

Minutes
West Bloomfield Township Public Library
Board of Trustees Meeting
July 13, 2011

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

**Absent &
Excused:** Meyer

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 JULY 13, 2011 MEETING.

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

Approval of Minutes

MOTION:

MOVE TO APPROVE THE MINUTES FOR THE JUNE 8, 2011 MEETING.

Moved: Osthaus
Second: Bordman
Ayes: Osthaus, Bordman, Holtz, Kravetz, Macon

Nays: None
MOTION CARRIED.

Financial Report

The June 2011 financial statements were received.

Director's Report

Director Bohrer reported on the following:

- Representatives from Plante & Moran will attend the August Board meeting to present the audit for fiscal year 2010-11.
- State aid to public libraries in the State of Michigan's FY 2012 budget will remain at about the same level, in terms of what will be received by public libraries. New funding in the amount of \$950,000 has been added to directly support the Michigan eLibrary, which includes MelCat.
- Library staff is researching the new 3M cloud based eBook lending system.
- West Bloomfield Township has issued a request for proposal for engineering services related to the pavement rehabilitation project on the civic center campus. The RFP is due on August 8, 2011.
- First quarter department reports covering the period of April – June, 2011.

The Director's Report was received.

Accounts Payable

MOTION:

MOVE TO APPROVE ALL BILLS AND ACCOUNTS DUE IN THE AMOUNT OF \$186,818.69 AND RATIFY EXPENSES INCURRED SINCE JUNE 8, 2011 IN THE AMOUNT OF \$225,494.27.

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

MOTION CARRIED.

Award Bid for HVAC Preventive Maintenance Services

The Board reviewed the bids received for HVAC preventive maintenance services. The bid packet was mailed to 14 companies, as well as being advertised in the June 12, 2011 issue of the Oakland Press. A mandatory walk through was held on June 21, 2011.

MOTION:

MOVE TO AWARD THE BID FOR HVAC PREVENTIVE MAINTENANCE SERVICES TO EXPERT MECHANICAL SERVICE, THE LOW BIDDER.

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

MOTION CARRIED.

The meeting at adjourned at 8:10 p.m.

Carol Kravetz, Secretary