

**Minutes**  
**For the West Bloomfield Township Public Library**  
**Board of Trustees Meeting of**  
**September 13, 2017**

**Present:** Foster, Holtz, Kravetz, Macon, Meyer, Bohrer

**Absent &  
Excused:** Eickemeyer

**Call to Order**

President Kravetz called the meeting to order at 7:00 p.m.

**Approval of Agenda**

**MOTION:**

**MOVE TO APPROVE THE AGENDA FOR THE SEPTEMBER 13, 2017  
MEETING.**

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

**MOTION CARRIED.**

**Correspondence**

- Correspondence was received from The State of Michigan Probate Court of Oakland County informing the Library it has been named as a beneficiary in the will of a West Bloomfield resident.

**Approval of Minutes**

**MOTION:**

**MOVE TO APPROVE THE MINUTES FOR THE AUGUST 9, 2017 MEETING.**

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

**Financial Report**

The August 2017 financial statements were received.

**Director's Report**

Director Bohrer reported on the following:

- The Library will be participating in a regional calendar of events developed by Civic Center TV.
- A long-standing West Bloomfield resident and member of the Friends of the Library named our Library as a beneficiary in her will. While the specific amount is unknown at this time, it will be a significant gift. The Friends of the Library are also a named beneficiary in the will.
- The Library has developed special programming in the afternoon during West Bloomfield School District's half-days.
- The Township is planning to move ahead with the "Food Truck Tuesday" initiative on the civic center campus starting in April 2018. A group is visiting "Eats and Beats" in Southfield to see food trucks paired with a band held during lunch time hours.
- Mary Killian, Branch Manager, attended an initial meeting where the Township discussed the need to conduct a formal planning process to identify improvements to the civic center campus in order to bring more people to the site.

The Director's Report was received.

**Accounts Payable**

**MOTION:**

**MOVE TO APPROVE ALL BILLS AND ACCOUNTS DUE IN THE AMOUNT OF \$249,867.12 AND RATIFY EXPENSES PAID SINCE AUGUST 9, 2017 IN THE AMOUNT OF \$154,297.31.**

Moved: Macon  
Second: Holtz

Ayes: Macon, Holtz, Foster, Kravetz, Meyer  
Nays: None  
**MOTION CARRIED.**

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

The Board reviewed revisions to the Library's public service policy and the addendum which addresses the drive-up window at the Main Library. Under the proposed revisions, the drive-up window will now be available for pick-up of interlibrary loan materials.

**MOTION:**

**MOVE TO APPROVE THE REVISIONS TO THE PUBLIC SERVICE AND THE PUBLIC SERVICE AT THE DRIVE-UP WINDOW POLICIES AS PRESENTED.**

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

### **Approval of 2018 Holiday Closings**

The Board discussed the calendar of holiday closings for 2018. Discussion was centered around whether or not to close on the Sundays before the regular Christmas Eve/Christmas and New Year's Eve/New Year's holidays, which fall on Monday and Tuesday. Director Bohrer was asked to obtain pertinent circulation information from the past year for the Board to review to assist with their decision-making.

**MOTION:**

**MOVE TO TABLE THE APPROVAL OF A 2018 HOLIDAY CLOSINGS SCHEDULE UNTIL THE OCTOBER 11, 2017 MEETING.**

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

### **Approval of 2018 Board Meeting Dates**

**MOTION:**

**MOVE TO APPROVE THE SCHEDULE OF 2018 BOARD MEETING DATES.**

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Motion: Holtz  
Second: Foster  
Ayes: Holtz, Foster, Kravetz, Macon, Meyer  
Nays: None  
**MOTION CARRIED.**

The meeting was adjourned at 7:55 p.m.

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Carol Foster, Secretary