

**CHARTER TOWNSHIP OF COMMERCE  
LIBRARY ADVISORY BOARD MEETING  
January 28, 2026  
2009 Township Drive  
Commerce Township, Michigan 48390**

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

**ROLL CALL:**

**Present:** Barbara Garbutt, Chairperson  
Barry Hiscox  
Betsy LaFond, Secretary  
Shane Lakner

**Absent:** Jason Pernick, Vice Chairperson (excused)  
Larry Gray, Township Supervisor (excused)  
Donald Petersen (excused)

**Also Present:** Alyson Lobert, Library Director

**ITEM 1: APPROVAL OF AGENDA**

**MOTION** by LaFond, supported by Lakner, to approve the January 28, 2026, Library Advisory Board Meeting Agenda, with the addition **ITEM 8: NEW BUSINESS a. Chair Quote.** **MOTION CARRIED UNANIMOUSLY**

**ITEM 2: APPROVAL OF MINUTES OF PREVIOUS MEETING**

**MOTION** by LaFond, supported by Hiscox, to approve the Library Advisory Board Meeting Minutes of December 10, 2025, as submitted. **MOTION CARRIED UNANIMOUSLY**

**ITEM 3: CORRESPONDENCE**

12/28/25 via comment card Umbrella bags inside front doors

1/4/26 via comment card I frequently use this library and enjoy it. Staff is primarily friendly and the air cleaners when on provides some relief of not inhaling too many germs. Just curious, is it possible to get the computer area/adult internet area electrical outlet on one or two tables. I would prefer to have an option to plug into an electrical outlet vs a monitor to charge my phone.

1/22/26 via comment card Lukas wants Anjel to redo the book drop recording.

1/13/26 via email after youth librarian Marissa Boisclair visited Commerce Elementary Hello! My 6 year old rushed me at the door yesterday so she could tell me about a "REAL LIVE LIBRARIAN MOM" that came to her school (Commerce Elementary) yesterday and taught her an ASL song and she was so excited about it she sang and

**ITEM 3: CORRESPONDENCE (continued)**

gestured it on the spot before I could even take my shoes off and put my bags down. We've been working on ASL in our house for a couple years just for kicks and to have someone come into her school and connect with her and her classmates this way made her ENTIRE DAY. She sang the song throughout the rest of the night and made sure we all knew the signs, so I thought I'd send a thank you for all the hard work you do and let you how important it is to our kids and our community! Thanks ya'!!

**ITEM 4: PUBLIC COMMENTS**

None

**ITEM 5: FINANCIAL REPORT**

Library Director Lobert reviewed, with the Board, the Revenue and Expenditure Report for the period ending December 31, 2025. (96.44% of the budget was spent through the 2025 budget year).

**ITEM 6: DIRECTORS REPORT**

Library Director Lobert –

**Circulation: Physical Collection**

**Circulation:** December 2023 – 19,391  
December 2024 – 18,865  
December 2025 – 18,381

**Circulation: Year to Date:**

2023 – 207,030  
2024 – 272,882  
2025 – 267,368

**Physical and Digital Circulation – December 2025**

Physical – 18,381, 63%  
Hoopla – 2,619, 9%  
Libby – 7,725, 26%  
Freegal – 181, 1%  
Kanopy – 172, 1%

**Circulation: Digital Collections**

**Overdrive (Libby App):**

December 2023 – 6,718  
December 2024 – 7,174  
December 2025 – 7,725

**ITEM 6: DIRECTORS REPORT (continued)**

**Hoopla Instant Circulation:**

December 2023 – 1,223  
December 2024 – 1,780  
December 2025 – 1,985

**Hoopla Instant Cost: Year to Date:**

2023 – \$32,684  
2024 – \$43,464  
2025 – \$55,585

**Hoopla Instant Checkouts Per Use – December**

Graph of the # of users and # of checkouts by the average person

**Library Statistics**

Library Visits were down – 12,333  
Database Usage was up – 827  
Program Participants were down – 1,167  
Imagination Library Participants were up – 937

**Program Highlights**

Library staff were happy to join Commerce Township Parks and Recreation's annual Tree Lighting. Patrons were able to do a variety of crafts offered by the library staff, and Youth Services Librarian Marissa Boisclair and Marketing and Programs Manager Ashley Moran held two Storytimes throughout the night.

Head of Information Services Trista Reno and Marketing and Programs Manager Ashley Moran hosted a Jane Austen Regency Ball in December. We had live music and patrons were able to dance the same way Jane Austen would have done at a party in her own time. We received the following feedback:

- It was wonderful! The dance instructor and live musicians were awesome! It was a lovely event we loved the theme! The interactive activities like the dancing and the watercolor painting were my favorites! I loved the coloring pages and stickers too!! My only complaint is that the event was not long enough haha wanted to do more dancing it was so fun!!
- Loved the dancing lessons!
- Please do this again! I had so much fun and the two organizers did an amazing job with all the details.

The library consistently gets great feedback on our various Yoga programs. Here is some recent feedback on both Yinyasa Yoga and Yoga Flow:

- I love her very clear explanations and demonstrations.
- Heather is great!

**ITEM 6: DIRECTORS REPORT (Program Highlights continued)**

- Victoria did an excellent job! I was so relaxed
- LOVE how this class is taught - all abilities o I love my local community library!! I love all of the events and activities - I'm bragging all the time to my friends about my library.

Chef Mary Brady is always a big draw, and she was a hit again in December when Adult Services Librarian Steve McGladdery hosted her, featuring some of her holiday recipes:

- A very informative speaker and tasty treats!
- Very comfortable and organized.
- Very informative and doable at home.

Adult Services Librarian Angela Quick held another successful craft program, this month hosting a Paint Your Own Ornament event. Patrons were able to choose their design ahead of time and then create their finished product at the event:

- We had such a lovely time. We are always looking for future programs!
- Was impressed with amount of time you had devoted to the prep for the class. We really enjoyed it.

Head of Information Services Trista Reno held her bi-monthly Horror Haven Book Club and received the following feedback:

- It was my first time attending this book club. I've been coming to some of the tea and murder reads. I really enjoyed the conversation and the personalities of everyone in attendance. I had a really great time! Thank you!!!

A patron donated two large boxes of jewelry to the Youth Department in case we could use them for programs. Youth Services Librarian Lauren Aquilina used the jewelry for Festive Jewelry Collages, a program where patrons could make their own jewelry collages on photo frames. Patron feedback was very positive, including:

- this was a nice program; fun, artistic, had free reign to design at will; music was peaceful. I really enjoyed this.
- it was so much fun and the collages looked so pretty!

**Personnel**

**Employee Anniversaries:**

Trista Reno – 11 years

Karen Grimes – 8 years

Alyson Lobert – 6 years

**Professional Development:**

Ashley Moran - Beanstack: Winter Reading Challenge 2026 and Not Your Mother's Librarian: Libraries in the 21st Century

Trista Reno - Best Practices for Onboarding New Staff

**ITEM 6: DIRECTORS REPORT (Professional Development continued)**

Lauren Aquilina - Applying Early Literacy in Storytime Settings, Collaborative Summer Library Program Summer Symposium

Marissa Boisclair - Big Impact, Small Budget: After-School Ideas That Cost Next to Nothing

Alexis Shirk - Booklist: DK Spring 2026 Season Preview, Penguin Random House Winter Book Festival, Can You De-escalate? webinar, and HarperCollins Winter/Spring 2026 Adult Preview webinar

Anjelica Lyman - Page Turners and Heart Burners: YA Romance webinar

Brannon McCullough - The AI Evolution in Phishing Attacks Demo & How to Spot Phishing Scams

**Committee Participation:**

Alyson Lobert - TLN Shared Automated System user's group executive committee  
Brannon McCullough - Oakland Community College Library Services & Technology Program Advisory Committee meeting  
Lauren Aquilina - YouPer Award Group meeting  
Shelby Fox-Purrier-Rivera - MLA Spring Institute Workgroup meeting and Guild of Library Makers Workgroup  
Marissa Boisclair - MLA Spring Institute Workgroup meeting

**Notable**

CTCL closed at 6 pm on Wednesday, January 14, due to snowy conditions.

Sharon Venia, longtime treasurer for the Friends of the Library, has resigned from her treasurer role. Sharon plans to continue volunteering in the Friends Book Shop once per week.

Currently on order: signage for the Friends Book Shop and a logo sign for the lobby, furniture for the new nonfiction lounge area, laptop tables for the fireplace area, circulation desk counter upgrade and new display spaces for adult, teen and youth areas.

I was accepted into the Library of Michigan's Public Library Financial Management cohort, a nine-month program funded by the Library of Michigan and facilitated by the University of Georgia's Carl Vinson Institute of Government. I have successfully completed the first two of six courses (Budgeting for Libraries and Purchasing for Libraries). My next course is Governmental Accounting for Libraries! While I won't be applying for a position in the Treasurer's department anytime soon, I am enjoying

**ITEM 6: DIRECTORS REPORT (Notable continued)**

learning more about the subject. Thank you to Supervisor Gray for supporting my enrollment in this program.

A group of our Storytime families got together outside of the library to do a Storytime Crew Book Swap. It is heartwarming to see our Storytime families continue their friendships outside of the library! Parents reported that the event was complete chaos, but in the best way.

**Upcoming**

January 24: Dolly Parton's 80th Birthday Bonanza, a special program for children enrolled in Commerce Township's Imagination Library program

February 16: Library closed

May 5: staff in-service day, library closed

June 13: Heart of the Lakes Festival

**ITEM 7: OLD BUSINESS**

None

**ITEM 8: NEW BUSINESS**

**a. 2025 Statistics Review**

Library Director Lobert reviewed CTCL 2025 in Review along with the goals and accomplishments that were met.

**Circulation 2023-2025**

2023 – 371,007

2024 – 71,921

2025 – 267,908

**Overdrive (Libby App) 2023-2025**

2023 – 71,055

2024 – 86,173

2025 – 91,975

**Libby Active Users 2023-2025**

2023 – 2,263

2024 – 2,727

2025 – 3,066

**Hoopla Circulation – All Borrowing Categories**

2023 – 15,978

2024 – 21,034

2025 – 26,518

**ITEM 8: NEW BUSINESS (2025 Statistics Review continued)**

**Hoopla Active Users 2023-2025**

2023 – 809  
2024 – 1,043  
2025 – 1,241

**Physical and Digital Circulation –2025**

Physical – 267,908, 67%  
Hoopla – 26,518, 7%  
Libby – 91,975, 23%  
Freegal – 2,498, 1%  
Kanopy – 9,148, 2%

**Combined Circulation 2023-2025**

Graph presented

Barry Hiscox praised Alyson Lobert for all the hard work she does.

**b. Chair Quote**

Library Director Lobert recommends upgrading the chairs in the Robin Room with the purchase of 70 chairs. I have provided two quotes for your review. The Robin Room chair upgrade is recommended for two primary reasons: first, to ensure that all chairs in the room are appropriately sized for adults, which is not currently the case and, second, to replace the existing chairs with models that are lighter and easier to stack, improving functionality for both staff and room users. Funding for these chairs was included in the library's 2026 budget.

**ITEM 9: TOWNSHIP BOARD REMARKS**

No report

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

**MOTION** by LaFond, supported by Lakner, to recommend to the Township Board of Trustees the purchase of 70 SiteOnIt Sprout wire chairs for the Robin Room at the Commerce Township Community Library. **MOTION CARRIED UNANIMOUSLY**

**ITEM 11: OTHER MATTERS**

None

**ITEM 12: ADJOURNMENT**

**MOTION** by Lakner, supported by LaFond, to adjourn the meeting at 8:06 p.m.  
**MOTION CARRIED UNANIMOUSLY**

*Charter Township of Commerce Library  
Advisory Board Meeting  
January 28, 2026  
Page 8 of 8*

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Betsy LaFond, Secretary

**The next regular meeting of the Commerce Township Library Advisory Board is scheduled for Wednesday, February 25, 2026, at the Commerce Township Community Library.**