

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

APRIL 2023 LIBRARY BOARD MEETING  
MONDAY, APRIL 24, 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: 3/27/2023 Meeting

DIRECTOR'S REPORT:

- CIRCULATION REPORTS—MARCH 2023
- PROGRAM STATISTICS—MARCH 2023
- INVOICES—APRIL 2023

NEW BUSINESS:

- Fiscal year 2022/2023 Audit Statement presented by Laci Christiansen
- Fiscal year 2023/2024 Budget
- Request to purchase two (2) new staff computers
- Building a partnership with the Madison Heights Chamber of Commerce (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**  
**April 2023 Director's Report**

**Hazel Park Library Friends**

The next meeting will be held at the library on Thursday, May 11 at 6:30 p.m. Everyone is welcome to join us and pizza will be served.

**Grants and Donations**

Amy Beem and Roland Ernst-Myer were awarded a competitive grant from Reading is Fundamental to host a *Battle of the Books* competition! The library also had to come up with a donation of \$1,000 in matching funds. I'm very please to announce that we received a \$1,000 check from Able Plumbing for that purpose, as well as \$100 donation from Adam Duberstein. Randy and I also visited several businesses to ask for funds, and we will be receiving a check from Breeze, although we don't yet know the amount.

**Upcoming Programs**

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.

**Patron Behavior Incidents**

The library has been experiencing less problems on a daily basis due to the presence of the new building monitor as well as the warmer weather, which has the junior high students returning to Scout Park. However, we did have a few serious issues over the past month. A group of tweens cut the cord on one of our security cameras upstairs. We have good camera footage of them cutting the cord, but we haven't been able to identify the teens involved, or get a hold of Office Piper to help us identify them. We will continue to pursue it and request that the parents be contacted by the police, once they are identified.

We also had an incident involving a senior resident who feels that libraries should be completely silent spaces. Last week, staff members witnessed her heckling a group of teens who were quietly playing chess. After her third scolding, the teens left the building. The next day, another staff member and I approached the teens to apologize for the woman, and discovered that they thought that she works here. I intend to talk to the senior patron about the incident the next time that she comes in, and if she interferes with patrons again in the future, she will be banned.

Lastly, we discovered and disposed of a crack pipe in the adult section of the library last Thursday.

**Building Update**

The carpeting was cleaned and scotch guarded last Saturday.



# March 2023 Program Statistics

Program Name	Date	Type	Age 0-5	Age 6-11	Age 12-17	Adult	Total
Baby Storytime	3/1/2023	Juvenile	8			7	15
Senior Outreach HP Manor	3/2/2023	Adult				5	5
United Oaks Literacy	3/2/2023	Juvenile		60		45	105
Tiny Tales	3/3/2023	Juvenile	14			13	27
Fun Friday	3/3/2023	Tweens/Teens			12		12
Lego Club	3/7/2023	Juvenile	2	9	3	10	24
Ham Radio Club	3/8/2023	Adult				45	45
Baby Storytime	3/8/2023	Juvenile	7			6	13
Fun Friday	3/10/2023	Tweens/Teens			11		11
Tiny Tales	3/10/2023	Juvenile	15			14	29
United Oaks Literacy	3/11/2023	Juvenile		20		18	38
Cult Movie Night	3/13/2023	General			3	4	7
Family Fun Night	3/14/2023	General	7	8	6	11	32
Baby Storytime	3/15/2023	Juvenile	6			5	11
Hoover Elementary	3/16/2023	Juvenile		55		4	59
Adult Craft Night	3/16/2023	Adult				23	23
Senior Outreach Baldwin	3/16/2023	Adult				8	8
Senior Book Club @ Baldwin	3/16/2023	Adult				5	5
Fun Friday	3/17/2023	Tweens/Teens			15		15
Tiny Tales	3/17/2023	Juvenile	17			21	38
HP District Resource Fair	3/18/2023	General		42	5	6	53
Hoover Elementary	3/20/2023	Juvenile		53		5	58
Baby Storytime	3/22/2023	Juvenile	9			9	18
HP Junior High Literacy Nite	3/23/2023	Tweens/Teens			5	21	26
Fun Friday	3/24/2023	Tweens/Teens			15		15
Tiny Tales	3/24/2023	Juvenile	13			11	24
Family Fun Night	3/28/2023	General	35	42		71	148
Baby Storytime	3/29/2023	Juvenile	6			4	10
<b>Grand Totals</b>			<b>139</b>	<b>289</b>	<b>75</b>	<b>371</b>	<b>874</b>

### INVOICES April 2023

978 Madison Heights Public Library	\$13.95
978 Baker & Taylor (March 23)	\$1,460.28
728 Library CC	\$70.97
756 Library CC	\$8.48
756 Tony's Ace Hardware	\$9.39
804 Library CC	\$274.58
804 Andrew Kerscher	\$250.00
818 Library CC	\$204.16
818 Hoopla (March 23)	\$495.69
818 5 Points Elevator	\$302.00
818 5 Points Elevator	\$260.00
818 5 Points Elevator	\$333.00
818 TLN Telecom Shared Fiber 1/23-3/23	\$1,285.22
818 Unique Management Services, Inc. (March 2023)	\$116.50
818 Michigan Office Solutions	\$554.23
818 Goyette Mechanical	\$583.50
818 T Mobile (3/23)	\$56.67
818 SenSource (6/30/23-6/30/24)	\$396.00
921 DTE due 5/1/23	\$312.57
927 Hazel Park Water Dept. 2/2/23-4/3/23	\$130.95
957 Library CC	\$94.00
958 Library CC	\$110.00
958 Michigan Library Association	\$791.00
958 Library CC	\$7,322.14
975 TreeTopProducts.com	\$5,338.85
982 TLN Equipment	\$866.23
<b>Total</b>	<b>\$13,961.05</b>

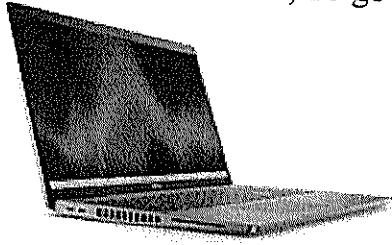
BUDGET REPORT FOR CITY OF HAZEL PARK  
Fund: 271 LIBRARY FUND

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 12/31/22	2022-23 AMENDED BUDGET	2022-23 ACTIVITY THRU 12/31/22	2023-24 REQUESTED BUDGET
<b>ESTIMATED REVENUES</b>						
Dept 000						
271-000-402.000	CURRENT PROPERTY TAX	498,655	498,982	500,000	473,692	504,088
271-000-407.000	DELINQUENT REAL PROPERTY TAX	43	39	0	(524)	0
271-000-417.000	PERSONAL PROPERTY TAX	8	17	500	1	500
271-000-425.000	PAYMENT IN LIEU OF TAXES	2,800	2,776	0	0	2,800
271-000-566.000	GRANTS - LIBRARY	75,000	75,000	0	0	0
271-000-567.000	STATE AID - LIBRARY	19,127	20,439	22,000	7,414	22,000
271-000-573.000	LOCAL COMMUNITY STABILIZATION SHAI	7,277	7,289	7,500	11,305	7,500
271-000-581.000	LIBRARY PENAL FINES	29,110	29,116	32,000	22,407	30,000
271-000-627.000	LIBRARY BOOK FINES	3,626	3,983	5,000	1,807	4,000
271-000-656.000	LIBRARY BOOK FINES	134	584	500	139	500
271-000-665.000	INTEREST ON INVESTMENTS	200	265	200	2,756	2,000
271-000-673.020	SALE OF BOOKS	0	61	0	31	50
271-000-675.000	CONTRIBUTION FROM PRIVATE SOUR	24,582	24,746	20,000	22,675	22,000
271-000-690.000	SUNDRY	1,637	1,726	1,600	979	1,600
Totals for dept 000 -		662,199	665,023	589,300	542,682	597,038
<b>TOTAL ESTIMATED REVENUES</b>		662,199	665,023	589,300	542,682	597,038
<b>APPROPRIATIONS</b>						
Dept 790						
271-790-706.000	WAGES - PERMANENT	187,926	184,867	186,578	89,858	201,426
271-790-707.000	WAGES - TEMPORARY	77,769	76,086	106,484	38,056	79,900
271-790-712.000	EMPLOYER'S SOCIAL SECURITY	22,559	19,825	23,145	10,312	21,522
271-790-713.000	RETIREMENT FUND CONTRIBUTION	37,386	55,279	45,000	18,314	60,807
271-790-716.000	HOSPITALIZATION INSURANCE	26,670	21,700	28,003	14,139	24,168
271-790-716.200	PRESCRIPTIONS	12,040	11,770	7,000	2,502	4,663
271-790-716.300	HCSP- EMPLOYER	3,120	2,940	3,120	3,120	6,240
271-790-717.000	OPTICAL INSURANCE	559	470	559	234	562
271-790-718.000	EMPLOYEES LIFE INSURANCE	427	427	363	178	528
271-790-719.000	SHORT TERM DISABILITY	600	464	750	170	750
271-790-720.000	WORKER'S COMPENSATION INSURANC	2,000	868	2,000	689	1,000
271-790-723.000	DENTAL INSURANCE	4,198	3,574	4,198	1,424	3,419
271-790-728.000	OFFICE SUPPLIES	8,382	8,408	7,000	5,396	7,000
271-790-730.000	POSTAGE	500	60	200	60	200
271-790-756.000	MISC OPERATING SUPPLIES	6,775	8,018	7,500	3,098	7,500
271-790-804.000	COMPLIANCE PLANNING COSTS	13,904	15,984	10,000	4,264	10,000
271-790-808.000	INDEPENDENT AUDIT	6,000	6,000	6,000	0	6,000
271-790-818.000	CONTRACTUAL SERVICES	63,571	62,571	68,000	27,988	68,000
271-790-827.000	LEGAL EXPENSES	500	692	500	0	500
271-790-853.000	TELEPHONE	3,291	3,701	2,000	3,527	3,500
271-790-864.000	CONF, WORKSHOPS & TRAINING	0	0	250	0	250
271-790-870.000	MILEAGE	250	29	250	98	250
271-790-914.000	LIABILITY INSURANCE	9,500	8,995	10,000	0	10,000
271-790-921.000	ELECTRIC	13,707	12,564	8,000	2,471	12,000
271-790-923.000	HEAT	5,916	5,521	5,000	1,303	5,000
271-790-927.000	WATER	1,109	1,017	2,000	2,175	2,000
271-790-931.000	BUILDING MAINTENANCE	26,959	6,659	20,000	8,253	10,000
271-790-957.000	PERIODICALS, MAGAZINES, ETC	1,500	976	800	301	800
271-790-958.000	MEMBERSHIPS & DUES	600	155	600	0	600
271-790-965.101	CONTRIBUTION TO GENERAL FUND	9,000	9,000	9,000	0	10,000
271-790-975.000	BUILDING IMPROVEMENTS	55,457	73,937	0	0	0
271-790-978.000	BOOKS	22,541	22,642	20,000	7,377	22,000
271-790-982.000	MACHINERY & EQUIPMENT	1,697	1,697	5,000	1,140	2,500
Totals for dept 790 -		626,413	626,919	589,300	246,447	583,085

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APPROPRIATIONS						
TOTAL APPROPRIATIONS						
		626,413	626,919	589,300	246,447	583,085
NET OF REVENUES/APPROPRIATIONS - FUND 271		35,786	38,104	0	296,235	13,953

Latitude 5540 w/ i7, 16 gb RAM



**Price:**

\$1,179.00

**Product:**

New Latitude 5540

**Category:**

Notebooks

**Created by:**

Dell

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## New Latitude 5540

**Base**

Dell Latitude 5540 BTX Base

**Processor**

13th Generation Intel® Core™ i7-1355U, (12 MB cache, 10 cores, up to 5.0 GHz)

**Operating System**

Windows 11 Pro, English, Spanish, French, Brazilian Portuguese

**Office Productivity Software**

No Microsoft Office License included

**Base Options**

Intel 13th Generation i7-1355U Trans., Intel Integrated Graphics, TBT4

**Systems Management**

Intel vPro Management Disabled

**Memory**

16 GB, 2 x 8 GB, DDR4, 3200 MT/s

**Hard Drive**

M.2 2230 PCIe Gen4x4 256GB SSD Class 35

**Additional Hard Drive**

No Additional Hard Drive

**LCD**

15.6" FHD (1920x1080) Non-Touch, AG, IPS, 250 nits, FHD IR Cam, WLAN/WWAN(4G)

**Camera**

FHD/IR Camera, Temporal Noise Reduction, Camera Shutter, Mic

**Keyboard**

English US backlit keyboard with numeric keypad, 99-key

**Mouse**

No Mouse

**Wireless Driver**