

Minutes
For the West Bloomfield Township Public Library
Board of Trustees Meeting
May 11, 2016

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

**Absent &
Excused:** Eickemeyer

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 MAY 11, 2016 MEETING.

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

MOTION CARRIED.

Correspondence

- Received correspondence from West Bloomfield resident Shawn Hawe.

Approval of Minutes

MOTION:

MOVE TO APPROVE THE MINUTES FOR THE APRIL 13, 2016 MEETING.

Moved: Holtz
Second: Meyer
Ayes: Holtz, Meyer, Kravetz, Macon, Osthaus

Nays: None
MOTION CARRIED.

Financial Reports

The April 2016 and March 2016 (13th month) were accepted.

Director's Report

Director Bohrer reported on the following:

- Year-end usage statistics reflecting the entire spectrum of operations.
- A warning letter has been sent to the parents of 2 individuals due to violations of the Library's Rules of Conduct.
- The Oakland County Road Commission will be replacing the light poles at the intersection of Farmington Road and Walnut Lake Road this fall which means our fiber will need to be moved to new poles and elevated above 25 feet.
- The scope of work for upcoming capital projects which includes the back-up generators at both facilities, new boilers at the Main Library and six new study rooms at the Main Library.
- A permanent injunction was signed by a federal judge in U.S. District Court against the section of PA 269 prohibiting voter education up to 60 days prior to a millage election.
- A meeting with representatives from West Bloomfield Parks and Recreation regarding their interest in potentially pursuing additional millage for a community center on the civic center campus.
- Misrepresentation by a Township employee to the Township Board regarding a conversation with the Library Director that never took place regarding the level of satisfaction with the security system.
- The Township's final tax settlement payment was incorrect, as pointed out by the Library's finance director. The Library is now being invoiced to return the overage.
- The Library has received a public relations award from the American Library Association for summer reading promotional materials.

The Director's Report was received.

Accounts Payable

MOTION:

MOVE TO APPROVE ALL BILLS AND ACCOUNTS DUE IN THE AMOUNT OF \$207,051.59 AND RATIFY EXPENSES INCURRED SINCE APRIL 13, 2016 IN THE AMOUNT OF \$151,257.26.

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

Approval of Strategic Plan Initiatives for FY 16/17

The Board reviewed and discussed the proposed initiatives which address the goals and service priorities of the strategic plan.

MOTION:

MOVE TO APPROVE THE STRATEGIC PLAN INITIATIVES FOR FISCAL YEAR 2016-2017 WHICH INCLUDES THE CAPITAL PROJECTS OF INSTALLING BACK-UP GENERATORS AT BOTH FACILITIES, REPLACING THE TWO BOILERS AT THE MAIN LIBRARY AND ADDING SIX STUDY ROOMS AT THE MAIN LIBRARY.

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

Approval of Marketing Plan for FY 16/17

The Board discussed the plan which revolves around the concept of library as place within the community.

MOTION:

MOVE TO APPROVE THE MARKETING PLAN FOR THE 2016-2017 FISCAL YEAR.

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

Approval of Revisions to the Guidelines for Monthly Board Meetings

Director Bohrer provided revisions to the guidelines for the monthly board meetings based on current operational practice. The guidelines had not been updated since inception in 2001.

MOTION:

MOVE TO APPROVE THE REVISIONS TO THE GUIDELINES FOR MONTHLY LIBRARY BOARD MEETINGS.

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

MOTION CARRIED.

The meeting was adjourned at 7:45 p.m.

Carol Kravetz, Secretary