

**Minutes**  
**For the West Bloomfield Township Public Library**  
**Board of Trustees Meeting on**  
**September 8, 2021**  
**Held Virtually via Zoom**

(In compliance with the Open Meetings Act as amended by 2020 SB 1246)

**Present:**     **Michael Dorfman** (attending remotely from West Bloomfield, Oakland County, Michigan)  
                  **Kari Eickemeyer** (attending remotely from West Bloomfield, Oakland County, Michigan)  
                  **Carol Kravetz** (attending remotely from West Bloomfield, Oakland County, Michigan)  
                  **Ken Macon** (attending remotely from West Bloomfield, Oakland County, Michigan)  
                  **Raman Singh** (attending remotely from West Bloomfield, Oakland County, Michigan)

**Cathy Russ**, Library Director  
                  **Jeff Crocker** (staff co-host)  
                  **Robert Pesale** (staff co-host)

**Excused:**     **Judith Holtz**

**Call to Order**

President Kravetz called the meeting to order at 7:00 p.m. An attendance roll call vote was taken by Secretary Dorfman and a quorum of five Board members were present, participating remotely from West Bloomfield Township, Oakland County, Michigan.

**Approval of Agenda**

**MOTION:**  
**MOVE TO APPROVE THE AGENDA FOR THE SEPTEMBER 8, 2021**  
**MEETING**

Moved:         Singh  
Second:        Macon  
Ayes:          Dorfman, Eickemeyer, Kravetz, Macon, Singh  
Nays:          None  
**MOTION CARRIED.**

**Correspondence**—none.

## **Public Comment--none**

## **Approval of Minutes**

**MOTION:  
MOVE TO APPROVE THE MINUTES FOR THE AUGUST 11, 2021 BOARD  
MEETING.**

Moved: Dorfman  
Second: Singh  
Ayes: Dorfman, Eickemeyer, Kravetz, Macon, Singh  
Nays: None  
**MOTION CARRIED.**

## **Presentation of FY 2020-2021 Audit Report**

Justin Kolbow, Plante & Moran, presented the findings of the Library's 2020-2021 fiscal year audit. The Library received an unmodified opinion, the highest that can be given, with no deficiencies or material weaknesses in financial controls and no corrected or uncorrected misstatements. Mr. Kolbow reported that the Library's finances are in good order due to the diligence of the Library Board, Library Directors (Clara Bohrer/Cathy Russ) and Finance Manager (Luanne Fine). It was pointed out that the Library changed accounting policies related to the adoption of GASB 84 (*Fiduciary Activities*), which established criteria for identifying and reporting fiduciary activities. As a result of implementing this standard, the Retiree Health Care Benefits Plan not previously reported in the financial statements now meets the definition of a fiduciary activity and is now reported as such.

Mr. Kolbow reviewed general fund revenues and expenditures and transfers to other funds, including the Capital Improvement and Automation Development (CIAD) fund. He congratulated the Library Board on the full funding of the Library's OPEB benefit (retiree health care) and explained that, as the OPEB is fully funded, other monies committed to funding OPEB into the future may be reassigned. To do so would require board resolution. Property tax remains the most significant revenue source. Expenditures across accounts remain proportionately consistent with the previous two fiscal years.

The FY 2020-2021 audit report was accepted.

## **Financial Report**

The August 2021 financial statements were accepted.

The FY 2020-2021 Investment Report was accepted.

## **Director's Report**

Russ thanked the Library Board for approving the changes to the Wage Scale last month. We have seen an increase in the number and caliber of applicants for open positions as a result. The Library resumed pre-COVID hours on Tuesday, September 7 and the parking lot and study rooms have been more filled and in use. It is great to see.

## **Accounts Payable**

**MOTION:  
MOVE TO APPROVE PAYMENT OF ALL BILLS AND ACCOUNTS DUE IN  
THE AMOUNT OF \$195,558.48 AND RATIFY EXPENSES INCURRED SINCE  
AUGUST 11, 2021 IN THE AMOUNT OF \$180,458.89.**

Moved: Macon  
Second: Eickemeyer  
Ayes: Dorfman, Eickemeyer, Kravetz, Macon, Singh  
Nays: None  
**MOTION CARRIED.**

## **New Business**

**MOTION:  
MOVE TO APPROVE BID SPECIFICATIONS FOR NEW CARPETING AT  
MAIN LIBRARY.**

Moved: Macon  
Second: Singh  
Ayes: Dorfman, Eickemeyer, Kravetz, Macon, Singh  
Nays: None  
**MOTION CARRIED.**

**MOTION:  
MOVE TO APPROVE THE BID WAIVER AND APPROVAL FOR MCM I TO  
PERFORM NECESSARY DUCT REPAIRS ON THE MAIN BRANCH'S AIR  
CONDITIONING UNITS.**

Moved: Eickemeyer  
Second: Macon  
Ayes: Dorfman, Eickemeyer, Kravetz, Macon, Singh  
Nays: None  
**MOTION CARRIED.**

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**Board Comments**— The Board agreed by consensus to meet via Zoom in October. Dorfman, Eickemeyer, Macon and Singh volunteered to serve on the Budget Committee.

The meeting was adjourned at 7:44 pm.

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Michael Dorfman, Secretary