

**CHARTER TOWNSHIP OF COMMERCE
LIBRARY ADVISORY BOARD MEETING
June 27, 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
David Scott, Township Supervisor
Barry Hiscox
Shane Lakner
Judy Sternberg

Also Present: Connie Ozinga, Library Director

Members of Boy Scout Troop 179 were present.

ITEM 1: APPROVAL OF AGENDA

MOTION by Lakner, supported by Sternberg, to approve the June 27, 2018 Library Board Agenda. **MOTION CARRIED UNANIMOUSLY**

ITEM 2: APPROVAL OF MINUTES

MOTION by Lakner, supported by LaFond, to approve the Library Advisory Board Meeting Minutes of May 23, 2018, as submitted. **MOTION CARRIED UNANIMOUSLY**

ITEM 3: PUBLIC COMMENTS

Supervisor Scott asked the Boy Scouts to explain why they are attending this meeting and what merit badge they are working towards.

Jason Pernick said he is a leader of Boy Scout Troop 179 and they need to attend a public meeting and be prepared to discuss one of the issues discussed at the meeting. This is one of the requirements needed to work towards a Citizenship in the Community merit badge.

ITEM 4: CORRESPONDENCE

None

ITEM 5: FINANCIAL REPORT

Connie Ozinga, Library Director, submitted the May 2018 Statistics, Statistics Comparison Report and the Revenue and Expenditure Report for the period ending May 31, 2018.

ITEM 6: LIBRARY DIRECTOR'S REPORT

Connie Ozinga, Library Director, reported on the following:

There was an incident involving a patron in one of the meeting rooms that required an ambulance to take him to the hospital.

A meeting discussing opioids was held at the library.

There were over 500 kids that attended the Touch a Truck program at the library. The children and parents had a great time.

The Michigan Library Association (MLA) will hold a MLA 2018 Annual Conference from October 17, 2018 – October 19, 2018 at the Suburban Collection Showplace in Novi, Michigan. MLA has a scholarship fund to help defray costs for staff transportation to attend the MLA workshops, educational events and the association's annual conference.

We had a two hour in service day before opening last week, Tuesday. Our Children's Librarian, Ashley Rosetto, former security manager at the White Lake Kohl's and a graduate of the law enforcement academy, held a program on dealing with difficult people. Also covered was how to work the loud speaker system in the White Pine Room and how to connect a computer to the projector system.

The Summer Reading Kickoff took place on June 16, 2018.

There is a strip of concrete filled with pea gravel at the book return area in the back of the building. Daily, pea gravel needs to be swept up in that area and returned to its home. We would like to remove the pea gravel and fill that 40 feet by 2 feet space with concrete. This is a small job and we are having trouble getting bids for that work. We received one bid for \$1,350. This seems expensive so we will try to get additional bids. Supervisor Scott suggested replacing the pea gravel with dirt and grass seed. Jason Pernick questioned if it would be better to place sod in the area instead of grass seed.

ITEM 6: LIBRARY DIRECTOR'S REPORT (continued)

a. Plaque

The plaque has been ordered at a cost of \$65.00.

b. Lions gift

I attended the meeting of the Wixom-Walled Lake Lions Club last week and accepted a donation of \$250.00. I also accepted a similar donation for the Richardson Center.

c. Jose Argondona Retirement

Jose Argondona has announced his retirement at the end of the summer. Jose was the second Adult Services Librarian we hired back in 2005. We will miss him. Jose has been handling all of our adult flyers and graphics and worked with the ESL Language groups. The job posting for an Adult Services Librarian has been advertised and she received one application so far.

ITEM 7: OLD BUSINESS

None

ITEM 8: NEW BUSINESS

a. Elizabeth Norton, YALSO Conference Attendance

Elizabeth Norton, Teen Librarian, has requested to attend the Young Adult Library Services Association Symposium in Salt Lake City in November, 2018. Our cost is expected to be \$746.00. Out of state travel must be approved by the Township Board. This will be on the Township Board's agenda for July 10, 2018. I am requesting a statement of support from you for this request.

Chairperson Garbutt said she attended the conference in the past and found it to be very informative.

Transportation costs is usually provided by Friends of the Library.

MOTION by Lakner, supported by Pernick, to recommend to the Township Board of Trustees approval for Elizabeth Norton to attend the Young Adult Library Services Association Symposium in Salt Lake City from November 2, 2018 through November 4, 2018.

MOTION CARRIED UNANIMOUSLY

ITEM 9: TOWNSHIP BOARD REMARKS

Supervisor Scott -

- Demolition of the old library building is taking place. They are separating recyclables and non-recyclables.

ITEM 9: TOWNSHIP BOARD REMARKS (continued)

- Commerce Township is joining Oakland County CISMA in the fight against the invasive species known as phragmites. They will determine which roadway easements the Road Commission for Oakland County is responsible for. Chairperson Garbutt said they are working at Long Park if anyone wants to see how treating phragmites is done.
- The Township is seeking people who are 18 or older for seasonal employment positions.
- The Clerk's office is mailing out requested absentee ballots. They are also seeking people to work the election. They have new voting machines that will be used at the next election.

ITEM 10: RECOMMENDATIONS TO THE TOWNSHIP BOARD OF TRUSTEES

See the Motion under Item 8 New Business.

ITEM 11: OTHER MATTERS

Shane Lakner asked for an update on the development on Maple Road next to Uptown Grill. Supervisor Scott said this will be a high end grocery store called Zerbos Health Foods. It is taking longer to complete the development because it is a family project and they are not doing everything all at one time. The DEQ also became involved because some wetlands were filled in.

Supervisor Scott advised the Board and those in attendance of an internet tool, www.oakgov.com/propertygateway, that will give you access to Oakland County's land and property information dating back to the 1940's.

Barry Hiscox asked for an update on the M5 Bridge. Supervisor Scott said the project is scheduled to open on August 15, 2018 and is 1 week ahead of schedule.

ITEM 12: ADJOURNMENT

MOTION by Lakner, supported by Sternberg, to adjourn the meeting at 7:27 pm.

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, July 25, 2018.