

**CHARTER TOWNSHIP OF COMMERCE
LIBRARY ADVISORY BOARD MEETING
December 5, 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

Nathan Malisow, Boy Scout Troop 179 and Anna Lehrer, Milford High School were in attendance.

ITEM 1: APPROVAL OF AGENDA

MOTION by Lakner, supported by Sternberg, to approve the December 5, 2018 Library Board Agenda. **MOTION CARRIED UNANIMOUSLY**

ITEM 2: APPROVAL OF MINUTES

MOTION by LaFond, supported by Sternberg, to approve the Library Advisory Board Meeting Minutes of October 24, 2018, as submitted. **MOTION CARRIED UNANIMOUSLY**

ITEM 3: PUBLIC COMMENTS

None

ITEM 4: CORRESPONDENCE

None

ITEM 5: FINANCIAL REPORT

Connie Ozinga, Library Director, submitted and reviewed the October 2018 Statistics, Statistics Comparison Report and the Revenue and Expenditure Report.

ITEM 6: LIBRARY DIRECTOR'S REPORT

Director Ozinga reported on the following:

Saturday, December 8, 2018, Pulitzer Prize winning journalist and Edgar Award nominee, Bryan Gruley discussed and signed his new book "Bleak Harbor".

Gilden Woods Early Care and Preschool – Grand Opening/Ribbon Cutting on December 13, 2018 at 12:30 pm – 1:30 pm, 3145 Martin Road.

a. INTERNSHIP

The Oakland Community College has a two year library technician degree which includes a one semester internship requirement. The student works at a local library for one day a week for the fifteen weeks of the semester. We have done this once before a couple of years ago and may have an opportunity to do this again in January. These interns are not paid.

b. 2019 ADULT AND YOUTH PROGRAMS

I have two tentative requests to go to ALA in Washington DC in June of this year. Neither Shane O'Neal nor Ashley Rosetto has ever attended ALA. I will take this out of state travel request to the Township Board at their January 2019 meeting.

MOTION by Lakner, supported by Sternberg, to recommend approval for Shane O'Neil and Ashely Roseto to attend the ALA Conference in Washington D.C. in June 2019.

MOTION CARRIED UNANIMOUSLY

Youth Summer Reading and Adult program plans are in place for next year as follows. Friends of the Library have agreed to fund the programs listed.

Youth and Teen Services Department:

- | | | |
|---|-------|----------|
| • Dr. Nitro (Ice Cream Show/Teen Lock-in) | \$500 | Teen |
| • Cameron Zvara (Magician) | \$400 | All Ages |
| • Melissa Behring (Children's Concert) | \$200 | Children |
| • Dynamic Schools (Astronaut Animals) | \$350 | All Ages |

LIBRARY DIRECTOR'S REPORT (2019 Adult and Youth Programs continued)

• Phoenix Freerunning (Parkour)	\$400	Teen
• Doug Scheer (Magician)	\$395	All Ages
• Chamberlin Pony (Pony, petting zoo/SRP Kick-off)	\$395	All Ages
• Ring of Steel (Jedi Training)	\$405	Teen
TOTAL	\$3300	

Adult:

- Saturday, March 9, 2019 - Michigan Statehood
- Saturday, April 13, 2019 - Women in the Ancient World
- Tuesday, April, 16, 2019 - Cut the Cord
- Tuesday, April 30, 2019 - Everything You Know about Gardening is Wrong
- Saturday, May 18, 2019 – Unpacking the Packrat
- Saturday, May 11, 2019 - Healthy and Fresh Fruit Desserts with Lisa Howard
- Tuesday, June 2, 2019 - Happiest Millionaire
- August, 2019 - Faygo Pop Program with Joe Grimm
- Saturday, September 21, 2019 - Michigan POW Camps in WWII
- Thursday, October 17, 2019 - Copper Miners of MI
- Saturday, October 26, 2019 - Into No Man's Land
- Improve Your Memory
- Join Soul Messenger Kristy Robinett and learn to "Manifest Your Soulmate"
- MI Bad
- Dance of the Sandhill Cranes
- Local Arborist

TOTAL PROJECTED COST IS \$2,360.00

c. MLA REPORTS

Staff members submitted a report of their experience attending the MLA Conference.

ITEM 7: OLD BUSINESS

a. 2019 Budget

The budget was approved by the Township Board of Trustees.

b. Water

The anode rod has been removed from water heater.

OLD BUSINESS (continued)

c. Chairs	One	Eight
Current Worden chair:	\$1149	\$9192
(Library Design) Jasper chair:	\$ 389	\$3797
(Library Design) Vion Chair	\$ 362	\$2896
OFS (This is the side chair in the Dodge Room. Cost to Richardson for 150 of this chair was \$203 per chair		
Restaurant style chairs	\$ 147	
At Richardson (Emily would not work with this Company again)		

ITEM 8: NEW BUSINESS

a. CLEANING BIDS

Director Ozinga said the two year cleaning contract will expire in January 2019. The present cleaning company had a rough first year but the services have been good for the past year. Director Ozinga will call to see if they will continue the cleaning contract at the same rate.

b. 2019 HOLIDAY CLOSINGS

- New Year's Day - Tuesday, January 1, 2019
- Martin Luther King Day - Monday, January 21, 2019
- President's Day - Monday, February 18, 2019
- INSERVICE Training Day - Wednesday, March 6, 2019
- Easter Sunday - Sunday, April 21, 2019
- Memorial Day Sunday - Sunday, May 26, 2019
- Memorial Day - Monday, May 27, 2019
- Independence Day - Thursday, July 4, 2019
- Labor Day Sunday - Sunday, September 1, 2019
- Labor Day - Monday, September 2, 2019
- Veterans Day - Monday, November 11, 2019
- Thanksgiving Day before - Wednesday November 27, 2019 5 p.m. close
- Thanksgiving - Thursday, November 28, 2019
- Thanksgiving Friday - Friday, November 29, 2019
- Christmas Eve - Tuesday, December 24, 2019
- Christmas - Wednesday, December 25, 2019
- New Year's Eve - Tuesday, December 31, 2019
- New Year's Day - Wednesday, January 1, 2020

Easter Sunday, Memorial Day Sunday, and Labor Day Sunday are closed days. They are not paid holidays. No employees are scheduled to work those days.

NEW BUSINESS (continued)

c. 2019 BOARD MEETING DATES

Meetings are held on the 4th Wednesday of the month at 7 p.m. unless otherwise noted.

January 23	May 22	September 25
February 27	June 26	October 23
March 27	July 24	December 4
April 24	August 28	

MLA Conference October 16 – 18

ITEM 9: TOWNSHIP BOARD REMARKS

Supervisor Scott –

- As President of the Michigan Air Line Trail Committee, he will try to obtain funding in the amount of \$800,000 to restore and rehabilitate the old train depot in Walled Lake. He would also like to see some type of vendor operate a business such as a coffee shop at the train depot.
- Gun clubs are trying to get a tax exempt status.
- He is reviewing old records in the Township Hall and has found some interesting material, such as maps showing names of streets that no longer exist and old hand written minutes showing meetings that were held on the front porch of a home.
- He is taking steps to amend the Marijuana Ordinance to address issues with persons under the age of 21 using marijuana. He will take action to opt out of having commercial recreational marijuana establishments in the Township. This could be reversed in the future after the State issues regulations.

ITEM 10: RECOMMENDATIONS TO THE TOWNSHIP BOARD OF TRUSTEES

None

ITEM 11: OTHER MATTERS

None

ITEM 12: ADJOURNMENT

MOTION by Lakner, supported by LaFond, to adjourn the meeting at 7:30 pm.

MOTION CARRIED ANIMOUSLY

*Charter Township of Commerce Library
Advisory Board Meeting
December 5, 2018
Page 6 of 6*


Betsy LaFond, Secretary

The next regular meeting of the Commerce Township Library Advisory Board is scheduled for Wednesday, January 23, 2018.