



BALDWIN PUBLIC LIBRARY  
MINUTES, REGULAR MEETING  
July 16, 2018

1. Call to Order and Roll Call

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

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

Absent and excused: None.

Library Staff present: Rebekah Craft, Associate Director; Jeff Jimison, Idea Lab Supervisor and Paul Gillin, Administrative Assistant.

Friends of the Library Liaison: None present.

Contract community representatives present: None.

Members of the public present: None.

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

2. Consent Agenda

**Motion to approve the consent agenda.**

1<sup>st</sup> Pisano

2<sup>nd</sup> Mark

A roll call vote was taken.

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

Nays: None.

Absent and excused: None.

The motion was approved unanimously.

3. Board Reports and Special Announcements:

Suhay acknowledged Koschik's recent surgery/medical leave and wished him a speedy recovery. In addition, he mentioned the Library had issued an RFP for the Youth renovation on June 26, 2018 and subsequently held a mandatory pre-bid meeting on July 9, 2018, at which 8 firms were in attendance.

Jimison updated the Board on his attendance at the recent ALA conference in New Orleans and expressed his appreciation for the opportunity. Mark asked if he had a sense how Baldwin's makerspace stacked up with respect to other labs; Jimison responded that he thought Baldwin was doing comparatively well or better than many other libraries.

Mark provided an update on various fundraising endeavors. To date, we have received over \$45,000 in donations and in excess of \$75,000 in commitments for the Youth renovation project. Some naming



rights have been claimed via donations, such as the Community House for the aquarium, but other opportunities remain. Pisano mentioned that persons interested in seeing a list of donors can find such information in the board packets online and thanked them for their generosity.

Next, Pisano acknowledged the following staff anniversaries: Craft (3 years).

Craft mentioned a few of BPL's upcoming events of interest, which can be found on page 65 of the July Board packet. Tera asked Craft to briefly describe the new Kanopy service.

#### Board Committee Reports:

Finance Committee: Tera reported that the Committee met on July 9, 2018 and that the preliminary report for the full FY 2017-2018 Budget tracked well. The final year end Fund Balance will be about \$1,285,000. Complete minutes of this meeting are on pages 14 – 16 of the July Board packet. Pisano and Tera mentioned the support the Friends do with respect to the babysitter training program the Red Cross does at the Library. The Friends subsidize half the cost of the program.

The next meeting of the Finance Committee will take place on August 13, 2018 at 4:30 p.m.

Building Committee: There was no meeting.

#### 4. Library Report:

Craft highlighted certain key metrics; in addition, Craft mentioned some of events held at Baldwin over the past month. The Library will be partnering this year with the Birmingham Public Schools vocational program to offer volunteer opportunities to select students. Aidenbaum asked if these students were interested in exploring a career in libraries; Craft stated that the program was designed for special needs students. Craft updated the Board on the Books and Bites fundraiser to be held October 19, 2018 providing highlights of some recent donors and auction sponsors. Craft acknowledged four new staff members: Weerakoon, Terman, Iltria and Kaczmarek and two recent promotions: Hoeck and Henricks. The complete Library Report can be found on pages 18 – 65 of the July board packet.

#### 5. Liaisons:

Friends of Baldwin Public Library: There was no report.; however, Pisano thanked the Friends for another successful month of book sales in front of the Circulation desk, netting over \$800.

Beverly Hills: There was no report.

Bloomfield Hills: There was no report.

#### 6. Unfinished Business: There was no unfinished business.

7. New and Miscellaneous Business: Craft presented the proposed 2019 calendar on page 42 of the July Board packet and asked the Board to consider closing the Library for one Friday in September for staff development and some advance prep work for the upcoming renovation. Aidenbaum and Pisano expressed their support for staff development and encourage us to do so. The Board supports this and will be asked to vote on the calendar next month.



8. Information Only: See pages 45-65 of the July Board packet.
9. Adjournment

**Motion:** To adjourn the meeting.

1<sup>st</sup> Tera

2<sup>nd</sup> Mark

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

Nays: None.

Absent and excused: None.

The motion was approved unanimously. The meeting was adjourned at 8:25 p.m. The next regular meeting will be on Monday, August 20, 2018 at 7:30 p.m.

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Ashley Aidenbaum, Secretary

Date

Approved