

Minutes
For the West Bloomfield Township Public Library
Board of Trustees Meeting of
October 11, 2017

Present: Eickemeyer, Foster, Holtz, Kravetz, Macon, Meyer, Bohrer

Absent: None

Call to Order

President Kravetz called the meeting to order at 7:00 p.m.

Approval of Agenda

MOTION:

MOVE TO APPROVE THE AGENDA FOR THE OCTOBER 11, 2017 MEETING.

Moved: Holtz

Second: Macon

Ayes: Holtz, Macon, Eickemeyer, Foster, Kravetz, Meyer

Nays: None

MOTION CARRIED.

Approval of Minutes

MOTION:

MOVE TO APPROVE THE MINUTES FOR THE SEPTEMBER 13, 2017 MEETING.

Moved: Holtz

Second: Foster

Board Meeting Minutes
October 11, 2017

Ayes: Holtz, Foster, Eickemeyer, Kravetz, Macon, Meyer
Nays: None
MOTION CARRIED.

Financial Report

The September 2017 financial statements were received.

Director's Report

Director Bohrer reported on the following:

- The initial payment of an estate gift left to the Library by a long-standing member of the Friends of the Library and West Bloomfield resident has been received.
- Representatives from Empower Retirement and Plante & Moran Financial Advisors are presenting workshops and individual meetings for staff on October 16-18, 2017 to discuss both the 401a and 457 retirement plans. All assets have been successfully moved from current retirement plan record-keeping service providers to Empower Retirement without any problems or issues.
- The Library Board's 2016-2017 Annual Report is now available for distribution.
- Branch Manager Crocker and Director Bohrer visited a "food truck event" held in Southfield in a vacant lot across Evergreen Road from the Southfield Civic Center campus at the suggestion of Township personnel. The event, which included a band, was attended primarily by employees from offices surrounding the vacant lot.
- Department quarterly reports covering the period of July – September 2017 were distributed.

Accounts Payable

MOTION:

MOVE TO APPROVE ALL BILLS AND ACCOUNTS DUE IN THE AMOUNT OF \$146,519.81 AND RATIFY EXPENSES PAID SINCE SEPTEMBER 13, 2017 IN THE AMOUNT OF \$155,401.23.

Moved: Macon
Second: Holtz
Ayes: Macon, Holtz, Eickemeyer, Foster, Kravetz, Meyer
Nays: None
MOTION CARRIED.

Approval of 2018 Holiday Closings

The Board reviewed checkout statistics from last year to determine whether to close the facilities on the Sundays before Christmas Eve and New Year's Eve. Checkout statistics were quite high and did not support closing.

MOTION:

MOVE TO APPROVE THE 2018 HOLIDAY CLOSINGS SCHEDULE.

Moved: Holtz
Second: Foster
Ayes: Holtz, Foster, Eickemeyer, Kravetz, Macon, Meyer
Nays: None

MOTION CARRIED.

Acceptance of Estate Gift

The Board discussed use of the first installment of the estate gift provided directly to the Library.

MOTION:

MOVE TO DEPOSIT THE FIRST INSTALLMENT OF THE MATONIC ESTATE GIFT INTO THE LIBRARY'S ENDOWMENT FUND.

Moved: Holtz
Second: Eickemeyer
Ayes: Holtz, Eickemeyer, Foster, Kravetz, Macon, Meyer
Nays: None

MOTION CARRIED.

The gift will be acknowledged with a gold plaque to be placed on the endowment wall. Because the donor handled the book discussion series for numerous years, all-current and future book discussion kits will be repackaged/labeled in her honor. Some type of event for recognition of the gift will be planned in the future in conjunction with the Friends of the Library.

The Board also reviewed and discussed suggestions provided by the President of the Friends of the Library for use of their portion of the estate gift. The Board felt an emphasis on reading, the book discussion series and the book club reception was the most appropriate. There is also the possibility of having an area at the Westacres Branch named in Matonic's honor through a donation to the endowment fund. Bohrer

Board Meeting Minutes
October 11, 2017

will report Board feedback to the Friends of the Library at their upcoming meeting. Ultimately, the use of the Friends of the Library's direct portion of the estate gift is up to their Board.

The meeting was adjourned at 7:40 p.m.

Carol Foster, Secretary