

Final
**CHARTER TOWNSHIP OF COMMERCE
LIBRARY ADVISORY BOARD MEETING
August 24, 2022
2009 Township Drive
Commerce Township, Michigan 48390**

CALL TO ORDER Barbara Garbutt, Chairperson, called the meeting to order at 7:00 pm.

ROLL CALL:

Present: Barbara Garbutt, Chairperson
Jason Pernick, Vice Chairperson
Betsy LaFond, Secretary
Vanessa Wagner, Township Board Trustee
Shane Lakner
Barry Hiscox
Donald Petersen

Also Present: Alyson Lobert, Library Director

ITEM 1: APPROVAL OF AGENDA

MOTION by Lakner, supported by LaFond, to approve the August 24, 2022 Library Advisory Board Meeting Agenda. **MOTION CARRIED UNANIMOUSLY**

ITEM 2: APPROVAL OF MINUTES OF PREVIOUS MEETING

MOTION by LaFond, supported by Lakner, to approve the Library Advisory Board Meeting Minutes of July 27, 2022, as submitted. **MOTION CARRIED UNANIMOUSLY**

ITEM 3: PUBLIC COMMENTS

Alexander (Al) Owski, 1704 Angela Dr., Commerce Township is patron of the library and came to observe the meeting.

ITEM 4: CORRESPONDENCE

An e-mail was received from Pam Cohen stating the Makerspace Program is a wonderful program. She also praised Shelby for his knowledge of the program and assistance he provided and for Steve and Alexis for being the facilitators of the book groups.

An e-mail was received from Rachelle Meram stating how much she enjoyed the yoga class at the library park.

A card was submitted from Steve Merz asking for the computer game table to be put back in the kid's section of the library.

ITEM 4: CORRESPONDENCE (continued)

A card was submitted from Bill Nastali asking if the library would consider purchasing a book called Jimi by Janie Hendrix and John McDermott.

ITEM 5: FINANCIAL REPORT

Library Director Lobert reviewed the Revenue and Expenditure Report for the period ending July 31, 2022, (48.6% of the budget was spent so far this year).

ITEM 6: ADMINISTRATIVE REPORTS

a. Director's Report

Library Director Lobert -

CTCL closed early – at 6:30 pm – on Wednesday, August 3, 2022 due to a power outage. While I have been working on the budgeted generator project throughout the summer, I regret to share that vendors have informed me the wait for a generator is quite lengthy (8-13 months). While it may be a year until we can complete the process, I imagine that the community members who will be able to seek refuge at the library during a power outage would consider the addition worth the long wait.

We are excited to join forces with our Neighborhood Library Association partner libraries to bring author Dr. Devorah Heitner to Novi Middle School on October 18, 2022. Dr. Heitner is the author of Screenwise: Helping Kids Thrive (and Survive) in Their Digital World. She will teach parents how to support their children's use of technology, how to empower kids to make positive choices online, and how to create a smart tech culture within a family. Register at: <https://tinyurl.com/NLAscreenwise>

Over the past few months, Youth and Outreach Librarian Ashley Rossetto spearheaded a spotlight of library users on CTCL's social media channels. This series of posts highlights a handful of the many ways library users tell us that the Library is important and impactful in their lives. I hope that these smiling faces bring as much joy to you as they do to Library staff members.

The Township Board of Trustees approved the Library Petitioning Policy. Supervisor Gray and a few other Board members would like to update the Township solicitation coordinates.

A special thanks to Ashley for her years of excellent work on the Library's social media channels and especially on this fun feature.

ITEM 6: ADMINISTRATIVE REPORTS (continued)

A memo was submitted by Trista Reno, Head of Information Services regarding the Summer Reading Program 2022 as follows:

This year's summer reading marked our highest year of participation since before the pandemic. Two changes that positively impacted our numbers were adding multiple grand prizes for our adult patrons and additional in-person programming for all. Our Summer Reading Program began on Saturday, June 11, 2022 and ran until Saturday, August 13, 2022 giving our patrons two months to participate and complete the program. Our kickoff included dinosaur appearances from Jurassic Adventure, a t-shirt-to-tote bag craft, a giant dinosaur sprinkler, and saw a door count of 702.

Each of our age groups had a chance to win one of several grand prizes unique to their program. For every 10 points a reader earned during the program, they received one raffle ticket to put towards a prize. If a reader completed the program, then s/he would have five tickets. The grand prizes were as follows:

- In the Baby and Toddler program: a reader could win a Narwhal and Jelly book set along with Narwhal and Jelly character plushies, a water table, Octavius the Storytelling Owl, a learning walker, or Duplo bricks.
- In the K – 5th-grade program: a reader could win a certificate for a remote-controlled dinosaur, a large stuffed animal seal, an XL pop-it, SpongeBob Square pants playdoh set, or a large box of Crayola colored pencils.
- In the 6th-12th grade program: a reader could win a waterproof speaker, microwavable narwhal, Luck Skywalker Lego helmet, or a Lush gift set.
- In the Adult program: a reader could win a: couple's float from Sapphire Springs, an air fryer plus recipe book, a family membership to the Detroit Zoo, or a "Party in the USA" bundle, which included a record player, Born in the USA record, Top Gun DVD, and five tickets to the Yankee Air Museum.

This year we had a total of 1,176 patrons registered for our Summer Reading Program:

- Babies and Toddlers: 154 participants
- Youth: 556 participants
- Teens: 159 participants
- Adults: 305 participants

The prior year we signed up 619 participants, giving us an 89% increase from last year. During the months of June - Mid-August, we offered seven Sunshine Storytimes, 33 SRP specific children's programs, 23 SRP specific teen programs, and SRP specific 28 adult programs for a total attendance of 2,560 patrons.

This summer saw a dramatic increase in registration and program participation, and I feel confident we can continue this trend in the following years.

ITEM 6: ADMINISTRATIVE REPORTS (continued)

b. Program Statistics

c. Library Statistics

Library Director Lobert reviewed the July 2022 library program and statistics with Board members.

ITEM 7: OLD BUSINESS

None

ITEM 8: NEW BUSINESS

a. 2023 Budget

Discussion took place on the library budget with emphasis on employee salaries. She will submit the 2023 budget to the Township on August 26, 2022.

Director Lobert would like to make the position of the part time librarian into a full time position.

Programming - Increase programming funds by \$10,000, from \$28,000 to \$38,000.

Imagination Library - Budget for 800 children - \$20,000.

Furniture –

- The booths in the teen room were moved over from the old library and are starting to show its age.
- Would like to add additional shelving in the teen room.
- A study pod solution in the adult area may help us maximize space for single studiers.
- Makerspace mobile table.

Book Bike – for off-site library services using a tablet and a Wi-Fi hotspot in our parks - \$3,500. Chairperson Garbutt would like to take this out of the budget and donate the money to the library.

Books and Materials – decreasing the budget by \$5,000 in 2023 to \$195,000.

Overdrive (downloadable books)– add \$8,000.

Add additional money into the technology budget - \$20,000 to go towards a new website.

ITEM 9: TOWNSHIP BOARD REMARKS

Trustee Magner reported on the following:

- Update on the Oakland County Sheriff's substation.
- SAD's final approvals.

ITEM 9: TOWNSHIP BOARD REMARKS (continued)

- KER Engineering's contract is ending – Jay James will report back to the Board on rates that other communities are paying.
- New restaurant on Cooley Lake Road dba Prime 7.
- Outrun Hunger 5K and 1 mile event will be held on November 11, 2022 from 4 pm to 8 pm and November 12, 2022 from 7 am to 1 pm.
- The Library's Petitioning Policy was approved.

ITEM 10: RECOMMENDATIONS TO THE TOWNSHIP BOARD OF TRUSTEES

None

ITEM 11: OTHER MATTERS

None

ITEM 12: ADJOURNMENT

MOTION by Lakner, supported by LaFond, to adjourn the meeting at 8:27 p.m.

MOTION CARRIED UNANIMOUSLY

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Betsy LaFond, Secretary

The next regular meeting of the Commerce Township Library Advisory Board is scheduled for Wednesday, September 28, 2022.