

Minutes
For the West Bloomfield Township Public Library
Board of Trustees Meeting
February 9, 2010

Present: Bordman, Kravetz, Macon, Osthaus, Bohrer

**Absent &
Excused:** Holtz, Meyer

Call to Order

President Bordman called the meeting to order at 7:30 p.m.

Approval of Agenda

MOTION:

MOVE TO APPROVE THE AGENDA FOR THE FEBRUARY 9, 2010 MEETING.

Moved: Kravetz; Second: Macon
Ayes: Kravetz, Macon, Bordman, Osthaus
Nays: None

MOTION CARRIED.

Public Comment

Trustee Osthaus reported that the Friends of the Library Book Sale held on February 5-7, 2010 was a success. The Friends preview night was extremely well-attended, as was the “bag sale” on Sunday afternoon.

Approval of Minutes

MOTION:

MOVE TO APPROVE THE MINUTES FOR THE JANUARY 13, 2010 MEETING.

Moved: Osthaus; Second: Macon
Ayes: Osthaus, Macon, Bordman, Kravetz
Nays: None

MOTION CARRIED.

Financial Report

The January 2010 financial report was accepted.

Director's Report

Director Bohrer reported on:

- West Bloomfield Township was not awarded funding for the LED grant proposal submitted for parking lot fixtures on the civic center campus, which included our Library lights.
- The library privileges of three individuals were suspended for six months for defacing library property and for one individual for three months for disruptive behavior, which is a violation of the Library's Rules of conduct. Two warning letters were issued for disruptive behavior.
- The Library will participate again this year in the "Best of the West" at the Jewish Community Center on February 14, 2010 from 10:00 a.m. to 6:00 p.m.
- The Michigan Library Association's legislative agenda for the coming year is to focus on maintaining state aid for public libraries at the existing or higher level, as well as obtaining "opt-out" language for public libraries in tax capture legislation.
- West Bloomfield Township is currently investigating the development of a Corridor Improvement Authority (CIA). Corridor improvements along Orchard Lake Road may include improvements to land, as well as constructing, preserving and maintaining buildings within the district. A portion of the Library's property tax revenue would be subject to "capture" under such an authority. The Library has the ability to "opt out" of the CIA under current law.

In addition, Bohrer reported that the Keego Harbor City Council voted to put a .3 millage request for library services on the August primary ballot. Trustees expressed concern that the City Council didn't first meet with them to review the contract's funding terms and millage request. Contract community usage has significantly grown over the last couple of years. The current contract rate may not be sufficient to cover library services

in the future. President Bordman will send a letter to the mayor of Keego Harbor requesting a meeting to review future contract terms.

The Director's Report was accepted.

Accounts Payable

MOTION:

MOVE TO PAY ALL BILLS AND ACCOUNTS DUE IN THE AMOUNT OF \$163,201.34 AND RATIFY EXPENSES INCURRED SINCE JANUARY 13, 2010 IN THE AMOUNT OF \$156,429.49.

Moved: Macon; Second: Osthaus
Ayes: Macon, Osthaus, Bordman, Kravetz
Nays: None

MOTION CARRIED.

Fiscal Year 2010-2011 Budget

The Board reviewed the second draft of the 2010-2011 fiscal year budget. The budget includes:

- A 10% reduction in property tax revenue
- Elimination of state aid for public libraries revenue
- A \$25,000 donation from the Friends of the Library for the purchase of materials to offset some of the reduction necessary in the materials expenditures
- A 7.8% reduction in the personnel line item, with 7 positions unfilled and reduction in page, substitute librarian, substitute clerk and monitor hours
- A reduction of various amounts (between 6.8% and 21.6%) across the majority of expenditure categories
- The Library will close 2 additional Sundays over the normal number of Sunday closings
- There will be no transfers to meet the OPEB and computer replacement schedules

MOTION:

MOVE TO SET THE PUBLIC HEARING ON THE LIBRARY'S 2010-2011 FISCAL YEAR BUDGET FOR WEDNESDAY, MARCH 17, 2010 AT 7:15 P.M. IN THE CONFERENCE ROOM AT THE MAIN LIBRARY.

Moved: Osthaus; Second: Macon
Ayes: Osthaus, Macon, Bordman, Kravetz
Nays: None

MOTION CARRIED.

Award Bid for Telephone Service Under the Universal Service Fund (USF) Program

The Board reviewed the bids received for telephone service, as well as the staff recommendation. Five bids were received based on a 36-month contract. Bohrer explained that the USF regulations require that “the bid chosen is the most cost-effective, with price being the primary factor.” The low bidder, Clear Rate Communications, is an approved vendor of BSB Communications, our telephone system vendor.

MOTION:

MOVE TO AWARD THE BID FOR TELEPHONE SERVICE FOR A 36-MONTH CONTRACT TO LOW BIDDER, CLEAR RATE COMMUNICATIONS, AT AN ANNUAL COST OF \$4,188.00.

Moved: Osthaus; Second: Macon
Ayes: Osthaus, Macon, Bordman, Kravetz
Nays: None

MOTION CARRIED.

The meeting was adjourned at 7:50 p.m.

Carol Kravetz, Secretary