

**CHARTER TOWNSHIP OF COMMERCE
LIBRARY ADVISORY BOARD MEETING
April 23, 2025
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
Larry Gray, Township Supervisor
Barry Hiscox
Shane Lakner

Absent: Donald Petersen (excused)

Also Present: Alyson Lobert, Library Director

ITEM 1: APPROVAL OF AGENDA

MOTION by Lakner, supported by Pernick, to approve the April 23, 2025, 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 March 26, 2025, as submitted. **MOTION CARRIED UNANIMOUSLY**

ITEM 3: CORRESPONDENCE

3/29/25 via comment card I came to the Wicked celebration with my two and six-year-old. The activities were great! Materials were nicely organized and a lot of thought was given to incorporate color theme. Very comfy and cozy atmosphere. Thanks to the volunteers, too, especially the ones dealing with the perler beads. Shout out to the librarians who showed extra commitment dressing up for the occasion. You can tell they love what they do! They always organize the coolest things!

4/17/25 via comment card What a wonderful library!

ITEM 3: CORRESPONDENCE (continued)

3/31/25 via letter I wanted to express my appreciation for the care and commitment to excellent the Commerce Township Community Library offers. They have such wonderful service with your wide array of books, magazines and tapes. I have been enjoying all of these for years.

I took advantage of the free seed library with six of my grandsons. They all got busy with planting the seeds when they got home in mini gardens with lids I bought at Meijer. I love that the introduction to planting a mini farm and taking care of plants originated with our local library.

I just recently decided to attend some of your special programs in the evening. Attending the Macro Val Healthy Cooking Class was enlightening. She knew so much about nutrition and the benefits of ingredients she was using in her brown rice salad demonstration. And we got to sample all the tasty goodness. I have cooked her recipes several times and became a fan of the ume plum vinegar she introduced us to. Val explained the healthy benefits of this special vinegar and it tastes so good.

Since I grew up in Detroit, I remember the Vernors Building downtown. My friends and I enjoyed the program about the history of the company. The Vernors pop was of course delicious. Since that is my favorite soda of choice, I was gladly drinking it at my seat while learning all about the Vernors company.

I look forward to attending more programs at the library and getting education along with reading the books.

I almost forgot to tell you how helpful the young man with glasses in the teen room was. Grandson had to find a dystopian novel and we were having a hard time finding them.

ITEM 4: PUBLIC COMMENTS

None

ITEM 5: FINANCIAL REPORT

Library Director Lobert reviewed the Revenue and Expenditure Report for the period ending March 31, 2025. (26.26% of the budget was spent through the 2025 budget year).

ITEM 6: DIRECTORS REPORT

Library Director Lobert – We received our Glowforge, which is a laser engraver machine. Our librarian in charge of the machine cut a circle out of wood and engraved “I love (with a heart) CTCL on the top and made it into a magnet. Director Lobert passed it around Board members so everyone has a chance to look at what the machine can do.

Circulation: Physical Collection

Circulation: March 2023 – 24,823
March 2024 – 24,783
March 2025 – 24,909

Circulation: Year to Date:

2023 – 67,161
2024 – 66,267
2025 – 64,860

Physical and Digital Circulation – February 2025

Physical – 24,783, 70%
Hoopla – 2,234, 6%
Libby – 8,173, 23%
Freegal – 325, 1%
Kanopy – 118, 0%

Circulation: Digital Collections

Overdrive (Libby App):

March 2023 – 5,635
March 2024 – 7,620
March 2025 – 8,173

Hoopla Instant Circulation:

March 2023 – 1,190
March 2024 – 1,505
March 2025 – 2,042

Hoopla Instant Cost: Year to Date:

2022 – 7,608
2023 – 9,899
2025 – 13,681

Hoopla Instant Checkouts Per Use – March

Graph of the # of users and # of checkouts by the average person

ITEM 6: DIRECTORS REPORT (continued)

Program Highlights

363 people participated in the Youth Department's Wicked Scavenger Hunt during the last week of March. Many children visited the Library specifically to take part in Youth Librarian Lauren Aquilina's engaging monthly scavenger hunt.

Librarians Lauren Aquilina, Anjelica Lyman, and Jacob Szeptyk also hosted a Wicked event on Saturday, March 29, honoring The Wizard of Oz and the release of the new movie. Nearly 100 people joined us for the fun!

Librarians helped two local elementary schools celebrate March is Reading Month. Lauren Aquilina attended Reading Night at Loon Lake Elementary, engaging with local families and sharing information about the Library's resources and programs. Marissa Boisclair and Ashley Moran hosted Glengary Elementary's students, who took field trips to the Library to celebrate March is Reading Month.

Pete the Cat was another special visitor we welcomed to the Library in March! We were thrilled to host over 100 attendees for our Pete the Cat Party! It was a fantastic event filled with stories, activities, and fun for all ages.

Our bimonthly Tea and Murder Book Club, one of the newest evening book clubs we have added to our slate of programs, continues to be popular. Patrons give high praise to coordinator Adult Services Librarian Brannon McCullough. They find the entire event engaging and report that Brannon "makes the whole experience perfect."

Brannon also hosted local Vernors historian Keith Wunderlich. We received an outpouring of positive reactions to the program and the comment that "the library personnel are doing a good job of bringing in good programs."

Library Statistics

Library Visits were up – 10,691
Database Usage was up – 815
Program Participants were up – 3,100
Imagination Library Participants were up – 945

Personnel

New Hires:

Jude Vellozzo, page

Employee Anniversaries:

Mary Imhoff – 8 years

Steve McGladdery – 4 years

ITEM 6: DIRECTORS REPORT (continued)

Professional Development:

Various staff members – American Red Cross Family and Friends CPR course, administered by Commerce Township Fire Department
All librarian staff - monthly Information Services meeting
Ashley Moran - Library Marketing Makeover webinar
Steve McGladdery - Teaching Tech Proficiency to Seniors webinar
Anjelica Lyman - Brainfuse's HelpNow, JobNow, VetNow, and CollegeNow webinar
Alexis Shirk – Homeless Training: Mental Illness Short Course, Booklist Adult Faves, Penguin Random House Morning Book Buzz webinars

Committee Participation:

Alyson Lobert - TLN Shared Automated System user's group executive committee
Alyson Lobert - TLN Board

Alyson Lobert – Commerce Township bicentennial event committee
Marissa Boisclair – MLA Spring Institute workgroup, TLN Youth and Teen Committees
Shelby Fox-Purrier-Rivera – MLA Intellectual Freedom Commission

Notable

Friends of the Commerce Township Community Library: Congratulations to Debbie Chad, the new president of the Friends of the Commerce Township Community Library. Debbie takes over from Pat Hillebrand, who is stepping down after holding the role of president of the Friends of the Commerce Township Community Library for the last 18 years.

Upcoming

April 26, 2025: CTCL 20th anniversary celebration
May 9-18, 2025: Walled Lake Consolidated School District K-12 art show
June 14, 2025: Commerce Township Bicentennial event

ITEM 7: OLD BUSINESS

None

ITEM 8: NEW BUSINESS

a. Electronic Resource Discussion

Library Director Lobert gave a presentation on the overhead screen.

The Library provides residents with access to a wide array of online databases, eBooks, journals, and other research materials. Digital resources are provided through two avenues:

- 1) Commerce Township Direct Subscriptions, and
- 2) Michigan eLibrary (MeL) subscriptions.

ITEM 8: NEW BUSINESS (Electronic Resource Discussion continued)

Librarians are constantly evaluating digital subscriptions including: what we subscribe to and what we do not subscribe to.

Electronic resources under considerations:

- 1) Gannett Database Subscription - Online Access to the Detroit News, Detroit Free Press, and USA Today

Note: Pernick would like to see the Oakland Press included in place of USA Today). Director Lobert said the Gannett Database Subscription does not offer the Oakland Press subscription.

- 2) Fiero Database Subscription (digital resource to introduce and support coding in our community)
- 3) Udemy (on-demand video courses for the most in-demand career skills across business, tech, and more) and Gale Courses Database Subscription (structured, instructor-led courses)
- 4) Enhancing Brainfuse Services with Barron's (up to date digital books for AP® SAT®, ACT® and key academic subjects with instant tutoring support from Brainfuse experts) and VetNow (provides veterans and their families with career coaching, resume assistance, academic support, and help navigating benefits through experienced veteran navigators).

The cost is \$19,948 for adding any or all these resources will require a budget amendment. The 2025 Approved Electronic Databases Budget is \$139,000

Additional budget considerations, planning for the replacement of MeL databases if the program no longer receives federal or statewide funding.

If not funded at the federal or state level, these resources will be unavailable to residents unless directly subscribed to by Commerce Library:
Youth Digital Resources (World Book Early Learning, Pebble Go, Britannica School Elementary, World Book Kids, Britannica School Middle, Fundamentals: for Prek-2 Students, and Explora and EBSCO Experience High School.

Databases we would lose

General Reference:

Biography Reference Center
Opposing Viewpoints

Education and Learning:

Ebsco Learning Express

ITEM 8: NEW BUSINESS (Electronic Resource Discussion continued)

Newspapers:

Ebscohost Newspaper Source Plus

Genealogy:

MyHeritage Library Edition

Auto Repair:

Auto Repair Source

Small Engine Repair Reference Center

Business/Investment:

Data Axle (formerly ReferenceUSA) Note: We may keep this one for another year.

Small Business Source

Health:

Consumer Health Complete

Health Source – Consumer Edition

Alt HealthWatch

Law:

Legal Information Reference Center

Literature and Books

Literary Reference Center

NovelList

Science:

Science Reference Center

We are paid up thru end of September 2025.

To consider: a \$50,000 - \$60,000 budget increase in the Electronic Database Budget. This increase would permit the library to add the electronic resources discussed as well as allot funds for replacing a portion of the MeL databases that, due to the elimination of IMLS funds for the Library of Michigan, could be discontinued in October 2025.

Supervisor Gray would be interested to see how many people use the databases. Director Lobert will provide the number of people that use the databases at the next Library Advisory Meeting.

No action taken.

ITEM 8: NEW BUSINESS (continued)

b. Friends Door Construction

Library Director Lobert received two quotes for a door to be installed in the Friends Room. She recommends RD Josephson Master Builders as the vendor to install the door.

ITEM 9: TOWNSHIP BOARD REMARKS

Supervisor Gray –

- Bruce Aiken, Developer of the Five and Main project gave a presentation. Leasing the first apartments to tenants is slated for late summer 2025. Construction of a retail building next to Dort Credit Union will begin next month., Construction of a hotel, market and retail should begin in 2026.
- Service Resolutions were presented to Barbara Garbutt and Pete Lesner.
- Massage permit for Royal Thai Massage was revoked.
- The Commerce Township Community Library's 3D Printing Policy was approved.
- Barbara Garbutt and Barry Hiscox were reappointed to the Library Advisory Board for a 3-year term.
- A Motion failed for Midtown on Haggerty PUD for a Kroger store and fuel station behind the Home Depot on Haggerty Road.
- Firehouse Subs donated \$36,000 to the Fire Department for the purchase of a UTV.
- The Township will sell bags for boat covers. Last year we sold 50 bags during the Recycling Program. This saved 676 gallons of oil, 575 kilowatts of energy and landfill space.
- Wow! is offering internet and cable services in the Township. Service should be available the first quarter of 2026.
- During the Township Quarterly Discussion Meeting, the Board approved placing AED devices at some of the Township Parks.
- Our Assessing Contract is ending with Oakland County. We paid \$404,000 to Oakland County for assessing services. The amount will go up an additional \$193,000 if we stay with Oakland County. We went out for bids and received three bids that are less than what we pay now.
- The Bicentennial Event is on June 14, 2025 starting at 10:00 am.
- Wise Road will be closed July 17, 2025 - October 17, 2025 to replace a culvert.
- Note: Pernick would like to see Welch Road repaired. Supervisor Gray urged the Board to attend a Township Board of Trustees Meeting and voice their opinion during Public Comments regarding what roads they would like to see repaired with the use of Tri-Party Funds.

ITEM 10: RECOMMENDATIONS TO THE TOWNSHIP BOARD OF TRUSTEES

MOTION by LaFond, supported by Pernick, to recommend to the Township Board of Trustees approval of a replacement door for the Friends Room from RD Josephson Master Builders (Quote 25-0418B dated 4-18-2025), in the amount of \$5,832.00.

MOTION CARRIED UNANIMOUSLY

ITEM 11: OTHER MATTERS

None

ITEM 12: ADJOURNMENT

MOTION by Lakner, supported by Pernick, to adjourn the meeting at 8:21 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, May 28, 2025, at the Commerce Township Community Library.