

Final
**CHARTER TOWNSHIP OF COMMERCE
LIBRARY ADVISORY BOARD MEETING
July 22, 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
Jason Pernick, Vice Chairperson
Besty LaFond, Secretary
Barry Hiscox
Shane Lakner

Absent: Larry Gray, Township Supervisor (excused)
Donald Petersen (excused)

Also Present: Alyson Lobert, Library Director

ITEM 1: APPROVAL OF AGENDA

MOTION by Lakner, supported by Hiscox, to approve the July 22, 2026, Library Advisory Board Meeting Agenda, as presented. **MOTION CARRIED UNANIMOUSLY**

ITEM 2: APPROVAL OF MINUTES OF PREVIOUS MEETING

MOTION by LaFond, supported by Lakner, to approve the Library Advisory Board Meeting Minutes of June 23, 2026, as submitted.

MOTION CARRIED UNANIMOUSLY

ITEM 3: CORRESPONDENCE

6/25/26 via comment card I love having afternoon programs. Being a retired senior I am always looking for events/activities. I know that others are also.

7/8/26 via comment card Where are the Disney Twisted Tale books? It's certainly not in the teen section.

7/9/26 via comment card I would like to add to Beyond Book library outdoor hammocks to borrow and adding an area outside to be able to hang up hammocks and read outside.

7/9/26 via comment card I would like to add a net village in the youth department, so you will be able to climb up and read lying down on nets above everybody's heads!

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 June 30, 2026. (42.19% of the budget was spent through the 2026 budget year).

ITEM 6: DIRECTORS REPORT

Library Director Lobert – April 2026 report

Circulation: Physical Collection

Circulation: June 2024 – 25,392
June 2025 – 23,798
June 2026 – 22,968

Circulation: Year to Date:
2024 – 135,309
2025 – 132,521
2026 – 127,358

Physical and Digital Circulation – June 2026

Physical – 2968, 67%
Hoopla – 2,424, 7%
Libby – 8,606, 25%
Freegal – 220, 1%
Kanopy – 102, 0%

Circulation: Digital Collections

Overdrive (Libby App):

June 2024 – 7,113
June 2025 – 7,403
June 2026 – 8,606

Hoopla Instant Circulation:

June 2024 – 1,479
June 2025 – 1,839
June 2026 – 2,165

Hoopla Instant Cost: Year to Date:

2024 – \$20,098
2025 – \$27,608
2026 – \$31,674

ITEM 6: DIRECTORS REPORT (continued)

Hoopla Instant Checkouts Per User – June

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

In the month of June, 21 patrons hit their Hoopla borrowing limit (10 titles/month) and were turned away.

Library Statistics

Library Visits were up – 12,746

Database Usage was up – 1,000

Program Participants were down – 3,747

Imagination Library Participants were up – 963

Meeting Room Bookings

Room	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Total
Dodge	4	5	0	7	1	1	1	19
Robin	8	8	4	6	3	4	1	34
WhitePine	5	10	12	5	0	2	1	35

Jason Pernick asked if we track the use of the study rooms? This would give us another way to demonstrate the use that our patrons are making in the library. There will be a time when we are going to need new furniture in there and showing its usage would be a good way to justify that. Director Lobert will look into this.

Program Highlights

In June, the Library hosted our Summer Reading Kick-off Party in conjunction with the Township's Heart of the Lakes Festival for the second year in a row to great success. We had a significant increase in the number of Summer Reading Challenge registrations on kick-off day to years prior, and continue to be on course to increase Challenge participation overall.

We send out a survey following every program and the surveys regularly include thoughtful comments, great suggestions and a lot of kind words from our residents. This comment came from a participant in our Patriotic Wreath craft program: "Thank you for all the variety lately... from walking book club to watercolor painting to D and D! There is always something going on! Thank you guys for having such great events."

Youth and Teen Services Librarian Lauren Aquilina and Youth Services Librarian Marissa Boisclair held Family Teamwork Art: Cardboard Dino Mask and received positive feedback:

- This was our favorite library program that we have ever done!
- Such a wonderful activity! The cardboard saws were amazing! I love that my girls got to experience that and gain confidence in using it themselves! We were so excited for this activity that we brainstormed days in advance. It brought my

ITEM 6: DIRECTORS REPORT (continued)

girls together and truly brought them together to work as a team as we had two different ideas for our dinosaur head and decided to combine two ideas into one! Ms. Marissa and Ms. Lauren were both very patient with everyone in the room and worked the whole time to make sure everyone was helped who needed helped. Ms. Marissa came over to check on us a few times and helped out when needed. She also gave compliments to my girls' ideas. Ms. Lauren shared some fun facts with my girls that they then shared with me. My youngest was a Participant made dinosaur masks out of cardboard using our ChompSaw kids-safe power tools bit nervous to use the cardboard saws on her own, so while I was working on part of the craft Ms. Lauren spent a lot of time being kind and patient with her to help her build confidence on the machine and encouraging her that she could do it! These program ideas are wonderful - but it is def. the librarians that are making them the experiences that the kids will never forget and the skills that will stay with them and help teach and guide them to become great citizens!

Detroit Lions mascot Roary visited the library on Monday, June 22, 2026.

Marketing and Programs Manager Ashley Moran held our first BYOBook Club in a walking format, where participants listened to their current audiobook and walked along the Lakes Community Trail. Patrons enjoyed the event, sharing the following feedback:

- It was a great idea and perfect evening program
- Just a lovely idea, quirky, supporting community, recorded books (my first audiobook thru headphones!) and love of the outdoors! Awesome.
- What lovely way to walk, listen to a book, and meet other book lovers Thank you!

Personnel

Employee Anniversaries:

Elizabeth Erdody (5 years)

Professional Development:

Alyson Lobert: Library Financial Management Certification, University of Georgia Carl Vinson Institute of Government

Trista Reno: American Library Association Annual Conference

All staff: Corporate Email Tips

Alexis Shirk: ALMA Book Buzz webinar

Jennifer McArdle: Science of Comprehension Symposium

Committee Participation:

Shelby Fox-Purrier-Rivera - Guild of Library Makers meetings

Recruitment:

We have completed the second round of interviews for the vacant Adult Services Librarian position. A preferred candidate has been selected, and we are moving forward

ITEM 6: DIRECTORS REPORT (continued)

with reference checks and background screening. Pending satisfactory results, we anticipate extending a formal offer in the very near future and look forward to welcoming the new librarian to our team soon.

Notable

Commerce Library will serve as the host location for early in-person voting (July 25 - August 2, 2026) as well as the temporary voting location for Precinct 9 for the Tuesday, August 4, 2026 primary election.

Mark your calendar for Friday, August 14 at 11:00 am: we are celebrating the completion of the new safety path along South Commerce with a bike parade and ribbon cutting!

Board in support

Upcoming

July 25-August 2: Early in-person voting

August 14, 11 am: Safety Path Ribbon Cutting and Bike Parade

September 6-7: Labor Day, library closed

ITEM 7: OLD BUSINESS

None

ITEM 8: NEW BUSINESS

a. New resident postcard proposal

Library Director Lobert is asking the Library Advisory Board to support hiring a qualified vendor to coordinate an automated, quarterly direct-mail outreach campaign targeting new residents of Commerce Township

Barry Hiscox asked how much this will cost on a yearly basis. Library Director Lobert estimated between \$2,400 - \$2,500 from the Advertising Budget.

Jason Pernick said it would be nice to see if there is a local vendor to do this, but either way I support this. Director Lobert will look into this.

The Library Board is in support of Library Director Lobert's request.

ITEM 9: TOWNSHIP BOARD REMARKS

No report

ITEM 10: RECOMMENDATIONS TO THE TOWNSHIP BOARD OF TRUSTEES

None

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ITEM 11: OTHER MATTERS

None

ITEM 12: ADJOURNMENT

MOTION by Lakner, supported by Pernick, to adjourn the meeting at 7:38 p.m.

MOTION CARRIED UNANIMOUSLY

Betsy LaFond, Secretary

The next regular meeting of the Commerce Township Library Advisory Board is scheduled for Wednesday, August 26, 2026, at the Commerce Township Community Library.