

**CHARTER TOWNSHIP OF COMMERCE
LIBRARY ADVISORY BOARD MEETING
March 28, 2018
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
Judy Sternberg

Absent: Barry Hiscox (excused)

Also Present: Connie Ozinga, Library Director

ITEM 1: APPROVAL OF AGENDA

MOTION by Sternberg, supported by LaFond, to approve the March 28, 2018 Library Board Agenda. **MOTION CARRIED UNANIMOUSLY**

ITEM 2: APPROVAL OF MINUTES

MOTION by Lakner, supported by Sternberg, to approve the Library Advisory Board Meeting Minutes of February 28, 2018 with a correction to page 3, Item 7: Old Business a. Meeting Room Policy, 4th paragraph, 3rd sentence change "costas" to "costs".

MOTION CARRIED UNANIMOUSLY

ITEM 3: PUBLIC COMMENTS

Bob Berkheiser was present along with Riley Wyskiel, Eagle Scout candidate Boy Scout Troop 308. Riley is asking for approval to recycle an old book return box and reuse it as a flag drop box for flags that are in need of proper retirement. The flag box will be maintained and checked regularly by his troop. He would like to place the flag box at the library building. This is his Eagle Scout project. The flags will be properly retired with a retirement ceremony during one of his troop outings.

Supervisor Scott mentioned that the Village of Wolverine Lake is in the process of building a Veterans Memorial in one of their parks. He suggested this as another location to place a flag box.

ITEM 3: PUBLIC COMMENTS (continued)

MOTION by Scott, supported by Lakner, to approve the request of Riley Wyskiel, Eagle Scout candidate Boy Scout Troop 308 to recycle an old book return box and reuse it as a flag drop box for flags that are in need of proper retirement. The flag box will be placed at the library building. **MOTION CARRIED UNANIMOUSLY**

ITEM 4: CORRESPONDENCE

Chairperson Garbutt attended the Friends of Michigan Libraries 2018 Spring Workshop at the Southfield library. She shared literature from the workshop with Board members.

ITEM 5: FINANCIAL REPORT

Director Ozinga submitted the February 2018 Statistics and Comparison Reports.

ITEM 6: DIRECTOR'S REPORT

The Book Sale will be held from April 11-15, 2018.

The Summer Reading Club Kickoff will take place June 16, 2018. Huron Valley Center for the Arts will also be holding an art fair in the immediate neighborhood on June 16, 2018.

a. Historical Collection and Deed of Gift Policy

Adult Services Librarian Cherie Edmonds has been assigned the project of developing a local history collection. She has proposed a local history mission statement. She is also concerned with some of the same ownership questions that came up when discussing art gifts. She has proposed a Deed of Gift form to be filled out by those wishing to donate items. She worked at the UM Bentley Historical Library when she was in college and has modeled her proposal on theirs.

Cherie currently has a big box of borrowed historical material which we will be copying/digitizing for our collection. She is working on separating family history from community history.

Cherie will attend the LAB meeting next month to discuss this project.

b. National Library Week April 8-14

We are putting on a National Library Week celebration this year. Patrons will have a chance to have their picture taken with their favorite book. They will then receive entry tickets for several prizes. Also, on the kiosk in the teen room, we will have a banner where patrons can fill in their ending to the sentence "I love my library because..."

ITEM 6: DIRECTOR'S REPORT (continued)

Saturday, April 14, 2018 is our big party, Family Game Day in the Robin Room from 12-4 pm. We will serve cookies, chips, fruit snacks, juice boxes and water. We will have hourly drawings for \$25 Amazon gift cards.

c. Richardson Center has moved home

Last week was our Richardson seniors last week at the library. As of this week they are back home at the Richardson Center after several months here at the library. We enjoyed having both staff and seniors in the building. They had their first Senior Book Club at the new location today.

ITEM 7: OLD BUSINESS

a. Meeting Room Policy

The policy with \$30 hour meeting room use has been approved by the Township Board of Trustees. Details and a rental form need to be completed. She is working with Emily England, Senior Director on the language in the policy.

b. Circulation Desk, Swinging Gate Quote

MOTION by Lakner, supported by LaFond, to remove Circulation Desk, Swinging Gate Quote from the Table. **MOTION CARRIED UNANIMOUSLY**

No action taken.

ITEM 8: NEW BUSINESS

None

ITEM 9: TOWNSHIP BOARD REMARKS

Supervisor Scott reported on the following:

- He asked Jason Pernick and Judy Sternberg if they would like to be reappointed to the LAB. They both answered yes. He recommends they attend the next Township Board Meeting because this will be on the agenda.
- The Lakes Area Chamber of Commerce had their breakfast meeting yesterday, March 27, 2018. The meeting was well attended.
- The Sheriff's Department had a busy week handling a child protection case, arson of a vehicle, marijuana operations broken into and a resident housing 80 cats.
- The Sheriff and Fire Departments completed their training at the old library building. He is working on getting the gas and water lines shut down.

ITEM 9: TOWNSHIP BOARD REMARKS (continued)

- The “Five and Main” project will be going to the Planning Commission in the fall. A traffic study will be done. There will be approximately 25% retail and 60% entertaining/dining establishments at the site. The goal is to have a ribbon cutting ceremony in the spring of 2020. There will be a traffic light installed at Walnut Lake and Pontiac Trail roads. The credit union that is going in at the old Dick Morris Chevrolet building will contribute funds to pay for the light.
- A Circus Tricks Trampoline Park will go in a section of the old Kroger building on Union Lake Road.
- DMC Huron Valley-Sinai Hospital was approved to be a Level III Trauma hospital. Henry Ford West Bloomfield Hospital has been verified as a Level III Trauma center. Providence Park Hospital in Novi will also apply for a trauma status.
- Scarlett’s Smile received \$405,000 in donations and \$100,000 in a 365 day grant. Clearing the property for the all-inclusive playground at Dodge Park will begin soon.
- The Township will address how to stop people from writing graffiti on the pylons and pillars at the waterway in Mill Race Park.

ITEM 10: RECOMMENDATIONS TO THE TOWNSHIP BOARD OF TRUSTEES

None

ITEM 11: OTHER MATTERS

LaFond noticed there are more trees falling down at Dodge Park. Director Ozinga said the trees will be taken care of as soon as the weather permits.

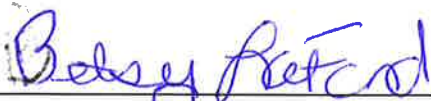
Chairperson Garbutt said there will be a Concert in the Park on June 22, 2018 with face painting, bands, food truck and other activities.

ITEM 12: ADJOURNMENT

MOTION by Lakner, supported by Sternberg, to adjourn the meeting at 7:46pm.

MOTION CARRIED ANIMOUSLY

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Betsy LaFond, Secretary

The next regular meeting of the Commerce Township Library Advisory Board is scheduled for Wednesday, April 25, 2018.