

CORRESPONDENCE

None

FINANCIAL REPORT

The Committee reviewed the current Financial Report.

DIRECTOR'S REPORT

Eric Suess, Library Director gave his report.

- Circulation for March 2008 was the highest total yet at 30,365. This surpasses the July, 2007 previous high, which was set at the height of the summer reading program. March's numbers are almost 33% higher than the same period last year. We also added 27- new patrons, more than any month in recent history.
- The display cabinet purchased with funds from the Wal-Mart donation is in place and a photo-op was completed with the manager from Wal-Mart.
- The DDA project information display in our lobby has garnered a lot of positive comments. It was written up in the Oakland Press as well. The library's role as a center for community information is critical, and we are hopefully to expand our involvement in such activities.
- We are creating a new section for Michigan materials. There will be both an adult and juvenile area. It involves some cataloging changes, so it is a time consuming project, but we think it will be well worth the effort.
- The eBay program scheduled for April 17th has had a huge reception. It was limited to 50 spaces. Not only is it full, we currently have 65 people on the waiting list, and will likely repeat the program soon for those unable to attend the first one. Kudos to Marika Zemke for putting this together.
- The Township Board approved the re-appointment of Ann Marie Kelley and Judy Sternberg to the Library Board for 3-year terms.

OLD BUSINESS

a. Friends of the Library

Eric Suess reports that the Friends will be having a book sale in two weeks. A lot of advertising has been done to promote the sale and it is the top story on the Library's website.

Friends of the Library (Continued)

For tax purposes, the Friends have taken over the sale of the USB Flash Drives and are on sell for 10.00.

The Election of Officers for the Friends has been completed and the new appointees are as follows:

- Barry Liscox, President
- Pat Hillebrand, Vice President
- Peggy Black, Treasurer
- Mary Connell, Secretary.

b. Reconfiguration

Eric Suess reports the architects are hoping to set up a special meeting with the Township to present the detailed architectural plans. They will be here at the Library on Monday, April 28, 2008 at 1:30 p.m. to present the plans before making the presentation at the Township Board. Eric invites the Advisory Committee to join the meeting on Monday.

c. Role of the Library Board

the Trip Board
Rick Sovel comments ^{the Township Board} the Township Board is moving forward on the discussion of the role of the Library's ^{Advisory Board}. There will be a series of special meetings coming up and they will be putting together more information hopefully by the May meeting.

d. Smart Access Manager (SAM)

MOTION by Sovel, supported by Keeler, to remove the topic from the table.

MOTION CARRIED UNANIMOUSLY

Discussion:

Carol Keeler questions if manually monitoring the computers is labor intensive?

Eric Suess comments that he is in support of purchasing the Smart Access Manager. At least twice a day we run into time-consuming monitoring of the computers. I think the product is worth the cost. It is staff intensive, not necessarily labor intensive, to manually monitor the computer usage.

Jason Pernick comments that initially the cost is prohibiting but the product may prove efficient. ~~Not only would it~~ ^{it would} free up personnel and provide a fair and equitable approach for sharing the computer usage.

Smart Access Manager (SAM) (Continued)

Discussion (Continued)

Jason Pernick continues, ^{that} the system is appealing because of its fair approach. We need more information regarding the use and effectiveness before continuing discussion.

Rick Sovel comments that the Smart Access Manager is one option and we should look into other options. There are cost effective options available. Rick questions the operation of the SAM, can it be over-ridden? How does it stop patrons from typing their name again and again? It doesn't make sense to spend that amount if it is not effective.

Eric Suess responds that he has not heard of any problems from other libraries that use SAM. It would not be so strongly supported by so many other libraries if it did not do a good job. There is a high percentage of libraries that use the system; it must serve its function.

MOTION by Pernick, supported by Sternberg, to table discussion of the Smart Access Manager.

MOTION CARRIED UNANIMOUSLY

e. Name Plates

Eric Suess reports he has not received price quotes for the name tags or name plates.

f. Tornado/Storm Procedures

Eric comments that he has not contacted the fire chief to place emergency procedures in place.

Jason Pernick suggests that an intercom radio be placed in the back rooms for emergency purposes.

MOTION by Keeler, supported by Sternberg to have a Tornado Drill, Storm Instruction signage and procedure training in place by next month's meeting.

MOTION CARRIED UNANIMOUSLY

g. Patron Counter

No report given.

NEW BUSINESS

Carol Keeler suggests that in addition to posting circulation statistics, it would be good to provide information and statistics on the various programming, the different age groups with respective programs and library attendance.

TOWNSHIP BOARD REMARKS

Rick Sovel reports that work has begun on Union Lake Road and try to avoid that route. The main work hasn't even started and the congestion is already causing huge traffic back-ups. Union Lake Road from Commerce to Richardson will be completely closed *from July 5th* until September 20, 2008.

South Commerce has now become the new Union Lake Road and the traffic flow is very slow coming north and it will be that way for months. On top of that, Commerce Road at South Commerce Road will also be shut down for a bridge renovation.

Construction on the Library parking lot has begun. The road will be in that place and they will be filling in about five feet of the water. That water flow will be migrated to create an increase of wet lands. Many of the trees ~~here~~ were saved and transplanted. The development for this project is on track. *will be*

This Friday, April 25, 2008 at 10:00 a.m., the Township is meeting with one of the main developers that may be interested in purchasing this property. We should know shortly after if this building is going to remain or be sold. Obviously, the plans for the reconfiguration will be accordingly. We are making progress; we are getting closer in knowing more definite information.

The road itself could be complete this year. The round-a-bout can't even begin until the winter of 2008 or spring of 2009 and may not be finished until August of 2009. The road will be complete but there will be no connection.

Rick provides a flyer, "Acceptable Material Guidelines", from Republic Waste Services regarding the Township's expanded recycling program. The program is effective immediately. He suggests that Eric makes colored copies to distribute to the Library patrons.

Carol Keeler comments if Union Lake Road is inaccessible, our patrons will be using Welch Road. Will something be done as far as a new drive way off Welch Road or improvement to the existing dirt road?

OTHER MATTERS

None

ADJOURNMENT

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

MOTION CARRIED UNANIMOUSLY

A handwritten signature in cursive script, appearing to read "Carol Keeler", is written over a horizontal line.

Carol Keeler, Secretary

The next regular meeting of the Commerce Township Library Advisory Board will be Wednesday, May 28, 2008 at 7:00 p.m. at the Commerce Township Community Library.