

Final  
**CHARTER TOWNSHIP OF COMMERCE  
LIBRARY ADVISORY BOARD MEETING**  
August 28, 2019  
180 E. Commerce Road  
Commerce Township, Michigan 48382

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

**ROLL CALL:**

**Present:** Barbara Garbutt, Chairperson  
Jason Pernick, Vice Chairperson  
Betsy LaFond, Secretary  
Shane Lakner  
David Scott, Township Supervisor  
Barry Hiscox  
Judy Sternberg

**Also Present:** Bill Wines, Director of Circulation

Connie Ozinga resigned as Library Director. Bill Wines, Director of Circulation is temporarily acting as Library Director.

**ITEM 1: APPROVAL OF AGENDA**

**MOTION** by Lakner, supported by Sternberg, to approve the August 28, 2019 Library Board Agenda. **MOTION CARRIED UNANIMOUSLY**

**ITEM 2: APPROVAL OF MINUTES**

**MOTION** by LaFond, supported by Sternberg, to approve the Library Advisory Board Meeting Minutes of July 24, 2019, as submitted. **MOTION CARRIED UNANIMOUSLY**

**ITEM 3: PUBLIC COMMENTS**

None

**ITEM 4: CORRESPONDENCE**

None

**ITEM 5: FINANCIAL REPORT**

Bill Wines, Director of Circulation, submitted the July 2019 Statistics and the Statistics Comparison Reports. We have spent 42.75% of the budget so far this year.

**ITEM 6: ADMINISTRATIVE REPORTS**

The following reports were submitted by Bill Wines for the Board's review.

- a. **July 2019 statistics**
- b. **Adult Service Programs**
- c. **Youth Services Programs**
- d. **Summer Reading Program Recap**

**ITEM 7: OLD BUSINESS**

Supervisor Scott said Connie Ozinga did prepare a comprehensive budget. There were a few position upgrades and an increase in compensation for Ashley for her extension service outside of her library duties. Beginning September 10, 2019 the Township will do a budget analysis for every department.

**ITEM 8: NEW BUSINESS**

Chairperson Garbutt said we need to hire a new Library Director. She gave Janet quite a bit of information that she researched from different sites on the internet and by talking to Library Directors.

Supervisor Scott said they are looking into a few sites such as TLN and Michigan Library Association. There are currently four libraries in southeast Michigan that are seeking new Library Directors because of retirement. He is working on filling the Library Director position as soon as possible.

Chairperson Garbutt feels we should compensate Bill Wines for taking on the task of Interim Library Director along with the duties of Director of Circulation. She feels this should be a recommendation by the Library Advisory Board to the Township Board of Trustees.

**ITEM 9: TOWNSHIP BOARD REMARKS**

Supervisor Scott reported on the following:

- Michigan Air Line Trail is moving along good. He said, during the City of Walled Lake's last Council Meeting, City Manager Dennis Whitt, announced that David Scott used 6 Million Dollars of Michigan Air Line Trail money for the M5 Bridge which left Walled Lake with no money left for a new Depot building or anything of that nature. This is not true, the money used for the M5 Bridge was Federal Grant money and not taken from the Michigan Air Line Trail funds.

**ITEM 9: TOWNSHIP BOARD REMARKS (continued)**

- Wave panels are being installed on the M5 Bridge.
- Parks and Recreation Committee has created the M5K (race/walk fundraiser). There will be a Grand Opening on October 12, 2019 of the trail way.
- There is an office building to the right of the Township Hall located at 8585 PGA Drive that he would like the Township to purchase to be used as the new Sheriff's Sub-Station and he hopes there will be a Secretary of State office in the same building.

**ITEM 10: RECOMMENDATIONS TO THE TOWNSHIP BOARD OF TRUSTEES**

**MOTION** by Garbutt, supported by Lakner, to recommend to the Township Board of Trustees monetary compensation for Bill Wines for taking on the task of Interim Library Director along with the duties of Director of Circulation.

**MOTION CARRIED UNANIMOUSLY**

**ITEM 11: OTHER MATTERS**

Pernick asked for an update on the construction of the boat launch north of It's a Matter of Taste. Supervisor Scott said he made a bid to the Township Board to purchase the boat launch and parking area to be used as a "pocket park". He met, along with David Campbell, Planning Director, with the DNR. The DNR said they were going to make a boat launch with parking for 22 cars/trailers on the same side of the road. At that time, he submitted paperwork to the DNR to acquire the existing boat launch and parking lot. He told them he is not interested in the existing parking lot area and will deed that over to the Road Commission for Oakland County for the expansion of Union Lake Road. He told them Commerce Township would be interested in retaining the boat launch, not as a boat launch but as a "pocket park". His definition of a "pocket park" is a place where you can take a kayak, canoe, or a stand up paddle board and access the lake and be able to patronize businesses in the area. The DNR panel said anytime there is a community willing to retain water and open space connectivity they are inclined to assist in moving forward with their request. The Township Attorneys are working on acquisition of the property.

**ITEM 12: ADJOURNMENT**

**MOTION** by Lakner, supported by Sternberg, to adjourn the meeting at 7:29 pm.

**MOTION CARRIED UNANIMOUSLY**

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Betsy LaFond, Secretary

**The next regular meeting of the Commerce Township Library Advisory Board is scheduled for Wednesday, September 25, 2019.**