

**Minutes**  
**For the West Bloomfield Township Public Library**  
**Board of Trustees Meeting on**  
**January 11, 2023**  
**Held in the Library's Meeting Room**

**Present:**     **Kari Eickemeyer**  
                  **Judith Holtz**  
                  **Carol Kravetz**  
                  **Ken Macon**

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

**Excused:**     Michael Dorfman, Raman Singh

**Call to Order**

President Kravetz called the meeting to order at 7 PM. An attendance roll call vote was taken by Deputy Secretary Eickemeyer. A quorum of four Board members were present.

**Approval of Agenda**

**MOTION:**  
**MOVE TO APPROVE THE AGENDA FOR THE JANUARY 11, 2023 MEETING.**

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

**MOTION CARRIED.**

## **Public Hearing on 2023-2024 Library Budget**

**MOTION:  
MOVE TO OPEN THE PUBLIC HEARING ON THE PROPOSED 2023-2024  
LIBRARY BUDGET.**

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

**MOTION CARRIED.**

**MOTION:  
MOVE TO CLOSE THE PUBLIC HEARING ON THE PROPOSED 2023-2024  
LIBRARY BUDGET.**

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

**MOTION CARRIED.**

**Correspondence**—book tribute from the Library Board in memory of former Librarian Elisabeth Shubow.

**Public Comment**—none

## **Approval of Minutes**

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

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

**MOTION CARRIED.**

## **Financial Report**

The December 2022 financial statements were accepted.

## **Director's Report**

Russ noted the articles: the *Library Journal* "Star Libraries," in which WBTPPL is named as a 5-star library; and the *Publishers Weekly* article about the "Top 10 Library Stories of 2022." Rachel Kiskin, an intern from the U-M School of Information Science started yesterday; she will be helping conduct a Community Needs Assessment that includes a survey and focus groups. We want to learn from the community how the library can better serve their needs. The library will be closed on Tuesday, May 2 for an election. The Marie Benedict program is coming up on January 25; spaces are still available.

## **Accounts Payable**

**MOTION:  
MOVE TO APPROVE PAYMENT OF ALL BILLS AND ACCOUNTS DUE IN  
THE AMOUNT OF \$219,535.60 AND RATIFY EXPENSES INCURRED SINCE  
DECEMBER 14, 2022 IN THE AMOUNT OF \$199,049.45.**

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

## **Old Business**

**MOTION:  
MOVE TO APPROVE THE 2023-2024 LIBRARY BUDGET.**

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

## **New Business**

**MOTION:  
MOVE TO APPROVE REVISIONS TO LIBRARY POLICY #30, FINANCIAL  
GUIDELINES/STRATEGIES, AS PRESENTED**

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

**MOTION:  
MOVE TO DECOMMIT \$82,061.52 FROM THE OPEB FUND**

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

**MOTION:  
MOVE TO TRANSFER \$82,061.52 FROM THE OPEB FUND TO THE CIAD  
FUND**

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

**MOTION:  
MOVE TO APPROVE BID SPECIFICATIONS FOR LIBRARY WEBSITE  
DESIGN AND HOSTING**

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

**Board Comments**—none

The meeting adjourned at 7:30 PM.

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Kari Eickemeyer, Deputy Secretary