

CORRESPONDENCE

None

FINANCIAL REPORT

The Committee reviewed the current Financial Report.

DIRECTOR'S REPORT

Eric Suess, Library Director gave his report.

- A new milestone was reached last month. Circulation for July 2007 exceeded 30,000 items. We knew we would get there eventually, but it has happened earlier than we expected. This is an increase of over 40 percent versus July 2006 and 90 percent versus July 2005.
- There has been no update on the ordinance dealing with fines for library material.
- At the August Township Board meeting I presented a proposed library reconfiguration for 2008. I presented a PowerPoint presentation for the proposed renovations and the expanded services for the library, detailing the items and costs for the changes. I was given the go-ahead to work with Library Design Associates to develop a plan for the library. The Committee toured the library as Eric described the proposed redesign.
- In addition, the Township Board will consider the purchase of an AED at their September meeting, to be piggybacked with the two we wish to purchase.
- The summer reading program has ended and was by all accounts, extremely successful. We will be meeting to discuss what went well, and what may need attention for next year.
- Donations have continued to pour in and we have added a good number of them to our collection. We have been receiving some outstanding items recently. Marika has been working to select the best of these items for inclusion on our shelves.

OLD BUSINESS

a. Friends of the Library

Eric Suess reports that the application for the 501C3 has now been approved. The first meeting for the Friends of the Library may be held the first week of September. We have several volunteers to serve on the Friends of the Library.

OLD BUSINESS (Continued)

b. Permanent Library

Eric Suess reports that according to the DDA the permanent library is more than likely to remain in this building, though the decision for its final location rests with the Township Board.

c. Library Hours

Carol Keeler reports that the Library Advisory Board reviewed the spreadsheet of other library hours presented last month and discussion was held regarding extending the Library hours to 9:00 p.m. on Monday through Thursday during the school year.

Eric Suess reports that the library staff generally agrees that the hours are adequate as is. Increased hours on a Friday or Saturday will present a staffing issue.

MOTION by LaFond, supported by Sternberg, to table discussion of the library hours until October of 2008.

MOTION CARRIED UNANIMOUSLY

d. Collection Agency/Ordinance

No Report given.

e. AED

Carol Keeler presented a third quote for the purchase of the AEDs.

Eric Suess reports that the Joseph Schornack, Fire Chief, would like us to consider purchasing the same unit that was purchased for the Richardson Community Center.

MOTION by Pernick, supported by LaFond, to purchase two AEDs that are identical models to the AED currently used at the Richardson Community Center, irrespective of whether it is the lowest quote (for purposes of uniformity).

MOTION CARRIED UNANIMOUSLY

OLD BUSINESS (Continued)

f. Library Mission

Carol Keeler states that the name of the library is the Commerce Township Community Library and that title will be used on the mission statement.

Judy Sternberg shared three ideas for the mission statement.

The discussion for the Library Mission Statement is tabled until the September's meeting.

NEW BUSINESS

2008 Budget Discussion

Eric Sues presents a written narrative for the recommended budget for 2008. He reports that the proposed budget will be turned in to the Township within this coming week.

The Committee reviewed and discussed the proposed budget for 2008.

MOTION by Pernick, supported by Sternberg, to approve and recommend to the Township Board the proposed budget for 2008 as discussed.

ROLL CALL VOTE

AYES: Pernick, Kelley,

NAYS: LaFond, Keeler, Sternberg

ABSENT: Garbutt, Sovel

MOTION DIED FROM LACK OF SUPPORT

MOTION by Pernick, supported by LaFond, to approve and recommend to the Township Board the amended proposed budget for 2008 with the change in Item 963,000/Education, change the recommended figure to \$5,000.00 and in Item 820,000/Dues & Meetings change the recommended figure to \$5,000.00.

MOTION CARRIED UNANIMOUSLY

2008 Budget (Continued)

Discussion

Ann Marie Kelley –

I agree with the dollar amount proposed but with stipulation that the money is to be dispersed based on a policy we can submit in the next few months. We'll need a specific library policy for the dispersion of funds for education.

Betsy LaFond –

I don't agree the budget should include paying for a part-time employee's graduate school. The budget should include for paying the library director's expenses for attending out-of-state conventions.

Jason Pernick –

Before we can decide we need to know what the Township's policy is and what they are willing to do.

Carol Keeler –

Can the budget be recommended without that education item? The dollar amount for education should not be designed for any one individual.

TOWNSHIP BOARD REMARKS

No report given.

OTHER MATTERS

Carol Keeler reports that Rick Sovel did inform Tom Zoner regarding the problem with the arborvitae bushes. At this point the issue is still not addressed.

ADJOURNMENT

MOTION by Sternberg, supported by Kelley, to adjourn the meeting at 8:48 p.m.

MOTION CARRIED UNANIMOUSLY

The next regular meeting of the Commerce Township Library Advisory Board will be Wednesday, September 26, 2007 at 7:00 p.m. at the Commerce Township Community Library.

Carol Keeler, Secretary

