



BALDWIN PUBLIC LIBRARY
MINUTES, REGULAR MEETING
April 16, 2018

1. Call to Order and Roll Call

The meeting was called to order by James Suhay at 7:31 p.m.

Library Board present: Frank Pisano, Bob Tera, Ashley Aidenbaum, Jim Suhay, David Underdown, and Melissa Mark

Absent: Student Representative Chelsea Schaufler

Library Staff present: Doug Koschik, Library Director; Rebekah Craft, Associate Director; Maria Williams, Head of Adult Services; and Paul Gillin, Administrative Assistant

Friends of the Library Liaison: Pam DeWeese, President

Contract community representatives present: None

Members of the public present: None

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

2. Consent Agenda

Motion to approve the consent agenda.

1st Underdown

2nd Mark

A roll call vote was taken.

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

Nays: None

Absent and excused: None

The motion was approved unanimously.

3. Board Reports and Special Announcements: Suhay and Underdown expressed their appreciation for the volunteer appreciation luncheon held on Saturday, April 14, 2018.

Williams updated the Board on her and Stephanie Klimmek's participation in the March 2018 Public Library Association Conference in Philadelphia. See pages 35 to 37 of the April Board packet for their complete reports.

Mark updated the Board on the upcoming fundraising event at Rivage Day Spa. This is the first event of a three-pronged strategy to raise funds for the Youth Services expansion and renovation; the second is Books and Bites; and the third is a letter campaign.



Next, Pisano acknowledged the following staff anniversaries: Bell (3 years); Bolivar (3 years); Crawford (3 years); Cronkite (3 years), Fisher (3 years), Fritz-Gvozdich (9 years); Glenn (6 years); Kasparian (21 years); and Ziolkowski (3 years).

Craft mentioned a few of BPL's upcoming events of interest, which can be found on page 70 of the April Board packet.

Board Committee Reports:

Finance Committee: Tera reported that the Committee met on April 9, 2018 and that the FY 2017-2018 Budget continues to track well. Complete minutes of this meeting are on pages 14 of the April Board packet. Tera mentioned that the millages supporting Baldwin's contracts with Beverly Hills and Bloomfield Hills will be up for renewal in 2020. He noted that we need to support those communities' efforts to renew the millages. Aidenbaum asked if there were any reasons to suspect difficulty in renewing the millages. Koschik does not think there is, for the Library has good relationships with both of the communities, but the renewals are two years in the future, so it is hard to predict. The next meeting of the Finance Committee will take place on May 14, 2018 at 4:30 p.m.

Building Committee: Pisano said that the revised minutes from the Committee's March 7, 2018 meeting are on page 25 of the April Board packet. The Building Committee met again on April 11, 2018 at 4:30 p.m. Complete minutes of this meeting can be found on page 26 of the April Board packet. Pisano also talked about the recent meetings of the Grand Hall subcommittee. It has made progress in planning upgrades to carpet and furniture in the room. Tera expressed his desire that the furniture in the Grand Hall stay remain in the traditional style. The Board agreed. The next meeting of the Building Committee will take place on May 1, 2018 at 4:30 p.m.

4. Library Report:

Koschik highlighted a few major points of interest from the key metrics dashboard on page 30 of the April Board packet. There was some discussion sparked by Mark and Aidenbaum about the usage and goals of the self-check machines: Is the goal to maximize use of the machines or simply to make sure the service is available and easy to use? Koschik responded that it is merely a service option; the Library does not wish to deprive patrons of quick and friendly service at the Circulation Desk, should they prefer that. Craft spoke about recent marketing and staffing endeavors, as well as other topics of interest. Additional details of the Library Report can be found on pages 30 to 45 of the April Board packet.

5. Liaisons:

Friends of the Library: DeWeese thanked the Library for the volunteer luncheon. March was a banner month for the Friends. Sales of books near Circulation were over \$1,000, and the Books, Bags, and Bagels event was a great success as well. DeWeese also mentioned the upcoming book sale (on May 4-7) and the need for volunteers to help set up and take down the sale.

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 47 to 70 of the April Board packet.
9. Adjournment

Motion to adjourn the meeting.

1st Underdown

2nd Mark

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

Nays: None

Absent and excused: None

The motion was approved unanimously. The meeting was adjourned at 8:51 p.m. The next regular meeting will be on Monday, May 21, 2018 at 7:30 p.m.

Ashley Aidenbaum, Secretary

Date

APPROVED