

**Minutes**  
**For the West Bloomfield Township Public Library**  
**Board of Trustees Meeting on**  
**October 13, 2021**  
**Held Virtually via Zoom**

(In compliance with the Open Meetings Act as amended by 2020 SB 1246)

**Present:**     **Judith Holtz** (attending remotely from West Bloomfield, Oakland County, Michigan)  
                  **Carol Kravetz** (attending remotely from West Bloomfield, Oakland County, Michigan)  
                  **Ken Macon** (attending remotely from West Bloomfield, Oakland County, Michigan)  
                  **Raman Singh** (attending remotely from West Bloomfield, Oakland County, Michigan)

**Cathy Russ**, Library Director  
                  **Jeff Crocker** (staff co-host)  
                  **Andrew Weidman** (staff co-host)

**Excused:**     **Michael Dorfman, Kari Eickemeyer**

**Call to Order**

President Kravetz called the meeting to order at 7:00 p.m. An attendance roll call vote was taken by Acting Secretary Singh and a quorum of four Board members were present, participating remotely from West Bloomfield Township, Oakland County, Michigan.

**Approval of Agenda**

**MOTION:**  
**MOVE TO APPROVE THE AGENDA FOR THE OCTOBER 13, 2021 MEETING**

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

**MOTION CARRIED.**

**Correspondence**—Library Director Russ noted the recent email from the Michigan Library Association, announcing October is Library Appreciation Month. The Library also received 3, 5-star reviews on Google and 1, 4-star review.

**Public Comment--none**

**Approval of Minutes**

**MOTION:  
MOVE TO APPROVE THE MINUTES FOR THE SEPTEMBER 8, 2021 BOARD MEETING.**

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

**Financial Report**

The September 2021 financial statements were accepted.

**Director's Report**

Russ mentioned the event featuring Rochelle Riley that the Library is co-sponsoring with Rotary. State Aid to Libraries is increasing by \$2 million next fiscal year. Russ will provide details regarding specific increase for WBTPPL when those numbers are available. Russ is going to be a guest on Florine Mark's podcast "Today's Takeaway," on Thursday, October 21, discussing book clubs. The Friends of the Library are having 2 sales: Friendship items will be for sale on Friday, October 15 (preview sale for staff, Friends and Board members). Children's books will be sold on the weekend of October 30-31; both sales will take place outside under the portico at the east entrance.

The Summer Reading Program was a success, with increased attendance over and participation from last year. Staff really appreciates patron feedback and works hard to incorporate it into the next year's program.

The September 2021 Director's Report and the Summer Reading 2021 Report were accepted.

**Accounts Payable**

**MOTION:  
MOVE TO APPROVE PAYMENT OF ALL BILLS AND ACCOUNTS DUE IN  
THE AMOUNT OF \$212,866.16 AND RATIFY EXPENSES INCURRED SINCE  
SEPTEMBER 8, 2021 IN THE AMOUNT OF \$191,208.73.**

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

**New Business**

**MOTION:  
MOVE TO APPROVE LIBRARY CLOSED DATES FOR 2022**

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

**MOTION:  
MOVE TO APPROVE THE SCHEDULE OF LIBRARY BOARD MEETING  
DATES FOR 2022.**

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

**MOTION:  
MOVE TO APPROVE THE FRIENDSHOP RENOVATION CONCEPT**

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

**MOTION:  
MOVE TO APPROVE THE AWARDDING THE BID FOR CARPETING THE MAIN LIBRARY'S CLERESTORY, MEETING ROOM AND MEETING ROOM FOYER TO LIBRARY DESIGN ASSOCIATES FOR \$57,953.**

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

**MOTION CARRIED.**

**MOTION:  
MOVE TO APPROVE THE REALIA ADDITION TO THE COLLECTION POLICY**

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

**MOTION CARRIED.**

**MOTION:  
MOVE TO APPROVE THE FURNITURE CLEANING BID SPECIFICATIONS**

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

**MOTION CARRIED.**

**MOTION:  
MOVE TO APPROVE THE CARPRET CLEANING BID SPECIFICATIONS**

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

**MOTION CARRIED.**

**Board Comments**— It is wonderful to see more cars in the parking lot! The Board reaffirmed by consensus to meet via Zoom in November and December.

The meeting was adjourned at 7:32 pm.

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Raman Singh, Acting Secretary