

**Minutes for the  
West Bloomfield Township Public Library  
Board of Trustees Meeting  
July 9, 2008**

**Present:** Kravetz, Macon, Holtz, Meyer, Bordman, Osthaus, Bohrer

**Absent:** None

**Call to Order**

The meeting was called to order at 7:30 p.m. by President Kravetz.

**Approval of Agenda**

**MOTION:**

**MOVE TO APPROVE THE AGENDA WITH THE ADDITION OF CONFIRMING ADMINISTRATIVE COMMITTEE FOR THE COMERICA PENSION PLAN UNDER NEW BUSINESS.**

Moved: Holtz; Second: Meyer  
Ayes: Holtz, Meyer, Bordman, Osthaus, Kravetz, Macon  
Nays: None

**MOTION CARRIED.**

**Approval of Minutes**

**MOTION:**

**MOVE TO APPROVE THE MINUTES FOR THE JUNE 11, 2008 BOARD MEETING.**

Moved: Macon; Second: Meyer  
Ayes: Macon, Meyer, Holtz, Kravetz, Osthaus  
Nays: None  
Abstain: Bordman

**MOTION CARRIED.**

## **Financial Report**

In addition to the financial statements ending June 30, 2008, the Board reviewed the budget for the capital maintenance project. Bohrer reported that costs for the majority of the new furniture items are now known and all costs are within budget. The bulk of the work will be completed in August.

The financial statements were accepted.

## **Director's Report**

Director Bohrer reported on the following:

- The capital maintenance project is proceeding with high quality work being done. There has been little, if any, interruption of service or inconvenience to users.
- Bid specifications have been prepared for the repair of the brick pavers at the east entrance of the Main Library. An advertisement was placed in the Oakland Press and the public bid opening will occur on July 15, 2008. This project will also provide an opportunity to replace cracked/damaged bricks around the entire facility, including terraces.

The Director's report was accepted.

## **Accounts Payable**

### **MOTION:**

**MOVE TO APPROVE ALL BILLS AND ACCOUNTS DUE IN THE AMOUNT OF \$298,070.54 AND RATIFY EXPENSES INCURRED SINCE JUNE 11, 2008 IN THE AMOUNT OF \$138,259.84.**

Moved: Meyer; Second: Holtz  
Ayes: Meyer, Holtz, Bordman, Osthaus, Macon, Kravetz  
Nays: None

**MOTION CARRIED.**

## **Sister Library Visit**

Trustees Osthaus and Kravetz and Director Bohrer reported on the highlights of the sister library visit plans which include:

- A reception dinner funded by the Friends of the Library on Friday, August 15 at 6:30 p.m. Invitations will be distributed by the Friends.

- Proclamations will be obtained from West Bloomfield Township, Oakland County and the State of Michigan.
- A visit to Greenfield Village, Cranbrook and downtown Detroit.
- Tour of West Bloomfield and visit to both Library facilities.

### **Revision to FMLA Policy**

The Board reviewed the attorney’s suggested revisions to the Library’s Family Medical Leave Act policy, which expands coverage for employees whose family members have been called to active duty or injured in military service.

**MOTION:**

**MOVE TO APPROVE THE REVISION TO THE PERSONNEL POLICY #15—  
LEAVE OF ABSENCE UNDER THE FAMILY LEAVE AND MEDICAL ACT  
(FMLA).**

Moved: Holtz; Second: Bordman  
Ayes: Holtz, Bordman, Osthaus, Macon, Kravetz, Meyer  
Nays: None

**MOTION CARRIED.**

### **Administrative Committee for 414h Pension Plan**

Comerica Bank asked for a confirmation of the members on the Library’s pension plan administrative committee.

**MOTION:**

**MOVE TO KEEP TRUSTEES HOLTZ AND MEYER AND DIRECTOR BOHRER  
AS THE ADMINISTRATIVE COMMITTEE FOR THE LIBRARY’S PENSION  
PLAN THROUGH COMERICA BANK.**

Moved: Osthaus; Second: Holtz  
Ayes: Osthaus, Holtz, Kravetz, Macon, Meyer, Bordman  
Nays: None

**MOTION CARRIED.**

The meeting was adjourned at 8:35 p.m.

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Judith Holtz, Secretary