



CITY COUNCIL AGENDA ITEM

Date: November 17, 2010

To: The Honorable Mayor and City Council Members

From: John Szerlag, City Manager
John M. Lamerato, Assistant City Manager/Finance & Administration
Cathleen A. Russ, Library Director

Subject: Closure Plan for Troy Public Library

In order to affect the complete closure of the Troy Public Library by June 30, 2011, the following steps should be taken:

- Library service to the public will end at close of business on Sunday, April 30, 2011. All library materials that are checked out will be due no later than May 14, 2011.
- The library's collection will remain on the library's shelves, for the short-term. Returned material will be reshelved and an inventory taken. The collection will be covered and protected by June 30, 2011.
- Library staff will be retained through June 30, 2011, to assist with closing responsibilities such as checking in returned material, inventory, and other closing responsibilities.
- The Friends of the Library will dispose of their inventory in the Friends Shop and Book Shop.
- The City of Troy will retain the services of a collection agency, so that significant unpaid fines/fees will be recouped. Also, fees for library material that has not been returned will also be recouped by the collection agency.
- Agencies affected by TPL's closure, such as the Suburban Library Cooperative, the Library of Michigan, and libraries with which TPL has a reciprocal borrowing agreement, will be notified of the closure date.