

**CHARTER TOWNSHIP OF COMMERCE
LIBRARY ADVISORY BOARD MEETING
March 27, 2024
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
Shane Lakner
Donald Petersen

Absent: Vanessa Magner, Township Board Trustee (excused)
Barry Hiscox (excused)

Also Present: Alyson Lobert, Library Director

ITEM 1: APPROVAL OF AGENDA

MOTION by Lakner, supported by LaFond, to approve the March 27, 2024, 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 January 24, 2024, as submitted. **MOTION CARRIED UNANIMOUSLY**

ITEM 3: CORRESPONDENCE

3/21/2024 via website contact form

I just wanted to reach out and express my disappointment. I have been taking my kids to the Commerce Library for a while now and I have noticed that there are very little Christian children's books. I would not be upset if the library wanted to remain a neutral place without religious books however I have found MANY that represent other religions such as Judaism and Islam. Today I went looking for some Christian Easter books thinking that because it is both a secular and religious holiday that I should have no problem finding a couple. I thought for sure there would be at least one or two but to my great disappointment there were zero. There were books about bunnies and eggs but not a single one about Jesus. I hope in the future this establishment will be open minded enough to include children's books for all religious holidays so that families can enjoy them based upon whichever religion they believe in and not just the ones that the library respects the most.

ITEM 3: CORRESPONDENCE (continued)

The Board discussed the above correspondence, addressed the concerns, and found the complaint was unfounded because the library does have Christian children's books available, although most of the books related to a holiday are checked out right away.

3/18/24 via comment card

Ashley went above and beyond to help me. Awesome worker!

2/17/24 via comment card

I would like to suggest a teen activity. I have always been interested in pottery, specifically creating a vase or bowl on a pottery spinning wheel. If this is something the library could bring as a fun learning experience for teens, it would make me so happy.

I always attend programs here, since I was a baby, and I love all the librarians and programs. Thank you for all you do for our community.

2/13/24 via comment card

Two things I love:

1. The new houseplant exchange
2. The adult crafts are great! Yeah Brannon!

2/8/24 via comment card

I would like to applaud your balloon boot camp crew. We loved your boot camp. Please do another one soon!

2/8/24 via website contact form

Just want to give your youth program a shout out. We loved the balloon boot camp. Your instructors were fantastic & so patient. Please do another one soon.

1/25/24 via email

Hello, Alyson! I love your library and am always visiting it or the Walled Lake library. Also, I use the digital Libby app to view magazines and save gazillions of dollars on magazine subscriptions! Thank you! I have also checked out digital books to read from Libby.

Things I love about my library:

1. auto renewal on materials - thank you, so helpful!
2. library network - I can access so many more dvds and books! We don't have cable so we appreciate all the dvds!

ITEM 3: CORRESPONDENCE (continued)

Things I hate about my library:

uncensored materials! Are you kidding me! Libraries should be safe zones, not places to access porn, which I consider any sex scene with nudity, etc. Really??? As women, we should be trying to protect children AND women from abuse.

Here's a question for you: Do you think watching porn makes a man more or less likely to abuse or rape a child or woman? Call it "adult entertainment" if you want, BUT, what it really is, is pornography. If watching some movie with your parents, or your friends, or a stranger makes you embarrassed or ashamed, hey, here's a clue - that's your conscience flashing a warning signal: this is wrong! In societies quest to show tolerance and sophistication, you've traded normalcy and children and women's safety.

As a victim, let me say, we need to work more vigilantly to protect decency and innocence.

Here's another question for you: What percentage of women admit to being sexually abused in their lifetime as either a child, a woman, or both? One in four? One in three? Fifty percent, one out of two?

Every time I come across an offensive scene in a borrowed DVD, its all I can do to keep from ejecting it, breaking it in half, and throwing it in the garbage! But, no, I return it to the library, so it can poison someone else's mind.

As a teacher, I work very hard to be a positive, loving, encouraging adult in children's lives. I can't tell you how it frustrates and angers me to see materials available at the library that feed the baser proclivities of man.

Shouldn't we all be working to make a world a better place, and not lowering the bar down to the ground so that any creepy thing can slither over it?!

1/24/24 via comment card

A regular D&D group for all ages in person is something I would enjoy

ITEM 4: PUBLIC COMMENTS

None

ITEM 5: FINANCIAL REPORT

Library Director Lobert reviewed the Revenue and Expenditure Report for the period ending February 29, 2024 (11.7% of the 2024 budget was used).

Vice Chairperson Pernick would like to see the section “Fines, Fees and Lost Books” under the Account Category: Revenues split into three separate categories.

ITEM 6: DIRECTORS REPORT

Library Director Lobert –

Circulation: Physical Collection

Circulation: Feb. 2022 – 19,298
Feb. 2023 – 20,829
Feb. 2024 – 21,200

Circulation: Year to Date

2022 – 39,626
2023 – 42,338
2024 – 41,484

Circulation: Digital Collections

Overdrive (Libby App)

Feb. 2022 – 4,140
Feb. 2023 – 5,250
Feb. 2024 – 7,112

Hoopla Instant Circulation

Feb. 2022 – 1,032
Feb. 2023 – 1,130
Feb. 2024 – 1,411

Hoopla Instant Cost: Year to Date

2022 - \$3,987
2023 - \$4,873
2024 - \$6,464

Highlights

The Friends of the Library are gearing up for their next Used Book Sale. Thousands of used books and gently-used media will be sold from April 10-14. The Friends use the proceeds of their sales to support the library in various ways, primarily through sponsoring programming for all ages.

We will review additional financial databases as requested by the residents.

ITEM 6: DIRECTORS REPORT (continued)

Librarians have selected a new database, Craft & Hobby, to add to our roster of digital offerings. With over 4,000 hours of content, Craft & Hobby features classes and tutorials for creative interests and hobbies including cake decorating, crochet, fitness, woodworking and more!

Teen Librarian Shelby Fox-Purrier-Rivera held a Balloon Bootcamp and received this feedback from a patron via the Contact Your Library form on our website: "Just want to give your youth program a shout out. We loved the balloon boot camp. Your instructors were fantastic & so patient. Please do another one soon."

Adult Services Librarian Jacob Szpytek partnered with the Huron Valley Numismatic Society to host a coin appraisal night on Thursday, March 13. 48 people attended and had coins appraised, which included an almost uncirculated 1913 Indian Head five-dollar gold piece and a counterfeit California fractional gold coin as well as a very-well preserved 1912s Barber half dollar.

Marketing and Programs Manager Ashley Moran attended the Lakes Area Chamber of Commerce's Volunteer with Heart event at the Crossroads Presbyterian Church in Commerce Township on February 6th to represent the library to community members.

Library Statistics:

Library Visits were up – 11,557
Database Usage was down – 1,533
Program Participants were up – 1,799
Imagination Library Participants were up – 871

Personnel

- Congratulations to Youth Librarian Marissa Boisclair who was selected to present at Michigan Library Association's Spring Institute for Youth Services. Marissa's presentation, Dynamic Displays: Spice Up Your Space, featured tips for creating library displays, including coordinating, maintaining, and refreshing displays, resources for ideas and inspiration, and adapting to different library spaces.
- We are celebrating library staff member Lovely Branch, who was promoted to circulation assistant and was accepted into Wayne State University's School of Information!

Employee Anniversaries:

Jacob Szpytek (1 year)
Lovely Branch (2 years)
Becky Moericke (1 year)
Angela Quick (1 year)
Evan Kennedy (1 year)

ITEM 6: DIRECTORS REPORT (continued)

Professional Development:

Lovely Branch - TLN Shared Automated System circulation training
Marissa Boisclair – MLA Spring Institute for Youth Services
Lauren Aquilina - MLA Spring Institute for Youth Services
All Staff – KnowBe4 Be Wary of Malware Attacks
All Staff – KnowBe4 Harassment in the Workplace

Committee Participation:

Alyson Lobert - TLN Shared Automated System executive committee
Marissa Boisclair - TLN Youth Services committee
Lauren Aquilina - TLN Youth Services committee
Anjelica Lyman – TLN Teen Services committee
Brannon McCullough – TLN Adult Services committee
Brannon McCullough – TLN eContent committee

Special Projects

Novel Branch: our first library kiosk has been delivered and installed. Thank you to Ben Sebrowski and Evan Kennedy for assisting with the technology and thank you to Mark Schoder and the maintenance department for moving the 900-pound unit. Emily England and the Richardson Community Senior Center staff have been so welcoming and supportive of this new service! I am thankful for all who have assisted me with getting this project off the ground. The kiosk at the Avalon of Commerce Township will be installed soon.

To celebrate the launch our library kiosk services, I recently visited the Richardson Senior Center and the Avalon of Commerce Township. At my visit, I issued library cards, demonstrated use of the kiosk, and met with the very excited readers who will be using the kiosks.

Furniture: We have received the new flip-top tables for the Robin Room. Library Design has received the new youth room shelving and end panels. The Agati study pods have an anticipated delivery date of Tuesday, March 26. Library Design will install the shelving and the study pods on the same day. If all goes well, we can tour the new furniture after the Library Advisory Board meeting!

Strategic Planning: Fast Forward Libraries hosted a productive, virtual Leadership Team Retreat at the end of February, where we reviewed the summary report from the Strategic Capacity Assessment (board/staff survey).

Technology: Head of Information Services Trista Reno and Marketing and Programs Manager Ashley Moran are finalizing their recommendation for the library's event calendar software. Our current software, Evanced, will be discontinued in August. We plan to transition to new software by early summer. Setup for the Library's new app is

ITEM 6: DIRECTORS REPORT (continued)

being spearheaded by librarians Lauren Aquilina, Marissa Boisclair and Anjelica Lyman and is essentially complete. We have elected to hold the rollout of the app to the same time that we are debut the new event calendar.

Upcoming

March 31, 2024: Library closed in observance of Easter

April 7-13, 2024: National Library Week

April 24, 2024, 7 pm: Library Advisory Board meeting

April 30, 2024, 7 pm: Joint Township Board/Library Advisory Board meeting at Township Hall

May 1, 2024: Staff in-service day, Library closed

April 27-May 5, 2024: Early Voting at Library

May 18-May 26, 2024: WLCSD K-12 Art Show

ITEM 7: OLD BUSINESS

None

ITEM 8: NEW BUSINESS

a. New Director's Report format: Discussion

Director Lobert asked for the Board's input on the new format of her report. It was the consensus of the Board they feel the new format is very helpful.

b. Local Author Policy: Discussion

Library Director Lobert said this policy is to guide local authors in their efforts to have their works selected for the library's collection.

This will be discussed during the Township Board of Trustees Joint Meeting on April 30, 2024.

c. April Library Advisory Board Meeting

Director Lobert said the Library Board will hold a joint meeting with the Board of Trustees on April 30, 2024. The LAB has a regular meeting on April 24, 2024. Do we want to cancel the April 24th meeting and handle any important items during the joint meeting on April 30th?

MOTION by Pernick, supported by Lakner, to cancel the Library Advisory meeting on April 24, 2024 and address important agenda items during the Township Board of Trustees Joint meeting on April 30, 2024. **MOTION CARRIED UNANIMOUSLY**

ITEM 9: TOWNSHIP BOARD REMARKS

None

ITEM 10: RECOMMENDATIONS TO THE TOWNSHIP BOARD OF TRUSTEES

*Charter Township of Commerce Library
Advisory Board Meeting
March 27, 2024
Page 8 of 9*

None

ITEM 11: OTHER MATTERS

None

ITEM 12: ADJOURNMENT

MOTION by Lakner, supported by Pernick to adjourn the meeting at 7:44 p.m.

MOTION CARRIED UNANIMOUSLY

*Charter Township of Commerce Library
Advisory Board Meeting
March 27, 2024
Page 9 of 9*


Betsy LaFond, Secretary

The next regular meeting of the Commerce Township Library Advisory Board is scheduled for Wednesday, April 24, 2024, at the Commerce Township Community Library.

