

Minutes
West Bloomfield Township Public Library
Board of Trustees Meeting
February 9, 2011

Present: Bordman, Holtz (arrived at 7:35 p.m.), Kravetz, Macon, Meyer,
Osthaus, Bohrer
West Bloomfield residents: Kevin Garrity, Teemu Garrity

Absent: None

Call to Order

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

Approval of Agenda

MOTION:

MOVE TO APPROVE THE AGENDA FOR THE FEBRUARY 9, 2011 MEETING.

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

MOTION CARRIED.

Correspondence

- A letter was received from U.S. Senator Carl Levin congratulating our Library on receiving the National Medal. The letter has been included in the National Medal display.

- A letter was received from our Sister Library, the Awaji City Higashiura Public Library, in Japan providing an update on their activities. Our Sister Library also sent gifts which are on display in youth services at the Main Library.

Approval of Minutes

MOTION:

MOVE TO APPROVE THE MINUTES FOR THE JANUARY 12, 2011 MEETING.

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

MOTION CARRIED.

Financial Report

The January 2011 financial report was accepted.

Director's Report

Director Bohrer reported on the following:

- The State of Michigan has approved our technology plan for the period of 7/1/2011 through 6/30/2014. This plan is required in order to be eligible for the Universal Service Fund discount (e-rate) on our telecommunications.
- The Detroit Tigers Winter Caravan event on January 20, 2011 was a tremendous success with hundreds of people in attendance. The Tigers organization presented the Library with a framed jersey and plaque in honor of our receiving the National Medal.
- *Powerspeak Languages*, a new electronic language learning product is now available through the Online Library.
- The West Bloomfield Township Zoning Board of Appeals has approved an extension to our exterior National Medal signs through May 4, 2011.

- Director Bohrer received the United We Walk Community Leadership Award on Sunday, January 23, 2011 during a ceremony held at West Bloomfield High School.
- The Mayor of the municipality where our Sister Library is located in Japan and his delegation will be coming to the U.S. on business and wants to visit our Library to congratulate us on receiving the 2010 National Medal. The visit has been confirmed for the morning of Wednesday, April 27, 2011.
- Usage continues to increase. Circulation of materials, traffic count and reference assistance is all significantly higher than at the same time last year.
- The most recent attempt to re-authorize the Patriot Act in the U.S. House of Representatives has failed. A version has been introduced in the U.S. Senate which includes a “library” provision requiring a higher level of legal showing for the FBI to obtain library records and patron lists.
- An elected official from Bloomfield Hills has set up a meeting on February 23, 2011 with Director Bohrer to talk in general about library service.

The Director’s Report was accepted.

Accounts Payable

MOTION:

MOVE TO APPROVE ALL BILLS AND ACCOUNTS DUE IN THE AMOUNT OF \$151,531.93 AND RATIFY EXPENSES INCURRED SINCE JANUARY 12, 2011 IN THE AMOUNT OF \$199,355.01.

Moved: Osthau; Second: Kravetz
 Ayes: Osthau, Kravetz, Bordman, Holtz, Macon, Meyer
 Nays: None

MOTION CARRIED.

Reports—2011-2012 Fiscal Year Budget Committee

The Budget Committee presented the full Board with a draft of the 2011-2012 fiscal year budget. It is projected that the Library will receive \$4,860,773 in revenue, which is a reduction of \$522,345 over last fiscal year. Revenue from property tax, state aid, contract fees, and penal fines all show decline. Revenues, however, from overdues and replacement fees continue to increase as circulation continues to increase. The Friends

of the Library will make another significant donation to help maintain the materials collection.

Expenses will be reduced across numerous areas including personnel services, supplies, community promotion, utilities, professional/contractual and the materials collection. Every attempt is being made to maintain hours of operation and a strong materials collection which are core aspects of library service. Expenditures total \$4,860,773.

MOTION:

MOVE TO SET A HEARING ON THE 2011-2012 FISCAL YEAR BUDGET FOR WEDNESDAY, MARCH 2, 2011 AT 5:30 P.M. IN THE CONFERENCE ROOM AT THE MAIN LIBRARY TO BE FOLLOWED AT 5:45 P.M. BY AN ADDITIONAL BOARD MEETING FOR THE MONTH OF MARCH 2011.

Moved: Osthau; Second: Bordman
Ayes: Osthau, Bordman, Kravetz, Holtz, Macon, Meyer
Nays: None

MOTION CARRIED.

Reports—National Medal Celebration Committee

The National Medal Celebration Committee presented the full board with plans for the March 6, 2011 event which include the following:

- A special Music@Main performance
- Entertainment for children
- Light refreshments
- Displays highlighting partnership/collaboration efforts
- Book plates for participants to sign
- Photographer
- Presentations of proclamations and resolutions by elected officials

Invitations have been sent out for the private partner reception to be held prior to the public Celebration. Celebration invitations have been sent out to the Friends of the Library and other stakeholders. Online invitations are being sent to all Library e-newsletter subscribers. The event has been advertised in the print newsletter.

The Friends of the Library are generously funding the private reception for partners and community celebration.

Award Bid for Telecommunication Services (USF Discounted)

The Board reviewed the report from the IT Services Coordinator regarding the two bids received for our 10 system lines for both facilities, which include fire alarm, security alarm, dedicated emergency line between both facilities, etc. Long distance service is not subject to these system lines.

MOTION:

MOVE TO AWARD THE BID FOR OUR 10 SYSTEM LINES TO AT&T, THE LOW BIDDER.

Moved: Bordman, Second: Holtz
Ayes: Bordman, Holtz, Kravetz, Macon, Meyer, Osthaus
Nays: None

MOTION CARRIED.

Changes to 2011 Board Meeting Dates

Due to conflicts that have recently come to light, the Board reviewed meeting dates for their May and September meetings.

MOTION:

MOVE TO CHANGE THE 2011 MAY MONTHLY MEETING TO MAY 18, 2011 AND THE 2011 SEPTEMBER MEETING TO SEPTEMBER 15, 2011.

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

MOTION CARRIED.

Board Comments

Trustee Osthaus reported that the Friends of the Library had a successful book sale on February 5-6, 2011 clearing \$7,300.00. Some books were purchased to be sent to soldiers in Afghanistan.

President Macon, on behalf of the Board, presented Director Bohrer with a plaque honoring her 20 years of service to the West Bloomfield community.

The meeting was adjourned at 8:30 p.m.

Carol Kravetz, Secretary