

**CHARTER TOWNSHIP OF COMMERCE
LIBRARY ADVISORY BOARD MEETING
Wednesday, March 23, 2011
2869 N. Pontiac Trail
Commerce Township, Michigan 48390**

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

ROLL CALL:

Present: Barbara Garbutt, Chairperson
Jason Pernick, Vice Chairperson
Carol Keeler, Secretary
Ann Marie Kelley
Betsy LaFond
Judy Sternberg

Absent: Rick Sovel - excused

Also Present: Connie Jo Ozinga, Library Director

APPROVAL OF AGENDA

MOTION by LaFond, supported by Sternberg, to approve the Library Board Agenda.
MOTION CARRIED UNANIMOUSLY

APPROVAL OF MINUTES

MOTION by LaFond, supported by Keeler, to approve the February 23, 2011 Library Advisory Board Meeting Minutes, as submitted.
MOTION CARRIED UNANIMOUSLY

PUBLIC COMMENTS

None

CORRESPONDENCE

None

FINANCIAL REPORT

None

DIRECTOR'S REPORT

Connie Jo Ozinga reported on the following:

- Executed an agreement with Freegal for downloadable music. Each patron is limited to three per week.
- Schedules are out for spring programs.
- Computer classes include several sessions on e-books.
- Purchased a Nook and plan to purchase at least two more types of readers for use in classes and familiarizing staff.
- Spring/summer newsletter will be out by mid April 2011.
- Summer Reading Club schedule is in place.
- The Friends will hold their annual meeting on April 6, 2011. Book Sale dates are Friends night May 10, 2011, public sale Wednesday May 11, 2011 through Saturday May 14, 2011.
- Road paving from Wal-Mart to the library entrance drive. Potholes will be filled and needs grading immediately.
- Martin Parkway will open by the end of the year (December) 2011.
- Interviews for the Youth Services Manager were completed yesterday March 22, 2011.
- Interviews for the Circulation Services position are currently taking place.

OLD BUSINESS

a. Friends of the Library

There will be a meeting on April 7, 2011 at 7:00 p.m.

They are paying for all of the program events and for boxes of books for the prize giveaway for the Summer Reading Program.

b. Library repairs and configuration

Connie advised the Board of existing and completed repairs.

There will be a Township Board Joint Meeting on April 26, 2011 and the Library Advisory Board is on the Agenda.

It was the consensus of the Library Advisory Board to hold a Special Discussion Meeting on April 20, 2011 at 7:00 p.m. to prepare for the Joint Meeting. One item of discussion will be what the Township Board's vision is for the future of the library building.

NEW BUSINESS

a. Discussion Session Planning

Carol Keeler - Need to revisit the concept of staffing. This should be discussed during the April 20, 2011 Special Discussion Meeting.

Connie Jo Ozinga stated that we need an Adult Services Librarian and additional front desk staff.

Connie Jo Ozinga asked for feedback pertaining to the tour of the Highland Library:

- The tour was very beneficial and informative.

Additional tours of neighboring libraries will take place in the future.

TOWNSHIP BOARD REMARKS

Rick Sovel was not present to give a report.

RECOMMENDATIONS TO THE TOWNSHIP BOARD OF TRUSTEES

MOTION by Pernick, supported by Keeler, to recommend to the Township Board that the dirt road between Wal-Mart and the existing library entrance drive not be paved using Library funds. The Library Advisory Board believes that paving the road given the imminent construction of the M5 roundabout and opening of Martin Parkway is not fiscally responsible.

MOTION CARRIED UNANIMOUSLY

OTHER MATTERS

None

ADJOURNMENT

MOTION by Keeler, supported by LaFond, to adjourn the meeting at 8:00 p.m.

MOTION CARRIED UNANIMOUSLY

Carol Keeler, Secretary

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The next regular meeting of the Commerce Township Library Advisory Board will be Wednesday April 27, 2011 at 7:00 p.m. at the Commerce Township Community Library.