

Minutes
For the West Bloomfield Township Public Library
Board of Trustees Meeting
July 13, 2016

Present: Eickemeyer, Holtz, Kravetz, Macon, Bohrer
John Waldrop, TMP Architecture
Carol Foster, West Bloomfield resident

**Absent &
Excused:** Meyer, Osthaus

Call to Order

President Macon called the meeting to order at 7:00 p.m.

Approval of Agenda

MOTION:

**MOVE TO APPROVE THE AGENDA WITH THE ADDITION OF APPROVAL OF
2016 TAX RATE (L-4029) UNDER NEW BUSINESS.**

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

Award Bid for Main Library Boilers

John Waldrop from TMP Architecture went through the bid results and recommendation for the equipment necessary to replace the existing Main Library boilers.

MOTION:

**MOVE TO AWARD THE BID FOR TWO BOILERS (EQUIPMENT ONLY) TO
D.L. DEPPMANN AT A COST OF \$50,631 TO BE PAID FROM THE CAPITAL
IMPROVEMENT/AUTOMATION DEVELOPMENT FUND.**

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

Approval of Bid Specification for Interior/Exterior Work Related to Boilers, Back-Up Generators and Study Rooms

John Waldrop from TMP Architecture went through the key points of the bid specifications, which include:

- Installation of back-up generators at both facilities. It was noted that a new masonry wall will be installed at the Westacres Branch to surround the generator. At the Main Library, the dumpster enclosure will be moved forward to accommodate the generators and the control panel will be placed on an exterior building wall.
- Installation of the two new boilers at the Main Library.
- Creation of six additional study rooms (2 rooms seat 3 people; 2 rooms seat 4 people; 2 rooms seat 6 people) at the Main Library in current underused space.
- The wall dividing up the young adult room will be taken down and the third entrance door will be replaced with windows.

The deadline for bids will be July 29, 2016. The results and a recommendation will be brought to the August Board meeting.

MOTION:

MOVE TO APPROVE THE BID SPECIFICATIONS AS PRESENTED.

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

Correspondence

- Correspondence was received from a West Bloomfield resident commending the staff for their excellent customer service and friendliness.
- Correspondence was received from the Rotary Club of Greater West Bloomfield informing the Library of the Club's donation.

Approval of Minutes

MOTION:

MOVE TO APPROVE THE MINUTES FOR THE JUNE 8, 2016 MEETING.

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

Financial Report

The June 2016 financial statements were received.

Director's Report

Director Bohrer reported on the following:

- The donations approved by the Friends of the Library Board in support of library services and activities.
- The new youth discovery tablets have been very well received with a high circulation turnover rate.
- Department quarterly reports covering the period of April – June 2016.
- The new Librarian of Congress is Carla Hayden who currently serves as the Director of the Enoch Pratt Public Library in Baltimore. Ms. Hayden is the first woman and first African-American to serve in the position.

The Director's Report was received.

Accounts Payable

MOTION:

MOVE TO APPROVE ALL BILLS AND ACCOUNTS DUE IN THE AMOUNT OF \$380,974.43 AND RATIFY EXPENSES INCURRED SINCE JUNE 8, 2016 IN THE AMOUNT OF \$150,059.42.

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

Award Bid for Wood Soffit Repair/Cleaning

Director Bohrer reported that no qualified bids were received. Vendors indicated that they already had full schedules and to re-bid in February/March timeframe.

MOTION:

MOVE TO REBID THE EXTERIOR WORK ON THE WOOD SOFFITS IN FEBRUARY/MARCH 2017.

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

Orchard Lake Library Services Contract

Bohrer reported that the City of Orchard Lake Village would like to change the terms of the existing contract from assessed value to taxable value subject to the Headlee rollback. Bohrer report that this request has come to the Board in previous years from the other two contract communities and it was approved. The Board discussed the request in light of other requests we have had in the past. There was also a discussion on raising all contracts to a higher level of support.

MOTION:

MOVE TO AGREE TO ALTER THE EXISTING CONTRACT WITH THE CITY OF ORCHARD LAKE VILLAGE FROM ASSESSED VALUE TO TAXABLE VALUE SUBJECT TO THE HEADLEE ROLLBACK.

Moved: Kravetz
Second: Eickemeyer
Ayes: Kravetz, Eickemeyer, Macon
Nays: Holtz
MOTION CARRIED.

Approval of 2016 Tax Rate (L-4029)

The Board reviewed the Michigan Department of Treasury Form L-4029 prepared by the Township assessor regarding the 2016 tax rate for the two library millages. The Headlee rollback did slightly reduce the millage rate again this year.

MOTION:

MOVE TO APPROVE THE 2016 TAX RATE AS PREPARED BY THE TOWNSHIP ASSESSOR.

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

MOTION CARRIED.

The meeting was adjourned at 8:50 p.m.

Carol Kravetz, Secretary