

**Minutes
For the Library Board Meeting of
May 14, 2014**

Present: Bordman, Kravetz, Macon, Meyer, Osthaus, Bohrer
West Bloomfield residents: Andrea and Sarah Rasmussen

**Absent &
Excused:** Holtz

Call to Order

The meeting was called to order by President Macon at 7:30 p.m.

Approval of Agenda

MOTION:

MOVE TO APPROVE THE AGENDA WITH THE ADDITION OF RECOGNITION OF KAY KIRSH AS NEW BUSINESS DISCUSSION ITEM 11A.

Moved: Kravetz
Second: Osthaus
Ayes: Kravetz, Osthaus, Bordman, Macon, Meyer
Nays: None
MOTION CARRIED.

Public Comment

Sarah Rasmussen introduced herself as a freshman at West Bloomfield High School enrolled in an AP government class. She was attending the Library board meeting to fulfill a class assignment. Andrea Rasmussen complimented the Library for the wonderful range of services offered.

Presentation on the Updated Capital Replacement and Capital Maintenance Plans

Steve Smith, from TMP Associates, Inc. reviewed the updated spreadsheets for both facilities which are used to plan and budget for capital replacement and capital maintenance each fiscal year. Unit costs were increased by 6% based on construction inflation since the original spreadsheets were put together in 2007. The recession helped to keep the inflation percentage low. The spreadsheet is organized using the construction categories. The goal is to have the spreadsheet updated in real-time by TMP Associates in terms of construction/repair costs. The staff will use it to maintain an accounting of our capital/repair projects and their impact on budgeting each year.

The Board thanked Mr. Smith for his presentation and work on the spreadsheets.

Approval of Minutes

MOTION:

MOVE TO APPROVE THE MINUTES FOR THE APRIL 9, 2014 MEETING.

Moved: Kravetz
Second: Meyer
Ayes: Kravetz, Meyer, Bordman, Macon
Nays: None
Abstain: Osthaus

MOTION CARRIED.

Financial Reports

The March 2014 (13th month) and the April 2014 financial statements were received.

Director's Report

Director Bohrer reported on the following:

- The materials collection inventory and other year-end statistics.
- The RFID tagging conversion project which began at the Westacres Branch on May 6, 2014.

- A reception honoring the efforts of the Library's adult volunteers which was held on April 8, 2014 during National Volunteer week.
- The result of a youth program survey which documents who brings young children to library programs.
- Recent repairs made at the Main Library.
- The Michigan Library Association's advocacy update.
- Key issues for libraries that were highlighted on May 5, 2014 at National Library Legislative Day.

The Director's Report was received.

Accounts Payable

MOTION:

MOVE TO APPROVE ALL BILLS AND ACCOUNTS DUE IN THE AMOUNT OF \$282,556.10 AND RATIFY EXPENSES PAID SINCE APRIL 9, 2014 IN THE AMOUNT OF \$139,169.48.

Moved: Osthaus
 Second: Kravetz
 Ayes: Osthaus, Kravetz, Bordman, Macon, Meyer
 Nays: None
MOTION CARRIED.

Recognition of Kay Kirsh

Trustee Osthaus reported that the Friends of the Library donated \$5,000.00 to the endowment fund for a gold plaque on the endowment wall at the Main Library in honor of long-standing Friends' member Kay Kirsh. Trustee Osthaus suggested that the Library Board should also honor her at the June meeting for her efforts in support of the Library. President Macon asked Director Bohrer to put the recognition as the first item on the June agenda.

The meeting was adjourned at 8:30 p.m.

Carol Kravetz, Secretary