



BALDWIN PUBLIC LIBRARY
MINUTES, REGULAR MEETING
November 15, 2010

1. Call to Order and Roll Call

The meeting was called to order by President Ann Conigliaro at 7:32 p.m.

Library Board present: Sheila Brice, Ann Conigliaro, Michael Earl, Andrew Harris (by telephone), Frank Pisano, David Underdown

Absent and excused: None

Library Staff present: Doug Koschik, Library Director; Matt Church, Associate Director; Josh Rouan

2. Election of Officers

Harris nominated Earl for the position of Board President.

Roll Call Vote: Yeas, Brice, Conigliaro, Earl, Harris, Pisano, Underdown
Nays, None
Absent, None

Conigliaro nominated Harris for the position of Board Vice President.

Roll Call Vote: Yeas, Brice, Conigliaro, Earl, Harris, Pisano, Underdown
Nays, None
Absent, None

Michael Earl nominated Underdown for the position of Board Secretary.

Roll Call Vote: Yeas, Brice, Conigliaro, Earl, Harris, Pisano, Underdown
Nays, None
Absent, None

3. Approval and Overview of Agenda

Brice requested that item A, the October 2010 minutes, be removed from the consent agenda.

Motion to approve item B and item C of the consent agenda.

1st Underdown

2nd Pisano

Vote: Yeas, 6
Nays, None
Absent, None

4. Financial Reports

Koschik went over the financial reports. He reviewed expenses for October 2010, which included an

unpaid staff furlough day. He then reviewed the October invoices.

5. Board Reports

Conigliaro stated that she had enjoyed her time as President of the Board and thanked the other Board members. Earl and the other Board members thanked Conigliaro for her service to the Board and Library, and also thanked Lee Peddie for her work as liaison between Beverly Hills and Baldwin.

6. Board Committee Reports

Finance Committee: Pisano reported on the progress of the Library's budget one third of the way into the fiscal year. The Library will request funds to merge the Library's phone system with the City's. Pisano reported that Koschik met with Ron Carpenter from Raymond James. Pisano attended the City of Birmingham's Retirement Board meeting. Koschik reported that he attended the Oakland County budget symposium last week. Tax revenue from property values is expected to continue dropping for the next few years, and is not likely to rebound to 2007 levels until 2025.

7. Library Report

Church reported on attending Friends of Michigan Libraries workshop. He also attended a library security workshop. The winter of issue of Books and Beyond will go out in late November, with printing and design costs paid by the Friends of the Library. The Library recently hosted a workshop for Birmingham Public Schools media specialists. Birmingham Patch, a new website that covers Birmingham news exclusively, ran a story on the Friends book sale and will feature five items from Baldwin's collection weekly. The City's Winter Markt currently has 34 vendors, and the Friends of the Library will have a table set up in the Library to sell books and recruit new members. Starting November 22 Adult Services reference desk staffing levels will decrease.

Harris, who was present via telephone, left the meeting at 8 p.m.

Church reported that the Library will hold a staff appreciation event on December 3, with staff bringing a dish to pass and additional costs covered by the by the Paul Francis Fund for Staff Appreciation. Koschik reported that the Library has installed twelve new public computers with money received from the Broadband Technology Opportunities Program grant and a donation from the Friends of the Library. The Birmingham Area Cable Board grant will be used to install equipment necessary to broadcast library events live. The Friends of the Library agreed to fund twelve new computers for public service desks. Koschik reported that member of the public Joan Heinicke wrote an email to him concerning the placement of a memorial bench. The Building Committee will meet to discuss the issue. In order to qualify for the e-rate discount for internet service the Library might have to add filters to more public computers. The proposed Code of Conduct will be sent to the City's counsel for legal review and should be ready for Board review in December.

Koschik reviewed several pending state aid issues. He thanked voters in Beverly Hills for approving the millage proposal. He then reported on millage votes that did not pass in Troy and Bloomfield Hills. Conigliaro asked about the status of the Check It Out campaign. Church reported that there are 29 vendors signed up. Member of the public Dorothy Conrad asked if author Michael Connelly will be speaking at the Library or The Community House. Church stated that the lecture is at The Community House, even though the event is sponsored by the Library. Member of the public Dorothy Conrad asked

about pending State legislation that may affect libraries. Koschik stated that he would keep the Board informed as developments arise.

8. Liaisons

Friends of the Baldwin Library: Vice President of the Friends of the Library Jan Hepburn reported that the fall book sale ended Monday, November 15. The membership drive has raised approximately \$15,500. Koschik and Earl thanked the Friends for all of their support.

Village of Beverly Hills: Walter Briggs, Beverly Hills council member, introduced himself as the new liaison and thanked the Board for its efforts to get the millage passed. He stated that a letter was mailed to the Library rescinding the Village's earlier notice to cancel its contract with Baldwin.

9. New and Unfinished Business

Koschik introduced the issue of upgrading the Library's phone system and merging it with the City's.

Motion to approve, contingent on the City Commission's approval of related expenses at its November 22 meeting:

- i. The payment of \$6,009.52 to SunTel to upgrade the system's controller and integrate the Library's telephone system into the City of Birmingham's system, and
- ii. The payment of \$4,800 to various vendors for a new switch and a new connection to an existing fiber strand, both of which are required for the integration of Baldwin's telephone system into the City of Birmingham's system.

1st Conigliaro

2nd Underdown

Roll Call Vote: Yeas, Brice, Conigliaro, Earl, Pisano, Underdown

Nays, None

Absent, 1, (Harris)

Brice asked that the phrase "facilities and technology" be added to the second to last paragraph under the New and Miscellaneous Business section of the October 2010 minutes.

Motion to approve item A of the consent agenda, the October 2010 minutes, as amended.

1st Brice

2nd Underdown

Vote: Yeas, Brice, Conigliaro, Earl, Pisano, Underdown

Nays, None

Absent, 1, (Harris)

10. Adjournment

Motion to adjourn the meeting.

1st Pisano

2nd Underdown

Vote: Yeas, Brice, Conigliaro, Earl, Pisano, Underdown

Nays, None

Absent, 1, (Harris)

The meeting was adjourned at 8:45 pm.

David Underdown, Secretary

Date