

**Minutes  
For the West Bloomfield Township Public Library  
Board of Trustees Meeting of  
March 18, 2015**

**Present:** Bordman, Kravetz, Macon, Meyer, Osthaus. Bohrer

**Absent &  
Excused:** Holtz

**Call to Order**

The meeting was called to order by President Macon at 10:00 a.m.

**Approval of Agenda**

**MOTION:**

**MOVE TO APPROVE THE AGENDA FOR THE MARCH 19, 2015 MEETING.**

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

**Approval of Minutes**

**MOTION:**

**MOVE TO APPROVE THE MINUTES FOR THE FEBRUARY 18, 2015  
MEETING.**

Moved: Osthaus

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

## **Financial Reports**

The February 2015 financial statements were received.

## **Director's Report**

Director Bohrer reported on the following:

- The Library will be participating in the Detroit's Institute of Art's Inside Out program, thanks to the efforts of Parks and Recreation, from April-July 2015. Our reproduction will be *Violinist and Young Woman* by Edgar Degas.
- The Library will be introducing iBeacon technology throughout both facilities to implement micro location information services and marketing efforts.
- The Library partnered with the Walled Lake Consolidated School District for the first time to distribute the *Counting the Days 'til Kindergarten* materials, a component of *Grow Up Reading*<sup>™</sup> to families registering their children for kindergarten in the fall of 2015.
- The Michigan Library Association's advocacy update for February 2015.
- The Michigan Week Breakfast is being held on May 15, 2015. The Library and the Friends of the Library will both have a hidden treasure (volunteer) award recipient.
- President Macon, along with his wife, will be honored at the Greater West Bloomfield Chamber of Commerce Awards Dinner on May 12, 2015, as a recipient of the Spirit of the Community award.
- The regular starting time of the Board meetings will take effect with the April 2015 meeting.

The Director's Report was received.

## **Accounts Payable**

**MOTION:**

**MOVE TO APPROVE ALL BILLS AND ACCOUNTS DUE IN THE AMOUNT OF \$332,570.81 AND RATIFY EXPENSES PAID SINCE FEBRUARY 18, 2015 IN THE AMOUNT OF \$142,865.32.**

Moved: Osthaus  
Second: Kravetz  
Ayes: Osthaus, Kravetz, Bordman, Macon, Meyer  
Nay: None  
**MOTION CARRIED.**

### **Approval of Revisions to Collection Development Policies/Guidelines**

The revisions developed by the administrative team are primarily the result of integrating Collection HQ, our selection/de-selection tool, into segments of the collection development policy.

**MOTION:**

**MOVE TO APPROVE THE RECOMMENDED REVISIONS TO THE COLLECTION DEVELOPMENT POLICIES AND GUIDELINES.**

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

### **Approval of FY14/15 Final Budget Adjustments**

Director Bohrer reviewed the proposed adjustments. The increase of \$175,246 in revenue from budget and savings from expenditures allowed for a second MERS OPEB payment, a 10% employer pension contribution, and a transfer to the Capital Improvement and Automation Development Fund to partially reimburse the fund for the significant expenditures related to RFID open source conversion, replacement of public workstations at the Main Library, headend switch upgrades and carpet replacement at the Branch which occurred during the fiscal year.

**MOTION:**

**MOVE TO APPROVE THE FINAL FY14/15 BUDGET ADJUSTMENTS.**

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

The meeting was adjourned at 11:00 a.m,

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Carol Kravetz, Secretary