

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

Bloomfield Township Public Library
Oakland County, Michigan
Tuesday, May 15, 2007

The regular meeting of the Bloomfield Township Public Library Board was held in the Library on Tuesday, May 15, 2007. The meeting was called to order by John D. MacInnes at 7:00 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; Administrative Services Department Head, Rosemary Dorich

Guests: Marcia Preston, SOC Representative

Upon discussion, a motion was made by Margaret Cohen, seconded by Isabelle Charnov **TO APPROVE THE AGENDA, INCLUDING THE CONSENT AGENDA AS AMENDED.** Motion carried.

President's Verbal Report:

John D. MacInnes reflected on the following two library events he recently attended: Bloomfield Township Public Library's Staff Development Day and a fund-raising workshop.

Mr. MacInnes was very impressed with the fine planning of activities for Staff Development Day; staff's positive spirits which were observed at this event; and the Director's positive leadership.

Alyce Riemenschneider's Staff Development Day presentation was well done at which time Ms. Riemenschneider explained the difference between an interior designer and an interior decorator and then focused on the bright, airy, timeless and quality atmosphere which is being created for the Library's new building.

The trustees discussed the possibility of inviting Alyce Riemenschneider as the key-note speaker for their annual Board training session. The Director will follow-up and make the necessary arrangements.

Mr. MacInnes shared that the recent fund-raising workshop which was held at Baldwin Public Library was very interesting and extremely well-done. It provided a situation where the entire fund-development team from the Library was in attendance: Director, Assistant Director, Board President, Friends of the Library Board President, and a Friends of the Library Board member. Mr. MacInnes had invited the trustees to bring future Library fund-raising suggestions for review at the July Board meeting.

Director's Verbal Report:

Karen Kotulis-Carter shared some photographs of the Library's recent two-day storytelling festival and explained that this was an outstanding community partnership program which was very successful.

Another community partnership program is being planned by Bloomfield Township in conjunction with the Chamber of Commerce, schools and community organizations, including Bloomfield Township Public Library. This program, which will showcase the services provided by Bloomfield Township, is being held at Conant School on Sunday, May 20, from noon to 5 p.m. The Library will have a table set up at this event with literature highlighting their services. This event is being organized by Bloomfield Township in response to the concerns of the large inventory of unsold Township homes (currently there are approximately 700 homes for sale in the Township). The Township is hoping to attract prospective home buyers to purchase homes in Bloomfield Township. Realtors were also invited to this event as well as Township residents who have homes on the market.

The Director thanked John D. MacInnes for speaking on Staff Development Day and for sharing some interesting facts about Andrew Carnegie with staff. The Director also thanked James Bohlander for attending this event.

The Assistant Director is drafting a creative script which will be used for a video presentation at the Friends of the Library's Annual Meeting on Friday, May 18.

"Answers" is featuring color photographs on the cover and middle section of the Summer 2007 newsletter which is being mailed to area residents May 22.

The Computer Center's move which was originally scheduled for May 29, 2007 will see a slight delay. The new date is scheduled for June 4, 2007.

The new public areas in the north pavilion are still officially scheduled to open July 2, 2007 and an official open house/ribbon cutting ceremony for the new Adult Services and Computer Center is being planned for July 17, 2007—just before the Board meeting.

Due to the day-to-day construction time-frames, the June and July Board meetings may be held at the Library in either Room 2, the Staff Conference Room, Youth's Story Room, one of the new study rooms, or offsite at Wing Lake (Gary Doyle Center). The trustees will be notified of the exact location once it is determined.

CONSENT AGENDA MOTION

After discussion, a motion was made by Isabelle Charnov, seconded by Margaret Cohen **TO APPROVE THE ITEMS ON THE CONSENT AGENDA AS PRESENTED WITH THE EXCEPTIONS OF THE FOLLOWING: CASH DISBURSEMENTS, REVENUES/EXPENDITURES BUDGET REPORT, AND THE MONTHLY DIRECTOR'S REPORT.** Motion carried.

REGULAR AGENDA:

Call to the Public:

John D. MacInnes welcomed Marcia Preston, SOC Representative.

UNFINISHED BUSINESS

Library Improvements Project:

The overhangs and pipes are currently being sprayed with a special paint in the event of a fire which is in compliance with the new building code. Several coats of this special paint are required and sheets of plastic are covering the surrounding areas during this spraying process. Once the spraying of this fire-proofing paint is completed, the wood trim will be installed.

Policy Review:

Upon discussion, a motion was made by James Bohlander, seconded by Margaret Cohen **TO APPROVE THE ATTACHED "LIBRARY CONDUCT POLICY," ORIGINALLY TITLED "CODE OF CONDUCT POLICY" WHICH WAS APPROVED BY THE BOARD SEPTEMBER 19, 2000 AND REVISED MAY 15, 2007.** Motion carried.

NEW BUSINESS

One of the trustees commented that he had spoken with an Oakland County legislator inquiring as a citizen (not as a trustee) about the proper steps which would need to be taken to introduce new legislation relative to staggering elections for township library trustees. Library trustees for city libraries do have staggered terms. The Director will meet with the trustees to devise the next step.

OTHER:

After discussion, a motion was made by Margaret Cohen, seconded by Isabelle Charnov **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 8:25 p.m. to discuss the pending litigation, immediately followed by another executive session at 8:39 p.m. to discuss and review the Director's yearly evaluation/contract. The Board reconvened their regular meeting to unanimously approve renewal of the Director's contract through March 31, 2008. The regular meeting adjourned at 9:02 p.m.

The next regular Board meeting has been scheduled for TUESDAY, JUNE 19, 2007 at 7:00 p.m.

Submitted by:

John D. MacInnes, President (in the absence of
Isabelle Charnov, Secretary)