



BALDWIN PUBLIC LIBRARY
MINUTES, REGULAR MEETING
February 19, 2018

1. Call to Order and Roll Call

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

Library Board present: Frank Pisano, Bob Tera, Ashley Aidenbaum, Jim Suhay, Melissa Mark, and Student Representative Chelsea Schaufler.

Absent and excused: David Underdown

Library Staff present: Doug Koschik, Library Director; Rebekah Craft, Associate Director.

Friends of the Library Liaison: Pam DeWeese.

Contract community representatives present: None

Member of the public present: Ethan Cronkite

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

2. Consent Agenda

Motion to approve the consent agenda.

1st Tera

2nd Pisano

A roll call vote was taken.

Yeas: Suhay, Pisano, Tera, Aidenbaum, and Mark.

Nays: None.

Absent and excused: Underdown

The motion was approved unanimously.

3. Board Reports and Special Announcements:

Suhay thanked staff for the well-received report on the proposed Youth Room expansion and renovation which was given at the City Commission's long-range planning session on January 27. He also commended staff for the very successful Battle of the Books at Seaholm High School on February 10.

Mark updated the Board on fundraising activities. An event will be held on May 22 at Rivage Day spa. October 19 is the date of the Library's next Books & Bites event, which will be called "A Novel Wine Tasting." A committee has formed to plan this event, with Jennifer Wheeler as the chair and Rebekah Craft as the staff liaison.

Ethan Cronkite, new part-time Adult Services Librarian, introduced himself to the Board.



Suhay introduced new Student Representative Chelsea Schaufler, who read an excerpt from her application essay. Schaufler's full application can be found on page 68 of the February Board packet. Mark commented positively on Schaufler's interview and noted that Chelsea will be providing ideas for teens to get more involved at the Library as well as working on a special project of her own choice to support the Library.

Pisano acknowledged the following staff anniversaries: Theresa Hart (22 years); Maria Williams (5 years); Dennis Kabel (5 years); and Wesleyann Johnson (1 year).

Craft mentioned a few of BPL's upcoming events of interest, which can be found on page 69 of the February Board packet.

Suhay invited the Friends of the Library Liaison, Pam DeWeese, to speak. DeWeese mentioned that, from July through January, the Friends raised \$5,285 from sales at the Circulation Desk. The Friends are preparing for the Books, Bags, and Bagels fundraising event scheduled for March 18. The Friends are going to run a book-scanning trial to investigate selling books online. Two new people have joined the FOL Board: Mark Lyles and Ryndee Carney. Carney will investigate how to better utilize social media to support the Friends. The Friends currently have 357 members.

Board Committee Reports:

Finance Committee: The Finance Committee met on February 14. Notes from that meeting can be found on page 12 of the February Board packet. Pisano reported that the budget continues to track well. The next meeting of the Finance Committee will take place on March 12 at 4:30 p.m.

Koschik stated that he and Craft met with City Manager Joe Valentine and Finance Director Mark Gerber to review the Library's proposed FY 2018-19 and FY 2019-20 budgets. The Library Board's formal budget hearing will take place at the March 19 Board meeting. The City of Birmingham's budget hearing will be held on April 28.

Building Committee: Pisano reported that the Building Committee met on February 7. Complete minutes of this meeting can be found on pages 15-16 of the February Board packet. The next meeting of the Building Committee will take place on March 7 at 4:30 p.m.

Suhay noted that Youth Department services and programs will continue to be available even when the Youth Room is closed for renovation in 2019-20.

Tera commented on the test furniture configuration currently in the Harry Allen Room and praised Board members and staff for being proactive in furniture selection.

4. Library Report:

Koschik highlighted changes to Bloomfield Township Public Library's borrowing privileges for Birmingham residents. He also discussed updates to the Library's self-check machines and the temporary deactivation of Envisionware software on Baldwin's public computers.



Mark asked why deliveries from BTPL to BPL can sometimes take up to two weeks. Koschik stated that though items are picked up several times each week from both libraries, the sorting process at the TLN warehouse can take as long as two weeks.

Tera asked if Baldwin has representation on The Library Network's governing board. Koschik said that, as Baldwin's representative, he votes for members of the TLN Board. Koschik reminded the Board that, during the Adult Services renovation, Baldwin arranged for weekly courier service between Baldwin and Bloomfield Township two times per week, for which Baldwin paid an extra charge.

Commander Scott Grewe, of the Police Department, gave active shooter training to Baldwin employees at the Library's staff development day in September. On February 8 and 12, he provided more extensive training to all City of Birmingham staff. The lessons included barricading yourself in a space, hiding behind a thick door or solid wall, escaping through an alternate exit, attacking the shooter physically, and throwing common items (coffee mugs, books, etc.) at the shooter to distract and disable him.

Craft highlighted a few of the other items in the Library Report, including Battle of the Books, marketing projects, emergency bags, and Black History Month programming.

Additional details of the Library Report can be found on pages 34—43 of the February Board packet.

5. Liaisons:

Beverly Hills: There was no report.

Bloomfield Hills: There was no report.

6. Unfinished Business: None.

7. New and Miscellaneous Business: None.

8. Information Only: See pages 52-69 of the February Board packet.

9. Adjournment

Motion to adjourn the meeting.

1st Mark

2nd Tera

Yeas: Suhay, Pisano, Tera, Aidenbaum, and Mark.

Nays: None.

Absent and excused: Underdown

The motion was approved unanimously. The meeting was adjourned at 8:30 p.m. The next regular meeting will be on Monday, March 19, 2018 at 7:30 p.m.