



BALDWIN PUBLIC LIBRARY  
MINUTES, REGULAR MEETING  
September 17, 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, Ashley Aidenbaum, David Underdown, Melissa Mark, Frank Pisano, and Student Representative Chelsea Schaufler.

Absent and excused: None.

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

Friends of the Library Liaison: Pam DeWeese.

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> Tera

2<sup>nd</sup> Mark

A roll call vote was taken.

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

Nay: None.

Absent and excused: None.

The motion was approved unanimously.

3. Board Reports and Special Announcements:

Suhay commended the Library on its record-breaking summer reading program. He also noted that the design development stage of the Youth Room project had begun.

Next, Pisano acknowledged the recent death of Kimberley Fisher and extended his condolences to Fisher's family and friends. Pisano announced the following staff anniversaries: Henricks (1 year); Hoeck (1 year); Sower (11 years); Volpe (13 years); Bolek-Toubeaux (17 years); Rouan (18 years); Finnell (22 years); and, Nixon (16 years).

Mark provided an update on the fundraising efforts for the Youth Room project.



Craft highlighted a few upcoming events of interest, and Schaufler described the program Teen Open Mic Night that she has put together for September 20, 2018. Details of these and other events can be found on pages 64-65 of the September Board packet.

**Board Committee Reports:**

**Finance Committee:** Pisano reported that the Committee met on September 10, 2018. With two months completed, the FY 2018-2019 budget continues to track well. Complete minutes of this meeting are on pages 14-16 of the September Board packet. The next meeting of the Finance Committee will take place on Monday, October 8, 2018 at 4:30 p.m.

**Building Committee:** Underdown reported that the Committee met on September 12, 2018. Complete minutes of the meeting can be found on pages 17-25 of the September Board packet. Mark asked if there had been a determination yet of whether there is a crawl space under the Youth Room. The answer is that the work to determine this matter has yet to be done. Aidenbaum expressed her appreciation to the Building Committee for soliciting comments from the public via the flipcharts in the Library. The next working session for this project will take place on September 19, 2018.

**4. Library Report:**

Koschik reported that he had given a Library tour to two delegates from Ritto, Birmingham's sister city in Japan. He also described the customer service training the Library will be offering to its employees. Craft highlighted various statistics delineating the success of this year's summer reading program. She mentioned a few changes to the summer program that were well received and will be continued in future years. In addition, Craft mentioned the Adult Transitions Program implemented this month with the Birmingham Public Schools. Craft updated the Board on the Books and Bites fundraiser to be held on October 19, 2018, providing highlights of some recent donors and auction sponsors. The complete Library Report can be found on pages 27-44 of the September Board packet.

**5. Liaisons:**

**Friends of Baldwin Public Library:** DeWeese reported that the Friends were back from summer break and are gearing up for the November 2018 book sale. The book sale counter in front of Circulation generated \$9,245.75 from July 1, 2017 to June 30, 2018. The Friends will be hosting another Books, Bags and Bagels event in March 2019. Tera asked DeWeese to describe what types of books they like to display for sale. DeWeese said that children's books, fiction, and biography sell best. The books sold at the table across from Circulation must be in great condition. For the November sale, the condition of the book is not as important. Mark asked if they needed help setting up and tearing down the book sale. DeWeese explained what kind of help was necessary both before and after the sale.

**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:** None.



8. Information Only: See pages 45-65 of the September Board packet.

9. Adjournment

**Motion:** To adjourn the meeting.

1<sup>st</sup> Mark

2<sup>nd</sup> Aidenbaum

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

Nay: None.

Absent and excused: None.

The motion was approved unanimously. The meeting was adjourned at 8:21 p.m. The next regular meeting will be on Monday, October 15, 2018 at 7:30 p.m.

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Ashley Aidenbaum, Secretary

Date