



Bloomfield Township Public

Library

**Bloomfield Township Public Library
Board of Trustees**

Library Board Meeting
Tuesday, March 18, 2025
7:00 p.m.

Board Room

Trustees:

libraryboard@btpl.org

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

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, March 18, 2025, 7:00 p.m.

#	<u>NUMBERED ITEMS</u>	<u>DATE DELIVERED</u>
1	Agenda	03/14/2025
2a	Request to remove items from the Consent Agenda for Discussion	03/14/2025
2b	Motion to approve the order of items for the regular and consent agendas	03/14/2025
5	Motion to approve remaining Consent Agenda items 6-8d	03/14/2025
6	Regular Board Meeting Minutes of February 18, 2025	03/14/2025
6a	Special Board Meeting Minutes of March 6, 2025	03/14/2025
7a	Cash Disbursements	03/14/2025
7b	Revenues/Expenditures Budget Report	03/14/2025
7c	Energy Report	03/14/2025
8a	President's Report – no report	
8b	Director's Report	03/14/2025
8c	Art Committee – no report	
8c	Advocacy and Development Committee – no report	
8c	Ambassadors Group – no report	
8c	Building and Grounds Committee – no report	
8c	Finance and Investment Committee – no report	
8c	Friends of the Library Liaison – no report	
8c	Jeanette P. Myers Scholarship Committee – no report	
8c	Partner Library Agreements Committee– no report	
8c	Personnel/Director's Evaluation Committee – no report	
8c	Policy Committee – no report	
11a	FY 2024/2025 Budget Close and FY 2025/2026 Budget Proposal	03/14/2025
13	Motion to approve any items removed from the Consent Agenda	03/14/2025
	 <u>UNNUMBERED ITEMS</u>	 <u>DATE DELIVERED</u>
	Strategic Plan Update	03/14/2025
	Marketing Report	03/14/2025
	Press Mentions	03/14/2025
	Youth Services Events Calendar	03/14/2025
	Adult and Teen Services Events Calendar	03/14/2025
	Dates for Library Board of Trustees	03/14/2025

AGENDA
BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
BOARD OF TRUSTEES
Tuesday, March 18, 2025
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 February 18, 2025
 - a. Special Board meeting minutes of March 6, 2025
7. Budget
 - a. Cash Disbursements
 - b. Monthly Revenues & Expenditures
 - c. Energy Report
8. Written Reports:
 - a. President: *Shane Spradlin
 - b. Director: *Tera Moon
 - c. Committee:
 - *Advocacy and Development
 - *Art Committee *Ad Hoc*
 - *Building and Grounds
 - *Finance and Investment
 - *Friends of the Library Liaison
 - *Jeanette P. Myers Scholarship Selection
 - *Partner Library Agreements
 - *Personnel and Director's Evaluation
 - *Policy

REGULAR AGENDA ITEMS

9. Call to the public, communications
10. Unfinished Business
11. New Business
 - a. FY 2024/2025 Budget Close and FY 2025/2026 Proposed Budget
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, April 22, 2025
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, February 18, 2025
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 Shane Spradlin.

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

Trustees Absent: Dani Gillman

Administration: Library Director Tera Moon; Administrative Assistant Linden Godlove

Guests: Tom Corliss, Facility Services Department Head and Drew Heuser, Adult and Teen Services Librarian and SOC Representative

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

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

A vote was taken for approval of the motion.

Ayes: Lindstrom, Luksik, Murray, and Spradlin

Nays: None

MOTION CARRIED

PRESIDENT'S VERBAL REPORT:

President Shane Spradlin thanked his fellow trustees for their trust in electing him as president. The Library is the center of this community. It's great that they have been entrusted to safeguard that. He recently visited on a snowy day and the building was completely packed. It is a wonderful building and a generous community, but the thing that keeps the Library going are the fantastic people on staff.

DIRECTOR'S VERBAL REPORT:

Director Moon thanked Shane for sharing his leadership with the Library and expressed her excitement for the new era of the Library Board.

The Newbery and Caldecott winners were announced on January 27 at the American Library Association's LibLearnX conference. There are many awards but the two biggest are:

John Newbery Medal for the most outstanding contribution to children's literature: *The First State of Being*, written by Erin Entrada Kelly, is the Newbery Medal winner. The book is published by Greenwillow Books, an imprint of HarperCollins Publishers.

Randolph Caldecott Medal for the most distinguished American picture book for children: *Chooch Helped*, illustrated by Rebecca Lee Kunz and written by Andrea L. Rogers, is the Caldecott Medal winner. The book was published by Arthur A. Levine, an imprint of Levine Querido.

The Library has a complete collection of the Newbery and Caldecott winners through the years.

The Winter Reading Challenge ended on January 31. Director Moon shared that 178 patrons participated in the Winter Reading Challenge this year. Participants were asked to log their days of reading and books that were read. 2,118 days of reading and 509 books were logged. 108 of the participants completed the full challenge (60% of all registrants), as compared to 46% last year, and while youth registrations decreased slightly, adult registrations increased.

Assistant Director Katherine Bryant coordinates monthly staff training and department tours which are well received by staff and help facilitate good communication. This month Katherine led the staff training and talked about the Request for Proposal (RFP) process. The department tour is in Circulation.

Youth Services Librarian Killian Weston and Youth Services Library Assistant Jayah Johnson are speaking at the Spring Institute (MLA's annual youth conference) in April about video games. Richard Kwang, IT Specialist, was selected to participate in the learning cohort of library workers hosted by Midwest Collaborative for Library Services all about AI.

The Library Design Project –awarded to C2AE—will have a kickoff meeting next week that includes a trustee and the chairs of the staff committee. The Board will be involved in many parts of the process.

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

A vote was taken for approval of the motion.

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

Nays: None

MOTION CARRIED

REGULAR AGENDA:

Call to the public.

Drew Heuser, representing the SOC, provided an update on their activities. He announced there will be three new members of the SOC—Circulation Department Head Anna Pelepchuk, Youth Services Librarian Nicole Gillies, and Administration Clerk Jane Bersche—to replace the current members in April.

UNFINISHED BUSINESS:

No unfinished business.

NEW BUSINESS:

11a. Grounds Maintenance and Snow Removal RFP

Director Tera Moon shared the process of reviewing proposals from 10 companies that responded to the Library's request for proposals for grounds maintenance and snow removal. Director Moon responded to questions from the Board. Administration and Facility Services recommend the bid be awarded to Professional Grounds Service.

Upon discussion, a motion was made by Judy Lindstrom, seconded by Joan Luksik **TO APPROVE AWARDING THE GROUNDS MAINTENANCE AND SNOW REMOVAL BID TO PROFESSIONAL GROUNDS SERVICES, 719 GRISWOLD STREET, SUITE 2100, DETROIT, MI 48226.**

A vote was taken for approval of the motion.

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

Nays: None

MOTION CARRIED

11b. Changes to Paid Time Off

The Earned Sick Time Act (ESTA) imposes new requirements on Michigan employers. The law requires nearly all employers to give some sick time to nearly all employees. The Library qualifies as a large employer under this law; therefore, the Library is subject to it.

The law says that "employees shall accrue a minimum of one hour of paid earned sick time for every 30 hours worked but shall not be entitled to use more than 72 hours of paid earned sick time per year, unless the employer selects a higher limit."

Director Moon proposed that employees in grades one and two receive sick time accrued at the same rate as the 20-hour employees in grade three. The rate is four hours per month, or 48 hours per year, with up to a maximum of 80 days accumulation (320 hours) that can be carried forward each year. This rate is higher than the law requires but will be easier to administer with a consistent rate among all salary grades.

This law is still being debated in the legislature, but the Library would proceed with offering this benefit no matter what its outcome.

Paid Parental Leave

Director Moon shared details of the Paid Parental Leave policy recently adopted by Bloomfield Township. She recommended that the Library adopt the same leave policy.

Upon discussion, a motion was made by Keith Carduner, seconded by Judy Lindstrom **TO**

APPROVE THESE PROVISIONAL EMPLOYMENT POLICIES TO THE EARNED SICK TIME ACT AND TO ADOPT THE PAID PARENTAL LEAVE POLICY, UNTIL SUCH TIME AS THE EMPLOYEE HANDBOOK IS UPDATED TO INCORPORATE THESE CHANGES.

A vote was taken for approval of the motion.

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

Nays: None.

MOTION CARRIED

12. DISCUSSION OF ITEMS REMOVED FROM THE CONSENT AGENDA

- President Shane Spradlin removed 7a and inquired about Envisionware. This is the software that manages some public-facing and circulation software, and this is an annual licensing contract.
- President Shane Spradlin removed 7a and asked about “Authors Unbound.” This is money from the Friends Wish List gift fund.
- President Shane Spradlin removed 7a and asked about Principal Life Insurance. This provides short- and long-term disability and life insurance to some part-time employees.
- President Shane Spradlin removed 7a and asked about Mobility City of Southfield. This is the vendor for mobility scooters. These get serviced every three months.
- President Shane Spradlin removed 7b and asked about the budget on page 17. He remarked that it is looking good, and he is pleased. He commented that professional services, projects, and postage are above budget.

Upon discussion, a motion was made by Joy Murray and 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, Lindstrom, Luksik, Murray, and Spradlin

Nays: None

OTHER:

Because the February Building and Grounds Committee meeting was cancelled, the Board reviewed some updates and concerns. The Township agreed to approve the project for the detention basin if it is presented as a landscaping project. Tom Corliss and Tera Moon have been discussing it. They agree to install the sump pump, but they are uncertain of proceeding with a basin. There will be a Building and Grounds Committee meeting, including Joe Christopher from Spalding DeDecker, to once more review the project and the options.

One of the public comments expressed that the Library was dirty. This concern was discussed. When staff reached out to the commenter for more details, they did not elaborate. It is presumed the comment was made during finals week, when the Library is in high use. The study rooms are particularly worn from use.

Joy Murray reported that the Friends of the Library had a terrific second Saturday Sale and earned just over \$5,000.

After a request from President Spradlin, a motion was made by Judy Lindstrom and seconded by Keith Carduner **TO ENTER CLOSED SESSION TO DISCUSS THE DIRECTOR'S EVALUATION AND CONTRACT RENEWAL AT 7:46 P.M.**

A vote was taken for approval of the motion.

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

Nays: None

At 7:57 p.m. Director Moon was called into the closed session. Trustees Judy Lindstrom and Joan Luksik informed her that a contract renewal and salary increase were agreed upon.

At 8:01 p.m. President Spradlin requested a motion to call the meeting back to general session.

1st: Keith Carduner

2nd: Judy Lindstrom

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

Nays: None

The next board meeting will be on Tuesday, March 18, 2025.

At 8:02 p.m. President Spradlin requested a motion to adjourn the meeting.

1st: Keith Carduner

2nd: Judy Lindstrom

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

Nays: None

Submitted by:



Joan Luksik, Board Secretary

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

Bloomfield Township Public Library
Oakland County, Michigan
Thursday, March 6, 2025

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

Members absent: none

Administration: Library Director Tera Moon and Assistant Library Director Katherine Bryant

Director Tera Moon opened the meeting by explaining that there is not an agenda for this meeting and that the group would dive into the new business of the budget review.

NEW BUSINESS:

Budget Review – Director Tera Moon stated that the goal of the meeting is to review the FY 2024-2025 amended budget and the FY 2025-2026 proposed budget in advance of the regular board meeting on Tuesday, March 18.

Director Moon first discussed the FY 2024-2025 amended budget. Revenue increased by 5.15% due to an increase in property tax revenue. Expenditures increased by less than 1% due to increases in building insurance and costs related to the Library's online catalog upgrade. Revenues slightly exceeded expenditures, increasing the fund balance by \$532,026. The Library continues to be in very sound financial condition.

Director Moon then discussed the FY 2025-2026 proposed budget. Revenues are expected to increase by \$501,742 (4.94%) over the current FY due to an increase in the anticipated property tax revenues. Expenditures are expected to increase by \$157,928 (2.09%) over the current FY, primarily due to personnel expenditures. There are also several capital expenditures planned. Total library revenues are expected to be \$10,658,483, and total expenditures, including capital projects, are expected to be \$10,407,943. This would increase the fund balance by \$250,540. It was noted that this figure was incorrect in the Director's Budget Message.

The Library Board of Trustees asked questions and discussed the proposed budget.

President Shane Spradlin cautioned about accounting for inflation in the budget, especially in personnel expenditures. Judy Lindstrom inquired about additional staff positions, which are not being considered for this fiscal year. Joy Murray inquired about why the personnel expenditures are going up by only 2.79%, while the proposed wage increase is 3%. Director Moon explained that while wages are going up, personnel expenditures include several other items that aren't going up as much. President Spradlin asked that the investment earnings income figure be reexamined.

Director Moon discussed the FY 2025-2026 proposed gift budget as well. The Library does not assume any revenue for gifts, except for the Myers Scholarship. The Friends of the Bloomfield Township Public Library grants wish list requests quarterly, but the total amount varies each year. The Friends gave the Library over \$108,000 this year.

Director Moon thanked the Department Heads for their thoughtful budget considerations. She thanked former Finance Coordinator Monica Gower, who incorporated the Department Heads' budget changes before she resigned at the end of 2024. She thanked temporary accountant Erin Brzezinski, who assisted with the wage increases. She also thanked Assistant Director Katherine Bryant and Administrative Assistant Linden Godlove.

Capital projects are projected to increase by 30% over last year, primarily due to the library design project plus other necessary building projects. The group reviewed the Capital Improvements Plan in detail, including upgrading the A/V in the Community Room, upgrading the Automatic Materials Handling System, and the library design project with C2AE. The group discussed potential plans to redo the parking lot, complete the drainage project, and replace elements of the HVAC system.

OTHER:

Director Moon announced that she hired a new Finance Coordinator, Kathy Wolosiewicz. She is currently working at the Oakland University Eye Research Institute where she is the business manager and administrative assistant. She supports several faculty members and coordinates conferences and symposia for the Institute. She is excited to share the skills she has learned through managing the Institute's complex budget with the Library, an organization she cares deeply about. Her first day will be Monday, March 31.

The next scheduled Regular Board Meeting is Tuesday, March 18, 2025 at 7:00 p.m.

Meeting adjourned at 10:57 a.m.

Submitted by:



Joan Luksik, Secretary

Bloomfield Township Public Library**Cash Disbursements Comments
February 2025****New Vendors:**

- C2AE
- SafeSpace
- Therapy Shoppe

General Fund – Advance Checks:

- Check #24664 made payable to Consumers Energy in the amount of \$6,533.51 was payment for natural gas service for the period 1/4-2/4.
- Check #24666 made payable to Jayah Johnson in the amount of \$188.82 was reimbursement for payment of conference expenses.
- Check #24670 made payable to Killian Weston in the amount of \$188.82 was reimbursement for payment of conference expenses.
- Check #24672 made payable to DTE Energy in the amount of \$21,484.06 was payment for electric service for the period 1/9-2/9.
- Check #24674 made payable to Killian Weston in the amount of \$79.52 was for mileage for conference attendance.
- Check #24678 made payable to Elizabeth May in the amount of \$116.28 was reimbursement for purchase of program supplies.
- Check #24679 made payable to Michigan State University in the amount of \$8.00 was payment for a lost item.
- Check #24681 made payable to Therapy Shoppe in the amount of \$566.57 was for items purchased for the Accessibility Support Collection.

General Fund – Regular Checks:

- Check #24689 made payable to Arbor Oakland Group in the amount of \$5,055.00 was payment for printing the quarterly print newsletter.
- Check #24694 made payable to Bloomfield Township in the amount of \$330,424.84 was payment for two payrolls and the monthly water and sewer service for the period 1/20-2/13.
- Check #24695 made payable to Petty Cash - BTPL in the amount of \$228.60 is to reimbursement to the petty cash.

- Check #24696 made payable to C2AE in the amount of \$7,500.00 was payment for work-to-date on the Library Design Project.
- Check #24702 made payable to Farmington Community Library in the amount of \$9,566.81 was payment for nine databases subscribed to through Metro Net.
- Check #24706 made payable to Healey Fire Protection, INC in the amount of \$4,080.00 was payment for annual fire suppression system inspection.
- Check #24708 made payable to Midwest Collaborative for Library Services in the amount of \$376.51 was payment for a database subscription.
- Check #24711 made payable to Monroe County Library System in the amount of \$7.99 was payment for a lost book.
- Check #24714 made payable to Amy Niezur in the amount of \$95.11 was reimbursement for purchase of program supplies.
- Check #24716 made payable to Plante & Moran, PLLC in the amount of \$6,397.78 was payment for contract accounting services.
- Check #24719 made payable to Safespace Concepts Inc. in the amount of \$1,561.00 was payment for items for the early childhood play area.
- Check #24723 made payable to VelocityEHS, Inc. in the amount of \$3,386.15 was payment for a service that provides safety data sheets.

Gift Fund - Advance Checks:

- Check #5658 made payable to Susan Nenadic in the amount of \$250.00 was payment for a program performer.
- Check #5659 made payable to Amanda Carroll in the amount of \$146.71 was reimbursement for purchase of program supplies.

Gift Fund - Regular Checks:

- Check #5664 made payable to Kathleen Marcaccio in the amount of \$225.00 was payment for a program presenter.
- Check #5665 made payable to Mellypop! Productions in the amount of \$600.00 was payment for a program presenter.
- Check #5666 made payable to Bloomfield Twp. Public Library in the amount of \$35.81 was reimbursement to the petty cash.

**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
CHECK REGISTERS
FOR THE MONTH OF FEBRUARY 2025**

Check #	Date	Payee	Cash Account	Amount
General Fund				
ADVANCE CHECKS:				
24628V	2/19/25	CertaSite, LLC	016.01	(662.27)
24663	2/19/25	AMAZON CAPITAL SERVICES	016.01	2,993.99
24664	2/19/25	CONSUMERS ENERGY	016.01	6,533.51
24665	2/19/25	FNBO	016.01	4,998.64
24666	2/19/25	Jayah Johnson	016.01	188.82
24667	2/19/25	LOWE'S	016.01	313.55
24668	2/19/25	UNIQUE MANAGEMENT SERVICES, INC.	016.01	167.45
24669	2/19/25	VIGILANTE SECURITY	016.01	1,950.00
24670	2/19/25	Killian Weston	016.01	188.82
24672	2/26/25	DTE ENERGY	016.01	21,484.06
24673	2/26/25	PRINCIPAL LIFE INSURANCE COMPANY	016.01	924.41
24674	2/26/25	Killian Weston	016.01	79.52
24675	3/5/25	AMAZON CAPITAL SERVICES	016.01	1,236.56
24676	3/5/25	AT&T	016.01	171.45
24677	3/5/25	AT&T	016.01	816.81
24678	3/5/25	Elizabeth May	016.01	116.28
24679	3/5/25	Michigan State University	016.01	8.00
24680	3/5/25	PRIORITY WASTE, LLC	016.01	403.26
24681	3/5/25	Therapy Shoppe	016.01	566.57
Total				42,479.43
REGULAR CHECKS:				
24687	3/10/25	ABDO PUBLISHING CO.	016.01	1,734.50
24688	3/10/25	APPLE BOOKS	016.01	2,707.24
24689	3/10/25	ARBOR OAKLAND GROUP	016.01	5,055.00
24690	3/10/25	AUGIES BUILDING SERVICES	016.01	12,744.95
24691	3/10/25	AUNALYTICS, INC.	016.01	2,586.38
24692	3/10/25	BAKER & TAYLOR, INC.	016.01	6,980.57
24692a	3/10/25	VOID	016.01	
24693	3/10/25	BAKER & TAYLOR, INC.	016.01	5,851.27
24693a	3/10/25	VOID	016.01	
24694	3/10/25	BLOOMFIELD TOWNSHIP	016.01	330,424.84
24695	3/10/25	PETTY CASH - BTPL	016.01	228.60
24696	3/10/25	C2AE	016.01	7,500.00
24697	3/10/25	CENGAGE LEARNING/GALE	016.01	917.71
24698	3/10/25	CENTER POINT PUBLISHING	016.01	265.22
24699	3/10/25	CINTAS CORPORATION	016.01	139.62
24700	3/10/25	DEMCO, INC.	016.01	347.52
24701	3/10/25	DOW JONES & COMPANY, INC.	016.01	1,890.00
24702	3/10/25	FARMINGTON COMMUNITY LIBRARY	016.01	9,566.81
24703	3/10/25	FOSTER SWIFT	016.01	204.00
24704	3/10/25	GRAPHIC SCIENCES, INC.	016.01	610.00
24705	3/10/25	GREAT OAKS MAINTENANCE	016.01	3,600.00
24706	3/10/25	HEALEY FIRE PROTECTION, INC	016.01	4,080.00
24707	3/10/25	MANGO LANGUAGES	016.01	2,461.46
24708	3/10/25	MIDWEST COLLABORATIVE for LIB. SVCS	016.01	376.51
24709	3/10/25	MICROMARKETING LLC	016.01	461.64
24710	3/10/25	MIDWEST TAPE	016.01	2,966.28
24710a	3/10/25	VOID	016.01	
24711	3/10/25	MONROE COUNTY LIBRARY SYSTEM	016.01	7.99
24712	3/10/25	MORNINGSTAR, INC.	016.01	230.00
24713	3/10/25	NETWORK SERVICES COMPANY	016.01	1,446.92
24714	3/10/25	Amy Niezur	016.01	95.11
24715	3/10/25	OVERDRIVE	016.01	13,785.34
24716	3/10/25	PLANTE & MORAN, PLLC	016.01	6,397.78
24717	3/10/25	PLAYAWAY PRODUCTS LLC	016.01	68.99
24718	3/10/25	Rolls Mechanical	016.01	4,748.38
24719	3/10/25	SafeSpace Concepts Inc.	016.01	1,561.00
24720	3/10/25	SHOWCASES	016.01	335.98
24721	3/10/25	TERMINIX PROCESSING CTR.	016.01	183.00
24722	3/10/25	VALUE LINE PUBLISHING, INC	016.01	2,545.00
24723	3/10/25	VelocityEHS, Inc.	016.01	3,386.15
24724	3/10/25	THOMSON REUTERS- WEST	016.01	169.76

**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
CHECK REGISTERS
FOR THE MONTH OF FEBRUARY 2025**

Check #	Date	Payee	Cash Account	Amount
Total				<u>438,661.52</u>

**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
CHECK REGISTERS
FOR THE MONTH OF FEBRUARY 2025**

Check #	Date	Payee	Cash Account	Amount
Gift Fund				
ADVANCE CHECKS:				
5654	2/19/25	AMAZON.COM	012.03	287.60
5655	2/19/25	Authors Unbound Agency	012.03	4,200.00
5656	2/19/25	DETROIT HISTORICAL SOCIETY	012.03	1,000.00
5657	2/19/25	FNBO	012.03	642.79
5658	2/19/25	Susan Nenadic	012.03	250.00
5659	3/5/25	Amanda Carroll	012.03	146.71
5660	3/5/25	Authors Unbound Agency	012.03	863.00
5661	3/5/25	AMAZON.COM	012.03	1,314.74
Total				8,704.84
REGULAR CHECKS:				
5662	3/10/25	BAKER & TAYLOR	012.03	315.76
5663	3/10/25	DEMCO INC.	012.03	182.55
5664	3/10/25	Kathleen Marcaccio	012.03	225.00
5665	3/10/25	MellyPop! Productions	012.03	600.00
5666	3/10/25	BLOOMFIELD TWP. PUBLIC LIBRARY	012.03	35.81
Total				1,359.12

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

PRESENTED: MARCH 18, 2025 FOR THE MONTH OF: FEBRUARY 2025

ACCOUNT NAME	2024-2025	2024-2025	Eleven Months 91.67%			
	ADOPTED BUDGET AS OF MARCH 19, 2024	AMENDED BUDGET AS OF AUGUST 20, 2024	REVENUE/EXPENSE CURRENT MONTH	REVENUE/EXPENSE YTD	% OF BUDGET YTD	VARIANCE
Revenues						
Taxes	\$8,922,094	\$9,381,644	\$3,511,413	\$8,949,063	95.39%	(\$432,581)
Penal Fines	\$71,695	\$71,695	\$0	\$60,788	84.79%	(\$10,907)
State Aid	\$40,800	\$40,800	\$0	\$45,163	110.69%	\$4,363
Circulation Fines & Fees	\$8,500	\$8,500	\$1,119	\$12,869	151.40%	\$4,369
Charges for Services	\$10,651	\$10,651	\$900	\$11,847	111.23%	\$1,196
Photocopy Fees	\$651	\$651	\$10	\$555	85.22%	(\$96)
Room Rental Fees	\$10,000	\$10,000	\$890	\$11,292	112.92%	\$1,292
Investment earnings	\$610,000	\$610,000	\$37,887	\$596,629	97.81%	(\$13,371)
Interest/Dividends	\$610,000	\$610,000	\$33,637	\$473,598	77.64%	(\$136,402)
Change in Asset Value	\$0	\$0	\$4,250	\$123,031	0.00%	\$123,031
Miscellaneous	\$13,451	\$13,451	\$255	\$36,971	274.86%	\$23,520
Miscellaneous Revenue	\$3,370	\$3,370	\$0	\$2,711	80.45%	(\$659)
Library Shop	\$4,081	\$4,081	\$255	\$4,293	105.20%	\$212
Café	\$6,000	\$6,000	\$0	\$3,224	53.73%	(\$2,776)
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	\$26,743	133.71%	\$6,743
Total Revenues	\$9,677,191	10,156,741	\$3,551,574	\$9,713,329	95.63%	(\$443,412)
Expenditures						
Personnel	\$5,205,396	\$5,205,396	\$345,047	\$4,667,679	89.67%	(\$537,717)
Salaries & Wages	\$3,359,218	\$3,359,218	\$241,069	\$3,061,688	91.14%	(\$297,530)
Social Security	\$256,598	\$256,598	\$17,270	\$220,419	85.90%	(\$36,179)
Employee Insurances	\$985,955	\$985,955	\$86,708	\$854,017	86.62%	(\$131,938)
Unemployment Compensation	\$0	\$0	\$0	\$1,144	0.00%	\$1,144
Retirement	\$603,625	\$603,625	\$0	\$521,811	86.45%	(\$81,814)
Retiree Health Care - OPEB	\$0	\$0	\$0	\$8,600	0.00%	\$8,600
Library Services	\$842,132	\$842,132	\$68,733	\$710,474	84.37%	(\$131,658)
Electronic Serv.-Databases	\$220,408	\$220,408	\$19,617	\$219,887	99.76%	(\$521)
Electronic Services-Skyriver	\$27,000	\$27,000	\$0	\$24,615	91.17%	(\$2,385)
Books	\$323,908	\$323,908	\$30,558	\$270,743	83.59%	(\$53,165)
Processing & Supplies	\$24,000	\$24,000	\$730	\$10,739	44.75%	(\$13,261)
Periodicals/Docs/Ref. Serv.	\$69,650	\$69,650	\$4,850	\$52,815	75.83%	(\$16,835)
Music	\$8,500	\$8,500	\$302	\$4,453	52.39%	(\$4,047)
Audiobooks	\$77,623	\$77,623	\$6,966	\$70,030	90.22%	(\$7,593)
DVD's	\$41,000	\$41,000	\$2,107	\$25,960	63.32%	(\$15,040)
Accessibility Support Collection	\$10,043	\$10,043	\$909	\$3,223	32.10%	(\$6,820)
Programming	\$40,000	\$40,000	\$2,695	\$28,008	70.02%	(\$11,992)
Facilities & Equipment	\$1,206,967	\$1,214,792	\$87,082	\$1,107,703	91.18%	(\$107,089)
Repairs/Maint. Supplies	\$65,000	\$65,000	\$3,874	\$61,746	94.99%	(\$3,254)
Telephone	\$17,450	\$17,450	\$1,048	\$11,288	64.69%	(\$6,162)
Building Insurance	\$58,017	\$65,842	\$0	\$65,842	100.00%	\$0
Public Utilities	\$384,000	\$384,000	\$29,232	\$339,246	88.35%	(\$44,754)
Building Maintenance	\$291,106	\$291,106	\$22,756	\$298,505	102.54%	\$7,399
Equipment Maintenance	\$24,210	\$24,210	\$1,793	\$18,508	76.45%	(\$5,702)
Grounds Maintenance	\$96,675	\$96,675	\$3,600	\$76,194	78.81%	(\$20,481)
Computer System Maint.	\$254,508	\$254,508	\$24,768	\$223,883	87.97%	(\$30,625)
Equipment	\$16,000	\$16,000	\$10	\$12,491	78.07%	(\$3,509)
Other Operating Expenditures	\$2,383,895	\$2,352,395	\$28,174	\$817,227	34.74%	(\$1,535,168)
Office/Computer Supplies	\$32,480	\$32,480	\$1,155	\$15,761	48.52%	(\$16,719)
Postage	\$25,090	\$25,090	\$0	\$26,860	107.05%	\$1,770
Professional Services	\$128,156	\$128,156	\$10,769	\$136,837	106.77%	\$8,681
Projects	\$2,114,165	\$2,082,665	\$9,920	\$580,430	27.87%	(\$1,502,235)
Staff Development/Travel	\$37,650	\$37,650	\$746	\$18,075	48.01%	(\$19,575)
Printing & Publishing	\$25,050	\$25,050	\$4,482	\$22,843	91.19%	(\$2,208)
Dues & Membership	\$14,224	\$14,224	\$740	\$11,298	79.43%	(\$2,926)
Bank Expenses	\$4,720	\$4,720	\$330	\$3,845	81.47%	(\$875)
Library Shop Expenses	\$2,000	\$2,000	\$32	\$1,280	63.98%	(\$720)
Café Expenses	\$360	\$360	\$0	\$0	0.00%	(\$360)
Total Expenditures	\$9,638,390	\$9,614,715	\$529,035	\$7,303,084	75.96%	(\$2,311,631)
Fund Balance - Beginning	\$13,833,927	\$13,833,927		\$13,833,927		
Net revenue (expenditure)	\$38,801	\$542,026		\$2,410,245		
Fund Balance - Ending	\$13,872,728	\$14,375,953		\$16,244,172		
Fund Balance Designations						
Nonspendable-Prepaid Expense	\$18,791	\$18,791				
Committed Fund Balance (is 9-months of operational expenditures amount)	\$5,643,169	\$5,649,038				
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)	\$8,110,768	\$8,608,125				
Unassigned Fund Balance (is the unplanned emergency amount)	\$100,000	\$100,000				

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

PRESENTED: MARCH 18, 2025 FOR THE MONTH OF: FEBRUARY 2025

Eleven Months 91.67%

ACCOUNT NAME	2024-2025	2024-2025	REVENUE/ EXPENSE CURRENT MONTH	REVENUE/ EXPENSE YTD	% OF BUDGET YTD	VARIANCE
	ADOPTED BUDGET AS OF MAR 19, 2024	AMENDED BUDGET AS OF MARCH 18, 2025				
<u>Revenues</u>						
Gift Income	\$500	\$118,604	\$13,097	\$118,345	99.78%	(\$259)
Gift Revenue	\$0	\$6,527	\$97	\$6,768	103.70%	\$241
Friends of the Library	\$0	\$108,011	\$13,000	\$108,011	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	0.00%	\$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	\$0	\$2,446	1222.76%	\$2,246
Miscellaneous Revenue	\$0	\$134	\$0	\$134	0.00%	\$0
Total Revenues	\$700	\$118,938	\$13,097	\$120,925	101.67%	\$1,987
<u>Expenditures</u>						
Library Services	\$75,589	\$164,144	\$9,457	\$89,168	54.32%	(\$74,976)
Facilities & Equipment	\$34,382	\$38,331	\$7	\$15,216	39.70%	(\$23,115)
Other Operating Expenditures	\$52,224	\$77,957	\$5	\$25,614	32.86%	(\$52,343)
Total Expenditures	\$162,195	\$280,433	\$9,469	\$129,999	46.36%	(\$150,434)
Fund Balance - Beginning	\$161,695	\$161,695		\$161,695		
Net revenue (expenditures)	(\$161,495)	(\$161,495)		(\$9,074)		
Fund Balance - Ending	\$200	\$200		\$152,621		

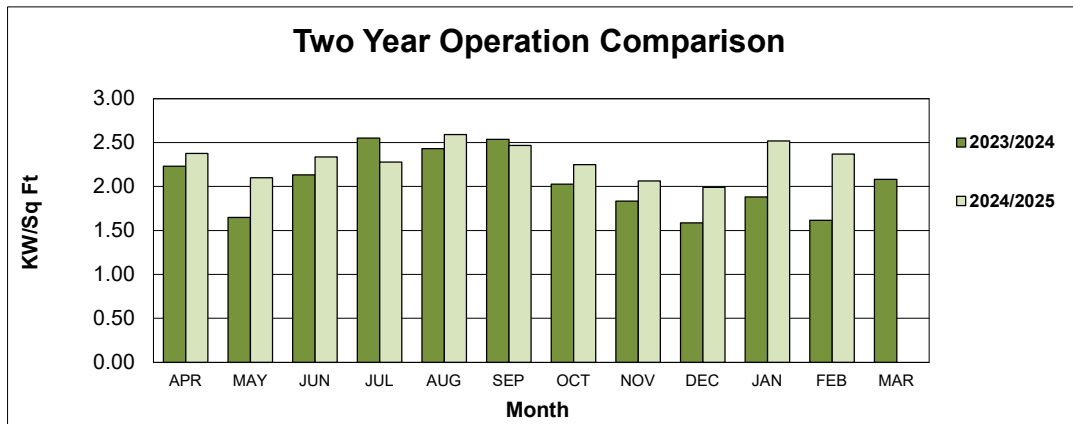
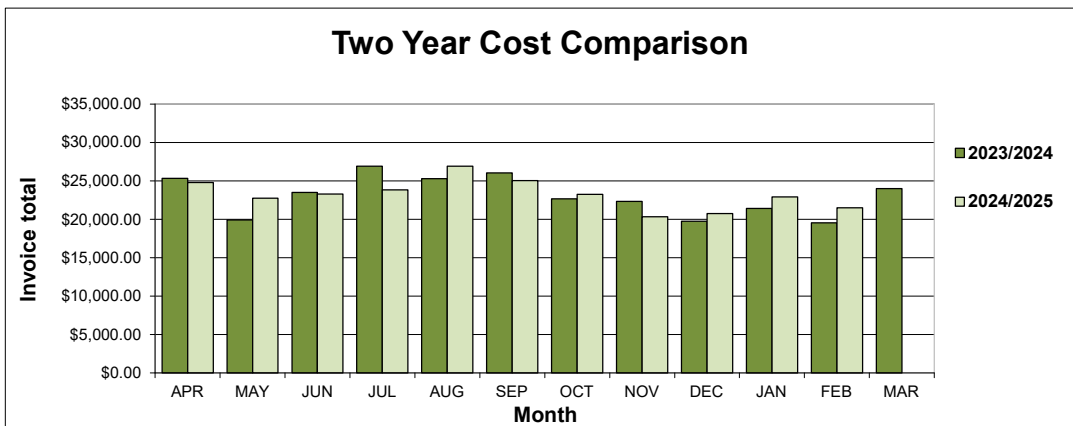
Bloomfield Township Public Library
Asset Allocation Summary
February 2025

Fund	Type	Annual Yield	Date	Amount on Hand
General Fund				
	5th 3rd Checking (Ecommerce)	0.00%	2/28/2025	\$161,933.63
	Flagstar Public Funds Savings	3.40%	2/28/2025	\$220,490.12
	Flagstar Premier Public Entities Checking	0.45%	2/28/2025	\$577,700.33
	RBC Capital Cash/Money Market	0.85%	2/28/2025	\$1,192.93
	RBC Capital - Investments	4.73%	2/28/2025	\$18,636,112.72
	Total General Fund			<u>\$19,597,429.73</u>
	Please see General Fund budget for notes on how this amount is earmarked			
Gift Fund				
	Huntington Public Fund Business Interest Checking	0.25%	2/28/2025	\$80,015.98
	Huntington CD (Charnov gift) - matures 11/04/2025	4.30%	2/28/2025	\$50,000.00
	Fifth Third Bank Business Standard Checking	0.00%	2/28/2025	\$17,867.43
	Total Gift Fund			<u>\$147,883.41</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.

Month	TWO YEAR COST COMPARISON			CURRENT YEAR OPERATION					
	2023/2024	2024/2025	Difference	TOTAL KWH	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
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	\$25,039.95	(\$973.87)	249,137	\$0.10	346.02	2.47	\$34.78	\$0.25
OCT	\$22,634.92	\$23,245.65	\$610.73	227,045	\$0.10	305.17	2.25	\$31.24	\$0.23
NOV	\$22,324.34	\$20,336.42	(\$1,987.92)	208,432	\$0.10	289.49	2.06	\$28.25	\$0.20
DEC	\$19,726.20	\$20,719.64	\$993.44	200,809	\$0.10	269.90	1.99	\$27.85	\$0.21
JAN	\$21,386.01	\$22,893.63	\$1,507.62	254,170	\$0.09	341.63	2.52	\$30.77	\$0.23
FEB	\$19,525.15	\$21,484.06	\$1,958.91	239,239	\$0.09	356.01	2.37	\$31.97	\$0.21
MAR	\$23,972.14		(\$23,972.14)		#DIV/0!	0.00	0.00	\$0.00	\$0.00
			YTD Difference						
TOTAL	\$276,499.01	\$255,199.36	(\$21,299.65)						

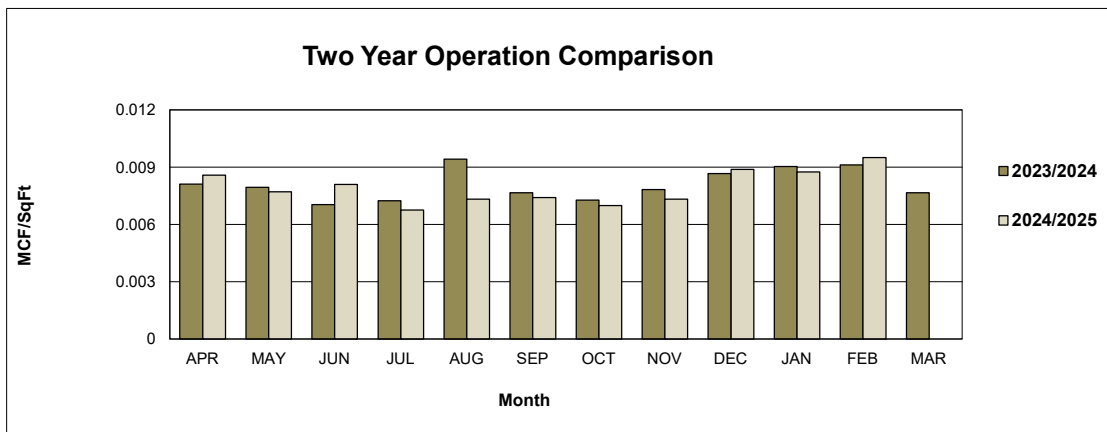
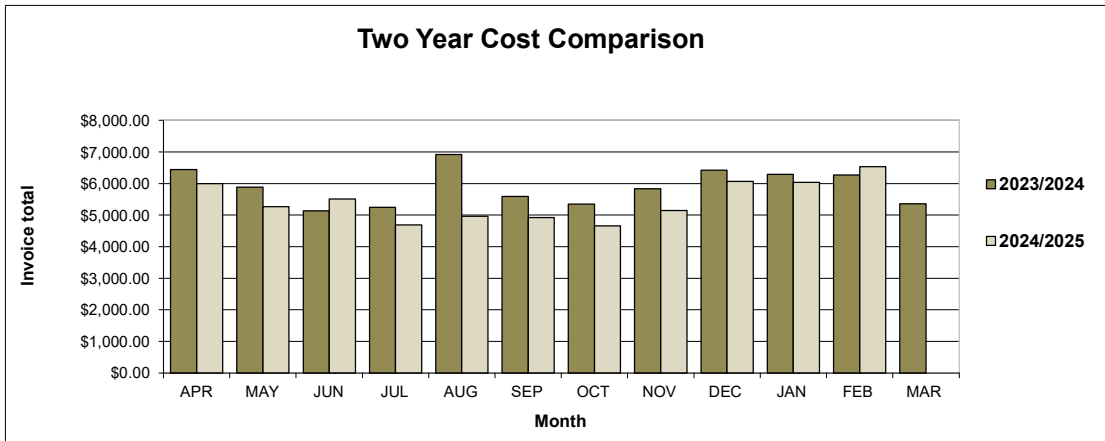


Bloomfield Township Public Library Natural Gas Analysis

Building Area = 101,023

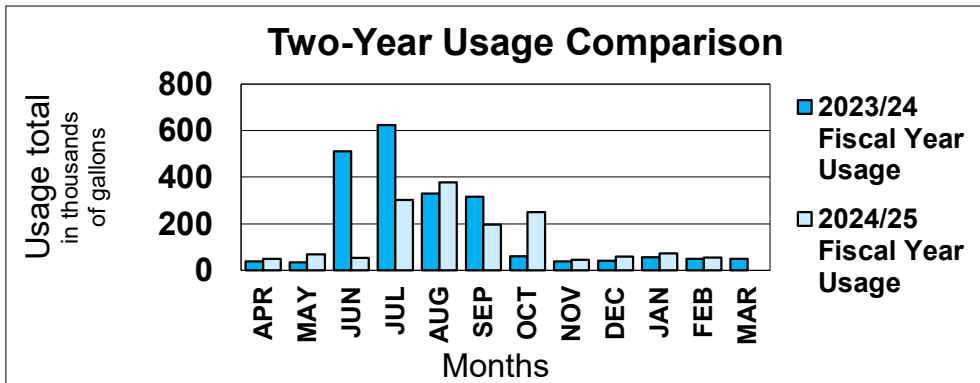
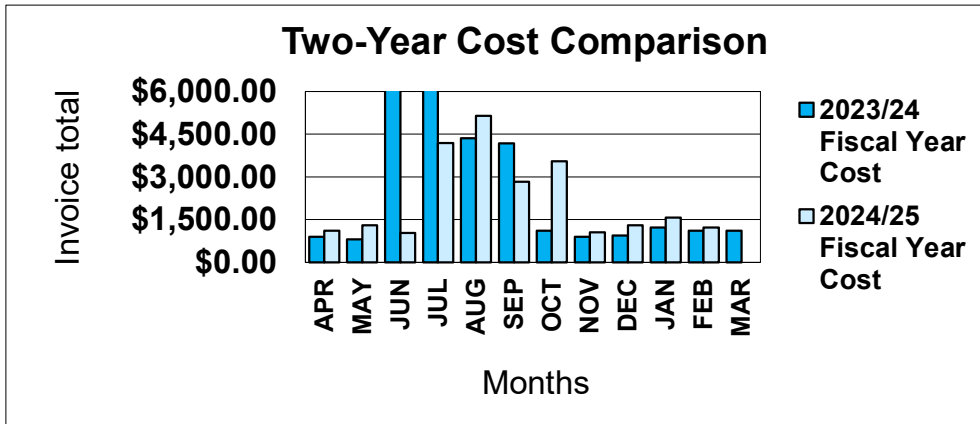
1 Cu. Ft. = 1000 BTU

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	0.059
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	\$4,924.61	(\$669.65)	748.1	\$6.58	720	1.04	0.007	6.84	0.048
OCT	\$5,344.46	\$4,656.53	(\$687.93)	705.8	\$6.60	744	0.95	0.007	6.26	0.045
NOV	\$5,835.59	\$5,149.64	(\$685.95)	740.0	\$6.96	720	1.03	0.007	7.15	0.050
DEC	\$6,426.13	\$6,065.31	(\$360.82)	897.1	\$6.76	744	1.21	0.009	8.15	0.059
JAN	\$6,294.19	\$6,035.00	(\$259.19)	884.0	\$6.83	744	1.19	0.009	8.11	0.059
FEB	\$6,269.54	\$6,533.51	\$263.97	960.7	\$6.80	696	1.38	0.010	9.39	0.064
MAR	\$5,362.08		(\$5,362.08)		#DIV/0!	744	0.00	0.000	0.00	0.000
YTD Difference										
TOTAL	\$70,749.57	\$59,786.34	(\$10,963.23)							



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	\$2,830.42	(\$1,344.33)	316	196	(120)
OCT	\$1,108.90	\$3,547.90	\$2,439.00	61	251	190
NOV	\$905.74	\$1,046.78	\$141.04	39	45	6
DEC	\$941.62	\$1,308.30	\$366.68	41	59	18
JAN	\$1,213.27	\$1,569.82	\$356.55	56	73	17
FEB	\$1,104.73	\$1,214.90	\$110.17	50	54	4
MAR	\$1,104.73		(\$1,104.73)	50		(50)
			YTD Difference			YTD Difference
TOTAL	\$31,188.24	\$24,275.17	(\$6,913.07)	2,150	1,529	(621)



**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
MONTHLY DIRECTOR'S REPORT**

March 2025

The Library now offers SMS messaging for common circulation notices. If you haven't tried it yet, you can sign up at btpl.org/sms. While SMS notifications offer convenience, the service has limitations. For this reason, we will not be actively promoting SMS messaging to patrons. Instead, patrons can request text notifications instead of email when they sign up for or renew their library card at Circulation, or they can make this change through their account in Vega.

The Library partnered with outside organizations to co-host two author visits. Lynne Kelly has written several highly successful books for children and young adults. Our own Youth Services Department Head Jen Taggart and Youth Services Librarian Amanda Carroll interviewed Lynne in front of a crowd of 130 at Bloomfield Hills High School. Shelby Van Pelt, author of *Remarkably Bright Creatures*, was the guest of honor for a night of conversation at the Berman Center for the Performing Arts held in conjunction with the West Bloomfield Township Library. About 450 attendees enjoyed that event.

A group of library professionals from Kazakhstan visited the Library on Friday, February 28 for a tour. This tour was arranged by Larry Neal, director of Clinton Macomb Library, as part of his Rotary exchange. I led the tour and spoke through an interpreter. The group was very interested to see our Library and had lots of questions about our operations. They visited several other area libraries and did a lot of shopping during their week in the US.

I was interviewed by Stacy Gittleman of *Downtown Publications* for an article she is writing about local public libraries. From my understanding the goal of the article is to highlight the unique offerings of public libraries and educate the public about how they are funded and run. The article will be published sometime this spring.

Respectfully submitted,

Tera Moon, Library Director

**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
MONTHLY ACTIVITY REPORT
FEBRUARY 2025**

	2024		2025	
COLLECTION				
Book Collection:	231,640		227,743	
Media Collection:	49,600		49,864	
Total e-books:	19,056		46,237	*
Overdrive:	15,875		16,258	
Total downloadable audiobooks:	9,355		9,875	
Materials Total:	309,651		333,719	
CIRCULATION				
Circulation Total:	52,401		50,701	
Bloomfield Township Circulation:	47,268		46,911	
Virtual Circulation Total:	14,933		14,773	
Circulation of Youth Materials:	17,093		17,624	
Circulation of Media:	6,611		6,298	
Circulation of Cranbrook passes:	129		131	
Self-Checkout machine use:	13,104	25.0%	11,931	23.5%
Library By Mail:	66	51 patrons	17	47 patrons
Mobile App	82		133	
Building & Equipment Usage				
Door Count:	19,623		17,662	
Gate Count:	18,789		18,995	
Meeting rooms by public:	27		29	
Meeting rooms by staff:	116		70	
Virtual Use				
Home page hits:	36,274		18,318	
e-book access:	4,862		4,589	
Audiobook access: (Overdrive)	3,370		3,343	
Magazine download access:	2,880		2,846	
Hoopla access:	3,821		3,995	
BTPL Mobile New Devices	96		62	
BTPL Mobile Launches	1,913		3,561	
Library Computer Use				
Resident Use	443		377	
Guest Use	249		267	
* uploaded ComicsPlus ®				

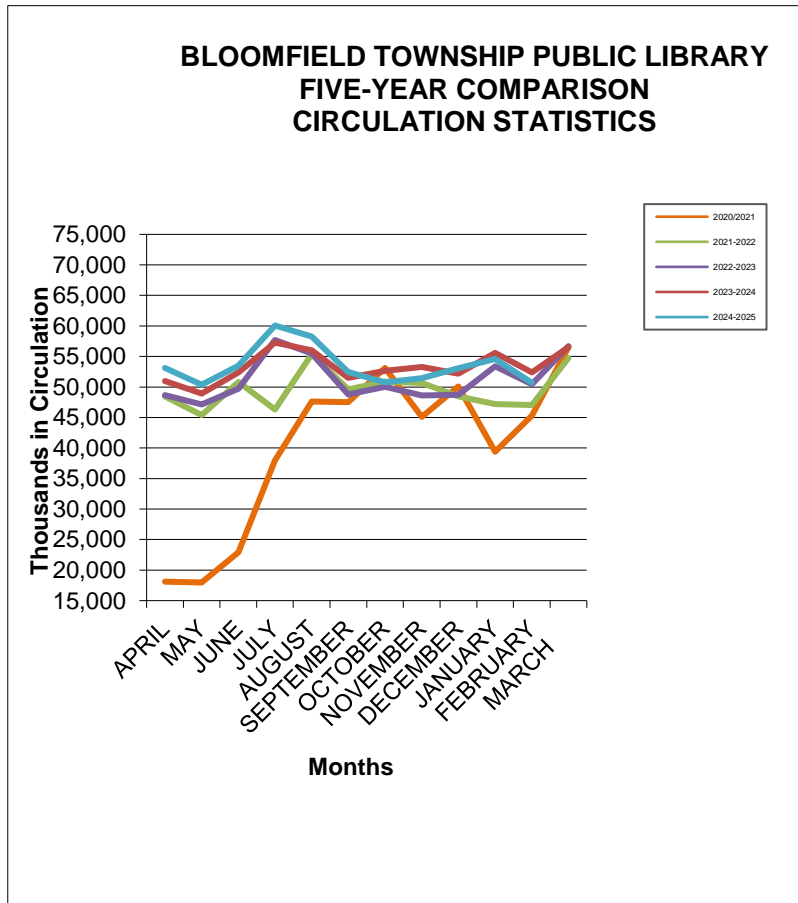
**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
MONTHLY ACTIVITY REPORT
FEBRUARY 2025**

	2024		2025	
OUTREACH & PROGRAMS				
<i>New Patrons and Accounts</i>				
Township:	159		121	
Cranbrook:	7		8	
Total new patrons:	226		184	
<i>Adult Program Attendance</i>				
Staff-led:	14 events	129 attended	11 events	120 attended
Speaker-led:	4 events	93 attended	4 events	229 attended
Book clubs:	5 events	54 attended	7 events	62 attended
Tours/visits on-site:	0 events	0 attended	0 events	0 attended
Tours/visits off-site:	4 events	95 attended	5 events	207 attended
Chamber Music Concert:	1 event	136 attended	1 event	210 attended
Bloomfield Historical Society:	0 events	0 attended	0 events	0 attended
<i>IT Program Attendance</i>				
Staff-led:	6 events	44 attended	5 events	25 attended
<i>Teen Program Attendance</i>				
Staff-led:	1 event	1 attended	0 events	0 attended
<i>Youth Program Attendance</i>				
Staff-led:	37 events	627 attended	18 events	347 attended
Speaker-led:	1 event	17 attended	2 events	146 attended
Tours/visits on-site:	0 events	0 attended	0 events	0 attended
Tours/visits off-site:	3 events	70 attended	11 events	108 attended
TOTAL:	76 events	1,266 attended	64 events	1454 attended
<i>Volunteers (total for the month)</i>				
Shop volunteers	5 people	29.25 hours	7 people	53.25 hours
Court appointed volunteers	1 person	15.00 hours	2 people	30 hours
Student volunteers	2 people	4.00 hours	0 people	0 hours
Department volunteers	0 people	0 hours	1 person	3 hours
<i>Patron Remarks</i>				
Patron comments:	10		7	
Ask BTPL:	8		9	
DISPLAYS				
Lobby	<i>"Game Night through the Ages" from the Detroit Historical Society</i>			
Local History	<i>Black History Month/Love Your Library</i>			

**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
FIVE YEAR CIRCULATION**

3/10/2025

	<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	52,429
OCTOBER	53,114	50,855	50,032	52,652	50,768
NOVEMBER	45,117	50,656	48,595	53,264	51,426
DECEMBER	50,080	48,439	48,737	52,182	53,072
JANUARY	39,378	47,195	53,373	55,573	54,590
FEBRUARY	45,329	47,023	50,469	52,401	50,701
MARCH	56,504	54,732	56,705	56,512	
TOTAL	481,614	594,879	615,393	639,604	588,325



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)

**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
MEMORANDUM**

TO: Library Board of Trustees

FROM: Tera Moon, Library Director

DATE: March 13, 2025

SUBJECT: Proposed General Fund and Gift Fund Budgets
for Fiscal Year April 1, 2025 - March 31, 2026

I am pleased to present to you at the Tuesday, March 18, 2025 regular monthly meeting of the Library Board of Trustees the proposed balanced budget that includes the FY 2024-2025 amended budget and the FY 2025-2026 proposed budget for your review. This fiscal plan projects that the anticipated operating expenditures are balanced with the projected operating revenues and includes a plan for the Library's capital improvement needs for the next seven years.

The Library continues to be in very sound financial condition with revenues exceeding expenditures. This allows us to continue to increase our capital improvements funding to complete necessary capital projects such as the Library Design Project to reimagine spaces in the library building and to address some needed technology and infrastructure upgrades.

As in past years, the proposed Gift Fund budget does not assume revenue from gifts but does include the Myers Scholarship payout from the Community Foundation of Southeast Michigan (CFSEM) and a small amount of investment earnings. Expenditures are budgeted based on purchases made within the current fiscal year and gifts rolled over from the previous year. We assume all gifts will be spent during the year.

A copy of the proposed General Fund and Gift Fund Estimated budgets for fiscal year April 1, 2025 – March 31, 2026 is available at the Library's Welcome Desk for public review.

Included with the budget document are General Fund and Gift Fund budget resolutions in support and maintenance of Bloomfield Township Public Library. In order to adopt this budget, the motions included in this packet will need to be read and voted on.

Thank you for your review of the Library's budget.



Bloomfield Township Public Library

Proposed Budget

April 1, 2025 Through March 31, 2026

Trustees

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

Director:

Tera Moon



Proposed Budget

April 1, 2025 Through March 31, 2026

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Bloomfield Township Public Library

Section 1

Proposed Budget

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Director's Budget Message

Date: March 13, 2025
To: Board of Trustees
Subject: **FY 2025-2026 Proposed Budget**

I am pleased to present a balanced budget that includes the FY 2024-2025 Amended Budget and the FY 2025-2026 Proposed Budget. This fiscal plan projects the anticipated operating expenditures that are balanced with the projected operating revenues and includes a plan for the Library's capital improvement needs for the next seven years.

OVERVIEW OF FY 2024-2025 AMENDED BUDGET – GENERAL FUND

Listed below are some of the highlights of the **FY 2024-2025 Amended Budget**:

Revenues

Overall, revenues increased by **\$459,550 or 5.15%** compared to the March 2024 Adopted Budget. Property tax revenue came in slightly higher than anticipated.

Expenditures

Operating expenditures increased by **\$17,825 or less than 1%** compared to the March 2024 Adopted Budget. This was due to an increase in building insurance and costs related to the Library's online catalog upgrade.

Summary

Revenues slightly exceeded expenditures therefore, the fund balance increased by \$532,026 compared to the March 2024 Adopted Budget

The Library Board requested full assessment of the 2.0 approved mills, as adjusted by the Headlee Amendment, at the August 20, 2024 public budget hearing. 1.8653 mills were levied for library services on the Bloomfield Township December 2024 winter tax bills.

The Library continues to be in very sound financial condition. This allows us to continue our focus on capital improvements funding to complete necessary capital projects.

OVERVIEW OF FY 2025-2026 PROPOSED BUDGET – GENERAL FUND

Listed below are some of the highlights of the **FY 2025-2026 Proposed Budget**:

Revenues

Projected revenues are expected to increase by **\$501,742 or 4.94%** over the current FY 2024-2025 Amended Budget. This increase is due to an increase in the anticipated property tax revenues.

Expenditures

Projected operating expenditures are proposed to increase by **\$157,928 or 2.09%** over the current FY 2024-2025 Amended Budget.

Personnel Expenditures

Projected Personnel expenditures are proposed to increase by **\$145,200 or 2.79%** over the current FY 2024-2025 Amended Budget. There is a projected increase in health insurance premiums and a proposed 3% increase in staff wages. This year the Library conducted a thorough compensation and classification study, which included a recommendation to reclassify some staff into a higher salary range. Additionally, an increase to minimum wage impacted this category. These recommendations and changes were reviewed with the Library Personnel Committee in February.

Library Services

This functional category, Library Services, includes such things as books, physical media, electronic services such as hoopla and databases, plus programming, among other items. An increase of **\$12,000 or 1.42%** is anticipated over the current FY 2024-2025 Amended Budget.

Facilities and Equipment

Overall, Facilities and Equipment are projected to decrease by **\$5,272 or less than 1%** from the current FY 2024-2025 Amended Budget due to the elimination of a one-time expenditure.

Other Operating Expenditures

Other Operating Expenditures includes such items as postage, office supplies, professional services, and staff development, among others. This category proposes a increase of **\$6,000 or 2.2%** from the current FY 2024-2025 Amended Budget due to rising postage rates and anticipated increase in the Library's print newsletter.

Capital Projects

Capital projects increased by **\$625,301 or 30%** over the FY 2024-2025 Amended Budget. This increase is primarily due to the Library Design Project plus other necessary building projects as outlined in the Capital Improvements Plan.

Summary

In summary, total library revenues are estimated to be **\$10,658,483** for FY 2025-2026. Total operating expenditures are estimated to be **\$7,699,978**. Expenditures including capital expenditures are estimated to be **\$10,407,943**. The fund balance is estimated to be **\$17,395,736**.

OVERVIEW OF FY 2025-2026 PROPOSED BUDGET – GIFT FUND

As in past years, the Adopted Gift Fund Budget does not assume revenue from gifts, but does include the Myers Scholarship payout from the CFSEM and a small amount of investment earnings. Expenditures are budgeted based on purchases made within the current fiscal year and gifts rolled over from the previous year. We assume all gifts will be spent during the year.

The Gift Fund is amended monthly in the financial statements and approved at the regular monthly Library Board meetings. The FY 2025-2026 Adopted Gift Fund Budget includes a column for the FY 2024-2025 Amended Budget, updated for the final estimated activity for February and March 2025.

CLOSING STATEMENT

The development of the Library's annual budget is a time-consuming and significant task for Library Administration. I truly appreciate the effort put forth by the team members who contributed towards the development of the budget. This budget is fiscally responsible and provides the blueprint we need as a library operation in providing exceptional services to our community while at the same time being prudent about how those services are funded. As always, library staff will continue to pursue new and creative ways to improve how we do what we do for the community. I thank all the members of the Library Board and staff for their hard work in preparation and consideration of this budget.

Respectfully submitted,



Tera Moon, Library Director

**Bloomfield Township Public Library
General 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 7	Column 8	Column 9
	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 AMENDED BUDGET AS OF MAR 18, 2025	Column 5 PRELIMINARY BUDGET AS OF AUG 20, 2024	Column 6 PROPOSED BUDGET AS OF MAR 18, 2025	Col. 4 & 6 \$ DIF.	Col. 4 & 6 % DIF.	Col. 4 & 6 % OF TOTAL REV/EXP	
Revenues										
Taxes	\$8,926,108	\$8,922,094	\$9,381,644	\$9,381,644	\$9,889,601	\$9,889,601	\$507,957	5.41%	92.79%	
Penal Fines	\$59,352	\$71,695	\$71,695	\$71,695	\$71,695	\$60,280	(\$11,415)	-15.92%	0.57%	
State Aid	\$44,876	\$40,800	\$40,800	\$40,800	\$40,800	\$46,000	\$5,200	12.75%	0.43%	
Circulation Fees	\$25,208	\$8,500	\$8,500	\$8,500	\$8,500	\$8,500	\$0	0.00%	0.08%	
Charges for Services	\$13,103	\$10,651	\$10,651	\$10,651	\$10,651	\$10,651	\$0	0.00%	0.10%	
Photocopy Fees	\$973	\$651	\$651	\$651	\$651	\$651	\$0			
Room Rental Fees	\$12,130	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$0			
Investment earnings	\$536,192	\$610,000	\$610,000	\$610,000	\$610,000	\$610,000	\$0	0.00%	5.72%	
Investment Earnings	\$417,476	\$610,000	\$610,000	\$610,000	\$610,000	\$610,000	\$0			
Change in Asset Value	\$118,716	\$0	\$0	\$0	\$0	\$0	\$0			
Miscellaneous	\$14,465	\$13,451	\$13,451	\$13,451	\$13,451	\$13,451	\$0	0.00%	0.13%	
Miscellaneous Revenue	\$2,767	\$3,370	\$3,370	\$3,370	\$3,370	\$3,370	\$0			
Library Shop Revenue	\$5,105	\$4,081	\$4,081	\$4,081	\$4,081	\$4,081	\$0			
Café Revenue	\$4,525	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$0			
Gain (loss) on Sale of Equipment	\$2,068	\$0	\$0	\$0	\$0	\$0	\$0			
Federal Grants	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%	0.00%	
Refunds/Rebates-Self Insurance Rx	\$44,202	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$0	0.00%	0.19%	
Total Revenues	\$9,663,508	\$9,697,191	\$10,156,741	\$10,156,741	\$10,664,698	\$10,658,483	\$501,742	4.94%	100.00%	
Expenditures										
Personnel	\$4,576,976	\$5,205,396	\$5,205,396	\$5,205,396	\$5,361,558	\$5,350,596	\$145,200	2.79%	69.49%	
Salaries & Wages	\$2,876,425	\$3,359,218	\$3,359,218	\$3,359,218	\$3,459,995	\$3,465,842	\$100,000			
Social Security	\$207,443	\$256,598	\$256,598	\$256,598	\$264,296	\$264,674	\$80,000			
Employee Insurances	\$787,069	\$985,955	\$985,955	\$985,955	\$1,015,534	\$1,014,458	\$22,000			
Retirement	\$706,039	\$803,625	\$803,625	\$803,625	\$862,734	\$805,622	\$57,000			
Retiree Health Care - OPEB	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
Library Services	\$720,838	\$842,132	\$842,132	\$842,132	\$854,132	\$854,132	\$12,000	1.42%	11.09%	
Electronic Services-Databases	\$203,263	\$220,408	\$220,408	\$220,408	\$232,408	\$232,408	\$30,000			
Electronic Services-OCLC/SkyRiver	\$23,898	\$27,000	\$27,000	\$27,000	\$27,000	\$27,000	\$0			
Books	\$268,362	\$323,908	\$323,908	\$323,908	\$323,908	\$323,908	\$0			
Processing & Supplies	\$22,862	\$24,000	\$24,000	\$24,000	\$24,000	\$24,000	\$0			
Periodicals/Docs./Reference Services	\$65,934	\$69,650	\$69,650	\$69,650	\$69,650	\$69,650	\$0			
Music	\$5,203	\$8,500	\$8,500	\$8,500	\$8,500	\$8,500	\$0			
Audiobooks	\$67,631	\$77,623	\$77,623	\$77,623	\$77,623	\$77,623	\$0			
DVD's	\$24,684	\$41,000	\$41,000	\$41,000	\$41,000	\$41,000	\$0			
Accessibility Support Collection	\$5,014	\$10,043	\$10,043	\$10,043	\$10,043	\$10,043	\$0			
Programming	\$33,987	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$0			
Facilities & Equipment	\$1,127,097	\$1,206,967	\$1,224,792	\$1,224,792	\$1,214,792	\$1,219,520	(\$5,272)	-0.43%	15.84%	
Repairs/Maintenance Supplies	\$70,613	\$65,000	\$65,000	\$65,000	\$65,000	\$65,000	\$0			
Telephone	\$10,481	\$17,450	\$17,450	\$17,450	\$17,450	\$17,450	\$0			
Building Insurance	\$56,624	\$58,017	\$65,842	\$65,842	\$65,842	\$65,842	\$0			
Public Utilities	\$378,437	\$384,000	\$384,000	\$384,000	\$384,000	\$384,000	\$0			
Building Maintenance	\$279,405	\$291,106	\$291,106	\$291,106	\$291,106	\$293,984	\$2,800			
Equipment Maintenance	\$21,512	\$24,210	\$24,210	\$24,210	\$24,210	\$24,210	\$0			
Grounds Maintenance	\$90,422	\$96,675	\$96,675	\$96,675	\$96,675	\$98,525	\$1,800			
Computer System Maintenance	\$212,101	\$254,508	\$264,508	\$264,508	\$254,508	\$254,508	\$0			
Equipment (Genl. Computer & Facility Svcs.)	\$7,501	\$16,000	\$16,000	\$16,000	\$16,000	\$16,000	\$0			
Other Operating Expenditures	\$228,659	\$269,730	\$269,730	\$269,730	\$274,730	\$275,730	\$6,000	2.22%	3.58%	
Office/Computer Supplies	\$31,361	\$32,480	\$32,480	\$32,480	\$32,480	\$32,480	\$0			
Postage	\$21,659	\$25,090	\$25,090	\$25,090	\$25,090	\$25,090	\$0			
Professional Services	\$114,172	\$128,156	\$128,156	\$128,156	\$128,156	\$128,156	\$0			
Staff Development/Travel	\$25,273	\$37,650	\$37,650	\$37,650	\$37,650	\$37,650	\$0			
Printing & Publishing	\$21,716	\$25,050	\$25,050	\$25,050	\$30,050	\$30,050	\$5,000			
Dues & Membership	\$12,101	\$14,224	\$14,224	\$14,224	\$14,224	\$14,224	\$0			
Miscellaneous Expenses	\$2,376	\$7,080	\$7,080	\$7,080	\$7,080	\$7,080	\$0			
Total Operating Expenditures	\$6,653,570	\$7,524,225	\$7,542,050	\$7,542,050	\$7,705,212	\$7,699,978	\$157,928	2.09%	73.98%	
Net Operating Revenue/(Expenditures)	\$3,009,938	\$2,172,966	\$2,614,691	\$2,614,691	\$2,959,486	\$2,958,505	\$625,301	30.02%	26.02%	
Capital Projects	\$378,836	\$2,114,165	\$2,082,665	\$2,082,665	\$1,282,965	\$2,707,965	\$625,000	30.02%	26.02%	
Total Operating & Capital Expenditures	\$7,032,406	\$9,638,390	\$9,624,715	\$9,624,715	\$8,988,177	\$10,407,943	\$783,228	8.14%	100.00%	
Fund Balance - Beginning	\$13,982,067	\$16,613,169	\$16,613,169	\$16,613,169	\$17,145,195	\$17,145,195				
Net Revenue / (Expenditures)	\$2,631,102	\$58,801	\$532,026	\$532,026	\$1,676,521	\$250,540	(\$281,486)			
Fund Balance - Ending	\$16,613,169	\$16,671,970	\$17,145,195	\$17,145,195	\$18,821,716	\$17,395,736				
Nonspendable - Prepaid Expenses	9,651	9,651	9,651	9,651	9,651	9,651				
Restricted - None	0	0	0	0	0	0				
Committed - 8 Month Fund Balance	5,016,150	5,015,306	5,028,033	5,028,033	5,136,808	5,133,318				
Assigned - Other Post Employment Benefits (OPEB) Funding	2,822,419	2,822,419	2,822,419	2,439,348	2,439,348	2,439,348				
Assigned - Capital Improvements	8,181,978	3,659,239	8,692,981	9,085,192	10,260,727	9,230,447				
Assigned - Compensated Absences	482,971	482,971	482,971	482,971	482,971	482,971				
Unassigned - Unplanned Emergencies	100,000	100,000	100,000	100,000	100,000	100,000				
Totals	\$16,613,169	\$16,671,970	\$17,145,195	\$17,145,195	\$18,821,716	\$17,395,736				

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:

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 represents the remaining amount that is not unassigned.)

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**

March 18, 2025

A Motion was made by: _____

Seconded by: _____

- TO APPROVE ON A FUNCTIONAL AND TOTAL FUND BASIS THE **PROPOSED** 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:

\$10,658,483

Revenues

\$10,407,943

Expenditures

- FUND BALANCE RESERVES SHALL BE INCREASED BY :

\$250,540

Net Revenue/(Expenditures)

THERE IS A PLANNED USE OF FUND BALANCE FOR CAPITAL PROJECTS INCLUDING THE LIBRARY DESIGN PROJECT.

- 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 INCREASED BY :

\$532,026

Net Revenue/(Expenditures)

THERE IS A PLANNED USE OF FUND BALANCE FOR CAPITAL PROJECTS, INCLUDING VIDEO SURVEILLANCE UPGRADE.

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	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 3 AMENDED BUDGET AS OF MAR 18, 2025	Column 4 PRELIMINARY BUDGET AS OF AUG 20, 2024				Column 4 PROPOSED BUDGET AS OF MAR 18, 2025
Revenues									
Gift Income	\$100,173	\$500	\$59,134	\$118,604	\$500	\$500	(\$58,634)	-99.15%	71.43%
Gift Revenue	\$2,535	\$0	\$395	\$6,527	\$0	\$0			
Friends of the Library	\$91,098	\$0	\$54,673	\$108,011	\$0	\$0			
Atkinson Trust	\$1,452	\$0	\$1,510	\$1,510	\$0	\$0			
BTPL Endowment Fund/Amber Tru	\$2,058	\$0	\$0	\$0	\$0	\$0			
Myers Scholarship	\$1,221	\$500	\$1,730	\$1,730	\$500	\$500			
Smith Challenge Grant	\$1,808	\$0	\$0	\$0	\$0	\$0			
Fair Radom Garden Endowment	\$0	\$0	\$826	\$826	\$0	\$0			
Library Director's Legacy Endowme	\$0	\$0	\$0	\$0	\$0	\$0			
Investment Earnings	\$339	\$200	\$200	\$2,446	\$200	\$200	\$0	0.00%	28.57%
Miscellaneous Revenue	\$0	\$0	\$0	\$134	\$0	\$0	\$0	0.00%	0.00%
Total Revenues	\$100,512	\$700	\$59,334	\$121,183	\$700	\$700	(\$58,634)	-98.82%	100.00%
Expenditures									
Library Services	\$51,904	\$75,589	\$125,167	\$164,144	\$75,589	\$75,589	(\$49,578)	-39.61%	46.60%
Electronic Services - Adult	\$0	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000			
Books - Adult	\$7,759	\$5,373	\$13,521	\$17,325	\$5,373	\$5,373			
Books - Youth	\$1,611	\$2,343	\$6,591	\$6,691	\$2,343	\$2,343			
Books - Reference	\$0	\$0	\$0	\$0	\$0	\$0			
Processing & Supplies	\$2,107	\$0	\$0	\$0	\$0	\$0			
Audiobooks - Adult	\$0	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000			
Audiobooks - Youth	\$0	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000			
DVD's - Adult	\$0	\$0	\$0	\$0	\$0	\$0			
DVD's - Youth	\$0	\$0	\$0	\$3,000	\$0	\$0			
Accessibility Support Collection-AS	\$0	\$0	\$0	\$0	\$0	\$0			
Accessibility Support Collection-YS	\$81	\$621	\$621	\$621	\$621	\$621			
Programs - Adult	\$12,916	\$17,712	\$29,212	\$38,412	\$17,712	\$17,712			
Programs - Youth	\$19,410	\$24,704	\$35,704	\$56,188	\$24,704	\$24,704			
Programs - Administration	\$8,020	\$9,836	\$24,519	\$26,908	\$9,836	\$9,836			
Facilities & Equipment	\$31,490	\$34,382	\$34,382	\$38,331	\$34,382	\$34,382	\$0	0.00%	21.20%
Repairs & Maintenance	\$0	\$0	\$0	\$799	\$0	\$0			
Building Maintenance	\$0	\$0	\$0	\$0	\$0	\$0			
Equipment Maintenance	\$0	\$0	\$0	\$0	\$0	\$0			
Grounds Maintenance	\$617	\$15,457	\$15,457	\$15,457	\$15,457	\$15,457			
Computer Systems Maintenance	\$0	\$0	\$0	\$0	\$0	\$0			
General Equipment	\$30,173	\$18,746	\$18,746	\$20,746	\$18,746	\$18,746			
Computer Equipment	\$0	\$179	\$179	\$1,329	\$179	\$179			
Facility Service Equipment	\$700	\$0	\$0	\$0	\$0	\$0			
Other Operating Expenditures	\$14,629	\$52,224	\$61,280	\$77,957	\$52,224	\$52,224	(\$9,056)	-14.78%	32.20%
Office Supplies	\$0	\$0	\$0	\$0	\$0	\$0			
Postage	\$0	\$0	\$0	\$0	\$0	\$0			
Consultant	\$0	\$0	\$0	\$0	\$0	\$0			
Staff Development/Travel	\$0	\$0	\$0	\$6,000	\$0	\$0			
Printing & Publishing	\$0	\$5,325	\$10,715	\$15,715	\$5,325	\$5,325			
Myers Scholarship	\$1,221	\$1,394	\$2,624	\$2,624	\$1,394	\$1,394			
Smith Challenge Grant	\$0	\$3,557	\$3,557	\$3,557	\$3,557	\$3,557			
Endowment Fund	\$150	\$0	\$0	\$0	\$0	\$0			
Atkinson Fund	\$1,436	\$1,637	\$3,147	\$3,147	\$1,637	\$1,637			
Fair Radom Garden Endowment	\$66	\$1,020	\$1,846	\$1,846	\$1,020	\$1,020			
Library Director's Legacy Endowme	\$0	\$0	\$0	\$0	\$0	\$0			
Transfer out to CFSEM	\$0	\$0	\$0	\$0	\$0	\$0			
Bank Service Charges	\$429	\$0	\$0	\$0	\$0	\$0			
Contingency - Designated	\$2,868	\$35,654	\$35,654	\$35,654	\$35,654	\$35,654			
Director's Discretionary	\$8,459	\$3,637	\$3,737	\$9,414	\$3,637	\$3,637			
Contingency - Undesignated	\$0	\$0	\$0	\$0	\$0	\$0			
Total Expenditures	\$98,023	\$162,195	\$220,829	\$280,433	\$162,195	\$162,195	(\$58,634)	-26.55%	100.00%
Fund Balance - Beginning	\$160,117	\$79,295	\$79,295	\$79,295	\$79,295	\$79,295			
Reserved Fund Balance	\$0	\$82,400	\$82,400	\$82,400	\$82,400	\$82,400			
Net Revenue / (Expenditures)	\$2,489	(\$161,495)	(\$161,495)	(\$159,249)	(\$161,495)	(\$161,495)			
Fund Balance - Ending	\$162,606	\$200	\$200	\$2,446	\$200	\$200			
Nonspendable	\$0	\$0	\$0	\$0	\$0	\$0			
Restricted	\$162,606	\$200	\$200	\$2,446	\$200	\$200			
Committed	\$0	\$0	\$0	\$0	\$0	\$0			
Assigned	\$0	\$0	\$0	\$0	\$0	\$0			
Unassigned	\$0	\$0	\$0	\$0	\$0	\$0			
Totals	\$162,606	\$200	\$200	\$2,446	\$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:

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

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
GIFT FUND**

March 18, 2025

A Motion was made by: _____

Seconded by: _____

- TO APPROVE ON A TOTAL FUND BASIS THE **PROPOSED** 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

- TO APPROVE ON A TOTAL FUND BASIS THE **AMENDED** GIFT 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.

\$121,183

Revenues

\$280,433

Expenditures

Motion carried.

President

Secretary



Bloomfield Township Public Library

Section 2

Capital Improvements Program

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CIP Explanation	1
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Bloomfield Township Public Library Capital Improvements Program

The Capital Improvements Program (CIP) provides an opportunity for the various stakeholders of Bloomfield Township Public Library to come together and prepare a plan of the Library's capital improvement needs for the next seven years. These stakeholders include the Library Board of Trustees, Library Administration along with Department Heads, and the Library taxpayers and patrons. While not all of these needs will be met, the CIP provides a way to prioritize these needs and allocate resources to best meet the various demands.

The CIP is a seven-year plan identifying capital projects to be funded over that period. Included in the plan is the year in which the capital item/project will be funded, the duration of the item/project, the source of funding, and the impact, if any, on operational costs once the capital item/project is acquired. All items/projects are prioritized as explained later in this section.

A capital improvements item or project is defined as a major, non-recurring expenditure that incorporates any of the following:

1. The acquisition of land for a public purpose.
2. Any construction of a new facility including engineering design and other pre-construction costs with an estimated cost in excess of \$5,000.
3. A non-reoccurring rehabilitation or major repair of all or part of a building, its grounds, a facility, or its equipment, provided that such costs are more than \$5,000 and the improvement will have a useful life of ten years or more.
4. Purchase of major equipment valued in excess of \$5,000 with a useful life of three years or more.
5. Major studies requiring the employment of outside professional consultants in excess of \$5,000.

The benefits of a thorough and well-planned CIP are numerous. First and foremost, the CIP is a planning tool which, as mentioned earlier, provides a mechanism to allocate scarce resources across competing demands. Second, with a "pay-as-you-go" approach to financing capital projects, overall savings can be realized by avoiding interest and other costs associated with issuing debt. Third, the CIP provides an opportunity for the Library Board, Administration, and key stakeholders to prioritize the needs of this community's library. Finally, the CIP is a budgeting tool. As such, each of the seven years of the program provides a snapshot of that year's potential capital expenditures. Each of these years will be considered individually as that year's Capital Improvement Budget. Hence, the CIP defines the capital needs of the Library for each budget year.

The CIP is a "living document" that changes as library needs change. It is an essential and important planning document that provides a direction for large projects and purchases with assigned priorities and funding.

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	2025-2026 Expenditure	2026-2027 Expenditure	2027-2028 Expenditure	2028-2029 Expenditure	2029-2030 Expenditure	2030-2031 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.	\$0	\$0	\$50,000	\$0	\$0	\$0	\$50,000
2	Admin	Compensation & Classification Study	1	5	General Fund	Professional consulting services to perform a compensation and classification study.	\$0	\$0	\$0	\$0	\$0	\$0	\$0
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.	\$15,000	\$0	\$0	\$0	\$0	\$0	\$15,000
4	Building	Flooring	3	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	3	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	4	General Fund	Replace (60) public computer monitors exceeding estimated useful lives.	\$18,000	\$0	\$18,000	\$0	\$0	\$0	\$36,000
8	Building	Drainage Improvement	1	15	General Fund	Storm water management engineering & remediation.	\$500,000	\$0	\$0	\$0	\$0	\$0	\$500,000
9	Building	HVAC Emergency Repair	3	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
10	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.	\$700,000	\$0	\$0	\$0	\$0	\$0	\$700,000
11	Building	Plumbing & Electrical Emergency Maintenance	3	25	General Fund	Emergency plumbing & electrical repair.	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$300,000
12	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
13	Building	Door Access Emergency Maintenance	3	15	General Fund	Emergency door access repair.	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$30,000
14	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
15	Information Technology	AV Upgrade- Community Room	1	7	General Fund	Staff Conference Room AV Upgrade	\$75,000	\$0	\$0	\$0	\$0	\$0	\$75,000
16	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	\$50,000	\$0	\$0	\$0	\$0	\$50,000
17	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
18	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
19	Information Technology	Website ADA Compliance Software	1	5	General Fund	Purchase ADA compliant analytical software for the website.	\$10,965	\$10,965	\$10,965	\$10,965	\$10,965	\$10,965	\$65,790
20	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
21	Facilities	Terrace Paver Maint	1	3	General Fund	Periodic grouting/protective coating for outside terrace pavers.	\$0	\$0	\$20,000	\$0	\$0	\$0	\$20,000
22	Facilities	Storm Sewer Maint	1	2	General Fund	Storm drain cleaning to remove pollutant sources and maintain the capacity of the storm pipes.	\$10,000	\$0	\$10,000	\$0	\$10,000	\$0	\$30,000
23	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

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	2025-2026 Expenditure	2026-2027 Expenditure	2027-2028 Expenditure	2028-2029 Expenditure	2029-2030 Expenditure	2030-2031 Expenditure	Total Expenditure
24	Information Technology	AMH Upgrade	1	6	General Fund	Brand new AMH machine	\$140,000	\$0	\$9,000	\$0	\$0	\$0	\$149,000
25	Information Technology	Crowd Strike Falcon-Virus Protection Software	1	3	General Fund	Virus protection software.	\$0	\$0	\$12,500	\$0	\$0	\$0	\$12,500
26	Building	Roofing Repair	3	20	General Fund	Re-adhere rubber membrane & reconstruct scuppers	\$0	\$0	\$0	\$0	\$0	\$0	\$0
27	Building	Interior Painting & Drywall Repair	3	5	General Fund	Interior wallpaper and painting for study rooms, meeting rooms & public common areas.	\$0	\$0	\$0	\$0	\$0	\$0	\$0
28	Building	Library Design Project	1	20	General Fund	Renovating various spaces in the library building to adapt to changes in library use.	\$500,000	\$5,000,000	\$0	\$0	\$0	\$0	\$5,500,000
29	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
30	Information Technology	New Firewall & Security Services	1	3	General Fund	Replace firewall & Cisco Umbrella (or equivalent)	\$0	\$50,000	\$0	\$0	\$0	\$0	\$50,000
31	Information Technology	Switches	1	5	General Fund	Upgrading network infrastructure	\$0	\$100,000	\$0	\$0	\$0	\$0	\$100,000
32	Information Technology	UPS replacement	1	5	General Fund	Uninterrupted power supply replacement for server room	\$15,000	\$15,000	\$0	\$0	\$0	\$0	\$30,000
34	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
35	Building	Door Access (Avigilon Alta) annual fee	1	25	General Fund	Subscription for door access management software	\$6,000	\$6,000	\$600	\$6,000	\$6,000	\$6,000	\$30,600
36	Admin	Bamboo HR	1	7	General Fund	HR Software	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$45,000
37	Information Technology	Communico	1	7	General Fund	Room Reservation Software	\$6,500	\$6,500	\$6,500	\$6,500	\$6,500	\$6,500	\$39,000
38	Building	Automatic Door Openers	2	25	General Fund	Add Automatic door openers to Doors	\$15,000	\$0	\$0	\$0	\$0	\$0	\$15,000
39	Information Technology	Staff Computer and Laptop Replacement	1	5	General Fund	Staff Computer and Laptop Replacement	\$120,000	\$0	\$0	\$0	\$0	\$0	\$120,000
40	Information Technology	Backup Server	1	10	General Fund	Backup Server	\$25,000	\$0	\$0	\$0	\$0	\$0	\$25,000
41	Information Technology	Phone System Upgrade	2	10	General Fund	Phone System Upgrade	\$30,000	\$0	\$0	\$0	\$0	\$0	\$30,000
42	Information Technology	Disaster Recovery plan	2	7	General Fund	Disaster Recovery plan	\$20,000	\$0	\$0	\$0	\$0	\$0	\$20,000
43	Information Technology	Wifi Access Point and Meraki Cloud Update	1	5	General Fund	Wifi Access Point and Meraki Cloud Update	\$100,000	\$0	\$0	\$0	\$0	\$0	\$100,000
44	Information Technology	Emergency IT Equipment or Project	3	5	General Fund	Emergency IT Equipment or Project	\$20,000	\$0	\$0	\$0	\$0	\$0	\$20,000
45	Information Technology	ProofPoint	2	5	General Fund	ProofPoint	\$0	\$15,000	\$0	\$0	\$0	\$0	\$15,000
46	Building	Replace Skylights	2	25	General Fund	Replace Skylights	\$50,000	\$0	\$0	\$0	\$0	\$0	\$50,000

**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	2025-2026 Expenditure	2026-2027 Expenditure	2027-2028 Expenditure	2028-2029 Expenditure	2029-2030 Expenditure	2030-2031 Expenditure	Total Expenditure	
47	Building	Rerun Irrigation Telegraph	1	15	General Fund	Rerun Irrigation Telegraph	\$15,000	\$0	\$0	\$0	\$0	\$0	\$15,000	
							<u>\$2,707,965</u>	<u>\$5,629,965</u>	<u>\$454,065</u>	<u>\$399,965</u>	<u>\$349,965</u>	<u>\$339,965</u>	<u>\$9,881,890</u>	
CIP Expenditures - Gift Fund Budget							\$0	\$0	\$0	\$0	\$0			\$0
CIP Expenditures - General Fund Budget							<u>\$2,707,965</u>	<u>\$5,629,965</u>	<u>\$454,065</u>	<u>\$399,965</u>	<u>\$349,965</u>	<u>\$339,965</u>		<u>\$9,881,890</u>
							\$2,707,965	\$5,629,965	\$454,065	\$399,965	\$349,965	\$339,965		\$9,881,890
							\$0	\$0	\$0	\$0	\$0	\$0		\$0



Bloomfield Township Public Library

Section 3

Budget Line Item Detail

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**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. $(\$4,467,360,970/1000 \times .0018653 = \$8,332,968 = 5.06\%$ 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

Chart of Account Total	Budget Group Total
	9,381,644
9,381,644	
	71,695
71,695	
	40,800
40,800	

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

	Chart of Account Total	Budget Group Total
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		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	
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.		

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

	Chart of Account <u>Total</u>	Budget Group <u>Total</u>
Adopted March 2024		\$9,638,390
Amended August 2024		<u>\$10,156,741</u>

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

PERSONNEL

Chart of Account <u>Detail</u>	Chart of Account <u>Total</u>	Budget Group <u>Total</u>	Functional Category <u>Total</u>
			5,205,396
702.01 SALARIES AND WAGES	3,359,218	3,359,218	
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	256,598	256,598	
DESCRIPTION: Federal Social Security and Medicare taxes on employee wages.			
FORMULA: Projected Wages (x) current tax rate (7.65%)			
718.01 EMPLOYEE INSURANCES	985,955	985,955	
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.			
722.01 RETIREMENT	373,642	373,642	
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			
	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.			
			842,132
LIBRARY SERVICES			
ELECTRONIC SERVICES - DATABASES		220,408	
831.01 ELECTRONIC SERVICES - ADULT	167,040		
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>			

SPLIT WITH YOUTH

**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>
	Alexander Press - Music Online	1,854		
	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		
	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			

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

	Chart of Account Detail	Chart of Account Total	Budget Group Total	Functional Category Total
947.01 MATERIALS-ADMINISTRATION				
DESCRIPTION: Materials purchased to assist Administration activities.	500	500		
FORMULA: Current year budget				
969.01 PROCESSING & SUPPLIES				
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.	24,000	24,000	24,000	
FORMULA: Current year budget				
PERIODICALS/DOCUMENTS/SERVICES			69,650	
949.01 PERIODICALS, NEWSLETTERS & MICROFORMS				
DESCRIPTION: Subscriptions to magazines, newspapers and loose-leaf information services for the use of patrons.	56,000	56,000		
FORMULA: Current year budget				
Includes: WT Cox \$30,000, Press Reader \$6263				
950.01 REFERENCE SERVICES				
DESCRIPTION: Subscriptions to magazines, newspapers and loose-leaf information services for the use of patrons that includes electronic reference services which replicate the print.			13,650	
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			
MUSIC			8,500	
951.01 ADULT				
DESCRIPTION: Sound recordings on compact disc and electronically downloadable music purchased by Adult Services for circulation.			8,000	
FORMULA: Current year budget				
Regular music purchases	8,000			
952.01 YOUTH				
DESCRIPTION: Sound recordings on compact disc and electronically downloadable music purchased by Youth Services for circulation.			500	
FORMULA: Current year budget				
Regular music purchases	500			
AUDIOBOOKS			77,623	
953.01 ADULT				
DESCRIPTION: Books recorded on compact disc and MP3, book plus CD or cassette kits, and downloadable audio books purchased by Adult Services for circulation.	60,210	60,210		
FORMULA: Current year budget				
954.01 YOUTH				
DESCRIPTION: Books recorded on compact disc and MP3, book plus CD kits, and downloadable audio books purchased by Youth Services for circulation.	17,413	17,413		
FORMULA: Current year budget				
DVDS			41,000	
955.01 ADULT				
DESCRIPTION: DVD materials purchased by Adult Services for circulation.	36,000	36,000		

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

	Chart of Account Detail	Chart of Account Total	Budget Group Total	Functional Category Total
<i>FORMULA</i> : Current year budget				
956.01 YOUTH	5,000	5,000		
DESCRIPTION: DVD materials purchased by Youth Services for circulation.				
<i>FORMULA</i> : Current year budget				
ACCESSIBILITY SUPPORT COLLECTION			10,043	
957.01 ADULT	4,893	4,893		
DESCRIPTION: Print and non-print materials specific to ASC.				
<i>FORMULA</i> : Current year budget				
958.01 YOUTH	5,150	5,150		
DESCRIPTION: Print and non-print materials specific to ASC.				
<i>FORMULA</i> : 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.				
<i>FORMULA</i> : 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.				
<i>FORMULA</i> : 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.				
<i>FORMULA</i> : Current year budget				
All speakers, program-specific printing, incentives for participation, photo records of Administration - sponsored programming, Bloomfield Twp Open House, etc.	1,000			
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.				
<i>FORMULA</i> : Current year budget				

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

	Chart of Account <u>Detail</u>	Chart of Account <u>Total</u>	Budget Group <u>Total</u>	Functional Category <u>Total</u>
	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		
	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		264,508	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	14,006		
	Innovative Vega subscription & Sierra Cloud Hosting	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		

**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>
	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		
	Computer Equipment	10,000		
	Hazardous equipment disposal	300		
	Headset replacement	1,000		
	Printer replacement for staff	2,000		
	OTHER OPERATING EXPENDITURES			269,730
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		

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

	Chart of Account Detail	Chart of Account Total	Budget Group Total	Functional Category Total
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			
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			
			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, Ill 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			
Ill 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				
Ill 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			

**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>
	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 Ill 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		
			7,080	
990.01	BANK SERVICE CHARGES		4,720	
	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	CAPITAL 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		

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

	Chart of Account <u>Detail</u>	Chart of Account <u>Total</u>	Budget Group <u>Total</u>	Functional Category <u>Total</u>
Reimagine Spaces	500,000			
Icthrive 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			
Bambook HR	3,000			

TOTAL ESTIMATED EXPENDITURES

Fiscal Year April 1, 2024 - March 31, 2025

Adopted March 2024
Amended March 2025

\$9,637,123
\$9,624,715

**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
GENERAL FUND REVENUE LINE BREAKDOWN
April 1, 2025 - March 31, 2026 - PROPOSED 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. 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. The third, approved in February 2024 for 10 years, is .5047.

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

Using the 7/2024 Township generated 2025/2026 prediction of taxable value of \$5,339,003,040, and the Township generated Headlee rates reduced by -.35% Headlee roll back trend in 2024/2025. The first 1.0000 mill is now reduced by the Headlee Amendment to .6516. The second mill is now reduced by the Headlee Amendment to 0.6960. The third mill is .5047. Altogether, these mills total 1.8588 after rollback trends are applied. ($\$5,339,003,040/1000 \times .0018588 = \$9,889,601 = 5.41\%$ growth rate).

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 2020 population is 43,027.

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.

Chart of Account <u>Total</u>	Budget Group <u>Total</u>
	9,889,601
9,889,601	
	60,280
60,280	
	46,000
46,000	

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

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

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

432.01 PHOTOCOPY FEES

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

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

664.01 INVESTMENT EARNINGS

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 2024-2025 actual YTD receipts.

665.01 CHANGE IN ASSET VALUE

DESCRIPTION: Changes to market value expected on investments during the current fiscal year.

Chart of Account Total	Budget Group Total
	8,500
8,500	
	10,651
651	
	10,000
	610,000
610,000	
	-

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

	<u>Chart of Account Detail</u>	<u>Chart of Account Total</u>	<u>Budget Group Total</u>	<u>Functional Category Total</u>
PERSONNEL				5,350,596
702.01 SALARIES AND WAGES		3,465,842	3,465,842	
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		264,674	264,674	
DESCRIPTION: Federal Social Security and Medicare taxes on employee wages.				
FORMULA: Projected Wages (x) current tax rate (7.65%)				
718.01 EMPLOYEE INSURANCES		1,014,458	1,014,458	
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		371,911	371,911	
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.				
LIBRARY SERVICES				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				

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

	<u>Chart of Account Detail</u>	<u>Chart of Account Total</u>	<u>Budget Group Total</u>	<u>Functional Category Total</u>
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			
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			
Worldk 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			

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

	<u>Chart of Account Detail</u>	<u>Chart of Account Total</u>	<u>Budget Group Total</u>	<u>Functional Category Total</u>
			323,908	
BOOKS/MATERIALS				
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	
	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	
PERIODICALS/DOCUMENTS/SERVICES				
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		

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

	<u>Chart of Account Detail</u>	<u>Chart of Account Total</u>	<u>Budget Group Total</u>	<u>Functional Category Total</u>
Unplanned additional services	4,800			
MUSIC			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			
AUDIOBOOKS			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				
DVDS			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				
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				

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

	<u>Chart of Account Detail</u>	<u>Chart of Account Total</u>	<u>Budget Group Total</u>	<u>Functional Category Total</u>
	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: Kindergarten Reader's Roundup Book Discussions Summer Reading Trick or Treat			
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	1,000		
		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				1,219,520
775.01	REPAIRS & MAINTENANCE SUPPLIES		65,000	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 HVAC replacement of parts & filters All other needs	15,000		
		17,500		
		32,500		
850.01	TELEPHONE		17,450	17,450

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

	<u>Chart of Account Detail</u>	<u>Chart of Account Total</u>	<u>Budget Group Total</u>	<u>Functional Category Total</u>
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		293,984	293,984	
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	17,800			
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			

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

	Chart of Account Detail	Chart of Account Total	Budget Group Total	Functional Category Total
	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		
	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		98,525	98,525
	DESCRIPTION: Contracts for lawn and landscape maintenance and snow removal as well as other costs associated with grounds.			
	FORMULA : Current year budget			
	PGS - Lawn/Snow/Mulch/Weeding	52,000		
	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		

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

	<u>Chart of Account Detail</u>	<u>Chart of Account Total</u>	<u>Budget Group Total</u>	<u>Functional Category Total</u>
	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		
			16,000	
		2,500		
981.01	GENERAL EQUIPMENT			
	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		
	Computer Equipment	10,000		
	Hazardous equipment disposal	300		
	Headset replacement	1,000		
	Printer replacement for staff	2,000		
				275,730
		32,480	32,480	
727.01	OFFICE SUPPLIES			
	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		26,090	26,090
	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	19,000		
			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.			

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

	<u>Chart of Account Detail</u>	<u>Chart of Account Total</u>	<u>Budget Group Total</u>	<u>Functional Category Total</u>
<i>FORMULA</i> : Current year budget				
Audit	22,000			
813.01 CONSULTANT		15,000		
DESCRIPTION: Fees for consultants such as strategic planning or interior designer.				
<i>FORMULA</i> : 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.				
<i>FORMULA</i> : 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.				
<i>FORMULA</i> : Current year budget				
816.01 INVESTMENT COUNSELING		36,400		
DESCRIPTION: Schwartz & Co. quarterly investment portfolio counseling fees per 8/2017 professional services contract.				
<i>FORMULA</i> : 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.				
<i>FORMULA</i> : 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.				
<i>FORMULA</i> : 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			

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

	Chart of Account Detail	Chart of Account Total	Budget Group Total	Functional Category Total
	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		
			7,080	
990.01	BANK SERVICE CHARGES		4,720	
	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	-	-	

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

Section 4

Supplemental Information

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25-year SEV and Taxable Value History.....	2

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	\$17,395,736	\$19,975,534
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	\$608,851	\$699,144
All Other Revenues	\$201,207	\$165,097	\$158,882	\$158,882	\$158,882
Operating Expenditures ****	(\$6,653,570)	(\$7,542,050)	(\$7,699,978)	(\$7,930,977)	(\$8,168,906)
Capital Expenditures *****	(\$378,836)	(\$2,082,665)	(2,707,965)	(\$443,246)	(\$420,746)
Net Revenue/(Expenditures)	\$2,631,102	\$532,026	\$250,540	\$2,579,799	\$2,760,251
Year-End Balance	<u>\$16,613,169</u>	<u>\$17,145,195</u>	<u>\$17,395,736</u>	<u>\$19,975,534</u>	<u>\$22,735,785</u>
Nonspendable - Prepaid Expenses	\$9,651	\$9,651	\$9,651	\$9,651	\$9,651
Restricted	\$0	\$0	\$0	\$0	\$0
Committed Portion - 8 Month Fund Balance	\$5,016,150	\$5,028,033	\$5,133,318	\$5,445,938	\$5,565,748
Assigned Portion - Capital Improvements/Sick-Vac Liability/OPEB	\$11,487,368	\$12,007,511	\$12,152,766	\$14,419,946	\$17,060,386
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	\$8,181,978	\$9,085,192	\$9,230,447	\$11,497,627	\$14,138,067
Compensated Vacation/Sick	\$482,971	\$482,971	\$482,971	\$482,971	\$482,971
OPEB	\$2,822,419	\$2,439,348	\$2,439,348	\$2,439,348	\$2,439,348

**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

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: March 12, 2025

SUBJECT: Strategic Plan

Work continues on the strategic plan, with committees meeting as needed to advance their goals.

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

The core library team for the library design project, Tera Moon, Katherine Bryant, Adult and Teen Services Assistant Department Head Brooke Hoskins, Youth Services Assistant Department Head Lauren Catoni-Ellis, and Trustee Joy Murray, met with C2AE to create a project management plan and establish communication methods and meeting dates at the end of February. The group will begin working on the conceptual design phase by reviewing the pre-design and research report, with the next meeting set for Thursday, March 20.

The Inclusive Spaces Committee met on March 11 to review the pre-design and research report. The group focused on signage, acoustics, service desks, and functional spaces for all age groups. Key priorities include refining/relocating youth areas and the teen collections, enhancing seating areas to be more flexible and collaborative, and ensuring accessibility. The committee is keen on a flexible, collaborative program space over a makerspace.

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

The HR Committee met on February 10 to review the resume rating form and interview rating form. Their next step is to create revised forms and a memo with recommendations for Administration.

Tera incorporated the wage increases suggested by the compensation and classification study into the FY 2025-2026 budget, to begin on April 1. Title changes will also go into effect on April 1. Tera and Linden are working to update the hiring procedures to reflect our current practices using BambooHR.

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

This committee is in the process of finetuning a staff survey for the Library, to be launched in the spring. They are also discussing a mechanism for employee feedback and concerns, including an anonymous option.

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.
- Updated the 200s to the alternate arrangement, which organizes religious subjects more equitably by chronology and geography, rather than centering on Christianity.
- Updated call numbers in Youth Services better reflect how patrons interact with the collections. 'Beginning to Read' is now 'Early Reader,' and 'Easy' is now 'Picture.'

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.
- Hired C2AE to provide library design and space planning services in early 2025.

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.
- Celebrated the Library's 60th anniversary with over 500 patrons at the Applause, Applause event on October 5, 2024.

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.
- Hosted 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.
- 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.
- Conducted 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

FEBRUARY 2025

INSTAGRAM



FOLLOWERS:
1865 (↑28 from Jan.)

TOTAL REACH:
1171
(↑12.3% from Jan.)

FACEBOOK



FOLLOWERS:
3208 (↑9 from Jan.)

TOTAL REACH:
5381
(↓5.9% from Jan.)



♥ 22 🔍 1 📌 4

Liked by lindenartworks and others
bloomfieldtwppubliclibrary Hobbyists, tinkers, budding engineers: Try your hand at a STEM kit—to dive into astronomy, codebreaking, cytology, robotics, and lots more. Many kits include games introducing a concept and then challenge you to solve a puzzle. Check 'em out!



NEWSLETTERS



- **Movies and More** (new DVDs, Oscars Preview) - 191 messages
- **Fiction Books** - 12,801 messages
- **Discover** (Photo Contest, Oscars Preview, Author Talks, Shelby Van Pelt, Family Fort Night, Family Story Time, Baby Prom, Chamber Music Concert) - 21,152 messages
- **Nonfiction Books** - 12,657 messages
- **Chamber Music Concert** - 360 messages
- **Digital News** (new Libby and hoopla titles) - 2420 messages

PRESS RELEASES



- Detroit-Centric Author Talks (Gerald E. Rosen and John Gallagher)
- Chamber Music Concert
- Lecture: A Dangerous Experiment
- March Second Saturday Sale
- March is Reading Month

Author recounts growing up in Bloomfield Hills in recent book

By: Mary Genson | Birmingham-Bloomfield Eagle | Published February 18, 2025

BLOOMFIELD HILLS — Bloomfield Hills Schools graduate and established hair stylist and barber, Dion A. Johnson, shared his story, as well as his family's, in his book "Revolutionary Vision Boulevard," released last summer.

His story revolves around the first African American families that purchased homes on Bloomfield Hills' Bloomfield Boulevard.

He said he never expected to write a book until the pandemic, when he decided to pick up writing again. He said his mother was an English specialist and when he was young, he was never interested in reading. That is until his mother encouraged him to start reading things that were interesting to him, which ultimately led to a lifelong love for reading.

Although it was Johnson's first book, he does have a background in writing, as he studied journalism after high school.

Initially, he was planning on writing about his career as a barber in his book, but instead decided that it was best to start from the beginning and focus on his childhood. Johnson said he plans for his next book to pick up where this book leaves off and focus on his career.

While he was writing the book, Johnson said he learned a lot by talking to his neighbors about their experiences growing up on Bloomfield Boulevard. In the book, Johnson includes positive memories, along with the unrest that occurred during the Civil Rights Movement.



Author and barber Dion A. Johnson grew up on Bloomfield Boulevard and graduated from Lahser High School in 1989. Johnson's book, "Revolutionary Vision Boulevard," shares stories from his time growing up in Bloomfield Hills.

Photo provided by Paula Buckhaultner

Johnson still has family and friends who live on the street. Whenever he goes back to Bloomfield Boulevard, he said it still has a "special vibe."

"Our street has a uniqueness about it, that you still feel that energy and you still feel that love," Johnson said.

About Johnson

Johnson was a part of the Bloomfield Hills School District from K-12, concluding with his 1989 graduation from Lahser High School.

Initially, he followed up his high school experience at Oakland Community College, where he studied journalism and advertising and marketing. However, after a year, he decided to instead pursue a career as a hair stylist and barber. He graduated from the Michigan Barber School in Detroit in 1993 and went on to have a successful 32-year career as a hair stylist and barber.

Johnson is a father to two children, Whitney and Myles. He fills any free time he has by traveling, cooking, spending time with family and friends, exercising, bike riding, going to movies, and spending time with his wife, Mone'. He also serves with the Social Justice Ministry and Usher Board Ministry at Empowerment Church in Southfield.



Advertisement

An upcoming event

On Feb. 24, Johnson will hold an event at Bloomfield Township Library in the LHG Community Room on the main level. Doors will open at 5 p.m. and the event will go from 6-8 p.m.

"It's so special to me because this is my library, my home I grew up in," Johnson said.

While the event is free and open to all ages, Paula Buckhaultler of PBJ Consulting & Events said that the event might interest families since a lot of the stories that Johnson shares in his book are centered around his family and what it was like growing up on Bloomfield Boulevard.

"I think that element does pull families because it talks about how everybody looked out for each other and everybody's kids belong to everybody on that street," Buckhaultler said.

When he was writing the book, Johnson said he tried to find the "sweet spot" so that a range of ages can enjoy it.

The event will include a book discussion, Q&A session, book signing and photo opportunities.

Books are available to be pre-ordered with payment through Zelle QR code or Eventbrite and distributed at the event.

Advertisement

EHG'S, BLOOD PRESSURE CHECKS & MORE



Join Us For a FREE Community Event

DATE: March 1, 2025
LOCATION: Pulse Cardiology
32255 Northwestern Hwy, Suite 50
Farmington Hills
TIME: 9am - 1pm



LWVOA presents:

***Structural Racism in
Metro Detroit***

Prof. Peter Hammer, Wayne State University,
Professor of Law
Director of the Damon J. Keith Center for Civil
Rights and A. Alfred Taubman Endowed Chair



Date: Wednesday, February 26, 2025

Time: 1:00p

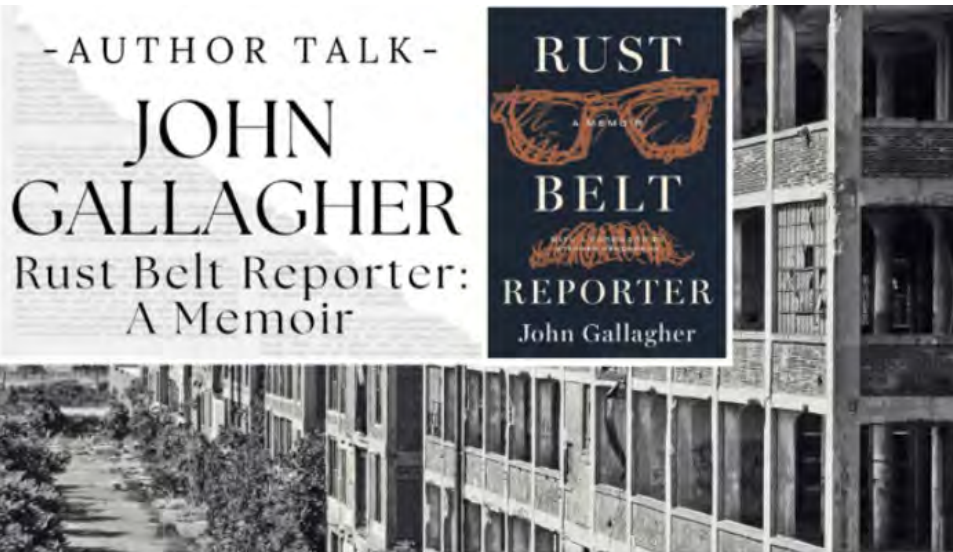
Location: Bloomfield Township Public Library

Prof. Hammer has taught at Wayne Law since 2003 and is the director of the Damon J. Keith Center for Civil Rights which is dedicated to promoting the educational, economic, and political empowerment of under-represented communities in urban areas.

The structural racism presentation will focus on the totality of ways in which societies foster racial discrimination by reinforcing systems of housing, education, employment earnings, benefits, credit, media, health care, and criminal justice.

This meeting is free and open to the public. Light refreshments will be provided.

Bloomfield Township Public Library Hosts Two Detroit-Centric Author Talks



Bloomfield Township Public Library is proud to present the following Detroit-centric author talk programs:

The Library and the Jewish Historical Society of Michigan are pleased to co-present an evening with the Honorable Gerald E. Rosen (Ret.), author of *Grand Bargain: The Inside Story of Detroit's Dramatic Journey from Bankruptcy to Rebirth* on Sunday, February 23, 2025, at 2:00 p.m. As the architect of the "Grand Bargain"—the landmark deal that helped to preserve the city's invaluable assets, including the Detroit Institute of Arts' priceless collection—Judge Rosen will reflect on the extraordinary process that brought the city back from the brink of collapse. Books will be available to purchase.

Registration for this event is required at [JHS of Michigan](#).

Journalist John Gallagher discusses his new book, *Rust Belt Reporter: A Memoir* on Tuesday, February 25, 2025, at 7:00 p.m. as he reflects on his 32 years reporting for the *Detroit Free Press*. His stories describe the ups and downs of Detroit's unique history as well as an inside look at the local newsroom. Books will be available to purchase.

Registration for this event is required at the [Library Website](#) or by calling 248-642-5800.

Go Behind the Scenes with BACB Sports and Learn About 2025 Skate With a Cop - Bloomfield Township eNews 2/20/2025

Bloomfield Township Public Library Announces Upcoming Chamber Music Events



SCHOOL OF
MUSIC, THEATRE & DANCE
UNIVERSITY OF MICHIGAN

CHAMBER MUSIC CONCERTS


AT BLOOMFIELD TOWNSHIP PUBLIC LIBRARY

Bloomfield Township Public Library and the University of Michigan School of Music, Theatre, and Dance are pleased to announce the next chamber music concert which will be held Friday, February 28, 2025 at 7:00 p.m. Program details will be available from the Library closer to the concert date. Other dates in the series are:

- Friday, March 28, 2025 at 7:00 p.m.
- Friday, April 11, 2025 at 7:00 p.m.
- Saturday, April 12, 2025 at 3:00 p.m. (new addition)




The concerts are free and open to everyone. No registration is required. We invite you to join us for a beautiful evening of music in the Library. The concert series is sponsored by the Friends of the Bloomfield Township Public Library.

Bloomfield Township Trustee Office Hours – This Week



The graphic features the text "TRUSTEE OFFICE HOURS" in large, bold, light blue letters on a dark blue background. A small clock icon is positioned between the words "OFFICE" and "HOURS". To the right of the graphic, there are three items listed with corresponding icons: a clock icon for "5:00-6:30 PM", a location pin icon for "Bloomfield Township Public Library", and a calendar icon for "Final Board Meeting Dates of Each Month (typically the 4th Monday)".

**TRUSTEE
OFFICE
HOURS**

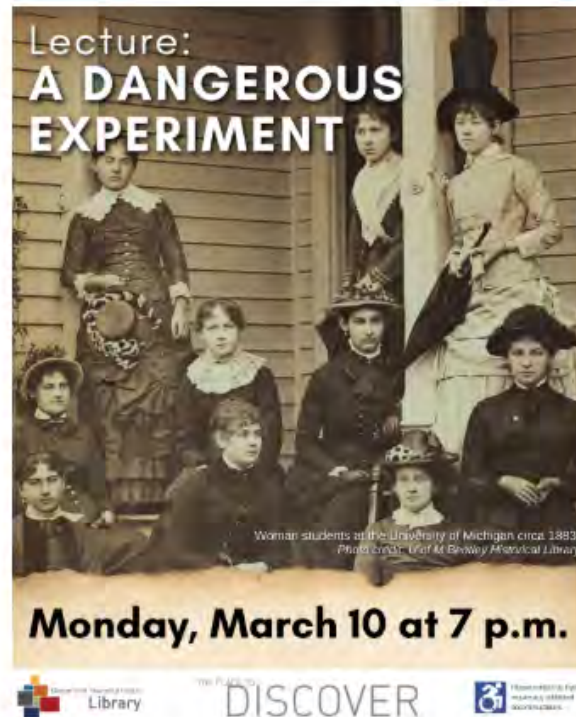
-  **5:00-6:30 PM**
-  **Bloomfield Township Public Library**
-  **Final Board Meeting Dates of Each Month**
(typically the 4th Monday)

Before this week's scheduled Board of Trustees meeting on Monday, February 24, 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 7:00 p.m. at the Community Television Building at 4190 Dublin Road (just northwest of Township Hall). This temporary site will be used to accommodate renovations to Township Hall, with an anticipated return by April 16, 2025.

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

Bloomfield Township Public Library to Host History of Women's Education Lecture on March 10



Bloomfield Township Public Library is pleased to host the lecture *Dangerous Experiment* with Michigan history expert and educator Susan L. Nenadic, Monday, March 10, 2025 at 7:00 p.m.

The great issue of the 19th century was not suffrage but education. Advocates of women's suffrage, such as Elizabeth Cady Stanton, were educated women. Michigan's Washtenaw County boasted not only many co-ed high schools but the nation's first normal school west of the Alleghenies. The University of Michigan became a pioneer by admitting women in 1870 and became the foremost university to do so. A university degree allowed women to enter the professional working world and rise to prominent positions in both the state and nation. Presenter Susan L. Nenadic explores the challenges women faced in accessing education during this transformative period.

Registration for this program is required. For more information, please call 248-642-5800 or visit the [Library Website](#).

Bloomfield Township Public Library Book Sale on March 8

FRIENDS OF THE BLOOMFIELD TOWNSHIP PUBLIC LIBRARY

Second Saturday Book Sale

March 8, 2025
11 a.m. - 3 p.m.

Friends members get in ONE HOUR EARLY from 10 - 11 a.m.

Not a Friends member? Sign up at the book sale or become one today. Talk to the Welcome Desk.

Please bring a bag or box for your purchase.

DISCOVER

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

The Friends of Bloomfield Township Public Library will hold their Second Saturday Book Sale Saturday, March 8, from 11:00 a.m. to 3:00 p.m. Friends members may shop the sale early from 10:00 a.m. to 11:00 a.m., and memberships can be purchased at the door on the day of the sale.

The sale takes place on the lower level of the Library and includes thousands of books and audiovisual materials for all ages and interests, conveniently sorted into more than 50 categories. Highlights of this sale include needlecraft—knitting, crocheting, and embroidery, along with a mini feature of paperback books in Chinese. The sale always includes a wide array of subjects, and a room dedicated to music and film.

Since 1995, purchases made at the Second Saturday Sales have allowed the Friends to donate over \$1.85 million dollars to support the Library beyond their operating budget, donating over \$105,000 last year alone. Donations have paid for artwork and sculptures around the Library, the beautiful gardens, programs and events for adults and children, and additions to Library collections.

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

Bloomfield Township Public Library Celebrates March as National Reading Month



Bloomfield Township Public Library is proud to participate in National Reading Month which is designated as the month of March. The goal of National Reading Month is to encourage and remind Americans of all ages to read every day and celebrate the joy and benefits of reading.

"We are proud to participate in National Reading Month this March, a time to inspire readers of all ages to embrace the joy and benefits of reading. This month is dedicated to encouraging positive reading habits and celebrating the power of stories to bring communities together. Whether it's reading aloud with children or checking out books together at the library, National Reading Month offers opportunities for everyone to discover books that reflect their own interests," said Katherine Bryant, Assistant Library Director.

Events include:

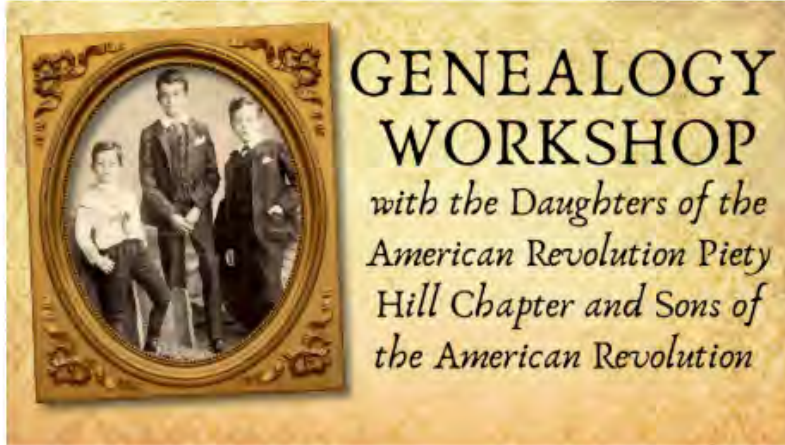
Family Story Time Saturday, March 8, 11:00 a.m. Families of all ages are invited to join us for stories, songs, rhymes, movement, and more fun on Saturday morning.

Teen Advisory Board (T.A.B.) Wednesday, March 12, 4:30 p.m. All teens are welcome to attend T.A.B. meetings to discuss books, make arts and crafts, play games, and more. Snacks provided. *Registration is required.*

Gamer Lounge Friday, March 14, 4:00 p.m. – 6:00 p.m. 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.

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

Bloomfield Township Public Library Welcomes Genealogy Workshop



Bloomfield Township Public Library is pleased welcome the Daughters of the American Revolution-Piety Hill Chapter (DAR) and Sons of the American Revolution Chapters (SAR) for a Genealogy Workshop Saturday, March 15, 2025, 12:00 p.m. to 3:00 p.m.

Volunteer genealogists from the DAR and SAR will provide a consultation of up to 30 minutes of guidance and assistance with your lineage questions. Registration is suggested but not required. Register by sending email to [Piety Hill Registrar](#). Walk-ins will be placed as genealogists are available.

Participants should bring family names, birth, marriage, and death dates including the places where these events occurred plus a pen and notebook.

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



Free Fun

BEST LIBRARIES WITH PLAY AREAS IN METRO DETROIT FOR NATIONAL READING MONTH!

By: Prea Ferrante on March 8, 2025

March is reading month and there's no better place to celebrate reading and books than at your local library. When you're looking to spend some extra time at the library, nothing beats a play area. The best part is that it's FREE! Check out our favorites listed below.



Bloomfield Township Public Library

1099 Lone Pine Road, Bloomfield Township, Michigan, 48302

There really is something for every kid at the Bloomfield Library. A soft block and felt wall is sure engage the little ones (and maybe some of the bigger ones). A puppet area, dollhouses, and trains are sure to spark some imaginative play.

NEWS & NOTES

7A/ BIRMINGHAM-BLOOMFIELD EAGLE • MARCH 5, 2025

OUR NEXT EDITION WILL DELIVER TO HOMES MARCH 19



Rotary Club raises money for youth through putt putt

BIRMINGHAM — The Birmingham Rotary Club is holding a Masters Putt Putt Party on Thursday, March 13 at Red Run Golf Club, located at 2036 Rochester Road in Royal Oak.

To join the fun, the cost is \$75 and includes indoor putt putt, a food station and drink ticket. Raffle tickets will be available to purchase at the event for a chance to win a trip to the 2025 Masters golf tournament on April 12 and April 13. The winner will be announced at the event.

Proceeds of the raffle will benefit local youth. The Birmingham Rotary Club is partnering with Orchards Children's Services and the YMCA to send 20 children in foster care to summer camp at Camp Nissokone in Oscoda, Michigan. The money will also support Birmingham Public School's presentation of "Protect Young Eyes," which revolves around helping families and educators handle the impact of social media on mental health. Email birminghamrotaryclub@gmail.com to RSVP to the event and for more information on the event and raffle. More information can also be found at birminghamrotary.com.

Library hosts history of women's education lecture

BLOOMFIELD TOWNSHIP — The Bloomfield Township Public Library will host the lecture "Dangerous Experiment," with Michigan history expert and educator Susan L. Nenadic, at 7 p.m. Monday, March 10. Organizers say the great issue of the 19th century was not suffrage but education. Advocates of women's suffrage, such as Elizabeth Cady Stanton, were educated women. Michigan's Washtenaw County boasted not only many co-ed high schools but the nation's first normal school west of the Alleghenies. The University of Michigan became a pioneer by admitting women in 1870 and became the foremost university to do so. A university degree allowed women to enter the professional working world and rise to prominent positions in both the state and nation. Nenadic is set to explore the challenges women faced in accessing education during this transformative period. Registration for this program is required. For more information, call the library at (248) 642-5800 or visit www.btpl.org.

March book sale

BLOOMFIELD TOWNSHIP — The Friends of Bloomfield Township Public Library will hold its Second Saturday Book Sale from 11 a.m. to 3 p.m. on Saturday, March 8. Friends members may shop the sale early from 10 a.m. to 11 a.m., and memberships can be purchased at the door on the day of the sale. The sale takes place on the lower level of the library and includes thousands of books and audiovisual materials for all ages and interests, conveniently sorted into more than 50 categories. Highlights of this sale include needlecraft — knitting, crocheting, and embroidery, along with a mini feature of paperback books in Chinese. The Friends are also continuing to accept donations of books and media in good condition. Since 1995, purchases made at the Second Saturday Sales have allowed the Friends to donate over \$1.85 million dollars to support the library beyond their operating budget, donating over \$105,000 last year alone. Donations have paid for artwork and sculptures around the library, the beautiful 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.



Photo provided by Bloomfield Hills High School

Local student recognized with award

BLOOMFIELD HILLS — Several Bloomfield Hills High School students were recognized via the Scholastic Art & Writing Awards program.

These prestigious awards, which receive submissions from students throughout the country, have been honoring creative students for the last 100 years.

Bloomfield Hills High School senior Dylan Psenka was awarded the American Visions Award and a Best of Show portfolio award.

High school holds technology workshop

BLOOMFIELD HILLS — Parents of students at Bloomfield Hills High School will participate in "Raising Healthy Teenagers: How to Support Our Children's Technology Use," a workshop that is set to take place from 9 a.m.-noon March 15.

In this workshop, parents in the district will discuss how to best support their children's technology use. Participating in the session, parents will have the opportunity to learn insights and practical strategies.

The keynote speakers will be psychotherapist Nicole Runyon and author of "The Culture," and Katey McPherson, the director of communications for Bloomfield Hills Schools, Inc., who is slated to present "Childhood 2.0: How to Reach Kids."

GROV AS 'H BIRM was chose Senior Sen Alumnus fr plishments Forbe Forbes Cor

Forbes can carry w "We a Keynote Sp Sr. stated v business m important, nity membe Catherine, and genero their time a am pleased seniors."

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COMMUNITY CALENDAR

26A/ BIRMINGHAM-BLOOMFIELD EAGLE • MARCH 5, 2025

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



MARCH 11

Troy/Birmingham/Bloomfield Senior Expo: Connect with dozens of organizations specializing in assistance and care, also free admission, health screenings, prizes, giveaways and refreshments, 10 a.m.-1 p.m., San Marino Club, 1685 E. Big Beaver Road in Troy, register at seniorexpos.com for chance to win gift card and more

The Birmingham Metropolitan Women's Club: Meets 10:30 a.m. every second Tuesday of month, hear from program graduate and mentor at Grace Centers of Hope, also luncheon, The Iroquois Club, 43248 Woodward Ave. in Bloomfield Township, RSVP to Chris at (248) 303-7339, tbmwc.com

MARCH 13

The Birmingham Musicales: Hear piano duo during "Spring Musical Boquet" concert, 1 p.m., Lutheran Church of the Redeemer, 1800 W. Maple Road, thebirminghammusicales.org

MARCH 15

Tour & Tea: Learn about Mary Chase Perry Stratton (co-founder of Pewabic Pottery), Maija Grotell (first head of ceramics program at Cranbrook Academy of Art) and other pioneering craftswomen and female artists, 1-3:30 p.m., Cranbrook House & Gardens, 380 Lone Pine Road in Bloomfield Hills, also held March 29, (248) 645-3147, housegardens.cranbrook.edu/events

Royal Oak St. Patrick's Day Parade: Family-friendly event featuring bands, floats, sports teams, scout groups and more, noon, starts at Royal Oak Middle School (709 N. Washington Ave.) and travels south on Washington Avenue before heading west on West Seventh Street, royaloakstpatricksdayparade.org

MARCH 16

Detroit Concert Choir: Hear "music of triumph," 3 p.m., Our Shepherd Lutheran Church, 2225 E. 14 Mile Road in Birmingham, (313) 882-0118, detroitconcertchoir.org

MARCH 21

Nightnotes Series: Presented by Detroit Chamber Winds and Strings, concert features Detroit Symphony Orchestra assistant principal trumpeter James Vaughen, 7:30-9:30 p.m., Hagopian World of Rugs, 850 S. Old Woodward Ave. in Birmingham, (248) 559-2095, detroitchamberwinds.org

MARCH 22-23

Spring Equinox Witches Market: Free event featuring 20 local artisans, makers and crafters, food truck and pop-up soup shop, and meet-and-greet and photos with Spring Faerie, noon-7 p.m. March 22 and noon-5 p.m. March 23, Boston Tea Room, 1220 Woodward Heights in Ferndale, bostontearoomevents@gmail.com, (248) 548-3830, bostontearoom.com

MARCH 26

'Elevate Your Well-Being' seminar: Females can learn empowerment through health and mindfulness using holistic approach, also interactive Q&A, 5:30-7:30 p.m., Imagine Palladium, 209 Hamilton Row in Birmingham, livewellleadwell.us, imagine-entertainment.com

MARCH 28

Chamber music concert: Hear students from University of Michigan's School of Music, Theatre & Dance, 7 p.m., also April 11 and 12, Bloomfield Township Public Library, 1099 Lone Pine Road, (248) 642-5800, btpl.org

MARCH 30

Hear Ferndale Community Concert Band: Performance celebrating 10th anniversary, 3 p.m., Orchestra Hall, 3711 Woodward Ave. in Detroit, next concerts at 3 p.m. May 4 and June 2, both at Ferndale High School, 881 Pinecrest Drive, fcconcertband.org

ONGOING

'Steel Magnolias': Comedy-drama about bond of six small-town southern women and their personal conflicts, 8 p.m. Thursdays, Fridays and Saturdays and 2 p.m. Sundays March 14-16, 21-23 and 27-30,

Birmingham Village Players, 34660 Woodward Ave., (248) 644-2075, birminghamvillageplayers.com

Senior Men's Club of Birmingham: Meets 10:30 a.m. most Fridays for luncheons and guest speakers, virtual and in person at The Iroquois Club, 43248 Woodward Ave. in Bloomfield Township, RSVP for lunches by previous Mondays, seniormensclub@gmail.com, seniormensclubbirmingham.com

Art exhibit: "2025 Current Student Works Show" includes pieces by Birmingham Bloomfield Art Center adult students and instructors, on display 10 a.m.-5 p.m. Mondays-Thursdays and 10 a.m.-4 p.m. Fridays-Saturdays until March 13, BBAC, 1516 S. Cranbrook Road in Birmingham, bbartcenter.org, read story at candgnews.com

Birmingham-Bloomfield Newcomers and Neighbors Club: Nonprofit comprising 270-plus women around world, group hosts monthly Welcome Coffee events to connect, share cultures and build friendships, also local activities including card games and sports, bbnc.membership@gmail.com, bbnewcomers.com

'The Science of Archimedes': Traveling exhibit celebrating Greek scientist and mathematician, on display noon-4 p.m. Sundays, 10 a.m.-5 p.m. Wednesdays, Thursdays and Saturdays, and 10 a.m.-10 p.m.

Fridays until June 1, Cranbrook Institute of Science, 39221 Woodward Ave. in Bloomfield Hills, 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

Birmingham-Ferndale Stamp Club: Meets 6 p.m. every first and third Tuesday of month (fellowship at 5:30 p.m.), Birmingham Next, 2121 Midvale St., birminghamstamp.club

Health workshops: For hypertension, diabetes, pre-diabetes and more, hosted by Corewell Health, free and virtual, corewellhealth.org/classes-events/southeast-michigan

Lupus support groups: 10 a.m. every second Tuesday of month and 7 p.m. every last Wednesday of month, Zoom, (248) 901-7299, milupus.org/support-groups

ADHD meetings: Hosted by CHADD of Eastern Oakland County, for adults and parents, 7:30-8:30 p.m., Zoom, see schedule on chadd.net/chapter-events/527

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BUSINESS CLIP

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March YOUTH Events Calendar

S	M	T	W	T	F	S
						01
02	03	04	05 My First Book Group 5:30 p.m.	06	07	08 Family Story Time 11 a.m. Friends of the Library Sale 11 a.m. - 3 p.m.
09	10 Book Worms 6:30 p.m.	11	12	13	14 Gamer Lounge 4 p.m. - 6 p.m.	15
16	17	18 Reading with the Dogs 6:30 p.m.	19 Brick Builders 6:00 p.m.	20 Paperbacks & Snacks 6:30 p.m.	21	22 Sensory Story Time 11 a.m.
23 30	24 Perler Bead Crafting 2 p.m. 31	25 "The Fabulous Fairy Tale" Puppet Show 6:30 p.m.	26 Pixar Movie Marathon 11 a.m. - 4:30 p.m.	27 Dungeons & Dragons for Tweens 2:30 a.m.-4:30 p.m. OR 5:30 p.m.-7:30 p.m.	28 Tots & Friends Playtime 10 a.m. - 12 noon	29

VISIT WWW.BTPL.ORG/EVENTS FOR MORE INFO



March is Reading Month Kindergarten Readers' Round Up

March 3 - March 21

During March, local kindergarten classes in the community are invited to the Youth Department's annual Kindergarten Readers' Roundups. Emerging readers tour the Youth Room, enjoy fun skits with favorite book characters, and much more! Details available through the schools.

Family Story Time

Saturday, March 8, 11 a.m.
No registration is required.



Families of all ages are invited to join us for stories, songs, rhymes, movement, and more fun.



Gamer Lounge

Friday, March 14, 4 p.m. - 6 p.m.
No registration is required.

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

Brick Builders: Favorite Book

Wednesday, March 19, 6:30 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.



Pixar Movie Marathon

Wednesday, March 26, 11 a.m. - 4:30 p.m.
A Bug's Life (G) - 11 a.m.
Brave (PG) - 12:45 p.m.
Ratatouille (G) - 2:30 p.m.
No registration is required.



Stop by the Youth Story Room for a viewing of three of our favorite Pixar files. Popcorn and water provided, but you may bring your own nut-free snacks. For families of all ages.



STORY TIMES

Family Story Time

Saturday, March 8, 11 a.m.

No registration required.

Families of all ages are invited to join us for stories, songs, rhymes, movement, and more fun.

Sensory Story Time

Saturday, March 22, 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.

PLAY TIME

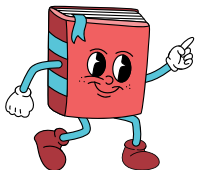
Tots and Friends Playtime

Friday, March 28, 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.



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, March 5, 5:30 p.m.

Registration is required.

Book Worms: Grades 2 – 3

Monday, March 10, 6:30 p.m.

Registration is required.

Paperbacks & Snacks: Grades 4 – 6

Thursday, March 20, 6:30 p.m.

Registration is required.

SPECIAL EVENTS



Perler Craft Beading

Monday, March 24, 2 p.m.

Registration is required.

Kids ages 6 – 12 are invited to make fun Perler bead creations. Participants can create an original design or use one of our patterns. Once each design is complete, library staff will melt each creation for participants to keep.

Reading with the Dogs

Tuesday, March 18, 6 p.m.

Registration is required.



Kids are invited to read to a furry friend at the Library. Licensed therapy dogs and their handlers will be ready to listen to readers in the Story Room. A great opportunity to practice your reading skills in a comfortable setting with no judgment from the dogs! Readers, ages 5 and up, can register for a 15-minute reading session.

“The Fabulous Fairy Tale”

Puppet Show

Tuesday, March 25, 6:30 p.m.

Registration is required.



MellyPop! Productions presents this fun, interactive puppet show for families of all ages. Join Squint and Melly for a potpourri of fun, frolicking, and fabulous fairy tales to help us celebrate March is Reading Month. *Please register all family members attending including adults.*

Dungeons and Dragons for Tweens

Thursday March 27

2:30 p.m. - 4:30 p.m. **OR** 5:30 p.m. - 7:30 p.m.

Registration is required.



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



Please contact us if you require any additional accommodations.



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



April YOUTH Events Calendar

S	M	T	W	T	F	S
		01 Preschool STEAMtime 10:30 a.m.	02 Baby Story Time 10:30 a.m. My First Book Group 5:30 p.m.	03 Toddler Story Time 10:30 a.m. Art Lab 6:30 p.m.	04 Tots & Friends Playtime 10 a.m. - 12 noon	05
06	07 Sleep Training Workshop 7 p.m.	08 Preschool STEAMtime 10:30 a.m.	09 Baby Story Time 10:30 a.m. Unicorn Party 5:30 p.m.	10 Toddler Story Time 10:30 a.m.	11 Tots & Friends Playtime 10 a.m. - 12 noon	12 Family Story Time 11 a.m. Friends of the Library Sale 11 a.m. - 3 p.m.
*****NATIONAL LIBRARY WEEK: BE A STAR READER APRIL 6 - 12*****						
13	14	15 Preschool STEAMtime 10:30 a.m. Brick Builders 6:30 p.m.	16 Baby Story Time 10:30 a.m. Book Worms 6:30 p.m.	17 Toddler Story Time 10:30 a.m. Stuffed Animal Sleepover drop off 4 p.m. - 6 p.m.	18 Tots & Friends Playtime 10 a.m. - 12 noon Stuffed Animal Sleepover pick up Noon - 6:30 p.m. Gamer Lounge 4 p.m. - 6 p.m.	19 Baby Parade 10:30 a.m.
20 	21	22 Preschool STEAMtime 10:30 a.m.	23 Baby Story Time 10:30 a.m.	24 Toddler Story Time 10:30 a.m. Reading with the Dogs 6 p.m.	25 Tots & Friends Playtime 10 a.m. - 12 noon	26 Sensory Story Time 11 a.m.
27	28	29 Preschool STEAMtime 10:30 a.m. Paperbacks & Snacks 6:30 p.m.	30 Baby Story Time 10:30 a.m.			

VISIT WWW.BTPL.ORG/EVENTS FOR MORE INFO



National Library Week Be a Star Reader

Sunday, April 6 - Saturday, April 12

Bring your favorite book to the Youth Services Department and have your photo taken with it in celebration of National Library Week. All participants will have their names entered into a special drawing. 20 lucky Star Readers will have their photo featured on READ posters that will be displayed monthly at the Library.



Sleep Training Workshop

Monday, April 7, 7 p.m.

Registration is required.

In this workshop led by certified infant and toddler sleep consultant Jessica Glenn, PT, DPT, attendees will learn about the ideal sleep environment, wake windows, safe sleep, sleep props, bedtime routine, independent sleep, sleep cycles, and more. Q & A time and handouts included.



Unicorn Party

Wednesday, April 9, 5:30 p.m.

No registration is required.

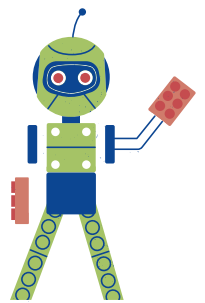
It's National Unicorn Day! Celebrate all things unicorn with crafts and activities for all ages.

Brick Builders: Robots

Tuesday, April 15, 6:30 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.



Baby Parade

Saturday, April 19, 10:30 a.m.

Registration is required.

Our youngest friends are invited to bring their stroller or wagon to the Library to make a float for our Baby Parade. Decorations will be provided, but you must bring your own stroller or wagon. For birth through age 3 with an adult.



Gamer Lounge

Friday, April 18, 4 p.m. - 6 p.m.

No registration is required.

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





STORY TIMES

Preschool STEAMtime: Story Time and Discovery

**Tuesdays, 10:30 a.m.
April 1 - May 6**

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.
April 2 - May 7**

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, 10:30 a.m.
April 3 - May 8**

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, April 12, 11 a.m.
No registration required.

Families of all ages are invited to join us for stories, songs, rhymes, movement, and more fun.

Sensory Story Time

Saturday, April 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.

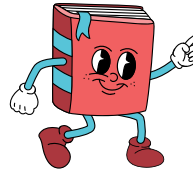
PLAY TIME

Tots and Friends Playtime

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.



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, April 2, 5:30 p.m.
Registration is required.

Book Worms: Grades 2 - 3

Wednesday, April 16, 6:30 p.m.
Registration is required.

Paperbacks & Snacks: Grades 4 - 6

Tuesday, April 29, 6:30 p.m.
Registration is required.

SPECIAL EVENTS

Art Lab

Thursday, April 3, 6:30 p.m.
Registration is required.



Explore different art mediums, some traditional and some not, in this creative program for young people ages 10 - 13.



Stuffed Animal Sleepover

Thursday, April 17, 4 p.m. - 6 p.m. drop off your stuffy
Friday, April 18, Noon - 6:30 p.m. pick up your stuffy
Registration is required.

Ever wonder what happens at the Library after it's closed? Guess what? Your stuffed friend can spend the night and find out for you! Bring your stuffed animal to the Youth Services Desk on Thursday afternoon, and pick them up, along with a special souvenir, the next day.

Reading with the Dogs

Thursday, April 24, 6 p.m.
Registration is required.



Kids are invited to read to a furry friend at the Library. Licensed therapy dogs and their handlers will be ready to listen to readers in the Story Room. A great opportunity to practice your reading skills in a comfortable setting with no judgment from the dogs! Readers, ages 5 and up, can register for a 15-minute reading session.



Please contact us if you require any additional accommodations.



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March 2025 Adult and Teen Programs

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
2	3 Adult and Teen Craft Kit Release: Spice Club Kits <i>Bloomfield Twp. residents only while supplies last</i> ***Don't Get Scammed! 5:30 p.m.	4 Fiber Arts Club 10 a.m. – Noon **Movie Discussion Club 7 p.m.	5 **Author Event: Shelby Van Pelt at The Berman Center for Performing Arts 6:30 p.m. **Pages Across Nations: An International Book Club 7 p.m.	6 	7 English Language Conversation Group 10 a.m. – Noon	8  Second Saturday Book Sale Friends of the Library Second Saturday Book Sale 10 a.m. – 3 p.m. <i>(First hour Friends members only)</i>
9	10 **Lecture: A Dangerous Experiment, 7 p.m. 	11 **What's Your Story?: A Memoir Writing Group, 1 p.m. 	12 ATS Craft Kit: Book Sewing Box *Teen Advisory Board, 4 p.m. ***Scanning and Photo Editing 5:30 p.m. **Writers' Rendezvous, 6:30 p.m.	13	14 English Language Conversation Group 10 a.m. – Noon	15 Genealogy Workshop: The Daughters of the American Revolution, Piety Hill Chapter, and the Sons of the American Revolution 12 p.m. – 3 p.m. <i>(Pre-register by emailing pietyhillregistrar@gmail.com)</i>
16	17 **Lunchtime Book Club 1 p.m. ***Computer and Internet Basics 5:30 p.m.	18 Fiber Arts Club, 10 a.m. – Noon **Tuesday Book Club, 10 a.m. **Classics Book Club, 7 p.m. **DIA Behind the Seen: Through Her Eyes II, Women Photographers, 7 p.m.	19 **Mystery Book Club 1 p.m. 	20	21 English Language Conversation Group 10 a.m. – Noon	22
23	24 **Monday Night Book Club 7 p.m. 	25 **What's Your Story?: A Memoir Writing Group 1 p.m.	26 **Writers' Rendezvous 6:30 p.m.	27 **Thursday Book Club 10 a.m. 	28 English Language Conversation Group, 10 a.m. – Noon **Romance/Romantasy Book Club: "Fade to Black," 4 p.m. After Hours U of M Chamber Music Concert, 7 p.m.	29
30	31 ***ChatGPT and AI 5:30 p.m.  ChatGPT	 <p>March is READING MONTH @ the Library Celebrate with these Special Events! For full listings visit www.btpl.org.</p> <p>Novel Knowledge: Trivia Challenge for Adults and Teens, March 1 – 31 Shelby Van Pelt at the Berman Center, Wednesday, March 5, 6:30 p.m. Lecture: A Dangerous Experiment, Monday, March 10, 7 p.m. DIA Behind the Seen: Through Her Eyes II, Tuesday, March 18, 7 p.m. Ongoing Teen and Adult 50 Book Challenge – Ask a Librarian for Details</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>	<p>Bloomfield Township Public Library Ninth Annual PHOTO CONTEST For all ages! January 6 - March 9, 2025 Nature in the Modern World Contest open to Bloomfield Township residents of all ages! btpl.org/photo-contest</p>

April 2025 Adult and Teen Programs

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
<p><i>*To register, email AskTeen@btpl.org, or call Adult and Teen Services, (248) 642-5800.</i></p> <p><i>**To register, email AskAdult@btpl.org, or call Adult and Teen Services, (248) 642-5800.</i></p> <p><i>***To register, email AskTech@btpl.org or call the Computer Help Desk, (248) 642-5800.</i></p> <p>OR register online at www.btpl.org/events</p>		<p>1</p> <p>Fiber Arts Club 10 a.m. – Noon</p> <p>**Movie Discussion Club 7 p.m.</p>	<p>2</p> <p>**Pages Across Nations: An International Book Club 7 p.m.</p> 	<p>3</p> <p>**Lecture: <i>Gone with the Wind</i> 7 p.m.</p> 	<p>4</p> <p>English Language Conversation Group 10 a.m. – Noon</p>	<p>5</p> <p>Bloomfield Township Public Library Ninth Annual PHOTO CONTEST</p> <p>Photo Contest Reception 2 p.m.</p>
<p>6</p> <p>History Harvest with Bloomfield Historical Society 1 p.m. – 3 p.m.</p>	<p>7</p> <p>Adult and Teen Craft Kit Release: Spice Club Kits <i>Bloomfield Twp. residents only while supplies last</i></p> <p>**Youth Services Caregivers Workshop: Sleep Training, 7 p.m.</p>	<p>8</p> <p>**What's Your Story?: A Memoir Writing Group 1 p.m.</p>	<p>9</p> <p>*Teen Craft Day: Diamond Art 4 p.m.</p> <p>***Google Apps 5:30 p.m.</p> <p>**Writers' Rendezvous 6:30 p.m.</p>	<p>10</p>	<p>11</p> <p>English Language Conversation Group 10 a.m. – Noon</p> <p>After Hours Concert: U of M Chamber Music Concert 7 p.m.</p>	<p>12</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>SPECIAL DAY AND TIME: U of M Chamber Music Concert 3 p.m.</p>
<p>13</p>	<p>14</p> <p>***Microsoft Excel I 5:30 p.m.</p> <p>**Silence Between the Shelves: A Six-Week Meditation Series 7 p.m.</p>	<p>15</p> <p>Fiber Arts Club 10 a.m. – Noon</p> <p>**Tuesday Book Club 10 a.m.</p> <p>**Science Fiction/Fantasy Book Club 7 p.m.</p>	<p>16</p> <p>Adult and Teen Craft Kit Release: Paper Lotus Flowers <i>Bloomfield Twp. residents only while supplies last</i></p> <p>**Mystery Book Club 1 p.m.</p>	<p>17</p>	<p>18</p> <p>English Language Conversation Group 10 a.m. – Noon</p>	<p>19</p>
<p>20</p> <p>LIBRARY CLOSED FOR EASTER</p> 	<p>21</p> <p>**Lunchtime Book Club 1 p.m.</p> <p>***Microsoft Excel II, 5:30 p.m.</p> <p>**Silence Between the Shelves: A Six-Week Meditation Series 7 p.m.</p>	<p>22</p> <p>**What's Your Story?: A Memoir Writing Group, 1 p.m.</p> <p>**Lecture: Demystifying Composting – Best Practices to Create a Healthy Soil Amendment 7 p.m.</p>	<p>23</p> <p>***Don't Get Scammed! 5:30 p.m.</p> <p>**Writers' Rendezvous 6:30 p.m.</p>	<p>24</p> <p>**Thursday Book Club 10 a.m.</p> 	<p>25</p> <p>English Language Conversation Group 10 a.m. – Noon</p> <p>**Romance/Romantasy Book Club: "Fade to Black" 4 p.m.</p>	<p>26</p>
<p>27</p>	<p>28</p> <p>**Monday Night Book Club 7 p.m.</p> <p>**Silence Between the Shelves: A Six-Week Meditation Series 7 p.m.</p>	<p>29</p> <p>***Lecture: Working With, Not Against, Your Garden 7 p.m.</p>	<p>30</p>	<p>Featured Spring Programs @ the Library</p> <p>**Youth Services Caregivers Workshop: Sleep Training, Monday, April 7, 7 p.m. Learn about the ideal sleep environment, wake windows, and bedtime routines for your young child.</p> <p>**Lecture: Demystifying Composting – Best Practices, Tuesday, April 22, 7 p.m. Learn the basics of at-home composting, including the Bokashi method, to enhance your garden soil.</p> <p>**Lecture: Working With, Not Against, Your Garden, Tuesday, April 29, 7 p.m. Learn to avoid pesky situations that lead to frustration with your garden from a Master Gardener.</p>		

DATES FOR THE LIBRARY BOARD OF TRUSTEES

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

Wednesday, March 19, 10:30 a.m. – Friends of the Library
Board Meeting

Saturday, April 5, 2:00 p.m. – Photo Contest Reception

Saturday, April 12, 10:00 a.m. - 3:00 p.m. – Friends Second Saturday Sale
(with the first hour, 10:00 - 11:00 a.m., open to Friends members only)

Thursday, April 17, 1:00 p.m. – Volunteer Reception

Tuesday, April 22, 7:00 p.m. – Library Board Meeting (all Trustees)
(note: this is the 4th Tuesday of the month)

Wednesday, April 23, 11:00 a.m. – Friends Annual Meeting and Luncheon

Tuesday, April 29, 7:00 p.m. – Ambassadors Group (all Trustees)