



BALDWIN PUBLIC LIBRARY
MINUTES, REGULAR MEETING
December 19, 2016

1. Call to Order and Roll Call

The meeting was called to order by President Frank Pisano at 7:30 p.m.

Library Board present: Sheila Brice, Frank Pisano, David Underdown, James Suhay, Bob Tera, Ashley Aidenbaum, and Student Representative Brigitte Gagnier.

Absent and excused: None.

Library Staff present: Doug Koschik, Library Director; Rebekah Craft, Associate Director; Paul Gillin, Administrative Assistant.

Two members of the public were present.

Pisano asked Gagnier to read aloud the Library's mission statement.

2. Consent Agenda

Motion: To approve the consent agenda.

1st Tera

2nd Brice

A roll call vote was taken.

Yeas: Pisano, Brice, Underdown, Tera, Aidenbaum and Suhay.

Nays: None.

Absent and excused: None.

The motion was approved unanimously.

Board Reports and Special Announcements: Pisano announced that all Trustees will retain their current committee assignments. He then wished the staff, Board, and patrons a happy holiday season and prosperous New Year. Brice called attention to the Martin Luther King Jr. breakfast on January 16, 2017. Gagnier reviewed the student representative application materials and encouraged high school juniors to apply. Craft highlighted a few of the Library's upcoming events, which can be found on page 62 of the December Board packet.

3. Board Committee Reports

Finance Committee: Tera reported that the Finance Committee met on Monday, December 12, 2016 at 4:30 p.m. Ron Carpenter from Raymond James reviewed the Trust's portfolio and recommended that the Trust reduce its equity exposure from 78% to 75%, to which the Committee agreed. The complete report is on page 14 of the December Board packet. The FY 2016-2017 budget continues to track well. Tera reviewed the proposal for replacement of 25 computers. Aidenbaum asked if all of the current computers were being replaced, and whether touch screens had been considered. Koschik stated that



the overall quantity of public computers was going down and that the IT Coordinator had decided against touch screens. Brice wondered if the quote included delivery and tax, to which Koschik responded that delivery was included and that the Library was tax-exempt. Pisano reported that he had attended the recent meetings of both the City's Investment and Retirement Board Committees. The City's defined benefit plan is 90.9% funded, which compares favorably to other municipalities. There will be a review of the 7% assumed rate of return currently used. A lower one will be considered. Tera then made the following motion:

Motion: To approve the purchase of 25 computers from Southern Computer Warehouse in the amount of \$24,189.00 from account # 271-790.000-971.0100 (Equipment).

1st Tera

2nd Underdown

Yeas: Pisano, Brice, Underdown, Tera, Aidenbaum and Suhay.

Nays: None.

Absent and excused: None.

The next meeting of the Finance Committee will be on January 9, 2017 at 4:30 p.m.

Building Committee: Suhay summarized the Building Committee's meeting held on December 7, 2016, the complete minutes of which can be found on page 22 of the December Board packet. Koschik spoke about the City's long-range planning session, scheduled for January 28, 2017. The City Manager has requested that Koschik give a presentation on phases 2 and 3 of the long-range building vision. There was another meeting of the Building Committee on December 19, 2016 at 3 p.m. Minutes of that meeting will appear in the January Board packet. The next meeting of the Building Committee will be held on January 4, 2017. Pisano and Tera both expressed appreciation to those involved for their diligent work on the renovation project.

4. **Library Report and Renovation Update:** Koschik stated that the FY 2017-2018 budget will be a focus of his for the next month. The City will host another Citizens Academy, starting April 25, 2017. The curriculum will include the Library, which will provide a review of its operations and its role in City government. The next Boomer Summit has been delayed until sometime in fall 2017. Koschik stated that Metro Net's 2017 "Everyone's Reading" program will feature the journalist David Maraniss, who will speak about his book *Once in a Great City: A Detroit Story*. Maraniss will speak at The Community House on May 22, 2017. Craft discussed several items in the Library Report, which starts on page 27 of the December Board packet. She also mentioned that the book drop celebrated its one-year anniversary in December. It accounts now for 10% of all returns. The drop has worked out well. Craft updated the Board on the Adult Services renovation, details of which can be found on page 42 of the December Board packet. Koschik reiterated that the anticipated completion date remains May 2017.

5. **Liaisons**

Friends of the Library: There was no report.

Beverly Hills: There was no report.

Bloomfield Hills: There was no report.



6. Unfinished Business: None.
7. New and Miscellaneous Business: Pisano congratulated Mary MacMillan on her two-year anniversary at BPL. Aidenbaum asked Koschik if there was anything else of interest on the agenda for the upcoming long-range planning meeting in January 2017. Koschik stated that he would report on this to the Board as soon as a preliminary agenda becomes available.
8. Items Removed from the Consent Agenda: No items were removed.
9. Information Only: See pages 46 to 62 of the December Board packet.
10. Adjournment

Motion: To adjourn the meeting.

1st Tera

2nd Brice

Yeas: Pisano, Brice, Underdown, Tera, Aidenbaum and Suhay.

Nays: None.

Absent and excused: None.

The motion was approved unanimously. The meeting was adjourned at 8:25 p.m. The next regular meeting will take place on Wednesday, January 18, 2017 at 7:30 p.m.

Bob Tera, Secretary

Date