

Minutes
West Bloomfield Township Public Library
Board of Trustees Meeting
March 19, 2013

Present: Bordman, Kravetz, Holtz, Macon, Meyer, Osthaus, Bohrer

Absent: None

Call to Order

President Macon called the meeting to order at 7:30 p.m.

Approval of Agenda

MOTION:

MOVE TO APPROVE THE AGENDA FOR THE MARCH 19, 2013 MEETING.

Moved: Kravetz

Second: Osthaus

Ayes: Kravetz, Osthaus, Bordman, Holtz, Macon, Meyer

Nays: None

MOTION CARRIED.

Correspondence

- Correspondence was received from the Louise Saks Parliamentary Unit regarding a donation to the Library of *Robert's Rules of Order* 11th edition.
- Correspondence was received from the family of Mary Levi regarding a memorial plaque.
- Correspondence was received from Yasuhiko Kado, Mayor of Awaji City, Japan, thanking the Library for the delegation calendars.

Approval of Minutes

MOTION:

MOVE TO APPROVE THE MINUTES FOR THE FEBRUARY 20, 2013 MEETING.

Moved: Kravetz
Second: Bordman
Ayes: Kravetz, Bordman, Macon, Osthaus
Nays: None
Abstain: Holtz, Meyer

MOTION CARRIED.

Financial Report

The February 2013 financial statements were received.

Director's Report

The Director reported on the following:

- The federal government sequestration reduced the IMLS' budget by \$12 million, with \$7.866 cut from LSTA which will directly impact state libraries.
- The Library sponsored a well-attended preschool open house on February 16, 2013, which included first-time participation of two Library partners—Beaumont Children's Hospital and the Great Start Collaborative of Oakland County.
- The West Bloomfield Township Board approved moving forward with the entire civic center paving project at their meeting on March 18, 2013.
- Plans have been developed to move high attendance summer programming off-site due to the civic center paving construction.
- The Library's guide to services has been revised due to the generous support of the Friends of the Library.

The Director's Report was received.

Accounts Payable

MOTION:

MOVE TO APPROVE ALL BILLS AND ACCOUNTS DUE IN THE AMOUNT OF \$125,285.63 AND RATIFY EXPENSES INCURRED SINCE FEBRUARY 20, 2013 IN THE AMOUNT OF \$167,111.50.

Moved: Osthaus
Second: Holtz
Ayes: Osthaus, Holtz, Bordman, Kravetz, Macon, Meyer
Nays: None
MOTION CARRIED.

Old Business: Approval of Westacres Historical Society’s Wayside Interpretative Exhibit Request

The Board discussed the site visit to the Westacres Branch to review the two possible locations for the interpretative exhibit.

MOTION:

MOVE TO APPROVE THE REQUEST FROM THE WESTACRES HISTORICAL SOCIETY TO PERMANENTLY PLACE TWO WAYSIDE INTERPRETATIVE SIGNS ON LIBRARY PROPERTY AT THE WESTACRES BRANCH, AT THE AGREED UPON LOCATION (PROPOSED SITE #2), SUBJECT TO APPROVAL OF THE WEST BLOOMFIELD TOWNSHIP ZONING BOARD OF APPEALS.

Moved: Osthaus
Second: Bordman
Ayes: Osthaus, Bordman, Kravetz, Holtz, Macon, Meyer
Nays: None
MOTION CARRIED.

Director Bohrer was directed to provide the Westacres Historical Society with a letter of support for their application to the Zoning Board of Appeals.

Old Business: Approval of Participation in the Civic Center Paving Project

The Board reviewed the report prepared by Marshall Labadie, Development Services Director, for the West Bloomfield Township Board regarding the civic center paving project. The contract was awarded to Nagle Paving Company at a cost of \$1,718,593.04, which was the low bid. The Library’s share is estimated at \$423,598.00. The project should begin sometime in April/May 2013. The Library has funds to cover the cost of the project construction within the Capital Improvements and Automation Development Fund.

MOTION:

MOVE TO APPROVE PARTICIPATION IN THE CIVIC CENTER PAVING PROJECT BASED ON THE DECISION OF THE WEST BLOOMFIELD TOWNSHIP BOARD OF TRUSTEES TO PROCEED WITH THE ENTIRE SCOPE OF THE PROJECT.

Moved: Holtz
Second: Osthaus
Ayes: Holtz, Osthaus, Bordman, Kravetz, Macon, Meyer
Nays: None
MOTION CARRIED.

Bohrer was directed to inform the Township that the Library Board and Director must be kept apprised of all aspects of the project as it moves forward, which was not the case in previous parking lot rehabilitation projects.

Approval of FY 2012-2013 Final Budget Adjustments

Director Bohrer reviewed the proposed adjustments. Property tax income is projected to come in on budget. There was an increase in penal fines and state aid revenue over what was budgeted.. The employer contribution to the defined contribution retirement plan is set at 9.5%. A transfer will be made to the Accrued Benefits Fund in the amount of \$75,000 and to the Capital Improvement and Automation development Fund in the amount of \$381,540 and included under replacement/reserve.

MOTION:

MOVE TO APPROVE THE FY 2012-2013 FINAL BUDGET ADJUSTMENTS AS PRESENTED.

Moved: Holtz
Second: Osthaus
Ayes: Holtz, Osthaus, Bordman, Kravetz, Macon, Meyer
Nays: None
MOTION CARRIED.

APPROVAL OF REQUEST FROM SISTER LIBRARY TO HOST A DELEGATION IN 2013

Bohrer shared the correspondence from our Sister Library requesting another youth delegation visit on July 31-August 1, 2013. Bohrer further reported that the visit will probably become an annual event. Trustee Osthaus reported that the Friends of the Library have already voted to financially support the activities during the visit, as they did this past summer.

MOTION:

MOVE TO APPROVE HOSTING A SISTER LIBRARY DELEGATION IN SUMMER 2013.

Moved: Kravetz

Second: Osthaus

Ayes: Kravetz, Osthaus, Bordman, Holtz, Macon, Meyer

Nays: None

MOTION CARRIED.

The meeting was adjourned at 8:25 p.m.

Carol Kravetz, Secretary