

**CHARTER TOWNSHIP OF COMMERCE  
LIBRARY ADVISORY BOARD MEETING  
April 27, 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  
Betsy LaFond, Secretary  
Vanessa Magner, Township Board Trustee  
Barry Hiscox  
Donald Petersen

**Absent:** Jason Pernick, Vice Chairperson (excused)  
Shane Lakner (excused)

**Also Present:** Alyson Lobert, Library Director

**ITEM 1: APPROVAL OF AGENDA**

**MOTION** by LaFond, supported by Magner, to approve the April 27, 2022 Library Advisory Board Meeting Agenda. **MOTION CARRIED UNANIMOUSLY**

**ITEM 2: APPROVAL OF MINUTES OF PREVIOUS MEETING**

**MOTION** by LaFond, supported by Magner, to approve the Library Advisory Board Meeting Minutes of March 23, 2022, as submitted. **MOTION CARRIED UNANIMOUSLY**

**ITEM 3: PUBLIC COMMENTS**

None

**ITEM 4: CORRESPONDENCE**

An email was received from Michele Beresford. She attended the Commerce Library Chess Club on April 6 with her 7 year old son and wanted Alyson Lobert to know what a good time they had and she appreciates the events held by the library.

The librarian who was supposed to hold the chess club event was sick so Sharon Venia who is the Treasurer for the Friends of the Library filled in for her.

**ITEM 5: FINANCIAL REPORT**

Library Director Lobert reviewed the Revenue and Expenditure Report for the period ending March 31, 2022. (24.66% of the budget was spent so far this year)

**ITEM 6: ADMINISTRATIVE REPORTS**

**a. Director's Report**

Library Director Lobert -

On April 12, 2022, the Commerce Township Board of Trustees approved the purchase of 24 StoryWalk frames. The frames are on order with the vendor, Pannier Graphics, and I expect to receive them in mid-May. The Friends of the Commerce Township Community Library have graciously purchased the first 12 books that will be featured in our StoryWalk frames.

The Friends of the Commerce Township Community Library are busy preparing for their upcoming used book sale. The sale will be held April 27-May 1, 2022 in the Library's White Pine Room. The used book sale is the biggest fundraiser for the Friends of the Library. An army of volunteers put a tremendous amount of work into hosting the book sale; I am grateful for their continued support of the Commerce Township Community Library.

Congratulations to Library Advisory Board members Barbara Garbutt and Barry Hiscox. At the April 12, 2022 meeting of the Commerce Township Board of Trustees, Barry and Barb were both reappointed to the Library Advisory Board for another three-year term!

Thank you to Mark Schoder and the Maintenance Department for installing our new youth garden. The youth garden, located just outside of the Robin Room on the south side of the building, will be utilized for regular youth programming. Our Youth Department has initiated a youth garden club, which started monthly meetings earlier this year. Garden club will transition to weekly meetings as the weather improves and the growing season begins. Youth participants are excited to learn about growing and ecology and, especially, for the opportunity to tend to our harvest!

We received exciting news early this week: our Self-Service Library Kiosks for Seniors Project, which was not funded via the Library of Michigan ARPA Grant program last fall, has been selected as part of Congresswoman Haley Stevens' FY '23 Community Project Funding requests. Congresswoman Stevens' office will submit the Library's request, which will include letters of support from LAB members, the Commerce Township Board of Trustees and other community members, to the Committee on Labor, Health and Human Services, Education and Related Agencies.

Our Youth Librarian Journey Robinson resigned.

She is working with the Township Attorney on waivers and a back ground check form for volunteers for the Program Policy.

**ITEM 6: ADMINISTRATIVE REPORTS (continued)**

**b. Program Statistics**

**c. Library Statistics**

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

**ITEM 7: OLD BUSINESS**

**a. Imagination Library Update**

Library Director Lobert gave a PowerPoint presentation on the Dolly Parton Imagination Library program.

Following are the current registrations:

February 1	467
March 1	522
April 1	579
April 25	603

The projected registrations are:

May	609
June	654
July	699
August	744
September	789
October	834
November	879
December	924

The projected costs for 45 new children per month are:

February (actual)	\$ 1,238
March (actual)	1,142
April (actual)	1,248
May	1,279
June	1,373
July	1,468
August	1,562
September	1,657
October	1,751
November	1,846
December	1,940
TOTAL	\$16,505

**ITEM 7: OLD BUSINESS (Imagination Library Update continued)**

The projected costs for 30 new children per month are:

February (actual)	\$ 1,238
March (actual)	1,142
April (actual)	1,248
May	1,279
June	1,342
July	1,405
August	1,468
September	1,531
October	1,594
November	1,657
December	1,720
TOTAL	\$15,623

**ITEM 8: NEW BUSINESS**

**a. FY 23 Community Project Funding**

Supervisor Gray forwarded a request for additional funding to Congresswoman Haley Stevens for the 5 NovelBranch library kiosks and items to go into them for the senior centers in the Township. We hope to hear in the near future if the grant funding is approved.

**b. Newsletter Feedback**

Library Director Lobert reviewed with the Board two different options for the format of the library's newsletter. Board members offered their feedback on the format of the newsletter but left it up to Director Lobert to oversee the newsletter and the format.

**ITEM 9: TOWNSHIP BOARD REMARKS**

Trustee Magner –was absent from the April Township Board meeting

- During the Township Board of Trustees Special Meeting they interviewed 3 applicants for a concessioner's agreement for the horse farm at 2552 Wixom Road.

**ITEM 10: RECOMMENDATIONS TO THE TOWNSHIP BOARD OF TRUSTEES**

None

**ITEM 11: OTHER MATTERS**

None

**ITEM 12: ADJOURNMENT**

**MOTION** by LaFond, supported by Hiscox, to adjourn the meeting at 7:58 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, May 25, 2022.**