

**CHARTER TOWNSHIP OF COMMERCE
LIBRARY ADVISORY BOARD MEETING
December 8, 2021
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
Barry Hiscox

Absent: Shane Lakner (excused)
Donald Petersen (excused)

Also Present: Alyson Lobert, Library Director

ITEM 1: APPROVAL OF AGENDA

MOTION by Pernick, supported by Hiscox, to approve the December 8, 2021 Library Advisory Board Meeting Agenda. **MOTION CARRIED UNANIMOUSLY**

ITEM 2: APPROVAL OF MINUTES OF PREVIOUS MEETING

MOTION by LaFond, supported by Pernick, to approve the Library Advisory Board Meeting Minutes of October 26, 2021, as submitted.

MOTION CARRIED UNANIMOUSLY

ITEM 3: PUBLIC COMMENTS

None

ITEM 4: CORRESPONDENCE

A Request for Reconsideration of Library Material form was submitted from a resident asking for reconsideration of the book titled Bodies are Cool because she feels it portrays inappropriate reading/viewing material.

A letter was received from Randy Riley, State Librarian, stating the library was not approved for a grant from the LSTA American Rescue Plan Act (ARPA) grant program.

ITEM 5: FINANCIAL REPORT

Library Director Alyson Lobert, reviewed the Revenue and Expenditure Report for the period ending November 30, 2021. So far this year 83% of the budget was spent.

ITEM 6: ADMINISTRATIVE REPORTS

a. Director's Report

Library Director Lobert:

The Library of Michigan is hosting virtual trustee training sessions at 6:00 pm on December 6 and December 13. Any Library Advisory Board member interested in attending virtually should contact me for the registration link. For those who prefer an in-person screening, we will play both training sessions in the Dodge Room.

The Commerce Township Board of Trustees approved the proposed display policy at their November 9, 2021 meeting. The new policy and an updated request for reconsideration form have been posted to the Library's website.

The 2022 budget was also passed at the November 9 meeting of the Board of Trustees. Thank you to the Library Advisory Board for all of your help in completing the Library's 2022 budget. We are excited to get started on our 2022 projects, including launching Imagination Library, adding the New York Times to our slate of digital offerings, starting the RFP process for a generator and scheduling the installation of the clerestory window shades.

Adrien Jones, a long-serving library page, has resigned from her position. We wish her the best and look forward to catching up when she visits the library as a patron! The vacant page position has been posted. Wages for a page position were increased to \$11.00 per hour beginning January 2022. Posting an opening for an additional children's librarian, approved in the 2022 budget, will occur in mid-December.

CTCL's youth and teen librarians held a very successful Halloween event, Trick or Treat with Trucks, on Saturday, October 30. Families were invited to come to the library in costume, check out their favorite vehicles and collect candy. Thank you to Chief Dundas, Maintenance Director Mark Schoder and Lieutenant Wendy Reyes for providing vehicles and staff.

Commerce Township's Parks and Recreation Committee approved displaying the Regina Music Box at the Library. Emily England, Director of Senior Services/Parks and Recreation, ordered the display case, which we expect to receive sometime this month.

b. Program Statistics

c. Library Statistics

Library Director Lobert reviewed the October and November 2021 program statistics and the October 2021 library statistics with the Board.

ITEM 7: OLD BUSINESS

a. Ebook Price Comparison

Library Director Lobert advised the Board of the price comparison for Apples Never Fall by Liane Moriarty.

Hardcover Book

20 holds on 4 copies (as of 10/28/21)

List price: \$28.99

Library discounted (45.7%) price: \$15.74

eBook

25 holds on 5 copies

Library price for 24-month metered access license via Overdrive: \$60

Amazon price for consumer purchase: \$14.99

Consumer

4 books at list price: \$115.96

4 eBooks at Amazon: \$59.96

Library

4 books at library discounted price: \$62.96

4 eBook 24-month licenses via Overdrive: \$240

ITEM 8: NEW BUSINESS

a. Programming Policy Draft

Library Director Lobert reviewed the draft Programming Policy with Board members.

Pernick said we should not enact policies unless one is really needed. A policy is warranted if it will assist the Library Director and the operation of the library. He will stand by the Library Director's decision upon further review. Director Lobert will review the policy in depth and if she feels one is needed, she will bring it back to the Board.

No action taken.

b. Conference Proposal – J. Robinson

Journey Robinson, Youth Librarian is requesting to attend the Public Library Association (PLA) 2022 conference on March 23-25th, 2022 in Portland Oregon. The estimated costs are: Conference registration \$465, Airfare \$600, Hotel for 3 nights \$675, Per diem TBD. There is a chance the conference could be virtual.

ITEM 9: TOWNSHIP BOARD REMARKS

Trustee Magner:

- Was not in attendance at the November meeting.

ITEM 10: RECOMMENDATIONS TO THE TOWNSHIP BOARD OF TRUSTEES

MOTION by Pernick, supported by Magner, to recommend approval by the Township Board of Trustees of the Library Director's request to send Journey Robinson, Youth Librarian, to the Public Library Association (PLA) 2022 conference on March 23-25th, 2022 in Portland Oregon. The estimated costs are: Conference registration \$465, Airfare \$600, Hotel for 3 nights \$675, Per diem TBD.

MOTION CARRIED UNANIMOUSLY

ITEM 11: OTHER MATTERS

None

ITEM 12: ADJOURNMENT

MOTION by Hiscox, supported by Pernick, to adjourn the meeting at 7:44 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, January 26, 2021.