

**Minutes**  
**For the West Bloomfield Township Public Library**  
**Board of Trustees Meeting on**  
**December 14, 2023**  
**Held in the Library's Meeting Room**

**Present:** Michael Dorfman  
Judith Holtz  
Carol Kravetz  
Ken Macon

Cathy Russ, Library Director  
Jeff Crocker, Assistant Library Director  
Kati Vogel, Finance/Benefits Coordinator

**Excused:** Kari Eickemeyer, Raman Singh

**Call to Order**

President Kravetz called the meeting to order at 6:30 PM. An attendance roll call vote was taken by Secretary Dorfman. A quorum of four Board members were present.

**Approval of Agenda**

**MOTION:**  
**MOVE TO APPROVE THE AGENDA FOR THE DECEMBER 14, 2022**  
**MEETING.**

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

**Correspondence**—none

**Public Comment**--none

## **Approval of Minutes**

**MOTION:  
MOVE TO APPROVE THE MINUTES FOR NOVEMBER 9, 2022 BOARD MEETING.**

Moved: Holtz  
Second: Dorfman  
Ayes: Dorfman, Holtz, Kravetz, Macon  
Nays: None

**MOTION CARRIED.**

**MOTION:  
MOVE TO APPROVE THE MINUTES FOR NOVEMBER 28, 2022 SPECIAL BOARD MEETING.**

Moved: Macon  
Second: Holtz  
Ayes: Dorfman, Holtz, Kravetz, Macon  
Nays: None

**MOTION CARRIED.**

**MOTION:  
MOVE TO APPROVE THE MINUTES FOR NOVEMBER 28, 2022 SPECIAL BOARD MEETING, CLOSED SESSION #1**

Moved: Dorfman  
Second: Macon  
Ayes: Dorfman, Holtz, Kravetz, Macon  
Nays: None

**MOTION CARRIED.**

**MOTION:  
MOVE TO APPROVE THE MINUTES FOR NOVEMBER 28, 2022 SPECIAL BOARD MEETING, CLOSED SESSION #2.**

Moved: Dorfman  
Second: Holtz  
Ayes: Dorfman, Holtz, Kravetz, Macon  
Nays: None

**MOTION CARRIED.**

## **Financial Report**

The October 2022 financial statements were accepted.

## **Director's Report**

Director Russ noted the additional reports included this month: the Summer Reading Program 2023 report and the Staff In-Service Day report. She commended the staff who worked on those committees/reports for their excellent work.

## **Accounts Payable**

**MOTION:  
MOVE TO APPROVE PAYMENT OF ALL BILLS AND ACCOUNTS DUE IN  
THE AMOUNT OF \$363,790.90 AND RATIFY EXPENSES INCURRED SINCE  
NOVEMBER 9, 2022 IN THE AMOUNT OF \$308,567.07.**

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

## **Old Business**

**MOTION:  
MOVE TO APPROVE THE SLATE OF OFFICERS TO THE LIBRARY BOARD  
FOR 2023-2024.**

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

**New Business**

**MOTION:  
MOVE TO APPROVE BID SPECIFICATIONS FOR THE CUSTODIAL  
CONTRACT**

Moved: Holtz  
Second: Macon  
Ayes: Dorfman, Holtz, Kravetz, Macon  
Nays: None

**MOTION CARRIED.**

**MOTION:  
MOVE TO SET THE PUBLIC HEARING ON THE PROPOSED 2023-2024  
LIBRARY BUDGET AS THE FIRST ITEM OF BUSINESS AFTER THE  
APPROVAL OF THE AGENDA AT THE NEXT REGULAR LIBRARY BOARD  
MEETING, JANUARY 11, 2023, AT 7 PM.**

Moved: Holtz  
Second: Dorfman  
Ayes: Dorfman, Holtz, Kravetz, Macon  
Nays: None

**MOTION CARRIED.**

**Board Comments**—none

The meeting adjourned at 6:48 PM.

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Michael Dorfman, Secretary