

**Minutes for the
West Bloomfield Township Public Library
Special Board of Trustees Meeting
Tuesday, October 28, 2008**

Present: Kravetz, Holtz, Meyer, Bordman, Osthaus, Bohrer
Karen Spector, Oakland County Commissioner

Absent &
Excused: Macon

Call to Order

The meeting was called to order at 6:00 p.m. by President Kravetz.

Public Comment

Oakland County Commissioner Karen Spector presented a proclamation to the trustees honoring the Library for being named a 2008 Top 100 American Public Library.

Approval of Minutes

MOTION:

MOVE TO APPROVE THE MINUTES OF THE SEPTEMBER 10, 2008 BOARD MEETING.

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

MOTION CARRIED.

Accounts Payable

MOTION:

MOVE TO RATIFY EXPENSES INCURRED SINCE SEPTEMBER 10, 2008 IN THE AMOUNT OF \$718,318.21.

Moved: Meyer; Second: Holtz
Ayes: Meyer, Holtz, Bordman, Kravetz, Osthaus
Nays: None
MOTION CARRIED.

Award Snow Plowing Bid

Bohrer reported that bids for snow removal services for both facilities were opened on October 1, 2008. The bid advertisement was placed in the Oakland Press as required. In addition, bid packets were mailed to 11 contractors. The Library received five bids.

The Board reviewed the bids received and the staff recommendation.

MOTION:

MOVE TO AWARD THE BID CONTRACT FOR SNOW PLOWING SERVICES FOR BOTH FACILITIES TO ENGLISH GARDENS FOR ONE YEAR, WITH A ONE YEAR OPTION TO RENEW.

Moved: Holtz; Second: Bordman
Ayes: Holtz, Bordman, Osthaus, Meyer, Kravetz
Nays: None
MOTION CARRIED.

Award Adobe Software Bid

A request for bid was issued on September 3, 2008 for the following adobe software:

- Adobe CS3.3 Design Premium (40 licenses)
- Adobe Acrobat Professional 9 (81 licenses)
- Adobe Photoshop Elements/Premium Elements Bundle (72 licenses)
- Adobe Photoshop Elements (5 licenses)

The Library qualifies for the Adobe CLP volume license discount and asked all vendors submitting bids to price each unit based on the CLP licensing agreements. The bid packet was emailed to all companies on the Library's vendor list, as well as advertised in the Oakland Press as required. Bids were opened on October 3, 2008. A total of 2 bids were received.

The Board reviewed the bids and the staff recommendation.

MOTION:

**MOVE TO AWARD THE BID FOR ADOBE SOFTWARE TO LOW BIDDER
GOVERNMENT CONNECTIONS AT A COST OF \$85,538.09.**

Moved: Osthaus; Second: Meyer
Ayes: Osthaus, Meyer, Kravetz, Bordman, Holtz
Nays: None
MOTION CARRIED.

Change in April 2009 Meeting Date

MOTION:

**MOVE TO CHANGE THE APRIL 2009 LIBRARY BOARD MEETING DATE TO
TUESDAY, APRIL 14, 2009 AT 7:30 P.M. IN THE CONFERENCE ROOM AT
THE MAIN LIBRARY.**

Moved: Holtz; Second: Meyer
Ayes: Holtz, Meyer, Kravetz, Bordman, Osthaus
Nays: None
MOTION CARRIED.

The meeting was adjourned at 6:23 p.m.

Judith Holtz, Secretary