

*Review*  
**CHARTER TOWNSHIP OF COMMERCE  
LIBRARY ADVISORY BOARD MEETING  
Wednesday, May 25, 2011  
2869 N. Pontiac Trail  
Commerce Township, Michigan 48390**

**CALL TO ORDER:** Jason Pernick, Vice 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

**Also Present:** Connie Jo Ozinga, Library Director  
Pat Hillebrand, President of the Friends of the Library

**APPROVAL OF AGENDA**

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

**MOTION CARRIED UNANIMOUSLY**

**APPROVAL OF MINUTES**

**No minutes available for approval.**

**PUBLIC COMMENTS**

None

**CORRESPONDENCE**

None

## **FINANCIAL REPORT**

The Library Board reviewed the current financial report.

## **DIRECTOR'S REPORT**

Connie Jo Ozinga reported on the following:

- State budget impact on the library network and CTCL
- The Education Conference Committee saw the importance of funding libraries and made it a priority. They also recognized the importance of the Michigan eLibrary as an important resource for the citizens of our state. The Governor's budget included a new line item for MeL, but cut overall library funding by 39% from 2010-11 to \$4,395,000. The combined results of the Education Conference Committee and the School Aid Conference Committee increase overall library funding by 6.2% from last year's funding level and maintain a separate line item for MeL for the 2011-12 budget. The Conference Committee budgets include the following line items:

State Aid to Libraries	\$5,445,700
School Aid Fund	1,304,300
Michigan eLibrary	950,000
TOTAL	7,700,000

- Roads – The Pontiac Trail entrance is closed to the library.
- Building Upgrade – Includes an expanded teen area, a meeting room with the bar removed, access from front to rear without going through staff areas and moves all of the work areas to the pro shop. Rough estimate for construction as drawn is \$155,000. Additionally, add some HVAC replacement costs and a projection system in the meeting room, add costs for dividing the small front program room in front into two, and obtain estimates for additional furniture.
- Reconfiguration – Approved by the Township Board. Supervisor Thomas Zoner suggested late summer in order to coordinate any closing with parking lot work.
- MLA Dates – October board meeting coincides with Michigan Library Association Conference.

Update on libraries - Garden City Public Library will close permanently on June 3, 2011. The City of Romulus has re-opened their library by the use of volunteers. The City of Troy Library is open and will have one more millage vote in August, 2011.

## **OLD BUSINESS**

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

Pat Hillebrand, President of the Friends of the Library was present. She stated the contract was signed with Mission Based Books. They scanned 700 books. She received an update on inventory this week. There were 150 books sold in the first week.

**b. Library repairs and configuration**

Connie Jo Ozinga– Reviewed the floor plan with Board members.

Rick Sovel – May want to consider drafting a policy for the meeting room.

The Township Board of Trustees approved renovation to the front of the building.

Connie Jo Ozinga asked the members if they would like her to move forward on a program needs assessment (long range plan study). Rick Sovel recommends placing this on future agendas as an Item titled “Library Needs Analysis”.

**NEW BUSINESS**

None

**TOWNSHIP BOARD REMARKS**

Rick Sovel gave a report on the Board of Trustees Meeting:

- Approved a four day work week (Monday thru Thursday) beginning June 6, 2011 and ending September 23, 2011, 7:15 a.m. to 5:30 p.m.
- M5 might not close down to build the round a bout.

**RECOMMENDATIONS TO THE TOWNSHIP BOARD OF TRUSTEES**

None

**OTHER MATTERS**

None

**ADJOURNMENT**

**MOTION** by Sternberg, supported by LaFond, to adjourn the meeting at 8:05 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 June 22, 2011 at 7:00 p.m. at the Commerce Township Community Library.