

**CHARTER TOWNSHIP OF COMMERCE
LIBRARY ADVISORY BOARD MEETING
September 22, 2021
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
Betsy LaFond, Secretary
Vanessa Magner, Township Board Trustee
Barry Hiscox

Absent: Shane Lakner (excused)
Judy Sternberg

Also Present: Alyson Lobert, Library Director

ITEM 1: APPROVAL OF AGENDA

MOTION by Magner, supported by LaFond, to approve the September 22, 2021 Library Board Agenda. **MOTION CARRIED UNANIMOUSLY**

ITEM 2: APPROVAL OF MINUTES OF PREVIOUS MEETING

MOTION by LaFond, supported by Pernick, to approve the Library Advisory Board Meeting Minutes of August 25, 2021, as submitted. **MOTION CARRIED UNANIMOUSLY**

ITEM 3: PUBLIC COMMENTS

Donald Petersen was present to observe the meeting.

Dot Vangal, volunteer at Community Art Projects and a Commerce resident for 20 years was present to observe the meeting. Her goal is to attend every township board and committee meeting at least once so she can learn more about the township.

ITEM 4: CORRESPONDENCE

None

ITEM 5: FINANCIAL REPORT

Library Director Alyson Lobert, reviewed the Revenue and Expenditure Report for the period ending August 31, 2021. As of August 31, 2021 61.14% of the budget was spent.

ITEM 6: ADMINISTRATIVE REPORTS

a. Director's Report

Library Director Lobert:

Commerce Township Community's 9/11 National Day of Service volunteer project, which was sponsored with a grant from the Michigan Community Service Commission, collected nearly 600 pounds of food. We had 21 adult volunteers and five youth volunteers who worked a total of 50 hours collecting and sorting food that was donated to Hospitality House Food Pantry. Commerce Township Community Library's food drive was one of 25 9/11 National Day of Service volunteer projects that were held in Michigan.

The vacant part-time adult services librarian position has been offered to Anjel Lyman. Anjel has been involved with the Commerce Township Community Library for years, as a patron and later as a library page and, most recently, a substitute librarian. She is in her final semester of her Master of Library and Information Science program at Wayne State University's School of Information. Anjel cares deeply about the mission of the library and providing great service to our residents; I look forward to seeing her excel in this new role. We only received three applicants for this position.

Supervisor Larry Gray recently appointed resident Don Petersen to the Library Advisory Board. The Township Board of Trustees will vote on Mr. Petersen's appointment at their October 12, 2021 meeting. Supervisor Gray, Trustee Magner, Library Advisory Board president Barbara Garbutt and I interviewed three residents who were interested in filling the Library Advisory Board vacancy.

Today, I sat down with the Township Supervisor Gray for my annual performance review.

I have been preparing staff for what is called a "First Amendment audit", as some libraries in the area have recently been audited. Essentially someone comes into the library with a video camera and wants to look around, record employees working, what's on the shelves, etc. and they're trying to get a rise out of the staff.

The township's attorney was kind enough to give me some helpful tips for the staff – which, essentially, is to ignore the auditor and not engage – because if this is going to happen, it is bound to happen when I'm not in the building. Like with everything, I like the library staff to feel prepared and empowered.

b. Program Statistics

c. Library Statistics

Library Director Lobert reviewed the August 2021 program and library statistics with the Board.

ITEM 7: OLD BUSINESS

a. Display Policy

MOTION by Magner, supported by Pernick, to remove Table Display Policy from the Table. **MOTION APPROVED UNANIMOUSLY**

Jason Pernick previously reviewed the Display Policy and offered his recommendations to Library Director Lobert.

Library Director Lobert:

Your meeting materials include an updated version of the proposed display policy that was first included in your August 25, 2021 meeting materials. I incorporated suggestions from LAB members and look forward to discussing this at our meeting. The township attorney will review the policy prior to it going before the Township Board of Trustees. If there are any changes, she will bring it back to the board.

Note: See ITEM 10: RECOMMENDATIONS TO THE TOWNSHIP BOARD OF TRUSTEES

b. 2022 Draft Budget

Library Director Lobert:

I recently had the opportunity to review and revise the library's draft budget with Supervisor Gray, Clerk Creech and Treasurer Phillips; it was a wonderful opportunity to discuss many of the ideas that we considered when reviewing an earlier draft of the budget. I will present the changes at the Library Advisory Board meeting and look forward to hearing your feedback.

She reviewed the budget with the board.

Note: See ITEM 10: RECOMMENDATIONS TO THE TOWNSHIP BOARD OF TRUSTEES

ITEM 8: NEW BUSINESS

None

ITEM 9: TOWNSHIP BOARD REMARKS

Trustee Magner:

- Cheryl Popow gave a presentation on the Community Arts Project. The Township Board made a Motion to support the project. Vote was unanimous.
- There are a lot of false information going around about Wise Woods Park and a parking area that will be going in at the park. This will provide a safe access to the park for all residents Trustee Weber gave a very good presentation and hopefully cleared the air with some residents.

ITEM 9: TOWNSHIP BOARD REMARKS

- There was a police investigation on Vital Massage located at 8420 Richardson Road. The license was suspended and there was a Public Hearing on the revocation of the permit. The Township Board voted 5 (ayes) – 2 (nays) to revoke the permit license.
- Last Thursday they interviewed 3 architects for the new sheriffs building in front of the township hall. Out of the 3 applicants, one of them was hired. They would like to get bids out there so they can plan the budget accordingly. They do have the Cares Fund money to use for this.
- Taste of the Lakes was held yesterday. The turnout was better than expected.

ITEM 10: RECOMMENDATIONS TO THE TOWNSHIP BOARD OF TRUSTEES

Chairperson Garbutt:

The Library Advisory Board would like to recognize Judy Sternberg for her many years of dedication to the library. Judy is unable to continue her tenure on the board. So it is with regret that we need a Motion to ask the Township Board to replace Judy Sternberg.

MOTION by Garbutt, supported by Hiscox, to recommend the Township Board of Trustees replace Judy Sternberg as a member of the Library Advisory Board because she is unable to continue her tenure on the board.

MOTION APPROVED UNANIMOUSLY

MOTION by Magner, supported by LaFond, to recommend the Township Board of Trustees approve the Display Policy.

MOTION APPROVED UNANIMOUSLY

MOTION by Pernick, supported by Hiscox, to recommend the Township Board of Trustees approve the 2022 Library Budget, as Adopted by the Library Advisory Board.

MOTION APPROVED UNANIMOUSLY

ITEM 11: OTHER MATTERS


None

ITEM 12: ADJOURNMENT

MOTION by Pernick, supported by LaFond, to adjourn the meeting at 8:09 p.m.

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, October 27, 2021.

