Baldwin Public Library
Library Board of Directors

Library Board Meeting

October 15, 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

<table>
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<tr>
<th>Name</th>
<th>Position</th>
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<th>Committees</th>
<th>Address</th>
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<td>SUHAY, JAMES W.</td>
<td>President</td>
<td>2019</td>
<td>Finance and Building Committees</td>
<td>740 Fairfax</td>
<td>Home: (248) 642-8514 e-mail: <a href="mailto:jsuhay@sbcglobal.net">jsuhay@sbcglobal.net</a></td>
</tr>
<tr>
<td>TERA, ROBERT</td>
<td>Vice President</td>
<td>2019</td>
<td>Finance and Policy Committees</td>
<td>315 Chesterfield Avenue</td>
<td>Home: (248) 646-2575 e-mail: <a href="mailto:bob.tera@baldwinlib.org">bob.tera@baldwinlib.org</a></td>
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<tr>
<td>AIDENBAUM, ASHLEY M.,</td>
<td>Secretary</td>
<td>2021</td>
<td>Communications and Personnel Committees</td>
<td>327 Southfield Rd. Apt. 2CS</td>
<td>Home: (248) 892-2149 e-mail: <a href="mailto:ashleymariea@gmail.com">ashleymariea@gmail.com</a></td>
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<tr>
<td>MARK, MELISSA S.</td>
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<td>2021</td>
<td>Communications and Personnel Committees</td>
<td>635 Puritan</td>
<td>Home: (248) 644-8451 e-mail: <a href="mailto:weir527@gmail.com">weir527@gmail.com</a></td>
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<td>PISANO, FRANK</td>
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<td>2021</td>
<td>Building and Finance Committees</td>
<td>612 Davis</td>
<td>Home: (248) 646-0463 Cell: (248) 835-6058 e-mail: <a href="mailto:frank.pisano@baldwinlib.org">frank.pisano@baldwinlib.org</a></td>
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<td>UNDERDOWN, DAVID</td>
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<td>2019</td>
<td>Policy and Building Committees</td>
<td>437 Suffield</td>
<td>Home: (248) 642-5337 Cell: 248 909-1072 e-mail: <a href="mailto:underdown34@gmail.com">underdown34@gmail.com</a></td>
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<td>SCHAUFLER, CHELSEA, Student Representative</td>
<td></td>
<td>February 2019</td>
<td></td>
<td>437 Suffield</td>
<td>Home: (248) 765-0388 e-mail: <a href="mailto:chelseasing2012@gmail.com">chelseasing2012@gmail.com</a></td>
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AGENDA
Baldwin Public Library Board Meeting  
Monday, October 15, 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 September 17, 2018 minutes  
B. Approval of September 2018 vendor payments in the amount of $161,720.37, including payments in excess of $6,000  
C. Approval of total expenses in the amount of $373,219.91

II. Board Reports and Special Announcements  
A. President’s report  
B. Board comments  
C. Staff anniversaries  
D. Fundraising update (Melissa Mark)  
E. Upcoming events of interest (Rebekah Craft)

III. Board Committee Reports  
A. Finance Committee (Frank Pisano)  
B. Building Committee (David Underdown)  
i. Presentation about Youth Room expansion and renovation plans

IV. Library Report

V. Liaisons  
A. Friends of the Baldwin Public Library (Pam DeWeese, President)  
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
VIII. Items Removed from Consent Agenda
IX. Information Only
   A. The Ten Commandments of a Successful Friends Group p. 50
   B. Chamber of Commerce article “Baldwin Public Library” p. 52
   C. *Eagle* article “Author talk in Beverly Hills” p. 53
   D. *Eagle* article “Noted film fest to be screened at BPL” p. 54
   E. *Oakland Press* article “Southeast Michigan entertainment Sept. 21-27” p. 55
   F. *Eccentric* article “Baldwin hosts film festival” p. 69
   G. *Eagle* article “Short film screenings” p. 70
   H. *Oakland Press* article “Lecture series explores tragedies in Birmingham’s history” p. 71
   I. *Eagle* article “Historical lecture series explores tragedy in Birmingham’s past” p. 73
   J. *Eagle* article “Oktoberfest to fund library improvements” p. 75
   K. BTPL Presents An International Night at the Library p. 77
   L. *New Yorker* article “Growing Up in the Library” p. 78
   M. “Michigan Spring” sculpture by Jim Miller-Melberg p. 85
   N. Upcoming events of interest p. 90

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, November 19, 2018 at 7:30 p.m.

*Suggested motion:* To adjourn the October 15 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 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.**

1st Tera  
2nd Mark

A roll call vote was taken.  
Yeas: Suhay, Tera, Underdown, Aidenbaum, Pisano, and Mark.  
Nays: 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.

1st Mark
2nd Aidenbaum

Yeas: Suhay, Tera, Underdown, Aidenbaum, Pisano, and Mark.
Nays: 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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Register of Claims
Baldwin Public Library
300 W. Merrill Street
Birmingham, MI 48009

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
October Finance Committee Report

The Baldwin Public Library Board’s Finance Committee met on Monday, October 8, 2018, at 4:30 p.m. in the Delos Board Room. Present were Frank Pisano, Bob Tera, Doug Koschik, and Rebekah Craft.

- Koschik noted that minor updates have been made to the FY 2017-18 budget but a final report is still not ready.
- Koschik stated expenditures in September included large payments to OCLC, Luckenbach Ziegelman Gardner, and Plante & Moran. The Library also paid Library Design Associates for the Grand Hall carpeting and fabric deposit, and the replacement book drop. A reconciling adjustment was made for reimbursement from The Library Network for the full cost of the drop. The budget is tracking well after three months.
- Craft was unable to report on September Friends of the Library expenditures because of a bookkeeping delay, but the report will be included in the October Board packet.
- The next meeting of the Finance Committee will take place on Monday, November 12, 2018, at 4:30 p.m.
## BALDWIN PUBLIC LIBRARY

### REVENUE AND EXPENSE REPORT 2018-19

**SEPTEMBER 2018**

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<td>$9,000</td>
<td>$10,759</td>
<td>$1,759</td>
<td>$27,500</td>
<td>$28,721</td>
<td>$1,221</td>
<td>28.6%</td>
<td>$26,009</td>
<td>26.3%</td>
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<tr>
<td>OTHER CHARGES</td>
<td>$66,170</td>
<td>$6,000</td>
<td>$3,009</td>
<td>($2,991)</td>
<td>$22,000</td>
<td>$18,413</td>
<td>($3,587)</td>
<td>27.8%</td>
<td>$14,529</td>
<td>24.6%</td>
</tr>
<tr>
<td>BUILDING IMPROVEMENTS &amp; FURNISHINGS</td>
<td>$122,000</td>
<td>$32,000</td>
<td>$31,274</td>
<td>($726)</td>
<td>$34,000</td>
<td>$32,066</td>
<td>($1934)</td>
<td>26.3%</td>
<td>$39,172</td>
<td>24.5%</td>
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<td>COLLECTIONS</td>
<td>$587,700</td>
<td>$40,000</td>
<td>$44,057</td>
<td>$4,057</td>
<td>$128,975</td>
<td>$128,364</td>
<td>($611)</td>
<td>21.8%</td>
<td>$84,677</td>
<td>15.1%</td>
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<td><strong>TOTAL EXPENSES</strong></td>
<td>$3,729,790</td>
<td>$372,291</td>
<td>$373,220</td>
<td>$929</td>
<td>$869,348</td>
<td>$883,030</td>
<td>$13,682</td>
<td>23.7%</td>
<td>$788,130</td>
<td>22.6%</td>
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<tr>
<td><strong>VARIANCE</strong></td>
<td>$625,900</td>
<td>($363,582)</td>
<td>($361,197)</td>
<td>$2,385</td>
<td>$2,406,649</td>
<td>$2,396,622</td>
<td>($10,027)</td>
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<td>FUND BALANCE-BEGINNING OF YEAR</td>
<td>$1,289,553</td>
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<td>FUND BALANCE-CURRENT</td>
<td>$3,686,175</td>
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</tbody>
</table>

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.

Note: Of the $3,249,870 in Birmingham tax revenue, $2,556,574 is for operating expenses, and $693,296 is for pre-funding the Youth Room expansion and renovation.
FINANCIAL REPORT: SEPTEMBER 2018

This report references the Revenue and Expense Report 2018-19, found on the following page. At 25% of the way through fiscal year 2018-2019, the Library has spent 23.7% of its budget and received 75.3% of its revenue. By this point of the year, the Library was budgeted to have spent 23.3% of its budget and to have received 75.2% of its revenue. Payment was made to Library Design Associates (LDA) for curb side book return, for carpet for Grand Hall & Harry Allen Room, and for fabric for Grand Hall lounge furniture ($30,402.00). Payment was also made to Luckenbach-Ziegelman Architect for Youth Services Phase 1 Renovation ($42,170.10) and OCLC, Inc. for CatExpress ILL usage and Ezproxy Hosting Annual Maintenance ($10,334.28). The first quarter health care adjustment was also made ($38,202.68). The payment to LDA for the book return was offset by a reimbursement check from The Library Network. Partial payment to Plante Moran for the audit was also made.

Vendor payments in excess of $6,000:
  Baker & Taylor Books $14,165.24
  DTE Energy $6,905.00
  Library Design Associates, Inc. $30,402.00
  Luckenbach-Ziegelman Architect $42,170.10
  Midwest Tape $15,233.52
  OCLC, Inc. $10,334.28
  Overdrive $8,512.41
Total vendor payments in excess of $6,000 $127,722.55

Balance of vendor payments less than $6,000 $33,997.82
Total vendor payments $161,720.37

City of Birmingham allocations:
  Payroll Period 8/26-9/8 $72,980.43
  Payroll Period 9/9-9/22 $75,562.00
  Employee Health Care Payroll Deduction ($657.00)
  1st Quarter Health Care Adjustment $38,202.68
  Fixed Past Retirement Health Care Cost $6,929.92
  Fixed Past Retirement Cost $3,228.67
  BS&A Software Charge $248.19
  Administrative Services $8,740.83
  MML Insurance Premium $380.83
  Water & Sewer Usage 4/15-7/15 $2,717.24
  Plante & Moran-Audit for Year Ending 6/30/18 $10,127.25
  Beier Howlett P.C. $587.50
Total City of Birmingham allocations $219,048.54

Reconciling Adjustments:
  Reimbursement from The Library Network for Damage to Curb Side Book Return ($7,549.00)

Total expenses for the month $373,219.91
meeting NOTES

project | BPL Youth Services – Renovation / Addition
date | September 26, 2018
location | BPL
attending | City of Birmingham:
BPL: Director D. Koschik, Asst Director R. Craft, Youth Services Head S. Klimmek
BPL Construction Committee Members: J. Suhay, F. Pisano, D. Underdown
LZG: J. Gardner, K. Swanson, R. Ziegelman

Agenda/Topics for Discussion

1. Fish Tank and Display Wall Cabinetry Karen to get accurate quote. Storage behind upper panel for Staff Office.

2. Furniture Plan Review
   - Eliminate extra sections of play area shelving and return to semi-circle to allow circulation between magazines and semi-circle.
   - Self-check needs to be incorporated at one end of the reference desk.
   - Upper hexagonal reading pods need to be something other so children can’t access them.
   - I-pad table cannot be in the play area so new acceptable location to be found.

3. Coat / Stroller Room
   DISCUSSION- WE CANNOT PLAN FOR ALL SIZES OF STROLLERS. IT WAS DECIDED TO STAY WITH THE CURRENT COAT/STROLLER ROOM CONCEPT AND RAISE THE STAFF WORK ROOM COUNTER UP TO 3’ 4” HEIGHT TO GAIN 4” HEIGHT FOR THE STROLLER GARAGE.

4. Staff Work Room
   DITTO FROM #3 ABOVE.

5. Crawl Space Investigation Update
   DOUG MEYERS FROM THE DAILEY COMPANY EXPLORED THE CRAWL SPACE BELOW THE GRAND HALL. HE DID NOT FIND AN ACCESS PANEL INTO THE YOUTH ROOM CRAWL SPACE. LYNN SMITH & BIRKERTS DRAWINGS SHOW ACCESS FROM A MECHANICAL ROOM. (LIBRARY KNOWS THIS AS THE FAN ROOM) IN BASEMENT. GARDNER & BPL EXPLORED THAT ROOM FOLLOWING THE MEETING AND DID NOT FIND AN ACCESS PANEL. LZG SUGGESTS AN X-RAY OF THE YOUTH ROOM FLOOR AS THE NEXT STEP OF EXPLORATION.

   FOLLOW-UP: On 10-4-18, WJE Engineering did a radar scan of the Youth Room floor, which showed that the floor is an eight-inch reinforced concrete slab on sand fill. The Dailey Company confirmed this by drilling through the slab. In other words, there is no crawl space under the Youth Room, and LZG will adjust their plans accordingly.

6. Landscape: Shrubbery images
   LZG REVIEWED/EMPHASIZED “LONG GREEN LINE” CONCEPT FOR THE BASE OF THE BUILDING ALONG THE BENCH AREA AND CONTINUING AROUND THE CHILDREN’S GARDEN. LZG PRESENTED A SHRUB POWER POINT, WHICH IS ATTACHED TO THESE NOTES.
   LATER, LZG / BPL LOOKED AT EXISTING VEGETATION OUTSIDE THE YOUTH ROOM. QUESTIONS REMAIN ABOUT THE ELMORE LEONARD CRABAPPLE TREE AT THE NORTHEAST CORNER OF THE YOUTH ROOM. PEOPLE DISCUSSED WHETHER THE TREE IS REALLY WORTH THE EFFORT TO SAVE. LZG DISCUSSED CONSTRUCTION COSTS ASSOCIATED WITH PROTECTING AND WORKING AROUND THE TREE. BPL WILL CHECK WITH THE FRIENDS OF THE LIBRARY BOARD
ABOUT THE “VALUE” OF THE TREE. LZG RECOMMENDS ROOT PRUNING TO STIMULATE ROOT GROWTH ASAP, IF IT IS DECIDED TO TRY TO SAVE THE TREE.

Next meeting: Wednesday, Oct. 10, 4:30-6:00 p.m., Delos Board Room
meeting notes

project: BPL Youth Services – Renovation / Addition – Exterior Landscaping

date: October 3, 2018

location: BPL

attending: BPL: Director D. Koschik
Department of Public Services (DPS) Staff: Lauren Wood, Carrie Laird
LZG: J. Gardner

DPS staff does not recommend the following species: cotoneaster, juniper, holly species with pointed leaf shapes (there are holly species with rounded shapes), euonymous, taxus (yew) if it has berries, or any other flowering (fruit-bearing) species in close proximity to children.

DPS staff noted that some members of the City Commission are master gardeners and promote the use of native plant species in lieu of imported species.

Concerning the crabapple tree at the northeast corner of the proposed addition, DPS does not recommend trying to save it. Among other things, the tree produces fruit, which should not be in close proximity to children. DPW recommends planting another kind of tree.

DPS would be pleased to explore the possibility of a “sensory” garden.

DPS is happy to meet again.
meeting agenda NOTES

<table>
<thead>
<tr>
<th>project</th>
<th>BPL Youth Services – Renovation / Addition</th>
</tr>
</thead>
<tbody>
<tr>
<td>date</td>
<td>October 3, 2018</td>
</tr>
<tr>
<td>location</td>
<td>BPL</td>
</tr>
<tr>
<td>attending</td>
<td>K. Swanson. All permanent Youth Services staff, except for S. Dion, who was on vacation. Also R. Craft and D. Koschik (the latter for the first half hour only).</td>
</tr>
</tbody>
</table>

Agenda/Topics for Discussion

Furniture Plan Review

General

- Self-checkout at south end of reference desk to be desk height with step stool for children. This part of the reference desk will be open underneath for wheelchair accessibility.
- Door to staff office to be frosted glass. The current safe inside the staff office will be replaced with a smaller one and moved to a more secure location.
- Upper hexagonal reading pods to have glass shelving for display.
- I-pads to remain with public computers and be grouped together with 24” desk height.
- Rainbow colors for younger children.
- Tertiary colors preferable for “tweens.

Play Area

- One extra section of play area shelving was able to be included while still allowing circulation between magazines and shelving, and make sure that visibility into that space is not hindered.
- “Hanging shelves” (i.e., shelves with rods for hanging bags) to be incorporated into curved shelving.
- “Felt wall” to be divided up equally for felt, magnetic wall, and Lego wall. Incorporate trays.
- Alphabet table without hole is preferred.
- Other options for puppet theatre to be explored, ideally with puppet storage.
- Train table vs. Lego table.

Story Room

- ADA automatic door opener.
- Soft closing doors.
- Options need to be explored to close off story room glass from play area view during story time.
- Drawers for utensils to be incorporated into cabinetry.
- Entire floor to be washable surface.
- Include shelf above hooks for purses.
- Folding tables to be adjustable height.
**Working session NOTES**

**Project**  
BPL Youth Services – Renovation / Addition

**Date**  
October 10, 2018

**Location**  
BPL

**Attending**  
City of Birmingham:
- BPL: Director D. Koschik, Asst Director R. Craft, Youth Services Head S. Klimmek
- LZG: J. Gardner, K. Swanson, R. Ziegelman

**Agenda/Topics for Discussion**

Minutes of meetings on Sept. 27 and Oct. 3 were approved.

1. **Fish Tank and Display Wall Cabinetry design revisions.** Swanson reviewed the height of the aquarium, which will start at 24” AFF (above finish floor) and the height of the tack-able surface for posters, which will start at approx. 5’-4” AFF (above finish floor). Swanson is still waiting to hear from the aquarium vendor.

2. **Furniture Plan Review**  
   - Swanson reviewed items from the staff meeting on Oct. 3; showed added shelving (30” high) behind the reference desk; book cart options (low, white carts preferred); OPAC (i.e., public catalog) stations; recycle bins (SS); and Forbo Marmoleum acoustic flooring for the story room. Adjustments were made to the staff office to accommodate the larger aquarium.
   - Play area shelving  
     Swanson noted that one additional double-sided shelf could be added without impeding circulation.
   - Self-check.  
     Discussed the revised location, which is at the south end of the reference desk.
   - Hexagonal reading pods  
     Swanson said that without the upper tier, the hexagonal cubicles are not practical. She showed alternate furniture pieces to replace them: 1 rectangular shaped, another Pac-Man shaped. The staff and committee liked the Pac-Man shaped (CBI Luna) furniture.

3. **Coat / Stroller Room Revisions**  
Revisions were made based on raising the height of the stroller garage. Reviewed and approved.

4. **Staff Work Room Shelving Revisions**  
Revisions were made based on a shelf storage unit of 15” x 18”. They were reviewed and approved. Gardner will send a copy to Klimmek to verify. LZG needs to find out the depth of the storage unit. The counter and “back splash” will be plastic laminate. The counter will have hardwood nosing.

5. **Crawl Space Investigation Update**  
On 10-4-18, WJE Engineering did a radar scan of the Youth Room floor, which showed that the floor is an eight-inch reinforced concrete slab on sand fill. The Dailey Company confirmed this by drilling through the slab. There is no crawl space under the Youth Room, and LZG will adjust their plans accordingly. LZG met with and informed mechanical/electrical/plumbing and structural engineers.

6. **Landscape: Shrubbery. Update per meeting with Department of Public Services.**  
Went over architect’s meeting notes previously issued. (Note: The next meeting of the Landscaping Subcommittee will be held on Wednesday, Oct. 17, at 1:30 p.m., in the Rotary Room.)

7. **Planning Board meeting on Oct. 10 and Library Board meeting on Oct. 15**  
Discussed the presentation approach. Koschik to make introduction and general project description. LZG will be present to answer questions on drawings and PowerPoint presentation. (Note: On the evening of Oct. 10, the Planning conducted its courtesy hearing of the Youth Room
plan and gave its approval.) The group also discussed the presentation that Koschik and LZG will make to the Library Board at its Oct. 15 meeting.

9. The next working session meeting will be on Wednesday, October 24, at 4:30 p.m., in the Delos Board Room.
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
Program Photos
Summer Reading Reports
Expenditures from FOBPL Donations
# Strategic Plan Status Report

## Key Metrics Dashboard: September 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 18-19 End of Q1 Target</th>
<th>Better/(Worse) Target</th>
<th>Off Target Cautionary On Target</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Financials</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Revenues</td>
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<td>$ 6,336</td>
<td>$ 3,279,652</td>
<td>$ 3,140,947</td>
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<td>Expenses</td>
<td>$ 373,220</td>
<td>$ 307,001</td>
<td>$ 883,030</td>
<td>$ 788,130</td>
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<tr>
<td><strong>Circulation</strong></td>
<td></td>
<td></td>
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<tr>
<td>Circ (Charges &amp; Renewals)</td>
<td>39,470</td>
<td>37,702</td>
<td>138,789</td>
<td>134,669</td>
<td>109,565</td>
<td>29,224</td>
<td>On Target</td>
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<tr>
<td>Self-Check Usage</td>
<td>22.5%</td>
<td>23.4%</td>
<td>23.0%</td>
<td>23.3%</td>
<td>25.0%</td>
<td>-2%</td>
<td>Off Target</td>
</tr>
<tr>
<td>% of Circ by Residents</td>
<td>91.0%</td>
<td>90.9%</td>
<td>91.9%</td>
<td>91.0%</td>
<td>90.0%</td>
<td>2%</td>
<td>Off Target</td>
</tr>
<tr>
<td>% of Circ by Non-Residents</td>
<td>9.0%</td>
<td>9.1%</td>
<td>8.1%</td>
<td>9.0%</td>
<td>10%</td>
<td>-2%</td>
<td>Off Target</td>
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<td><strong>Interlibrary Loans</strong></td>
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<td>Items borrowed</td>
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<td>760</td>
<td>2,493</td>
<td>2,105</td>
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<td>Items loaned</td>
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<td>3,036</td>
<td>2,243</td>
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<td><strong>Technology Usage</strong></td>
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<td>Database Sessions</td>
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<td>1,527</td>
<td>3,466</td>
<td>4,693</td>
<td>4,609</td>
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<td>6,781</td>
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<td>Public Computer Usage</td>
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<td>1,288</td>
<td>3,481</td>
<td>4,631</td>
<td>6,135</td>
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<td>Wireless Sessions</td>
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<td>18,150</td>
<td>71,376</td>
<td>57,610</td>
<td>55,000</td>
<td>16,376</td>
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<td>23,751</td>
<td>78,734</td>
<td>81,199</td>
<td>88,193</td>
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<td>Adults</td>
<td>424</td>
<td>462</td>
<td>1,057</td>
<td>1,072</td>
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<td># of Programs for Adults</td>
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<td>20</td>
<td>59</td>
<td>50</td>
<td></td>
<td></td>
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<tr>
<td>Teens</td>
<td>93</td>
<td>59</td>
<td>610</td>
<td>306</td>
<td></td>
<td></td>
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<tr>
<td># of Programs for Teens</td>
<td>13</td>
<td>11</td>
<td>36</td>
<td>33</td>
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<td>1,096</td>
<td>832</td>
<td>6,970</td>
<td>6,310</td>
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<td># of Programs for Youth</td>
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<td>42</td>
<td>143</td>
<td>137</td>
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<td>Computer Classes</td>
<td>28</td>
<td>35</td>
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<td>97</td>
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<td># of Computer Programs</td>
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<td>9</td>
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<td>Online Video Views</td>
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<td>178</td>
<td>150</td>
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<td>Idea Lab Certifications</td>
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<td>6</td>
<td>12</td>
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<td>Idea Lab Visits</td>
<td>173</td>
<td>61</td>
<td>464</td>
<td>61</td>
<td>375</td>
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<td>On Target</td>
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<tr>
<td><strong>Total Program Attendance</strong></td>
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<td>1,430</td>
<td>9,408</td>
<td>7,935</td>
<td>8,180</td>
<td>1,228</td>
<td>On Target</td>
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<tr>
<td><strong>Total # of Programs</strong></td>
<td>87</td>
<td>82</td>
<td>266</td>
<td>248</td>
<td>195</td>
<td>71</td>
<td>On Target</td>
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<tr>
<td><strong>Gate Count</strong></td>
<td>19,697</td>
<td>19,098</td>
<td>73,663</td>
<td>72,614</td>
<td>79,361</td>
<td>(5,698)</td>
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<td><strong>Volunteer Hours</strong></td>
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<td>102</td>
<td>631</td>
<td>615</td>
<td>563</td>
<td>68</td>
<td>On Target</td>
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<tr>
<td><strong>Social Media</strong></td>
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<td>e-Newsletter Subscribers</td>
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<td>26</td>
<td>1857</td>
<td>1742</td>
<td>1,892</td>
<td>(35)</td>
<td>Off Target</td>
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<td>21</td>
<td>1983</td>
<td>1761</td>
<td>1,949</td>
<td>34</td>
<td>On Target</td>
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<td>Twitter Followers</td>
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<td>10</td>
<td>1169</td>
<td>1099</td>
<td>1,170</td>
<td>(1)</td>
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<td>Instagram Followers</td>
<td>31</td>
<td>513</td>
<td></td>
<td>425</td>
<td>88</td>
<td>On Target</td>
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**Strategic Plan Status Report**
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.

Key Metrics Explanation: September 2018

On Target = Met or exceeded goal, or no more than 0.1% below goal
Cautionary = 0.1% to 3% beneath goal
Off Target = More than 3% beneath goal

At the end of the first quarter:

- **Financials:** Revenues and expenses are tracking as expected.
- **Circulation:** Circulation has increased and is higher than our FY18-19 first quarter target and is 3% higher than our FY17-18 first quarter circulation.
- **Technology Statistics:** The Library’s downloadable content and wireless sessions are on target and have surpassed both the first quarter target and last year’s first quarter usage. Database sessions, public computer usage, and website page views are all off target.
- **Program Attendance:** Program attendance has surpassed first-quarter goals and is 18.5% higher than our FY17-18 first quarter attendance.
- **Gate Count:** Gate count (i.e., the number of people entering the Library) is 7.8% below our target. However, it is 1.4% above last year’s gate count for the same quarter.
- **Volunteer Hours:** Total volunteer hours are both higher than last year and higher than this year’s quarterly goal. The addition of weekly volunteers from Birmingham Schools is helping to boost our volunteer hours for the year.
- **Social Media:** Facebook page likes, Twitter followers, and Instagram followers are on target. We have seen a huge increase in our Instagram followers since we began posting daily content. E-newsletter subscriptions are 1.8% below the quarterly target, which is considered cautionary.
Services and Programs

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

Red Wings for Reading
The Youth Department is participating in the Red Wings for Reading program this year. To participate, each child needs to read three books from a curated list. After doing so, children are eligible to enter a drawing to win free Red Wings tickets. The reading incentive program ends on January 31, 2019. More information can be found at: https://www.nhl.com/redwings/community/red-wings-for-reading.

Financial Stability

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

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 Library will close at 1:00 p.m. that day, so that staff and volunteers can prepare for the event. Early bird ticket pricing ends on October 12. Beginning on October 13, ticket pricing is $85 for general admission and $75 for seniors who are 65 and older. 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.

The following people have recently signed on as sponsors:

- $1,000 - The St. Andre Family
- $1,000 – Maureen Gallagher
- $1,000 – Cheryl & Brad Barker
- $500 – Therese and Pat Costello
- $100 – Michelle & Christopher Hollo
- $100 – Susheilla Mehta

We have received $14,900 in sponsorships to date.
The event’s wine tasting sponsor is Uptown Market. Svenska Café, Cannelle Patisserie, Commonwealth, Papa Joe’s, Holiday Market, and Ike’s Restaurant are providing food for the event.

We have received new silent auction donations from these people and businesses: Beverly Hills Grill, Chanel Beauty & Fragrance—Saks Fifth Avenue, Core Revolution Birmingham, Dean Sellers Ford, Detroit Pistons, Detroit Red Wings, English Gardens, Michelle Hollo, Lindsey Lee Johnson, Lauren Kate, Doug Koschik, Malcolm MacDonald, Erica & Ryan Morris, Real Living Kee Realty, Rivage Day Spa, Streetside Seafood, Lindsay Van Syckle, Westin Book Cadillac Hotel, and Jennifer Wheeler

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:

- A Novel Wine Tasting Fundraiser to Benefit Library’s Youth Room Expansion
- Community Forum about Baldwin Library Youth Expansion & Renovation
- Friends of BPL Fall Used Book Sale
- Learn Photo Preservation Tips at Baldwin Public Library Workshop
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. She has completed or is working on the following:
- Battle of the Books
- Books & Bites
- Learn Connect Discover Winter edition

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
117 volunteer hours were utilized in the month of September.

Communications with Staff
Staff talks were held on September 19 and 20 as a follow-up to the September Library Board meeting.

Staff Updates
Gary Eisele reached 9 years of service on October 1.
Sarah Bowman reached 2 years of service on October 1.
Carolyn Wheeler reached 5 years of service on October 4.
Mona Geisler will reach 12 years of service on October 23.
Stephanie Klimmek will reach 7 years of service on October 17.
Susan Paley will reach 7 years of service on October 17.
Alice Pepper will reach 7 years of service on October 17.
Jamie Richards will reach 3 years of service on October 19.
Connie Ilmer will reach 24 years of service on October 21.

Staffing Update
We are in the midst of hiring and accepting job applications for the following positions at the Library:
MCLS Webinar
Kristen Tait continues working toward earning her Soft Skills Certificate from MCLS. Two recent webinars she participated in as part of our course requirements were:

- **Accountability at Work** - This webinar focused on "creating a culture of ownership and responsibility" in staff. This skill has been shown to increase efficiency and productivity, and also leads to higher morale and satisfaction. There is both personal accountability, which is related to behavior, and mutual accountability, which is related to tasks. Ways to increase accountability and to overcome obstacles to accountability were presented.

- **Critical Thinking Skills** - Critical thinking skills (curiosity, awareness, flexibility, and common sense) have been highlighted by executives as a sought-after trait that offers a clear measure of employees' success. This webinar focused on ways to improve the four specific skills listed above, as well as how to recognize and fix critical thinking mistakes. Two such mistakes - tunnel vision (behaving in a set way and believing in only one right answer) and emotional entrenchment (reacting to feelings, not facts, and engaging in polarization or having an "us vs them" mentality) - are particularly applicable to a library, especially to the Circulation department.

Polaris Migration
Following is a report from Technical Services Coordinator Josh Rouan, who is in charge of the migration process:

“On September 26, after six months of negotiations, Baldwin signed a contract with Innovative Interfaces, Inc. ("III") for a new integrated library system, called Polaris. Baldwin will go live with this new system on or around March 7, 2019; at that time staff will begin using the new software at the library, and the public will be using a new online catalog. The coming months will see a steady stream of migration related activity, including multiple on-site visits from III staff, who will gather detailed information about our current system, workflow, and policies, in order to best configure our new system. A brief report will be included in the monthly Board packet to chart the progress of the migration and note any major milestones.

We have already begun paring our database of records for items we no longer own, and removing users whose library card expired more than three years ago (after having given them a month's notice and a chance to renew their cards). We have also been in regular contact with
our project manager at III, and have taken the first steps to extracting our patron and bibliographic databases. III's first on-site visit is scheduled for the week of November 5, during which time they will be learning as much as possible about our circulation policies as possible (loan times, patron categories, etc.).”

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

Meeting with Community House, BSD, and Chamber
Doug Koschik, Bill Seklar of The Community House, Ingrid Tighe of the Birmingham Shopping District, and Joe Bauman of the Chamber of Commerce met on October 10 to discuss how their organizations can support each other to strengthen the downtown area.

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.

On October 8, Rebekah Craft gave a library tour to 11 staff members from the Oak Park Public Library.

Beverly Hills
Craft submitted information to the Village of Beverly Hills for inclusion in its weekly email newsletter. Koschik will speak to the Beverly Hills Village Council at 7:30 p.m. on Tuesday, December 4.

Bingham Farms
Craft submitted information to the Village of Bingham Farms for inclusion in its quarterly newsletter.

City of Bloomfield Hills
Rebekah Craft attended the Bloomfield Hills Open House on September 16. Craft representatives talked about services and programming opportunities to attendees at the event and signed up one resident for a new Library card. Children who attended the event selected a book to take home.

Koschik will speak to the Bloomfield Hills City Commission at 7:30 p.m. on Tuesday, December 11.
**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 quarter at Next.

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

**Birmingham Bloomfield Chamber of Commerce**
On September 25, Koschik attended the 15th annual Vine & Dine event put on by the Birmingham Bloomfield Chamber of Commerce.

**Birmingham All Seasons**
Lauren Ziolkowski, 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**
Doug Koschik attended the October 9 Board meeting of the Friends. Three members of the Board had attended a Friends of Michigan Libraries workshop at the Delta Township Library in suburban Lansing. On page 50 you will find a couple of handouts from the workshop.

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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 furniture fabric and carpeting have been delivered and placed in storage. The committee has finalized the selections for side tables and lamps. The installation is expected to begin in November. Six large rectangular tables in the Grand Hall will be removed for refinishing prior to the start of carpet and furniture installation.

**Birkerts Roof Replacement**
The Birkerts roof replacement was completed on October 9.

**Bed Bug Inspection**
A quarterly bed bug inspection was held on October 11. No bed bugs were detected in the building. The next inspection will be held in January.
Sculpture
On page 85 you will find information about a sculpture that has been offered on loan to the City of Birmingham. The sculpture is called "Michigan Spring," is made of cast aluminum, and is 8'6" high. The sculpture is Jim Miller-Melberg.

Here is the process that the City must go through:

1. The Public Arts Board, at its meeting on October 17, will decide whether to recommend acceptance of this sculpture. (Koschik will attend this meeting.)

2. The Public Arts Board (PAB) will also recommend a location for the sculpture. (The PAB will probably offer it first to the Library.)

3. The Library Board will then consider the PAB's recommendation and vote on whether to accept it.

4. If both the PAB and the Library Board are in favor of placing the sculpture on the Library's lawn, the recommendation will go to the City Commission for final approval.

Youth Room Expansion and Renovation
On October 10, Koschik and architect Bob Ziegelman addressed the Birmingham Planning Board as part of a courtesy review of the Youth Room expansion and renovation project. Koschik introduced the project and asked for questions, which Koschik and Ziegelman then answered. There was no formal vote since this was a courtesy review, but the Planning Board expressed satisfaction with the plans.

Fire Alarm Monitoring
The Library currently uses a fire alarm panel installed by National Time and Signal, which is monitored through an autodialer from Guardian Alarm. When an error is detected with the fire alarm panel, Guardian Alarm calls the Library to warn staff of the error. Because the building’s fire detection is handled through two different companies, there have been numerous false alerts, which have caused a lot of unnecessary work for Baldwin staff and the Birmingham Fire Department. The systems do not always communicate properly with each other, and Guardian Alarm has limited access to fire alarm panel warnings. Based on a recommendation from the City’s Fire Marshall, the Library will discontinue fire alarm panel monitoring through Guardian Alarm. National Time & Signal will update its monitoring system at the Library and will handle all monitoring and dispatch of the fire alarm panel from now on.
Idea Lab
Below is the monthly report from Jeff Jimison, Idea Lab Supervisor:

“As always, there's been a great deal of exciting activity in The Idea Lab. I shall briefly mention a few of them. Then I shall ramble for a short duration about some exciting upgrades. We had our leaf silhouettes program, which was very well liked. I gave a talk on 3D Printing at Birmingham NEXT, which I enjoyed doing and perhaps people enjoyed viewing. Our laser engraver has been far from lazy, cutting out hundreds of paper leaves which now adorn the circulation desk area, and etching dozens of custom wine glasses for "Wine Party 2018™" (aka Books and Bites). But what I find most exciting, are the recent upgrades to our family of 3D printers!

Our CR-10 S5 is now equipped with a new e3D v6 "Volcano" extruder and dual-fan "Petsfang" part cooling system. What does that mean, you ask? It means our largest printer can produce larger, stronger parts, and much faster than before! (The key difference lies in how increasing extrusion nozzle diameter allows for taller layer heights. If you're curious to know more about this, ask me!)

The second major upgrade is to our Prusa i3 MK3. After months in development, Prusa has finally sent us the Multi-Material add-on kit. This kit, now assembled and ready for its first test prints, allows the Prusa to print in up to 5 materials at once! This means the lab can now offer multi-color and multi-material prints. Including, most intriguingly, those made with soluble supports, which will enable flawless overhangs and improved tolerances when printing nested objects such as bearings, ball-joints or linkages. Soluble support material is truly one of the more fascinating aspects of cutting-edge 3D printing technology, and now it is available to our users.

Both of these new upgrades have been installed, and are currently being calibrated for everyday use, so be sure to check in and see them in action!”
Adult Event Photos

The American Library Association hosts its Banned Books Week each September. It is a weeklong celebration of the freedom to read. BPL patrons Jayda and Natalie, below left, celebrated by making custom t-shirts and sweatshirts with Adult Services Librarian Sarah Bowman.

Also in September, we heard a great presentation about the Iconic Restaurants of Ann Arbor. Many University of Michigan alumni enjoyed hearing the inside scoop about some of the college town’s culinary gems for Joe Milan and Gail Offen, below right.

We hosted our Second Annual Read in the Park event, co-sponsored by the Village of Beverly Hills Parks & Recreation department, at the beautiful Beverly Park. Authors Lisa Wheeler and Elizabeth Berg visited the park to read from their books and tell stories about their lives and their inspiration for writing. At right Molly Kleppert, Village P&R Board, Maria Williams, and Stephanie Klimmek pose with author Lisa Wheeler (top) and with author Elizabeth Berg (bottom).

Nearly 130 people visited the park to hear our authors, we can’t wait to do it again next year!

Thank you to the Friends of the Baldwin Public Library for sponsoring our programs!
Baldwin’s student representative, Chelsea Schaufler, planned an open mic night for teens. Axis Studio helped by bringing a keyboard and other equipment. The teens showed off their talents by playing keyboard, guitar, and singing.

In September, we had our first Geek Club meeting. We played an icebreaker game with a candy tape ball, discussed fandoms and anime, and watched vines. Everyone is looking forward to the next time we will meet.

Thank you to the Friends of the Baldwin Public Library for sponsoring our programs!
Youth Event Photos

Bedtime Tales
Once a month, Cathy Gimby hosts Bedtime Tales, an evening family story time where children are encouraged to come in their pajamas. For September, families read stories, sang songs, and did a craft all relating to fall animals.
<table>
<thead>
<tr>
<th>Service Type</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adult Services</td>
<td>Music Trivia Program Supplies</td>
<td>$45.00</td>
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<tr>
<td></td>
<td>Family Photo Preservation Lecture</td>
<td>$100.00</td>
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<td></td>
<td>Paper Succulent Workshop</td>
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<td></td>
<td>Program Supplies</td>
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<td>Ceramic Wall Art Program Fee</td>
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<td><strong>Total</strong></td>
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<tr>
<td>Teen Services</td>
<td>Pizza &amp; Pages Refreshments</td>
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<td>After Hours Laser Tag Party Refreshments</td>
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<td>Program Supplies</td>
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<td>Book Club Books</td>
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<td>Craft Supplies</td>
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<td>Program Supplies</td>
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<td>Accucut Dies</td>
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<td>Outreach &amp; Equipment</td>
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<td><strong>Total</strong> $-</td>
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<tr>
<td></td>
<td><strong>Total Expenditures</strong></td>
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<tr>
<td>September 2018 Balances</td>
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<tr>
<td></td>
<td>Teen Services</td>
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<tr>
<td></td>
<td>Youth Services</td>
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<tr>
<td></td>
<td>Outreach &amp; Equipment</td>
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<tr>
<td></td>
<td><strong>Total Balance</strong></td>
<td><strong>$13,002.54</strong></td>
</tr>
<tr>
<td>September Book Sale Proceeds</td>
<td></td>
<td>$545.00</td>
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</tbody>
</table>

Submitted by Rebekah Craft on October 8, 2018
The Ten Commandments of a Successful Friends Group

From Friends of the Marple Public Library, Broomall, PA

1. The library director must be in favor of a Friends group. If this is not the case, do not proceed any farther. There is no use in continuing.

2. The library staff must be willing to work with Friends—at least that part of the staff which comes into contact with the Friends.

3. All parties involved must realize that a time commitment is involved and that a successful group is no accident. The activity level of the group will determine the amount of time involved; if there is only one book sale a year to worry about, for example, there will be minimal time involved once the group is organized.

4. The library must agree on which of its resources (e.g., space, staff time, paper, and telephone) will be used by the Friends.

5. A committed core group must exist. This core group may be only two or three people.

6. The authority to which the library director reports must recognize the Friends group.

7. Communication must be open to the full library community; the Friends should not have an exclusionist policy.

8. All those involved in the Friends must realize that the Friends group does not make library policy, which is the function of the trustees. Trustees and Friends have separate functions, and liaisons should be developed between the two groups.

9. The library must decide, in discussion with the Friends, the roles it wishes the group to play: advocate, social planner, fund-raiser, volunteer or a combination. These roles change as needs change, so they should be reviewed annually.

10. Money raised by the Friends should be disbursed by them as they see fit according to information on the library's needs provided by the library director and the trustees' liaison. (Director's “wish list”)

(Reprinted with the permission of the American Library Association)
## Working Together: Roles and Responsibilities Guidelines

<table>
<thead>
<tr>
<th>Responsibilities of</th>
<th>Library Director</th>
<th>Library Board</th>
<th>Friends</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>General Administrative</strong></td>
<td>Administer daily operation of the library including personnel, collection development, fiscal, physical plant and programmatic functions. Act as advisor to the board and provide support to the Friends and community groups.</td>
<td>Recruit and employ a qualified library director; maintain an ongoing performance appraisal process for the director in accordance with town charter.</td>
<td>Support quality library service in the community through fund raising, volunteerism and serving as advocates for the library.</td>
</tr>
<tr>
<td><strong>Policy</strong></td>
<td>Apprise library board of need for new policies, as well as policy revisions. Implement the policies of the library as adopted by the library board.</td>
<td>Identify and adopt written policies to govern the operation and program of the library.</td>
<td>Support the policies of the library as adopted by the library board.</td>
</tr>
<tr>
<td><strong>Planning</strong></td>
<td>Coordinate and implement a strategic plan with library board, Friends, staff and community.</td>
<td>Ensure that the library has a strategic plan with implementation and evaluation components.</td>
<td>Provide input into the library's strategic plan and support its implementation.</td>
</tr>
<tr>
<td><strong>Fiscal</strong></td>
<td>Prepare an annual budget for the library in accordance with town charter.</td>
<td>Seek adequate funds to carry out library operations. Assist in the preparation and presentation of the annual budget in accordance with town charter.</td>
<td>Conduct fund raising to support the library's mission and plans.</td>
</tr>
<tr>
<td><strong>Advocacy</strong></td>
<td>Promote the mission of the library within the community. Educate the library board, Friends and community regarding local, state and federal issues that impact the library.</td>
<td>Promote the mission of the library within the community. Advocate for the library to legislators.</td>
<td>Promote the mission of the library within the community. Advocate for the library to legislators.</td>
</tr>
<tr>
<td><strong>Meetings</strong></td>
<td>Participate in library board and Friends meetings. Ensure that there is a liaison from the board to the Friends and vice versa.</td>
<td>Participate in all board meetings. Appoint a liaison to the Friends Board and become a member of the Friends.</td>
<td>Maintain a liaison to the library board.</td>
</tr>
<tr>
<td><strong>Networking</strong></td>
<td>Encourage City Board and Friends to join state and national professional organizations and make them aware of educational opportunities.</td>
<td>Join the Association of Connecticut Library Boards as a resource for policies, operations and advocacy for libraries.</td>
<td>Join the Friends of Connecticut Libraries as a resource to better support the library.</td>
</tr>
</tbody>
</table>
The Baldwin Public Library, located in the heart of downtown Birmingham, is your place to learn, connect and discover. Serving the communities of Birmingham, Bloomfield Hills, Beverly Hills and Bingham Farms, Baldwin sees over 275,000 visitors each year.

Your Baldwin Library card gives you access to over 70 databases and newspapers, including Wall Street Journal, New York Times, Detroit Free Press, USA Today, Financial Times and Consumer Reports; BrainFuse live online tutoring; Mango Languages; Morningstar; Value Line; and Lynda.com online tutorials. Your library card also gives you the opportunity to download or stream e-books, e-audiobooks, magazines, music and movies from Baldwin’s diverse selection of digital services.

Baldwin’s meeting rooms provide a professional atmosphere for business meetings, seminars and community or educational events. The rooms can accommodate groups of any size, from 5 to 100 people. Reserve a room by visiting www.baldwinlib.org/rent-a-room or calling (248) 647-7339.

Visit Baldwin’s Idea Lab and watch our laser cutters or 3D printers in action. We offer one-on-one consultations and drop-in classes. Find out more at baldwinlib.org/idealab.

Stop by the youth room to find books for all ages and stages, toys, video games, DVDs, audiobooks and resources for parents and teachers. Youth librarians host story times for babies and children up to age 5 each week. They also offer a busy calendar of special programs, crafts, and book clubs for students and families.

Teens in grades six to 12 will find everything they need in Baldwin’s Teen Scene, from test preparation materials online and in print to homework help to books, graphic novels and video games. Baldwin hosts weekly programs for teens, including anime club, teen writing workshops and a monthly book club called Pizza and Pages.

Visit Baldwin
www.baldwinlib.org
300 W. Merrill St., Birmingham
(248) 647-1700

Hours
Monday-Thursday: 9:30 a.m. to 9 p.m.
Friday & Saturday: 9:30 a.m. to 5:30 p.m.
Sunday: Noon to 5 p.m

Curbside book drop on Bates Street
Parking: Metered parking is available on-street, and two-hour free parking is offered in the Chester Street Deck. Parking is free on Sundays.
Author talk in Beverly Hills

Beverly Park, 18901 Beverly Road, in Beverly Hills will host the second annual Read in the Park event 1-4 p.m. Saturday, Sept. 22. At 1:30 p.m., Elizabeth Berg, author of “Tapestry of Fortunes,” “The Dream Lover” and “The Story of Arthur Truluv,” will speak about her life and writing career. At 3 p.m., Lisa Wheeler, author of the popular Dino books, including “Dino-Soccer” and “Dino-Wrestling,” will tell stories with puppets.

Local independent bookseller Book Beat will be on-site selling works by both authors and book signings will follow each author’s talk. In the event of rain, the event will be held at Baldwin Public Library, 300 W. Merrill Street, in Birmingham.

Registration is requested. Call 248-554-4650 or go to www.baldwinlib.org/calendar.
Noted film fest to be screened at BPL

BIRMINGHAM — Local movie lovers are invited to join with audiences from more than 300 cities on six continents to view and judge work from filmmakers around the world during the 21st annual Manhattan Short Film Festival, which will be screened at Baldwin Public Library on Friday, Sept. 28, and Friday, Oct. 5.

The final nine films will be shown simultaneously across the globe during a one-week period, with Best Film and Best Actor awards determined by ballots cast by audiences at participating venues. The winners will be announced at 10 a.m. Oct. 8 on ManhattanShort.com. Each film is automatically qualified for the Academy Awards.

Screenings will take place 1-9:15 p.m. Sept. 28 and 1-3:15 p.m. Oct. 5. For more information, call the library at (248) 554-4682 or visit baldwinlib.org.

Baldwin Public Library is located at 300 W. Merrill St. in downtown Birmingham.
Southeast Michigan entertainment Sept. 21-27

- Sep 19, 2018

Case Maclaim’s wall mural in Detroit. Courtesy Murals in the Market

Anthony Lee’s mural, “The People’s Dragon,” in Detroit. Photo by Nicole St. John
Art

• Murals In The Market 2018: through Sept. 22, Detroit’s Eastern Market, muralsinthemarket.com/events.

• Michigan Water Color Society’s 71st Annual Exhibition Traveling Show: through Nov. 3, Center for the Arts Gallery, 194 W. Nepessing St., Lapeer, 30 award-winning paintings, mwcsart.org. Reception 5-7 p.m. Sept. 28, 810-667-1495 or info@gallery194.com.

• West of Center-Juried All-Media Exhibition: 10th annual, through Sept. 29, Northville Art House, 215 W. Cady St., Northville, work by 28 artists, northvillearthouse.org.

• “Star Wars and the Power of Costume”: through Sept. 30, Detroit Institute of Arts, 5200 Woodward Ave., Detroit, 313-833-4005, dia.org.

ADVERTISING


• Linda Pelowski: rotating art exhibit partnership with Village Fine Arts Association through mid-October, Milford Public Library, 330 Family Drive, Milford, milfordvfaa.org.

• “Repetition, Rhythm, and Vocab”: through Nov. 4, Detroit Institute of Arts, 5200 Woodward Ave., Detroit, 313-833-4005, dia.org.

• Pewabic Through Time & Space Exhibition: through Nov. 4, Pewabic Pottery, 10125 E. Jefferson Ave., Detroit, 313-626-2000, pewabic.org.

Arts education

• Drop-In Workshop-Molas and Drawing in the Galleries: 6-9 p.m. Sept. 21, noon-4 p.m. Sept. 22-23, workshop noon-6 p.m. Sept. 22, Detroit Institute of Arts, 5200 Woodward Ave., Detroit, dia.org.


Auditions & contests

• TEDxWomen: Applications for speakers on theme “Showing up” accepted through Sept. 24 at Rochester Hills Public Library, 500 Olde Towne Road, Rochester, rhpl.org, ted.com/tedx/events/30851.

• Amplify-The Sound of Detroit Singing Competition: 8-10 p.m. Sept. 25, Detroit Institute of Music Education, 1265 Griswold, Detroit, 313-875-2264, motownmuseum.org/amplify, doors open at 7:30 p.m., $10, $5 for students, free for performers.

• “Anna Paints Trees”: Farmington Hills Youth Theatre auditions for grades 7-12 10 a.m.-2 p.m. Sept. 29, the Costick Center, 28600 W. 11 Mile Road, Farmington Hills, fhgov.com/YouthTheatre, 248-473-1856.

• Fashion Designers: The American Association of University Women Northville-Nov accepting entries until Oct. 15 for runway show March 30 at Schoolcraft College VisTaTech in Livonia; Midesigner.aauwnn@gmail.com or aauwnn.org.
• Fall 2018 Ambassadors program: One Earth Writing, nonprofit to build confidence in teens and connect them to peers in grades 7-12. Interested teens should submit application letter and writing sample at oneearthwriting.org/ambassadors/apply. Free weekly program begins Oct. 16, includes dinner.


• The Guardians of Harmony men’s a cappella chorus: Representing the Rochester Chapter of the Barbershop Harmony Society, 7-10 p.m. Thursday rehearsals at Oak Arbor Church, 495 Oak Arbor Circle W., Oakland Township.

Beats

• Mark Stone: International Peace Day Concert 8-10:30 p.m. Sept. 21, Varner Hall Recital Hall, 371 Varner Drive, Rochester, 248-370-2030, smtd@oakland.edu, free.

• 4th Ave: 7 p.m. Sept. 21, The Pike Room, 1 S. Saginaw St., Pontiac, 248-858-9333, 4thavemusic.com, 212-951-0043.

• Eva Evola: 8 p.m. Sept. 21 Andiamo Celebrity Showroom, 7096 E. 14 Mile Road, Warren, 586-268-3200, andiamoshowroom.com, $25-$60.

• Friday Night Live! Maria Meirelles: 7 p.m. and 8:30 p.m. Sept. 21, Detroit Institute of Arts, dia.org, free with museum admission.

• John D Lamb CD release concert: 8 p.m. Sept. 22, MAMA’s Coffeehouse at Birmingham Unitarian Church, 38651 Woodward, Bloomfield Hills, mamas- coffeehouse.org, $15, 248-626-4650, mamascoffeehouse@bucmi.org.
• Guardians of Harmony: Men’s a cappella Classic Rock Show 7 p.m. Sept. 22, Stoney Creek High School Performing Arts Center, 575 E. Tienken, Rochester Hills. Doors open at 6:30 p.m., $22 adults, $20 for seniors, and $15 for students, guardiansofharmony.org.

• Matthew Perryman Jones, Molly Parden: 8-10 p.m. Sept. 22 at 20 Front Street, Lake Orion, 248-783-7105, 20frontstreet.com, $18.


• Ben Rector: 7 p.m. Sept. 22, St. Andrews Hall, Detroit, saintandrewsdetroit.com, $32-$63.

• The Taj Mahal Trio: 5 p.m. Sept. 23, The Ark, 316 S. Main St. Ann Arbor, theark.org, $75+.

• The Choir: 8 p.m. Sept. 23, Trinity House Theatre, 38840 W. Six Mile, Livonia, trinityhousetheatre.org, $20.

• Piebald: 7 p.m. Sept. 23, The Loving Touch, 22634 Woodward Ave., Ferndale, thelovingtouchferndale.com, $20, all ages.

• Iliana Matos, guitar: noon masterclass, 7:30 p.m. recital, Sept. 25, Oakland University Varner Hall Recital Hall, 371 Varner Drive, Rochester, 248-370-2030, smtd@oakland.edu.

• Donovan Woods: 8 p.m. Sept. 27, The Ark, 316 S. Main St. Ann Arbor, theark.org, $15.

• Lindsay Lou: 8:30 p.m. Sept. 27, Parliament Room at Otus supply, 345 E. Nine Mile Road, Ferndale, 21+, ticketf.ly/2MqmI5, $15-$20.
• Neck Deep: 6 p.m. Sept. 28, Royal Oak Music Theatre, 318 W. Fourth St., Royal Oak, royaloakmusictheatre.com, $25+, all ages.

• Berserker V: 5 p.m. Sept. 28, The Crofoot Ballroom, 1 S. Saginaw, Pontiac, thecrofoot.com, $35-$75, all ages.

• Tig Notaro: 5:30 p.m. Sept. 28, The Masonic Temple, 3011 W Grand Blvd., Detroit, $60+.

• Iliza Shlesinger: 8 p.m. Sept. 28, The Michigan Theater, 603 E. Liberty St., Ann Arbor, $37+.

Books

• Read in the Park: Meet authors 1-4 p.m. Sept. 22, Beverly Park, Beverly Hills. Elizabeth Berg 1:30 p.m. and Lisa Wheeler 3 p.m., Book Beat will sell books for the authors, Baldwin Public Library sponsored event, 248-647-1700, thebookbeat.com.

• Author and Holocaust survivor Irene Miller: 7-8:30 p.m. Sept. 25, Rochester Hills Public Library, to speak about her experience and book “Into No Man’s Land”; geared toward adults but all ages welcome, register at rhpl.org.


Classical

• Pacifica Quartet: Chamber Music Society of Detroit’s 75th anniversary season 7:30 p.m. Sept. 27, Grosse Pointe War Memorial Patriot Theater in Grosse Pointe Farms; 7:30 p.m. Sept. 29, the Village Theater at Cherry Hill in Canton and 3 p.m. Sept. 30, Varner Recital Hall at Oakland University in Rochester Hills, music of Beethoven, Bartók and Mendelssohn, $30-$45 general admission, seniors $5 discount, $10 youth/students, CMSDetroit.org, 313-335-3300.

Comedy

• Dave Landau, Brendon Lemon: 8:30 and 10:30 p.m. Sept. 21-22, Holly Hotel, 110 Battle Alley, Holly, reservations recommended, hollyhotel.com, 248-634-5208, $15, adults only.

• Brian Scolaro: Sept. 21-22, Mark Ridley’s Comedy Castle, 310 S. Troy St., Royal Oak, 248-542-9900, comedycastle.com, 18+, prices vary.

• Steve Lott: 8 p.m. Sept. 21-22, Big Tommy’s Comedy Club, 40380 Grand River Ave., Novi, bigtommys.com, $15-$27.

Expos/Festivals

• September Songfest with Julie and David Landry: 7-11 p.m. Sept. 21, Paradise Park, 45799 Grand River Ave., Novi, $10 cover, $11.50 appetizer/dessert buffet and cash bar, 248-869-7204, Novi Library novilibrary.org.

• Oktoberfest: doors open 2:30 p.m. Sept. 22, Center for the Arts/Gallery 194, 194 W. Nepessing St., Lapeer, live music by The Polish Muslims, Brothers Grimm, Immigrant

• Port Huron Beer Fest: featuring Ian Smith Trio 1-6 p.m. Sept. 22, Kiefer Park, 600 Merchant St., Port Huron, phbeerfest.com, 810-982-0966, $35 adv., $40 at the gate.

• Rockin’ the Shores Beer, Music & Bourbon Festival: 1-9 p.m. all ages, 9-11 p.m. ages 21+, Sept. 22, Greater Mack Avenue, south of Nine Mile in St. Clair Shores, music on two stages, Sponge headlines. Bourbon sampling $20. RockintheShores.com.

• 6th Annual Fall Enlightened Soul Expo: More than 150 vendors of holistic and metaphysical products and services 10 a.m.-6 p.m. Sept. 22 and 11 a.m.-5 p.m. Sept. 23, Skyline High School, 2552 N. Maple Road, Ann Arbor, 734-358-0218, enlightenedsoulexpo.com, $11 adults, $16 weekend pass, $8 college students, $5 ages 12–17, younger than 12 free.

• Septemberfest and Ortonville Lions Club Carnival: through Sept. 23, carnival next to Brandon Township Library, Ortonville, activities include live music, beer tent, food vendors, arts and crafts vendors, car show, cornhole tournament, facebook.com/OrtonvilleLions.

• Muruga Booker and Ralph Koziarski Concert and Fall Equinox Cosmic Trance Dance Party: 7 p.m. Sept. 23, The Psychedelic Healing Shack, 18700 Woodward, Detroit, $10 donation, 313-366-2247.

• Star Trax event planning expo: 11 a.m.-3 p.m. Sept. 23, Jewish Community Center, 6600 W. Maple Road, West Bloomfield, more than 50 exhibitors, free and open to the public, walk-ins welcome. StarTrax.com, 248-268-3805.

• Krautbrook-Sauerkraut tasting and meat raffle: 7 p.m. Sept. 27, Cranbrook Art Museum, 39221 Woodward Ave, Bloomfield Hills, 248-645-3300, free admission, live
music by Hot Dad, vmusic and poetry by Jacob Whalen and William and Peter Bjorndal, bjurnd.al.

- 63rd annual Southeast Michigan Harvest Cluster Dog Show: 8 a.m.-5 p.m. Sept. 28-30 at Monroe County Fairgrounds, 3775 S. Custer Road, Monroe, hundreds of dogs and owners, North America Diving Dogs, dogs not competing not permitted on show grounds, monroekennelclub.org, $7-$18.


Films

- “Facing Change-Documenting DETROIT”: 8 p.m. and 9:30 p.m. Sept. 21, Detroit Institute of Arts, 5200 Woodward Ave., Detroit, photographs by 21 Detroit-area emerging photographers will be projected on museum’s southeast wall; free, bring lawn chairs or blankets, DocumentingDETROIT.org.

- “Love, Gilda”: Sept. 21-23, Detroit Film Theatre, Detroit Film Theatre, 5200 Woodward Ave., Detroit, dia.org, $11.

- DFT Animation Club, Best of 2018 NY International Children’s Film Festival: Sept. 22-23, Detroit Film Theatre, 5200 Woodward Ave., Detroit, dia.org, free.


- 3rd Annual Noir City Detroit: Sept. 22-23, Redford Theatre, 17360 Lahser Road, Detroit, redfordtheatre.com, $30 for all, or $10 each. “Taxi Driver” noon Sept. 22; “Act of Violence” and “The Killing” 8 p.m. Sept. 22; “Force of Evil” and “Inside Detroit” 2 p.m. Sept. 23; “I Walk Alone” and “No Man of Her Own” 6 p.m. Sept. 23.
• “Hidden Figures”: Critical Lens-Movie Night 5:30 p.m. Sept. 27, Hannan Center, 4750 Woodward Ave., Detroit, $5 donation, hannan.org.


Fundraisers


• Hope Shines Gala: 6 p.m.-midnight, Sept. 21, Atheneum Hotel, Greektown, 1000 Brush St., Detroit, to benefit the New Day Foundation for Families, foundationforfamilies.org/hope-shines-2018, $200, includes dinner, drinks, valet parking and entertainment.

• Darren McCarty’s Slapshot Comedy Show: Sept. 21, St. Clare of Montefalco Catholic Church, 1401 Whittier Road, Grosse Pointe Park, includes Q&A, chance to win an autographed Darren McCarty item, local comedians, music by Sean Z. Benefits Motor City Mitten Mission to help homeless, low income in Metro Detroit; $35, or $65 VIP tickets include meet and greet, appetizers, sweets, drink tickets, silent auction; motorcitymittenmission.org.

• Drop the Mic Talent/Dance Party: with TV star of “Born This Way” Sean McElwee 6-9 p.m. Sept. 21, SCL, 401 S Lafayette Ave., Royal Oak, to benefit Down Syndrome Guild of Southeast Michigan. McElwee will be at Down Syndrome Buddy Walk, 8-11 a.m. Sept. 22 at the Detroit Zoo, dsgsemi.org.

• Zonjic Meets Motown: Alexander Zonjic and Serieux, Motown Temptations Review, 6-10 p.m. Sept. 22, at Southfield Pavilion, 26000 Evergreen Road Southfield, $50
includes dinner, dessert and concert. All proceeds go to Sanctum House to benefit survivors of human trafficking, sanctumhouse.org, 248-574-9373.

• Milford Ramp Jam: 3-9 p.m. Sept. 23, professional skateboarding demos and a bubble wrap skateboarding contest for adults, autographs and photos with U.S. Olympic snowboard team silver medalist and West Bloomfield native Kyle Mack, live music by Michigan Rock School students and special guest Vinnie Dombroski of Sponge, door prizes, 50/50 raffle, free hot dogs for children 12 and younger, food and beer for purchase, $30 adv., $35 at the door, free for 5 and younger, eventbrite.com/e/ramp-jam-tickets-47559386405.

• Tanner Braungardt: trampolinist, YouTube star and advocate for anti-bullying and mental health 7-10 p.m. Sept. 23, Defy.Detroit, extreme sports and trampoline park, Commerce Township, $50 per person, includes pizza, drinks and snacks. Parents attend free, defydetroit.com.

• Beaumont’s 13th Annual Red Tie Ball: 6 p.m.-midnight, Oct. 6, cocktails, hors d’oeuvres, silent and live auctions, dinner, music by the Fifty Amp Fuse at Motor City Casino in Detroit; supports Center for Exceptional Families and its autism center expansion of Beaumont Hospital Dearborn. Participants encouraged to dress in finest and red tie, beaumont.org/red-tie, $275.

Museums


• A Talk by Bob Muller: 7:30 p.m. Sept. 28, Royal Oak Historical Museum, 1411 W. Webster, Royal Oak, 248-439-1501, limited space, $10.

On Sale Now


• Greta Van Fleet added third show: Dec. 30, The Fox Theatre, Detroit.

On Sale Sept. 21

• Becoming-An Intimate Conversation with Michelle Obama: Dec. 11, Little Caesar’s Arena, Detroit, $29.50+.


• Dispatch: Dec. 2, Saint Andrews Hall, Detroit

• Melissa Etheridge: Dec. 4, Michigan Theater, Ann Arbor.

• The Beach Boys: Dec. 6, Michigan Theater, Ann Arbor.


• The Native Howl: Jan. 26, Saint Andrews Hall, Detroit.

• Dylan Scott: Jan. 31, Saint Andrews Hall, Detroit.

On Sale Sept. 23

On Sale Sept. 24 at 10 a.m.

• Kelly Clarkson: Feb. 21, Little Caesars Arena, Detroit, $29.

On Sale Sept. 28, 10 a.m.


Tickets on sale at box office without service fee, or at Ticketmaster locations, Ticketmaster.com or 800-745-3000, Livenation.com, Palacenet.com.

Theater-Community


Theater-Professional


• “Arsenic and Old Lace”: Oct. 3-28, Meadow Brook Theatre on the campus of Oakland University, 378 Meadow Brook Road, Rochester Hills, 248-377-3300, mbtheatre.com, $30-$45.


Theater-Student

• “Crimes of the Heart”: 7:30 p.m. Sept. 21-30, Rochester College at 800 W. Avon Road, Rochester Hills, $12 adv. $5 for students, rc.edu/rctheatre, 248-218-2149, email theatre@rc.edu.

Submit events to The Oakland Press submission form online at bit.ly/1iUM73e.
Baldwin hosts film festival

The Baldwin Public Library, 300 W. Merrill Street, in Birmingham will host the 21st annual Manhattan Short Film Festival, 7-9:15 p.m. Friday, Sept. 28, and 1-3:15 p.m. Friday, Oct. 5. The final nine films are screened simultaneously across the world during a one-week period, with the Best Film and Best Actor awards determined by ballots cast by the audiences in each participating venue.

By virtue of their selection by Manhattan Short, each short film is automatically Oscar-qualified. The winners will be announced at ManhattanShort.com at 10 a.m. Monday, Oct. 8. For more information, go to www.baldwinlib.org.
FRIDAY, SEPT. 28

Short film screenings

Baldwin Public Library, 300 W Merrill St. in Birmingham, will host a screening of the final nine films from the 21st annual Manhattan Short festival from 7 to 9:15 p.m. Attendees will have an opportunity to view the short films and vote for their favorite. The event is free and open to the public. For more information, call (248) 647-1700 or visit www.baldwinlib.org.
Lecture series explores tragedies in Birmingham's history

By Anne Runkle arunkle@digitalfirstmedia.com; @AnneRunkle1 on Twitter

Oct 5, 2018

A lecture on Oct. 11 in Birmingham will explore the Utter slayings of 1825, which led to the founding of the historic Greenwood Cemetery. The lecture is one of three in a series that explore tragedies in the city's history.

Photo courtesy of Birmingham Museum

A three-part joint lecture series sponsored by the Birmingham Museum and the Baldwin Public Library will feature presentations that explore loss and tragedy in the community.

The first lecture in the Disaster and Recovery in Birmingham’s History series will be, “The Utter Murders of 1825, Revisited,” Thursday, Oct. 11, 7 p.m. at the Baldwin Public Library, 300 W. Merrill.

This lecture will feature Birmingham Museum Director Leslie Pielack, who will be joined by Birmingham Police Department Commander Scott Grewe in a re-examination of the
horrific slayings that brought the community together and led to the founding of historic Greenwood Cemetery.

“We will be reviewing the setting, the coroner’s notes, witness testimony and related reports to provide historical context and a modern perspective to this terrible act and its aftermath,” said Pielack.

The series continues Nov. 8, with local historian Pam DeWeese presenting “The Stock Market Crash of 1929,” at 7 p.m. at the Baldwin Public Library. The lecture will explore the economic disaster that led to the Great Depression, how it affected the people of Birmingham, and how the town ultimately found renewal and prosperity.

The final series presentation will be Dec. 13, when Baldwin Library Director Doug Koschik discusses the Peabody family’s fascinating history in “The Peabody Family and Restaurant Fire,” and how a devastating loss created a new opportunity for the family and an iconic restaurant beloved by Birmingham for decades.

“These incidents, while tragic in nature, are part of Birmingham’s rich history that we have been commemorating throughout the year as part of our bicentennial of the first land purchase in the city,” said Pielack.

To find out more, call the Birmingham Museum at 248-530-1928 or visit www.bhamgov.org/museum.
An Oct. 11 presentation at Baldwin Public Library will include Birmingham Museum Director Leslie Pielack and Birmingham Police Department Cmdr. Scott Grewe to re-examine the slayings of the Utter family in 1825. Pictured is the marker of Martha Baldwin.

Photo by Patricia O’Blenes

Historical lecture series explores tragedy in Birmingham’s past

By: Tiffany Esshaki | Birmingham - Bloomfield Eagle | Published October 8, 2018

BIRMINGHAM — Just in time for the chilling and sometimes spooky fall season, the Birmingham Museum will present a three-part joint lecture series with events beginning at 7 p.m. in October, November and December to round out the city’s bicentennial celebration.

The first of the presentations will take place at 7 p.m. Thursday, Oct. 11, at Baldwin Public Library. Museum Director Leslie Pielack will be joined by Birmingham Police Department Cmdr. Scott Grewe to re-examine the horrific slayings of the Utter family in 1825.

The records tell the story of Polly Utter and her daughter, Cynthia, who were murdered by an ax wielded by Imri Fish, a War of 1812 veteran who had been staying at the Utters’ boarding house. Dr. Ziba Swan was among the first to respond to the scene, and he ultimately donated half of his property to bury the victims in what would later become the historical Greenwood Cemetery.

“We'll be reviewing the setting, the coroner’s notes, witness testimony, related reports to provide historical context and a modern perspective to this terrible act and its aftermath,” said Pielack in an email.

“It's been really interesting reading these old court documents and the longhand they used back then,” said Grewe. “I think Leslie is going to be doing a lot of the background of the story, kind of laying out the land where things took place in relation to what's there now. I'll be talking more about what kinds of investigative tools they were working with back then, versus what could’ve been done today to solve a homicide.”
On Nov. 8 the series will continue with local historian Pam DeWeese, who will tell the crowd at the library about the stock market crash of 1929 that marked the beginning of the Great Depression.

Finally, on Dec. 13, Library Director Doug Koschik will discuss the Peabody family’s history in the city, the devastating loss that eventually created a new opportunity for them and for Birmingham, and the iconic Peabody restaurant that drew loyal customers for decades.

Pielack admitted that, like ghost stories around the campfire, the tales in the lecture series aren’t exactly joyful. But they’re true — and hey, ’tis the season, right?

“These incidents, while tragic in nature, are part of Birmingham’s rich history that we have been commemorating throughout the year as part of our bicentennial of the first land purchase in the city,” Pielack added in her statement, noting that plans to celebrate that purchase Nov. 30 are still being finalized.

There is no cost to attend the Disaster and Recovery in Birmingham’s History series. Call the Birmingham Museum at (248) 530-1928 or visit bhamgov.org/museum for more information.

Baldwin Public Library is located at 300 W. Merrill St. in downtown Birmingham.
Oktoberfest to fund library improvements

By: Linda Shepard | Birmingham - Bloomfield Eagle | Published September 17, 2018

FRANKLIN — Craft beer and the Kielbasa Kings are on the agenda for the second annual Oktoberfest at the Franklin Public Library.

“It is a very tiny library, but people enter it and fall in love with it,” said Oktoberfest organizer Florence Rouquet, who also serves as a library assistant.

Oktoberfest, which will be held Oct. 5 in and around the library on Franklin Road, funds library improvements.

Guests will enjoy an assortment of locally brewed craft beers from the Farmington Brewing Co. and German-themed food while an accordion player from the Kielbasa Kings Band of Dearborn wanders among guests playing oompah music.

“Mostly it takes place outside,” Rouquet said. “There will be a big tent at the back of the library. It is a community event.”
“The library is smack in the middle of the village,” said Friends of the Franklin Public Library President Sue Levystky. “People care about the village and preserving it. It is a place where despite lots of attempts at development, we have been able to maintain its bucolic nature — we have no sidewalks and lots of trees. It has maintained its unique character.”

Oktoberfest raffle prizes include a fire pit filled with craft beers, a weekend at the Eagle Crest Marriott-Ann Arbor/Ypsilanti, overnight stays at Motor City Casino and the Wyndham Garden Inn, gift certificates, and more.

Rouquet said the library, though small, is beginning to attract more than just Franklin residents.

“Neighbors are coming to it,” she said. “And it is part of a big network of 75 libraries, so you can access a database.”

Rouquet said last year’s event funded a new drop box for the library and added to the DVD collection. This year, new shelves are needed.

“We had a great turnout last year at Oktoberfest,” Levystky said. “People were very enthusiastic. Fall is a good time of the year for a nice evening out.”

Levystky said the Franklin Public Library, located in a historical building, serves an important role in village life, offering speakers, children’s programs, a study room, reading groups and more.

“In a day and age where people feel disconnected, it is a place where they can connect,” she said.

Tickets for Oktoberfest — which will be held 6-9 p.m. Oct. 5 — cost $45 and are available at the library. For more information, call (248) 851-2254.
Bloomfield Township Public Library Presents

An International NIGHT at the LIBRARY

SATURDAY, OCTOBER 13, 2018 at 7:00 P.M.

The whole world is invited to enjoy "An International Night at the Library." Get your $30 ticket in advance or $75 at the door, for this after-hours celebration with international cuisine, live music, dance, and costumes. Funds raised through ticket sales and sponsorships will be used to strengthen the Library's world language collections. Guests are encouraged to dress in their traditional cultural attire or cocktail attire.

Tickets may be purchased at the Library Circulation Desk or at www.btpl.org

With Entertainment By

Leilani
Belly Dancer

Cliff Monscar
Quartet
Jazz Musicians

Michael Schaeffer
Accordionist

Mark Berry
Carticaturist

INTERNATIONAL
CUISINE ★ LIVE MUSIC ★ COSTUMES & DANCE ★ WIN PRIZES

THE PLACE TO DISCOVER
I grew up in libraries, or at least it feels that way. My family lived in the suburbs of Cleveland, about a mile from the brick-faced Bertram Woods Branch of the Shaker Heights Public Library system. Throughout my childhood, starting when I was very young, my mother drove me there a couple of times a week. We walked in together, but, as soon as we passed through the door, we split up, each heading to our favorite section. The library might have been the first place that I was ever given independence. Even when I was maybe four or five years old, I was allowed to go off on my own. Then, after a while, my mother and I reunited at the checkout counter with our finds. Together, we waited as the librarian pulled out each date card and, with a loud chunk-chunk, stamped a crooked due date on it, below a score of previous crooked due dates that belonged to other people, other times.

Our visits were never long enough for me—the library was so bountiful. I loved wandering around the shelves, scanning the spines of the books until something happened to catch my eye. Those trips were dreamy, frictionless interludes that promised I would leave richer than I arrived. It wasn’t like going to a store with my mom, which guaranteed a tug-of-war between
what I desired and what she was willing to buy me; in the library, I could have anything I wanted. On the way home, I loved having the books stacked on my lap, pressing me under their solid, warm weight, their Mylar covers sticking to my thighs. It was such a thrill leaving a place with things you hadn’t paid for; such a thrill anticipating the new books we would read. We talked about the order in which we were going to read them, a solemn conversation in which we planned how we would pace ourselves through this charmed, evanescent period of grace until the books were due. We both thought that all the librarians at the Bertram Woods branch were beautiful. For a few minutes, we discussed their beauty. My mother then always mentioned that, if she could have chosen any profession, she would have chosen to be a librarian, and the car would grow silent for a moment as we both considered what an amazing thing that would have been.

When I was older, I usually walked to the library by myself, lugging as many books as I could carry. Occasionally, I did go with my mother, and the trip remained as enchanted as it had been when I was small. Even when I was in my last year of high school and could drive to the library, my mother and I still went together now and then, and the trip unfolded exactly as it used to, with all the same beats and pauses and comments and reveries, the same pensive rhythm. My mother died two years ago, and since then, when I miss her, I like to picture us in the car together, going for one more magnificent trip to Bertram Woods.

My family was big on the library. We were very much a reading family, but we were more a borrow-a-book-from-the-library family than a bookshelves-full-of-books family. My parents valued books, but they had grown up in the Depression, aware of the quicksilver nature of money, and they had learned the hard way that you shouldn’t buy what you could borrow. Because of that frugality, or perhaps despite it, they also believed that you should read a book for the experience of reading it. You shouldn’t read it in order to have an object that had to be housed and looked after forever, a memento of the purpose for which it was obtained. The reading of the book was a journey. There was no need for souvenirs.

By the time I was born, my parents’ financial circumstances were comfortable, and they learned how to splurge a little, but their Depression-era mentality adhered stubbornly to certain economies, which included not buying books that could be obtained easily from the library. Our uncrowded bookshelves at home had several sets of encyclopedias (an example of
something not easily borrowed) and an assortment of other books that, for one reason or another, my parents had ended up buying. That included a few mild sex manuals. “Ideal Marriage: Its Physiology and Technique” is the one I remember best—I read it whenever my parents were out of the house. I assume that they bought the sex books because they would have been embarrassed to present them at the checkout desk of the library. There were also some travel guides, some coffee-table books, a few of my father’s law books, and a dozen or so novels that were either gifts or somehow managed to justify being owned outright.

When I left for college—I went to the University of Michigan—one of the many ways I differentiated myself from my parents was that I went wild for owning books. I think buying textbooks was what got me going. All I know is that I lost my appreciation for the slow pace of making your way through a library and for having books on borrowed time. I wanted to have my books in piles around me, forming totem poles of the narratives I’d visited. In my junior year, I moved into an apartment, lined it with bookcases, and loaded them with hardcovers. I used the college library for research, but otherwise I turned into a ravenous buyer of books. I couldn’t walk into a bookstore without leaving with something, or several somethings. I loved the alkaline tang of new ink and paper, a smell that never emanated from a broken-in library book. I loved the crack of a freshly flexed spine and the way that the untouched pages almost felt damp, as if they were still wet with creation. I sometimes wondered if I was catching up after spending my childhood amid sparsely settled bookcases. But the reason didn’t matter to me. I actually became somewhat evangelical about book ownership. Sometimes I fantasized about starting a bookstore. If my mother ever mentioned to me that she was on the waiting list for a book at the library, I got annoyed and asked why she didn’t just go buy a copy.

Once I was done with college, and done with researching term papers in the stacks of the Harold T. and Vivian B. Shapiro Undergraduate Library, I sloughed off the memory of those marvellous childhood trips to the Bertram Woods branch, and began, for the first time in my life, to wonder what libraries were for.

It might have remained that way, and I might have spent the rest of my life thinking about libraries only wistfully, the way I thought about, say, the amusement park I went to as a kid. Libraries might have become just a bookmark of memory more than an actual place, a way to call up an
emotion of a moment that occurred long ago, something that was fused with “mother” and “the past” in my mind. But then libraries came back into my life unexpectedly. In 2011, my husband accepted a job in Los Angeles, so we left New York, where we had been living, and went west. I didn’t know the city well, but I’d spent time there over the years, visiting cousins. When I became a writer, I went to Los Angeles often to work on magazine pieces and books. On those trips, I had been to and from the beach, and up and down the canyons, and in and out of the Valley, and back and forth to the mountains, but I never gave downtown a second thought, assuming that it was just a glassy landscape of office buildings which hollowed out by five o’clock every evening. I thought of Los Angeles as a radiant doughnut, rimmed by milky ocean and bristling mountains, with a big hole in the middle. I never went to the public library, never thought about it, although I’m sure I assumed there was one, and probably a main branch, probably downtown.

My son was in first grade when we moved. One of his first school assignments was to interview someone who worked for the city. I suggested talking to a garbage collector or a police officer, but he said that he wanted to interview a librarian. We were so new to the city that we had to look up the address of the closest library, which turned out to be the Studio City branch. It was about a mile away from our house, the same distance that the Bertram Woods branch was from my childhood home.

As we drove over to meet the librarian, I felt a gut-level recollection of this journey, of parent and child on their way to the library. But now it was turned on its head, and I was the parent bringing my child on that special trip. We parked, and walked toward the library, taking it in for the first time. The building was white and modish, with a mint-green mushroom cap of a roof. It didn’t look anything like the stout brick Bertram Woods branch, but when we stepped inside the thunderbolt of recognition struck me so hard that it made me gasp. Decades had passed, and I was two thousand miles away, but I felt as if I had been whisked back to that precise time and place, walking into the library with my mother. Nothing had changed—there was the same soft tsk-tsky-tsky of pencil on paper, and the muffled murmuring from patrons at the tables in the center of the room, and the creak and groan of book carts, and the occasional papery clunk of a book dropped on a desk. The scarred wooden checkout counters, and the librarians’ desks, as big as boats, and the bulletin board, with its fluttering, raggedy notices, were all the same. The sense of gentle, steady busyness,
like a pot of water on the simmer, was just the same. The books on the shelves, with some subtractions and additions, were certainly the same.

It wasn’t that time stopped in the library. It was as if it were captured here, collected here, and in all libraries—and not only my time, my life, but all human time as well. In the library, time is dammed up—not just stopped but saved. The library is a gathering pool of narratives and of the people who come to find them. It is where we can glimpse immortality; in the library, we can live forever.

So the spell that libraries had once cast on me was renewed. Maybe it had never really been broken, although I had been away long enough that it was like visiting a country I’d loved but had forgotten as my life went galloping by. I knew what it was like to want a book and to buy it, but I had forgotten what it felt like to amble among the library shelves, finding the book I was looking for but also seeing who its neighbors were, noticing their peculiar concordance, and following an idea as it was handed off from one book to the next, like a game of telephone. I might start at Dewey decimal 301.4129781 (“Pioneer Women,” by Joanna L. Stratton) and a few inches later find myself at 306.7662 (“Gaydar,” by Donald F. Reuter) and then at 301.45096 (“Dreams from My Father,” by Barack Obama) and finally at 301.55 (“The Men Who Stare at Goats,” by Jon Ronson). On a library bookshelf, thought progresses in a way that is logical but also dumbfounding, mysterious, irresistible.

I knew that part of what had hooked me had been the shock of familiarity I felt when I took my son to our local library—the way it telegraphed my childhood, my relationship to my parents, my love of books. It brought me close, in my musings, to my mother, and to our sojourns to the library, and I decided to write a book on the subject. That decision was pleasing and it was bittersweet, because just as I was rediscovering those memories, my mother was losing hers. When I first told her that I was writing about libraries, she was delighted, and said that she was proud that she had a part in making me find them wondrous. But the reason that I finally embraced the subject—wanted, and then needed, to write about it—was my realization that I was losing her. Soon the fingers of dementia got her in their grip, and they pried loose bits of her memory every day. The next time I reminded her about the project and told her how much I had been thinking about our trips to Bertram Woods, she smiled with encouragement but with no apparent recognition of what I meant. Each time I visited, she receded a
little more—she became vague, absent, isolated in her thoughts or maybe in some pillowy blankness that filled in where the memories had been chipped away—and I knew that I was carrying the remembrance for both of us.

I found myself wondering whether a shared memory can exist if one of the people sharing it no longer remembers it. Is the circuit broken, the memory darkened? My mother was the one person besides me who knew what those gauzy afternoons had been like. I was writing about libraries because I was trying hard to preserve those afternoons. I convinced myself that committing them to a page would save the memory of them from the corrosive effect of time.

The idea of being forgotten is terrifying. I fear not just that I, personally, will be forgotten but that we are all doomed to being forgotten; that the sum of life is ultimately nothing; that we experience joy and disappointment and aches and delights and loss, make our little mark on the world, and then we vanish, and the mark is erased, and it is as if we never existed. If you gaze into that bleakness even for a moment, the sum of life becomes null and void, because if nothing lasts nothing matters. Everything we experience unfolds without a pattern, and life is just a baffling occurrence, a scattering of notes with no melody. But if something you learn or observe or imagine can be set down and saved, and if you can see your life reflected in previous lives, and can imagine it reflected in subsequent ones, you can begin to discover order and harmony. You know that you are a part of a larger story that has shape and purpose—a tangible, familiar past and a constantly refreshed future. We are all whispering in a tin can on a string, but we are heard, so we whisper the message into the next tin can and the next string. Writing a book is an act of sheer defiance. It is a declaration that you believe in the persistence of memory.

The writer Amadou Hampâté Bâ once said that, in Africa, when an old person dies, it is like a library has been burned. When I first heard the phrase, I didn’t understand it, but over time I came to realize that it was perfect. Our minds and our souls contain volumes inscribed by our experiences and emotions; each individual’s consciousness is a collection of memories catalogued and stored inside, a private library of a life lived. It is something that no one else can entirely share; it burns down and disappears when we die. But if you can take something from your internal collection and share it—with one person or with the larger world, on the page or in a story told—it takes on a life of its own.
This piece is adapted from “The Library Book,” by Susan Orlean, out in October from Simon & Schuster. Susan Orlean began contributing articles to The New Yorker in 1987, and became a staff writer in 1992.
JIM MILLER-MELBERG  SCULPTOR-DESIGNER

Michigan Spring

HOME  BIO  PORTFOLIO  CONTACT

Michigan Spring
Cast Aluminum 8' 6" high

http://jimmillermelbergsculptor.com/michigan-spring-page.html
This sculpture was commissioned by Milan Cast Metals, a foundry located in Milan, Michigan. I made the patterns in my studio, the castings and finishing was done at the foundry. The following pages illustrate the various procedures required to make this sculpture. See the process of creating Michigan Spring below.

I made a small wax model of the sculpture about a foot high then with a height gauge scribed horizontal section lines every 1/4" which represented 2" on the 8' high sculpture. These section lines were then transferred to full sized sections of 2" styrofoam which were then cut to shape and glued together on a grid. These photos show the shaping of the rough styrofoam to the finished plaster sculpture.

Styrofoam sections on the grid.

Jim shaping the styrofoam.

Styrofoam is coated with a smooth coat of plaster and a clay knife 1/8" thick applied to define the outside shape of the sculpture.

Plaster being applied to the styrofoam.

1 1/8" plaster shell with clay knife removed.

Detail of the finished plaster surface.

The sculpture is divided in three vertical sections and a base which will be an integral part of it. I devised a method of casting whereby each part or pattern, though built as one piece, had to be divided into three sections to enable the casting by the foundry. Each section was designed with its own base, or in foundry terminology, a "fellow board." The fellow board is designed so that the sand mold can be removed without damage, from the pattern. When the pattern is still in one piece a welding jig, or form is built to match the surface
so the separate pieces can be reassembled and accurately welded together.

Building the Welding jig.

The finished plaster in place on the welding jig.

Plaster patterns on follow boards.

Plaster patterns on follow boards.

In the foundry - sand mold making and aluminum casting.

Packing the sand around the pattern in a steel frame.

The sand mold ready for casting.

Pouring the melted aluminum.

Separating the mold.

Rough castings with vents and gates.

Removing vents and gates.
Grinding the joint before placing section on the jig.

Placing casting on the jig.

Cast aluminum section being adjusted on jig.

Clamping sections in position for welding.

Welding sections on both sides.

Completed sections being placed on a temporary base.
James E. Miller, known professionally as Jim Miller-Melberg, 88, died peacefully at home on November 14th from natural causes. Jim is survived by his brothers David Miller and John Miller (or Dave and Jack) and numerous nieces and nephews as well as a large community of close friends in the Birmingham area. Jim was preceded in death by his wife Sally Dow, his parent Martin Miller and Jennie (Lindfors) Miller, and his siblings Paul Miller, Genevieve (Miller) Minton and Evelyn Miller. At Jim’s request, there will be no funeral.

Jim founded Form Inc. in 1960, where he created recreational sculptures that are still in use today in thousands of parks and playgrounds. From his ubiquitous turtle, to the porpoise, moon house, basketball stand and even camels throughout Saudi Arabia — his sculpture has brought joy to countless children. An interview with Jim was published in Michigan Modern: Design that Shaped America (www.michiganmodern.org). In Jim’s own words: “I do not design down to children. I make the best sculptures I can to help design an environment for imaginative play. Good sculpture is as essential to a child’s development as good music and good literature.”

Jim’s artwork has been displayed in many showings, most recently a solo exhibit at Lawrence Technical School in Southfield, MI. He studied art and sculpture in 1950’s France with many of the European greats. Jim combined this classic training with his design expertise and love of nature and beauty, to create wholly unique artwork. Highlights of his work can be found here: www.jimmillermelbergsculptor.com

In the Korean War, Jim was decorated with the Bronze Star and served in an intelligence unit just behind the front lines, where he and his mates coined the phrase ‘Porkchop Hill’. He put that chapter behind him as quickly as he could as the focus of his life was on artistic creation, his business and most importantly, his devotion to Sally, whose own last words were, “I have always loved you, Jim Miller”.

Please consider a donation to The Art Experience in Jim’s name. This organization provides art supplies to disadvantaged children in the Detroit area, which combines Jim’s passion for social justice and his love of art. www.theartexperience.org/donate/
Upcoming Events of Interest

**Family Photo Preservation**  
*Tuesday, October 16, at 7:00 p.m. Registration required.*  
Do you have boxes of family photos waiting to be organized? Learn the top ten preservation mistakes and how to avoid them.

**A Novel Wine Tasting**  
*Friday, October 19, from 6:00 to 9:00 p.m. Tickets required.*  
Support the Baldwin Public Library's upcoming Youth Room Expansion & Renovation while you enjoy wine, beer, and spirits tasting tables; a strolling dinner; a silent auction; and live music. Purchase tickets at baldwinlib.org/bookandbites

**Soldering 101**  
*Thursday, October 25, at 6:00 p.m. Registration required.*  
Visit the Idea Lab and learn the basics of soldering.

**Teen Geek Club**  
*Thursday, October 25, at 7:00 p.m.*  
Grades 6-12: At Teen Geek Club we discuss our favorite books, TV shows, movies, games, & enjoy fun activities! For teen fans of Dr. Who, Star Wars, John Green, Harry Potter, LOTR, Sherlock, Agents of Shield, Buffy, Legend of Zelda, Supernatural, Pokémon, & LOTS more! Feel free to come in cosplay (optional) and bring gaming cards, Action Figures, & ALL things Geek!

**Tween & Teen Halloween Lock-In**  
*Friday, October 26, from 6:30 - 9:30 p.m.*  
If you dare, hang out inside the library after it’s closed. Enjoy spooky stories, snacks, face painting, games, and of course, our Library Ghost Walk. A signed permission slip is required to participate.

**The Houseplant Guru**  
*Monday, October 29, at 7:00 p.m. Registration required.*  
Get tips from the Houseplant Guru herself to keep your plants healthy and vibrant.

**Friends of the Library Semi-Annual Book Sale**  
*Friday, Nov. 2 from 7:00 p.m. to 9:00 p.m.*  
Members Preview Night (Memberships are available at the door)  
*Saturday, Nov. 3 from 9:30 a.m. to 4:30 p.m.*  
*Sunday, Nov. 4 from 12:00 p.m. to 4:00 p.m.*  
Half Price Day  
*Monday, Nov. 5 from 10:00 a.m. to 2:00 p.m.*  
Bag Day - Buy a bag for $5.00 and stuff it to the brim with books

**Disaster and Recovery in Birmingham’s History: The Stock Market Crash of 1929**  
*Thursday, November 8, at 7:00 p.m. Registration required*  
Pam DeWeese will explain how the 1929 stock market crash and its aftermath impacted the village and its people, and how the town navigated the depression and ultimately found renewal and prosperity.
Turkey Visit from Bowers School Farm

Saturday, November 10, at 10:30 a.m. Registration required.
Meet a real live turkey and learn about some smaller feathered friends right here at the Library!

Sargent's Women

Sunday, November 11, at 2:00 p.m. Registration required.
Popular lecturer Karen Imarisio returns to tell the stories of Sargent's women.
BALDWIN PUBLIC LIBRARY TRUST

Trust Agenda
Trust Minutes
Trust Financial Reports
Gifts to Trust: Receipts
Check Register: Claims
Baldwin Public Library Trust Meeting
Monday, October 15, 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 September 17, 2018 minutes
   B. Acceptance of the September 2018 receipts of $13,337.96
   C. Approval of the September 2018 disbursements of $7,242.93

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 October 15 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, November 19, 2018.
1. Call to Order

The meeting was called to order by President Jim Suhay at 8:21 p.m.

Library Board present: Jim Suhay, Bob Tera, David Underdown, Ashley Aidenbaum, Frank Pisano, 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: Suhay, Tera, Underdown, Aidenbaum, Pisano and Mark.
Nays: None.
Absent and excused: None.

The motion was approved unanimously.

3. New and Miscellaneous Business: There was none.

4. Adjournment

Motion: To adjourn the meeting.

1st Pisano
2nd Tera

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

The motion was approved unanimously. The meeting was adjourned at 8:23 p.m. The next regular meeting will be on Monday, October 15, 2018.

Ashley Aidenbaum, Secretary
Baldwin Public Library Trust: September 2018

September receipts totaled $13,337.96. September disbursements totaled $7,242.93.

The current value of the Trust is $1,742,457.43, divided up in the following way:

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total endowment investments*</td>
<td>$1,161,949.68</td>
</tr>
<tr>
<td>Endowment funds distributed for use</td>
<td>$110,575.09</td>
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<tr>
<td>Total endowment funds</td>
<td>$1,272,524.77</td>
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<tr>
<td>General spendable funds</td>
<td>$284,374.21</td>
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<tr>
<td>Restricted funds**</td>
<td>$156,969.56</td>
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<tr>
<td>Naming rights for Rotary Tribute Room</td>
<td>$28,588.89</td>
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<tr>
<td>Total non-endowment funds</td>
<td>$469,932.66</td>
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<tr>
<td>Total endowment funds</td>
<td>$1,272,524.77</td>
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<tr>
<td>Total non-endowment funds</td>
<td>$469,932.66</td>
</tr>
<tr>
<td>Total of all Trust funds</td>
<td>$1,742,457.43</td>
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</tbody>
</table>

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

**Includes memorials and donations from the Friends of the Baldwin Public Library.

To date, donations to the Phase 2 Youth Room Expansion & Renovation fundraiser have totaled $109,200.53.
Baldwin Public Library Trust
Portfolio Performance Benchmarks
As of September 30, 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>8.99%</td>
<td>19.42%</td>
</tr>
<tr>
<td>Global Aggregate (Bond benchmark)</td>
<td>-1.86%</td>
<td>6.48%</td>
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<tr>
<td>Blended Return of Both Benchmarks*</td>
<td>6.28%</td>
<td>16.19%</td>
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<tr>
<td>Baldwin Trust’s Portfolio Return</td>
<td>5.09%</td>
<td>17.60%</td>
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<tr>
<td>Trust’s Portfolio Performance Compared</td>
<td></td>
<td></td>
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<tr>
<td>to Blended Return of Benchmarks</td>
<td>-1.19%</td>
<td>1.41%</td>
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*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.
<table>
<thead>
<tr>
<th>Date</th>
<th>Revenue</th>
<th>Current</th>
<th>Transfer</th>
<th>Ending</th>
<th>Comment</th>
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</thead>
<tbody>
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<td>08/31/18</td>
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<td>$0.00</td>
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<td>$0.00</td>
<td>2015 Books &amp; Bites at Baldwin Fundraiser</td>
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<td>$0.00</td>
<td>$0.00</td>
<td>2017 Books &amp; Bites at Baldwin Fundraiser</td>
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<td>$0.00</td>
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**Total:** $2,103.59

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<td>$22,516.82</td>
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<td>General Spendable Funds</td>
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**Total:** $226,127.18

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**Total Endowment Funds:** $1,197,285.23

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<td>Stock Donated for Youth Room Fundraising</td>
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**Total General Spendable Funds:** $317,739.19

**Total All Funds:** $1,515,024.42

**Total:** $1,743,255.19

**Change in Investment:** $7,245.93

**Change in Ending:** $29,064.17

**Total Change:** $52,850.53
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<th>PURPOSE</th>
<th>AMOUNT</th>
<th>JULY 1, 2018 VALUE AS OF 2017/18</th>
<th>JULY 1, 2018 EARNINGS</th>
<th>JULY 1, 2018 DONATIONS</th>
<th>INCOME OUT</th>
<th>SEPT. 30, 2018 ENDOWMENT</th>
<th>CHANGE IN VALUE</th>
<th>CURRENT INVESTMENTS</th>
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<td>401</td>
<td>Frances Balfour</td>
<td>Adult Reading</td>
<td>$10,000.00</td>
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100
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<td>Trust Money Mkt General Funds</td>
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<td>Interest Income for September</td>
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**Receipt Number Total:** $13,337.96

**Total Amount For This Bank:** $13,337.96
### Bank LIBRY BALDWIN PUBLIC LIBRARY TRUST

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<th>Check Date</th>
<th>Bank</th>
<th>Check</th>
<th>Vendor</th>
<th>Vendor Name</th>
<th>Amount</th>
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### LIBRARY TOTALS:

- Total of 12 Checks: 7,242.93
- Less 0 Void Checks: 0.00
- Total of 12 Disbursements: 7,242.93