

Minutes
For the West Bloomfield Township Public Library
Board of Trustees Meeting on
January 11, 2023
Held in the Library's Meeting Room

Present: **Kari Eickemeyer**
 Judith Holtz
 Carol Kravetz
 Ken Macon

Cathy Russ, Library Director
 Jeff Crocker, Assistant Library Director
 Kati Vogel, Finance/Benefits Coordinator

Excused: Michael Dorfman, Raman Singh

Call to Order

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

Approval of Agenda

MOTION:
MOVE TO APPROVE THE AGENDA FOR THE JANUARY 11, 2023 MEETING.

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

MOTION CARRIED.

Public Hearing on 2023-2024 Library Budget

**MOTION:
MOVE TO OPEN THE PUBLIC HEARING ON THE PROPOSED 2023-2024
LIBRARY BUDGET.**

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

MOTION CARRIED.

**MOTION:
MOVE TO CLOSE THE PUBLIC HEARING ON THE PROPOSED 2023-2024
LIBRARY BUDGET.**

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

MOTION CARRIED.

Correspondence—book tribute from the Library Board in memory of former Librarian Elisabeth Shubow.

Public Comment—none

Approval of Minutes

**MOTION:
MOVE TO APPROVE THE MINUTES FOR DECEMBER 14, 2022 BOARD
MEETING.**

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

MOTION CARRIED.

Financial Report

The December 2022 financial statements were accepted.

Director's Report

Russ noted the articles: the *Library Journal* "Star Libraries," in which WBTPPL is named as a 5-star library; and the *Publishers Weekly* article about the "Top 10 Library Stories of 2022." Rachel Kiskin, an intern from the U-M School of Information Science started yesterday; she will be helping conduct a Community Needs Assessment that includes a survey and focus groups. We want to learn from the community how the library can better serve their needs. The library will be closed on Tuesday, May 2 for an election. The Marie Benedict program is coming up on January 25; spaces are still available.

Accounts Payable

**MOTION:
MOVE TO APPROVE PAYMENT OF ALL BILLS AND ACCOUNTS DUE IN
THE AMOUNT OF \$219,535.60 AND RATIFY EXPENSES INCURRED SINCE
DECEMBER 14, 2022 IN THE AMOUNT OF \$199,049.45.**

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

Old Business

**MOTION:
MOVE TO APPROVE THE 2023-2024 LIBRARY BUDGET.**

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

New Business

**MOTION:
MOVE TO APPROVE REVISIONS TO LIBRARY POLICY #30, FINANCIAL
GUIDELINES/STRATEGIES, AS PRESENTED**

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

**MOTION:
MOVE TO DECOMMIT \$82,061.52 FROM THE OPEB FUND**

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

**MOTION:
MOVE TO TRANSFER \$82,061.52 FROM THE OPEB FUND TO THE CIAD
FUND**

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

**MOTION:
MOVE TO APPROVE BID SPECIFICATIONS FOR LIBRARY WEBSITE
DESIGN AND HOSTING**

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

Board Comments—none

The meeting adjourned at 7:30 PM.

Kari Eickemeyer, Deputy Secretary