

Minutes
For the West Bloomfield Township Public Library
Board of Trustees Meeting on
December 11, 2024
Held in the Main Library Conference Room

Board Members Present: Michael Dorfman
Kari Eickemeyer
Carol Kravetz
Rhonda Orr
Raman Singh
Jennifer Taylor Boykins

Library Staff Present: Cathy Russ, Library Director
Jeff Crocker, Associate Library Director
Kati Vogel, Finance Manager

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 DECEMBER 11, 2024
MEETING.

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

Correspondence – Russ gave the board members a copy of the flyer about the Friends' upcoming fundraiser at Buddy's Pizza on Tuesday, December 17. She also distributed a flyer about a program in March featuring Shelby Van Pelt, author of *Remarkably Bright Creatures*.

Public Comment – none.

Approval of Minutes

**MOTION:
MOVE TO APPROVE THE MINUTES OF THE NOVEMBER 13, 2024 LIBRARY BOARD MEETING.**

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

Financial Reports - were received and filed.

Director's Report – was received and filed.

Accounts Payable

**MOTION:
MOVE TO APPROVE PAYMENT OF ALL BILLS AND ACCOUNTS DUE IN THE AMOUNT OF \$1,044,713.70 AND RATIFY EXPENSES INCURRED SINCE NOVEMBER 13, 2024, IN THE AMOUNT OF \$254,456.70.**

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

Old Business--none

New Business

DISCUSSION OF SLATE OF OFFICERS FOR 2025-2026, FOR ELECTION AT THE JANUARY 2025 BOARD MEETING

The proposed slate of officers is:
President: Carol A. Kravetz
Vice President: Michael Dorfman

Secretary: Raman Singh
Treasurer: Rhonda Orr
Deputy Secretary/Treasurer: Kari Eickemeyer
Trustee at Large: Jennifer Taylor Boykins

APPROVAL OF BID SPECIFICATIONS FOR CUSTODIAL SERVICES

**MOTION:
MOVE TO APPROVE THE BID SPECIFICATIONS FOR CUSTODIAL SERVICES WITH MODIFICATIONS**

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

MOTION CARRIED.

APPROVAL OF PURCHASE OF SELF-CHECKOUT STATIONS, HOLDS PICKUP LOCKERS, MARKETING SOFTWARE, ALL ASSOCIATED PARTS AND SOFTWARE, AND A 4-YEAR MAINTENANCE PLAN

**MOTION:
MOVE TO APPROVE THE PURCHASE OF SELF-CHECKOUT STATIONS, HOLDS PICKUP LOCKERS, MARKETING SOFTWARE, ALL ASSOCIATED PARTS AND SOFTWARE, AND A 4-YEAR MAINTENANCE PLAN, FOR \$316,869.12.**

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

MOTION CARRIED.

APPROVAL OF REVISIONS TO LIBRARY POLICY #30, FINANCIAL STRATEGIES AND GUIDELINES

**MOTION:
MOVE TO APPROVE THE REVISIONS TO LIBRARY POLICY #30, FINANCIAL STRATEGIES AND GUIDELINES, AS AMENDED**

Moved: Orr
Second: Taylor Boykins

Ayes: Dorfman, Eickemeyer, Kravetz, Orr, Singh, Taylor Boykins
Nays: None

MOTION CARRIED.

APPROVAL OF REVISIONS TO PERSONNEL POLICY #11, SICK LEAVE WITH PAY AND PERSONAL TIME, TO COMPLY WITH THE NEW STATE LAW, THE EARNED SICK TIME ACT (ESTA)

MOTION:

MOVE TO APPROVE REVISIONS TO PERSONNEL POLICY #11, SICK LEAVE WITH PAY AND PERSONAL TIME

Moved: Orr

Second: Dorfman

Ayes: Dorfman, Eickemeyer, Kravetz, Orr, Singh, Taylor Boykins

Nays: None

MOTION CARRIED.

APPROVAL OF REVISIONS TO PERSONNEL POLICY #6, DISCIPLINARY ACTION

MOTION:

MOVE TO APPROVE REVISIONS TO PERSONNEL POLICY #6, DISCIPLINARY ACTION

Moved: Eickemeyer

Second: Dorfman

Ayes: Dorfman, Eickemeyer, Kravetz, Orr, Singh, Taylor Boykins

Nays: None

MOTION CARRIED.

Board Comments – Welcome to new board member Jennifer Taylor Boykins!

The meeting adjourned at 7:01 PM.

Raman Singh, Secretary