

Minutes
For the West Bloomfield Township Public Library
Board of Trustees Meeting on
April 10, 2024
Held in the Main Library Conference Room

Present: Carol Kravetz
Kari Eickemeyer
Ken Macon
Michael Dorfman
Rhonda Orr
Raman Singh

Jeff Crocker, Acting Library Director

Deb Macon, public
Tina Russette, public

Call to Order

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

Approval of Agenda

MOTION:
MOVE TO APPROVE THE AGENDA FOR THE APRIL 10, 2024 MEETING.

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

Correspondence - None.

Public Comment - None.

Approval of Minutes

**MOTION:
MOVE TO APPROVE THE MINUTES OF THE MARCH 20, 2024 BOARD MEETING.**

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

Financial Report - was received and filed.

Director's Report

Crocker noted that the computer network replacement project was completed and that the library now has all new switching equipment and WiFi access points. He also noted that as program offerings have increased at the Westacres Branch so has the foot traffic.

Accounts Payable

**MOTION:
MOVE TO APPROVE PAYMENT OF ALL BILLS AND ACCOUNTS DUE IN THE AMOUNT OF \$356,686.90 AND RATIFY EXPENSES INCURRED SINCE MARCH 20 IN THE AMOUNT OF \$134,152.04.**

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

**MOTION:
MOVE TO APPROVE PAYMENT OF ALL BILLS AND ACCOUNTS DUE IN THE AMOUNT OF \$45,794.56.**

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

Old Business

The FY 2022-2023 Marketing Plan Final Accomplishment report was accepted. Crocker noted that the accomplishments in this plan was using analytics to make marketing decisions and improve email campaigns. The new approach is much more strategic and targeted than in the past.

The FY 2022-2023 Strategic Plan Final Accomplishment report was accepted. Crocker noted some of the plan's highlights including: completing a community needs assessment, implementing a new website which includes a new catalog and new event calendar, mitigating risk, increasing community engagement, transforming the small quiet study into the Reflection Room, starting work to convert the Computer Lab into the Community Commons, and nearly completing the total replacement of the library's air conditioning system.

New Business

REVIEW OF PROPOSED REVISIONS TO PERSONNEL POLICY #4, #9, #10, #11, AND #21.

MOTION:

MOVE TO APPROVE REVISIONS TO THE LIBRARY'S PERSONNEL POLICIES AS PRESENTED.

Moved: Dorfman

Second: Orr

Ayes: Dorfman, Eickemeyer, Kravetz, Macon, Orr, Singh

Nays: None

MOTION CARRIED.

MOTION:

MOVE TO APPROVE SPENDING THE REMAINING BEQUEST FROM THE ELBLING TRUST--\$59,658.71--ON EXPENSES FOR THE COMMUNITY COMMONS ROOM. ACKNOWLEDGEMENT WILL BE GIVEN TO THE RUTH S. ELBLING TRUST FOR ITS GENEROUS BEQUEST.

Moved: Dorfman

Second: Eickemeyer

Ayes: Dorfman, Eickemeyer, Kravetz, Macon, Orr, Singh

Nays: None

MOTION CARRIED.

REVIEW OF KEN MACON'S REQUEST TO RESIGN FROM THE OFFICE OF TREASURER AND TO CONTINUE SERVING AS TRUSTEE.

MOTION:
MOVE TO ACCEPT KEN MACON'S RESIGNATION FROM THE OFFICE OF TREASURER OF THE WEST BLOOMFIELD TOWNSHIP PUBLIC LIBRARY BOARD OF TRUSTEES.

Moved: Singh
Second: Eickemeyer
Ayes: Dorfman, Eickemeyer, Kravetz, Macon, Orr, Singh
Nays: None

MOTION CARRIED.

MOTION:
MOVE TO APPOINT RHONDA ORR AS TREASURER OF THE WEST BLOOMFIELD TOWNSHIP PUBLIC LIBRARY BOARD OF TRUSTEES.

Moved: Singh
Second: Eickemeyer
Ayes: Dorfman, Eickemeyer, Kravetz, Macon, Orr, Singh
Nays: None

MOTION CARRIED.

Board Comments - None.

The meeting adjourned at 6:48 PM.

Raman Singh, Secretary