

HAZEL PARK DISTRICT LIBRARY
123 EAST NINE MILE ROAD
HAZEL PARK, MICHIGAN 48030

MARCH 2023 LIBRARY BOARD MEETING
MONDAY, MARCH 27, 7:00 P.M.
HAZEL PARK DISTRICT LIBRARY
(248) 546-4095

CALL TO ORDER

ROLL CALL

CONVOCATION: PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS ON AGENDA ITEMS

ADDITIONS TO AND APPROVAL OF AGENDA

APPROVAL OF MINUTES: 1/23/2023 Meeting (February meeting was cancelled)

DIRECTOR'S REPORT:

- CIRCULATION REPORTS—JANUARY & FEBRUARY 2023
- PROGRAM STATISTICS—JANUARY & FEBRUARY 2023
- INVOICES—FEBRUARY & MARCH 2023

NEW BUSINESS:

- Proposal to have the library's carpeting professionally cleaned (Stocker)
- Revisit the Library Board's procedure for making closing decisions regarding inclement weather (Duberstein)
- Amount of money that the Library Board would like to allocate to creating signage for the Eppert Room (Duberstein)

OLD BUSINESS:

- Proposal to pursue partnerships with Oakland Community College, Michigan State University and the University of Michigan (Duberstein)

COMMITTEE REPORTS: Library of Things Committee, Strategic Planning Committee

PLANNING: DIA Mural Project

PUBLIC COMMENTS

BOARD MEMBER AND DIRECTOR COMMENTS

ADJOURNMENT



HAZEL PARK DISTRICT LIBRARY
123 EAST NINE MILE ROAD
HAZEL PARK, MICHIGAN 48030

JANUARY 23, 2023 LIBRARY BOARD MEETING
MONDAY, NOVEMBER 28, 7:00 P.M.
HAZEL PARK DISTRICT LIBRARY
(248) 546-4095

CALL TO ORDER

President Duberstein called the meeting to order at 7:03 pm.

ROLL CALL

ADAM DUBERSTEIN	PRESIDENT	Present
JORDAN WRIGHT	VICE PRESIDENT	Present
LISA CHROUCH-JOHNSON	SECRETARY	Present
RICHARD ROBBINS		Present
APRIL BEATON		Present
JEFFERY OLIVIER		Present
BARBARA WINTER		Present

CORRINE STOCKER	LIBRARY DIRECTOR	Present
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CONVOCAATION: PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS ON AGENDA ITEMS

No comments

ADDITIONS TO AND APPROVAL OF AGENDA

MOTIONED	Robbins
SECONDED	Beaton
VOTE	Unanimous

APPROVAL OF MINUTES: 11/28/2022 Meeting

MOTIONED	Chrouch-Johnson
SECONDED	Robbins
VOTE	Unanimous

DIRECTOR'S REPORT:

- CIRCULATION REPORTS—NOVEMBER & DECEMBER 2022
- PROGRAM STATISTICS—NOVEMBER & DECEMBER 2022
- INVOICES—DECEMBER & JANUARY 2022

NEW BUSINESS:

- Presentation of annual audit statement for FY 2021/2022 by Finance Director Laci Christiansen

Due to the unforeseen absence of Finance Director Christiansen, the presentation will be delayed until the February Board Meeting.

- Proposal to discontinue charging for visitor passes to use the library's computers (Stocker)

The Director proposed that the charge of \$2.00 for use of the library's computers beyond fifteen minutes be eradicated. Director Stocker pointed out that many other libraries do not charge for computer use, and that the money accrued by the library in 2022 for this only amounted to \$91.00.

MOTIONED
SECONDED
VOTE

Robbins
Winter
Unanimous

- Proposal to pursue partnerships with Oakland Community College, Michigan State University and the University of Michigan (Duberstein)

The board has decided to move forward with this under the lead of President Duberstein.

OLD BUSINESS:

None

COMMITTEE REPORTS:

- Library of Things Committee

Director Stocker reports that the library has prepared the library of things materials and is awaiting TLN's cataloging.

- Strategic Planning Committee

No business

PLANNING:

- DIA Mural Project

Ms. Winters reported that the DIA has been unresponsive and suggested that the project should be considered inactive.

PUBLIC COMMENTS

None

BOARD MEMBER AND DIRECTOR COMMENTS

Winters	- Thanked Director Stocker and Librarian Ernst-Meyer for their work.
Olivier	-
Beaton	-
Duberstein	- Is very grateful for the mobile hot-spots that the library provides for checkout.
Wright	- Thanked Director Stocker on doing a great job.
Chrouch-Johnston	- Thanked the Director and the Board.
Robbins	-

ADJOURNMENT

President Duberstein concluded the meeting at 7:28 pm.



Hazel Park District Library
March 2023 Director's Report

Hazel Park Library Friends

The Friends held a used book sale in February that raised over \$750, which is the most that they have made on a book sale since the pandemic started. Thanks to Brad Gurgul and Caitlyn Yother for all of their hard work! At their last meeting, they voted to gift the library with \$360 towards the purchase of two charging stations, one for each floor of the building. Additionally, they voted to give us \$600 towards expenses related to our upcoming egg-hunt and summer reading prizes. Their next meeting will be held at the library on Thursday, April 6 at 6:30 p.m. Everyone is welcome to join us and pizza will be served.

New Hire

I'm very pleased to announce that we finally hired a building monitor! His name is Aaron Prunkard and he is a Hazel Park Resident. He brings a lot of skills to the table, which he is willing to share in his down-time, including graphic and Web-site design, podcasting, and Cricut design.

Upcoming Programs

The library is excited to host an evening with internationally known author Chelsea Banning, author of "Crowns & Legends" on Monday, April 17 at 6:30 pm. She will be discussing her novel and will also talk about becoming an author.

Speaker Andrew Kercher will be delivering a presentation about shipwrecks and the maritime history of the Great Lakes on Monday, May 1 at 6:30 pm.

Special Collections

I'm very pleased to announce that we finally launched our Library of Things! Our patrons are very excited about it. Additionally, our Seed Library has also been replenished and is officially up and running for the season.

January 2023 Program Statistics

Program Name	Date	Type	Age 0-5	Age 6-11	Age 12-17	Adult	Total
Lego Club	1/3/2023	Juvenile	4	4			6
Baby Storytime	1/4/2023	Juvenile	4				4
Senior Outreach HP Manor	1/5/2023	Adult					5
Tiny Tales	1/6/2023	Juvenile	10				9
Fun Friday	1/6/2023	Tweens/Teens			12		12
Cult Movie Night	1/9/2023	General					0
Family Fun Night	1/10/2023	General	3	12	3		16
Ham Radio Club	1/11/2023	Adult					38
Baby Storytime	1/11/2023	Juvenile	6				5
Fun Friday	1/13/2023	Tweens/Teens			12		12
Tiny Tales	1/13/2023	Juvenile	9				9
Senior Outreach Baldwin	1/15/2023	Adult					4
Senior Book Club @ Baldwin	1/15/2023	Adult					4
Baby Storytime	1/15/2023	Juvenile	6				4
Baby Storytime	1/18/2023	Juvenile	7				4
Tiny Tales	1/20/2023	Juvenile	12				4
Family Fun Night	1/24/2023	General	3	6			6
Cryptoids Decryptid	1/27/2023	General					11
Tiny Tales	1/27/2023	Juvenile	10				9
Grand Totals			74	22	27	156	279

February 2023 Program Statistics

Program Name	Date	Type	Age 0-5	Age 6-11	Age 12-17	Adult	Total
Baby Storytime	2/1/2023	Juvenile	7				6
Senior Outreach HP Manor	2/2/2023	Adult					3
Tiny Tales	2/3/2023	Juvenile	13				13
Fun Friday	2/3/2023	Tweens/Teens			13		13
Dr. Noble	2/6/2023	Adult					8
Ham Radio Club	2/8/2023	Adult				40	40
Baby Storytime	2/8/2023	Juvenile	6				7
Fun Friday	2/10/2023	Tweens/Teens			13		13
Tiny Tales	2/10/2023	Juvenile	13				13
Cult Movie Night	2/13/2023	General					2
Family Fun Night	2/14/2023	General	3	6		4	10
Baby Storytime	2/15/2023	Juvenile	6				5
Fun Friday	2/17/2023	Tweens/Teens			13		13
Tiny Tales	2/17/2023	Juvenile	11				10
Baby Storytime (ZOOM)	2/22/2023	Juvenile	5				4
Senior Outreach Baldwin	2/23/2023	Adult					6
Senior Book Club @ Baldwin	2/23/2023	Adult					5
Fun Friday	2/24/2023	Tweens/Teens			13		13
Tiny Tales	2/24/2023	Juvenile	12				11
Family Fun Night	2/28/2023	General	5	6			10
Grand Totals			81	12	56	153	302

INVOICES February 2023

978 Amazon	\$464.51
978 Baker & Taylor (December 22)	\$2,742.13
978 Baker & Taylor (January 23)	\$1,005.56
978 TLN Book Billing	\$21.00
728 Demco	\$938.20
728 Amazon	\$68.39
756 Tony's Ace Hardware	\$24.98
756 Tony's Ace Hardware	\$20.78
804 Andrew Kercher	\$250.00
804 Amazon	\$323.89
818 Hoopla (January 23)	\$389.07
818 Goyette Mechanical (Quarterly maintenance)	\$583.50
818 Michigan Office Solutions	\$174.22
818 TLN Telecom Shared Automation 1/1/23-3/31/23	\$7,322.95
818 TLN Shared Fiber (10/22-12/22)	\$1,285.22
921 DTE due 2/28/23	\$575.72
923 Consumers Energy	\$1,003.86
927 Hazel Park Water Dept. 1/3/23-2/2/23	\$55.42
931 Goyette Mechanical	\$3,592.00
957 Amazon	\$433.98
982 Amazon	\$495.00
Total	\$17,193.98

INVOICES March 2023

978 Rosen Publishing	\$781.50
978 Baker & Taylor (February 23)	\$810.51
978 Library CC	\$22.51
728 Library CC	\$5.93
756 Library CC	\$212.04
756 Tony's Ace Hardware	\$65.50
756 Tony's Ace Hardware	\$68.54
804 Library CC	\$823.78
818 Library CC	\$94.98
818 Hoopla (February 23)	\$323.12
818 Rose Pest Solutions	\$77.00
818 Unique Management Services, Inc. (February 2023)	\$93.20
818 Michigan Office Solutions	\$87.11
827 Library CC	\$20.00
921 DTE due 3/31/23	\$447.26
923 Consumers Energy (due 3/20/23)	\$1,436.63
957 Library CC	\$47.60
958 Michigan Library Assn Membership 3/23-6/30/23	\$260.91
958 Library CC	\$55.00
Total	\$5,369.61

Since 1939

HAGOPIAN CLEANING SERVICES



14000 W. 8 Mile Road, Oak Park, MI 48237
Commercial Cleaning Office: 248.291.2114 • Fax 248.399.7206 • HagopianClean.com

CLEANING ESTIMATE

Date 03/14/23

JOB LOCATION:

NAME Hazel Park Memorial Library
ADDRESS 123 E 9 Mile Rd
CITY Hazel Park ZIP 48030
NEAR John R Rd
PHONE # 248-546-4095
EMAIL cstocker@hazel-park.lib.mi.us
ATTN Corinne Stocker

INVOICE TO:

NAME Cust #2485464095
ADDRESS _____
CITY _____ ZIP _____
NEAR _____
PHONE # _____
EMAIL _____
ATTN _____

SEE THE HAGOPIAN ADVANTAGE ► <https://originalhagopian.com/CommercialCleaning>

SERVICE DESCRIPTION

EACH AMOUNT

Clean all carpet on 1st & 2nd Floor including office area & Monroe room 1,062.00

Optional 3M Scotchgard 350.00

INSURANCE REQUIREMENTS THAT RESULT IN ADDITIONAL COSTS WILL BE CHARGED TO THE CUSTOMER

SPECIAL INSTRUCTIONS

400 FEET HOSE

TOTAL

Submitted By:

PAYMENT OPTIONS

Tom Ashburn

C.O.D.

Net 30

TF

Deposit

P.O. # _____

Servpro of Oak Park/Ferndale

Servpro of Oak Park/Ferndale
825 Orchard Street
Ferndale, MI 48220
248-246-0790

Tax Id 26-3777840
Franchise #9678

Client: Corrine Stocker
Property: 123 E. 9 Mile Rd
Hazel Park, MI 48030

Home: (248) 546-4095
Business: (248) 546-4095

Operator: SERVPR10

Estimator: Hugh Russell
Position: Production Manager
Company: Servpro of Oak Park/Ferndale
Business: 825 Orchard Ave.
Ferndale, MI 48220

Cellular: (734) 394-9253
E-mail: Hrussell@servproferndale.com

Type of Estimate:

Date Entered: 11/8/2022

Date Assigned:

Price List: MIDE8X_NOV22

Labor Efficiency: Restoration/Service/Remodel

Estimate: HAZEL_PARK_LIBRARY

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HAZEL_PARK_LIBRARY

HAZEL_PARK_LIBRARY

DESCRIPTION	QTY	REMOVE	REPLACE	TAX	TOTAL
1. Clean and deodorize carpet - Light	12,500. SF 00	0.00	0.25	7.50	3,132.50
Total: HAZEL_PARK_LIBRARY				7.50	3,132.50
Line Item Totals: HAZEL_PARK_LIBRARY				7.50	3,132.50

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Summary for Dwelling

Line Item Total	3,125.00
Material Sales Tax	7.50
Replacement Cost Value	\$3,132.50
Net Claim	\$3,132.50

Hugh Russell
Production Manager

Servpro of Oak Park/Ferndale

Servpro of Oak Park/Ferndale
825 Orchard Street
Ferndale, MI 48220
248-246-0790

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Recap of Taxes

	Material Sales Tax (6%)	Storage Tax (6%)
Line Items	7.50	0.00
Total	7.50	0.00

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Recap by Room

Estimate: HAZEL_PARK_LIBRARY	3,125.00	100.00%
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Subtotal of Areas	3,125.00	100.00%
<hr/>	<hr/>	<hr/>
Total	3,125.00	100.00%

Servpro of Oak Park/Ferndale

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825 Orchard Street
Ferndale, MI 48220
248-246-0790

Tax Id 26-3777840
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Recap by Category

Items	Total	%
CLEANING	3,125.00	99.76%
Subtotal	3,125.00	99.76%
Material Sales Tax	7.50	0.24%
Total	3,132.50	100.00%