

**Minutes  
West Bloomfield Township Public Library  
Board of Trustees Meeting  
February 19, 2014**

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

**Absent &  
Excused:** Meyer

**Call to Order**

The meeting was called to order by President Macon at 7:30 p.m.

**Public Budget Hearing**

**MOVE TO OPEN THE PUBLIC HEARING ON THE 2014/2015 FISCAL YEAR PROPOSED BUDGET.**

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

**MOTION CARRIED.**

**THERE BEING NO ONE PRESENT FOR PUBLIC COMMENT, MOVE TO CLOSE THE PUBLIC HEARING ON THE 2014/2015 FISCAL YEAR PROPOSED BUDGET.**

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

**MOTION CARRIED.**

**Approval of Agenda**

**MOVE TO APPROVE THE AGENDA FOR THE FEBRUARY 19, 2014 MEETING WITH THE ADDITION OF APPROVING DATES FOR THE JAPANESE YOUTH DELEGATION VISIT UNDER OLD BUSINESS.**

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

**MOTION CARRIED.**

**Approval of Minutes**

**MOVE TO APPROVE THE MINUTES FOR THE JANUARY 8, 2014 MEETING.**

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

**MOTION CARRIED.**

**Financial Report**

The January 2014 financial statements were received.

**Director's Report**

Director Bohrer reported on the following:

- The net neutrality issue that is of major concern to the American Library Association among other groups.
- The dates for the Friends Annual Luncheon and the Michigan Week Breakfast, two events at which the Library Board should be represented.

## **Accounts Payable**

**MOVE TO APPROVE ALL BILLS AND ACCOUNTS DUE IN THE AMOUNT OF \$274,837.14 AND RATIFIED EXPENSES PAID SINCE JANUARY 8, 2014 IN THE AMOUNT OF \$171,570.12.**

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

**MOTION CARRIED.**

## **Approval of 2014/15 Fiscal Year Budget**

Director Bohrer reviewed the key points of the budget including the 3M RFID update conversion project that will be supported by the Capital Improvement and Automation Development Fund. The Library will receive less than the consortium pricing obtained by The Library Network for the project.

**MOTION:**

**MOVE TO APPROVE THE 2014/15 FISCAL YEAR BUDGET IN THE AMOUNT OF \$4,881,054.00, WHICH WILL INCLUDE THE RFID UPDATE CONVERSION PROJECT WITH COSTS COVERED BY THE CAPITAL IMPROVEMENT AND AUTOMATION DEVELOPMENT FUND.**

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

**MOTION CARRIED.**

## **2014 Japanese Youth Delegation Visit**

**MOTION:**

**MOVE TO APPROVE THE DATES OF JULY 28-30, 2014 FOR THE VISIT FROM THE YOUTH DELEGATION FROM AWAJI CITY, JAPAN.**

Moved: Holtz

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

### **Approval of 2014 Marketing Plan**

The Board reviewed the proposed 2014 marketing plan, which includes messaging for families, seniors and caregivers and messaging to support the Library's overall mission.

**MOTION:**  
**MOVE TO APPROVE THE MARKETING PLAN AS PRESENTED.**

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

### **Approval of Revisions to the Public Service Policy**

The Board reviewed the revisions to the public service policy. Bohrer reported that the performance appraisal for professional staff is in the process of being revised and will incorporate key components of the public service policy.

**MOTION:**  
**MOVE TO APPROVE THE PROPOSED REVISIONS TO THE PUBLIC SERVICE POLICY.**

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

### **2014-2017 Technology Plan**

The Board reviewed the technology plan which will be submitted to the Library of Michigan.

**MOTION:**

**MOVE TO APPROVE THE PROPOSED 2014-2017 TECHNOLOGY PLAN.**

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

**MOTION CARRIED.**

**Friends of the Library**

Trustee Osthaus reported on the Friends of the Library Booksale held in February. Unfortunately, the bad weather impacted sales.

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

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Carol Kravetz, Secretary