

**CHARTER TOWNSHIP OF COMMERCE
LIBRARY ADVISORY BOARD MEETING
Wednesday, June 26, 2013
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
Judy Sternberg

Absent: Betsy LaFond
David Law

Also Present: Connie Jo Ozinga, Library Director

APPROVAL OF AGENDA

MOTION by Hiscox, supported by Sternberg, to approve the June 26, 2013 Library Board Agenda. **MOTION CARRIED UNANIMOUSLY**

APPROVAL OF MINUTES

MOTION by Sternberg, supported by Hiscox, to approve the May 22 and 29, 2013 Library Advisory Board Meeting Minutes, as submitted. **MOTION CARRIED UNANIMOUSLY**

PUBLIC COMMENTS

None

CORRESPONDENCE

None

FINANCIAL REPORT:

Director Ozinga reviewed the financial report with the Board.

DIRECTOR'S REPORT

Director Ozinga reported on the following:

Marika Zemke and Director Ozinga leave Friday, June 28, 2013, to attend the ALA in Chicago.

Summer programs are up and running. Do check out the flowers planted by kids around the back of the building.

Two lovely benches have been installed near the gazebo out back. This is our sunshine story time location – attendance over 100 this week – and attendees (moms) are sure to be thankful. These benches were donated to Commerce Township by the Lakes Area Rotary.

There may be a zoning issue with the library installing letters on the side of the sign located at the library. Further review will be necessary.

Director Ozinga is working on getting fresh mulch around the outside of the library. Lakner offered his services, if needed.

Concerts

First concert in the park was June 21, 2013. There were drawings that gave away mugs, pens and Cold Stone Creamery gift cards. They also applied Dinosaur reads tattoos.

Credit Cards

Four of us (Ben, Abby, Marika, and I) have township credit cards. It appears the Township Board has some kind of issue with this and I will be meeting with Mr. Zoner regarding this next week. My understanding is that they don't like approving a credit card bill when they should be approving the actual expenditure. I believe there will be a change in procedures.

Discussion took place regarding tutors using needed space at the library to tutor children. Tutors are welcome provided they do not disturb the public from using the library. Library staff will monitor this concern.

OLD BUSINESS

a. Friends of the Library

Director Ozinga advised the committee of the following:

1. They are continuing to work on the Book Seller.
2. There is a new book donation box at the front of the library.

b. Long Range Plan

Start thinking about people you can invite to a planning session on a Saturday in September. More information at the meeting.

c. Exterior Painting

After 3 weeks of power washing, caulking and repairing the actual painting has finally begun.

NEW BUSINESS

Garbutt - attended a workshop in Novi, Michigan. Topics discussed were how to bring more of the community into the library, community gardens and learning workshops that could be held at libraries.

Garbutt - The school district is considering a safety millage bond.

TOWNSHIP BOARD REMARKS

The Township Board awarded the contract for consultant services to develop a five year strategic plan for Commerce Township Community Library to Library Strategies at a cost of \$16,530.00 including expenses.

RECOMMENDATIONS TO THE TOWNSHIP BOARD OF TRUSTEES

None

OTHER MATTERS

None

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ADJOURNMENT

MOTION by Sternberg, supported by Lakner, to adjourn the meeting at 7:32 p.m.

MOTION CARRIED UNANIMOUSLY

The next meeting of the Commerce Township Library Advisory Board is scheduled for Wednesday, July 24, 2013.