



BALDWIN PUBLIC LIBRARY
MINUTES, REGULAR MEETING
March 19, 2018

1. Call to Order and Roll Call

The meeting was called to order by President Jim Suhay at 7:30 p.m.

Library Board present: Frank Pisano, James Suhay, Bob Tera, Ashley Aidenbaum, Dave Underdown, Melissa Mark and Student Representative Chelsea Schauffler.

Absent and excused: None.

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

Contract community representative present: Lee Peddie, Mayor Pro Tem, Beverly Hills Village Council

Suhay asked Schauffler to read aloud the Library's mission statement.

2. Consent Agenda

Motion: To approve the consent agenda.

1st Pisano

2nd Mark

A roll call vote was taken.

Yea: Pisano, Tera, Aidenbaum, Underdown, Mark and Suhay.

Nays: None

Absent and excused: None

The motion was approved unanimously.

Board Reports and Special Announcements: Suhay commended the Friends on the success of their Books, Bags, and Bagels event on March 18, 2018, in which they raised approximately \$1600. Tera mentioned that the Rochester Hills Public Library took over the Oakland Talking Book service about five years ago. He stated that County Commissioner Taub suggested that he mention GoGoGrandparent, a new service that RHPL is now offering for patrons who cannot use a cell phone for obtaining transportation services like Uber and Lyft. Pisano congratulated Teen Librarian Elisabeth Phou for having a lock-in for high school students on a recent Saturday evening during the study period before final exams. Seventy-five teens and six therapy dogs attended the extended-hours event.

Mark updated the Board and public on the efforts of the fundraising committee and the May 22 event at Rivage Day Spa. She also gave a report on the October 19 Books and Bites event.

Aidenbaum discussed the recent meeting she, Mark, and Koschik attended with liaisons from the Birmingham Public Arts Board. A request for submissions will be issued for the loan of a sculpture to be displayed for a minimum of two years on the southwest lawn of the Library.



Pisano acknowledged the following anniversaries and expressed his appreciation for the employees' years of service: Christie (12 years); Dreer (16 years); Kalisky (2 years); Phou (13 years); and, Sartwell (2 years).

Craft highlighted a few of the upcoming programs at Baldwin, which are detailed on page 70 of the March Board packet.

3. Board Committee Reports

Finance Committee: Tera reported that the Finance Committee met on Monday, March 12, 2018 at 4:30 p.m. Koschik provided an update on the FY 2017-2018 budget, which continues to track well. Pisano attended recent Retirement and Investment Committee meetings at the City. The City will probably lower its assumed rate of return for the retirement system. The complete report of this meeting can be found on page 14 of the March Board packet.

The next meeting of the Finance Committee will be on Monday, April 9, 2018 at 4:30 p.m.

Building Committee: Pisano reported that the Building Committee met on Wednesday, March 7, 2018 at 4:30 p.m. Pisano highlighted a few of the items from the complete minutes, which can be found on page 17 of the March Board packet.

Suhay reiterated his desire that the RFP for the Youth Room be put out immediately after the City approves the project.

Aidenbaum mentioned that the Public Arts Board has offered its assistance with any selection of art for the children's garden portion of the Youth project.

The next meeting of the Building Committee will take place on Wednesday, April 11, 2018 at 4:30 p.m.

4. Library Report

Koschik and Craft highlighted key points of the complete report, which can be found on pages 19 to 34 of the March Board packet.

5. Liaisons

Friends of the Library: No report

Beverly Hills: No report

Bloomfield Hills: No report

6. Unfinished Business: None

7. New and Miscellaneous Business: Koschik presented the proposed budgets for FY 2018-2019 and FY 2019-2020. The complete budget report is on pages 35 to 48 of the March Board packet.



The budget request calls for a continuation of 1.1 mills from Birmingham for operating expenses, an additional 0.2983 mills in FY 2018-19 to begin pre-funding the Youth Services expansion and renovation, and an additional 0.2819 mills in FY 2019-20 to continue funding the Youth project.

Featured in the budget are:

- Continued strong support for programs, collections, and technology
- Modest pay increases
- New part-time Youth Librarian position
- New part-time Adult Services intern position
- More marketing and publicity efforts
- Equipment and supplies for the Idea Lab
- Furniture, carpet, painting, and electrical improvements in parts of the building not covered by the long-range building plan (Lower level, Grand Hall, and second floor)
- More extensive furniture and carpet cleaning
- Potentially, a new integrated library system to handle Baldwin's circulation, cataloging, acquisitions, and online catalog

Suhay requested that the budget presentation be sent electronically to the Board members. Aidenbaum asked whether the modest pay raises were linked to COLA or merit. Koschik stated that the increases are based upon annual performance reviews. Tera mentioned that the Director's salary is in the middle of the range of comparable libraries and asked where other positions in the library fell relative to comparable libraries. Koschik stated salaries at BPL are somewhat lower than at comparable libraries, especially at the lower ends of ranges. Therefore, this year employees in the lower half of their salary ranges will receive higher percentage increases than employees in the upper half of their salary ranges. Pisano mentioned the increased competition for skilled personnel in light of the stronger economy and the need to retain trained valuable employees. Tera reminded the Board that, during the Great Recession, there were holds at Baldwin on salaries as well as various cuts in response to the collapsing economy. Today, he believes we have one of the finest libraries in Michigan, and we need to compensate our staff accordingly, while maintaining fiscal discipline. Finally, Suhay asked that the updated aerial rendering of the Youth Services expansion and the children's garden be sent to the Board.

Tera then read the motion on page 47 in its entirety.

Motion: To approve the budget as stated in the budget resolution on page 47 of the March Board packet.

1st Tera

2nd Aidenbaum

Yays: Pisano, Mark, Tera, Aidenbaum, Underdown and Suhay.

Nays: None.

Absent and excused: None.

The motion was approved unanimously.

Aidenbaum mentioned an article she had read regarding a fire started by a 3D printer and sought assurance that Baldwin was covered in that regard. Craft reiterated the safety measures taken by BPL.



8. Items Removed from the Consent Agenda: No items had been removed.
9. Information Only: See pages 49 - 70 of the March Board packet.
10. Adjournment

Motion: To adjourn the meeting.

1st Mark

2nd Pisano

Yea: Pisano, Mark, Tera, Aidenbaum, Underdown and Suhay.

Nays: None.

Absent and excused: None.

The motion was approved unanimously.

The meeting was adjourned at 8:42 p.m. The next regular meeting will take place on Monday, April 16, 2018 at 7:30 p.m.

Ashley Aidenbaum, Secretary

Date