Baldwin Public Library
Library Board of Directors

Library Board Meeting

June 18, 2018

James W. Suhay, President
Bob Tera, Vice President
Ashley Aidenbaum, Secretary
   Melissa Mark
   Frank Pisano
   David Underdown

Doug Koschik, Library Director
Baldwin Public Library

Mission
The Baldwin Public Library enriches Birmingham and participating communities by providing opportunities and resources for individuals of all ages and backgrounds to learn, connect and discover.

Vision
The Baldwin Public Library will be an essential resource for the community and its first choice for accessing the world's knowledge.

Core Values
We are committed to:
♦ Intellectual Freedom
♦ Equitable and Inclusive Access
♦ Education and Learning
♦ Welcoming Environment
♦ Integrity
♦ Partnerships
♦ Excellence

Adopted October 2010
# Baldwin Public Library Board

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Baldwin Public Library Board Meeting
Monday, June 18, 2018 at 7:30 p.m.
Rotary Tribute & Donor Rooms

Agenda
The full Board packet is available online at www.baldwinlib.org on the Friday preceding the meeting. This is an open meeting. All members of the public are invited to attend.

Call to order, pledge of allegiance, reading of the Library’s mission statement, and establishment of a quorum.

I. Consent Agenda
All items on the consent agenda are considered routine and will be enacted by one motion and approved by a roll call vote. There will be no discussion of these items unless a Board member or a citizen so requests, in which case the item will be removed from the general order of business and considered as the last item under new business.

A. Approval of May 21, 2018 minutes
B. Approval of May 2018 vendor payments in the amount of $102,486.46, including payments in excess of $6,000
C. Approval of total expenses in the amount of $263,843.66

II. Board Reports and Special Announcements
A. President’s report
B. Board comments
C. Staff Introduction – Meghan Novak, Adult Service Library Science Intern
D. Service Project Update – Student Representative Chelsea Schauffler
E. Fundraising update (Melissa Mark)
F. Staff Anniversaries (Frank Pisano)
G. Upcoming events of interest (Rebekah Craft)

III. Board Committee Reports
A. Finance Committee (Bob Tera)
B. Building Committee (Frank Pisano)

Suggested 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.
Grand Hall Carpeting & Furniture Update

Suggested Motion will be provided on the evening of June 18.

IV. Library Report

V. Liaisons
   A. Friends of the Baldwin Public Library (Ryndee Carney)
   B. Beverly Hills (Lee Peddie, Mayor Pro Tem, Beverly Hills Village Council)
   C. Bloomfield Hills (Susan McCarthy, Mayor Pro Tem, Bloomfield Hills City Commission)

VI. Unfinished Business

VII. New & Miscellaneous Business
   A. Library Card Policy update
      Suggested motion: To approve changes to the Library Card Policy as listed on page 128 of the June Board Packet.

VIII. Items Removed from Consent Agenda

IX. Information Only
   A. BPL Adult Summer Reading Program Flier
   B. BPL Teen Summer Reading Program Flier
   C. BPL Youth Summer Reading Program Flier
   D. BPL Youth Summer Reading Game Card: Read to Me
   E. BPL Youth Summer Reading Game Card: Grades 1-3
   F. BPL Youth Summer Reading Game Card: Grades 4-6
   G. BPL Computer & Tech Classes Flier
   H. Friends of the Baldwin Public Library Promotional Bookmarks
   I. Eccentric article “Downtown Birmingham district home for sale comes with 138 years of history”
   J. Downtown Publications article “Michael Smith”
   K. Downtown Publications article “Birmingham commissioners okay new budget”
   L. Bridge magazine article “Opinion | A librarian in every Michigan school? Lawmakers make the case”
   M. Upcoming events of interest

X. General Public Comment Period
   The Library Board values public meetings and welcomes your comments on Library issues. The Board respectfully asks that comments be made as concisely as possible. We welcome your comments but cannot debate items not on the agenda.
XI. **Adjournment**

Next regular meeting of Library Board: Monday, July 16, 2018 at 7:30 p.m.

**Suggested motion:** To adjourn the June 18 Board Meeting.

Persons with disabilities that may require assistance for effective participation in this public meeting should contact the Library at the number (248) 647-1700 or (248) 644-5115 (for the hearing impaired) at least one day before the meeting to request help in mobility, visual, hearing, or other assistance.

Las personas con incapacidad que requieren algún tipo de ayuda para la participación en esta sesión pública deben ponerse en contacto con la oficina del escribano de la biblioteca en el número (248) 647-1700 o al (248) 644-5115 (para las personas con incapacidad auditiva) por lo menos un día antes de la reunión para solicitar ayuda a la movilidad, visual, auditiva, o de otras asistencias. (Title VI of the Civil Rights Act of 1964).
1. **Call to Order and Roll Call**

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

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

Absent and excused: None.

Library Staff present: Doug Koschik, Library Director; Rebekah Craft, Associate Director; Josh Rouan, Technical Services Coordinator; Syntha Green, Youth Librarian; and, Paul Gillin, Administrative Assistant.

Friends of the Library Liaison: Judy Vindici, member of the Friends of the Baldwin Public Library Board

Contract community representatives present: None present.

Members of the public present: None present.

Suhay asked Schaufler 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 mentioned that the Celebrate Birmingham Parade on May 20 had been a great success, with thirty people and four dogs participating. He thanked all of them.

Pisano acknowledged the diversity breakfast held on May 3, 2018, and praised Maria Williams for her recognition as a Diversity Champion.

Green introduced herself to the Board and provided a few highlights of her experience prior to joining the Library as a part-time Youth Librarian; the Board welcomed Green to the BPL staff.

Mark provided an update on the Rivage Day Spa event to be held on Tuesday, May 22, 2018. She mentioned other fundraising endeavors as well, including a letter campaign, naming rights, and the
Books and Bites event on October 19, 2018.

Next, Pisano acknowledged the following staff anniversaries: Jennings (1 year); Konchel (16 years); Stroker (1 year); and, Weeks (3 years).

Craft mentioned a few of BPL’s upcoming events of interest, which can be found on page 98 of the May Board packet.

Board Committee Reports:

Finance Committee: Tera reported that the Committee met on May 14, 2018, and that the FY 2017-2018 budget continues to track well. He noted that the Friends book sale on May 4-7 had netted nearly $11,000. Complete minutes of this meeting are on pages 14-16 of the May Board packet. Mark acknowledged the tremendous and generous contributions of the Friends; Vindici mentioned that the group of volunteers who comprise the Friends are an incredibly dedicated, industrious group. The next meeting of the Finance Committee will take place on June 11, 2018 at 4:30 p.m.

Building Committee: Pisano reported that the Building Committee met on May 1, 2018 at 4:30 p.m. Complete minutes and notes of this meeting and revised minutes from the April 11, 2018 meeting can be found on pages 26-27 of the May Board packet. Mark acknowledged the efforts of Janelle Boyce in helping us select carpet and furniture for the Grand Hall. The next meeting of the Building Committee will take place on June 12, 2018 at 4:30 p.m.

4. Library Report:

Craft highlighted a few items of interest from the Library Report, which can be found on pages 31-47 of the May Board packet.

5. Liaisons:

Friends of Baldwin Public Library: Vindici commended Deb Mohatarem for her excellent job running the book sale. Then she noted that the Friends made approximately $29,000 from book sales last year, and that the Board voted, on May 8, to give the Library $24,695 to fund its wish list.

Beverly Hills: There was no report.

Bloomfield Hills: There was no report.

6. Unfinished Business:

Aidenbaum updated the Board on the efforts to secure a replacement sculpture for the southwest corner of the Library lawn and presented the following resolution:
Motion: To approve the Open Call for Public Art that the Birmingham Public Arts Board has compiled and that can be found on page 101 of the May 2018 Board packet, and to recommend that the Public Arts Board issue this Open Call.

1st Aidenbaum
2nd Underdown

Yeas: Suhay, Pisano, Tera, Underdown, Aidenbaum and Mark.
Nays: None.
Absent and excused: None.

7. New and Miscellaneous Business: Selection of new ILS.

Rouan gave a presentation, first detailing Baldwin’s acquisition process. Then he touched on the ways the ILS (integrated library system) impacts the patron. He presented the case for a change in our ILS vendor, listing problems with our existing system. Next, Rouan reviewed the six contenders who were considered, and explained why Innovative Interfaces Incorporated’s (III) Polaris system was selected as the top choice.

Suhay asked if the inability of the patron to place new holds would be the only major inconvenience to the patron during the transition process, and Rouan said yes. Pisano asked if this information would be communicated to the patrons and was assured it would be. Aidenbaum asked if we had any leverage to get improvements from SirsiDynix, the Library’s current vendor, before we switch to Polaris; Rouan was not hopeful that any improvements would be forthcoming. Aidenbaum also asked about the financial health of III. Rouan stated that SirsiDynix and III are the two main players in the public library ILS field; furthermore, his research revealed SirsiDynix has roughly ten times as many libraries migrating away from them than III. Underdown asked if the contract met the City’s requirements and was told that the City’s lawyer was comfortable with the changes III had asked for. Koschik then described a few additional features that had not been included in the RFP but are desirable. He requested funding for those.

Tera inquired when we had decided to explore a new provider. It was first considered over a year ago but tabled due to other undertakings at the Library. When Rouan assumed his position at the end of 2017, it was decided to move forward again. Tera was satisfied that this decision was a carefully considered one.

Motion: To select III Polaris as Baldwin’s new integrated library system vendor and to sign a contract, as specified in the RFP, for a period of three years, in the total amount of $173,920, to be paid out of account 830.0200 (ILS Services), and to authorize the Library Director to negotiate specified add-on items for a one-time not-to-exceed amount of $16,000 and an annual not-to-exceed amount of $11,000.

1st Pisano
2nd Underdown

Yeas: Suhay, Pisano, Tera, Underdown, Aidenbaum and Mark.
Nays: None.
Absent and excused: None.
8. **Information Only:** See pages 49-98 of the May Board packet.

9. **Adjournment**

Motion to adjourn the meeting.

1st Tera
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 9:09 p.m. The next regular meeting will be on Monday, June 18, 2018 at 7:30 p.m.

Ashley Aidenbaum, Secretary

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Total: 102,486.46

I hereby certify that each of the above invoices are true and correct.

________________________, 20____
Executive Library Director

Allowance of Vouchers

The Library Board of Directors of the Baldwin Public Library has examined the claims listed on the foregoing Register of claims and except for claims not allowed as shown on the Register such claims are hereby approved and dated in accordance with MCL 397.210a and the Birmingham City Charter.

Secretary of the Baldwin Public Library Board
BOARD COMMITTEE REPORTS

Finance Committee
Building Committee
June Finance Committee Report

The Baldwin Public Library Board’s Finance Committee met on Monday, June 11, 2018, at 4:30 p.m. in the Delos Board Room. Present were Frank Pisano, Jim Suhay, Bob Tera, Doug Koschik, Rebekah Craft, and Ron Carpenter.

- Koschik gave an update on the FY 2017-18 budget. After eleven months, the budget is tracking well. Large expenditures for May included payments to Southern Computer Warehouse for iPads, laptops, and software; and a payment to Design Industry, LLC for yearly maintenance of the automated sorting machine.
- Craft discussed May Trust made expenditures with the Friends of the Baldwin Public Library’s funds.
- Ron Carpenter, of Raymond James, updated the Committee on the investments with the Library Trust.
  - In the Endowment Funds account, the Committee agreed to reallocate $51,000 from Gabelli Small Cap to J. Hancock Regional Bank ($40,000) and T. Rowe Price International Discovery ($11,000); and to reallocate $43,000 from Dodge & Cox International Stock into Thornburg International Growth I.
  - In the General Trust account, the Committee agreed to reallocate $17,000 from Federated Strategic Income Fund Class C to Dreyfus Equity.
- Pisano reported on the Retirement Investment and Birmingham Retirement Fund meetings he attended.
- The next meeting of the Finance Committee will take place on Monday, July 9, 2018, at 4:30 p.m.
FINANCIAL REPORT: May 2018

This report references the Revenue and Expense Report 2017-18, found on the following page. At 91.7% of the way through fiscal year 2017-2018, the Library has spent 87.5% of its budget and received 93.5% of its revenue. By this point of the year, the Library was budgeted to have spent 88.6% of its budget and to have received 92.4% of its revenue. Payment was made to Design Industry, LLC for repair made to the Circulation sorter ($7,180.42) and to Southern Computer Warehouse for Microsoft laptops, tablets, inventory control software and Apple iPads ($9,581.26).

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<td>Midwest Tape</td>
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</tr>
<tr>
<td>Overdrive, Inc.</td>
<td>$13,450.13</td>
</tr>
<tr>
<td>Southern Computer Warehouse</td>
<td>$9,581.26</td>
</tr>
</tbody>
</table>

Total vendor payments in excess of $6,000 $67,953.24

Balance of vendor payments less than $6,000 $34,533.22

Total vendor payments $102,486.46

City of Birmingham allocations:

<table>
<thead>
<tr>
<th>Allocation</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Payroll Period 4/22-5/5</td>
<td>$70,993.41</td>
</tr>
<tr>
<td>Payroll Period 5/6-5/19</td>
<td>$72,505.00</td>
</tr>
<tr>
<td>Employee Health Care Payroll Deduction</td>
<td>($624.16)</td>
</tr>
<tr>
<td>Fixed Past Retirement Cost</td>
<td>$2,937.75</td>
</tr>
<tr>
<td>Fixed Past Retirement Health Care Cost</td>
<td>$6,929.92</td>
</tr>
<tr>
<td>Beier Howlett</td>
<td>$462.50</td>
</tr>
<tr>
<td>BS&amp;A Software Charge</td>
<td>$248.19</td>
</tr>
<tr>
<td>Administrative Services</td>
<td>$8,740.83</td>
</tr>
<tr>
<td>MML Insurance Premium</td>
<td>$380.83</td>
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</table>

Total City of Birmingham allocations $162,574.27

Reconciling Adjustments:

<table>
<thead>
<tr>
<th>Adjustment</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Friends Book Sale Credit Card Charges-Reimbursed Friends in April</td>
<td>($1,134.00)</td>
</tr>
<tr>
<td>Trust Credit Card Payment for Teen Babysitter Training-To be Transferred to Trust</td>
<td>($83.07)</td>
</tr>
</tbody>
</table>

Total expenses for the month $263,843.66
## REVENUES

<p>| Amended Current Current Y-T-D Y-T-D % Received/ | Prior year % Received/ |</p>
<table>
<thead>
<tr>
<th>2017-18 Month Budget Month Actual For Month Actual For Y-T-D Spent</th>
<th>Y-T-D Spent</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>REVENUES</strong></td>
<td></td>
</tr>
<tr>
<td><strong>TAXES</strong></td>
<td></td>
</tr>
<tr>
<td>$3,118,390</td>
<td>$3,111,802</td>
</tr>
<tr>
<td>($15,000)</td>
<td>($13,750)</td>
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<tr>
<td><strong>PROVISION FOR TAX LOSS</strong></td>
<td></td>
</tr>
<tr>
<td>$1,027,000</td>
<td>$1,155,500</td>
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<tr>
<td><strong>LOCAL GRANTS</strong></td>
<td></td>
</tr>
<tr>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td><strong>COMMUNITY CONTRACTS</strong></td>
<td></td>
</tr>
<tr>
<td>$875,910</td>
<td>$656,933</td>
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<tr>
<td><strong>PATRON USE REVENUE</strong></td>
<td></td>
</tr>
<tr>
<td>$995,350</td>
<td>$8,000</td>
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<tr>
<td><strong>INVESTMENT INCOME</strong></td>
<td></td>
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<tr>
<td>$11,000</td>
<td>$900</td>
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<tr>
<td><strong>TOTAL REVENUE</strong></td>
<td></td>
</tr>
<tr>
<td>$4,188,350</td>
<td>$3,811,023</td>
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</tbody>
</table>

## EXPENSES

<p>| Amended Current Current Y-T-D Y-T-D % Received/ | Prior year % Received/ |</p>
<table>
<thead>
<tr>
<th>2017-18 Month Budget Month Actual For Month Actual For Y-T-D Spent</th>
<th>Y-T-D Spent</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>EXPENSES</strong></td>
<td></td>
</tr>
<tr>
<td><strong>PERSONNEL SERVICES</strong></td>
<td></td>
</tr>
<tr>
<td>$2,098,060</td>
<td>$1,829,562</td>
</tr>
<tr>
<td><strong>SUPPLIES</strong></td>
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</tr>
<tr>
<td>$75,000</td>
<td>$68,750</td>
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<tr>
<td><strong>CONTRACTED SERVICES</strong></td>
<td></td>
</tr>
<tr>
<td>$2,959,900</td>
<td>$270,750</td>
</tr>
<tr>
<td><strong>TECHNOLOGY &amp; MAINTENANCE</strong></td>
<td></td>
</tr>
<tr>
<td>$1,360,000</td>
<td>$123,000</td>
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<tr>
<td><strong>UTILITIES</strong></td>
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</tr>
<tr>
<td>$59,070</td>
<td>$87,500</td>
</tr>
<tr>
<td><strong>OTHER CHARGES</strong></td>
<td></td>
</tr>
<tr>
<td>$59,070</td>
<td>$57,000</td>
</tr>
<tr>
<td><strong>BUILDING IMPROVEMENTS &amp; FURNISHINGS</strong></td>
<td></td>
</tr>
<tr>
<td>$1,600,000</td>
<td>$135,000</td>
</tr>
<tr>
<td><strong>COLLECTIONS</strong></td>
<td></td>
</tr>
<tr>
<td>$560,200</td>
<td>$514,000</td>
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<tr>
<td><strong>TOTAL EXPENSES</strong></td>
<td></td>
</tr>
<tr>
<td>$3,483,320</td>
<td>$3,085,562</td>
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</table>

## VARIANCE

<table>
<thead>
<tr>
<th>Current Current Y-T-D Y-T-D</th>
<th>Prior Y-T-D</th>
</tr>
</thead>
<tbody>
<tr>
<td>($705,030)</td>
<td>($2,951,970)</td>
</tr>
<tr>
<td>($271,281)</td>
<td>($14,727)</td>
</tr>
<tr>
<td>($256,554)</td>
<td>$785,461</td>
</tr>
<tr>
<td>($14,727)</td>
<td>$868,945</td>
</tr>
<tr>
<td>($83,484)</td>
<td></td>
</tr>
</tbody>
</table>

**FUND BALANCE-BEGINNING OF YEAR**

$460,986

**FUND BALANCE-CURRENT YEAR**

$1,329,931

The fund balance should be not less than 25% of annual operating expenditures and not more than 35% of annual expenditures, except when the Library is building a fund balance in support of specific non-recurring projects.
MINUTES OF MEETING ON 05.29.2018

RE: BALDWIN PUBLIC LIBRARY
    BIRMINGHAM, MICHIGAN

Subject: Baldwin Public Library Building Committee

The Baldwin Library Building Committee meeting was called to order by Doug Koschik at 4:30 p.m., in the DeLos Board Room.

Present were:
Baldwin Public Library Building Committee members: Jim Suhay, Frank Pisano, David Underdown
Baldwin Public Library staff: Doug Koschik, Rebekah Craft

I. RFP for the Youth Services Expansion and Renovation
   1. Koschik reviewed the proposed timeline for the RFP for Design Development and Construction. The Committee made the following recommendations:
      a. The City Commission will vote on the RFP at its June 25 meeting.
      b. The RFP will be issued on June 26.
      c. A pre-bid meeting will be held on July 9.
      d. All bids will be due on July 30.
      e. The Library Board will select the winning firm at its special August 8 meeting.
      f. The City Commission will approve the recommended firm at its August 13 meeting.
   2. The Committee discussed renderings and budget estimates to be included with the RFP.
   3. Library staff will place renderings of the Youth Project in the lobby. Along with the renderings, they will place a flipchart to solicit project comments from patrons.

II. Fabric for the Grand Hall
    1. The Committee reviewed the fabric selections for the Grand Hall furniture.

III. Next meeting: The next Building Committee meeting will take place at 4:30 p.m. on Tuesday, June 12.
MINUTES OF MEETING ON 06.12.2018

RE: BALDWIN PUBLIC LIBRARY
BIRMINGHAM, MICHIGAN

Subject: Baldwin Public Library Building Committee

The Baldwin Library Building Committee meeting was called to order by Doug Koschik at 4:30 p.m., in the Jeanne Lloyd Board Room.

Present were:
Baldwin Public Library Building Committee members: Jim Suhay, Frank Pisano, David Underdown
Baldwin Public Library staff: Doug Koschik, Rebekah Craft, Maria Williams
Two members of the public

I. Carpet and furniture for Grand Hall
   1. Janelle Boyce presented fabric options for the Grand Hall. After some discussion, the Committee came to a final conclusion on the fabric selections. They will recommend that the Library Board approve the selections at its June 18 meeting.
   2. The Committee discussed the quotes for the project received from Janelle Boyce, Library Design, and ISCG. Boyce and Library Design will provide updated pricing based on the final fabric selections.

II. RFP for Youth Room Expansion & Renovation
   1. Koschik presented the draft RFP, and the Committee discussed its content, including timelines, budgetary numbers, drawings, and wording.
   2. The RFP will be presented to the Library Board for approval at the Board’s June 18 meeting and to the City Commission for approval at the Commission’s June 25 meeting.

III. Next meeting: There will be a Building Committee meeting on Wednesday, August 1, at 4:30 p.m. It is possible that there might be another meeting before then, but that will be determined later.
REQUEST FOR PROPOSALS
For Expansion and Renovation of Youth Services Section of Baldwin Public Library

Sealed proposals endorsed “EXPANSION AND RENOVATION OF YOUTH SERVICES SECTION OF BALDWIN PUBLIC LIBRARY”, will be received at the Administrative Office of the Baldwin Public Library, 300 West Merrill Street, Birmingham, Michigan, 48009; until 3:30 p.m. on Monday, July 30, 2018, after which time bids will be publicly opened and read.

Bidders will be required to attend a mandatory pre-bid meeting on Monday, July 9, 2018, at 1:00 p.m. at the Baldwin Public Library. Bidders must register for the pre-bid meeting by 4:00 on Friday, July 6, 2018, by contacting Associate Library Director Rebekah Craft at rebekah.craft@baldwinlib.org.

The Baldwin Public Library, in conjunction with the City of Birmingham, Michigan, is accepting sealed bid proposals from qualified professional firms to carry out design development, construction drawings, provide bid assistance and construction administration for the expansion and renovation of the Services section of the Baldwin Public Library, based on the conceptual/schematic design developed by Luckenbach Ziegelman Gardner. This work must be performed as specified in accordance with the specifications contained in this Request For Proposals (RFP).

The RFP, including the specifications, may be obtained online from the Michigan Intergovernmental Trade Network at http://www.mitn.info or at the Baldwin Public Library, 300 West Merrill St., Birmingham, Michigan, ATTENTION: Rebekah Craft, Associate Director.

The acceptance of any proposal made pursuant to this invitation shall not be binding upon the City until an agreement has been executed.

Submitted to MITN: June 26, 2018
Mandatory Pre-Bid Meeting: July 9, 2018
Deadline for Submissions: 3:30 p.m. on Monday, July 30, 2018
Contact Person: Rebekah Craft, Associate Director
300 W Merrill St.
Birmingham, MI 48009
Phone: 248.554.4682
Email: rebekah.craft@baldwinlib.org
REQUEST FOR PROPOSALS
For Expansion and Renovation of Youth Services Section of
Baldwin Public Library

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INTRODUCTION
For purposes of this request for proposals the City of Birmingham, Michigan (hereby known as “City”) and the Baldwin Public Library (hereby known as “Library”) will be referred to as “Client” and the private firm will hereby be referred to as “Architect.”

The Client is accepting sealed bid proposals from qualified professional firms to provide architectural services to carry out design development, construction drawings, provide bid assistance, and construction administration for the expansion and renovation of the Youth Services section of the Baldwin Public Library, based on the conceptual/schematic designs of January 27, 2018, included as Attachment E herein. This work must be performed as specified in accordance with the specifications outlined by the Scope of Work contained in this Request For Proposals (RFP).

During the evaluation process, the Client reserves the right, where it may serve the Client’s best interest to request additional information or clarification from proposers, or to allow corrections of errors or omissions. At the discretion of the Client, firms submitting proposals may be requested to make oral presentations as part of the evaluation.

It is anticipated the selection of a firm will be completed by August 13, 2018. An Agreement for services will be required with the selected Architect. A copy of the Agreement is contained herein for reference. Contract services will commence upon execution of the service agreement by the Library.

The Architect will work with the Library on the Design Development and Construction Drawing phases, with the City in a supportive role. The Architect will then work with the City during the Bidding and Construction Administration phases, with the Library in a supportive role.

REQUEST FOR PROPOSALS (RFP)
The purpose of this RFP is to request sealed bid proposals from qualified parties presenting their qualifications, capabilities and costs to provide architectural services to carry out design development, construction drawings, provide bid assistance and construction administration for the expansion and renovation of the Youth Services section of the Baldwin Public Library, based on the conceptual/schematic designs of January 27, 2018, included as Attachment E herein.

MANDATORY PRE-BID MEETING
Prior to submitting a bid, interested firms are required to attend a pre-bid meeting to conduct an on-site visit of the location and access to the project location to make inquiries about the RFP. The pre-bid meeting is scheduled for July 9, 2018, at 1:00 p.m. at the Baldwin Public Library.
INVITATION TO SUBMIT A PROPOSAL

Proposals shall be submitted no later than 3:30 p.m. on Monday, July 30, 2018 to:

Baldwin Public Library
Attn: Rebekah Craft
300 W. Merrill St.
Birmingham, Michigan 48009
rebekah.craft@baldwinlib.org

One (1) original and one (1) print copy and one (1) electronic copy, in PDF format, of the proposal shall be submitted. The two print copies of the proposal should be firmly sealed in an envelope, which shall be clearly marked on the outside, “EXPANSION AND RENOVATION OF YOUTH SERVICES SECTION OF BALDWIN PUBLIC LIBRARY.” Any proposal received after the due date cannot be accepted and will be rejected and returned, unopened, to the proposer. Proposer may submit more than one proposal provided each proposal meets the functional requirements.

INSTRUCTIONS TO BIDDERS

1. Any and all forms requesting information from the bidder must be completed on the attached forms contained herein (see Architect’s Responsibilities). If more than one bid is submitted, a separate bid proposal form must be used for each.

2. Any request for clarification of this RFP shall be made in writing and delivered to: Rebekah Craft, Associate Director, 300 W. Merrill St., Birmingham, MI 48009 or rebekah.craft@baldwinlib.org. Such request for clarification shall be delivered, in writing, no later than 5 days prior to the deadline for submissions. Responses will be shared with all bidders who signed in at the Pre-Bid Meeting.

3. All proposals must be submitted following the RFP format as stated in this document and shall be subject to all requirements of this document including the instruction to respondents and general information sections. All proposals must be regular in every respect and no interlineations, excisions, or special conditions shall be made or included in the RFP format by the respondent.

4. The contract will be awarded by the City and Library to the most responsive and responsible bidder with the lowest price and the contract will require the completion of the work pursuant to these documents.

5. Each respondent shall include in his or her proposal, in the format requested, the cost of performing the work. Municipalities are exempt from Michigan State Sales and Federal Excise taxes. The Baldwin Public Library is a sub-unit of the City of Birmingham, a tax-exempt municipal government located in Oakland County.
County. Do not include such taxes in the proposal figure. The Client will furnish the successful company with tax exemption information when requested.

6. Each respondent shall include in their proposal the following information: Firm name, address, city, state, zip code, telephone number, and fax number. The company shall also provide the name, address, telephone number and e-mail address of an individual in their organization to whom notices and inquiries by the City and Library should be directed as part of their proposal.

EVALUATION PROCEDURE AND CRITERIA
The evaluation panel will consist of members of the Baldwin Public Library Board of Directors and any other person(s) designated by the City who will evaluate the proposals based on, but not limited to 1) the ability to provide services as outlined, 2) related experience with similar projects, Architect background, and personnel qualifications, 3) quality of materials proposed, 4) overall costs, and 5) references. This review will consider the following criteria:

1. Experience and qualifications of the proposed team members, including interior design staff and partners, who will be assigned to the Project.
2. Experience and demonstrated ability in the design of libraries and similar public projects, with priority given to experience and ability in the design of libraries.
3. Demonstrated understanding of the expectations of Birmingham and/or similar communities that place high value on aesthetics of public spaces, as well as an understanding of the importance of the Library as part of Birmingham’s civic center.
4. Bid price for design development, preparation of construction documents, bidding assistance, and construction administration for the project.
5. Demonstrated performance in execution of projects on time and within budget.
6. Quality and completeness of proposal.

TERMS AND CONDITIONS
1. The Client reserves the right to reject any or all proposals received, waive informalities, or accept any proposal, in whole or in part, it deems best. The City and Library reserve the right to award the contract to the next most qualified Architect if the successful Architect does not execute a contract within ten (10) business days after the award of the proposal.

2. The Client reserves the right to request clarification of information submitted and to request additional information of one or more Architects.
3. The Client reserves the right to terminate the contract at its discretion should it be determined that the services provided do not meet the specifications contained herein. The Client may terminate this Agreement at any point in the process upon notice to Architect sufficient to indicate the Client’s desire to do so. In the case of such a stoppage, the Client agrees to pay Architect for services rendered to the time of notice, subject to the contract maximum amount.

4. Any proposal may be withdrawn up until the date and time set above for the opening of the proposals. Any proposals not so withdrawn shall constitute an irrevocable offer, for a period of ninety (90) days, to provide the services set forth in the proposal.

5. The cost of preparing and submitting a proposal is the responsibility of the Architect and shall not be chargeable in any manner to the Client.

6. Payment will be made within thirty (30) days after invoice has been accepted by the Client. Acceptance by the Client is defined as authorization by the designated Client representative to this project that all the criteria requested under the Scope of Work contained herein have been provided. Invoices are to be rendered each month following the date of execution of an Agreement with the Client.

7. The Architect will not exceed the timelines established for the completion of this project.

8. The successful bidder shall enter into and will execute the contract as set forth and attached as Attachment A.

9. The Client will own the final designs and documents prepared by the Architect as part of this RFP.

ARCHITECT’S RESPONSIBILITIES
Each bidder shall provide the following as part of their proposal:

1. All completed and signed forms requested for completion within this RFP.
   a. Bidder’s Agreement (Attachment B)
   b. Cost Proposal (Attachment C)
   c. Iran Sanctions Act Vendor Certification Form (Attachment D)
   d. Agreement (Attachment A - only if selected by the Client).

2. Provide a description of completed projects (including library projects) that demonstrate the firm’s ability to complete projects of similar scope, size, and purposed, and in a timely manner, and within budget.
3. Include a statement of design philosophy, especially in regards to public libraries in the 21st century.

4. Provide a description of the firm, including resumes and professional qualifications of the principals involved in administering the project, as well as all others associated with the firm that are assigned to the project and include names, titles, phone numbers, email addresses and assigned role for the project.

5. Provide a list of sub-architects and their qualifications, which include names, titles, phone numbers, email addresses and their respective role in this project as applicable.

6. Any changes in the staff members assigned to the project (principals, staff and/or others) shall be communicated to the Client in writing within two (2) business days.

7. Provide three (3) client references from past projects, include name of contact, title, and current phone number. At least two (2) of the client references should be for projects of a similar size and scope for a municipal client.

8. Provide a project timeline addressing each section within the Scope of Work and a description of the overall project approach. Include a statement that the Architect will be available according to the proposed timeline.

9. The Architect will be responsible for any changes necessary for the plans to be approved by the Client.

CLIENT RESPONSIBILITIES

1. The Client will provide a designated representative to work with the Architect to coordinate both the Client and the Architect’s efforts and to inspect and verify any work performed by the Architect. During the design development and creation of construction document phase, the lead agency will be the Library, and during the bidding and construction administration phase, the lead agency will be the City.

2. The Library will provide access to the building during regular business hours.

SETTLEMENT OF DISPUTES

The successful bidder agrees to certain dispute resolution avenues/limitations. Please refer to paragraph 17 of the Agreement attached as Attachment A for the details and what is required of the successful bidder.
INSURANCE
The successful bidder is required to procure and maintain certain types of insurances. Please refer to paragraph 12 of the Agreement attached as Attachment A for the details and what is required of the successful bidder.

CONTINUATION OF COVERAGE
The Architect also agrees to provide all insurance coverages as specified. Upon failure of the Architect to obtain or maintain such insurance coverage for the term of the agreement, the City and Library may, at their option, purchase such coverage and subtract the cost of obtaining such coverage from the contract amount. In obtaining such coverage, the Client shall have no obligation to procure the most cost effective coverage but may contract with any insurer for such coverage.

EXECUTION OF CONTRACT
The bidder whose proposal is accepted shall be required to execute the contract and to furnish all insurance coverages as specified within ten (10) days after receiving notice of such acceptance. Any contract awarded pursuant to any bid shall not be binding upon the Client until a written contract has been executed by both parties. Failure or refusal to execute the contract shall be considered an abandonment of all rights and interest in the award and the contract may be awarded to another. The successful bidder agrees to enter into and will execute the contract as set forth and attached as Attachment A.

INDEMNIFICATION
The successful bidder agrees to indemnify the Library and various associated persons. Please refer to paragraph 13 of the Agreement attached as Attachment A for the details and what is required of the successful bidder.

CONFLICT OF INTEREST
The successful bidder is subject to certain conflict of interest requirements/restrictions. Please refer to paragraph 14 of the Agreement attached as Attachment A for the details and what is required of the successful bidder.

EXAMINATION OF PROPOSAL MATERIALS
The submission of a proposal shall be deemed a representation and warranty by the Architect that it has investigated all aspects of the RFP, that it is aware of the applicable facts pertaining to the RFP process and its procedures and requirements, and that it has read and understands the RFP. Statistical information which may be contained in the RFP or any addendum thereto is for informational purposes only.

PROJECT TIMELINE
1. Mandatory pre-bid meeting will be held at the Library on Monday, July 9, 2018, at 1:00 p.m.
2. Proposals will be submitted by 3:30 p.m. on Monday, July 30, 2018
3. The Library Board will recommend the successful candidate to the Birmingham City Commission, which will make the final decision to execute an agreement at its regularly scheduled meeting on August 13, 2018.

4. Architect will have the Design Development and Construction Document elements outlined in the Scope of Work section of this RFP completed by December 20, 2018.

5. The Bidding and Construction Administration phases will occur only after funding for the Project has been confirmed.

The Architect will not exceed the timelines established for the completion of this project.

SCOPE OF WORK
The Architect shall perform the following services in accordance with the requirements as defined herein.

Overview
The Baldwin Public Library—located at 300 West Merrill in downtown Birmingham—was built in 1927, with major additions completed in 1960 and 1982. The original building was designed by Marcus Burrowes; the 1960 addition was designed by Linn Smith; and the 1982 building was designed by Gunnar Birkerts.

The main purpose of this RFP is to secure design development, construction drawings, bidding assistance, and construction administration services for the expansion and renovation of the Youth Services section of the Baldwin Public Library, based on a concept plan previously developed. That design is detailed in Attachment E.

Program Confirmation

1) Assist Library in determination of responsibilities, procedures, and schedule requirements. The Architect will be responsible for documentation of all meetings associated with the Project.

2) Review existing studies, space programming, layouts and designs provided by Library with regard to the Scope of Work of the project. Provide early advice to the Library on possible changes to the objectives to assure feasibility, quality, meeting cost budget, and minimizing reductions in service during construction.
3) Confirm with Library the professional fees and the schedule.

**PHASE 1**

**Design Development**

1) Based on the conceptual/schematic designs of January 27, 2018, develop Design Development Documents for the Library’s approval. The process will include meetings with Library staff to hear their opinions, meetings with Library administration and the Library Board Building Committee, and a presentation to the Library Board.

2) The Design Development Documents shall illustrate and describe the development of the approved Schematic Design Documents and shall consist of drawings and other documents—including plans, sections, elevations, typical construction details, and diagrammatic layouts of building systems—to fix and describe the size and character of the Project as to architectural; interior design; structural, mechanical, and electrical systems; and landscaping (children’s terrace, children’s garden, landscaping along Bates Street, etc.)—including lighting, acoustics, and internal materials and finishes—and such other elements as may be appropriate. The Design Development Documents shall also include outline specifications that identify major materials and systems and establish in general their quality levels.

3) The Architect shall update cost estimates (including a line-by-line breakout of all fees, architectural costs, construction costs, furnishings, shelving, technology, and construction and design contingencies) and submit them to the Library.

4) The Architect shall update the project phasing plan and construction timeline and submit those to the Library.

5) The Architect shall provide renderings of internal and external features suitable for public viewing and preliminary code compliance review by the City’s Building Department.

6) The Architect shall ensure that all proposed work—including mechanical and electrical—will not compromise possible future modifications and additions to the building.
7) The Library will determine, in consultation with the Architect, if a library planning consultant is needed and, if so, the extent of the involvement.

**Construction Documents**

1) Construction documents shall include, but not be limited to, detailed architectural, engineering and shop drawings for the construction of this project.

2) Based on the Library’s approval of the Design Development Documents and the Library’s authorization of any adjustments in the Project requirements and the budget for the cost of work, the Architect shall prepare Construction Documents for the Library’s approval.

3) The process will include meetings with Library staff, the Library Board Building Committee and the City’s Building Department.

4) The Construction Documents shall illustrate and describe the further development of the approved Design Development Documents and shall consist of drawings and specifications setting forth in detail the quality levels of materials and systems. Any and all terms and conditions associated with construction documents will be subject to the review and approval of the City.

5) The Architect shall provide 4 sets of the competed construction documents to the City’s Building Department for code compliance review.

6) The Architect shall make any necessary updates to the cost estimates.

7) The Architect shall ensure that all work proposed—including mechanical and electrical—will not compromise possible future modifications and additions to the building.

**PHASE 2**

**Bidding Assistance**
1. The Architect, following the approval of the Construction Documents and the latest preliminary cost estimate of construction cost, shall assist the Client in obtaining bids and shall assist in the bidding process by:

   a) Assisting the Client in the preparation of the Architectural specifications for the City’s bid documents.
   b) Assisting the Client by participating in a mandatory pre-bid meeting with bidders for construction.
   c) Assisting the Client in the preparation of responses to questions from the prospective bidders and providing clarifications and interpretations of the bidding specification documents to all prospective bidders in the form of addenda.
   d) Assist in the evaluation of bids for the selection of a construction contractor.

Construction Administration

1. The Architect shall assist the City in providing administration of the construction project. The Architect’s responsibility to provide assistance under this section of the Scope of Work shall commence upon the award of the initial contract for construction and terminates upon the payment of the final payment to the construction contractor.

2. The Architect shall be a representative of and shall advise and consult with the City during the administration of the contract for construction. The Architect shall regularly advise and consult with the City during the construction phase.

3. The Architect shall visit the site and may be accompanied by a representative of the City’s Building Department at intervals appropriate to the stage of construction, or as otherwise agreed by the City and Architect, (1) to become generally familiar with and to keep the City informed about the progress and quality of the portion of the work completed, (2) to endeavor to guard the City against defects and deficiencies in the work, and (3) to determine in general if the work is being performed in a manner indicating that the work, when fully completed, will be in accordance with the contract documents. However, the Architect shall not be required to make exhaustive continuous on-site inspections to check the quality or quantity of work. The Architect shall neither have control over or charge of, not be responsible for, the construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with the work.

4. The Architect shall report to the City all known deviations from the contract documents and from the most recent construction schedule submitted by the
construction contractor. However, the Architect shall not be responsible for the
construction contractor’s failure to perform work in accordance with the requirements
of the contract documents. The Architect shall be responsible for the Architect’s
negligent acts or omissions, but shall not have control over or charge of and shall
not be responsible for acts or omissions of the construction contractor,
subcontractors, or their agents or employees, or of any acts of any other persons or
entities performing portions of the work.

5. The Architect shall, at times outlined in this RFP, have access to the construction
site to facilitate its visits.

6. Except for code compliance or permit related issues as deemed necessary by the
City, the Architect shall serve as the primary contact in communicating with the
construction contractor concerning matters arising out of or relating to the
construction documents. Communications by and with the Architect’s consultants
shall be through the Architect.

7. The Architect has the authority to reject work that does not conform to the contract
documents, following consultation with the City.

8. The Architect shall review and respond to requests for information about the contract
documents.

9. The Architect shall maintain a record of submittals and copies of submittals supplied
by the construction contractor.

10. The Architect may authorize minor changes in the work that are consistent with the
intent of the contract documents and do not involve an adjustment in the contract
sum or an extension of the contract time, upon review and approval by the City and
Library.

11. The Architect shall conduct inspections to determine the date or dates of substantial
completion and the date of final completion.

12. The Architect shall prepare change orders and construction change directives, with
supporting documentation and data if deemed necessary by the City for the City’s
approval and execution in accordance with the construction documents.

13. The Architect shall review and certify the amounts due the construction contractor to
the designated City representative.
ATTACHMENT A - AGREEMENT
For Expansion and Renovation of Youth Services Section of Baldwin Public Library

This AGREEMENT, made this _______ day of ____________, 2018, by and between CITY OF BIRMINGHAM, having its principal office at 151 Martin Street, Birmingham MI (hereinafter sometimes called “City/Library”), and _____________, Inc., having its principal office at _____________________ (hereinafter called "Architect"), provides as follows:

WITNESSETH:

WHEREAS, the City of Birmingham, in conjunction with the Baldwin Public Library, is desirous of having work completed to perform design development, creation of construction drawings, provide bidding assistance, and construction administration for the expansion and renovation of the Youth Services section of the Baldwin Public Library, based on the approved concept plan of January 27, 2018.

WHEREAS, the City/Library has heretofore advertised for bids for the procurement and performance of services required to perform design development, creation of construction drawings, provide bidding assistance, and construction administration for the expansion and renovation of the Youth Services section of the Baldwin Public Library, based on the approved conceptual/schematic designs of January 27, 2018, and in connection therewith has prepared a request for sealed proposals (“RFP”), which includes certain instructions to bidders, specifications, terms and conditions.

WHEREAS, the Architect has professional qualifications that meet the project requirements and has made a bid in accordance with such request for cost proposals to perform design development, creation of construction drawings, provide bidding assistance, and construction administration for the expansion and renovation of the Youth Services section of the Baldwin Public Library, based on the approved conceptual/schematic designs of January 27, 2018.

NOW, THEREFORE, for and in consideration of the respective agreements and undertakings herein contained, the parties agree as follows:

1. It is mutually agreed by and between the parties that the documents consisting of the Request for Proposal to perform design development, creation of construction drawings, provide bidding assistance, and construction administration for the expansion and renovation of the Youth Services section of the Baldwin Public Library, based on the approved conceptual/schematic designs of January 27, 2018, and the Architect’s cost proposal dated ______________, 2018 shall be incorporated herein by reference and
shall become a part of this Agreement, and shall be binding upon both parties hereto. If any of the documents are in conflict with one another, this Agreement shall take precedence, then the RFP.

2. The City/Library shall pay the Architect for the performance of this Agreement in an amount not to exceed ________________, as set forth in the Architect’s ____________, 2018 cost proposal.

3. This Agreement shall commence upon execution by both parties, unless the City/Library exercises its option to terminate the Agreement in accordance with the Request for Proposals.

4. The Architect shall employ personnel of good moral character and fitness in performing all services under this Agreement.

5. The Architect and the City/Library agree that the Architect is acting as an independent Architect with respect to the Architect’s role in providing services to the City and Library pursuant to this Agreement, and as such, shall be liable for its own actions and neither the Architect nor its employees shall be construed as employees of the City or Library. Nothing contained in this Agreement shall be construed to imply a joint venture or partnership and neither party, by virtue of this Agreement, shall have any right, power or authority to act or create any obligation, express or implied, on behalf of the other party, except as specifically outlined herein. Neither the City/Library nor the Architect shall be considered or construed to be the agent of the other, nor shall either have the right to bind the other in any manner whatsoever, except as specifically provided in this Agreement, and this Agreement shall not be construed as a contract of agency. The Architect shall not be entitled or eligible to participate in any benefits or privileges given or extended by the City/Library, or be deemed an employee of the City/Library for purposes of federal or state withholding taxes, FICA taxes, unemployment, workers’ compensation or any other employer contributions on behalf of the City/Library.

6. The Architect acknowledges that in performing services pursuant to this Agreement, certain confidential and/or proprietary information (including, but not limited to, internal organization, methodology, personnel and financial information, etc.) may become involved. The Architect recognizes that unauthorized exposure of such confidential or proprietary information could irreparably damage the City/Library. Therefore, the Architect agrees to use reasonable care to safeguard the confidential and proprietary information and to prevent the unauthorized use or disclosure thereof. The Architect shall inform its employees of the confidential or proprietary nature of such information and shall limit access thereto to employees rendering services pursuant to this Agreement. The Architect further agrees to use such confidential or proprietary information only for the purpose of performing services pursuant to this Agreement.

7. This Agreement shall be governed by and performed, interpreted and enforced in accordance with the laws of the State of Michigan. The Architect agrees to perform all
services provided for in this Agreement in accordance with and in full compliance with all local, state and federal laws and regulations.

8. If any provision of this Agreement is declared invalid, illegal or unenforceable, such provision shall be severed from this Agreement and all other provisions shall remain in full force and effect.

9. This Agreement shall be binding upon the successors and assigns of the parties hereto, but no such assignment shall be made by the Architect without the prior written consent of the City/Library. Any attempt at assignment without prior written consent shall be void and of no effect.

10. The Architect agrees that neither it nor its subcontractors will discriminate against any employee or applicant for employment with respect to hire, tenure, terms, conditions or privileges of employment, or a matter directly or indirectly related to employment because of race, color, religion, national origin, age, sex, height, weight or marital status. The Architect shall inform the City/Library of all claims or suits asserted against it by the Architect's employees who work pursuant to this Agreement. The Architect shall provide the City/Library with periodic status reports concerning all such claims or suits, at intervals established by the City/Library.

11. The Architect shall not commence work under this Agreement until it has, at its sole expense, obtained the insurance required under this paragraph. All coverages shall be with insurance companies licensed and admitted to do business in the State of Michigan. All coverages shall be with carriers acceptable to the City of Birmingham.

12. The Architect shall maintain during the life of this Agreement the types of insurance coverage and minimum limits as set forth below:

   A. Workers’ Compensation Insurance: Architect shall procure and maintain during the life of this Agreement, Workers’ Compensation Insurance, including Employers Liability Coverage, in accordance with all applicable statutes of the State of Michigan.

   B. Commercial General Liability Insurance: Architect shall procure and maintain during the life of this Agreement, Commercial General Liability Insurance on an "Occurrence Basis" with limits of liability not less than $1,000,000 per occurrence combined single limit, Personal Injury, Bodily Injury and Property Damage. Coverage shall include the following extensions: (A) Contractual Liability; (B) Products and Completed Operations; (C) Independent Architects Coverage; (D) Broad Form General Liability Extensions or equivalent; (E) Deletion of all Explosion, Collapse and Underground (XCU) Exclusions, if applicable.

   C. Motor Vehicle Liability: Architect shall procure and maintain during the life of this Agreement Motor Vehicle Liability Insurance, including all applicable no-fault coverages, with limits of liability of not less than $1,000,000 per occurrence
combined single limit Bodily Injury and Property Damage. Coverage shall include all owned vehicles, all non-owned vehicles, and all hired vehicles.

D. **Additional Insured:** Commercial General Liability and Motor Vehicle Liability Insurance, as described above, shall include an endorsement stating the following shall be Additional Insureds: The City of Birmingham and the Baldwin Public Library, including all elected and appointed officials, all employee and volunteers, all boards, commissions and/or authorities and board members, including employees and volunteers thereof. This coverage shall be primary to any other coverage that may be available to the additional insured, whether any other available coverage by primary, contributing or excess.

E. **Professional Liability:** Professional liability insurance with limits of not less than $1,000,000 per claim if Architect will provide services that are customarily subject to this type of coverage.

F. **Pollution Liability Insurance:** Architect shall procure and maintain during the life of this Agreement, Pollution Liability Insurance, with limits of liability of not less than $1,000,000, per occurrence preferred, but claims made accepted.

G. **Owners Architects Protective Liability:** The Architect shall procure and maintain during the life this contract, an Owners Architects Protective Liability Policy with limits of liability not less than $3,000,000 per occurrence, combined single limit, Personal Injury, Bodily Injury and Property Damage. The City of Birmingham and the Baldwin Public Library shall be “Name Insured” on said coverage. Thirty (30) days Notice of Cancellation shall apply to this policy.

H. **Cancellation Notice:** Workers’ Compensation Insurance, Commercial General Liability Insurance and Motor Vehicle Liability Insurance (and Professional Liability Insurance, if applicable), as described above, shall include an endorsement stating the following: “Thirty (30) days Advance Written Notice of Cancellation or Non-Renewal, shall be sent to: Finance Director, City of Birmingham, PO Box 3001, 151 Martin Street, Birmingham, MI 48012-3001.

I. **Proof of Insurance Coverage:** Architect shall provide the City of Birmingham, at the time the Agreement is returned for execution, Certificates of Insurance and/or policies, acceptable to the City of Birmingham, as listed below.

1) Two (2) copies of Certificate of Insurance for Workers' Compensation Insurance;
2) Two (2) copies of Certificate of Insurance for Commercial General Liability Insurance;
3) Two (2) copies of Certificate of Insurance for Vehicle Liability Insurance;
4) Two (2) copies of Certificate of Insurance for Professional Liability Insurance;

5) If so requested, Certified Copies of all policies mentioned above will be furnished.

J. Coverage Expiration: If any of the above coverages expire during the term of this Agreement, Architect shall deliver renewal certificates and/or policies to the City of Birmingham at least (10) days prior to the expiration date.

K. Maintaining Insurance: Upon failure of the Architect to obtain or maintain such insurance coverage for the term of the Agreement, the City of Birmingham may, at its option, purchase such coverage and subtract the cost of obtaining such coverage from the Agreement amount. In obtaining such coverage, the City of Birmingham shall have no obligation to procure the most cost-effective coverage but may contract with any insurer for such coverage.

13. To the fullest extent permitted by law, the Architect and any entity or person for whom the Architect is legally liable, agrees to be responsible for any liability, defend, pay on behalf of, indemnify, and hold harmless the City of Birmingham and the Baldwin Public Library, their elected and appointed officials, employees and volunteers and others working on behalf of the City/Library against any and all claims, demands, suits, or loss, including all costs and reasonable attorney fees connected therewith, and for any damages which may be asserted, claimed or recovered against or from the City of Birmingham and the Baldwin Public Library, its elected and appointed officials, employees, volunteers or others working on behalf of the City of Birmingham and the Baldwin Public Library, by reason of personal injury, including bodily injury and death and/or property damage, including loss of use thereof, which arises out of or is in any way connected or associated with this Agreement. Such responsibility shall not be construed as liability for damage caused by or resulting from the sole act or omission of its elected or appointed officials, employees, volunteers or others working on behalf of the City/Library.

14. If, after the effective date of this Agreement, any official of the City or Library, or spouse, child, parent or in-law of such official or employee shall become directly or indirectly interested in this Agreement or the affairs of the Architect, the City/Library shall have the right to terminate this Agreement without further liability to the Architect if the disqualification has not been removed within thirty (30) days after the City or Library has given the Architect notice of the disqualifying interest. Ownership of less than one percent (1%) of the stock or other equity interest in a corporation or partnership shall not be a disqualifying interest. Employment shall be a disqualifying interest.

15. If Architect fails to perform its obligations hereunder, the City/Library may take any and all remedial actions provided by the general specifications or otherwise permitted by law.

16. All notices required to be sent pursuant to this Agreement shall be mailed to the following addresses:
17. Any controversy or claim arising out of or relating to this Agreement, or the breach thereof, shall be settled either by commencement of a suit in Oakland County Circuit Court, the 48th District Court or by arbitration. If both parties elect to have the dispute resolved by arbitration, it shall be settled pursuant to Chapter 50 of the Revised Judicature Act for the State of Michigan and administered by the American Arbitration Association with one arbitrator being used, or three arbitrators in the event any party’s claim exceeds $1,000,000. Each party shall bear its own costs and expenses and an equal share of the arbitrator’s and administrative fees of arbitration. Such arbitration shall qualify as statutory arbitration pursuant to MCL §600.5001 et. seq., and the Oakland County Circuit Court or any court having jurisdiction shall render judgment upon the award of the arbitrator made pursuant to this Agreement. The laws of the State of Michigan shall govern this Agreement, and the arbitration shall take place in Oakland County, Michigan. In the event that the parties elect not to have the matter in dispute arbitrated, any dispute between the parties may be resolved by the filing of a suit in the Oakland County Circuit Court or the 48th District Court.

18. FAIR PROCUREMENT OPPORTUNITY: Procurement for the City/Library will be handled in a manner providing fair opportunity for all businesses. This will be accomplished without abrogation or sacrifice of quality and as determined to be in the best interest of the City/Library.

IN WITNESS WHEREOF, the said parties have caused this Agreement to be executed as of the date and year above written.

WITNESSES:                          ARCHITECT

_______________________________    By: _____________________________

_______________________________    Its:

ARCHITECT

_______________________________    By: _____________________________

Its:

CITY OF BIRMINGHAM

_______________________________    By: _____________________________

Andrew Harris
Its: Mayor
By:_____________________________
Cherilynn Mynsberge
Its: City Clerk

Approved:

______________________________
Joe Valentine, City Manager
(Approved as to substance)

______________________________
Timothy J. Currier, City Attorney
(Approved as to form)

______________________________
Mark Gerber, Director of Finance
(Approved as to financial obligation)

______________________________
Doug Koschik, Library Director
(Approved as to substance)
ATTACHMENT B - BIDDER’S AGREEMENT
For Expansion and Renovation of Youth Services Section of
Baldwin Public Library

In submitting this proposal, as herein described, the Architect agrees that:

1. They have carefully examined the specifications, terms and Agreement of
   the Request for Proposal and all other provisions of this document and understand
   the meaning, intent, and requirement of it.

2. They will enter into a written contract and furnish the item or items in the
   time specified in conformance with the specifications and conditions contained
   therein for the price quoted by the proponent on this proposal.

PREPARED BY
(Print Name)

DATE

TITLE

DATE

AUTHORIZED SIGNATURE

E-MAIL ADDRESS

COMPANY

ADDRESS

PHONE

NAME OF PARENT COMPANY

PHONE

ADDRESS
In order for the bid to be considered valid, this form must be completed in its entirety. The cost for the Scope of Work shall be itemized by a dollar amount based on the Phases and elements included in this Request for Proposal as follows:

<table>
<thead>
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<th>COST PROPOSAL</th>
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<tbody>
<tr>
<td>ITEM</td>
</tr>
<tr>
<td>------</td>
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<tr>
<td>Phase 1</td>
</tr>
<tr>
<td>Design Development</td>
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<td>Construction Documents</td>
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<td>Phase 2</td>
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<td>Bidding Assistance</td>
</tr>
<tr>
<td>Construction Administration</td>
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<tr>
<td>TOTAL BID AMOUNT</td>
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Firm Name__________________________________________

Authorized signature________________________________ Date___________
ATTACHMENT D - IRAN SANCTIONS ACT VENDOR CERTIFICATION FORM
For Expansion and Renovation of Youth Services Section of
Baldwin Public Library

Pursuant to Michigan Law and the Iran Economic Sanction Act, 2012 PA 517 (“Act”), prior to the Library accepting any bid or proposal, or entering into any contract for goods or services with any prospective Vendor, the Vendor must certify that it is not an “Iran Linked Business”, as defined by the Act.

By completing this form, the Vendor certifies that it is not an “Iran Linked Business”, as defined by the Act and is in full compliance with all provisions of the Act and is legally eligible to submit a bid for consideration by the Library.

PREPARED BY
(Print Name) DATE

TITLE DATE

AUTHORIZED SIGNATURE E-MAIL ADDRESS

COMPANY

ADDRESS PHONE

NAME OF PARENT COMPANY PHONE

ADDRESS

TAXPAYER I.D.#
By the end of the conceptual/schematic stage, the Library decided that the orientation of the shelving should be east-west, rather than north-south. The first rendering in this section—the aerial view—is from an early stage in the process and shows the shelving positioned north-south. Therefore, that aspect of the rendering should be considered incorrect. The three plans illustrating the interior layout of the Youth Room show the shelving positioned east-west. They are correct.

The expansion and renovation of the Youth Room is Phase 2 of a proposed three-phase project. The last plan in this section shows Phase 2 (in blue) in relation to Phase 1 (already completed) and Phase 3 (proposed for 2022-2023).
## Youth Room Expansion and Renovation
### Cost Estimates as of January 2018

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<tr>
<th>Item</th>
<th>In 2018 Dollars</th>
<th>In 2019 Dollars</th>
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<tbody>
<tr>
<td>Construction costs—5,500 square-foot renovation</td>
<td>$ 630,000</td>
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</tr>
<tr>
<td>Construction costs—2,026 square-foot expansion</td>
<td>810,000</td>
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<tr>
<td>Furniture, fixtures, and equipment</td>
<td>400,000</td>
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<tr>
<td>Architectural and engineering fees</td>
<td>190,000</td>
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<tr>
<td>Landscaping, incl. terrace and seating facing Shain Park</td>
<td>95,000</td>
<td></td>
</tr>
<tr>
<td><strong>Total in 2018 dollars</strong></td>
<td>$ 2,125,000</td>
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</tr>
<tr>
<td><strong>Total in 2019 dollars, factoring in 5% cost increase</strong></td>
<td><strong>$2,231,000</strong></td>
<td></td>
</tr>
</tbody>
</table>

**Memo:** Grand total in 2019 dollars, including owner’s contingency $2,348,000
ATTACHMENT F – GEOTECHNICAL INVESTIGATION

For Expansion and Renovation of Youth Services Section of Baldwin Public Library

The following report was prepared by Testing Engineers & Consultants, Inc., 1343 Rochester Road, P.O. Box 249, Troy, Michigan 48099, in February 2018.
GEOTECHNICAL INVESTIGATION

FOR

Proposed Youth Services Renovation/Addition
Baldwin Public Library
300 W. Merrill
Birmingham, Michigan

TEC Report: 58620

By:

Testing Engineers & Consultants, Inc.
1343 Rochester Road
P.O. Box 249
Troy, Michigan 48099-0249
(248) 588-6200

February 21, 2018
Mr. Doug Koschik, Director  
Baldwin Public Library  
300 W. Merrill Street  
Birmingham, Michigan  48009

Re:  Geotechnical Investigation for  
Proposed Youth Services Renovation/Addition  
Baldwin Public Library  
300 W. Merrill  
Birmingham, Michigan

Dear Mr. Koschik:

Please find enclosed the results of a geotechnical investigation performed at the above referenced site. This geotechnical report presents our field and laboratory results; engineering analysis; and our recommendations for design of foundation and slabs, as well as important construction considerations.

As you may know, Testing Engineers & Consultants, Inc. (TEC) has fifty one years of experience in Quality Control Testing and Construction Inspection. We would be pleased to provide any of these services on this project.

Should you have any questions regarding this report, please let us know. It has been a pleasure to be of service to you.

Respectfully submitted,

TESTING ENGINEERS & CONSULTANTS, INC.

Carey J. Suhan, P.E.,  
Vice President, Geotechnical  
& Environmental Services

CJS/ln  
Enclosure  
cc:  Luckenbach/Ziegelman/Gardner Architects, Attn: Mr. John Gardner
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## APPENDIX

TEST BORING LOCATION PLAN

LOGS OF TEST BORINGS

SIEVE ANALYSIS RESULTS

GENERAL NOTES FOR SOIL CLASSIFICATION
1.0 INTRODUCTION

This report presents the results of a geotechnical investigation for the proposed Baldwin Public Library renovation/addition located at 300 W. Merrill in Birmingham, Michigan. Authorization to perform this investigation was given by Mr. Doug Koschik, Director, Baldwin Public Library in a signed copy of TEC Proposal 060-18-0001 dated January 3, 2018.

Based on information provided, we understand that the project will consist of construction of a single story building addition on a crawl space to match the existing building. The addition will be mostly on the east side of the existing building and loads are expected to be moderate.

The footprint of the proposed addition will be 2,026 square feet and the renovation area will be 5,500 square feet. The addition will be built at the eastern area of the existing library building. The present ground elevation is about ±780 feet and the existing floor slab over the crawl space is 786.65 feet.

The architects also requested that as an option the crawl space is not to be constructed and the floor slab for the addition be supported on engineered fill at the required elevation in order to match the elevation of the existing floor slab.

The purpose of this investigation was to obtain information necessary to determine basic engineering properties of soils at the site through a series of test borings and laboratory tests performed on the soil samples obtained during the field investigation. This information has been evaluated to provide the general recommendations for site development preparations, foundation requirements, floor slab designs and other geotechnical information.

2.0 FIELD INVESTIGATION

Three test borings were drilled on the site at the locations shown on the Test Boring Location Plan. The locations are accurate to within a short distance of the locations shown on the location plan included in the appendix. The location of the test borings was given to us by the architect. The test borings were drilled on February 6 and 7, 2018 with truck-mounted auger equipment to a depth of 25 feet.

Drilling methods and standard penetration tests were performed in general accordance with the current ASTM D1452 and D1586 procedures, respectively. These procedures specify that a standard 2-inch O.D. split-barrel sampler be driven by a 140-pound hammer with a free fall of 30 inches. The number of hammer blows required to drive the split-barrel sampler through three successive 6-inch increments is recorded on the Test Boring Log. The first 6-inch increment is used for setting the sampler firmly in the soil and the sum of the hammer blows for the second and third increments is referred to as the “Standard Penetration Index” (N). N values were obtained with an automatic trip hammer.
2.0 FIELD INVESTIGATION (Cont’d)

From the standard penetration test a soil sample is recovered in the liner sampler tubes that are located inside the split-barrel sampler. Upon recovery of a soil sample, the liner tubes are removed from the split-barrel sampler and placed in a container which is sealed to minimize moisture losses during transportation to the laboratory. Standard penetration tests are usually made at depths of 2 ½, 5, 7 ½ and 10 feet and at 5-foot depth intervals thereafter. These parameters may vary for a given project depending on the nature of the subsoils and the geotechnical information required.

3.0 LABORATORY TESTING

The laboratory testing consisted of determining the unconfined compressive strength, the natural bulk density and the natural moisture content of the soil samples recovered in the liner sampler tubes. In the unconfined compression tests, the compressive strength of the soil is determined by axially loading a soil sample until failure is observed or 15% strain, whichever occurs first. The above referenced test data are recorded on the boring logs. Some test results may deviate from the norm because of variations in texture, imperfect samples, presence of pebbles and/or sand streaks, etc. The results are still reported although they may not be relevant.

The particle size distribution of three granular soil samples was also determined. The distribution provides estimates of the permeability and permeability-related behavior of the granular soils. The results are included in the appendix.

The laboratory test results apply to the samples tested and some results may not be representative of the soil mass because of variations in composition and texture, as well as imperfect samples and presence of pebbles and/or sand streaks in cohesive samples, etc.

Samples taken in the field are retained in our laboratory for 60 days and are then destroyed unless special disposition is requested by the client. Samples retained over a long period of time are subject to moisture loss and are then no longer representative of the conditions initially encountered.

4.0 GENERAL SUBSURFACE CONDITIONS

4.1 Subsoil Conditions

The soil conditions encountered in the borings are presented on the individual boring logs. Each log presents the soil types encountered at that location as well as laboratory test data, ground water data, and other pertinent information. Descriptions of the various soil consistencies, relative densities and particle sizes are given in the Appendix. Definitions of the terms and symbols utilized in this report may be found in ASTM D653.
4.1 Subsoil Conditions (Cont’d)

The subsurface conditions encountered in the borings may be generalized as follows for purpose of analysis. Please refer to the limitations regarding the uncertainties involved in such a generalization.

Stratification lines shown on the boring logs are approximate indications of change from one soil type to another and are not intended to represent an area of exact geological change.

The strata encountered are described below:

Concrete

A concrete slab 4 inches thick was encountered in Boring No. 3 overlying a layer of dark brown sand.

Dark Brown Sand Fill To Possible Fill

A layer of dark brown sand and trace of gravel (with some topsoil in Boring No. 2) was encountered in all borings. This layer extends a depth of 3 feet.

Standard penetration values in the dark brown sand range from 5 to 10 blows per foot. Bulk densities range from 101 to 125 pounds per cubic foot (pcf) with moisture contents range from 9 percent to 17.2 percent of the dry weight of the soil.

Brown Medium To Fine Sand

A deposit of brown medium to fine sand with some silt and trace of gravel is present below the fill and possible fill. This deposit extends to a depth of 14.5 feet in Boring No. 1 to 17 feet in Boring No. 3.

Standard penetration values range from 3 to 38 blows per foot. Bulk densities range from 102 to 127 pcf with moisture contents of 2.1 percent to 18.8 percent of the dry weight of the soil. The higher moisture contents may indicate the presence of silt or clay in the granular soils.

Gray Clay With Some Silt

A deposit of moist gray clay with some silt and trace of gravel was found below the sand and continues to the end of the test borings (25’).

Standard penetration values range from 10 to 15 blows per foot with unconfined compressive strengths of 2,310 to 6,180 psf. Bulk densities range from 120 to 137 pcf with moisture contents of 14 percent to 32.6 percent of the dry weight of the soil.
4.2 **Ground Water Observations**

Water level readings were taken in the bore holes during and after the completion of drilling. These observations are noted on the respective Test Boring Logs. Ground water was first encountered at depths ranging from 13’3” in Boring No. 3 to 14’ in Boring No. 2. At completion of the borings and removal of the augers, Boring No. 2 caved at 13’4”. Ground water was measured in Boring No. 3 at 12’2”. No ground water was noted in Boring No. 1, at the completion of the boring.

It should be noted that short-term ground water observations may not provide a reliable indication of the actual ground water table. In clayey soils this would be due to the slow rate of infiltration of water into the borehole as well as the potential for water to become trapped in overlying layers of the granular soils during periods of heavy rainfall. It should be expected that ground water levels fluctuate with seasonal and climatic changes. Elevations of gray colored soils tend to indicate a ground water level of long term low static water table.

5.0 **ANALYSIS AND RECOMMENDATIONS**

5.1 **Proposed Development**

The proposed development is to consist of a single story addition mostly at the east side of the existing Baldwin Public Library. The single story building addition will have a crawl space to match the existing building. The footprint of the addition will be about 2,026 square feet. Renovations will take place in areas with total footprint of about 5,500 square feet. The elevation of the floor slab of the addition will be the same as that of the floor slab of the existing library.

5.2 **Ground Water Conditions**

The position of water levels found in test borings may vary somewhat depending on seasonal precipitation. At the level encountered in the borings, it should present little problems for design or construction of foundations of the addition. We have assumed that the utilities are in place. Any seepage water encountered during construction should be controllable by direct pumping from excavations.

5.3 **Recommended Earthwork Operations**

Within the limits of areas to be developed, the surface concrete, vegetation and topsoil should be removed prior to the site being graded. Areas which will receive surface pavements should then be rolled with a vibrating roller to consolidate the loose sand. This should be followed by a proofroll to identify soft or yielding areas. Small equipment will likely need to be used in the crawl space area.
5.3 **Recommended Earthwork Operations (Cont’d)**

Care should be taken during the use of the vibrating roller to avoid damaging the existing building. It may be possible to stabilize soft areas with crushed stone or concrete. Soft spots that cannot be stabilized should be removed and replaced with compacted engineered fill.

Engineered backfill required for construction excavations or fill required to achieve desired grades should preferably consist of clean and well graded granular soils. On-site material could be satisfactory for use, particularly for balancing and grading the site if they are approved by the geotechnical engineer. Fill should be placed in uniform layers not more than 9 inches in thickness with the soils in each layer compacted to a minimum of 95% of the maximum density as determined by ASTM D-1557. Fill should be at approximately the optimum moisture content during placement and compaction. Furthermore, frozen material must not be used as fill and fill should not be placed on frozen ground.

Since the surface soils are predominantly sands, lateral support structure or side sloping with a minimum 1 ½H:1V ratio will be required for the anticipated excavations. Care must be exercised when excavating adjacent to existing foundations to avoid undermining them. Soils exposed in the bases of all satisfactory foundation excavations should be protected against any detrimental change in conditions such as from disturbances, rain or freezing. Surface run-off water should be drained away from the excavations and not be allowed to pond. If possible, all footing concrete should be placed the same day the excavation is made. If this is not possible, the footing excavations should be adequately protected.

5.4 **Foundation Recommendations**

The on-site soils are generally acceptable for support of the proposed structure on shallow foundations. Local building codes and climatic conditions require that exterior foundations be placed at a minimum depth of 3 ½ feet below finished grade to provide for adequate frost protection. Interior foundations may be below the floor at a lesser depth if not exposed to frost penetration. In any case, the footings should be deep enough to bear on original soil below the fill. At minimum depths, foundations both interior and exterior can be designed for a maximum net allowable bearing pressure of 1,500 psf.

In the area of Boring No. 3, a very loose layer of moist brown sand with trace of gravel was encountered at a depth of 3 to 5 ½ feet below existing ground surface. It is recommended that the foundations in the area be extended to 5 ½ to 6 feet.

The recommended design bearing pressure should provide a factor of safety of about 2.5 to 3 against shear failure and limit differential settlements between adjacent columns to less than ¾ inch.

Alternatively all of the foundations could be extended to a depth of 6 ½ feet and be designed for a net allowable bearing capacity of 2,500 psf.

At areas where the new foundations abut existing foundations the new foundations should be sloped in order to place the new foundations at the same elevations as the existing foundations.
5.4 Foundation Recommendations (Cont’d)

To minimize the lateral earth pressure on the crawl space walls, the walls should be backfilled with clean sand fill. Material meeting MDOT Class II grading requirements or approved alternate should suffice. Care should be exercised to limit the compaction of the backfill in order to avoid overstressing the walls. Light compaction equipment and thin fill lifts should be used.

The walls should be designed to resist the at-rest lateral pressure imposed by the granular fill, i.e., they should be designed against the pressure from a liquid with an equivalent fluid weight of 60 pcf. This value assumes that a properly installed and maintained perimeter drain will eliminate the water pressure on the wall.

From a review of the borings and assumptions made about the lower lying soils a seismic site class of D is recommended for design. It is assumed that the lower lying soils below the bottom of the borings have an average N value between 15 and 50 and shear strengths between 1000 psf and 2000 psf. This appears to be a reasonable assumption from general geology of the area. This is based off of the Michigan Building Code, which incorporates the International Building Code.

5.5 Floor Slabs and Pavements

The subgrade resulting from the site preparation, as outlined in the recommended earthwork operations section, will provide a fair subgrade for support of pavements and floor slabs. The pavements should be sloped and shaped in order to provide effective surface drainage and prevent water ponding.

Floor slabs, sidewalks and other concrete pavements should be placed on a minimum of 4 inches of clean compacted sand meeting MDOT Class II specifications or MDOT 21AA which will remain more stable during concrete placement.

In the event that a crawl space is not to be used and the floor slab in the area of the addition is to be placed on engineered fill, the fill should be prepared as per the recommendations given in the Earthwork Preparation section. Furthermore, the following considerations should be made as outlined below.

Exposed subgrades deteriorate over time, however, and if left alone for a while the prepared subgrade should again be thoroughly proofrolled immediately prior to placement of fill to raise the grade to verify its suitability. Any disturbed materials encountered during the proofroll should be re-compact ed or removed and replaced with engineered fill. Subgrade soils for slabs on grade and pavements should be protected against frost during winter construction. Any frozen soils should be thawed and compacted, or removed and replaced with engineered fill prior to slab-on-grade and pavement construction.
5.5 Floor Slabs and Pavements (Cont’d)

To permit slab settlement without damaging other structural elements, the slab should be detailed with isolation joints at walls and around footings. As an alternate to construction of isolation joints at column footings, the footings could be separated from the slab with a minimum of six inches of compacted granular fill. Based upon the encountered subgrade soils, the stipulated subgrade preparation procedures and the expected fill to raise the grade, an estimated standard Modulus of Subgrade Reaction (30-inch diameter plate) of 150 pounds per cubic inch may be used for design. To improve the uniformity of support, the slab should be placed on a minimum of six inches of clean compacted granular fill meeting MDOT Class II grading requirements or dense graded crushed aggregate.

The slab performance can be improved through a number of details. Shrinkage cracks can be controlled by installing welded wire fabric in the slab. Cracking can also be reduced through the use of control joints.

Water vapor normally passes through concrete and evaporates from its surface if the concrete is not sealed. Even good quality, well-consolidated concrete is not impermeable to the slow passage of water vapor. Many floor coverings and floor finishes/seals are impermeable, that is, they act like a vapor retarder and the build-up of moisture beneath them is likely to damage the covering/finish. Even when such coverings/finishes are not used, moisture can condense beneath objects on the floor promoting creation of mildew and molds. Furthermore, where the subgrade consists of saturated cohesive soils, water from curing concrete can increase the moisture in the subgrade soils and, in turn, decrease their modulus of subgrade reaction.

For the above reasons, we generally recommend that damp-proofing in the form of a vapor retarder be provided beneath floor slabs that will receive an impermeable floor covering/finish as well as where the floor/room will be used for a purpose that makes passage of water through the floor undesirable. In any event we recommend placement of a vapor retarder beneath the crawl space floor or directly on the crawl space if a floor slab is not constructed.

It should be understood that placement of a vapor retarder beneath a concrete slab reduces but does not eliminate moisture transmission through the slab and suppliers of potential floor covering/finish should be consulted with regard to moisture transmission tolerances. We recommend that the vapor retarder be placed in accordance with American Concrete Institute (ACI) recommendations.

5.6 Limitations

The field and laboratory data, analysis and recommendations presented in this report are based on the field conditions during the time of this investigation. These conditions are not expected to change except maybe near the excavations of existing foundations.
5.6 **Limitations (Cont’d)**

Based on our field and laboratory data these conditions are indicative of the site. Changes and unforeseen conditions may be encountered during the construction period due to unforeseen conditions (during the field investigation) and ground changes during construction. Therefore, a geotechnical engineer familiar with the site should be present to ensure that proper construction procedures are used.

6.0 **DESIGN REVIEW AND FIELD MONITORING**

The evaluations and recommendations presented in this report relative to site preparation and building addition foundations have been formulated on the basis of assumed and provided data relating to the location, type and finished grades for the proposed structure and adjacent areas. Any significant change in this data should be brought to our attention for review and evaluation with respect to the prevailing subsoil conditions.

When the building addition and foundation plans are finalized, a consultation should be arranged with us for a review to verify that the evaluations and recommendations have been properly interpreted.

Soil conditions at the site could vary from those generalized on the basis of test borings made at specific locations. It is therefore recommended that Testing Engineers & Consultants, Inc. be retained to provide soil engineering services during the site preparation, excavation and foundation phases of the proposed project. This is to observe compliance with the design concepts, specifications and recommendations. Also, this provides opportunity for design changes to be made in the event that subsurface conditions differ from those anticipated prior to the start of construction.

Harry I. Papadopoulos, PhD
Senior Project Engineer

Carey J. Suhan, PE
Vice President, Geotechnical & Environmental Services
APPENDIX

Test Boring Location Plan

Logs Of Test Borings

Sieve Analysis Results

General Notes For Soil Classification
# Testing Engineers & Consultants, Inc.

1343 Rochester Road - PO Box 249 - Troy, Michigan - 48099-0249  
(248) 588-6200 or (313) T-E-S-T-I-N-G  
Fax (248) 588-6232

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- N - Standard Penetration Resistance  
- SS - 2' I.D. Split Spoon Sample  
- LS - Sectional Liner Sample  
- ST - Shelby Tube Sample  
- AS - Auger Sample  
- DP - Direct Push  
- RC - Rock Core  

- w - H2O, % of dry weight  
- d - Bulk Density,pcf  
- qu - Unconfined Compression, psf  

**Project:** Proposed Youth Services Renovation/Addition  
**Location:** Birmingham, Michigan  
**Drilled By:** I. Mickle  
**Started:** 2/6/2018  
**Completed:** 2/6/2018

**Boring No.: 1**

**Job No.: 58620**

**Client:** Baldwin Public Library  
**Type of Rig:** Truck  
**Drilling Method:** Solid Stem Augers  
**Ground Surface Elevation:**

**Water Encountered:** 13'6"  
**At Completion:** None  

67
Boring No.: 2  Job No.: 58620  Project: Proposed Youth Services Renovation/Addition
Client: Baldwin Public Library  Location: Birmingham, Michigan
Type of Rig: Truck  Drilled By: I. Mickle
Drilling Method: Solid Stem Augers  Started: 2/7/2018
Ground Surface Elevation:  Completed: 2/7/2018

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*N* - Standard Penetration Resistance
SS - 2’ J.D. Split Spoon Sample
LS - Sectional Liner Sample
ST - Shelby Tube Sample
AS - Auger Sample

Water Encountered: 14’0”
At Completion: Caved In 13’4”
Bottom of Borehole at 25’

Boring No. 2
# Boring Report

**Boring No.:** 3  
**Job No.:** 58620  
**Project:** Proposed Youth Services Renovation/Addition

**Client:** Baldwin Public Library  
**Location:** Birmingham, Michigan

**Type of Rig:** Truck  
**Drilled By:** I. Mickle

**Drilling Method:** Solid Stem Augers  
**Started:** 2/6/2018

**Ground Surface Elevation:**
**Completed:** 2/6/2018

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- H2O, % of dry weight  
- Bulk Density,pcf  
- Unconfined Compression, psf  
- Direct Push  
- Rock Core

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**Water Encountered:** 13'3"  
**At Completion:** 12'2"  
**Boring No.:** 3
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<tr>
<td>2-1/2&quot;</td>
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<td>13.0</td>
<td>Weight After Wash (g)</td>
<td>223.1</td>
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<tr>
<td>1-1/2&quot;</td>
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<td>76.4</td>
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<td>Loss in Weight (g)</td>
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<tr>
<td>1&quot;</td>
<td>150.4</td>
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<td>Loss by Wash (%)</td>
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<td>3/4&quot;</td>
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<td>44.5</td>
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<td>Tested By: H. Spahiu</td>
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<tr>
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<td>Reviewed By: G. Putt</td>
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<tr>
<td>3/8&quot;</td>
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<td>79.0</td>
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<td></td>
</tr>
<tr>
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<tr>
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<tr>
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<tr>
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<tr>
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<tr>
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<td>87.0</td>
<td>13.0</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Total Sample 256.5 100.0 0.0


Remarks:

Respectfully Submitted:
Testing Engineers and Consultants, Inc.
Material Description: Brown Fine Sand With Trace of Gravel & Silt  
Date Sampled: 2/6/18

Sample Source / Depth: B-3 @ 5'  
Sampled By: I. Mickle

Sample Location:  
TEC Lab Sample Number: 4112

Intended Use: Brown Fine Sand With Trace of Gravel & Silt

<table>
<thead>
<tr>
<th>Sieve No.</th>
<th>Total Weight Retained</th>
<th>Total Percent Retained</th>
<th>Total Percent Passing</th>
<th>Specification Range</th>
<th>SAMPLE DATA</th>
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<tbody>
<tr>
<td>3&quot;</td>
<td></td>
<td></td>
<td></td>
<td>Initial Sample Weight (g)</td>
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</tr>
<tr>
<td>2-1/2&quot;</td>
<td></td>
<td></td>
<td></td>
<td>Weight After Wash (g)</td>
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</tr>
<tr>
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<td></td>
<td></td>
<td>Loss in Weight (g)</td>
<td>9.3</td>
</tr>
<tr>
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<td></td>
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<td>4.1%</td>
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<td>Tested By: H. Spahiu</td>
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<tr>
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<td></td>
<td>Reviewed By: G. Putt</td>
<td></td>
</tr>
<tr>
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<td>87.7</td>
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<td>61.9</td>
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</tr>
<tr>
<td>#100</td>
<td>213.5</td>
<td>94.6</td>
<td>5.4</td>
<td></td>
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<tr>
<td>#200</td>
<td>216.4</td>
<td>95.9</td>
<td>4.1</td>
<td></td>
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<tr>
<td>Total Sample</td>
<td>225.7</td>
<td>100.0</td>
<td>0.0</td>
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</tr>
</tbody>
</table>

Test Method:  
ASTM C117/C136  
AASHTO T11/T27  
MTM 108/109  
X

Remarks:  
Respectfully Submitted:  
Testing Engineers and Consultants, Inc.
Material Description: Brown Fine Sand With Trace of Gravel & Silt  
Date Sampled: 2/6/18  
Sample Source / Depth: B-3 @ 7.5'  
Sampled By: I. Mickle  
Sample Location:  
Sampled By: I. Mickle  
TEC Lab Sample Number: 4113  
Intended Use: Brown Fine Sand With Trace of Gravel & Silt B-3 @ 7.5'  
Remarks:  

<table>
<thead>
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<th>Sieve No.</th>
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<th>Total Percent Retained</th>
<th>Total Percent Passing</th>
<th>Specification Range</th>
<th>SAMPLE DATA</th>
</tr>
</thead>
<tbody>
<tr>
<td>3&quot;</td>
<td>0.0</td>
<td>100.0</td>
<td></td>
<td>Initial Sample Weight (g) 227.3</td>
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<tr>
<td>2-1/2&quot;</td>
<td>1.1</td>
<td>0.5</td>
<td>99.5</td>
<td>Weight After Wash (g) 216.3</td>
<td></td>
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<tr>
<td>1-1/2&quot;</td>
<td>2.1</td>
<td>0.9</td>
<td>99.1</td>
<td>Loss in Weight (g) 11.0</td>
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<tr>
<td>1&quot;</td>
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<td>3.5</td>
<td>96.5</td>
<td>Loss by Wash (%) 4.8%</td>
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<tr>
<td>3/4&quot;</td>
<td>12.5</td>
<td>5.5</td>
<td>94.5</td>
<td>#4</td>
<td></td>
</tr>
<tr>
<td>1/2&quot;</td>
<td>16.6</td>
<td>7.3</td>
<td>92.7</td>
<td>#10</td>
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<tr>
<td>3/8&quot;</td>
<td>21.8</td>
<td>9.6</td>
<td>90.4</td>
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<tr>
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<td>40.2</td>
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<tr>
<td>#10</td>
<td>211.7</td>
<td>93.1</td>
<td>6.9</td>
<td>#40</td>
<td></td>
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<td>216.3</td>
<td>95.2</td>
<td>4.8</td>
<td>#100</td>
<td></td>
</tr>
<tr>
<td>#30</td>
<td>227.3</td>
<td>100.0</td>
<td>0.0</td>
<td>#200</td>
<td></td>
</tr>
<tr>
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<td>100.0</td>
<td>0.0</td>
<td>Tested By: H. Spahiu</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Reviewed By: G. Putt</td>
<td></td>
</tr>
</tbody>
</table>


Respectfully Submitted:  
Testing Engineers and Consultants, Inc.
SOIL DESCRIPTIONS

In order to provide uniformity throughout our projects, the following nomenclature has been adopted to describe soil characteristics:

CONSISTENCY AND RELATIVE DENSITY

<table>
<thead>
<tr>
<th>COHESIVE SOILS</th>
<th>GRANULAR SOILS</th>
</tr>
</thead>
<tbody>
<tr>
<td>UNCONFINED COMPRESSIVE STRENGTH, PSF</td>
<td>“N” VALUES</td>
</tr>
<tr>
<td>Below 500</td>
<td>0 – 2</td>
</tr>
<tr>
<td>500 – 1,000</td>
<td>3 – 4</td>
</tr>
<tr>
<td>1,000 – 2,000</td>
<td>5 – 8</td>
</tr>
<tr>
<td>2,000 – 4,000</td>
<td>9 – 15</td>
</tr>
<tr>
<td>4,000 – 8,000</td>
<td>16 – 30</td>
</tr>
<tr>
<td>8,000 – 16,000</td>
<td>31 – 50</td>
</tr>
<tr>
<td>Over 16,000</td>
<td>51+</td>
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</table>

Material Types By Particle Size

<table>
<thead>
<tr>
<th>BOULDERS</th>
<th>ASTM D2487</th>
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</thead>
<tbody>
<tr>
<td>Stones Over 12” In Diameter</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>COBBLES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Stones 3” To 12” In Diameter</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>GRAVEL</th>
</tr>
</thead>
<tbody>
<tr>
<td>#4 To 3” Diameter</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>COARSE SAND</th>
</tr>
</thead>
<tbody>
<tr>
<td>#10 To #4 Sieves</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>MEDIUM SAND</th>
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</thead>
<tbody>
<tr>
<td>#40 To #10 Sieves</td>
</tr>
<tr>
<td>Material Types By Particle Size</td>
</tr>
<tr>
<td>--------------------------------</td>
</tr>
<tr>
<td>FINE SAND</td>
</tr>
<tr>
<td>SILT</td>
</tr>
<tr>
<td>CLAY</td>
</tr>
<tr>
<td>PEAT</td>
</tr>
<tr>
<td>MARL</td>
</tr>
<tr>
<td>SWAMP BOTTOM DEPOSITS</td>
</tr>
</tbody>
</table>
ATTACHMENT G – DRAWINGS OF EXISTING CONDITIONS

For Expansion and Renovation of Youth Services Section of
Baldwin Public Library

The following drawings were prepared by Shelter Design Studio, 104 W. Fourth Street, Suite 303, Royal Oak, Michigan 48067, in November 2017.
ATTACHMENT H – HEATING AND COOLING EVALUATION

For Expansion and Renovation of Youth Services Section of Baldwin Public Library

The following report was prepared by Peter Basso Associates, 5145 Livernois, Suite 100, Troy, MI 48098, in January 2018.
### Heating and Cooling Evaluation Summary

<table>
<thead>
<tr>
<th>Component</th>
<th>Calculated Existing System Capacity</th>
<th>Proposed System Capacity Requirements</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td>Heating Load</td>
<td>- 126,945 BTUH</td>
<td>- 99,120 BTUH</td>
<td>OK, capacity of existing system is more than what is required for the expanded area.</td>
</tr>
<tr>
<td>Cooling Load</td>
<td>190,417 BTUH</td>
<td>208,719 BTUH</td>
<td>The cooling demand of the proposed expansion exceeds the capacity of the existing system. The proposed expansion is approx. 18,300 BTUH or about 1.5 tons greater than what is available.</td>
</tr>
</tbody>
</table>

The perimeter heat loss per lineal foot of the proposed expansion wall is less than 200 BTUH/LF and based on good engineering practice would not require supplemental heating elements, but might be considered.
SUBCOMMITTEE
GRAND HALL CARPET AND FURNITURE

For several months, a subcommittee has been working on the selection of new carpet and furniture for the Grand Hall. As of Thursday afternoon, June 14, when this Board packet is being prepared, final quotes have not been received, but they are expected by June 15. Before the June 18 meeting, staff will evaluate the quotes, prepare a report and a motion, and e-mail these documents to Library Board members. The Library Board will vote on the motion on June 18.
LIBRARY REPORT

Key Metrics Dashboard
Strategic Plan Status Report
Services and Programs
Marketing and Public Relations
Financial Stability
Personnel and Organization
Community Relationships and Partnerships
Facilities and Technology
## Key Metrics Dashboard: May 2018

<table>
<thead>
<tr>
<th></th>
<th>Current Month</th>
<th>This month last year</th>
<th>Current FYTD</th>
<th>Previous FYTD</th>
<th>FY 17-18 End of Q4 Target</th>
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<tbody>
<tr>
<td><strong>Financials</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Revenues</td>
<td>$7,290</td>
<td>$221,533</td>
<td>$3,918,182</td>
<td>$3,711,767</td>
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<tr>
<td>Expenses</td>
<td>$263,844</td>
<td>$546,390</td>
<td>$3,049,238</td>
<td>$4,448,264</td>
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<tr>
<td><strong>Circulation</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Circ (Charges &amp; Renewals)</td>
<td>37,852</td>
<td>34,800</td>
<td>458,951</td>
<td>444,172</td>
<td>425,000</td>
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<td>Self-Check Usage</td>
<td>22.5%</td>
<td>21.2%</td>
<td>22.7%</td>
<td>21.4%</td>
<td>25.0%</td>
</tr>
<tr>
<td>% of Circ by Residents</td>
<td>92.0%</td>
<td>90.8%</td>
<td>91.0%</td>
<td>90.4%</td>
<td>90.0%</td>
</tr>
<tr>
<td>% of Circ by Non-Residents</td>
<td>8.0%</td>
<td>9.2%</td>
<td>9.0%</td>
<td>9.6%</td>
<td>10%</td>
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<tr>
<td><strong>Interlibrary Loans</strong></td>
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<td></td>
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<tr>
<td>Items borrowed</td>
<td>692</td>
<td>777</td>
<td>8,290</td>
<td>8,444</td>
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<td>Items loaned</td>
<td>553</td>
<td>928</td>
<td>8,004</td>
<td>9,529</td>
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<td><strong>Technology Usage</strong></td>
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<td></td>
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<td>Database Sessions</td>
<td>1,232</td>
<td>1,722</td>
<td>16,130</td>
<td>12,412</td>
<td>13,000</td>
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<td>Downloadable Content</td>
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<td>6,820</td>
<td>81,210</td>
<td>73,579</td>
<td>80,000</td>
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<td>Public Computer Usage</td>
<td>1,169</td>
<td>1,556</td>
<td>13,887</td>
<td>17,680</td>
<td>20,000</td>
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<tr>
<td>Wireless Sessions</td>
<td>21,425</td>
<td>15,097</td>
<td>214,513</td>
<td>187,662</td>
<td>180,000</td>
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<td>Website Hits/Pageviews</td>
<td>22,985</td>
<td>20,568</td>
<td>271,344</td>
<td>249,392</td>
<td>325,000</td>
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<td><strong>Program Attendance</strong></td>
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<tr>
<td>Adults</td>
<td>331</td>
<td>1,121</td>
<td>4,960</td>
<td>4,670</td>
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<tr>
<td># of Programs for Adults</td>
<td>20</td>
<td>19</td>
<td>268</td>
<td>197</td>
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<tr>
<td>Teens</td>
<td>674</td>
<td>238</td>
<td>1,590</td>
<td>1,139</td>
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<tr>
<td># of Programs for Teens</td>
<td>12</td>
<td>5</td>
<td>122</td>
<td>66</td>
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<tr>
<td>Youth</td>
<td>2,674</td>
<td>1,766</td>
<td>21,992</td>
<td>20,111</td>
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<tr>
<td># of Programs for Youth</td>
<td>75</td>
<td>45</td>
<td>611</td>
<td>531</td>
<td></td>
</tr>
<tr>
<td>Computer Classes</td>
<td>49</td>
<td>32</td>
<td>367</td>
<td>323</td>
<td></td>
</tr>
<tr>
<td># of Computer Programs</td>
<td>12</td>
<td>5</td>
<td>96</td>
<td>86</td>
<td></td>
</tr>
<tr>
<td>Online Video Views</td>
<td>54</td>
<td>69</td>
<td>500</td>
<td>721</td>
<td></td>
</tr>
<tr>
<td>Idea Lab Certifications</td>
<td>3</td>
<td></td>
<td>66</td>
<td></td>
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<tr>
<td>Idea Lab Visits</td>
<td>75</td>
<td></td>
<td>714</td>
<td></td>
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<tr>
<td>Total Program Attendance</td>
<td>3,782</td>
<td>3,226</td>
<td>29,409</td>
<td>26,964</td>
<td>35,000</td>
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<tr>
<td>Total # of Programs</td>
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<td>74</td>
<td>1,097</td>
<td>880</td>
<td>950</td>
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<td><strong>Gate Count</strong></td>
<td>25,614</td>
<td>22,427</td>
<td>221,489</td>
<td>242,118</td>
<td>265,000</td>
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<td>436</td>
<td>2,249</td>
<td>2,182</td>
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</tr>
<tr>
<td><strong>Social Media</strong></td>
<td></td>
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<td></td>
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</tr>
<tr>
<td>e-Newsletter Subscribers</td>
<td>0</td>
<td>10</td>
<td>1821</td>
<td>1605</td>
<td>1900</td>
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<td>Facebook Page Likes</td>
<td>12</td>
<td>49</td>
<td>1873</td>
<td>1666</td>
<td>1900</td>
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<tr>
<td>Twitter Followers</td>
<td>5</td>
<td>8</td>
<td>1151</td>
<td>1062</td>
<td>1200</td>
</tr>
</tbody>
</table>
Strategic Plan Status Report

Comparisons of actual results to projections are made on a quarterly basis—in the months of October, January, April, and July.

Services and Programs

Strategic goal: Focus on fresh, dynamic services, and programs that meet Library users’ changing needs.

Citizens Academy
Baldwin was the final stop for the Birmingham Citizens Academy on May 31. Koschik gave the 12 program attendees a brief overview of the Baldwin Library and its financial and organizational structure and then the group toured the Library.

Summer Reading 2018
The 2018 Summer Reading Kick Off was held on Friday, June 15 from 1:00 to 4:00 p.m. Staff was on hand to register people for programs. Activities and features of the afternoon included crafts, games, ice cream, and a custom-made stair piano by the Idea Lab.

Financial Stability

Strategic goal: Develop and implement a solid financial plan that maximizes existing resources and actively pursues cost efficiencies and additional revenue streams.

Summer Reading Donations
The Library has received in-kind donations for the 2018 Summer Reading program from Book Beat, Cranbrook Institute of Science, Dairy Mat, Emagine Entertainment, the Birmingham Bloomfield Art Center, Grabbagreen, and Zap Zone. These donations will be used as prizes for drawing winners.
**Eick Family Donation**

Once again, the Eick family has donated $500 to purchase flowers for and to maintain the large round planter outside the front entrance of the Library. The Eick family makes this generous donation annually in memory of their parents, Margaretha and Raymond Eick.

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**Books & Bites**

The theme this year is “A Novel Wine Tasting.” The event will be held on Friday, October 19 from 6:00 to 9:00 p.m. The event will feature food and desserts; live music; wine, beer, and spirits tastings; and a silent auction. A committee is hard at work finding sponsors and donors for the evening and planning the event. More information about sponsorship opportunities can be found at baldwinlib.org/booksandbites.

Karen and Robert Rock have signed on as $1,000 sponsors.

We have received raffle donations from the following businesses: PaperSource and Piccolo Penguin.
Marketing and Public Relations

Strategic goal: Improve marketing tools to ensure that the community is more aware of what the Baldwin Library has to offer and comes to view the Library as its first choice for accessing the world’s knowledge.

New Releases and Upcoming Events
Craft submitted press releases about programs and events to local media outlets. Press releases from the last month included:

- Celebrate Summer Reading at the Baldwin Public Library
- Protect Your Privacy Online with Help from the Baldwin Public Library

eNewsletters
Bart Gioia, Computer Trainer, continues to compile and distribute the Library’s four monthly eNewsletters (Adult Events, Teen Events, Youth Events, and Library Board News).

Marketing
Michelle Hollo continues to work with Rebekah Craft designing projects and marketing materials for the Library. Portions of these projects can be found in the Information Only section of this Board Packet. She has completed or is working on the following:

- Teen book display titles
- Teen pin-backed buttons
- Teen Finals poster
- Story Book Trail signs
- Books & Bites posters, bookmarks, and print ads
- Computer Tech Classes flier
- Friends Bookmark
- Summer Reading pillar posters
Social Media Committee
Baldwin has formed a new social media committee that will be working together to provide fresh content for Facebook, Twitter and Instagram. Sarah Bowman (Adult), Lauren Ziolkowski (Adult), Syntha Green (Youth), Jeff Jimison (Idea Lab), and Rebekah Craft are committee members.

Personnel and Organization
Strategic goal: Provide the most effective governing framework, and maintain a flexible, efficiently organized management structure staffed by multi-talented professionals with active support from well-trained volunteers.

Volunteer Hours
434 volunteer hours were utilized in the month of May.

Communications with Staff
Staff talks were held on May 23 and 24 as a follow-up to the April Library Board meeting.

Staff Updates
Debra Gantz, Substitute Youth Librarian, reached 16 years of service on June 17.
Daniel O’Brien, Page, reached 17 years of service on June 12.
Katie Rothley, Substitute Adult Librarian, reached 4 years of service on June 9.
Donna Smith, Youth Services Librarian, will reach 15 years of service on June 30.

Idea Lab Technology Assistant
We are in the process of hiring two new employees for the Idea Lab Technology Assistant position. Judah Richardson, the current assistant, will be starting his studies at Michigan State University in engineering this summer.

Community Relationships and Partnerships
Strategic goal: Strengthen relationships with stakeholders and expand partnership opportunities with community organizations for everyone’s mutual benefit.

City of Birmingham
Koschik has attended weekly City of Birmingham staff meetings. Craft submitted content to the City of Birmingham for inclusion in its monthly Around Town email newsletter.
35 staff members, Board members, and Library supporters marched with Baldwin in the 2018 Celebrate Birmingham Hometown Parade on Sunday, May 20, starting at 1:00 p.m. Marchers passed out bookmarks to advertise the upcoming Youth Room expansion and renovation.

Maria Williams, Kristen Tait, Jeff Jimison, and Judah Richardson staffed a booth at the Birmingham Farmers Market on June 10. Over 400 people visited the booth. Jeff and Judah passed out little figurines printed on the 3D printers in the Idea Lab, and visitors were able to watch two 3D printers in action. Maria and Kristen helped visitors register for library cards and sign up for the Summer Reading program.

*Beverly Hills*
Craft submitted information to the Village of Beverly Hills for inclusion in its weekly email newsletter.

Baldwin staff, Friends, and Board members marched in the 2018 Beverly Hills Memorial Day Parade on Monday, May 28.
Bingham Farms
Craft submitted information to the Village of Bingham Farms for inclusion in its quarterly newsletter.

Birmingham Next
Rebekah Craft continues to host the Popular Reads book club at Next. Bart Gioia, Technology Trainer, continues to teach one computer class per month at Next.

Birmingham Rotary Club
Koschik has continued to attend Birmingham Rotary Club meetings.

Birmingham All Seasons
H Jennings, Adult Services librarian, is facilitating a monthly book club at All Seasons, the independent senior living facility in Birmingham.

Friends of the Baldwin Public Library (FOBPL)
Craft attended the June 12 meeting of the Friends of the Baldwin Public Library Board of Directors. The Friends assisted at the Summer Reading Open House on June 15. While they will not be meeting during July and August, the group plans to send out their annual newsletter in July and their annual membership appeal in August.
Birmingham Government Day Reception
Doug Koschik, Rebekah Craft, Melissa Mark, Ashley Aidenbaum, Jim Suhay, Bob Tera, and David Underdown attended the City of Birmingham’s Government Day Reception on May 23 at Vinotecca’s Elm Room. The City honored and thanked its many elected and appointed officials during the event.

Birmingham Public Schools

Harlan Open House
Syntha Green, Youth Services Librarian, and Kristen Tait, Circulation Services Coordinator, attended Harlan Elementary's inaugural Summer Reading Expo, held on the evening of Wednesday May 30. Baldwin was invited to have a table at this event by Elisabeth Steyer, Media Specialist for the school. Troy and Bloomfield Township Libraries also had tables. The Expo was a success; over 70 families registered and attended the event, and we were able to sign up just over 40 children for Baldwin's Summer Reading program as well as issue and renew Library Cards to families. Harlan staff said that they were pleased and would like us to participate again next year.

Historical Tours
As part of the second grade curriculum, students learn about Birmingham. Second grade classes from each of the elementary schools in the Birmingham Public School District take an all-day field trip to downtown Birmingham each year. They visit the Birmingham Museum and City Hall, go on a scavenger hunt around downtown Birmingham, and come to the Baldwin Public Library. Youth Librarians give each class an hour-long tour of the Library in which the librarians reinforce what the students learn about Martha Baldwin in school and also relate the history of our Library. This year the Library gave 20 tours to over 520 students and parents.

Summer Reading School Visits
Each year, from the end of May until school ends, Youth Librarians visit almost every single class in the Birmingham Public Schools to share with them the Summer Reading Game and all the events the Librarians have planned. This year, Youth librarians saw over 3,500 students and gave 52 presentations in four weeks.

Additionally, Teen Services Librarian Elisabeth Phou visited five schools—all of the middle and high schools—and spoke with more than 1,800 students. Since the Library began doing school outreach to teen patrons two years ago, we’ve seen greatly improved attendance at teen programs throughout the year. When Teen Librarian
Elisabeth Phou presented an ice-breaking trivia game to students, questions about the Idea Lab were the only questions consistently answered correctly during each session.

**Battle of the Books**
Stephanie Klimmek has been in talks with the media specialists in the Birmingham Public Schools to plan the 2019 Battle of the Books. This event will be held on Saturday, February 2 at Groves High School.

**Retirement Reception for Superintendent Dan Nerad**
Doug Koschik attended a retirement reception for BPS Superintendent Dan Nerad on June 14.

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**Facilities and Technology**
*Strategic goal: Adapt the existing facility for more flexible use and employ technology more effectively in order to improve internal operating efficiency and better serve Library patrons.*

**Grand Hall Carpeting & Furniture**
The Grand Hall furniture subcommittee continues to work with Kyle Haning of Library Design and Janelle Boyce to determine furniture, carpeting and fabric to use in the Grand Hall refresh project.

**Birkerts Roof Replacement**
The City has selected a company to replace the Birkerts roof. The project is expected to begin at the end of June.

**Sculpture**
Brooks Cowan, the City of Birmingham’s liaison to the Public Arts Board, has issued an Open Call for Public Art Sculpture Submission. This is for a sculpture to replace the one that used to be on the southwest lawn of the Library. A link to this open call can be found on the home page of the Library’s website.

**Front Entrance Power Washing**
Birmingham business Rock Solid Powerwash will clean the front entryway steps and handicap ramp on Monday, June 18, before the Library opens to the public.

**Shelby Township Library**
The Shelby Township Library is thinking of constructing a new building. Its Director, Katie Ester—who used to work at Baldwin—sent some of her staff members to Baldwin on June 7 to look at our building. Maria Williams and H Jennings showed them around. Since the Shelby Township employees were from the Circulation Department, they had many questions for the Circulation Department. Later, Katie Ester wrote a thank-you note that said, in part: “[The Shelby employees] took hundreds of pictures and pages of notes, and we discussed BPL at length in our afternoon session (and ooh’ed and ahh’ed over the pictures.) What praise! Thanks again for your time and generous hospitality.”
Youth Event Photos

Bubble Party
After the Celebrate Birmingham Parade, patrons had fun in Shain Park and also at the Library for the Bubble Party. The rain did not deter kids from having fun at the many bubble stations. There were bubbles that totally surrounded you, big bubbles made with two sticks, and even square bubbles!
Music Man Dave
Over seventy kids and grown ups gathered in the Jean Lloyd Room on May 5th to sing and dance with Music Man Dave. They formed a dance line going all around the second floor and even played with different musical instruments.
## Baldwin Public Library: Friends Funds
### May 2018 Expenditures

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<tr>
<th>Service</th>
<th>Description</th>
<th>Cost</th>
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<tbody>
<tr>
<td><strong>Adult Services</strong></td>
<td>Stealing the Mystic Lamb program</td>
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<td>Program Refreshments</td>
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<td><strong>Outreach &amp; Equipment</strong></td>
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<td>Beverly Hills Memorial Day Parade Candy</td>
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<td><strong>Total Expenditures</strong></td>
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### May 2018 Balances

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**May Book Sale Proceeds**

- $700.00

Submitted by Rebekah Craft on June 11, 2018
REGISTER AT THE SUMMER READING KICKOFF
FRIDAY, JUNE 15 FROM 1:00 TO 4:00 P.M.
OR ONLINE ANY TIME AFTER JUNE 15 AT WWW.BALDWINLIB.ORG
YOU’LL BE ENTERED INTO OUR WEEKLY PRIZE DRAWINGS
JUST FOR REGISTERING!
EACH TIME YOU FINISH A BOOK
UPDATE YOUR ONLINE READING LOG,
YOU CAN EVEN LEAVE A REVIEW.
FOR EVERY BOOK YOU READ (AUDIOBOOKS COUNT!)
YOU’LL EARN AN ENTRY INTO OUR
GRAND PRIZE DRAWING
FOR A CHANCE TO WIN A
• KINDLE
• WIRELESS HEADPHONES
• A GIFT BASKET OF SALTS AND SPICES
THIS YEAR’S GRAND PRIZES WILL BE AWARDED AT OUR FINALE PROGRAM:
SALT: THE GREAT MAGNIFYING GLASS
TUESDAY, AUGUST 14TH AT 7:00 PM
**SUMMER ADULT PROGRAMS**

**BPL @ THE FARMERS MARKET**
SUNDAY, JUNE 10 FROM 9:00 A.M. TO 2:00 P.M.
Visit us at the Birmingham Farmers Market. Sign up for a Library card, register for Summer Reading, and see a 3D printer in action.

**STOLEN ART: STEALING THE MYSTIC LAMB**
SUNDAY, JUNE 24 AT 2:00 P.M.
Lecturer Karen Imarisio returns to tell the true story of the world’s most coveted masterpiece, the Ghent altarpiece, from which panels have been stolen and recovered on multiple occasions throughout history. Registration required.

**FAIRY GARDENING**
MONDAY, JULY 9 AT 7:00 P.M.
An expert from English Gardens will explain and demonstrate the art of fairy gardening. Registration required.

**COOKBOOK CLUB**
TUESDAY, JUNE 26 AT 7:00 P.M.
Prepare a dish from Vibrant India, by Chitra Agrawal to share potluck style. BPL cardholders who register by June 15th will be entered into a drawing to win a copy of the cookbook. Registration required.

**MOVIES THAT ROCK**
TUESDAY, JULY 17 AT 6:00 P.M. RAY
The life and career of music legend Ray Charles, including his relationship with his wife Della, are the subjects of this Oscar-winning biopic. Rated: PG-13

**EARLY ROADS IN METRO DETROIT**
WEDNESDAY, JULY 18 AT 7:00 P.M.
Paul Sewick discusses the history of roads in Detroit from early Native American footpaths to the city’s radial avenues and the Mile Road grid. Registration required.

**TECHNOLOGY CLASSES**

**DIGITAL AUDIOBOOKS**
MONDAY, JUNE 11 AT 7:00 P.M.
Learn how to access digital audiobooks from the Library’s collection and take your summer road trip to the next level. Registration required.

**ONLINE PRIVACY PROTECTION PARTS 1 & 2**
MONDAYS, JUNE 25 AND JULY 2 AT 7:00 P.M.
A librarian will teach you how to safeguard your privacy in the digital age. Registration required.

**BRAINFUSE**
TUESDAY, AUGUST 28 AT 7:00 P.M.
With Brainfuse and a BPL card, students in grades K–college can work online with live tutors – even from home. Registration required.

**WIRE WRAPPED PETOSKEY STONE JEWELRY**
WEDNESDAY, JUNE 20 AT 7:00 P.M.
Learn the art of wire wrapping while we turn Petoskey stones into one of a kind pendants. Registration required.

**CROWNS OF CARE**
SATURDAY, JULY 21 FROM 1:00 TO 3:00 P.M.
Join us for an opportunity to help paint and decorate unique leather crowns for Crowns of Care, an organization that provides crowns to inspire children battling serious illnesses. Registration required.

**THE IDEA LAB**

**PAPER GEMS**
SATURDAY, JUNE 16 FROM 10 A.M. TO 4:00 P.M. DROP-IN.
THURSDAY, JUNE 28 AT 7:00 P.M.
Registration required.

**DRONE CLUB**
THURSDAYS JULY 12, 19 AND 26 AT 7:00 P.M.
Build a drone, learn to fly it, and navigate an aerial course. Attendance at all three events is encouraged but not required. Registration required.

**LASERS ROCK!**
SATURDAY, AUGUST 25 FROM 10 A.M. TO 4:00 P.M. DROP-IN.
Use the Idea Lab’s laser engraver and other equipment to make a handmade instrument.

**DETROIT MUSIC ORAL HISTORIES**
TUESDAY, AUGUST 7 AT 7:00 P.M.
After three years of conducting oral histories of local musicians from a variety of genres, Kim Schroeder will share insights on the uniqueness of the Detroit music scene. Registration required.

**MUSIC TRIVIA AT BRADY’S TAVERN**
WEDNESDAY, AUGUST 8 AT 7:00 P.M.
Enjoy a rousing round of music-themed trivia. Please arrive by 6:30. Registration required.

**THE ART OF ELECTRONIC MUSIC**
FRIDAY, AUGUST 10 AT 7:00 P.M.
DJ Steve Drones talks about the art of crate digging and beatmaking, dj’ing with vinyl records, and spins some tunes at this special after hours event. Registration required.

**THE YEAR OF THE TIGER: 1968**
MONDAY, AUGUST 13 AT 7:00 P.M.
Jeremy Dimick of the Detroit Historical Society will discuss the players, the season, and the city when the Detroit Tigers won the World Series 50 years ago. Registration required.

**SALT: THE GREAT MAGNIFYING GLASS**
TUESDAY, AUGUST 14 AT 7:00 P.M.
Join us for some food, fun, and a little kitchen magic with Renee Chodkowski, The Great Foodini. We will explore fun facts about salt and taste test different ways of using a variety of salts in your kitchen. Summer Reading prizes will be awarded! Registration required.

**MUSIC IN TURBULENT TIMES, WITH DR. KRISTEN TAIT**
MONDAY, AUGUST 27 AT 7:00 P.M.
Discover how classical music splintered into disparate styles in the aftermath of World War 1. Registration required.

**CERAMIC WALL ART, WITH MAKE.DO.STUDIO**
MONDAY, JULY 23 FROM 6:30 TO 8:00 P.M.
Make a decorative talisman from handmade ceramic beads, with instruction from artist Katie Bramlage of make.do.studio. Registration required. $10 nonrefundable materials fee due at time of registration.

**WHEEL NATURAL DYE COLLECTIVE**
SATURDAY, AUGUST 4 FROM 1:00 TO 4:00 P.M.
Use natural indigo and resist dye techniques to decorate a cotton scarf. Learn how indigo plants are processed into deep blue dye. Registration required.

**CROWNS OF CARE**
SATURDAY, JUNE 16 FROM 10 A.M. TO 4:00 P.M. DROP-IN.
THURSDAY, JUNE 28 AT 7:00 P.M.
Registration required.

**DRONE CLUB**
THURSDAYS JULY 12, 19 AND 26 AT 7:00 P.M.
Build a drone, learn to fly it, and navigate an aerial course. Attendance at all three events is encouraged but not required. Registration required.

**LASERS ROCK!**
SATURDAY, AUGUST 25 FROM 10 A.M. TO 4:00 P.M. DROP-IN.
Use the Idea Lab’s laser engraver and other equipment to make a handmade instrument.
TEEN SUMMER READING 2018
JUNE 15 - AUGUST 11

LIBRARIES Rock

HOW IT WORKS
• SIGN UP AT THE LIBRARY’S KICK-OFF EVENT ON FRIDAY, JUNE 15 FROM 1:00 TO 4:00 P.M.
• ENJOY FUN ACTIVITIES AND TAKE HOME COOL SWAG
OR REGISTER ONLINE AT WWW.BALDWINLIB.ORG

KEEP TRACK OF HOW MANY HOURS YOU READ, LOG THEM ON YOUR ACCOUNT, AND COME IN TO CLAIM A PRIZE WHEN YOU REACH THESE READING GOALS:

10 HOURS ➔ TEEN BOOK OF YOUR CHOICE
20 HOURS ➔ DAIRY MAT ICE CREAM CONE COUPON
40 HOURS ➔ MYSTERY GRAB BAG
60+ HOURS ➔ EMAGINE PALLADIUM POPCORN COUPON

EVERY 10 HOURS LOGGED GETS YOU AN ENTRY INTO THE GRAND PRIZE DRAWING

GRAND PRIZES
• NINTENDO SWITCH
• APPLE AIRPODS
• BEATS Pill

THE 3 BIG WINNERS WILL BE ANNOUNCED AT THE AFTER-HOURS LASER TAG PARTY ON SATURDAY, AUGUST 11 FROM 6:30-9:30 P.M. *YOU DO NOT NEED TO BE PRESENT TO WIN.
PIZZA & PAGES
Join us for pizza and a book discussion. The first 8 teens to register get a free book, thanks to the Friends of Baldwin Public Library! This book club is co-sponsored by Jet’s Pizza. Registration required.

HIGH SCHOOL GRADES 9 TO 12
FIRST THURSDAY OF THE MONTH FROM 7:00 TO 8:00 P.M.
JUNE 7: SIMON VS. THE HOMOSAPIENS’ AGENDA BY BECKY ALBERTALLI
JULY 5: SIX OF CROWS BY LEGH BARDUGO
AUGUST 2: I’LL GIVE YOU THE SUN BY JANDY NELSON

MIDDLE SCHOOL GRADES 7 TO 8
FIRST TUESDAY OF THE MONTH FROM 7:00 TO 8:00 P.M.
JUNE 5: LIFE AS WE KNEW IT BY SUSAN BETH PFEFFER
JULY 3: THE SCARLET PIMPERNEL BY BARONESS ORCZY
AUGUST 7: HOUSE ARREST BY K. A. HOLT

EXAM CRAM WITH THERAPY DOGS
SATURDAY, JUNE 9 FROM 5:30 TO 9:00 P.M.
SUNDAY, JUNE 10 FROM 12:00 TO 5:00 P.M.
Paws from studying and pet a pooch from Therapy Dogs International. The Saturday after-hours event will have pizza, dogs, and VR video games. No Registration required.

BABYSITTER TRAINING CLASS WITH THE RED CROSS
SATURDAY, JUNE 23 FROM 9:30 A.M. TO 5:00 P.M.
AGES 11 TO 15
Learn emergency procedures, diapering, age-appropriate activities, pediatric CPR, rescue breathing, the Heimlich maneuver, and basic first aid skills needed while babysitting. Lunch will be from 12 to 1:30. Bring a bag lunch or leave the library to visit one of the nearby Birmingham restaurants. Teens who complete the workshop will receive a Babysitter’s Training Certificate through e-mail after the program. Registration required, space is limited. $30 fee.

WIZARD ROCK CONCERT WITH TONKS & THE AURORS
SATURDAY, JULY 28 FROM 7:00 TO 8:00 P.M.
Join Tonks & the Aurors for a night of Harry-Potter-themed musical performances. Dress up, nerd out, and bring your friends to rock! Registration required, teens, tweens, and adults are welcome.

PROGRAMS ARE FOR TEENS IN GRADES 6-12, UNLESS OTHERWISE NOTED.
PLEASE NOTE THAT PARENTS AND YOUNGER SIBLINGS WILL NOT BE ABLE TO ATTEND TEEN PROGRAMS.

PHOTOGRAPHY WORKSHOP, WITH COLLEGE FOR CREATIVE STUDIES
THURSDAY, AUGUST 9 FROM 1:00 TO 2:30 P.M.
Bring your DSLR or cell phone and learn to take dynamic images worthy of an album cover. Emphasis will be placed on composition and mood. A College for Creative Studies instructor will be teaching this course. Registration required.

AFTER-HOURS LASER TAG PARTY
SATURDAY, AUGUST 11 FROM 6:30 TO 9:30 P.M.
Let’s end Teen Summer Reading with laser tag, pizza, movies, and video games after the library closes! Registration and signed permission slip required. Please note: this is an after-hours event so please arrive no later than 6:30 p.m. for access into the building. Summer Reading prize winners will be announced at this event.

CRAFT SERIES
MONDAYS FROM 2:00 TO 3:00 P.M.
JUNE 18: DINOSAUR PLANTERS
JUNE 25: KINDNESS ROCKS
JULY 2: LUSH-INSPIRED BATH BOMBS
JULY 9: TIE DYE
Registration required.

STEAM SERIES
MONDAYS FROM 2:00 TO 3:00 P.M.
JULY 16 & 23: Build a drone, learn to fly it, and navigate an aerial course.
JULY 30 & AUGUST 6: Design and build a Rube Goldberg machine.
Attendance at both series events is encouraged. Registration required.

LIBRARY BREAKOUT
THURSDAY, JULY 12
FROM: 2:00 TO 2:45 P.M.
FROM: 4:00 TO 4:45 P.M.
FROM: 7:00 TO 7:45 P.M.
Work together to solve a series of critical thinking puzzles in order to crack the combinations and break the locks. Will you make it out in time? 10 teens per time slot. Registration required.
SUMMER READING KICKOFF
FRIDAY, JUNE 15 FROM 1:00 TO 4:00 P.M.
REGISTER FOR SUMMER READING AND JOIN US FOR CRAFTS, GAMES & MORE BECAUSE LIBRARIES Rock!

- REGISTER ONLINE AT WWW.BALDWINLIB.ORG/ SUMMERREADING
- Pick up your Game Card at the Youth Desk on or after June 15 and start working your way through the goals.
- You will receive a prize for every 5 goals you complete, including free books!
- When you complete all 20 goals, you will be entered into the Grand Prize Lotto for a chance to win a free birthday party at Zap Zone and other cool prizes.
- Fill out a Weekly Lotto Ticket every day you come to the Library for a chance to win more prizes every week!

Summer Reading is generously sponsored by the Friends of the Baldwin Public Library.

BALDWIN BOOSTERS ORIENTATION
TUESDAY, JUNE 5 AT 6:30 P.M.
SUMMER READING VOLUNTEERS AGES 11 TO 14
Boosters earn community service hours by helping with Youth Summer Reading. Learn the duties, responsibilities, and what it takes to be a Baldwin Booster. Pizza will be served. Applications are due Friday, June 8. Registration required for Orientation.

FAIRY TALES & MUSIC
WILD SWAN THEATER PRESENTS ONCE UPON A TIME
WEDNESDAY, JULY 11 AT 3:00 P.M.
Enjoy a live performance of fairy tales, set to music, presented by this popular traveling theater troupe based in Ann Arbor. Registration required.

GUY LOUIS FAMILY CONCERT
THURSDAY, JULY 26 AT 1:30 P.M.
Guy Louis brings guitars, a mandolin, and a ukulele to the library for his high-energy, entertaining, and interactive show. Registration required.

Programs funded in part by the MICHIGAN COUNCIL FOR ARTS AND CULTURAL AFFAIRS and the MICHIGAN HUMANITIES COUNCIL.
**SUMMER STEAM @ THE LIBRARY**

**GEOLOGY ROCKS | GRADES 4 TO 6**  
**WEDNESDAY, JUNE 27 AT 2:30 P.M.**  
Make your own edible rocks, crack open a geode, and conduct some cool geology experiments. Registration required.

**MUSICAL STEM | GRADES 1 TO 3**  
**TUESDAY, JULY 10 AT 2:00 P.M.**  
Explore the science behind sound and music through crafts and activities! Registration required.

**READER’S THEATER BOOT CAMP**  
**GRADES 3 TO 6**  
**PRACTICES: TUESDAY, JULY 17 TO FRIDAY, JULY 20 FROM 2:30 TO 4:00 P.M.**  
**PERFORMANCE: MONDAY, JULY 23 AT 7:00 P.M.**  
Get in on the action at our one week Reader’s Theater Boot Camp. We’ll practice all week to prepare for the performance. No memorizing required and roles are available for everyone. Please call the Youth Desk for more details. Registration required.

**DIY INSTRUMENTS**  
**MONDAY, JULY 30**  
**GRADES 1 TO 3 AT 11:00 A.M. | GRADES 4 TO 6 AT 2:00 P.M.**  
Create your own musical instruments using items you can find around your home. Don’t worry, we’ve already gathered all the items you might need. Registration required.

**DIFFERENT | GRADES 2 TO 5**  
**WEDNESDAY, AUGUST 1 AT 2:30 P.M.**  
Join us as local author, Claire Trainor, reads from her new book, Diffe-ENT; followed by a book discussion and a demonstration of how you can make your own bento boxes at home. Registration required.

**OZOBOTS! | GRADES 4 TO 6**  
**WEDNESDAY, AUGUST 8 AT 2:30 P.M.**  
Learn to code with Ozobot robots. Use color commands to make your bot walk, run, spin, and navigate a maze. These tiny bots are sure to keep you entertained. Registration required.

**BOOK CLUBS**

**FAMILY BOOK CLUB | GRADES 3 TO 6**  
**TUESDAY, JULY 31 AT 7:00 P.M.**  
**CHARLIE AND THE CHOCOLATE FACTORY BY ROALD DAHL**  
Read the book at home then join us for an evening of fun conversation and snacks. The first 15 families to register will receive a free copy of the book thanks to the Friends of the Baldwin Public Library. Registration required.

**MOMS BOOK CLUB**  
**WEDNESDAY, JUNE 20 AT 7:00 P.M.**  
**DARK MATTER BY BLAKE CROUCH**  
Books provided generously by the Friends of the Baldwin Public Library. Registration required.

**JOIN THE RUFF READERS!**  
**AGES 6 AND UP**  
**TUESDAYS FROM 6:30 TO 7:30 P.M.**  
**JUNE 12, JULY 24, AUGUST 14**  
**SATURDAYS FROM 10:00 A.M. TO NOON**  
**JUNE 30, JULY 14, AUGUST 4**  
Read aloud to the best listener on earth—a specially trained dog from Therapy Dogs International. Registration required.

**SUMMER YOUTH PROGRAMS**

**LIBRARIES Rock! WITH THE MUSIC LADY**  
**FRIDAY, JUNE 22 AT 11:00 A.M.**  
Beverly Meyer is back with her guitar for an interactive music program that will rock you off your feet! Registration required.

**TUNES N TALES WITH TRICIA**  
**PRESCHOOL AND UP**  
**THURSDAY, JUNE 28 AT 10:30 A.M.**  
Are you ready to rock? Enjoy stories and songs with Tricia as she gives you the true concert experience. Registration required.

**KIDSZONE @ THE FARMS MARKET**  
**SUNDAY, JULY 15 AND SUNDAY, AUGUST 5 FROM 9:00 A.M. TO 2:00 P.M.**  
Baldwin is hosting the KidsZone at the Birmingham Farmers Market twice this year! Baldwin Boosters will be on site to help everyone with a different craft each day. Registration required.

**DINOSAURS ROCK WITH PALEOJOE**  
**RECOMMENDED FOR ELEMENTARY AGE STUDENTS**  
**TUESDAY, AUGUST 7 AT 1:00 P.M.**  
Learn about the animals, plants, and creatures that have been extinct for millions of years in this prehistoric program. Registration required.

**LIBRARIES Rock! WITH BAFFLING BILL**  
**MONDAY, AUGUST 13 AT 10:30 A.M.**  
POOF! In a brilliant flash, Baffling Bill the magician arrives to celebrate summer reading with illusion, comedy, audience participation and Gus the bunny. Registration required.

**FAMILY FUN**

**FITNESS FUN FAMILY STORY TIME**  
**TUESDAY, JULY 17 AT 7:00 P.M.**  
Baba Kevin Collins and the Kuungana Drum and Dance Company share their love for African music in this entertaining, educational, and participatory performance. Registration required.

**DANCING IN DIAPERS**  
**THURSDAY, JULY 26 AT 10:30 A.M.**  
Bring in those active babies & toddlers for this musical exercise program that’s sure to get them movin’ and groovin’.

**WIZARD ROCK CONCERT WITH TONKS & THE AURORS**  
**RECOMMENDED FOR AGES 8 AND UP**  
**JULY 28 FROM 7:00 TO 8:00 P.M.**  
Join Tonks & The Aurors for a night of Harry-Potter-themed musical performances. Dress up, nerd out, and bring your friends to rock! Registration required.

**ANNUAL STUFFED ANIMAL SLEEPOVER**  
**MONDAY, AUGUST 6 AT 6:30 P.M.**  
Get in your PJs, grab a stuffed friend, and join us for an evening of super silly story time fun! Then, tuck in your stuffed animal, kiss it good night, and leave it here for a library overnight. Collect your friend the next afternoon. Please leave blankets and other accessories at home. Registration required.

**FAMILY STORY TIMES**

**FAMILY STORY TIMES @ THE MUSEUM**  
**THURSDAYS FROM 6:30 TO 7:00 P.M.**  
Join us for stories, songs, and activities hosted offsite at the Birmingham Museum of Art.  
**JUNE 14: DANCE, DANCE, DANCE | JULY 12: PICNICS**  
**AUGUST 9: INSTRUMENTS**  
Admission to the story time is free. Parking is available at the Chester Street Parking Structure. Registration required.

**SWEET TREATS FAMILY STORY TIME**  
**THURSDAY, JULY 19 AT 10:30 A.M.**  
Are you craving something sweet? We’re serving up a sweet story time for National Ice Cream Month. Registration required.

**FITNESS FUN FAMILY STORY TIME**  
**FRIDAY, AUGUST 3 AT 11:00 A.M.**  
Shake your sillies out in this high-energy story time! Enjoy stories, songs, and activities that will get you moving up, down, and all around. Registration required.
<table>
<thead>
<tr>
<th>Read</th>
<th>Read</th>
<th>Play</th>
<th>Play</th>
<th>Write</th>
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<tbody>
<tr>
<td>Read for 15 minutes</td>
<td>Read under a Tree.</td>
<td>Build with legos in the play area.</td>
<td>Attend a Library Program.</td>
<td>Draw or color a picture of a musical instrument.</td>
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<tr>
<td>15 MINUTES</td>
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<th>Play</th>
<th>Talk</th>
<th>Play</th>
<th>Sing</th>
<th>Read</th>
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<tbody>
<tr>
<td>Play Peek-a-boo or hide and seek.</td>
<td>Talk Walk the Story Book Trail at Beverly Park and read the book out loud.</td>
<td>Play Pretend pots and pans at home are drums and make some noise!</td>
<td>Sing in the Bathtub!</td>
<td>Read a board book with someone.</td>
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<th>Talk</th>
<th>Read</th>
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<th>Write</th>
<th>Talk</th>
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<tbody>
<tr>
<td>Talk Check out a Discovery Book, pointing to the words as you read them out loud.</td>
<td>Read a book with someone from the 100-K Collection.</td>
<td>Sing a song about the weather outside.</td>
<td>Write Trace the letters – in an alphabet book.</td>
<td>Talk Check out a magazine, with animals and make the noises for the animals you see.</td>
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<th>Sing</th>
<th>Talk</th>
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<th>Read</th>
<th>Sing</th>
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<tbody>
<tr>
<td>Sing a nursery rhyme – (ABCs, Twinkle Twinkle, etc.).</td>
<td>Talk Play in the park and listen for musical sounds, (birds chirping, crickets, etc.). Talk about what you hear.</td>
<td>Write Spend time at the craft table.</td>
<td>Read and listen to a book from the Media Kit collection.</td>
<td>Sing your favorite song in a loud voice. Then sing it very quietly.</td>
</tr>
</tbody>
</table>

**Prizes are awarded for every 5 goals you complete. Complete 20 goals to be entered into the Grand Prize drawing for a chance to win one of 3 great prizes! Prizes can be redeemed at the Youth Desk from Monday June 25th through Friday August 17th.**
Mae Among the Stars by Roda Ahmed – E AHMED
Vincent Comes Home by Jessixa Bagley – E BAGLEY
Mrs. Wishy-Washy’s Farm by Joy Cowley – E COWLEY
Windows by Julia Denos – E DENOS
Rap a Tap Tap: Here’s Bojangles, Think of That! by Leo Dillon – E DILLON
Twinkle Twinkle Little Car by Kate Dopirak – E DOPIRAK
There’s a Monster in Your Book by Tom Fletcher – E FLETCHER
Here We Are: Notes for Living on Planet Earth by Oliver Jeffers – E JEFFERS
Duck Sock Hop by Jane Kohuth – E KOHUTH
Never Play Music Right Next to the Zoo by John Lithgow – E LITHGOW
Tickle Monster by Edouard Manceau – E MANCEAU
We’ve All Got Bellybuttons by David Martin – E MARTIN
Bears in a Band by Shirley Parenteau – NEXT STEP FICTION HUGHES
If You Ever Want to Bring a Piano to the Beach, Don’t! by Elise Parsley – E PARSLEY
After the Fall by Dan Santat – E Santat
I Got the Rhythm by Connie Schofield-Morrison – E SCHOFIELD-MORRISON
Off We Go! A Bear and Mole Story by Will Hillenbrand – E HILLENBRAND
Lights Out by Jacqueline Jules – BTR JULES
Dance, Dance, Dance by Ethan Long – BTR LONG
Harry and the Lady Next Door by Gene Zion – BTR ZION
I Wish I was a Gorilla by Jennifer Bove – DISCOVERY J599.884 BOVE
Corvette by Julie Murray – DISCOVERY J629.22 MURRAY
Tow Trucks by Kate Riggs – DISCOVERY J629.225 RIGGS
<table>
<thead>
<tr>
<th>Read</th>
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<td>Read for 15 minutes</td>
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<tbody>
<tr>
<td>Play a song on an air guitar.</td>
<td>Sing the ABC song backwards!</td>
<td>Write about or draw your favorite thing at the Baldwin Library and show it to a Librarian.</td>
<td>Read a book from the Illustrated Shorts collection with someone else.</td>
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<td>Read for 15 minutes</td>
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<tbody>
<tr>
<td>Make a fort with pillows and blankets and read inside with a flashlight.</td>
<td>Visit the Story Book Trail at Beverly Park.</td>
<td>Tell a story using the puppets in the Play Area.</td>
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<td>Make for 15 minutes</td>
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<tbody>
<tr>
<td>Read a book about a character that doesn’t look or live like you.</td>
<td>Read a list of your ten favorite books and show it to a Librarian.</td>
<td>Read a book from the Beginning to Read or Next Step collection.</td>
<td>Visit the Story Book Trail at Beverly Park.</td>
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<tr>
<td>Read for 15 minutes</td>
<td>Read for 1 hour</td>
<td>Read for 15 minutes</td>
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<tr>
<th>Read</th>
<th>Explore</th>
<th>Read</th>
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<tbody>
<tr>
<td>Read to a stuffed animal or attend a Ruff Readers program.</td>
<td>Explore the tumblebooks database or the Kids Info Bits database at <a href="http://www.baldwinlib.org">www.baldwinlib.org</a></td>
<td>Read a book from the Beginning to Read or Next Step collection.</td>
</tr>
<tr>
<td>Read for 15 minutes</td>
<td>Explore for 1 hour</td>
<td>Read for 15 minutes</td>
</tr>
</tbody>
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Prizes are awarded for every 5 goals you complete. Complete 20 goals to be entered into the Grand Prize drawing for a chance to win one of 3 great prizes! Prizes can be redeemed at the Youth Desk from Monday June 25th through Friday August 17th.
Hiding Phil by Eric Barclay – E BARCLAY
Welcome by Barroux – E BARROUX
Why Am I Me? by Paige Britt – E BRITT
The Big Trip by Valerie Gorbachev – E GORBACHEV
After the Fall by Dan Santat – E SANTAT
Owl Boy by Brian Schatell – E SCHATELL
Rock Star by Ree Drummond – BTR DRUMMOND
Just Pick Us Please by Mercer Mayer – BTR MAYER
Charlie & Mouse by Laurel Snyder – BTR SNYDER
Mercy Watson to the Rescue by Kate DiCamillo – NEXT STEP FICTION DICAMILLO
Wolfie & Fly Band on the Run by Cary Fagan – NEXT STEP FICTION FAGAN
Play it Again Mallory by Laurie Friedman – NEXT STEP FICTION FRIEDMAN
Digby O’Day in the Fast Lane by Shirley Hughes – NEXT STEP FICTION HUGHES
Abraham Lincoln Pro Wrestler by Steve Sheinkin – NEXT STEP FICTION SHEINKIN
The Rock ‘N’ Roll Mystery by Gertrude Chandler Warner – J PAPERBACK BOXCAR
El Deafo by Cece Bell – GRAPHIC NOVEL BELL
Bird and Squirrel: On the Run by James Burks – GRAPHIC NOVEL BIRD
The World According to Humphrey by Betty Birney – J FICTION BIRNEY
A Lion Grows Up by Anastasia Suen – DISCOVERY J599.757 SUEN
Ah, Music! by Aliki – J780 ALIKI
M is for Melody by Kathy-Jo Wargin – J780 WARGIN
The Music of Life: Bartolomeo Cristofori and the Invention of the Piano by Elizabeth Rusch – J BIOGRAPHY CRISTOFORI
Malala’s Magic Pencil by Malala Yousafzai – J BIOGRAPHY YOUSAFZAI
**Prizes** are awarded for every 5 goals you complete. Complete 20 goals to be entered into the Grand Prize drawing for a chance to win one of 3 great prizes! Prizes can be redeemed at the Youth Desk from Monday June 25th through Friday August 17th.

**Participant Name:**

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<td><strong>15 MINUTES</strong></td>
<td><strong>15 MINUTES</strong></td>
<td><strong>1 HOUR</strong></td>
<td><strong>30 MINUTES</strong></td>
<td><strong>30 MINUTES</strong></td>
</tr>
<tr>
<td>Read 15 MINUTES 15 MINUTES</td>
<td>Read for 1 HOUR</td>
<td>Read a book from the Illustrated Shorts collection</td>
<td>Make your own wind chimes</td>
<td>Read a book from the Mystery or Science Fiction collection</td>
</tr>
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</table>

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<tr>
<th>Write</th>
<th>Check</th>
<th>Use</th>
<th>Read</th>
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<tbody>
<tr>
<td>Write a list of your 10 favorite books and show it to a Librarian</td>
<td>Check out a cookbook from the Library and make something from it</td>
<td>Use a library database to learn about a musical instrument. Share what you learn with a Librarian.</td>
<td>Read a book for 2 HOURS</td>
<td>Make up your own song and write down the lyrics.</td>
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<tr>
<th>Read</th>
<th>Build</th>
<th>Read</th>
<th>Read</th>
<th>Check</th>
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</thead>
<tbody>
<tr>
<td>Read in a sleeping bag</td>
<td>Build a rock sculpture with rocks found outside. Take a picture of your creation and show it to a librarian, or measure it and tell us how tall it was.</td>
<td>Read a book for 1 HOUR</td>
<td>Read a book with a character who doesn’t look or live like you.</td>
<td>Check out a magazine from the Youth Room.</td>
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<th>Read</th>
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<th>Read</th>
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<tbody>
<tr>
<td>Read a biography about a famous musician</td>
<td>Read in the dark with a flashlight</td>
<td>Using books or online databases, learn about music from a different culture.</td>
<td>Read a book from the NonFiction section on a topic you don’t know much about.</td>
<td>Read a biography about a famous musician.</td>
</tr>
</tbody>
</table>

See a librarian if you need help completing a goal.
The Unexpected Life of Oliver Cromwell Pitts by Avi – J FICTION AVI
Runt by Marion Dane Bauer – Y FICTION BAUER
The Journey of Little Charlie by Christopher Paul Curtis – J FICTION CURTIS
Dead End in Norvelt by Jack Gantos – Y FICTION GANTOS
The Great Treehouse War by Lisa Graff – J FICTION GRAFF
I am Drums by Mike Grosso – J FICTION GROSSO
The Black Book of Secrets by F. E. Higgins – J FICTION HIGGINS
The Wolf Hour by Sara Holmes – Y FICTION HOLMES
The Parker Inheritance by Varian Johnson – J MYSTERY JOHNSON
The Willoughbys by Lois Lowry – J FICTION LOWRY
The Candymakers by Wendy Mass – J FICTION MASS
A Long Way from Chicago by Richard Peck – Y FICTION PECK
The First Rule of Punk by Celia Perez – J FICTION PEREZ
The Westing Game by Ellen Raskin – J MYSTERY RASKIN
Alcatraz Versus the Evil Librarians by Brandon Sanderson – J FICTION SANDERSON
Short by Holly Goldberg Sloan – J FICTION SLOAN
The Ethan I was Before by Ali Standish – J FICTION STANDISH
Clayton Byrd Goes Underground by Rita Williams-Garcia – J FICTION WILLIAMS-GARCIA
Real Friends by Shannon Hale – GRAPHIC NOVEL HALE
Meanwhile by Jason Shiga – GRAPHIC NOVEL SHIGA
The Day-Glo Brothers by Chris Barton – J535 BARTON
Jazz Day: the Making of a Famous Photograph by Roxanne Orgill –J781.6509 Orgill
The Playbook: 52 Rules to Aim, Shoot, and Score in this Game Called Life by Kwame Alexander – J796.01 Alexander
The Orphans of Normandy: A true story of World War II told through drawings by Children by Nancy Amis – J940.53 AMIS
Silent Days, Silent Dreams by Allen Say – J BIOGRAPHY CASTLE
## DIGITAL AUDIOBOOKS
**Monday, June 11 at 7:00 P.M.**
Learn how to access digital audiobooks from the Library’s collection and take your summer road trip to the next level.
Registration required.

## ONLINE PRIVACY PROTECTION PARTS 1 & 2
**Mondays, June 25 and July 2 at 7:00 P.M.**
A librarian will teach you how to safeguard your privacy in the digital age.
Registration required.

## BRAINFUSE
**Tuesday, August 28 at 7:00 P.M.**
With Brainfuse and a BPL card, students in grades K-college can work online with live tutors – even from home.
Registration required.

## EMAIL WITH CONFIDENCE
**Friday, June 15 at 10:00 A.M.**
Or Friday, August 3 at 2:30 P.M.
$5.00, Registration required.

## TYPING
**Saturday, June 16 at 2:30 P.M.**
$5.00, Registration required.

## PHOTO BOOK: MAKING MEMORIES
**Wednesdays, June 20 & 27 at 6:30 P.M.**
$10.00, Registration required

## CREATE A CINEMAGRAPH
**Saturday, June 23 at 2:30 P.M.**
$5.00, Registration required.

## WORD 2016: AN INTRODUCTION
**Thursday, June 28 at 2:00 P.M.**
$5.00, Registration required.

## BUILD A WEBSITE
**Wednesdays, July 11, 18, & 25 at 6:30 P.M.**
$15.00, Registration required.

## EXCEL 2016: CREATING SPREADSHEETS
**Thursdays, July 12 & 19 at 6:30 P.M.**
$10.00, Registration required.

## INTRODUCTION TO BLOGGING
**Saturday, July 21 at 2:30 P.M.**
$5.00, Registration required.

## ADVANCED EXCEL 2016: VLOOKUP AND PIVOT TABLES
**Thursday, July 26 at 6:30 P.M.**
$5.00, Registration required.

## ADOBE PHOTOSHOP: AN INTRODUCTION
**Wednesdays, August 1, 8, & 15 at 6:30 P.M.**
$15.00, Registration required.

## POWERPOINT 2016: AN INTRODUCTION
**Thursdays, August 2 & 9 at 6:30 P.M.**
$10.00, Registration required.

## VIDEO EDITING
**Thursdays, August 16 & 23 at 6:30 P.M.**
$10.00, Registration required.

## GOOGLE DRIVE
**Friday, August 17 at 2:30 P.M.**
$5.00, Registration required.

## ADOBE ILLUSTRATOR: AN INTRODUCTION
**Wednesdays, August 22 & 29 at 6:30 P.M.**
$10.00, Registration required.

## TWITTER 101
**Saturday, August 25 at 2:30 P.M.**
$5.00, Registration required.

## FREE & POWERFUL SOFTWARE: CREATING ART WITH INKSCAPE
**Friday, August 31 at 10:00 A.M.**
$5.00, Registration required.

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**DIGITAL DROP-INS**

**Saturdays from 10:00 to 11:00 A.M.**
Do you need help downloading the latest eBook or have questions about that app on your phone? If so, drop-in for some help.

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**THE IDEA LAB**

**PAPER GEMS**
**Saturday, June 16 from 10 A.M. to 4:00 P.M.**
DROP-IN.
**Thursday, June 28 at 7:00 P.M.**
Registration required.
Use the Idea Lab's laser cutter to make colorful gems and geodes out of paper.

**DRONE CLUB**
**Thursdays**
**July 12, 19 and 26 at 7:00 P.M.**
Build a drone, learn to fly it, and navigate an aerial course. Attendance at all three events is encouraged but not required.
Registration required.

**3D-PRINTING TELL AND SHOW**
**Wednesday, August 1 at 7:00 P.M.**
Idea Lab Supervisor Jeff will tell you about our 3D printers and show you what they can do.
Registration required.

**LASERS ROCK!**
**Saturday, August 25 from 10 A.M. to 4:00 P.M.**
DROP-IN.
Use the Idea Lab’s laser engraver and other equipment to make a handmade instrument.
WITH YOUR HELP
THE FRIENDS
PROVIDES FUNDING FOR:

SUMMER READING
CONCERTS
AUTHOR VISITS
BATTLE OF THE BOOKS
BOOK CLUB BOOKS
STAFF WORKSHOPS
BEVERLY PARK STORY
BOOK TRAIL
REFRESHMENTS
FOR PROGRAMS
CRAFT SUPPLIES
AND MORE
RAISES FUNDS TO SUPPORT THE LIBRARY WITH YOUR MEMBERSHIP CONTRIBUTIONS, OUR BOOK SALE AREA IN THE LIBRARY LOBBY, AND SEMI-ANNUAL BOOKSALES.

THE NEXT SALES WILL BE
· NOVEMBER 2-5, 2018
· MAY 3-6, 2019
· NOVEMBER 1-4, 2019

WWW.BALDWINLIB.ORG
Downtown Birmingham district home for sale comes with 138 years of history

Sharon Dargay, hometownlife.com
Published 11:53 a.m. ET May 18, 2018 | Updated 1:21 p.m. ET May 18, 2018

Luis Barrio tacked an official Birmingham Historic District plaque near the front door of his folk Victorian house this month.

The sign represents more than a year’s worth of historical research on Barrio’s part; a historic designation process that started with city commission in early 2016 included a historic district report completed a year later, planning board review and final approval in November last year, plus an unexpected gift to the homeowner’s successors.

“I spent many hours and many trips to different libraries and even to the Detroit library. It was sometimes frustrating, but it was extremely rewarding every time I found a piece of information,” said Barrio, who fell in love with the “character” of the 1880s-era house at 927 Purdy in 2013. “I spent a lot of time, but every little detail, putting the pieces of the puzzle together, was rewarding.

“When I did all this, I did it thinking I’m going to spend the rest of my life in this house. I was so happy in Birmingham. I think it’s the best town in Michigan. Now unfortunately, I have to sell the house.”

More: Artists flock to Birmingham to paint safety barriers set up for construction

More: Tea flows as TCH Women’s Club celebrates 25th anniversary
Barrio, a native of Argentina and a U.S. citizen, has taken a job on the west side of Michigan and will pass along copies of his historical research to the next homeowner at 927 Purdy. The house went on the market a few days before Mother’s Day and has an interested buyer.

Restoring history

“The person who buys the house will fall in love with it and maybe do some minor things," he said. "There’s not a lot of room for significant changes."

That’s because Barrio restored and replicated key architectural elements over the past five years. He removed the aluminum siding that had been installed on the house in the 1960s and replaced it with a fiber cement siding that resembles wood. He looked at trim on similar houses in Birmingham and reproduced it at his own house. There also were a couple of unique shutters and one original gable on the house when he bought it. He had them restored and added copies to match the originals on the exterior of the house.

Inside his home, he removed carpeting and refinished the original wood floors, added a wall near the living room that had existed in the original floor plan and tore down a wall near a sun room. Some of the original molding was intact when he bought the house, so he had tools made to replicate it.

“I put (molding) through the entire house so it was consistent with the entire design," he said. "Of course, I will not recover the money I put into the house, but I don’t regret it. I tried to bring the house as close as possible to its original design."
"I fell in love with the character of the house. It has a lot of features that were unique. Don’t get me wrong, it was not a mansion, not a wealthy person’s house to begin with, but it had a uniqueness of 1800s architecture. It’s kind of a farm-style house with Victorian details."

Uncovering its history

Barrio was equally smitten by the historical details found in tax records and on historical maps, told in word-of-mouth anecdotes and seen in grainy photos and yellowed newspaper clippings. When the previous owner told Barrio the house had been moved from Pierce to Purdy, that sent the him on a year-long search to piece together the names, faces, essential dates and events from 927 Purdy’s past.

“It triggered my curiosity,” Barrio said. “By linking the land transfers and tax records, I was able to reveal the history of the house and its ownership. I spent a lot of hours at the library on Saturday..."
mornings, going through microfilm. They helped me at the county register of deeds and the city of Birmingham helped.”

More: Keep shopping: Birmingham Bonus Bucks program for construction season extended

More: Birmingham's new ordinance makes it easier for hotel liquor licenses

His research took him to the Baldwin Public Library, the Detroit Public Library, the Birmingham Historical Museum and Bloomfield Township Public Library. He found a photo of Pierce Street from the early 1900s that appeared to include his house. A newspaper clipping identified Russell McBride as the owner who moved the house from Pierce to Purdy in 1945. Maps throughout the years showed how the footprint of the house changed as it was altered and tax records confirmed its increased value with each remodel and addition. Barrio and his girlfriend, Carrie Helfrich, even traced the ancestries of key homeowners throughout the years.

“By finding the footprint of the house, then the tax records of the lot, we found Almeron Whitehead and then we started finding everything,” he said.

Whitehead, who built the house, started several businesses in town, including the Birmingham Eccentric. He ran a general store, had the first safe in town, opened a bank and founded a telephone company.

“I think Almeron Whitehead made a lot of money very quickly and then, of course, he had a much bigger and nicer house on Old Woodard and rented this house out from the 1890s to 1904,” Barrio said, adding that a tenant paid $12 monthly. “The second owner, Irving Bailey, owned it for 30 years. The McBride family owned it into the 1950s.”

Molding along the floor near the stairway to the second floor includes a mix of original and replicated moldings at 927 Purdy in Birmingham. (Photo: Bill Bresler | hometownlife.com)
He gave a copy of his research and all documents to the city and plans to share 927 Purdy's history with its new owner.

Homeowners who want to trace the history of their home like Barrio did can get help from the Michigan Historic Preservation Network. The organization will partner with Jefferson East, Inc., on a free workshop, titled How to Research the History of Your Home, 6-8 p.m. Monday, June 4, at the Detroit Public Library’s Monteith branch, 14100 Kercheval.

The interactive presentation will cover research resources and investigation tips. Participants can bring photos and their own laptop computers, although some computers will be available at the library. There will be time for questions and research. The event is free and dinner will be provided. Advance registration is required. Register at eventbrite. Call 517-371-8080 or email to info@mhpnetwork.org.

Skylights were added to the historic house in the 1980s. A previous owner found an old boot hidden in the ceiling. (Photo: Bill Bresler | hometownlife.com)

Contact Sharon Dargay at sdargay@hometownlife.com.
Bloomfield Hills author Michael Smith had a longtime interest in architecture, so when he learned that some of his favorite buildings in metro Detroit were designed by the same man, it made for the perfect foundation of a new book.

"I have always had somewhat of an interest in architecture and art in general. My grandfather did artwork for the Kenner company, and I read a number of books on architecture," he said. "In 2011, I was tasked with coming up with and heading a bus tour for a convention in Detroit. While researching the buildings, the ones I found most interesting and attractive, I discovered they were designed by Wirt Rowland. I couldn't find a book on him."

Rowland, who worked as an architect for the George D. Mason firm, Albert Kahn Associates and Smith, Hinchman & Grylls (SmithGroup), is best known for buildings he designed in southeast Michigan, including Hill Auditorium at the University of Michigan, the Detroit News Building, First National Building and General Motors Building, which has been renamed Cadillac Place.

"There are all sorts of books on Frank Lloyd Wright and Albert Kahn, and others have had books and articles written about them, but this guy had nothing," Smith said. "I was appalled."

Out of curiosity, Smith began researching Rowland, leading him to contact the Wayne State University Press to see if they would be interested in a book.

"They were, and I wrote it," he said.


While architects like Kahn are well known, Smith said Rowland was part of the force behind some of the buildings the firm designed. From interior and exterior details, Rowland's designs were the force behind some of the buildings.
"The appearance of the building was in his hands, and he was highly paid by Albert Kahn to do just that," Smith said. "Most people assume (Kahn) was sitting there at a drafting table, but that was no more the case than Henry Ford designing the Maverick."

The book not only provides a deep dive into Rowland's architecture style and work, but his personal life and his own writings on architecture.

"The most interesting aspect is everything he did before 1930, and then from 1930 to 1940, what he wrote about architecture," Smith said.

In addition to the awards the book has garnered, Smith has kept busy with presentations about the book and buildings Rowland designed. In May, Smith was a guest speaker at Birmingham's Baldwin Public Library. Smith also gives tours of Detroit's Guardian Building and other locations where he discusses Rowland.

"Last Sunday, I led a tour of the Guardian Building hosted by the Jewish Historical Society," Smith said on May 1. "It was announced on Thursday, and by Sunday they had booked too many people.

"It gives you a sense of how much interest there is in Detroit architecture, particularly the Guardian Building. People are craving that cultural experience, after being seemingly disinterested in their cultural heritage. I think that's an important thing. A society that doesn't care about culture and their cultural heritage is probably a society that isn't long for this world."

**Photo: Laurie Tennent**
Birmingham city commissioners unanimously approved the city's $36.5 million fiscal year 2018-2019 budget at their meeting on Thursday, May 24, which includes a small decrease in the city's millage rate, from 14.6739 mills in fiscal year 2017-2018 to 14.5142 mills for the upcoming fiscal year, which runs from July 1, 2018 through June 30, 2019.

The difference is due to an increase in taxable value of properties in the city, finance director Mark Gerber explained in a memo. Due to the increase in taxable value and results of the Headlee Tax Limitation Act, “Overall, the revised millage rate is .0269 mills less than what was proposed in the recommended budget and .1597 mills less than the 2017-2018 total levy,” Gerber wrote.

Breaking the millage down, the city's operating levy is 11.2099 mills; the Baldwin Library levy, which was rolled back due to Headlee, is 1.3891 mills; the refuse levy is 0.8036 mills; and the debt levy is 1.1116 mills, for a total of 14.5142 mills per homeowner.

A millage rate is the amount per $1,000 of property used to calculate local property taxes, and is based on half the homeowner's assessed value.

Of the $36.5 million anticipated general fund revenues for the upcoming fiscal year, the city expects to take in $25 million in property taxes; $3.4 million in charges for services; $3.2 million in permits and fees; and $2.1 million in intergovernmental revenue.

Expenditures for fiscal year 2018-2019 are budgeted at $13.7 million for public safety; $6 million for general government services; $5 million for engineering and public services; and $3.4 million in community development.

Commissioners voted 7-0 to accept the budget.
The world as we know it is changing — technology is expanding, transportation is evolving and working people today need different skills and abilities than workers 50 years ago. If Michigan is going to be competitive in the 21st Century economy, then it’s time we make sure today’s students receive the education they need to be tomorrow’s builders, thinkers and leaders.

The best way to do that is by ensuring our schools have the resources and staff they need to provide Michigan’s kids with a world-class education.
The foundation on which that quality education is built is literacy, yet it is no secret that Michigan’s kids are facing a crisis. While that information is sadly not news, what may be shocking is that every prison in the state of Michigan is required to have a library with a certified librarian, yet we don’t set the same standard for our schools.

Support for school libraries in Michigan has been declining over the last decade. Between 2000 and 2010, the number of school librarians in Michigan declined by 54 percent. Michigan is now ranked 47th in the nation in our ratio of students to certified librarians and, as of 2012, less than 10 percent of Michigan public schools employ a full-time certified media specialist (the new school librarian). At the same time, however, the need for services provided by school libraries with certified media specialists is growing.

Related: “Want to improve literacy in Michigan? Restore school librarians”

School libraries don’t just benefit students — they serve as essential resources for teachers, parents, administrators and community members as well. A school library impact study conducted in Idaho found that teachers were three times more likely to rate their literacy teaching as excellent when they collaborated with librarians.

Parents working two or three jobs to provide for their families also rely on their child’s school library to provide the resources and education they otherwise may be unable to provide themselves. Yet without more support for our libraries, these services will ultimately fall to the wayside — cutting short opportunity for our students in the process.

Our colleagues on both sides of the aisle spent all of March traveling throughout their districts sharing a love of reading with students for Reading Month. We, ourselves, have visited the schools in our three districts many times, and we have seen first-hand how much of a difference adequately-funded library services can make for students, parents, teachers and administrators alike.

Libraries function as an essential component of a well-rounded learning experience, providing space to combine literacy, creativity and curiosity —
and we can no longer afford to ignore the consequences of overlooking this invaluable resource.

In response to our state’s staggering illiteracy rates and in honor of April as School Library Month, we recently introduced a critical package of bills that will require full-time staffed libraries in every public school throughout our state. (You can read the bills here, here and here.)

We are now calling on our colleagues on both sides of the aisle to join us and prove that our dedication to reading and improving our state’s literacy rates last longer than a month-long campaign, and work with us to pass meaningful legislation that will ensure students have equitable access to this vital resource.

Michigan students, and in turn our state economy, are facing a crisis. We cannot afford to continue to kick the can down the road. The time to take legislative action is now. Our students — and our state — deserve nothing less.
Upcoming Events of Interest

Wire Wrapped Petoskey Stone Jewelry
Wednesday, June 20 at 7:00 p.m. Registration required.
Learn the art of wire wrapping while we turn Petoskey stones into one-of-a-kind pendants.

Libraries Rock with the Music Lady
Friday, June 22 at 11:00 a.m. Registration required.
Beverly Meyer is back with her guitar for an interactive music program that will rock you off your feet.

American Red Cross Babysitter Certification Class
Saturday, June 23, from 9:30 a.m. - 5:00 p.m. Registration required.
Learn skills needed while babysitting. Those who complete the training will receive a certificate through e-mail after the program. Ages 11-15. $30 fee.

Stolen Art: Stealing the Mystic Lamb, with Karen Imarisio
Sunday, June 24 at 2:00 p.m. Registration required.
Lecturer Karen Imarisio returns to tell the true story of the world's most coveted masterpiece, the Ghent altarpiece, from which panels have been stolen and recovered on multiple occasions throughout history.

Online Privacy Protection Parts 1 & 2
Monday, June 25 and July 1 at 7:00 p.m. Registration required.
A librarian will teach you how to safeguard your privacy in the digital age. You may attend either or both sessions.

Teen Maker Monday: Lush-Inspired Bath Bombs
Monday, July 2 at 2:00 p.m. Registration required.
Grades 6-12. Make some luxurious bath bombs so your next bath is exploding with awesomeness.

Fairy Gardening
Monday, July 9 at 7:00 p.m. Registration required.
An expert from English Gardens will explain and demonstrate the art of fairy gardening.

Wild Swan Theater Presents Once Upon a Time
Wednesday, July 11 at 3:00 p.m. Registration required.
Enjoy a live performance of fairy tales set to music, presented by this popular traveling theater troupe based in Ann Arbor. Funded in part by the Michigan Council for Arts and Cultural Affairs and the Michigan Humanities Council.

Drone Club
Thursday, July 12, 19, 26 at 7:00 p.m. Registration required.
Use the Idea Lab to build a drone, learn to fly it, and navigate an aerial course. Attendance at all three events is encouraged.

Music Explorers, with Baldwin String Ensemble
Sunday, July 15 at 2:00 p.m. Registration required.
The Baldwin String Ensemble returns for another meeting of the Music Explorers to examine Schubert's “Death and the Maiden.”
NEW & MISCELLANEOUS BUSINESS
Policy Update

We propose three edits to the third page of Baldwin’s Library Card Policy. The proposed edits are listed below and can be found in the policy following this narrative.

All cardholders may can only check out a limited number of the following items:

- Holiday books (limit of 6)
- Toys (limit of 2)
- Puppets (limit of 2)
- Video games (limit of 2)

Youth librarians discussed the current loan limits for Toys and Puppets and determined that they are out-of-date and are limiting patrons from fully enjoying these collections. Baldwin’s toy and puppet collections are extensive, well-liked, and frequently used by patrons. However, the limits cause undo frustration for both patrons and staff. If a person has checked out two puppets, returns the puppets in the puppet slot at the front entrance, and attempts to check out a new puppet, their account will be blocked due to item limits. Patrons then have to explain to Circulation staff that they returned the items in the drop box. Then Circulation staff has to remove the puppets from the bin and check them in so that new puppets can be checked out. This is time consuming and cumbersome for all involved.

We also loan toys to local preschool and elementary teachers who would benefit from checking out more than 2 toys for students in their classrooms. Eliminating this limit would enable them to check out enough materials for all of their students to use at one time.

Additionally, Library staff would prefer to see the collection in use rather than sitting in storage because patrons are limited to two checkouts. Removing checkout limits will also help to improve circulation of the collection.
Baldwin library cards are available to people who reside, own property, or work in the service area of Birmingham, Beverly Hills, Bingham Farms, and the City of Bloomfield Hills.

A Baldwin library card entitles the holder to borrow materials eligible for loan from the Baldwin Public Library collection and to utilize the services, programs, and equipment of the Library for which a card is required.

**Library Card Responsibilities**
A Baldwin Public Library Cardholder or reciprocal library user:

- Must agree to abide by the rules and regulations of the Library and accept full responsibility for all materials checked out on the card (including all fines and damages charged).
- Must present his or her library card or valid photo identification to Library staff at the time of checkout. Cardholders not wishing to carry a physical library card may present a digital version of their library card barcode on a mobile device.
- Agrees to report changes in name, street address, telephone number, and email address as soon as possible.
- Agrees to report a lost, stolen, or damaged card to the Library as soon as possible. A cardholder continues to be responsible for the use of the card until the Library has been notified of a theft or loss.
- Will be blocked from using Library services if library card fines reach $10 or more.

**Types of Library Cards**

**Residents**
To apply for a library card, residents are required to bring valid photo identification (driver’s license, passport, state identification) listing their current address. If the identification does not reflect their current address, they must supply an official piece of mail with their name and current address along with photo identification. Resident cards expire every three years and must be renewed in person by showing proof of current address.

Minors wishing to apply for a resident card must be accompanied in person by a parent or guardian. The library card application requires the parent or guardian’s co-signature and valid photo identification in order to obtain a card.
Employees
Employees who work in the Library’s service area (Birmingham, Beverly Hills, Bingham Farms, and the City of Bloomfield Hills) are eligible for a Baldwin library card. To apply for a library card, employees are required to bring current proof of employment (e.g. paycheck stub or letter from their employer) and valid photo identification (driver’s license, passport, state ID card) that lists their current home address. Please note that Baldwin cards are issued only to the individual employed in our service area. Employee cards expire every 12 months and must be renewed in person by showing proof of current employment.

Property Owners
Patrons who own property in the Library’s service area (Birmingham, Beverly Hills, Bingham Farms and the City of Bloomfield Hills) are eligible for a Baldwin card. To apply, property owners are required to bring current proof of property ownership (e.g. tax receipt for property or deed) and valid photo identification (driver’s license, passport, state identification) that lists their current home address. Baldwin library cards are issued only to the individual(s) named on the document showing property ownership. Property owner cards expire every three years and must be renewed in person by showing proof of current property ownership.

Home Delivery Card
The Library offers Home Delivery service to residents who meet the eligibility requirements. Those wishing to use this service should complete an application for Home Delivery service and a library card application in order to receive a Library Card. Certain special considerations apply to Home Delivery cardholders. Find more information at www.baldwinlib.org/homedelivery.

Computer users
Patrons who do not live, work, or own property in the Library’s service area are eligible for a computer user account at the Library. This account may only be used to access the Library’s computers and expires after one year. Valid photo identification must be presented in order to obtain this account. Computer user accounts expire every 12 months and must be renewed in person.

Other Libraries
Patrons who are not eligible for a Baldwin library card may be able to use the card issued by their home library to check out materials at Baldwin. Baldwin participates in the The Library Network (TLN) cooperative. Patrons whose home library is part of TLN and offers reciprocal borrowing privileges can use their card at Baldwin. Troy residents with a Troy Public Library
card are also able to register their cards at Baldwin. A complete list of reciprocal libraries is available upon request.

To register, patrons must provide their home library card and valid photo identification showing their current address. Reciprocal cards expire every three years and must be renewed in person by showing proof of current address.

Reciprocal cardholders are limited to checking out physical materials available within the Library.

**Use of Library Cards by Persons Other Than the Owner**

Borrowers are discouraged from lending their library cards for use by others. Cardholders who allow their library cards to be used by others continue to be responsible for the care and safety of all Library materials charged to their cards, as well as for paying fines, replacement charges, and other financial assessments that result from the use of the library card.

A Library cardholder may allow another person to pick up materials using the cardholder’s account. To do so, the Library cardholder must fill out a Written Consent Form designating the name of the person who is authorized to pick up materials on behalf of the cardholder. This form can be filled out at the Circulation Desk and will stay on file until it is revoked by the cardholder.

**Item Limits**

Patrons with a Baldwin library card may check out an unlimited number of items, with the exception of certain types of materials listed below.

Reciprocal cardholders may have a maximum of eight items checked out at one time. While there may be a total of eight items checked out, other limits apply to certain types of material.

All cardholders may only check out a limited number of the following items:

- Holiday books (limit of 6)
- Toys (limit of 2)
- Puppets (limit of 2)
- Video games (limit of 2)

BALDWIN PUBLIC LIBRARY TRUST

Trust Agenda
Trust Minutes
Trust Financial Reports
Gifts to Trust: Receipts
Check Register: Claims
Baldwin Public Library Trust Meeting  
Monday, June 18, 2018  
Rotary Tribute & Donor Rooms  
Immediately following regular Board meeting

Agenda

Call to order and establishment of a quorum

I. Consent Agenda

All items on the consent agenda are considered routine and will be enacted by one motion and approved by a roll call vote. There will be no discussion of these items unless a board member or a citizen so requests, in which case the item will be removed from the general order of business and considered as the last item under new business.

A. Approval of the May 21, 2018 minutes p. 135
B. Acceptance of the May 2018 receipts of $30,888.00 p. 142
C. Approval of the May 2018 disbursements of $5,899.77 p. 143

II. New and Miscellaneous Business

III. General Public Comment Period

The Library Board values public meetings and welcomes your comments on Library issues. The Board respectfully asks that comments be made as concisely as possible. We welcome your comments but cannot debate items not on the agenda.

IV. Adjournment

Motion: To adjourn the June 18 Trust Meeting.

The next Trust meeting will be held immediately following the next regular meeting of the Baldwin Public Library Board of Directors on Monday, July 16, 2018.
1. **Call to Order**

The meeting was called to order by President Jim Suhay at 9:09 p.m.

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

Absent and excused: None.

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

Members of the public present: None.

2. **Consent Agenda**

**Motion:** To approve the consent agenda, which included the Trust minutes, and receipts and disbursements.

1st Tera
2nd Underdown

A roll call vote was taken.

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

Nays: None.

Absent and excused: None.

The motion was approved unanimously.

3. **New and Miscellaneous Business:** The calculation for determining the amount available to withdraw this year from the Trust’s named endowment funds is detailed on page 235 of the May Board packet. Pisano noted that the Library has been fortunate in the past few years that stock market returns have been robust enough to allow the Library to withdraw funds.

**Motion:** To transfer $54,465.75 from the Baldwin Public Library’s Trust Endowment Funds, an amount that has been calculated according to the formula contained in the Baldwin Public Library’s Trust Investment Policy. The $54,465.75 transferred into money market and checking accounts will be spent in accordance with the various guidelines established when the individual Endowment funds were established, and in cases where there was no specific designation, in a manner consistent with the financial policies of the Library and in furtherance of the mission of the Baldwin Public Library.

1st Tera
2nd Pisano

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

Nays: None.

Absent and excused: None.
The Trust continues to outperform its blended benchmarks. The Trust’s financial advisor will be at the next Finance Committee meeting to discuss any possible changes to the allocation of assets.

4. **Adjournment**

**Motion:** To adjourn the meeting.

1st Tera

2nd Pisano

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

Nays: None.

Absent and excused: None.

The motion was approved unanimously. The meeting was adjourned at 9:17 p.m. The next regular meeting will be on Monday, June 18, 2018.

Ashley Aidenbaum, Secretary

Date
**Baldwin Public Library Trust: May 2018**

May receipts totaled $30,888.00. May disbursements totaled $5,899.77.

The current value of the Trust is $1,624,634.29, divided up in the following way:

<table>
<thead>
<tr>
<th>Fund Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total endowment investments*</td>
<td>$1,176,057.66</td>
</tr>
<tr>
<td>Endowment funds distributed for use</td>
<td>$66,029.74</td>
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<tr>
<td>Total endowment funds</td>
<td>$1,242,087.40</td>
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<tr>
<td>General spendable funds</td>
<td>$282,787.52</td>
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<tr>
<td>Restricted funds**</td>
<td>$71,170.48</td>
</tr>
<tr>
<td>Naming rights for Rotary Tribute Room</td>
<td>$28,588.89</td>
</tr>
<tr>
<td>Total non-endowment funds</td>
<td>$382,546.89</td>
</tr>
<tr>
<td>Total endowment funds</td>
<td>$1,242,087.40</td>
</tr>
<tr>
<td>Total non-endowment funds</td>
<td>$382,546.89</td>
</tr>
<tr>
<td>Total of all Trust funds</td>
<td>$1,624,634.29</td>
</tr>
</tbody>
</table>

* The principal of the endowment funds is $818,859.98.

**Includes memorials, proceeds from fundraisers, and donations from the Friends of the Baldwin Public Library.
Baldwin Public Library Trust  
Portfolio Performance Benchmarks  
As of May 31, 2018

<table>
<thead>
<tr>
<th>Index</th>
<th>2018: YTD</th>
<th>2017: Entire Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>S&amp;P 500 (Equity benchmark)</td>
<td>1.18%</td>
<td>19.42%</td>
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<tr>
<td>Global Aggregate (Bond benchmark)</td>
<td>-1.42%</td>
<td>6.48%</td>
</tr>
<tr>
<td>Blended Return of Both Benchmarks*</td>
<td>0.53%</td>
<td>16.19%</td>
</tr>
<tr>
<td>Baldwin Trust’s Portfolio Return</td>
<td>1.57%</td>
<td>17.60%</td>
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<tr>
<td>Trust’s Portfolio Performance Compared</td>
<td></td>
<td></td>
</tr>
<tr>
<td>to Blended Return of Benchmarks</td>
<td>1.04%</td>
<td>1.41%</td>
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</tbody>
</table>

*Since November 2017, the blended return has been calculated according to the Baldwin Trust’s current allocation of 75% equities and 25% fixed income, cash, and cash alternatives.
## Investment and Cash Report

### Prior Month Current Current Change in Ending

#### Investment and Cash Report

| Chemical Bank Checking | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | ...
# BALDWIN PUBLIC LIBRARY TRUST
## ENDOWMENT BY INDIVIDUAL FUND
### MAY 31, 2018

<table>
<thead>
<tr>
<th>FUND</th>
<th>NAME OF FUND</th>
<th>AMOUNT</th>
<th>PURPOSE</th>
<th>VALUE AS OF JULY 1, 2017</th>
<th>2017/18 DONATIONS</th>
<th>2017/18 INCOME OUT</th>
<th>PRINCIPAL VALUE</th>
<th>2017/18 EARNINGS</th>
<th>CURRENT ENDOWMENT</th>
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</thead>
<tbody>
<tr>
<td>401</td>
<td>Frances Balfour</td>
<td>$10,000.00</td>
<td>Adult Reading</td>
<td>$13,192.01</td>
<td>$1,387.71</td>
<td>$14,579.72</td>
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<td>$13,623.76</td>
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<td>Gladys E. Brooks</td>
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<td>Large Print Books/Senior Citizens</td>
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<td>$5,750.39</td>
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<td>$11,387.71</td>
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<tr>
<td>403</td>
<td>Jane Cameron</td>
<td>$68,770.00</td>
<td>Programs</td>
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<td>$5,430.30</td>
<td>$95,424.23</td>
<td>$10,000.00</td>
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<td>Jane Martin Clark</td>
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<tr>
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<td>Jan Coil</td>
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<td>Baldwin Public Library</td>
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<td>$1,457.10</td>
<td>$15,165.52</td>
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<td>$1,387.71</td>
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<tr>
<td>406</td>
<td>Aubrey &amp; Grace Flood</td>
<td>$5,000.00</td>
<td>Youth Services</td>
<td>$6,596.00</td>
<td>$693.86</td>
<td>$7,289.86</td>
<td>$10,000.00</td>
<td>$1,387.71</td>
<td>$11,387.71</td>
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<tr>
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### BALDWIN PUBLIC LIBRARY TRUST ENDOWMENT FUNDS BY DESIGNATION

#### MAY 31, 2018

<table>
<thead>
<tr>
<th>Purpose</th>
<th>Prior Month Balance</th>
<th>Current Year to Date Revenue</th>
<th>Current Year to Date Expense</th>
<th>Transfer In</th>
<th>Transfer Out</th>
<th>Change in Investment</th>
<th>Ending Balance</th>
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<tr>
<td><strong>Gift &amp; Tribute Funds</strong></td>
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<td>Memorials</td>
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<td>2018 Youth Room Fundraising</td>
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<td>Outreach &amp; Equipment</td>
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<td>Naming Rights-Principal</td>
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TRUST RECEIPTS
May 31, 2018

Trust Money Mkt General Funds:
Anne Calomeni $250.00
Marcy Bright-In Memory of Dora DeMarco $50.00
Anita DeMarco Goor-In Memory of Dora DeMarco $150.00
Chemical Bank-Interest Income for May $18.00

2018 Youth Room Fundraising:
Michael Dul $250.00
Andrew & Tiffany Harris $100.00
Bruce & Katherine Nyberg $500.00
Leroy & Julie Richie $1,000.00
Stephanie Bergeron $100.00
John Harrison Gardner Architect $250.00
Luckenbach Ziegelman Architects $250.00
Mills Pharmacy & Apothecary $500.00
Frank Pisano $150.00
Alice Silbergleit $100.00
Karen Swanson Architecture $250.00
Robert Tera $1,000.00
Joseph & Sarah Valentine $100.00
James & Ann Willhite $1,000.00

$468.00

$5,550.00

Friends Adult Programs:
Friends of Baldwin Public Library Summer Reading & Fall Programs & Supplies $3,100.00

Friends Teen Programs:
Friends of Baldwin Public Library Summer Reading & Fall Programs & Supplies $7,000.00

Friends Youth Programs:
Friends of Baldwin Public Library Summer Reading & Fall Programs & Supplies $14,045.00

Outreach:
Friends of Baldwin Public Library Candy for Beverly Hills Memorial Day Parade & $550.00
Halloween Hoot and Books for Bloomfield Hills Open House

Memorial Fund:
David Eick-In Memory of Margaretha & Raymond Eick $125.00

Trust Money Mkt Endowment Fund:
David Underdown-Linne Underdown Hage $50.00
Forester Endowment Donation

Total Receipts $30,888.00
## Check Register

Baldwin Public Library  
300 W. Merrill Street  
Birmingham, MI 48009  

*For Checks dated: 5/24/2018*

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<th>Claim</th>
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<th>Amount</th>
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<td>BIRMINGHAM PUBLIC SCHOOLS</td>
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<td>111774</td>
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<td>111775</td>
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**Total All Checks:**  $5,899.77