

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

Bloomfield Township Public Library
Oakland County, Michigan
Tuesday, March 17, 2026
Library Board Room

At 6:30 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, Joy Murray, and Shane Spradlin

Trustees Absent: Dani Gillman and Joan Luksik

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

Guests: Paul Zink, IT Department Head; Jane Bersche, Administration Library Assistant II and SOC Representative

Upon discussion, a motion was made by Judy Lindstrom, seconded by Keith Carduner **TO APPROVE THE ORDER OF ITEMS FOR THE REGULAR AND CONSENT AGENDAS.**

A vote was taken for approval of the motion.

Ayes: Carduner, Lindstrom, Murray, and Spradlin

Nays: None

MOTION CARRIED

PRESIDENT'S VERBAL REPORT:

President Shane Spradlin praised the detail and accuracy of the budget. He observed that it is a ton of work and he appreciates everyone's efforts. He also acknowledged the attack on Temple Israel in West Bloomfield. "We think of our library as the center of community, in many ways, each of our houses of worship are the centers of our community, too, and the attack in Temple Israel, it's an attack on the whole community." He wanted to acknowledge loss of security in a place that they love in their community center.

DIRECTOR'S VERBAL REPORT:

Director Moon also acknowledged the attack on Temple Israel. She observed that it was meant to sow fear in the Jewish community, in West Bloomfield, and Southeast Michigan and is an ugly thing. It was a harrowing time at the Library when we did not know what was going on and worried about our community. She is glad that teachers

and staff at the temple were trained and that there were not more injuries. She hopes for healing for the community. There was interfaith cooperation and collective support from the surrounding communities.

March is a month with lots to celebrate and honor. Groups of kindergarten students have been coming to Youth Services for Kindergarten Readers Roundups. Director Moon was invited to be a guest reader at Conant Elementary School, which was a lot of fun.

Friday is the start of spring, even though not feel like it. It is severe weather awareness week, so there may or may not be a tornado drill this week.

The 10th annual Photo Contest submission period closed. 71 photographers submitted 123 photos on the theme of "Small Wonders." Voting for the People's Choice Award will go live next week, from Monday, March 23 through Sunday, March 29. During this time, the judges will also review all the entries to select 1st, 2nd, and 3rd place winners in each age category (children, teens, and adults), as well as Best in Show. For the past ten years, the same three judges have committed to reviewing these photos and provided nice comments on them. Winners will be announced at the Photo Contest Reception on Saturday, April 18 at 2:00 p.m. Please join us for this fun celebration of art and community

Tera, Katherine, and Adult and Teen Services Department Head Laura J. Kraly attended a PLA webinar on Tuesday, February 24 about responding to ICE in public libraries. It featured Scott Duimstra of Hennepin County Library, which includes the city of Minneapolis. Libraries are public buildings, which means that law enforcement can enter public areas without a warrant. One of the most important takeaways is that only the Library Director can work with law enforcement when they have a warrant or request access to non-public areas. Administration will plan staff training on this topic soon.

The AI Committee recently shared an overview of their work, a draft of an AI policy, and a plan for staff training on AI. This was led by Linden Godlove, and several staff members from across many departments and positions contributed. Director Moon shared these documents with the Management Advisory Committee for review and discussion.

The chamber music concert scheduled for last Friday, March 13 was cancelled due to the severe weather, including high winds.

BUDGET:

Director Moon shared about tracking the Library Design Project. A separate account was created to track and share the budget, including progress and milestones, with the whole context of the project. The board provided feedback on what details were wanted.

- President Spradlin asked about Arbor Oakland, which is the company that prints the Library's newsletter.
- President Spradlin inquired about Farmington Community Library, which is the fiduciary for Metronet, a consortium that technology is purchased through. Five or six databases are included in this transaction.
- President Spradlin inquired about *Value Line*, which is a financial publication.
- President Spradlin asked about Velocity HS, which is a subscription for materials safety data sheets.
- President Spradlin commented on the consistency of the budget spending.

Upon discussion, a motion was made by Shane Spradlin, seconded by Judy Lindstrom to **APPROVE MONTHLY CASH DISBURSEMENTS IN THE FORM OF CHECKS #25471-25530, #5759-5765 for a Grand Total of \$529,384.15.**

A vote was taken for approval of the motion.

Ayes: Carduner, Lindstrom, Murray, and Spradlin

Nays: None

MOTION CARRIED

CONSENT AGENDA:

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

A vote was taken for approval of the motion.

Ayes: Carduner, Lindstrom, Murray, and Spradlin

Nays: None

Nothing was removed from the consent agenda.

CALL TO THE PUBLIC:

Jane Bersche, representing the SOC, provided an update on their activities.

UNFINISHED BUSINESS:

None.

NEW BUSINESS:

A. Consider Approval of Expenditure to Upgrade Firewall

Tera Moon reported that the Library's primary firewall reaches "end of life" on August 31, 2026, after which it will no longer receive security updates. Following an evaluation of market leaders (Palo Alto, Fortinet, Meraki, and Cisco) by IT Head Paul Zink and Sentinel Technologies, the team recommends upgrading to

a Cisco Firepower dual-firewall system. This solution provides high-quality redundancy, eliminates staff retraining, and migrates to a more reliable cloud platform.

Director Moon requested a waiver of the formal RFP process for the \$36,521 project, citing the thorough market research already conducted, the risk mitigation provided by using a long-term trusted vendor (Sentinel), and the need to meet the August 2026 deadline.

Cost Breakdown:
Hardware & Switches: \$16,536
Cloud Licensing: \$5,877
Professional Services: \$14,108
Total Project Cost: \$36,521

Upon discussion, a motion was made by Judy Lindstrom, seconded by Joy Murray **TO APPROVE THE REPLACEMENT OF THE FIREWALL USING CISCO'S FIREPOWER AND ENGAGING WITH SENTINEL TECHNOLOGIES, 2550 WARRENVILLE ROAD, DOWNERS GROVE, ILLINOIS 60515.**

A vote was taken for approval of the motion.

Ayes: Carduner, Lindstrom, Murray, and Spradlin

Nays: None

MOTION CARRIED

B. FY 2025/2026 Amended Budget and FY 2026/2027 Proposed Budget

Director Moon presented the proposed balanced budget that includes the FY 2025-2026 amended budget and the FY 2026-2027 proposed budget for the Board's review.

Upon discussion, a motion was made by Joy Murray, seconded by Judy Lindstrom **TO APPROVE ON A FUNCTIONAL AND TOTAL FUND BASIS THE PRELIMINARY PROPOSED GENERAL FUND BUDGET, AS ATTACHED, FOR FISCAL YEAR APRIL 1, 2026 - MARCH 31, 2027, IN THE FOLLOWING AMOUNTS FOR THE SUPPORT AND MAINTENANCE OF BLOOMFIELD TOWNSHIP PUBLIC LIBRARY:**

\$11,283,687 REVENUES
\$14,582,438 EXPENDITURES

- **FUND BALANCE RESERVES SHALL BE DECREASED BY: \$3,298,752 NET SURPLUS/DEFICIT.**

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, 2025 - MARCH 31, 2026, IN THE FOLLOWING AMOUNTS FOR THE SUPPORT AND MAINTENANCE OF BLOOMFIELD TOWNSHIP PUBLIC LIBRARY.

\$10,698,483 REVENUES
\$8,746,263 EXPENDITURES

- **FUND BALANCE RESERVES SHALL BE INCREASED BY: \$1,952,220 SURPLUS/DEFICIT.**

THERE IS NOT PLANNED USE OF FUND BALANCE.

*A vote was taken for approval of the motion.
Ayes: Carduner, Lindstrom, Murray, and Spradlin
Nays: None*

MOTION CARRIED

Upon discussion, a motion was made by Keith Carduner, seconded by Joy Murray **TO APPROVE ON A TOTAL FUND BASIS THE PROPOSED GIFT FUND BUDGET, AS ATTACHED, FOR FISCAL YEAR APRIL 1, 2026 - MARCH 31, 2027, IN THE FOLLOWING AMOUNTS FOR THE SUPPORT AND MAINTENANCE OF THE 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, 2025 - MARCH 31, 2026, IN THE FOLLOWING AMOUNTS FOR THE SUPPORT AND MAINTENANCE OF BLOOMFIELD TOWNSHIP PUBLIC LIBRARY.

\$89,120 REVENUES
\$250,042 EXPENDITURES

*A vote was taken for approval of the motion.
Ayes: Carduner, Lindstrom, Murray, and Spradlin
Nays: None*

MOTION CARRIED

OTHER:

President Spradlin inquired about the Birmingham Bloomfield Chamber among the comments. The Library has been a long-term member of the Chamber. It is a connection with the business community. They have offered interesting trainings.

President Spradlin addressed a comment from an unhappy patron. He said that Library staff do not have to tolerate abuse from the patrons. He said that staff could be more terse in response.

Trustee Lindstrom observed that plants are starting to pop up on the grounds.

Trustee Murray inquired about the planting in the north lot. Trustee Lindstrom would like to provide input.

Trustee Murray asked if the Library needs to investigate greater security options, in light of the recent attack in the community. There were discussions of options. The Library Design Project also includes changes that will improve safety.

The next Library Board of Trustees meeting will be Tuesday, April 28, 2026 at 6:30 p.m.

A motion was made by Shane Spradlin, seconded by Judy Lindstrom **TO ADJOURN THE MEETING AT 7:14 PM.**

A vote was taken for approval of the motion.

Ayes: Carduner, Lindstrom, Murray, and Spradlin

Nays: None

MOTION CARRIED

Submitted by:



Keith Carduner, Board Secretary