

**MINUTES OF THE BLOOMFIELD TOWNSHIP PUBLIC LIBRARY  
BOARD OF TRUSTEES**

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Bloomfield Township Public Library  
Oakland County, Michigan  
**Tuesday, August 21, 2007**

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Preceding the regular Board meeting, the 2007 Jeanette P. Myers Memorial Scholarship award presentation was made to Jonathan Urbach Warsh and Jacinta Sito.

Isabelle Charnov and James Bohlander both commented on the caliber of applications this year and the difficulty choosing only one recipient. The award, with additional funds contributed by Beth Sulek-LaHousse, was divided into two scholarships.

Jonathan will attend Harvard University for his first year this fall to study government, particularly public policy. His father, Richard Warsh, accepted the award on Jonathan's behalf. The family is a long-time user of the library. Richard noted that Jonathan spent many hours here preparing for debates. He was unable to be at the presentation because his commitment to Harvard's debate team began earlier than classes.

Jacinta will attend the University of Michigan for graduate studies in social work and public health this fall. Her undergraduate studies at U of M were in English and Honors psychology. She, too, is a long-time user of the library, attending summer reading and enjoying weekly Saturday visits for the 16 years growing up in the area.

Rod Myers commented that he is proud of the response and quality of applicants. Their achievements are a wonderful contribution to Jeanette's memory.

The Myers Scholarship reception concluded at 7:30 p.m.

The Annual Public Budget Hearing was called to order at 7:33 p.m. (See separate minutes, 6a)

The regular meeting of the Bloomfield Township Public Library Board was held in the Library on Tuesday, August 21, 2007. The meeting was called to order by John D. MacInnes at 7:45 p.m.

**Present:** Trustees: James Bohlander, Isabelle Charnov, Margaret Cohen, John D. MacInnes, Rodman N. Myers, Robert Spencer

**Administration:** Director, Karen Kotulis-Carter; Assistant Director, Ceci Marlow

**Guests:** Beth Sulek-LaHousse, Bookkeeper; Nancy Frey and Marcia Preston, SOC Representatives  
Brandon Balogun, Brian Camiller, and Les Pulver, Plante Moran  
Edward Schwartz and Andrew Bearre, Gregory Schwartz & Company

Upon discussion, a motion was made by Rodman N. Myers, seconded by Margaret Cohen **TO APPROVE THE ORDER OF ITEMS AS LISTED ON THE AGENDAS, WITH THE FOLLOWING ITEM TO BE MOVED FROM THE REGULAR AGENDA, AS FOLLOWS: ITEM 11A TO THE BEGINNING OF THE REGULAR MEETING, AND THE CONSENT AGENDA AS AMENDED.** Motion carried.

## **NEW BUSINESS**

### *Discussion of Construction Fund Investments - Plante & Moran/Gregory Schwartz*

Lengthy discussion was held regarding the concerns of Rodman Myers about the use of a custodial firm to invest the funds from the Library Improvements Project bond into mutual funds. Representatives from both Gregory Schwartz & Company and Plante Moran weighed in with their interpretation of both the language and practice by public libraries and governmental institutions, including the Charter Township of Bloomfield, on Michigan Public Act 20 of 1943. Both firms believe that no improper or illegal action has been taken and that the investments are consistent with the statute, the practices of other governmental bodies, and the library's own Investment and Depository Designation Resolution which is based on that of the Charter Township of Bloomfield.

It was noted that the Finance Committee members, Margaret Cohen and Rodman Myers, and the trustees approved the use of Gregory Schwartz & Company to invest the bond funds at the onset of the project, with the knowledge and approval of the Township to whom these funds belong. Further, the role of the Schwartz investment advisors was to be "with discretion," as in to make investments on the library's behalf and consistent with the library's goals of availability and yield. Rodman Myers commended the Gregory Schwartz & Company for their excellent advice and the yield achieved. Margaret Cohen noted that the remaining approximately \$6.4 million from the bond sale will likely be exhausted within the next year, particularly when arbitrage potential comes into play in November, and changes at this point are less important. It was suggested that resolution of Rodman Myers' concerns about the use of a custodial firm approach to investment, rather than the library investing directly into mutual funds based on the advice of selection of funds by Schwartz, if it will successfully conclude the discussion, is warranted.

A motion was made by Margaret Cohen, seconded by Rodman Myers **TO INSTRUCT GREGORY SCHWARTZ & COMPANY TO INVEST OUR CONSTRUCTION FUNDS DIRECTLY IN MUTUAL FUNDS WHICH COMPLY WITH THE STATUTE AS PRESENTED.**

Discussion continued. Rodman Myers called for the question. The motion carried.

**President's Verbal Report:**

John D. MacInnes waived his customary verbal report to read and move the following resolution for acceptance by the Board of Trustees:

**WHEREAS,** Rosemary Dorich has served at Bloomfield Township Public Library in the Administrative Services Department since July 27, 1998 and has especially served our library in the capacity of the Administrative Services Department Head since July 19, 1999; and

**WHEREAS,** Rosemary has remained committed to excellence in public library service; and

**WHEREAS,** The Library Board of Trustees and Friends of the Bloomfield Township Public Library have both appreciated Rosemary's support of their activities; and

**WHEREAS,** During Rosemary's term as Department Head, the Administrative Services Department has continued to provide innovative and responsive service receiving our patrons and offering special service to our meeting room users; now, therefore, let it be

**RESOLVED,** The Bloomfield Township Public Library Board of Trustees commends Rosemary Dorich on the occasion of her retirement and offers heartfelt thanks to her for her service to the community as a valued staff member of the Bloomfield Township Public Library.

Isabelle Charnov seconded the motion. Motion carried.

**Director's Verbal Report:**

Karen Kotulis-Carter thanked the Township trustees and the Township Clerk for approving the loan of very special township photos, documents, records, etc for a temporary display, the first, in the Local History display cases here at the library. The Township Trustees are considering a permanent loan of certain materials. If so, an agreement will be brought to the Library Board of Trustees to consider.

Karen is working with the Township traffic police in response to a request from a Woodlands Condominium Association to change the sign at the exit from the library prohibiting a right turn. The recommendation is to have a "caution, watch for through traffic" warning sign in place instead.

Karen is working with the library's attorney, Michael Schloff to provide an easement right of way for the new water main that is being added.

On August 16, 2007, the library's telephone system was moved, along with all of its wiring, the modem pool, voice mail server, and ancillary equipment. Karen commended Joan Wu and the Systems staff, for a thoroughly planned and well-executed move of this equipment.

**CONSENT AGENDA MOTION**

After discussion, a motion was made by Margaret Cohen, seconded by James Bohlander

**TO APPROVE THE ITEMS ON THE CONSENT AGENDA AS PRESENTED WITH THE EXCEPTIONS OF THE FOLLOWING: CASH DISBURSEMENTS; MONTHLY REVENUES & EXPENDITURES; MONTHLY DIRECTOR'S REPORT; ART COMMITTEE MEETING MINUTES OF AUGUST 13, 2007; FINANCE COMMITTEE MEETING MINUTES OF JULY 12, 2007; FINANCE COMMITTEE MEETING MINUTES OF AUGUST 1, 2007; INTERIORS COMMITTEE MEETING MINUTES OF AUGUST 14, 2007; JEANETTE P. MYERS SCHOLARSHIP SELECTION COMMITTEE MEETING MINUTES OF JULY 26, 2007; POLICY COMMITTEE MEETING MINUTES OF JULY 26, 2007.** Motion carried.  
(Note: The unnumbered item "Q&A Regarding Goldstone v. Bloomfield Township Public Library" was noted for further discussion during the scheduled executive session.)

### **REGULAR AGENDA:**

Call to the Public:

John D. MacInnes welcomed Beth Sulek-LaHousse, Nancy Frey, and Marcia Preston.

### **UNFINISHED BUSINESS**

*Library Improvements Project:*

Upon discussion, a motion was made by Margaret Cohen, seconded by Isabelle Charnov  
**TO AWARD THE SECOND PHASE OF MILLWORK BIDS AS FOLLOWS:**

**UNITED MILL - TOTAL BID AWARD NOT TO EXCEED \$19,550.00**

**LIBRARY DESIGN (INTERIOR PRODUCTS) - TOTAL BID AWARD NOT TO EXCEED \$82,048.50**

Motion carried.

Upon discussion, a motion was made by Margaret Cohen, seconded by Isabelle Charnov  
**TO DELEGATE THE AUTHORITY TO AWARD THE THIRD PHASE OF MILLWORK BY NOVEMBER 2007 TO THE INTERIORS COMMITTEE.**

Motion carried.

Upon discussion, a motion was made by Margaret Cohen, seconded by Isabelle Charnov  
**TO DELEGATE TO THE INTERIORS COMMITTEE THE AUTHORITY TO AWARD A PORTION OF OUTSTANDING MILLWORK THAT INTEGRATES WITH THE CIRCULATION DESK, NOT TO EXCEED \$4,000 IN ADDED COST IN ORDER TO PROVIDE A MORE EFFECTIVE INTEGRATION OF FURNISHINGS.**

Motion carried.

### **DISCUSSION OF ITEMS REMOVED FROM THE CONSENT AGENDA**

Margaret Cohen queried the check for \$1620.10 written to Bala Cramer. Karen Kotulis-Carter explained that it reimbursed the employee for national conference attendance as budgeted.

Margaret Cohen and Isabelle Charnov noted the "Administrative note" on the Improvement & Revolving Fund Budget explaining the potential liability for compensated absences.

Isabelle Charnov noted the rise in circulation as indicated on the Circulation report page of the Monthly Director's Report.

Margaret Cohen and Isabelle Charnov queried the statistics regarding program attendance. An explanation will be provided.

Isabelle Charnov asked that the Art Committee minutes, paragraph 4, the word "reception" be corrected to "receptive."

Rodman Myers asked that the Finance Committee minutes for August 1, 2007, last paragraph have the words "any two" added before the last word of the first line.

Margaret Cohen noted that the Interiors Committee meeting minutes do not fully explain which lower level meeting rooms will have chairs with arms. It is the one room (of three in the lower level) which will have set ups with as well as without tables.

Isabelle Charnov noted that the Myers Scholarship Selection Committee minutes, fourth bullet, should have the word "each" added before "receive" to make clearer that each scholarship recipient will receive half of the full Myers endowment payout.

The minutes shall be so amended.

After discussion, a motion was made by Margaret Cohen, seconded by Robert Spencer **TO APPROVE THE REMOVED ITEMS FROM THE CONSENT AGENDA AND ACCEPT THE REPORTS AND RECOMMENDATIONS AS PRESENTED.** Motion carried.

The Board went into executive session at 9:00 p.m. to discuss the pending litigation and with no further business to discuss, adjourned the regular meeting at 9:20 p.m.

The next regular Board meeting has been scheduled for TUESDAY, SEPTEMBER 18, 2007 at 7:00 p.m.

Submitted by:

Isabelle Charnov, Secretary