



BALDWIN PUBLIC LIBRARY
MINUTES, REGULAR MEETING
October 15, 2018

1. Call to Order and Roll Call

The meeting was called to order by President Jim Suhay at 7:37 p.m.

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

Absent and excused: Ashley Aidenbaum and Melissa Mark.

Library Staff present: Doug Koschik, Director; Rebekah Craft, Associate Director; Stephanie Klimmek, Head of Youth Services; and Paul Gillin, Administrative Assistant.

Friends of the Library Liaison: Pam DeWeese.

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

Members of the public present: Bob Ziegelman and John Gardner, from Luckenbach Ziegelman Gardner Architects.

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

2. Consent Agenda

Motion to approve the consent agenda.

1st Tera

2nd Underdown

A roll call vote was taken.

Yeas: Suhay, Tera, Underdown, and Pisano.

Nays: None.

Absent and excused: Aidenbaum and Mark.

The motion was approved unanimously.

3. Board Reports and Special Announcements:

Suhay mentioned the upcoming Books and Bites event: A Novel Wine Tasting. It will take place on October 19.

Next, Pisano announced the following staff anniversaries: Eisele (9 years); Bowman (2 years); Wheeler (5 years); Geisler (12 years); Klimmek (7 years); Paley (7 years); Pepper (7 years); Richards (3 years) and, Ilmer (24 years).

Suhay stated that donations and pledges for the Youth renovation from the May 22, 2018 fundraiser now total between \$130,000 and \$140,000.



Craft highlighted a few upcoming events of interest, details of which can be found on pages 90 - 91 of the October Board packet.

Board Committee Reports:

Finance Committee: Pisano reported that the Committee met on October 8, 2018. Because the meeting was early in the month, final figures for September were not yet available. Complete minutes of this meeting are on pages 12 – 14 of the October Board packet. The next meeting of the Finance Committee will take place on Monday, November 12, 2018 at 4:30 p.m. It will include a report from Plante & Moran on the Library’s audit.

Building Committee: Underdown reported that various working groups met on the following dates: September 26, 2018; October 3, 2018; and October 10, 2018. Complete minutes of these working sessions are on pages 15 - 20 of the October Board packet. It was discovered in the past month that there is no crawl space under the existing Youth area. A decision has not yet been made whether there will be one under the addition. The next working session will be on Wednesday, October 24, 2018 at 4:30 p.m.

Koschik then gave a brief presentation updating the public and the Board on the status of the Youth Room expansion and renovation.

Architects Ziegelman and Gardner gave a presentation on the Youth Room project, much of which can be found on pages 21 - 31 of the October Board packet. The presentation included drawings and renderings of what the space will look like and some of the furniture selected to date.

4. Library Report:

Koschik discussed and highlighted various statistics from the key metrics dashboard on page 34 of the October Board packet. The decline in database sessions warrants further investigation. Suhay asked whether we could advertise our databases more forcefully. Perhaps we could promote a “database of the week” on our website. Tera asked for an explanation of Instagram. Craft explained by showing the Library’s Instagram link from its website. The Library updates its Instagram account daily.

Koschik provided an update on the migration to a new integrated library system. Details are on page 39 of the October Board packet.

Koschik then called attention to pages 85 - 89 of the October Board packet, which show a sculpture that has been offered as a donation to the City of Birmingham. The sculpture might be considered for the Library lawn. Further discussion will occur at the November Library Board meeting.

Craft mentioned a few other items from the Library report, including an update of new sponsorship donations for the Books and Bites event on October 19, 2018.

The complete Library Report can be found on pages 33 – 47 of the October Board packet.



5. Liaisons:

Friends of Baldwin Public Library: DeWeese updated the Board on the upcoming book sale, which will take place November 2 – 5, and expressed the need for help setting up before and tearing down after the sale. She also mentioned the success of the recent pop-up sale of children’s books, which netted nearly \$400 over a recent weekend.

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 49 - 91 of the October Board packet.

9. Adjournment

Motion: To adjourn the meeting.

1st Underdown

2nd Pisano

Yeas: Suhay, Tera, Underdown, and Pisano.

Nays: None.

Absent and excused: Aidenbaum and Mark.

The motion was approved unanimously. The meeting was adjourned at 9:00 p.m. The next regular meeting will be on Monday, November 19, 2018 at 7:30 p.m.

Ashley Aidenbaum, Secretary

Date