checking	1.05%	8/31/2024	\$417,506.93
	RBC Capital Cash/Money Market	0.85%	8/31/2024	\$61.59
	RBC Capital - Investments	4.90%	8/31/2024	\$13,648,163.01
	<b>Total General Fund</b>			<b><u>\$14,435,038.21</u></b>
<i>Please see General Fund budget for notes on how this amount is earmarked</i>				
<b>Gift Fund</b>				
	Huntington Public Fund Business Interest Checking	0.29%	8/31/2024	\$110,704.24
	Huntington CD (Charnov gift) - matures 02/04/2025	4.30%	8/31/2024	\$50,000.00
	Fifth Third Bank Business Standard Checking	0.00%	8/31/2024	\$17,529.51
	<b>Total Gift Fund</b>			<b><u>\$178,233.75</u></b>

**CFSEM**

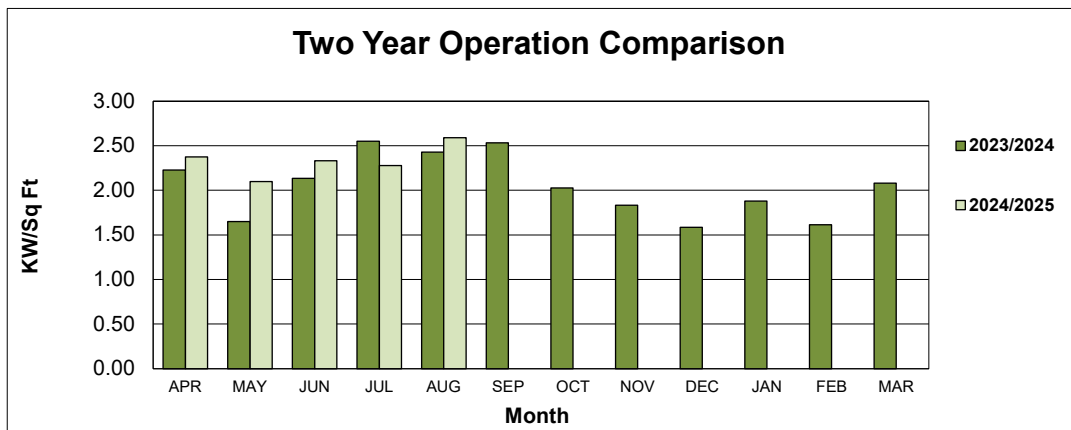
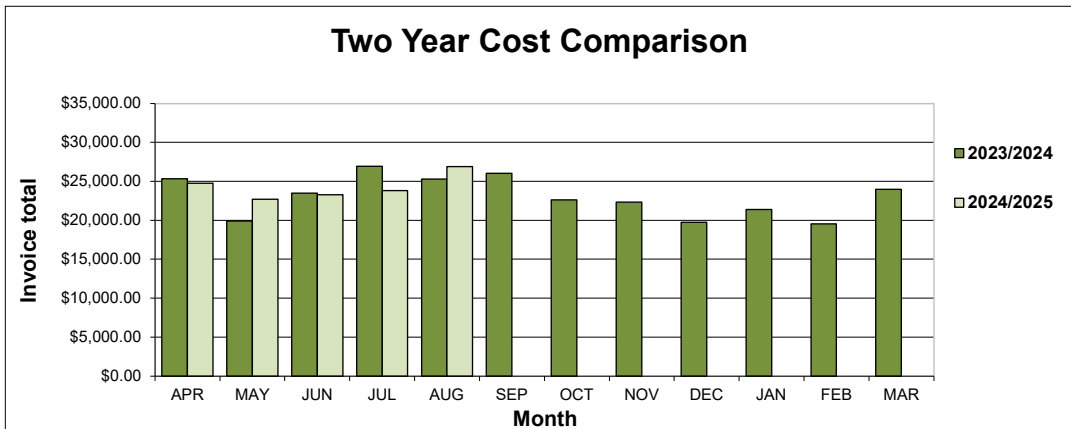
The following endowment funds are administered by the Community Foundation for Southeast Michigan (CFSEM). CFSEM maintains unilateral variance power and legal ownership of the endowment funds, and therefore, principal is not available to BTPL. Earnings are available for distribution to the Library for 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
<b>Total CFSEM holdings</b>		<b><u>\$182,545.00</u></b>

## 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	\$26,904.57	\$1,618.93	261,800	\$0.10	351.88	2.59	\$36.16	\$0.27
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						
<b>TOTAL</b>	<b>\$276,499.01</b>	<b>\$121,480.01</b>	<b>(\$155,019.00)</b>						

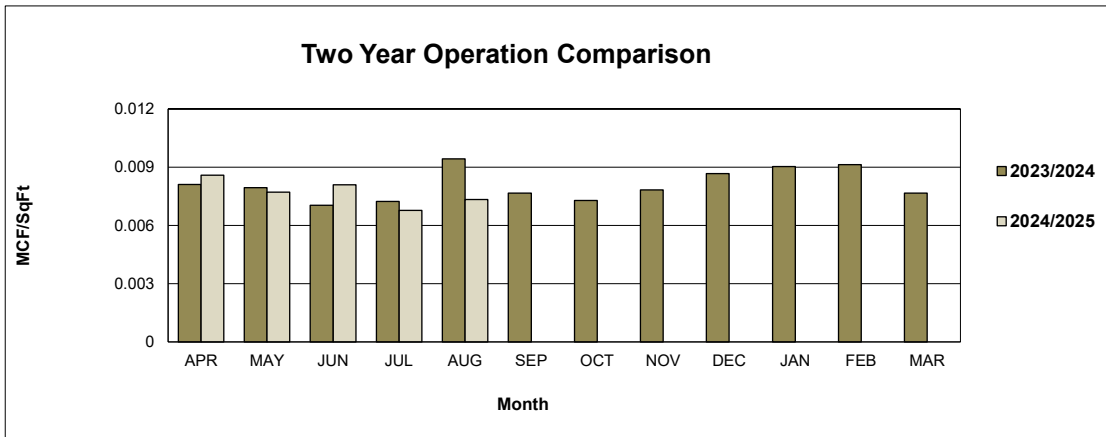
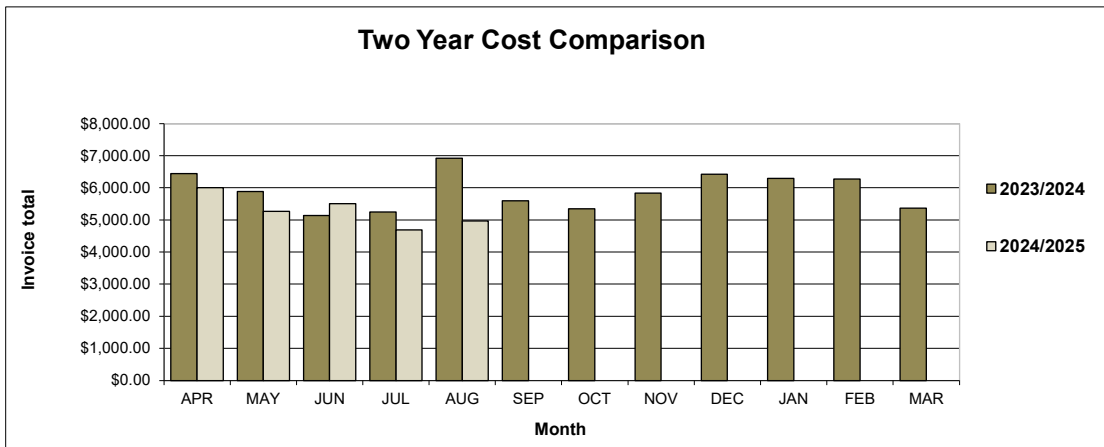


## Bloomfield Township Public Library Natural Gas Analysis

Building Area = 101,023

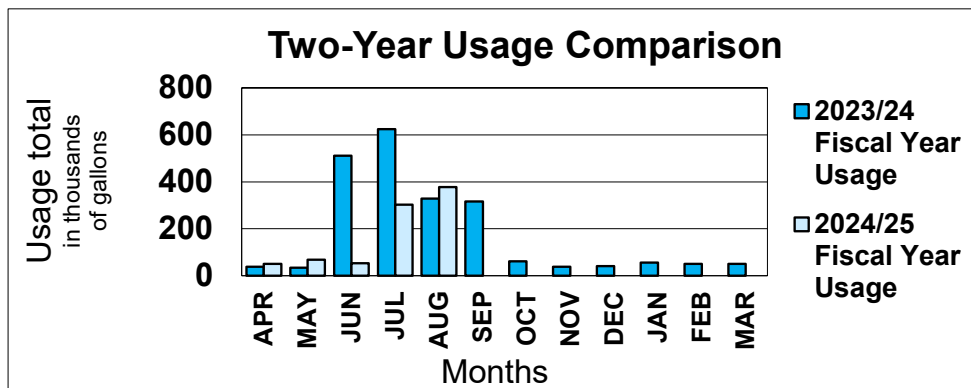
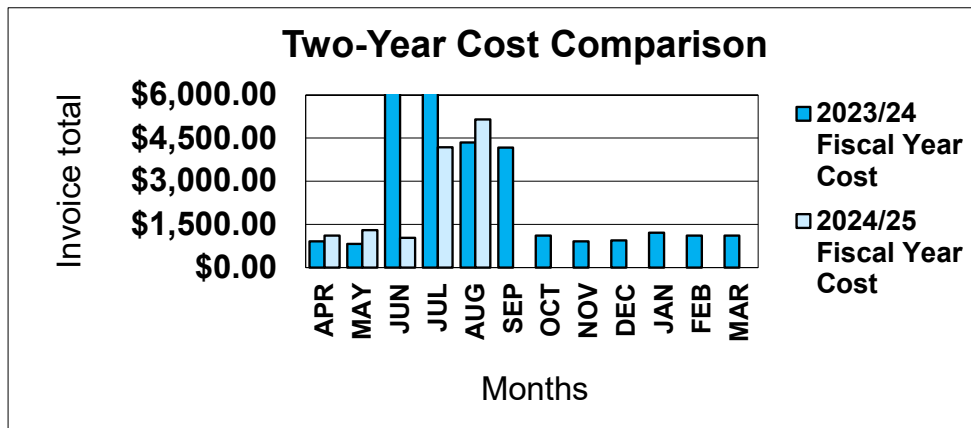
1 Cu. Ft. = 1000 BTU

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	\$4,963.10	(\$1,955.74)	740.3	\$6.70	744	1.00	0.007	6.67	0.048
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										
<b>TOTAL</b>	<b>\$70,749.57</b>	<b>\$26,421.74</b>	<b>(\$44,327.83)</b>							



## 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	\$5,145.46	\$792.84	329	378	49
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
<b>TOTAL</b>	<b>\$31,188.24</b>	<b>\$12,757.05</b>	<b>(\$18,431.19)</b>	<b>2,150</b>	<b>851</b>	<b>(1,299)</b>



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

**Staff received training on how to use Naloxone** to attempt to save a person who has overdosed on opioid drugs. The training was presented by volunteers from AmeriCorps. After the training, the Library received several packages of Naloxone in case this situation occurs at the Library. These will be placed in the three first aid kits around the library building. The Library has the opportunity to have a Naloxbox, which contains life-saving doses of Naloxone and would be available to anyone in the community who needs it.

**Bloomfield Historical Society will present an engaging program on James F. Joy – Detroit's Railroad King on Sunday, September 15 at 3pm at the Library.** This program is part of their Local History/Local Resources series held about four times a year. I'm pleased that the Library can host these events. Thanks to Assistant Director Katherine Bryant and the IT staff for hosting and providing technical support.

The **drainage improvement project** is still under review at Bloomfield Township. The Township's engineering firm Hubble Roth Clark has requested a meeting to review the design. Joe Christopher will meet with them on Tuesday, September 17 – I hope to have an update for you at the board meeting. Joe and I have talked about the options as winter grows closer. He thinks we may still have a chance at finishing this before the end of the year.

The work on the **perimeter of the roof** started on Thursday, September 12. The work should be completed in a couple of weeks.

I'm looking forward to celebrating the **Library's 60<sup>th</sup> anniversary** at Applause, Applause on Saturday, October 5 at 4-7pm. There has been an overwhelming response from the community to attend this event. It's sure to be a terrific time and build community around the Library!

*Respectfully Submitted,*

*Tera Moon, Library Director*





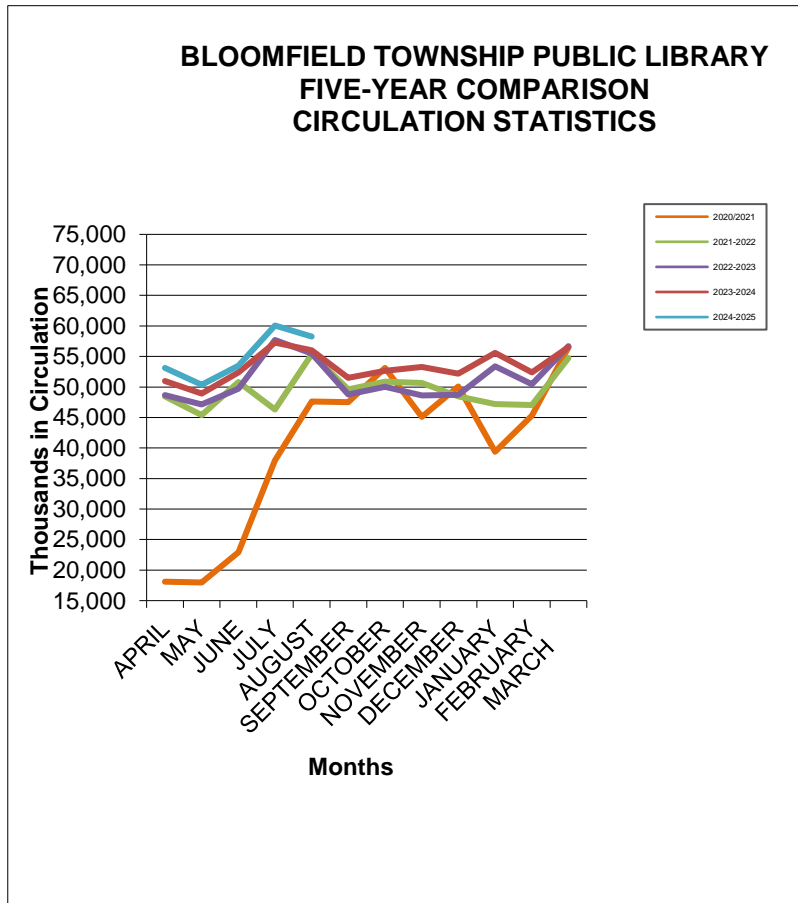
**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY  
MONTHLY ACTIVITY REPORT  
AUGUST 2024**

	2023		2024	
<b>OUTREACH &amp; PROGRAMS</b>				
<b><i>New Patrons and Accounts</i></b>				
Township:	146		227	
Cranbrook:	1		4	
Total new patrons:	188		302	
<b><i>Adult Program Attendance</i></b>				
Staff-led:	11 events	87 attended	13 events	188 attended
Speaker-led:	4 events	118 attended	3 events	142 attended
Book clubs:	7 events	61 attended	5 events	44 attended
Tours/visits on-site:	0 events	0 attended	0 events	0 attended
Tours/visits off-site:	4 events	271 attended	5 events	396 attended
Chamber Music Concert:	0 events	0 attended	0 events	0 attended
Bloomfield Historical Society:	0 events	0 attended	0 events	0 attended
<b><i>Systems Program Attendance</i></b>				
Staff-led:	5 events	28 attended	5 events	24 attended
<b><i>Teen Program Attendance</i></b>				
Staff-led:	1 event	40 attended	0 events	0 attended
<b><i>Youth Program Attendance</i></b>				
Staff-led:	9 events	312 attended	16 events	978 attended
Speaker-led:	3 events	125 attended	1 event	24 attended
Tours/visits on-site:	0 events	0 attended	0 events	0 attended
Tours/visits off-site:	0 events	0 attended	5 events	47 attended
TOTAL:	44 events	1,042 attended	53 events	1843 attended
<b><i>Volunteers (total for the month)</i></b>				
Shop volunteers	10 people	80.75 hours	9 people	74 hours
Court appointed volunteers	0 people	0 hours	1 person	0.75 hours
Student volunteers	0 people	0 hours	15 people	100.75 hours
Department volunteers	0 people	0 hours	0 people	0 hours
<b><i>Patron Remarks</i></b>				
Patron comments:	7		6	
Ask BTPL:	7		9	
<b>DISPLAYS</b>				
Lobby	<i>Vintage Typewriters, courtesy of the Detroit Historical Society</i>			
Local History	<i>August(us) Caesar</i>			

**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY  
FIVE YEAR CIRCULATION**

9/9/2024

	<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	58,270
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	
<b>TOTAL</b>	<b>481,614</b>	<b>594,879</b>	<b>615,393</b>	<b>639,604</b>	<b>275,339</b>



Decrease due to Library being closed April 1-30, 2020 (Covid 19 Pandemic)

Decrease due to Library being closed May 1-31, 2020 (Covid 19 Pandemic)

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

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Bloomfield Township Public Library  
Oakland County, Michigan  
**Wednesday, September 4, 2024**

---

The meeting of the Bloomfield Township Public Library Board of Trustees Policy Committee was held at the Library and via Zoom on Wednesday, September 4, 2024 at 10:00am.

**Present:** Trustees Judy Lindstrom and Shane Spradlin

**Administration:** Tera Moon, Library Director

***Annual Policy Review***

Tera recommended several new policies to be added slowly over the next year. She prioritized adding a Digital Video Surveillance Policy and a Whistleblower Protection Policy at this time. Additionally, the Employee Handbook needs superficial updates to stay abreast of recent department name changes and other tweaks such as gender-neutral language. Trustee Spradlin said he would like to go through the Handbook thoroughly. The committee agreed to that review, noting that there is no rush on its completion.

Tera presented drafts of the two policies mentioned above to the committee and made note of feedback. Tera will send the policies to the Library's lawyer, Anne Seuryneck, for legal review and let the committee know of her feedback.

Tera reported on other policies she is recommending: social media, programs and displays, Artificial Intelligence, and cybersecurity. Tera said she will contact Anne Seuryneck for assistance with these.

The Library Board of Trustees will review the recommended policies at the October regular monthly meeting.

No future meeting has been scheduled.

**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**

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**TO:** Library Board of Trustees

**FROM:** Katherine Bryant, Assistant Library Director

**DATE:** September 12, 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 and I are working on a request for proposals (RFP) for this project. Our goal is to release the RFP in October with a deadline of early December, in order to make a recommendation to the Board of Trustees in January.

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. Tera and I received the preliminary analysis, met with the consultant to discuss it, and are considering proposed changes. We will work with MGT/GovHR on the final report, which will be shared with the Personnel Committee before it is shared with the entire Board of Trustees in November.

BambooHR is up and running. All staff have been added to the employee database and are updating any out-of-date or incorrect information. A few new employees have been onboarded using this system, and the first job posting (for an IT Assistant) to go entirely through BambooHR has been posted this week. Administrative Assistant Linden Godlove is still working hard to iron out any remaining wrinkles and make full use of this robust system.

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 culture card the committee created has been shared with staff and is on the employment page of the website for potential job applicants to review.

## **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.
- Added PressReader, ComicsPlus, and myfilmfriend 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.
- Updated the early childhood area with new seating and interactive toys.

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 scavenger hunts, 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 in April 2024.

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

- Created Early Childhood Specialist position to provide additional 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.
- Implemented 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

# AUGUST 2024

## INSTAGRAM



FOLLOWERS:  
1762 (↑7 from July)

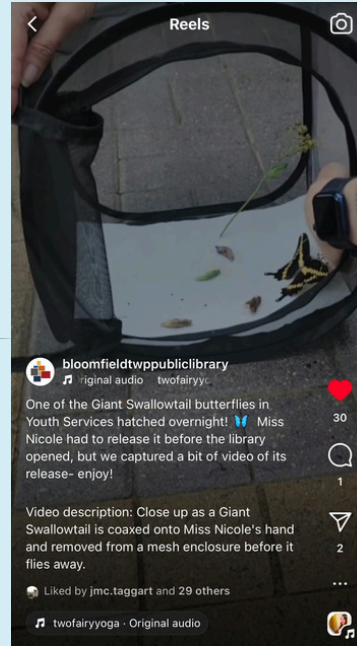
TOTAL REACH:  
1845  
(↑15% from July)

## FACEBOOK



FOLLOWERS:  
3131 (↑15 from July)

TOTAL REACH:  
6653  
(↓33% from July)



## NEWSLETTERS



- **Movies and More** (new DVDs, Movie Discussion Club) - 163 messages
- **Books and More** (new books) - 11,807 messages
- **Discover** (SRP Wrap-Up Party, Belle Isle Lecture, Garden Tour, Pokemon Party, Outdoor Story Time) - 20,213 messages
- **Youth Services News** (Gamer Lounge, Tots & Friends, Brick Builders, Story Times, Halloween events) - 1449 messages
- **Digital News** (new Libby and hoopla titles) - 2193 messages

## PRESS RELEASES



- Save the Date for the 60th Anniversary Celebration: Applause, Applause
- September Book Sale
- Local Author Fair





Bloomfield Township <cabl\_dept@bloomfieldtp.org>  
To Katherine Bryant

Orig  
http  
f=0C  
mm  
zjmc  
wbd  
y7jk  
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Click

## Bloomfield Township Trustee Office Hours – This Week



**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)

Before this week's scheduled Board of Trustees meeting on Monday, August 26, take the opportunity to meet and talk with a trustee. Trustee Office Hours take place from 5:00 p.m. to 6:30 p.m. at the Bloomfield Township Public Library. This will be followed by the Board of Trustees Meeting at Township Hall at 7 p.m.

Go "Back To School" with BCTV and Building Together Re-Caps 76th US Junior Amateur - Bloomfield Towns..



Bloomfield Township <cable\_dept@bloomfieldtwp.org>  
To Katherine Bryant

😊 Reply Reply All → Forward

Thu 8/29/2024 5:03 P

## Bloomfield Township Public Library Hosts Local Author Fair on September 14

Bloomfield Township Public Library



Bloomfield Township Public Library will host its third Local Author Fair Saturday, September 14 from 11:00 a.m. to 3:00 p.m. The local authors will discuss their books and answer questions as visitors discover their next great read.

The Fair will include up to 20 local authors, and books will be available for purchase. Local authors will be gathered to talk about their books. This free event is open to the public and no registration is required.

For more information, please call (248) 642-5800 or visit the [Library Website](#).

# DOWNTOWN

NEWS MAGAZINE  
BIRMINGHAM • BLOOMFIELD

HOME

NEWS

LONGFORM

LINKS

ABOUT US

SUBSCRIPTIONS

: • 3 days ago

## Library hosting local author fair September 14

Bloomfield Township Public Library will host its third Local Author Fair on Saturday, September 14, from 11 a.m. to 3 p.m.

The local authors will discuss their books and answer questions as visitors discover their next great read.

"We are very excited to host another Local Author Fair and showcase local talent," said Brooke Hoskins, assistant department head of Adults & Teen Services. "We have a variety of genres –adventure, romance, local lore, memoirs and history. There really is something for everyone – adult, teens, and young readers."

The fair will include up to 20 local authors, and books will be available for purchase. Local authors will be gathered to talk about their books. This free event is open to the public and no registration is required.

For more information, call the library at 248.642.5800 or visit the libraries website at [blankbtpl.org](http://blankbtpl.org).



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# NEWS & NOTES

7A/ BIRMINGHAM-BLOOMFIELD EAGLE • AUGUST 28, 2024



## HOUSE TOUR RETURNS

**BIRMINGHAM** – The Community House will host the 35th Birmingham House Tour 10:30 a.m.-3:30 p.m. Sept. 12. Tickets cost \$42, or \$52 for VIP early access. The fundraiser showcases some of the most distinctive private residences in local neighborhoods. For \$20 more per ticket, attendees can have a gourmet lunch at The Community House, in the Wallace Ballroom. For more information, visit [www.communityhouse.com/event/birmingham-house-tour](http://www.communityhouse.com/event/birmingham-house-tour).

## Household Hazardous Waste event slated for Sept. 28

**BLOOMFIELD TOWNSHIP** – Residents will be able to dispose of hazardous waste this fall when the Household Hazardous Waste Drop Off Day event returns to the township campus. Household Hazardous Waste crews will be on hand 9 a.m.-2 p.m. on Saturday, Sept. 28, to take items such as drain cleaners, weed killer, gasoline, motor oil, starter fluid, transmission fluid, paint, fluorescent light bulbs/PBC ballasts, household batteries and automotive batteries, propane, fire extinguishers, old tires, and more. No electronic waste, medication or paper shredding will be accepted at this event. There will be signs on Telegraph and Long Lake directing traffic. The event is open to township residents only, and proof of residency is required. Visit [bloomfieldtp.org/recycle](http://bloomfieldtp.org/recycle) to find out more.

## CLERK CALLS FOR VOTER PARTICIPATION

**BLOOMFIELD TOWNSHIP** – On Election Day for the August statewide primary, the township's turnout was 31.6%, which officials said is consistent with most past August primaries in presidential years. This means that more than 67% of registered voters in the township chose not to vote.

Clerk Martin Brook thinks the township can do better.

"A vote is a terrible thing to waste, and with the recent legal changes,

voting could not be more convenient. There is no-reason absentee, there is the permanent mail ballot list, and there are nine days of early voting at the Bloomfield Township Library," Brook said in a statement.

Brook added that "the next election is November 5 and it will be here before you know it, so please make a voting plan today." Residents can learn more to get ready for the Nov. 5 election at [bloomfieldtp.org/elections](http://bloomfieldtp.org/elections).



## September 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. Saturday, Sept. 14. Friends members may shop the sale 10 a.m.-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 audio-visual materials for all ages and interests, sorted into more than 50 categories. Highlights of this sale, organizers say, include books on the American Civil War, fall crafting and adult French literature. The sale always includes a wide array of subjects, and a room dedicated to music and film.

Debit cards can be used for any amount, and credit card purchases may be used, with a \$5 minimum purchase. The Library Shop, located just inside the library, remains open during library hours and offers a selection of gently used books, movies and music, as well as cards and gifts. The Friends are also continuing to accept donations of books and media in good condition. Visit the Friends of the Library webpage for more information.

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, the gardens, programs and events for adults and children, and additions to library collections.

For more information, call (248) 642-5800 or visit [www.btpl.org](http://www.btpl.org).

## Assault reported

**BIRMINGHAM** – At approximately 9 p.m., officers with the North Old Woodward Witnesses identified a field Hills man, assault on the field Hills, according to police.

The two parties involved in the incident. An investigation is ongoing.

## Vape pens stolen

**BIRMINGHAM** – A theft occurred in a parking lot in the 3400 block that had been rented for an event during the week of August 17.

The event manager reported that several vape pens and possibly other items were left on a play table by at least one person overnight.

Two hired security guards searched the unknown people who were at the table. An investigation is ongoing.

## Injured man found

**BIRMINGHAM** – A man was found on the sidewalk in front of a building on South Old Woodward Avenue, an injured person.

They found a man with a bloody head injury.

A witness said the man was on the side of the highway. The establishment approached the victim said he did not know who the person is ongoing.

## Drunk driver hit

**BIRMINGHAM** – A driver was hit at approximately 1 a.m., officers reported on Brookside Drive and...

### Thursday 8/29

USA Hockey Night

presented by &

First Pitch 7:05 p.m.



**JIMMY JOHN'S**

### Friday 8/30

Game

presented by

Fireworks Spectacular

presented by

First Pitch 7:05 p.m.



### Saturday 8/31

Military Appreciation Night

presented by

First Pitch 7:05 p.m.



The Unicorns will wear a special military themed jersey. Proceeds from the jersey auction will benefit Guardian Angels Medical Service Dogs.

### Thursday 9/5

Playoff Game #1

First Responders Night

presented by

First Pitch 6:30 p.m.



### Friday 9/6

Playoff Game #2

Fireworks Spectacular

presented by

First Pitch 6:30 p.m.



FOR TICKETS VISIT [USPBL.COM](http://USPBL.COM) OR CALL (248) 759-5278



bounce house, basketball, pickle-  
e, 5-8 p.m., Northbrook Presbyterian  
Beverly Hills, northbrookpc.org

t Soul, 7 p.m., Shain Park, 270 W.  
v.org/summerconcerts

nts: 8-9:30 a.m., North Hills Middle  
omfield Township, register at bbcc.

about dementia and how to help,  
Senior Center, 4315 Andover Road in  
23-3500

rtizers inspired by food made famous  
o.m., Autumn House Bloomfield Hills,  
-2805, mbrandon@autumnhouse-bh.

ally held 9 a.m.-9 p.m. Aug. 17, partic-  
us of M-1 include Ferndale, Pleasant  
y, Royal Oak, Birmingham, Bloomfield  
ontiac, more events for both days at

ry treats plus live music by Ed Black  
field Township Senior Center, 4315  
s, RSVP to (248) 723-3500

irrorred Glass Harp Trio at 6:30 p.m.,  
Cranbrook Art Museum, 39221 Wood-  
anbrookartmuseum.org

& Art Fair: Games, food, live music,

pony rides, bounce houses, petting farm, face painting, fine arts and  
classic cars, 10 a.m.-3 p.m., also parade at noon,

**SEPT. 6**

**Movie night:** Pre-show entertainment at 6:30 p.m. and "Space Jam"  
(1996) at 7:30 p.m., also complimentary treats and giveaways, Booth  
Park, west of North Old Woodward Avenue and south of Harmon Street  
in Birmingham, ALLINBirmingham.com/events

**ONGOING**

**Franklin School - all alumni and family/friends reunion:** 11 a.m.-3  
p.m. Sept. 1 at Franklin Historical Museum, 26165 13 Mile Road,  
open house 2-4 p.m. at former Franklin School (now Huda School &  
Montessori), 32220 Franklin Road, and happy hour 4-6 p.m. at Frank-  
lin Community Association Park, 26495 Carol Ave., RSVP for happy  
hour by noon Aug. 31 at fcamichigan.org/form/m/284879

**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

**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, also curator-led tour at 7:30 p.m. Aug. 15,  
Cranbrook Art Museum, 39221 Woodward Ave. in Bloomfield Hills,  
cranbrookartmuseum.org

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

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

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



**AUG. 21**

**Summer Block Party:** Featuring musician and vibraphonist  
John Davis, Foam Fun Factory, sidewalk sales, visit by Ben  
Franklin, stilt walkers, crafts, food trucks, treats and adult  
cocktails. 5:30-8:30 p.m., Tangerine Wine, 32731 Franklin Road  
in Franklin, free but registration required, mainstreetfranklinmi.  
com

**Cranbrook on the Green:** Play artist-designed min-golf course  
Wednesdays-Sundays through August and weekends Sept. 7-22, Cran-  
brook 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

**Second Saturday Sales:** Monthly shopping for books, DVDs, CDs and  
more, 11 a.m.-3 p.m. (10 a.m. for Friends of the Bloomfield Township  
Public Library members), 1099 Lone Pine Road, (248) 642-5800, btpl.  
org

**Monthly meetups:** Find multiple book clubs, also movie discussion  
club and fiber arts club (meets bimonthly), 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

**WANT TO SEE YOUR OWN EVENTS  
ONLINE & IN PRINT - FOR FREE?**

With the same link, click  and sign in  
using your Google or Facebook information,  
or easily create a CitySpark account.

Input the details, upload a photo and select  
"Review Changes," then "Submit and Finish."

Events should appear online within 2 hours,  
and will appear in print as space permits.  
There's no limit as to how many you can submit.

For questions, email  
calendar@candgnews.com



# 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](http://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](http://www.btpl.org)

# October YOUTH Events Calendar

S	M	T	W	T	F	S
		01	02 Baby Story Time 10:30 a.m.	03 Toddler Story Time 10 a.m. OR 11 a.m.	04 Tots & Friends Playtime 10 a.m. - 12 noon Gamer Lounge 4 p.m. - 6 p.m.	05 Applause, Applause 60th Anniversary 4 p.m. - 7 p.m.
06	07	08 Preschool STEAMtime 10:30 a.m.	09 Baby Story Time 10:30 a.m. My First Book Group 5:30 p.m.	10 Toddler Story Time 10 a.m. OR 11 a.m. Brick Builders 6:30 p.m.	11 Tots & Friends Playtime 10 a.m. - 12 noon	12 Family Story Time 11:00 a.m. Friends of the Library Sale 11 a.m. - 3 p.m.
13	14 Reading with the Dogs 6:30 p.m.	15 Preschool STEAMtime 10:30 a.m. Book Worms 6:30 p.m.	16 Baby Story Time 10:30 a.m.	17 Toddler Story Time 10 a.m. OR 11 a.m.	18 Tots & Friends Playtime 10 a.m. - 12 noon Gamer Lounge 4 p.m. - 6 p.m.	19
20	21 Watercolor for Mindfulness 6:30 p.m.	22 Preschool STEAMtime 10:30 a.m.	23 Baby Story Time 10:30 a.m.	24 Toddler Story Time 10 a.m. OR 11 a.m. Paperbacks & Snacks 6:30 p.m.	25 Tots & Friends Playtime 10 a.m. - 12 noon After Hours Spooky Tales on the Terrace 6:30 p.m.	26 Sensory Story Time 11:00 a.m.
27	28	29 Trick or Treat at the Library 5:30 p.m. - 7:30 p.m.	30	31		

VISIT [WWW.BTPL.ORG/EVENTS](http://WWW.BTPL.ORG/EVENTS) FOR MORE INFO



## GAMER LOUNGE

Fridays, October 4 and 18, 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.

## AFTER HOURS SPOOKY TALES ON THE TERRACE

Friday, October 25, 6:30 p.m.  
*Registration is required.*

Grab a blanket and join us under the Youth Terrace heaters for hot cocoa, snacks, and spooky, shivery tales. For ages 8 - 12.



## 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.

## TRICK OR TREAT AT THE LIBRARY

Tuesday, October 29, 5:30 p.m. - 7:30 p.m.  
(5 p.m. - 8 p.m. food trucks in parking lot)  
*No registration is required.*

Grab your costume and drop in for trick or-treating at the Library! Head to the first stop in Youth Services to decorate a trick-or-treating bag and pick up your first treats. Then follow the trick-or-treating map to find each station around the Library for peanut-free goodies, Halloween-themed mini craft kits, stickers, and other cool treats. Food trucks will be set up in the parking lot offering tasty food and treats for purchase, which can be enjoyed on the Library Terraces.







## 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, October 12, 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, October 26, 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.**  
**Wednesday, October 9, 5:30 p.m.**  
*Registration is required.*

### **Book Worms: Grades 2 – 3**

**Tuesday, October 15, 6:30 p.m.**  
*Registration is required.*

### **Paperbacks & Snacks: Grades 4 – 6**

**Thursday, October 24, 6:30 p.m.**  
*Registration is required.*

## SPECIAL EVENTS

### **Brick Builders**

### **Theme: Spooky Things**

**Thursday, October 10**  
**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.

### **Reading with the Dogs**

**Tuesday, October 14, 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!

### **Watercolor for Mindfulness**

**Monday, October 21, 6:30 p.m.**  
*Registration is required.*



Slow down and play with watercolor paint at this relaxed event, where there will be no specific project outcome. We will dim the lights, play ambient music, and have all the supplies needed for participants to create art works in a calm space. For ages 9 – 13.



Please contact us if you require any additional accommodations.



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

# September 2024 Adult and Teen Programs

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	
1	2	3	4	5	6	7	
		<p><b>Fiber Arts Club</b> 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><b>English Language Conversation Group</b> 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><b>English Language Conversation Group</b> 10 a.m. – Noon</p>	<p><b>Friends of the Library Second Saturday Book Sale</b> 10 a.m. – 3 p.m. <i>(First hour Friends members only)</i></p> <p><b>Local Author Fair</b> 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><b>Fiber Arts Club</b> 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><b>English Language Conversation Group</b> 10 a.m. – Noon</p>	<p><b>Adult and Teen Craft Kit Release: Paint Along with Bob Ross</b> <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><b>English Language Conversation Group</b> 10 a.m. – Noon</p> <p><b>After Hours Concert: The Grunyons Michigan Vocal Jazz Group</b> 7 p.m.</p>	<p><b>MANHATTAN SHORT</b> <b>MANHATTAN SHORT Film Festival</b> 2 p.m.</p>	
29	30	<p><b>September Special Lectures and Events @ the Library</b></p> <p><b>Lecture: Sustainability and Upcycling with ISAIC, Tuesday, September 24, 7 p.m.</b> Join the Industrial Sewing and Innovation Center (ISAIC) to learn about the fashion industry's environmental impact.</p> <p><b>After Hours Music Performance: The Grunyons, Friday, September 27, 7 p.m.</b> Enjoy a program of a capella vocal jazz performed by the Grunyons, a southeast Michigan male vocal ensemble.</p> <p><b>MANHATTAN SHORT Film Festival, Saturday, September 28, 2 p.m. OR Thursday, October 3, 6:30 p.m.</b> 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 <a href="mailto:AskTeen@btpl.org">AskTeen@btpl.org</a>, or call Adult and Teen Services, (248) 642-5800.</p> <p>**To register, email <a href="mailto:AskAdult@btpl.org">AskAdult@btpl.org</a>, or call Adult and Teen Services, (248) 642-5800.</p> <p>***To register, email <a href="mailto:AskTech@btpl.org">AskTech@btpl.org</a> or call the Computer Help Desk, (248) 642-5800. OR register online at <a href="http://www.btpl.org/events">www.btpl.org/events</a></p>

# October 2024 Adult and Teen Programs

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
<p><b>*To register, email <a href="mailto:AskTeen@btpl.org">AskTeen@btpl.org</a>, or call Adult and Teen Services, (248) 642-5800.</b></p> <p><b>**To register, email <a href="mailto:AskAdult@btpl.org">AskAdult@btpl.org</a>, or call Adult and Teen Services, (248) 642-5800.</b></p> <p><b>***To register, email <a href="mailto:AskTech@btpl.org">AskTech@btpl.org</a> or call the Computer Help Desk, (248) 642-5800.</b></p> <p><b>OR register online at <a href="http://www.btpl.org/events">www.btpl.org/events</a></b></p>		<p><b>Fiber Arts Club</b> 10 a.m. – Noon</p> <p><b>**Movie Discussion Club</b> 7 p.m.</p>	<p><b>**Pages Across Nations: An International Book Club, 7 p.m.</b></p> 	<p><b>**Terrifying Tiny Terrariums: Halloween Craft Workshop for Adults and Teens</b> 4 p.m.</p> <p><b>MANHATTAN SHORT Film Festival</b> 6:30 p.m.</p>	<p><b>English Language Conversation Group</b> 10 a.m. – Noon</p> <p><b>Adult and Teen Craft Kit Release: Terrifying Tiny Terrariums</b> <i>Bloomfield Twp. residents only while supplies last</i></p>	<p><b>**Applause, Applause: Celebrating 60 Years of Community</b> 4 p.m. – 7 p.m.</p> <p><i>The Library will close early for this community event. Registration is required and is open to all.</i></p>
6	7	8	9	10	11	12
		<p><b>**What's Your Story?: A Memoir Writing Group</b> 1 p.m.</p> <p><b>***ChatGPT and AI</b> 5:30 p.m.</p>	<p><b>**Writers' Rendezvous</b> 6:30 p.m.</p>	<p><b>***Google Apps</b> 5:30 p.m.</p> 	<p><b>English Language Conversation Group</b> 10 a.m. – Noon</p> <p><b>Spooky Movie Night @ the Library: <i>Beetlejuice</i></b> 6:30 p.m.</p>	 <p><b>Friends of the Library Second Saturday Book Sale</b> 10 a.m. – 3 p.m. <i>(First hour Friends members only)</i></p>
13	14	15	16	17	18	19
		<p><b>**Tuesday Book Club, 10 a.m.</b></p> <p><b>Fiber Arts Club, 10 a.m. – Noon</b></p> <p><b>***Scanning and Photo Editing, 5:30 p.m.</b></p> <p><b>**SciFi Book Club, 7 p.m.</b></p> <p><b>Lecture: Michigan Mysteries with Ross Richardson, 7 p.m.</b></p>	<p><b>**Mystery Book Club</b> 1 p.m.</p> 	<p><b>***Computer and Internet Basics, 5:30 p.m.</b></p> <p><b>Computer Basics</b></p> 	<p><b>English Language Conversation Group</b> 10 a.m. – Noon</p>	
20	21	22	23	24	25	26
	<p><b>**Lunchtime Book Club, 1 p.m.</b></p> 	<p><b>**What's Your Story?: A Memoir Writing Group</b> 1 p.m.</p> <p><b>***Microsoft Excel I</b> 5:30 p.m.</p>	<p><b>**Writers' Rendezvous</b> 6:30 p.m.</p> 	<p><b>**Thursday Book Club</b> 10 a.m.</p> 	<p><b>English Language Conversation Group</b> 10 a.m. – Noon</p> <p><b>*Teen After Hours: <i>The Traitors @ the Library</i></b> 6:30 p.m.</p>	
27	28	29	30	31		
	<p><b>**Monday Night Book Club</b> 7 p.m.</p> 	<p><b>***Microsoft Excel II</b> 5:30 p.m.</p> <p><b>Trick or Treat at the Library (With Food Trucks)</b> 5:30 p.m. – 7:30 p.m. <i>Food Trucks will be in the parking lot from 5 p.m. – 8 p.m.</i></p>		<p><b>CELEBRATE HALLO-"MONTH" @ THE LIBRARY!</b></p> <ul style="list-style-type: none"> <li>• Terrifying Tiny Terrariums: Teen &amp; Adult Halloween Craft Workshop, Thursday, October 3, 4 p.m.</li> <li>• Spooky Movie Night @ the Library: <i>Beetlejuice</i> (1988), Friday, October 11, 6:30 p.m.</li> <li>• Hallo-"Month" Lecture: Michigan Mysteries with Ross Richardson, Tuesday, October 15, 7 p.m.</li> <li>• Teen After Hours: <i>The Traitors @ the Library</i>, Friday, October 25, 6:30 p.m. – 8:30 p.m.</li> <li>• Trick or Treat @ the Library (With Food Trucks), Tuesday, October 29, 5:30 p.m. – 7:30 p.m.</li> </ul>		

## **DATES FOR LIBRARY BOARD OF TRUSTEES**

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. – 60<sup>th</sup> Anniversary Subcommittee Meeting

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

Saturday, October 5, 4:00-7:00 p.m. – “Applause, Applause” 60<sup>th</sup> 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)