

**CHARTER TOWNSHIP OF COMMERCE  
LIBRARY ADVISORY BOARD MEETING  
Wednesday, May 22, 2013  
2869 N. Pontiac Trail  
Commerce Township, Michigan 48390**

**CALL TO ORDER:** Barbara Garbutt, Chairperson, called the meeting to order at 7:03 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 Law, to approve the May 22, 2013 Library Board Agenda. **MOTION CARRIED UNANIMOUSLY**

**APPROVAL OF MINUTES**

**MOTION** by Law, supported by Sternberg, to approve the April 24, 2013 Library Advisory Board Meeting Minutes, as submitted.

**MOTION CARRIED UNANIMOUSLY**

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**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:

Director Ozinga passed out a promotional item for the Adult Reading Club to Committee members.

Director Ozinga was very pleased with how the Lakes Area Rotary handled the book sale.

Director Ozinga discussed with the Committee when to seek a renewal of the Library Millage.

**New Shelving**

New shelving installation is complete and looks great. A portion of the old shelving now holds Youth Audio books and CDs.

**Programs statistics**

In your statistics report, please look at the Youth Program statistics. You can see the impact of the Youth Outreach initiative.

**Summer Reading**

Summer Reading Clubs kick off in a few weeks. I will have copies of the various flyers for you.

**OLD BUSINESS**

**a. Friends of the Library**

Director Ozinga advised the committee of the following:

- Friends of the Library raised approximately \$5,300.00 from the book sale.
- Friends of the Library are concerned what the results of a personal property tax will be for them.

**b. Long Range Plan RFP responses**

Responses to the Planning RFP are due to me on Monday. This is our big agenda item. I hope that we can come up with a preference so that we can put this on the Township

**OLD BUSINESS (Long Range Plan RFP responses - continued)**

agenda for the June meeting, but I can also see where you might want time to review the submissions.

Based on emails and phone calls from consultants, I expect to receive four or five proposals. Each proposal will include a recommended method and make suggestions regarding size of committee and number of meetings. At least one will involve using ALA's "New Planning for Results." This method looks at all the roles a library might play and has the committee select and prioritize several which become the basis for goal setting. For example, in one plan I looked at, the library chose these:

- Stimulate the Imagination: Reading, Viewing, and Listening for Pleasure
- Satisfy Curiosity: Lifelong Learning
- Create, Encourage, and Support Young Readers
- Visit a Comfortable Place: Public and Virtual Spaces
- Explore Our Community: Community Resources and Services

The Committee will review the RFP responses. Director Ozinga requested a meeting with the Committee to choose a proposal to present to the Township Board of Trustees. The meeting will be held on May 29, 2013 at 7:00 p.m.

**c. Exterior Painting**

During the Township Board of Trustees meeting that was held on May 14, 2013, the Township Board awarded the contract for exterior painting of the library building to Z Painting and Construction for \$13,745.25. The painting will begin on May 27, 2013.

**NEW BUSINESS**

None

**TOWNSHIP BOARD REMARKS**

There were individuals present with objections to the goose round up on Robert H. Long Nature Park.

There have been no decisions made on the location for the water tower/tank.

Tim Hortons is proposing to build a café and bake shop in Commerce Township.

The Community Breakfast was well attended.

**TOWNSHIP BOARD REMARKS (continued)**

Garbutt stated that the Spinal Column Newsweekly, serving the lakes area of west Oakland County, Michigan, will no longer produce their newspaper.

Director Ozinga stated that Westendmonthly.com is a very good website for local news and community events.

**RECOMMENDATIONS TO THE TOWNSHIP BOARD OF TRUSTEES**

None

**OTHER MATTERS**

None

**ADJOURNMENT**

**MOTION** by Sternberg, supported by Lakner, to adjourn the meeting at 7:36 p.m.

**MOTION CARRIED UNANIMOUSLY**

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The next meeting of the Commerce Township Library Advisory Board is scheduled for Wednesday, June 26, 2013.