

**Final
CHARTER TOWNSHIP OF COMMERCE
LIBRARY ADVISORY BOARD MEETING
April 24, 2019
180 E. Commerce Road
Commerce Township, Michigan 48382**

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

ROLL CALL:

Present: Barbara Garbutt, Chairperson
Betsy LaFond, Secretary
Shane Lakner
Barry Hiscox
David Scott, Township Supervisor
Judy Sternberg

Absent: Jason Pernick, Vice Chairperson

Also Present: Connie Ozinga, Library Director

ITEM 1: APPROVAL OF AGENDA

MOTION by Lakner, supported by Sternberg, to approve the April 24, 2019 Library Board Agenda. **MOTION CARRIED UNANIMOUSLY**

ITEM 2: APPROVAL OF MINUTES

MOTION by LaFond, supported by Sternberg, to approve the Library Advisory Board Meeting Minutes of March 27, 2019, as submitted. **MOTION CARRIED UNANIMOUSLY**

ITEM 3: PUBLIC COMMENTS

None

ITEM 4: CORRESPONDENCE

The library is in receipt of a flyer from the Friends of White Lake Library regarding an event named "Southern Fare & Mint Juleps" that will be held on Saturday, May 4, 2019 at the White Lake Library, 11005 Elizabeth Lake Road.

Chairperson Garbutt gave Board members copies of her notes from United for Libraries, Role of Library Trustees.

ITEM 4: CORRESPONDENCE

Letter was received from Jim Runestad, State Senator, 15th District.

ITEM 5: FINANCIAL REPORT

Connie Ozinga, Library Director, submitted the March 2019 Statistics and the Revenue and Expenditure Reports for the period ending March 31, 2019. We have spent 18.6% of the budget so far this year.

The Friends of the Library made \$6,496.70 from the book sale.

A check for \$250.00 was received from the Lions Club. A name plate donated by Wixom Lions Club will be presented to the library.

ITEM 6: LIBRARY DIRECTOR'S REPORT

Art Show: Next month's meeting will be the evening of the reception for the Walled Lake Schools Art Show.

Summer Reading Club kicks off June 15, 2019. The theme is "A Universe of Stories", which is meant to be a space theme. The HVCA Art Fair will also be on the grounds as they were last year. There will be pony rides and a petting farm. The Summer Reading Club prizes have started to arrive at the library.

We will be a drop off location for the Lakes Area Women's Club Diaper Drive beginning April 29, 2019.

Book Club Kits are now available for checkout. Each bag contains six copies of a book, author info, and suggested book club questions.

The coat racks for the Youth Section have been moved to another location to allow for the children's self-checkout display.

A new part time employee will begin work on May 1, 2019. She will take the place of one of our employees who will not return from maternity leave because she accepted a job at the Plymouth Library with benefits and fewer hours.

Discussion on "fine free libraries" is ongoing. This is where you will no longer receive a daily late fine on overdue items. You are still responsible for returning your items and will be charged the cost of the book if you do not return them. The following libraries are

ITEM 6: LIBRARY DIRECTOR'S REPORT (continued)

fine free: Hartland, Milford, Redford and Oak Park. Chairperson Garbutt feels there should be some type of fine to teach responsibility for not returning items.

We are looking into automatic renewal for books.

ITEM 7: OLD BUSINESS

a. Chairs

Grand Rapids Jill chairs will ship May 12, 2019. The new tables in the children's section will arrive in early May 2019. The shelving in the teen's section is expected sometime in May 2019.

Another broken chair: This is a small blue and yellow chair with a sailboard cutout, originally purchased in 2005. The base has broken loose from the chair in two pieces. The manufacturer said it is not repairable. I have asked for a price quote for a replacement.

b. Tables, Shelving, Schedules

Connie Ozinga, Library Director, said delivery should be around the same time as the chairs.

ITEM 8: NEW BUSINESS

None

ITEM 9: TOWNSHIP BOARD REMARKS

Supervisor Scott –

- A resident from Orchard Lake would like to donate their extensive personal library (bound books) to us. The Friends of the Library could sell these books in their Book Sale.
- He is working on a system to have weekend on call maintenance personnel for the Richardson Center.
- The deadline for submitting applications for two full time maintenance personnel is April 25, 2019.
- We are continuing discussion on the need for transportation services for seniors and disabled residents in the Township.
- The DDA scheduled July 31, 2019 as the closing date for the old library property with Mr. Aikens.

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ITEM 10: RECOMMENDATIONS TO THE TOWNSHIP BOARD OF TRUSTEES

None

ITEM 11: OTHER MATTERS

None

ITEM 12: ADJOURNMENT

MOTION by Lakner, supported by Sternberg, to adjourn the meeting at 7:55 pm.

MOTION CARRIED UNANIMOUSLY

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Betsy LaFond

Betsy LaFond, Secretary

The next regular meeting of the Commerce Township Library Advisory Board is scheduled for Wednesday, May 22, 2019.