



BALDWIN PUBLIC LIBRARY
MINUTES, REGULAR MEETING
June 18, 2018

1. Call to Order and Roll Call

The meeting was called to order by Secretary Ashley Aidenbaum at 7:30 p.m.

Library Board present: Frank Pisano, Ashley Aidenbaum, David Underdown, Melissa Mark and Student Representative Chelsea Schaufler.

Absent and excused: Jim Suhay and Bob Tera.

Library Staff present: Doug Koschik, Library Director; Rebekah Craft, Associate Director; Megan Novak, Adult Services Intern; and, Paul Gillin, Administrative Assistant.

Friends of the Library Liaison: Ryndee Carney, Board Member, Friends of Baldwin Public Library

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

Members of the public present: Kyle Haning, Library Design Associates.

Aidenbaum asked Schaufler 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.

Yeas: Pisano, Underdown, Aidenbaum and Mark.

Nays: None.

Absent and excused: Suhay and Tera.

The motion was approved unanimously.

3. Board Reports and Special Announcements:

Aidenbaum asked Novak to step forward and introduce herself to the Board. Novak spoke briefly about her background and interest in libraries.

Schaufler updated the Board on her Library service project. She focused on two things: a concert event inspired by the Libraries Rock theme of this year's summer reading and an event built around kindness toward animals. Mark asked if either event was more appealing to her than the other; she stated that the concert would probably get more teens involved, but she remains interested in doing both. Mark and Aidenbaum offered support and suggested tying the project(s) in with other Library events or activities.



Mark provided an update on fundraising activities. The Rivage Day Spa event on May 22 was attended by 65 people and made good progress toward the goal of raising \$100,000. Letters are being sent to people who could not attend the May 22 event, offering them ways to support the Youth renovation project. Mark will investigate grants as well, and Aidenbaum offered to assist. Mark then spoke about the Books and Bites event on October 19, and mentioned a plan to do a mass mailing to those persons associated with the Library for solicitation of funds.

Next, Pisano acknowledged the following staff anniversaries: Gantz (16 years); O'Brien (17 years); Rothley (4 years); and, Smith (15 years).

Craft mentioned a few of BPL's upcoming events of interest, which can be found on page 126 of the June Board packet.

Board Committee Reports:

Finance Committee: Pisano reported that the Committee met on June 11, 2018 and that the FY 2017-2018 Budget continues to track well. Changes in allocations of some Trust assets were recommended by Raymond James and approved by the Finance Committee. Pisano also spoke about a few changes in the assumptions used by the City for the defined benefit plans. Complete minutes of this meeting are on pages 14 of the June Board packet. The next meeting of the Finance Committee will take place on July 9, 2018 at 4:30 p.m.

Building Committee: Pisano reported that the Building Committee met on May 29, 2018 and June 12, 2018 at 4:30 p.m. Complete minutes and notes of these meetings can be found on pages 17-18 of the June Board packet. The next meeting of the Building Committee will take place on August 1, 2018 at 4:30 p.m.

Motion: To approve the issuance of a Request for Proposals (RFP) for design development, construction drawings, bidding, and construction administration, based on a draft, on page 19, for the proposed expansion and renovation of the Youth Services section of the Baldwin Public Library, conditioned on review and approval by the City.

1st Pisano

2nd Mark

Yeas: Pisano, Underdown, Aidenbaum and Mark.

Nays: None.

Absent and excused: Suhay and Tera.

The motion was approved unanimously.

Motion: To approve a contract to purchase carpet and furniture from Library Design Associates for the Grand Hall and Harry Allen Room in the amount of \$127,231, as listed on Library Design Associates proposal P-26489.3, dated 6/13/18.

1st Pisano

2nd Underdown

Mark mentioned that the Committee met numerous times. The original cost estimate of the project was \$173,000, but the project was eventually scaled back to \$127,231. During that process, only Library Design Associates submitted a complete quote. Underdown asked Haning to speak. Haning outlined



the experience and strengths of Library Design Associates and mentioned its long-term relationship with BPL.

A vote was taken:

Yeas: Pisano, Underdown, Aidenbaum and Mark.

Nays: None.

Absent and excused: Suhay and Tera.

The motion was approved unanimously.

4. Library Report:

Koschik mentioned a few items from the Library Report, which can be found on pages 83-97 of the June Board packet:

- The recent visit by the spring 2018 class of the Citizens Academy
- The Rocks' sponsorship of the 2018 Books & Bites
- Auction donations from Paper Source and Pickle and Penguin in support of Books & Bites
- The Eick Family's continued support of the flower bed in front of the Library

Craft highlighted a few additional items of interest. She noted that Jeff Jimison, from the Idea Lab, created a StairsPiano, which was very popular at the summer reading open house on June 15.

5. Liaisons:

Friends of Baldwin Public Library: Craft introduced Ryndee Carney, a new board member of the Friends who is spearheading their social media efforts.

Beverly Hills: Pisano mentioned that he would like to meet with Peddie and the Beverly Hills Village Council to talk about the upcoming 2020 millage vote. Peddie expressed her interest in having such discussion and will bring it up at the next Council meeting.

Bloomfield Hills: There was no report.

6. Unfinished Business: There was no unfinished business.

7. New and Miscellaneous Business:

Koschik describe the details of the proposed Library Card Policy as outlined on page 128 of the June Board Packet. He described it as a limited change concerning elimination of the limits on the number of toys and puppets that can be checked out by Birmingham and contract community residents.

Motion: To approve changes to the Library Card Policy as listed on page 128 of the June Board Packet.

1st Pisano

2nd Underdown

Yeas: Pisano, Underdown, Aidenbaum and Mark.

Nays: None.

Absent and excused: Suhay and Tera.

The motion was approved unanimously.



8. Information Only: See pages 99-126 of the June Board packet.

9. Adjournment

Motion: To adjourn the meeting.

1st Underdown

2nd Mark

Yeas: Pisano, Underdown, Aidenbaum and Mark.

Nays: None.

Absent and excused: Suhay and Tera.

The motion was approved unanimously. The meeting was adjourned at 8:32 p.m. The next regular meeting will be on Monday, August 20, 2018 at 7:30 p.m.

Ashley Aidenbaum, Secretary

Date

DRAFT