

Minutes
West Bloomfield Township Public Library
Board of Trustees Meeting
October 13, 2010

Present: Bordman, Kravetz, Macon, Meyer, Osthaus

**Absent &
Excused:** Holtz

Call to Order

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

Approval of Agenda

Trustee Kravetz verified that the Board schedule on the agenda was for the 2011 calendar year.

MOTION:

MOVE TO APPROVE THE AGENDA FOR THE OCTOBER 13, 2010 MEETING WITH THE ADDITION OF AFTER HOURS PROGRAM APPROVAL UNDER NEW BUSINESS.

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

MOTION CARRIED.

Correspondence

The Library received correspondence from West Bloomfield resident Laurie Horvath thanking the Library/West Bloomfield Schools for recognizing children that participated in the Library's summer reading program.

Approval of Minutes

MOTION:

MOVE TO APPROVE THE MINUTES FOR THE SEPTEMBER 15, 2010 MEETING.

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

MOTION CARRIED.

Financial Report

The September 2010 financial report was accepted.

Director's Report

Director Bohrer reported on the following:

- The Friends of the Library have been asked for \$30,520.00 to support the 2011-2012 fiscal year budget. Funds will be used for summer reading club, May character month program, and the materials collection.
- The U.S. Patent and Trademark Office issued a Notice of Acceptance and Acknowledgement of Section 8 & 15 Declaration for our *Grow Up Reading* trademark registration.
- The Library received revenue of \$9,724.00 from the Michigan Municipal Risk Management Authority due to a distribution of net assets.
- The Herrick District Library won a declaratory judgment in the Circuit Court of Ottawa County against the Library of Michigan. The Circuit Court found that the Library of Michigan does not have the power to promulgate administrative rules broadly.
- The library privileges of an individual were suspended for six months due a violation of the Library's Access to Electronic Information Policy.
- Representatives from the Library attended the October 10, 2010 Board of Education meeting of the West Bloomfield Schools to distribute reading medals to top readers in the 2010 summer reading club.
- Department reports for the 2nd quarter of the fiscal year.

The Director's Report was accepted.

Accounts Payable

MOTION:

MOVE TO PAY ALL BILLS AND ACCOUNTS DUE IN THE AMOUNT OF \$193,858.04 AND RATIFY EXPENSES INCURRED SINCE SEPTEMBER 15, 2010 IN THE AMOUNT OF \$80,661.57.

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

MOTION CARRIED.

Bid Award for Computer Workstations

The Board reviewed the staff report, which included a bid award recommendation, for staff and public workstations/scanners at both facilities. The bid proposal was issued on August 29, 2010 and a notice appeared in the Oakland Press on the same day. A total of 11 bids were received.

MOTION:

MOVE TO AWARD THE BID FOR COMPUTER WORKSTATIONS TO HI-TECH SYSTEM SERVICES, THE LOW BIDDER, IN THE AMOUNT OF \$99,996.00 AND TO AWARD THE BID FOR SCANNERS IN THE AMOUNT OF \$1,267.35 ALSO TO HI-TECH SYSTEM SERVICES WITH PAYMENT TO BE MADE FROM THE CAPITAL IMPROVEMENT AND AUTOMATION DEVELOPMENT FUND.

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

MOTION CARRIED.

Approval of 2011 Holiday Closings

MOTION:

MOVE TO APPROVE THE 2011 HOLIDAY CLOSING SCHEDULE.

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

Approval of 2011 Board Meetings

MOTION:

MOVE TO APPROVE THE 2011 BOARD MEETING SCHEDULE.

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

After Hours Program Approval

The Board discussed the need to approve any programs that will be held during hours the Library would normally be closed due to budget implications.

MOTION:

IF THE LIBRARY STAFF OR FRIENDS OF THE LIBRARY WISH TO HOLD AN EVENT AFTER HOURS AT THE LIBRARY, DETAILED PLANS MUST BE SUBMITTED TO THE BOARD OF TRUSTEES FOR APPROVAL PRIOR TO THE FACILITY BEING BOOKED AND/OR PROMOTIONAL INFORMATION/MATERIALS RELEASED TO THE PUBLIC.

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

Board Comments

President Bordman asked that the library trustees recognize Mia and Wesley Berry for their weekly donation of a floral arrangement placed at the Main Library. There was a discussion about a wall plaque being engraved in recognition of their generosity and a

proclamation being obtained from the Oakland County Board of Commissioners. Director Bohrer suggested featuring them in a READ poster as well. The Berrys will be invited to a future Board meeting to be recognized.

The meeting was adjourned at 8:40 p.m.

Carol Kravetz, Secretary