

**Minutes**  
**For the West Bloomfield Township Public Library**  
**Board of Trustees Meeting on**  
**September 14, 2022**  
**Held in the Library's Meeting Room**

**Present:** Michael Dorfman  
Judith Holtz  
Carol Kravetz  
Ken Macon

Cathy Russ, Library Director  
Jeff Crocker, Assistant Library Director

**Excused:** Kari Eickemeyer  
Raman Singh

**Call to Order**

President Kravetz called the meeting to order at 7:00 PM. An attendance roll call vote was taken by Secretary Dorfman. A quorum of four Board members were present.

**Approval of Agenda**

**MOTION:**  
**MOVE TO APPROVE THE AGENDA FOR THE SEPTEMBER 14, 2022**  
**MEETING.**

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

**Correspondence**

Received a subpoena from a lawyer representing PIC Maintenance, the library's former cleaning company. Documents requested are part of discovery in a lawsuit that is not against WBTPL. Russ will submit documents by the end of the week. She does not have to appear for a deposition if documents are submitted by September 28.

## **Public Comment**

None.

## **Approval of Minutes**

**MOTION:  
MOVE TO APPROVE THE MINUTES FOR THE AUGUST 10, 2022 BOARD MEETING.**

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

**MOTION CARRIED.**

## **Financial Report**

The August 2022 financial statements were accepted.

## **Director's Report**

Director Russ updated the board on the status of some building projects, in addition to the contents of the Director's Report.

## **Accounts Payable**

**MOTION:  
MOVE TO APPROVE PAYMENT OF ALL BILLS AND ACCOUNTS DUE IN THE AMOUNT OF \$286,435.37 AND RATIFY EXPENSES INCURRED SINCE AUGUST 10, 2022 IN THE AMOUNT OF \$225,620.05.**

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

**MOTION CARRIED.**

### **Old Business**

**MOTION:  
MOVE TO APPROVE THE BID SPECIFICATIONS FOR THE MAIN LIBRARY'S  
CHILLER AND SERVER ROOM AIR CONDITIONING**

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

### **New Business**

**MOTION:  
MOVE TO APPROVE THE REVISIONS TO LIBRARY POLICY #17,  
PURCHASING POLICY**

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

### **Board Comments**

On behalf of the Library Board, President Kravetz presented Assistant Director Crocker with a token of the Board's appreciation for his excellent work during the time that Director Russ was out on medical leave. She commended Crocker for being such a wonderful employee and expressed that the library is lucky to have him on staff.

The meeting adjourned at 7:17 PM.

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Michael Dorfman, Secretary