

**CHARTER TOWNSHIP OF COMMERCE  
LIBRARY ADVISORY BOARD MEETING  
May 25, 2022  
2009 Township Drive  
Commerce Township, Michigan 48390**

**CALL TO ORDER** Barbara Garbutt, Chairperson, called the meeting to order at 7:00 pm.

**ROLL CALL:**

**Present:** Barbara Garbutt, Chairperson  
Jason Pernick, Vice Chairperson  
Betsy LaFond, Secretary  
Barry Hiscox  
Donald Petersen  
Shane Lakner

**Absent:** Vanessa Magner, Township Board Trustee  
(excused)

**Also Present:** Alyson Lobert, Library Director

**ITEM 1: APPROVAL OF AGENDA**

**MOTION** by Lakner, supported by Pernick, to approve the May 25, 2022 Library Advisory Board Meeting Agenda. **MOTION CARRIED UNANIMOUSLY**

**ITEM 2: APPROVAL OF MINUTES OF PREVIOUS MEETING**

**MOTION** by LaFond, supported by Lakner, to approve the Library Advisory Board Meeting Minutes of April 27, 2022, as submitted. **MOTION CARRIED UNANIMOUSLY**

**ITEM 3: PUBLIC COMMENTS**

None

**ITEM 4: CORRESPONDENCE**

Director Lobert directed the Board's attention to a letter from Township Supervisor Larry Gray congratulating the Friends of the Library for raising over \$7,300.00 during their spring book sale and also thanking the Friends of the Library for their hard work and dedication to the community.

Director Lobert said the Library received 4 comment cards last month, all of which were nice comments. One patron was happy with the display and scheduling for community read events, another said our Library is beautiful and they appreciate they can access other libraries in the system, another patron liked the Poetry Month signs and the Facebook promotion, and the last one was from someone who went to our maker space

**ITEM 4: CORRESPONDENCE (continued)**

and liked the 3-D printing but didn't like that they don't have their own space. They also think the Library should have an electric vehicle charger.

Chairperson Garbutt said we have another letter from Dave Coulter who is writing in support of the self-service library for the senior project which he says will allow the Commerce Township Library to expand beyond the walls of its existing building to engage senior citizens.

**ITEM 5: FINANCIAL REPORT**

Library Director Lobert reviewed the Revenue and Expenditure Report for the period ending April 30, 2022, (26.36% of the budget was spent so far this year).

**ITEM 6: ADMINISTRATIVE REPORTS**

**a. Director's Report**

Library Director Lobert -

The librarians are preparing for the Summer Reading Program which begins on Saturday, June 11<sup>th</sup>, and to kick off this event we are engaging in various types of community outreach to students and families including sending librarians out on visits to local elementary schools. In addition, we are offering a yard sign for library super fans registered for the program. There will also be a prize patrol looking for the yard signs.

The Imagination Library enrollment has predictably slowed down. Currently there are 608 Commerce Township children under the age of 5 enrolled, which is an increase of 5 registrations over last month, and 42 children have graduated from the program.

I have no update on the Self-Service Library Kiosks for Seniors grant.

Five first round interviews took place via zoom for the vacant youth librarian position. The top three candidates were interviewed in person. Trista Reno and I will make the final decision soon.

As stated earlier, the Friends of the Library spring book sale raised over \$7,000.00. The next book sale will be held October 5-9, 2022.

The Community Reads event was held May 9, 2022, which is when the collaborative group of libraries selects a book and brings the author in to speak. We were able to offer it both in person at the Novi Library and virtually. It ended up being the largest event yet with over 300 attendees.

**ITEM 6: ADMINISTRATIVE REPORTS (continued)**

I've been working with the Township Attorney, Hans Rentrop, on putting together informational material regarding the library millage which will be on the August 2, 2022 Primary ballot.

The book marks in your packet are from the MI Library Is Now which is the advertising arm of the American Rescue Plan Act funds that libraries in Michigan received. Essentially money went from the federal government to the Library of Michigan and the Library of Michigan decided on a few different initiatives that local libraries could apply for to use these funds. We applied for funds for e-books, an online programming kit, and a partial outdoor programming kit. We received those items. For the e-books we pooled our money with the libraries in the area that share our overdrive site.

**b. Program Statistics**

**c. Library Statistics**

Library Director Lobert reviewed the April 2022 library program and statistics with Board members.

**ITEM 7: OLD BUSINESS**

**a. New Fiction Update**

Library Director Lobert reviewed the style options and pricing for a new slat wall to display new fiction book releases. The Board discussed all the options including quality, durability, pricing, aesthetics, and maintenance.

**MOTION** by Pernick, supported by Lakner, to recommend to the Township Board to approve the purchase of the slat board solution book holder at an amount not to exceed \$8,000.00.

**MOTION CARRIED UNANIMOUSLY**

**b. Program Policy Review**

Director Lobert reviewed the Library Program Policy. The Township Attorney made a few suggestions for clarity but did not change the spirit of the policy. The only significant change made was to include language indicating that programs shall not be used for religious services or worship.

**ITEM 8: NEW BUSINESS**

None

**ITEM 9: TOWNSHIP BOARD REMARKS**

None

**ITEM 10: RECOMMENDATIONS TO THE TOWNSHIP BOARD OF TRUSTEES**

**MOTION** by Lakner, supported by Pernick, to recommend the Township Board adopt the revised Library Program Policy. **MOTION CARRIED UNANIMOUSLY**

**ITEM 11: OTHER MATTERS**

- Barry Hiscox congratulated Barbara Garbutt on her award from the Oakland County Board of Commissioners as Outstanding Senior.
- Jason Pernick loved the peeps dioramas.
- Director Lobert supports having the Walled Lake Schools art show at the Library.

**ITEM 12: ADJOURNMENT**

**MOTION** by Lakner, supported by Hiscox, to adjourn the meeting at 7:50 p.m. **MOTION CARRIED UNANIMOUSLY**

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Betsy LaFond, Secretary

**The next regular meeting of the Commerce Township Library Advisory Board is scheduled for Wednesday, June 22, 2022.**

