

Minutes
For the West Bloomfield Township Public Library
Board of Trustees Meeting of
April 8, 2015

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

**Absent &
Excused:** Osthaus

Call to Order

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

Approval of Agenda

MOTION:

**MOVE TO APPROVE THE AGENDA FOR THE APRIL 8, 2015 WITH THE
ADDITION OF REVISION TO CIRCULATION FINE CHART UNDER NEW
BUSINESS.**

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

Correspondence

- The Board of Trustees received correspondence from the Muslim Unity Center inviting them to attend a dinner meeting on April 29, 2015 featuring keynote speaker Robert Bruttell.

Approval of Minutes

MOTION:

MOVE TO APPROVE THE MINUTES FOR THE MARCH 18, 2015 MEETING.

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

Financial Report

The March 2015 financial statements were received.

Director's Report

Director Bohrer reported on the following:

- Quarterly department reports prepared for the period of January-March 2015.
- The latest Pew Research Center national report on the use of public libraries by the Hispanic community.
- Director Bohrer has been invited by the Institute of Museum and Library Services to participate in a small, high-level meeting focused on desired impacts of federal funding for learning in libraries, both for library users and the profession as a whole. The meeting will be a catalyst for broad participation via webcast and social media. Bohrer will serve as moderator for the session on early learning.

Bohrer further reported that due to a conflict the May 13, 2015 board meeting must be re-scheduled as originally discussed at a previous meeting.

MOTION:

MOVE TO CHANGE THE MAY 13, 2015 BOARD MEETING TO MAY 20, 2015 AT 7:30 P.M. AT THE MAIN LIBRARY IN THE CONFERENCE ROOM.

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

The Director's Report was received.

Accounts Payable

MOTION:

MOVE TO APPROVE ALL FY 14/15 BILLS AND ACCOUNTS DUE FOR PAYMENT IN THE AMOUNT OF \$164,909.72 AND RATIFY EXPENSES PAID SINCE MARCH 18, 2015 IN THE AMOUNT OF \$116,145.37.

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

MOTION:

MOVE TO APPROVE ALL FY 15/16 BILLS AND ACCOUNTS DUE FOR PAYMENT IN THE AMOUNT OF \$227,591.29.

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

FY 14/15 Strategic Plan Accomplishments Report

Bohrer reviewed the report highlighting the significant amount of work accomplished by the staff during the year. All but a few initiatives were fully completed during the fiscal year. The few that are being carried over will be completed within the first quarter of the new fiscal year. Trustee Holtz commented on the strong progress made towards our overarching goals and priorities.

The strategic plan accomplishments report was received.

FY 14/15 Marketing Communication Plan Report

Bohrer reviewed the report highlighting the positive messaging that was included in the plan this year. It was clearly evident during the customer satisfaction survey that hundreds of users would be willing to supply testimonials for library publications.

The marketing communication plan report was received.

Revisions to the Circulation Fine Chart

Bohrer reviewed the suggested revisions to the chart which included:

- the addition of an adult literacy kit format
- the addition of the eMagazine, eBook, eAudio, and eVideo formats for Zinio, 3M and Hoopla
- the change of limit per card status for video games from no limit to 5

MOTION:

MOVE TO APPROVE THE REVISIONS TO THE CIRCULATION FINE CHART AS PRESENTED.

Moved: Holtz

Second: Kravetz

Ayes: Holtz, Kravetz, Bordman, Macon, Meyer

Nays: None

MOTION CARRIED.

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

Carol Kravetz, Secretary