

**FINAL**  
**CHARTER TOWNSHIP OF COMMERCE**  
**LIBRARY ADVISORY BOARD MEETING**  
**Wednesday, April 28, 2010**  
**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  
Ann Marie Kelley  
Betsy LaFond  
Rick Sovel  
Judy Sternberg

**Absent:** Carol Keeler, Secretary, excused  
Ann Marie Kelley, excused

**Also Present:** Eric Suess, Library Director

**APPROVAL OF AGENDA**

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

**APPROVAL OF MINUTES**

**MOTION** by LaFond, supported by Sternberg, to approve the March 24, 2010, Library Advisory Board Meeting Minutes, with the following correction:

Page 3:- 3<sup>rd</sup> bullet, add "Mr. Zoner" at the beginning of sentence

**MOTION CARRIED UNANIMOUSLY**

**PUBLIC COMMENTS**

None

### **CORRESPONDENCE**

Chairperson Garbutt read aloud a letter authored by Library Board Member, Ms. Carol Keeler, addressed to the Commerce Township Board of Trustees. The letter praised Ms. Marika Zemke, Commerce Township Adult Services Librarian, for her impressive efforts regarding a month long program called "The Big Read". Letter is attached.

### **FINANCIAL REPORT**

The Advisory Board reviewed the financial report for March, 2010.

### **DIRECTOR'S REPORT**

Mr. Suess reported on the following:

- In March, 36,778 Commerce Township items were circulated throughout TLN libraries. Commerce patrons checked out 20,644 items at the CTCL. They also checked out 1,363 items from Wixom, 1,349 items at Milford, 792 items at Walled Lake, 427 from White Lake, 202 at Highland, 177 at Novi and a relatively small number of items at 13 other libraries.
- The handicapped doors in the front lobby are now fully operational.
- There have been issues with a roof heating unit, but these are being resolved.
- At the April Township Board meeting, authorization to accept quotes for repair of the building (per the GWE report on the building) was approved pending legal transfer of the library from the DDA to the Township.
- At the most recent staff meeting, we discussed building priorities and possible configuration of the library's interior space.
- In April, Marika has put together a number of excellent financial programs.

### **OLD BUSINESS**

#### **a. Friends of the Library**

No new information to report. Looking for volunteers to work the upcoming book the weekend of May 7, 2010.

#### **b. Programs**

Chairperson Garbutt explained to the Library Advisory Board that Ms. Michelle Holmes, Commerce Township Parks and Recreation Committee Member, is interested in adding a link to the history of the community to the Township websites. Ms. Holmes may visit the Library Advisory Board at a future meeting.

**c. Automation/Internet/E-Books**

Ben has completed and launched the new library website. The Library has already received compliments from patrons.

The Advisory Board requested that between now and next meeting, Mr. Suess send a letter to Amazon inquiring about offering Kindle's to our patrons from a rental standpoint. Also, what does Amazon see of the chance of that happening and what would a time frame be? Mr. Suess to provide copy of response at next meeting. A patron inquired about Kindle's and the Library should explore their options

**d. Library repairs and configuration**

The Library Advisory Board discussed the following:

- 2 studies
- The Township Board of Trustees has not wavered from its previous position of not putting funding into building configuration repairs at this time.
- Estimates are welcome for current water issues
- Took action to acquire the Township Attorney to work with the new DDA Board to get actual written deed for library property
- Deed will not be available for several months
- Not to exceed \$80,000.00 for water repair maintenance issues on the library building.
  - Staff unanimously agreed moving current items around the library would not provide additional space for any department.
  - Expanded children's area
  - Buyable program space
  - Computer room
  - Quiet study area
  - Own offices

**NEW BUSINESS**

**a. Recommendations from March**

No action taken.

**TOWNSHIP BOARD REMARKS**

Rick Sovel brought the members up to date on the current talks/actions taken on the future of the Township Library. The following was also discussed/explained:

- Extending bike path in Commerce Township in 2012.
- Bicycle bridge
- Board of Trustees wants major input from the Library Advisory Board at the beginning of any talks about the future of the Library building.
- Fire and Police Department mileages are up

**RECOMMENDATIONS TO THE TOWNSHIP BOARD OF TRUSTEES**

None at this time.

**OTHER MATTERS**

- Pop bottles in lobby, many patrons eating and drinking in Library
- Complaint of hurrying people off computers to close library
- Free passes to State Park Entrances via checking it out at library

**ADJOURNMENT**

**MOTION** by Sternberg, supported by LaFond, to adjourn the meeting at 8:30 p.m.

**MOTION CARRIED UNANIMOUSLY**

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Carol Keeler, Secretary

The next regular meeting of the Commerce Township Library Advisory Board will be Wednesday May 26, 2010, at 7:00 p.m. at the Commerce Township Community Library.