

**Minutes**  
**For the West Bloomfield Township Public Library**  
**Board of Trustees Meeting**  
**June 8, 2016**

**Present:** Eickemeyer, Kravetz, Macon, Meyer, Osthaus, Bohrer  
Carol Foster, West Bloomfield resident

**Absent &:**  
**Excused:** Holtz

**Call to Order**

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

**Approval of Agenda**

**MOTION:**

**MOVE TO APPROVE THE AGENDA FOR THE JUNE 8, 2016 MEETING.**

Moved: Kravetz  
Second: Osthaus  
Ayes: Kravetz, Osthaus, Eickemeyer, Macon, Meyer  
Nays: None

**MOTION CARRIED.**

**Approval of Bid Specifications for Main Library Boilers**

John Waldrop, TMP Associates, made a presentation on the model/specifications of the boiler model selected as replacement for the existing boiler model which is failing. The new model is more efficient and will save on energy costs.

**MOTION:**

**MOVE TO APPROVE AND PUBLISH THE BID SPECIFICATIONS FOR THE PURCHASE OF NEW BOILERS AT THE MAIN LIBRARY.**

Moved: Kravetz  
Second: Osthaus  
Ayes: Kravetz, Osthaus, Eickemeyer, Macon, Meyer  
Nays: None  
**MOTION CARRIED.**

Mr. Waldrop also shared the plan for the placement of the new back-up generators at the Main Library, which involved moving the existing dumpster. He showed the screening material that would be used for the dumpster, transformer and gas meter. This information will be included in the specifications for installation of the back-up generator which will be part of a larger package that also includes installation of the new boilers and the creation of six additional group study rooms at the Main Library.

**Approval of Minutes**

**MOTION:**

**MOVE TO APPROVE THE MINUTES FOR THE MAY 11, 2016 MEETING.**

Moved: Osthaus  
Second: Kravetz  
Ayes: Osthaus, Kravetz, Eickemeyer, Macon, Meyer  
Nays: None  
**MOTION CARRIED.**

**Financial Report**

The May 2016 financial report was received.

**Director's Report**

Director Bohrer reported on the following:

- An individual's library privileges were suspended from May 6, 2016 through November 5, 2016 due to a violation of the Library's Rules of Conduct. The West Bloomfield Police Department were brought in to assist.
- An additional fund (Target 2060) was added to the target fund series for the defined contribution retirement plan.

- The summer reading kickoff is scheduled for Saturday, June 18, 2016. Online registration has already started.
- Bohrer has confirmed with the Department of Treasury that 2016 personal property reimbursement for both debt and operating millages will occur in February 2017. The check will be mailed from the Local Community Stabilization Fund to the Township on February 20, 2017. It will be the Township's responsibility to distribute the funds among the taxing entities, which includes the Library.

The Director's Report was received.

### **Accounts Payable**

**MOTION:  
MOVE TO APPROVE ALL BILLS AND ACCOUNTS DUE IN THE AMOUNT OF \$174,843.95 AND RATIFY EXPENSES INCURRED SINCE MAY 11, 2016 IN THE AMOUNT OF \$151,623.31.**

Moved: Osthaus  
Second: Kravetz  
Ayes: Osthaus, Kravetz, Eickemeyer, Macon, Meyer  
Nays: None  
**MOTION CARRIED.**

### **Approval of Bid Specifications for Work on Wood Soffits/Fascia at the Main Library**

Director Bohrer explained the issue with the wood under both porticos at the Main Library. There is a need to clean, fill holes (due to damage from carpenter bees), repair spots and seal the wood/fascia. The work would be conducted in the fall.

**MOTION:  
MOVE TO APPROVE THE BID SPECIFICATIONS FOR WOOD SOFFITS/FASCIA CLEANING, POWER WASHING, REPAIR/REPLACEMENT AND SEALING AT THE MAIN LIBRARY.**

Moved: Kravetz  
Second: Osthaus  
Ayes: Kravetz, Osthaus, Eickemeyer, Macon, Meyer  
Nays: None  
**MOTION CARRIED.**

**Board Comments**

President Macon thanked staff members Eric Schoenbaechler and Mary Killian for their assistance with the Friends of the Library luncheon. He also thanked Mary Killian for her assistance in getting the large stuffed animal to the Memorial Day Parade in Keego Harbor.

The meeting adjourned at 8:45 p.m.

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Carol Kravetz, Secretary