

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

Bloomfield Township Public Library
Oakland County, Michigan
Tuesday, January 20, 2026
Library Board Room

At 6:59 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, Dani Gillman, Judy Lindstrom, Joan Luksik, Joy Murray, and Shane Spradlin

Trustees Absent: None

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

Guests: Jared Secor, C2AE (via Teams); Anna Pelepchuk, Circulation Department Head and SOC Representative

Upon discussion, a motion was made by Joy Murray, seconded by Joan Luksik **TO APPROVE THE ORDER OF ITEMS FOR THE REGULAR AND CONSENT AGENDAS.**

A vote was taken for approval of the motion.

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

Nays: None

MOTION CARRIED

PRESIDENT'S VERBAL REPORT:

President Shane Spradlin remarked that the Library is a cold weather refuge. The fullness of the parking lot is spectacular, and the breadth of activities is noteworthy. He commented on the many students using the space to study. He recently attended the Friends Second Saturday Sale and expressed surprise at the long line to get in.

DIRECTOR'S VERBAL REPORT:

Director Moon acknowledged the Library continues to be busy with Bloomfield Hills students during another exam week. The parking lot is full, and many of the tables and chairs throughout the Library are in use. The Library is pleased that students continue to choose it as the place to study.

She recommended looking at the many display cases throughout the Library. The Lobby Display case contains many beautiful quilts courtesy of Great Lakes Heritage Quilters. The Local History display cases feature artwork by second-grade classes at

Conant Elementary, who were asked to design a postcard about a favorite place in Bloomfield Township and write about the place on the back of the postcard. The postcards will eventually be placed in the Local History Archive collection for future researchers to consult.

The Library is hosting an opening reception for the American Revolution Experience, a collaborative project of the American Battlefield Trust and the National Society Daughters of the American Revolution (NSDAR), presented by the Piety Hill Chapter, NSDAR – Birmingham, Michigan. This exhibit includes display panels and interactive digital kiosks that use storytelling, illustration, technology, unique artifacts, and primary accounts to connect modern audiences with the people and places that shaped the birth of this nation. The reception is on Sunday, January 25 from 12:30-2pm. The Trustees are invited to attend. The exhibit will be open to the public through Friday, January 30 in the Community Room.

BUDGET:

- President Spradlin inquired about the check to Bulk Bookstore, which was for materials for One District, One Book. This is an effort between the elementary schools and the Library. Students read the same book and there are many programs inspired by it. The author comes to speak. The Library purchases a copy for each student, almost 2,000 copies, which are paid for with gift funding from the Friends of the Library.
- President Spradlin inquired about Mobility City, the company that supplies the mobility scooters. This was for the monthly maintenance fee.
- President Spradlin inquired about money to Bloomfield Township. This month was high because it included two payrolls, annual pension contributions, annual health savings account contributions, and other annual fees due at beginning of year.
- President Spradlin inquired about Lakeshore Learning, which is a vendor of books and DVDs.
- President Spradlin inquired about Micromarketing, which is a vendor of CDs and DVDs.
- President Spradlin remarked about the budget, observing that the Library is 75% through the fiscal year. Maintenance is over budget and everything looks fine. He asked about the asset allocation summary. The RBC Investment was listed as having a yield of 4.73% which was incorrect. The correct annual yield is 4.14%.
- President Spradlin inquired about the Library receiving more than \$8 million dollars in tax revenue over next three months.
- The postage is high, but there is nothing that can be done about it.
- Trustee Joy Murray inquired about penal codes and the possibility of this funding being rerouted to other government agencies.

Upon discussion, a motion was made by Shane Spradlin, seconded by Judy Lindstrom **TO APPROVE THE MONTHLY CASH DISBURSEMENTS IN THE FORM OF CHECKS #25335-25403, #5744-5750 FOR A GRAND TOTAL OF \$947,545.48.**

A vote was taken for approval of the motion.

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

Nays: None

MOTION CARRIED

CONSENT AGENDA:

Nothing was removed from the consent agenda.

CALL TO THE PUBLIC:

Anna Pelepchuk, representing the SOC, provided an update on their activities.

UNFINISHED BUSINESS:

The Committee assignments were left open in the previous meeting. It was decided that everyone will remain in their current assignments without changes. The board will lend support in attendance of the Friends of the Library meetings if Trustee Keith Carduner needs it.

NEW BUSINESS:

A. DESIGN DEVELOPMENT PHASE CLOSE OUT

Tera Moon provided an overview of the Library Design Project's design development phase. Jared Secor of C2AE was present to answer additional questions. The design development phase of the Library Design Project is ending. In December, the design was reviewed during a 60% page-turn meeting and a thorough review at the Building and Grounds Committee meeting.

Upon discussion, a motion was made by Joy Murray, seconded by Dani Gillman **TO APPROVE THE LIBRARY DESIGN PROJECT'S DESIGN DEVELOPMENT PHASE AS SHOWN ON THE ARCHITECTURAL FLOOR PLANS.**

A vote was taken for approval of the motion.

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

Nays: None

MOTION CARRIED

B. BANK SIGNATORIES

Tera Moon reported that there was a recent change in Library Board officers. This requires a resolution to approve a change in bank signatories. As per the procedure required by financial institutions, a copy of a duly signed board resolution is required for bringing change to the bank account authorized signatories.

Upon discussion, a motion was made by Joan Luksik, seconded Shane Spradlin by **TO APPROVE THE RESOLUTION AUTHORIZING SIGNATURES, INCLUDING FACSIMILE SIGNATURES, FOR BANKING SERVICES ON BEHALF OF THE BLOOMFIELD TOWNSHIP PUBLIC LIBRARY AS PRESENTED EFFECTIVE JANUARY 20, 2026.**

A vote was taken for approval of the motion.

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

Nays: None

MOTION CARRIED

OTHER:

President Spradlin inquired about the status of the Director's Review. All parts have been received, and the procedure was explained by the personnel committee. There will be a personnel committee meeting on February 3.

President Spradlin inquired about the vending, specifically the coffee prices. It is a challenge for the vendors to keep the machines running and stocked.

Trustee Joan Luksik attended the Staff Party and expressed it was nice to see everyone.

Trustee Luksik expressed kudos to Materials Services, with all the detail for their efforts in transitioning to the new vendor.

Trustee Dani Gillman commented on the modifications being made to service desks for security purposes. She was curious if there would be eligibility for a grant to recover costs. The improvements to security and safety with the redesign project were discussed.

The next Library Board of Trustees meeting will be Tuesday, February 17, 2026 at 6:30 p.m.

A motion was made by Shane Spradlin, seconded by Judy Lindstrom **TO ADJOURN THE MEETING AT 7:47 P.M.**

A vote was taken for approval of the motion.

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

Nays: None

Submitted by:



Keith Carduner, Board Secretary