

Minutes
For the West Bloomfield Township Public Library
Board of Trustees Meeting on
January 9, 2019

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

Absent: None

Call to Order

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

Approval of Agenda

MOTION:

MOVE TO APPROVE THE AGENDA FOR THE JANUARY 9, 2019 MEETING.

Moved: Kravetz

Second: Foster

Ayes: Kravetz, Foster, Eickemeyer, Holtz, Macon, Meyer

Nays: None

MOTION CARRIED.

Public Hearing on the FY 2019-2020 Budget

MOTION:

MOVE TO OPEN THE PUBLIC HEARING ON THE 2019-2020 FISCAL YEAR BUDGET.

Moved: Kravetz

Second: Foster

Ayes: Kravetz, Foster, Eickemeyer, Holtz, Macon, Meyer

Nays: None

MOTION CARRIED.

No one from the public was present at the public hearing.

MOTION:

MOVE TO CLOSE THE PUBLIC HEARING ON THE 2019-2020 FISCAL YEAR BUDGET.

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

Approval of Minutes

MOTION:

MOVE TO APPROVE THE MINUTES FOR THE DECEMBER 12, 2018 MEETING.

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

Financial Reports

The December 2018 financial statements were received.

Director's Report

Director Bohrer reported on the following:

- Donations from the annual endowment fund solicitation continue to be received, with more donations this year at the donor wall level.
- Staff in-service day held on November 12, 2018 was very successful with the morning keynote presentation, entitled *Becoming a Culturally Proficient Professional*, delivered by Dr. Jay Marks, the Diversity and Equity Consultant at Oakland Schools.
- Our Library will be hosting a visit from *New York Times* best-selling author Harlan Coben on the evening of March 24, 2019 at the Berman Center for the Performing Arts. We are one of the first stops on his new book tour. His visit will be promoted on the front page of the winter newsletter. A ticket system will be used for the event.

Board Meeting Minutes
January 9, 2019

- Two individuals were suspended for violation of the Library's Rules of Conduct. In addition, two individuals received warning letters.
- An article on our book club services appeared in the winter issue of *West Bloomfield Today*.
- The department quarterly reports covering the period of October-December 2018 highlighting the fact that interlibrary loans to other libraries increased by 55% during the quarter because of additional media from our collection now being available for loan.

The Director's Report was received.

Accounts Payable

MOTION:

MOVE TO APPROVE ALL BILLS AND ACCOUNTS DUE IN THE AMOUNT OF \$219,716.35 AND RATIFY EXPENSES INCURRED SINCE DECEMBER 12, 2018 IN THE AMOUNT OF \$84,014.44.

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

Approval of FY 2019-2020 Budget

It was noted that the budget was reviewed and discussed by the full board and a public hearing was held.

MOTION:

MOVE TO APPROVE THE 2019-2020 FISCAL YEAR BUDGET.

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

Award Bid for Lighting in the Teen Room at the Main Library

Director Bohrer reported that competitive bids were received and opened on December 12, 2018 for the lighting renovation of the teen room at the Main Library. The bid for proposal was published in the Oakland Press on November 25, 2018, as well as being sent to vendors on our bid list. The bids were reviewed by Douglas Sayles, the Library's engineering consultant on the project. All bids received were considered qualified. Mr. Sayles recommended awarding the bid to the low bidder, Advantage Electric. Advantage Electric recently did very successful electrical renovation work at our Main Library during the back-up generator/study room project.

MOTION:

MOVE TO AWARD THE BID FOR LIGHTING RENOVATION OF THE TEEN ROOM AT THE MAIN LIBRARY TO LOW BID VENDOR, ADVANTAGE ELECTRIC, AT A COST OF \$80,250.00.

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

The meeting was adjourned at 7:20 p.m.

Carol Foster, Secretary