

**CHARTER TOWNSHIP OF COMMERCE
LIBRARY ADVISORY BOARD MEETING
Wednesday, June 25, 2014
2869 N. Pontiac Trail
Commerce Township, Michigan 48390**

CALL TO ORDER: Barbara Garbutt, Chairperson called the meeting to order at 7:00 p.m. at the Commerce Township Library.

ROLL CALL:

Present: Barbara Garbutt, Chairperson
Jason Pernick, Vice-Chairperson
Barry Hiscox
Shane Lakner
David Law
Judy Sternberg

Absent: Betsy LaFond

Also Present: Connie Jo Ozinga, Library Director

APPROVAL OF AGENDA

MOTION by Sternberg, supported by Lakner, to approve the June 25, 2014 Library Board Agenda. **MOTION CARRIED UNANIMOUSLY**

APPROVAL OF MINUTES

MOTION Lakner, supported by Sternberg, to approve the May 28, 2014 Library Advisory Board Meeting Minutes with a correction to page 4, Other Matters, 2nd paragraph, change "She" to "***The Parks Committee***" and remove the last sentence. **MOTION CARRIED UNANIMOUSLY**

PUBLIC COMMENTS

None

CORRESPONDENCE

None

FINANCIAL REPORT:

Director Ozinga gave an update on the financial report.

DIRECTOR'S REPORT

Summer Reading has started and we are very busy as a result. Last week's sunshine story time drew 100 attendees. Today's (June 23, 2014) had 75 attendees.

Tutoring – we will review the idea of tutors using a separate room to conduct their tutor lessons.

I will be on vacation from Friday July 12 through the following week.

NEW BUSINESS

a. Unattended Children Policy

No action taken.

b. Building Program RFP Responses

Director Ozina - Request for qualifications of architects will be going out shortly. At the Library Advisory Board meeting the following week one of the agenda items will be to review the submissions and make a ranked short list of four to be interviewed by the Township Board. They will be invited to submit a final proposal. The Township Board will make the final decision regarding selection of the architect.

Chuck Kummer, Building Contractor is writing a request for qualifications document. Architect responses will be due by July 16, 2014.

Director Ozinga – In the process of forming a group between Commerce Township, Milford, Highland and White Lake Township to purchase equipment to digitize historic photos.

OLD BUSINESS

a. Internet Policy

Director Ozinga – This will remain on the Table.

OLD BUSINESS (continued)

b. Library Building Location

Supervisor Zoner – Discussed locations for the new Commerce Township Library. A team has been formed to come up with ideas, recommendations for the new library. Chuck Kummer, Building Contractor will be the lead person.

Supervisor Zoner would like at least three location recommendations from the Library Advisory Board.

Supervisor Zoner said a few locations that were discussed are Dodge Park V, 10 acres at South Commerce and Oakley Park Roads and the gravel pit on Sleeth Road.

Chairperson Garbutt – concerned about the high amount of traffic at Commerce, South Commerce and Carroll Lake Roads.

Law - One location could be at the Township Hall making it a campus type area.

Lakner – When should the recommendations be submitted by the Library Advisory Board for the location of the library? Chairperson Ozinga responded that we should have recommendations completed by the August Library Advisory Board meeting.

Pernick – A campus type area is most attractive but the option to have more money put toward a library building by using park land is a plus. Traffic flow will be high no matter where the library is built.

Director Ozinga said the library staff is favorable to building the new library at Dodge Park V.

An open meeting for public input will be held on July 29, 2014 at the Township Hall.

George Lawson, Building Program Consultant will be at the library to work on the building program on July 9, 2014 from 4:30 to 6:00 p.m. He will be available to meet with Library Advisory Board and Township Board members.

TOWNSHIP BOARD REMARKS

No updates.

RECOMMENDATIONS TO THE TOWNSHIP BOARD OF TRUSTEES

No additional recommendations.

OTHER MATTERS

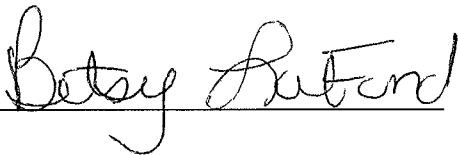
Chairperson Garbutt – During the Parks Committee meeting soccer teams were requesting the use of 10 fields.

Director Ozinga – Reminded the Board of the open public input meeting on July 29, 2014.

ADJOURNMENT

MOTION by Lakner, supported by Sternberg, to adjourn the meeting at 8:28 p.m.

MOTION CARRIED UNANIMOUSLY



The next regular meeting of the Commerce Township Library Advisory Board is scheduled for Wednesday July 23, 2014.