

MINUTES

BALDWIN PUBLIC LIBRARY BOARD MEETING

May 15, 2006

- Present** Paul Vander Meer, Ileana Thal, Joan Heinicke, Seth Chafetz, Tom Sweeney, Ann Conigliaro.
- Staff** Martha Custer – Director, Doug Koschik – Associate Director, Julie Farkas – Associate Director
- Guests** Dorothy Pfeiffer
- Call to Order** President Paul Vander Meer called the meeting to order at 7:30P.M.
- Consent Agenda** Paul Vander Meer asked if there were any questions regarding the consent agenda. None.

VOTE: Yeas, Tom Sweeney
Seth Chafetz
Joan Heinicke
Ileana Thal
Ann Conigliaro
Paul Vander Meer
Nays, None

Marti Custer presented the vouchers in the amount of \$222,444.61 to Tom Sweeney to be signed.

- Financial Reports** Seth Chafetz commented on the letter Marti Custer wrote to Dearborn Lithograph concerning their attempt to add a surcharge to their printing bid. Ann Conigliaro questioned if paper increase stipulations were a part of the initial bid. Marti responded that the bid included a flat price that was firm for three years. Seth Chafetz questioned when the Library would collect payments for penal fines and SBT reimbursement. Marti Custer reported that SBT reimbursement would be collected at the end of the fiscal year. Penal fines would be collected in August of 2006 but will be posted for year 2005-2006. Ileana Thal wanted to note that the Library will receive an additional \$72,260.00 in the 2006/2007 budget based on the library's millage rate. A budget adjustment will have to be made to spend the money. Joan Heinicke questioned the 444% over budget expenditures for contracted services – legal. Marti Custer responded the increase in legal fees could be attributed to the failed attempt at a Headlee override

campaign in fall 05, policy reviews and personnel issues. Ileana Thal questioned whether the legal line was increased for 2006/2007 budget based on these expenditures. Board members discussed increasing the budget line for future years.

President's Report

Paul Vander Meer passed out a copy of possible board tasks to be accomplished for 2006/2007. The committees are to look at the tasks and consider initiating action to move forward. Paul Vander Meer would like ideas from the board of people to add to the fundraising committee. Paul Vander Meer brought up the issue of changing the library board meeting time, which the policy committee would need to investigate. Ileana Thal said to omit the Barnum site from the list. Marti Custer suggested the investment policy be omitted as that has been completed.

Director's Report

Marti Custer reported that she and Julie Farkas attended Library Legislative Day in Lansing on May 10th 2006. Marti Custer provided handouts to the board pertaining to the event. Marti Custer provided information pertaining to Oakland County Trustee Day. Any board members wishing to attend can contact Marti.

Associate Directors' Report

Marti Custer made a comment pertaining to Doug Koschik's circulation report. The library had a phenomenal 17% increase in circulation when comparing April 2005 to April 2006.

Friends of the Library

Marti Custer reported that the Friends are still looking at ways to spend the Claudia Ireland gift. They are exploring a donation to the Shain Park renovation. Tom Sweeney questioned whether this type of gift follows the group's mission. Seth Chafetz thought this donation would be a careless use of their money. Paul Vander Meer would like to investigate the use of their money based on their bylaws.

Beverly Hills

Dorothy Pfeiffer apologized for not being at the April meeting and would hold her comments until the discussion of Miscellaneous Business – item C. Paul Vander Meer asked the board to move item C from Miscellaneous Business up in the agenda to continue the discussion on Beverly Hills. The board had no objection. Tom Sweeney provided background information on the relationship between Baldwin Library and the village of Beverly Hills and explained that the library board is investigating the financial support of Beverly Hills as compared to what Birmingham residents are paying. Tom Sweeney offered two variables Beverly Hills might consider: 1) to vote a dedicated millage or 2) to form a district library with

Baldwin. Dorothy Pfeiffer explained that the Village of Beverly Hills has looked at options in the past and she would like to provide the board with more detailed reports. She feels the inequity is not serious. The Board assured Dorothy they were interested in hearing anything she might want to share on the subject. Ileana Thal commented that based on the village of Beverly Hills' recent survey, there is strong support of the Baldwin Library by the Beverly Hills community. Marti Custer added that the biggest reason for having this discussion with Beverly Hills is the question of equity. There were lengthy discussions by the board members regarding needing more time and information before making a formal notification to Beverly Hills of their contract. Board members were asked to provide any questions they may have regarding this issue to Marti Custer. Ileana Thal requested that board members have copies of the Beverly Hills survey. Paul Vander Meer said the Beverly Hills issue would be an agenda item for the June meeting.

Committee Reports:

None. The Policy Books were distributed to all board members.

**Miscellaneous
Business:**

Marti Custer took questions regarding the quote from Temperature Engineering for a climate control system for the main floor server room. Tom Sweeney made a motion to accept the quote in the amount of \$15,580.00. Ileana Thal seconded the motion. Joan Heinicke questioned the number of quotes received for the installation. Marti Custer replied that she was confident with her recommendation of Temperature Engineering based on a recommendation from Carlos Jorge, that the company has been working with the library for over 20 years and knows the building very well, and he has always been satisfied with their work. No public comment.

VOTE: Yeas, Joan Heinicke
Seth Chafetz
Ileana Thal
Paul Vander Meer
Tom Sweeney
Ann Conigliaro
Nays, None
Absent, None

Marti Custer presented two certificates of appreciation for staff members Kathy Clark and Joan Downs who recently retired. Paul Vander Meer will sign the documents.

Marti Custer reported that she still needed to obtain proper signatures from Joan Heinicke for the Schwab account.

Tom Sweeney gave a report on legal representation for the library. Tom and Marti had met with Philip Adkinson of Adkinson, Need & Allen and feel he is suitable to handle general library issues. Thomas M. Keranen & Associates, a firm that specializes in real estate issues, will handle the architectural contracts. Marti Custer will begin working with these lawyers on an as needed basis.

Public Comment

Dorothy Pfeiffer thanked the board for giving her the opportunity to speak on the Beverly Hills issue.

Adjournment

The May 15, 2006 meeting of the Baldwin Public Library Board of Directors was adjourned at 9:11 P.M. Motioned by Tom Sweeney. Seconded by Ileana Thal.

VOTE: Yeas, Joan Heinicke
Seth Chafetz
Ileana Thal
Paul Vander Meer
Tom Sweeney
Ann Conigliaro
Nays, None
Absent, None

Next Meeting

June 19, 2006 at 7:30 P.M. in the Board Room

Tom Sweeney
Secretary, Board of Trustees
Baldwin Public Library

Minutes prepared by Julie Farkas