

Minutes
West Bloomfield Township Public Library
Board of Trustees Meeting
February 20, 2013

Present: Bordman, Kravetz, Macon, Osthaus, Bohrer
Scott Boone and Kyle Stautler, Westacres Historical Society

**Absent &
Excused:** Holtz, 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 FEBRUARY 20, 2013
MEETING.**

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

MOTION CARRIED.

Presentation on Proposed Wayside Interpretative Exhibit

Scott Boone and Kyle Stautler from the Westacres Historical Society presented information on the MotorCities National Heritage Area, which is an affiliate of the National Park Service, dedicated to preserving, interpreting and promoting the

automotive and labor heritage of the State of Michigan. The Westacres Historical Society has obtained two wayside interpretative signs that promote MotorCities National Heritage Area and request approval to place them permanently on Westacres Branch property. Numerous MotorCities wayside signs will be located across Oakland County. The Board viewed mock-ups of the signs. Two suggested locations for the signs were also presented. The Board agreed to visit the Westacres Branch on March 7, 2013 to view the proposed locations before their next meeting.

Friends of the Library

Trustee Osthaus reported that the Friends of the Library may move to two book sales a year. The exterior temporary signage used to promote the book sales is being re-designed.

Trustee Osthaus reported on an upcoming music program that is being planned by the Friends of the Library. She expressed concern over a selected music performance to be scheduled for October 2013, which was discussed by the full Board.

MOTION:

MOVE TO INFORM THE FRIENDS OF THE LIBRARY THAT A MUSIC PERFORMANCE TO BE SCHEDULED FOR THE MAIN LIBRARY IN OCTOBER 2013 WOULD BE UNACCEPTABLE.

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

MOTION CARRIED.

West Bloomfield Historical Society Event

President Macon reported on attending the West Bloomfield Historical Society event held on January 26, 2013 to receive their community service award on behalf of the Library.

Approval of Minutes

MOTION:

MOVE TO APPROVE THE MINUTES FOR THE JANUARY 9, 2013 MEETING.

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

Financial Report

The January 2013 financial statements were received.

Director's Report

The Director reported on the following:

- The Township is bidding out the full scope of the civic center paving project and a reduced scope. The Library's work is covered under both bid options. The Township will review the bid recommendations at their March 18, 2013 meeting and determine how they will proceed. They have provided bonding alternatives to spread costs over 10 years.
- The staging schedule for the civic center paving project is similar to the one proposed last year. While the Library will remain open during the entire project, the drive-up window will need to close for approximately two weeks. Many of the larger summer events will be held off-site.
- The new touch screen OPAC workstations have been installed at both facilities.

The Board discussed the bonding alternatives provided by the Township.

MOTION:

MOVE TO INFORM WEST BLOOMFIELD TOWNSHIP THAT THE LIBRARY IS NOT INTERESTED IN BONDING FOR THE CIVIC CENTER PAVING PROJECT, SINCE THE INTEREST CHARGED TO BOND FOR 10 YEARS WOULD BE AN UNNECESSARY ADDITIONAL COST TO THE LIBRARY.

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

The Director's Report was received.

Accounts Payable

MOTION:

MOVE TO APPROVE ALL BILLS AND ACCOUNTS DUE IN THE AMOUNT OF \$191,615.18 AND RATIFY EXPENSES INCURRED SINCE JANUARY 9, 2013 IN THE AMOUNT OF \$225,173.39.

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

MOTION CARRIED.

Approval of 2013 Marketing/Communication Plan

The Board reviewed the proposed plan developed by staff for the calendar year. Trustee Osthaus asked for the marketing goals to include an increase in the use of the eLibrary.

MOTION:

MOVE TO APPROVE THE 2013 MARKETING/COMMUNICATION PLAN WITH AN ADDITIONAL GOAL AS SUGGESTED.

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

MOTION CARRIED.

Approval of Bid for USF Related Telecommunications

MOTION:

MOVE TO AWARD THE BID FOR TELEPHONE SERVICE FOR A PERIOD OF 36 MONTHS UNDER THE UNIVERSAL SERVICE FUND PROGRAM TO THE

LOW BIDDER, PAETEC-WINDSTREAM, AT AN ANNUAL COST OF \$3,204.00.

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

Change Date for April 2013 Board Meeting

MOTION:

MOVE TO CHANGE THE DATE OF THE APRIL BOARD MEETING TO MONDAY, APRIL 8, 2013 AT 7:30 P.M. IN THE CONFERENCE ROOM AT THE MAIN LIBRARY.

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

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

Carol Kravetz, Secretary