MINUTES OF THE BLOOMFIELD TOWNSHIP PUBLIC LIBRARY BOARD OF TRUSTEES

Bloomfield Township Public Library
Oakland County, Michigan
Tuesday, July 21, 2026
Library Board Room

At 6:34 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, Joy Murray, and Shane Spradlin
Trustees Absent:	Joan Luksik
Administration:	Library Director Tera Moon, Assistant Library Director Katherine Dupuis, and Administrative Assistant Linden Godlove
Guests:	Alan Panter, Principal, Yeo and Yeo; Aaron A. Phillips, Project Director, McCarthy & Smith, Inc; Allison Veneroni, Next Chapter Library Intern; Allyson Coan, Adult and Teen Services Librarian and SOC Representative

Upon discussion, a motion was made by Joy Murray, seconded by Dani Gillman, **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, Murray, and Spradlin
Nays: None
MOTION CARRIED

PRESIDENT'S VERBAL REPORT:
President Shane Spradlin said he had nothing to say more impressive than having just seen a bald eagle in the Library as part of a library program.

DIRECTOR'S VERBAL REPORT:
Director Moon reported on the Used Equipment Sale that was held Saturday, July 18. The sale was a great success, clearing out a lot of furniture to make way for the renovation and yielding $3,102.

Allison Veneroni, Next Chapter Library Intern, was introduced. This paid internship is part of a pilot program run by Larry Neal, Director of Clinton Macomb Public Library.

Early voting starts Saturday, July 25. Interested voters should check the Bloomfield Township Clerk's Office website for dates, times, and other info regarding voting.

There will be a special board meeting on Thursday, July 30 at 10:00 a.m.

BUDGET:

- Trustee Dani Gillman inquired about All Surface Restoration and wanted to know if it was an additional payment for the parking lot repairs.
- President Shane Spradlin asked about LinkedIn Learning Resource, an online database with tutorials, training courses, and skill building.
- President Shane Spradlin asked about $18,285 to Siemens. This is the building automation system that controls the HVAC system, which is the sensors and software that control temperatures.
- President Shane Spradlin observed the check to DTE was very high at $29,113.65. Director Moon reported that the usage is similar to last year, but the price per kilowatt hour is higher this year.
- President Shane Spradlin asked about myfilmfriend, an online streaming service that provides foreign, art, and documentary films.
- President Shane Spradlin observed the budget spending is in great shape, averaging 25% through the year with nothing that stood out.
- President Shane Spradlin observed the Asset Allocation Summary with the RBC Capital Investments annual yield of 3.82% and remarked positively on this.

Upon discussion, a motion was made by Judy Lindstrom, seconded by Keith Carduner, **TO APPROVE MONTHLY CASH DISBURSEMENTS IN THE FORM OF CHECKS #25739-25808, #5784-5794 FOR A GRAND TOTAL OF $673,555.33.**

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

CONSENT AGENDA:
Nothing was removed from the consent agenda.

CALL TO THE PUBLIC:
Allyson Coan, representing the SOC, provided an update on their activities.

UNFINISHED BUSINESS:
No unfinished business.

NEW BUSINESS:
12A. 2025-2026 AUDIT PRESENTATION
Alan Panter, Principal of Yeo & Yeo, provided a verbal overview of the audit.

The Library received a clean or unmodified opinion from Yeo & Yeo for FY 2025-2026.

Alan Panter answered questions from the Trustees.

Upon discussion, a motion was made by Shane Spradlin, seconded by Joy Murray, **TO ACCEPT THE FISCAL YEAR 2025-2026 AUDIT REPORT AS PRESENTED AND PLACED ON FILE.**
A vote was taken for approval of the motion.
Ayes: Carduner, Gillman, Lindstrom, Murray, and Spradlin
Nays: None
MOTION CARRIED

12B. CONSIDER APPROVAL OF SUBCONTRACTOR AND TOTAL BID PACKAGE FOR LIBRARY RENOVATION PROJECT AS PREPARED BY MCCARTHY & SMITH
Director Moon introduced Aaron Phillips, Construction Manager at McCarthy & Smith. Aaron Phillips presented the bid package and explained the process of creating the package and receiving the bids.

Upon discussion, a motion was made by Keith Carduner, seconded by Dani Gillman, **TO APPROVE AWARDING THE SUBCONTRACTOR AND TOTAL BID PACKAGE AS SUBMITTED AND PRESENTED BY MCCARTHY & SMITH.**
A vote was taken for approval of the motion.
Ayes: Carduner, Gillman, Lindstrom, Murray, and Spradlin
Nays: None
MOTION CARRIED

OTHER:
There was discussion from the trustees on the reporting of Library Design Project expenses. President Spradlin commented on the $25K spending threshold for approval. It was determined that Director Moon would report in more detail and provide proposals for spending at the Building and Grounds committee meetings, as well as updated timelines. They all agreed they wanted more reporting from the director with every board packet, as the spending in each category is finalized.

President Spradlin wished to discuss some of the patron comments. One was from someone with a hearing-impaired child interested in a program. The Library works with a company to hire ASL interpreters when needed. Trustee Dani Gillman thought this should be celebrated publicly more, and there were suggestions for promoting this in the newsletter.

President Spradlin inquired about the patron complaint of vending machine fraud. The machine has an upcharge for credit cards, which is the only currency it currently accepts; however, the prices are listed without this upcharge. Occasionally, the price has not been changed when the machine has been stocked with a different item.

President Spradlin asked about the door count being low. This was due to the door counter not working for a short time.

The next meeting scheduled is Tuesday, August 18, 2026, 6:30 p.m.

A motion was made by Shane Spradlin **TO ADJOURN THE MEETING AT 7:52 PM.**

Submitted by:



Keith Carduner, Board Secretary