

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

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

Absent: None

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 JULY 8, 2015 MEETING.

Moved: Holtz

Second: Kravetz

Ayes: Holtz, Kravetz, Bordman, Macon, Meyer, Osthaus

Nays: None

MOTION CARRIED.

Approval of Minutes

MOTION:

MOVE TO APPROVE THE MINUTES FOR THE JUNE 10, 2015 MEETING.

Moved: Osthaus

Second: Kravetz

Ayes: Osthaus, Kravetz, Bordman, Holtz, Macon, Meyer

Nays: None

MOTION CARRIED.

Financial Reports

The June 2015 financial statements were received.

Director's Report

Director Bohrer reported on the following:

- Department quarterly reports for the period of April-June 2015
- Michigan Library Association Advocacy Report for June 25, 2015
- A warning letter sent to the parents of an individual for disruptive behavior on May 27, 2015 which is a violation of the Library's Rules of Conduct
- A successful Everyone's Reading program held on June 22, 2015 featuring best-selling author Brad Meltzer

The Director's Report was received.

Accounts Payable

MOTION:

MOVE TO APPROVE ALL BILLS AND ACCOUNTS DUE IN THE AMOUNT OF \$225,102.52 AND RATIFY EXPENSES INCURRED SINCE JUNE 10, 2015 IN THE AMOUNT OF \$147,680.17.

Moved: Osthau

Second: Kravetz

Ayes: Osthau, Kravetz, Bordman, Holtz, Macon, Meyer

Nays: None

MOTION CARRIED.

Award Bid for HVAC Preventative Maintenance

The Board reviewed the bid results report prepared by staff. The request for proposal for HVAC preventative maintenance service for both facilities was published in the Oakland Press on May 24, 2015, as well as sent to the thirteen companies on the HVAC bid list. Staff recommended an award to the low bid vendor.

MOTION:

MOVE TO AWARD THE BID FOR HVAC PREVENTATIVE MAINTENANCE SERVICES FOR BOTH FACILITIES FOR ONE-YEAR, WITH A ONE-YEAR

OPTION TO RENEW, TO L.J. ROLLS REFRIGERATION, THE LOW BID VENDOR, AT A COST OF \$10,644.00.

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

Award Bid for Furniture Cleaning Services

The Board reviewed the bid results prepared by staff. The request for proposal for furniture cleaning services for both facilities was published in the Oakland Press on May 24, 2015 and sent to seven companies on the furniture cleaning vendor list. Staff recommended an award to the low bid vendor.

MOTION:

MOVE TO AWARD THE BID FOR FURNITURE CLEANING SERVICES FOR BOTH FACILITIES FOR ONE-YEAR, WITH A ONE-YEAR OPTION TO RENEW, TO DALTON COMMERCIAL CLEANING SERVICES, THE LOW BID VENDOR, AT A COST OF \$4,557.00.

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

Board Resignation/Appointment of Replacement

Trustee Arlene Bordman reported that she will be moving to Novi at the end of the month. She submitted her resignation to the Board effective July 31, 2015 after nearly 11 years of service due to her change in residency. She was thanked for her vision, her dedicated service and her commitment to the Library and the West Bloomfield community.

MOTION:

MOVE TO ACCEPT, WITH REGRET, THE RESIGNATION OF TRUSTEE BORDMAN EFFECTIVE JULY 31, 2015 BECAUSE SHE WILL NO LONGER BE A RESIDENT OF WEST BLOOMFIELD AND THANK HER FOR NEARLY 11 YEARS OF DEDICATED SERVICE AND COMMITMENT TO THE LIBRARY AND THE WEST BLOOMFIELD COMMUNITY.

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

MOTION:

MOVE TO APPOINT KARI EICKEMEYER, CURRENT TREASURER OF THE FRIENDS OF THE LIBRARY, TO SERVE OUT ARLENE BORDMAN'S TERM OF OFFICE THROUGH NOVEMBER 2016.

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

Approval of Tax Rate Information

The L-4029 tax rate form was provided by the Township's assessing department for the Board's review and approval.

MOTION:

MOVE TO APPROVE THE 2015 TAX RATE INFORMATION AS PRESENTED ON THE L-4029.

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

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

Carol Kravetz, Secretary