Baldwin Public Library
Library Board of Directors

Library Board Meeting

November 19, 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
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Baldwin Public Library Board Meeting  
Monday, November 19, 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 October 15, 2018 minutes
   B. Approval of October 2018 vendor payments in the amount of $150,001.36, including payments in excess of $6,000
   C. Approval of total expenses in the amount of $316,259.39

II. Election of Officers:
   A. Acceptance of nominations for President from Library Board of Directors
   B. Election of President
   C. Acceptance of nominations for Vice President from Library Board of Directors
   D. Election of Vice President
   E. Acceptance of nominations for Secretary from Library Board of Directors
   F. Election of Secretary

III. 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)

IV. Board Committee Reports
   A. Finance Committee (Frank Pisano)

   Suggested motion: To accept Plante & Moran’s audit report for FY 2017-2018. (Handed out separately)
B. Building Committee (Jim Suhay)  

**Suggested motion from Building Committee:** To accept the recommendation of the site at the Library for Jim Miller-Melberg’s “Michigan Spring” sculpture made by the Public Arts Board

V. Library Report
VI. 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)

VII. Unfinished Business
VIII. New & Miscellaneous Business
IX. Items Removed from Consent Agenda

X. Information Only
   A. Birmingham Area Cable Board Grant Application
   B. Woman’s National Farm & Garden – Bloomfield Hills Branch Grant Application
   C. *Eagle* article “Info session on Baldwin library expansion planned”
   D. *Eccentric* article “Baldwin Youth Room fundraiser”
   E. *Eccentric* article “Baldwin used book sale”
   F. *Eccentric* article “Community forum about Baldwin”
   G. *Eccentric* article “Baldwin used book sale”
   H. *Oakland County Moms* article “Halloween Events Metro Detroit 2018”
   I. *Eagle* article “Makerspaces fuse technology with creativity”
   J. *Bingham Farms Post* article “The President’s Letter”
   K. Biography of Ken Marten New Bingham Farms Village Manager
   L. *Eagle* article “Franklin voters approve lighting proposal”
   M. *Time* article “Every U.S. Public Library and YMCA Will Soon Get Narcan for Free”
   N. *Downtown Publications* article “New mayors in Birmingham, Bloomfield Hills”
   O. Upcoming events of interest

XI. 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.

XII. Adjournment

Next regular meeting of Library Board: Monday, December 17, 2018 at 7:30 p.m.

*Suggested motion:* To adjourn the November 19 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 session 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 7:37 p.m.

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

Absent and excused: Ashley Aidenbaum and Melissa Mark.

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

Friends of the Library Liaison: Pam DeWeese.

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

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

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

2. **Consent Agenda**

Motion to approve the consent agenda.

1st Tera
2nd Underdown

A roll call vote was taken.

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

The motion was approved unanimously.

3. **Board Reports and Special Announcements:**

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

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

Suhay stated that donations and pledges for the Youth renovation from the May 22, 2018 fundraiser now total between $130,000 and $140,000.
Craft highlighted a few upcoming events of interest, details of which can be found on pages 90 - 91 of the October Board packet.

**Board Committee Reports:**

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

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

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

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

**4. Library Report:**

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

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

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

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

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

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

Beverly Hills: There was no report.

Bloomfield Hills: There was no report.

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

7. **New and Miscellaneous Business:** None.

8. **Information Only:** See pages 49 - 91 of the October Board packet.

9. **Adjournment**

**Motion:** To adjourn the meeting.

1st Underdown
2nd Pisano

Yeas: Suhay, Tera, Underdown, and Pisano.
Nays: None.

Absent and excused: Aidenbaum and Mark.

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

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

______________, 20______
Executive Library Director

Allowance of Vouchers

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

Secretary of the Baldwin Public Library Board
BOARD COMMITTEE REPORTS

Finance Committee
Building Committee
November Finance Committee Report

The Baldwin Public Library Board’s Finance Committee met on Monday, November 12, 2018, at 4:30 p.m. in the Delos Board Room. Present were Frank Pisano, Jim Suhay, Bob Tera, Doug Koschik, Rebekah Craft, two representatives from Plante & Moran (Tim St. Andrew and Aaron Sarver), and one member of the public.

- St. Andrew and Sarver discussed the Library’s audit report for fiscal year 2017-18. Page 1 of the audit report contains the following sentence: “In our opinion, the information is fairly stated in all material respects in relation to the basic financial statements as a whole.” This means that Plante & Moran gave Baldwin a “clean report.” St. Andrew and Sarver discussed various portions of the audit in detail, including compliance with a new accounting statement, GASB #75, which mandates how anticipated retiree health care obligations are to be recorded, starting in 2018. It requires that Baldwin’s long-term liability for retirement health care coverage be listed as a liability in the Library’s balance sheet. Copies of the audit report will be distributed to all Library Board members, and one copy will be cataloged and placed in the Library’s permanent collection. Plante & Moran has requested an extension on issuing the Baldwin Trust’s 990 form. It will complete that report and submit it to the IRS by February 15, 2019.
- Koschik discussed the FY 2017-2018 budget. The budget is tracking well after four months.
- Koschik updated the Committee on the new 48-month photocopier lease agreement. The Library will be leasing two machines from Elite, which provided the lowest competitive bid. The machines will be faster than the current ones, and the machine for staff use will have greater capabilities for making booklets.
- Koschik has selected the company Gee & Missler to install a new laser engraver exhaust system. As part of this installation, the City has requested that wall be placed on the roof to camouflage the exhaust vent. Koschik will get bids on the wall, which might end up costing more than the exhaust itself.
- Craft discussed the October Trust expenditures with the Friends of the Baldwin Public Library’s funds.
- The next meeting of the Finance Committee will take place on Monday, December 10, 2018, at 4:30 p.m.
This report references the Revenue and Expense Report 2018-19, found on the following page. At 33.3% of the way through fiscal year 2018-2019, the Library has spent 32.2% of its budget and received 75.8% of its revenue. By this point of the year, the Library was budgeted to have spent 32.1% of its budget and to have received 75.5% of its revenue. Payment was made to Bibliotheca, LLC for RFID equipment annual support and maintenance ($17,333.02) and Library Ideas LLC for Freegal annual music subscription ($14,402.00). Payment was also made to Luckenbach-Ziegelman Architect for Youth Services Phase 1 Renovation ($34,637.70). We received our annual personal property tax reimbursement from the State of Michigan. It was $7,217.40.

Vendor payments in excess of $6,000:
- Baker & Taylor Books $19,456.92
- Bibliotheca, LLC $17,333.02
- Library Ideas LLC $14,420.00
- Luckenbach-Ziegelman Architect $34,637.70
- Midwest Tape $14,160.43
- Overdrive $10,286.73

Total vendor payments in excess of $6,000 $110,294.80

Balance of vendor payments less than $6,000 $39,706.56

Total vendor payments $150,001.36

City of Birmingham allocations:
- Payroll Period 9/23-10/6 $72,882.67
- Payroll Period 10/7-10/20 $73,628.09
- Employee Health Care Payroll Deduction ($660.18)
- 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
- Credit Card Processing Fee $266.51
- Beier Howlett P.C. $612.50

Total City of Birmingham allocations $166,258.03

Total expenses for the month $316,259.39
### Revenue and Expense Report 2018-19

#### 4th Month

**October 2018**

#### 33.3% of the year

<table>
<thead>
<tr>
<th>REVENUES</th>
<th>Approved 2018-19 Budget</th>
<th>Current Month Budget October 2018</th>
<th>Current Month Actual October 2018</th>
<th>Variance For Month</th>
<th>Y-T-D Budget 2018-19</th>
<th>Y-T-D Actual 2018-19</th>
<th>Variance For Y-T-D</th>
<th>% Received/Spent</th>
<th>Prior year Y-T-D 2017-18</th>
<th>% Received/Spent Prior Y-T-D</th>
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<tbody>
<tr>
<td><strong>TAXES</strong></td>
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<td>$0</td>
<td>$0</td>
<td>$3,249,870</td>
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<td>$1,250</td>
<td>($5,000)</td>
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<td>$7,217</td>
<td>$1,717</td>
<td>$5,500</td>
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<td><strong>LOCAL GRANTS</strong></td>
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<td>$0</td>
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<td><strong>INVESTMENT INCOME</strong></td>
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<td><strong>TOTAL REVENUE</strong></td>
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<td>$20,196</td>
<td>$5,987</td>
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<td>$9,642</td>
<td>75.8%</td>
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| EXPENSES | Personnel Services $2,273,420 | $165,000                         | $156,019                         | ($8,991)           | $688,000              | $680,897             | ($7,103)          | 30.0%            | $650,593                  | 31.0%                      |
| **SUPPLIES** | $75,500                   | $6,291                           | $5,855                           | ($436)             | $25,164               | $23,681              | ($1,483)          | 31.4%            | $27,177                   | 36.2%                      |
| **CONTRACTED SERVICES** | $354,500                  | $50,000                          | $55,588                          | $5,588             | $149,000              | $172,874             | $23,874            | 48.8%            | $126,566                  | 42.8%                      |
| **TECHNOLOGY & MAINTENANCE** | $150,000                  | $23,000                          | $22,916                          | ($84)              | $39,000               | $38,382              | ($618)            | 25.6%            | $32,552                   | 23.9%                      |
| **UTILITIES** | $100,500                  | $8,000                           | $6,465                           | ($1,535)           | $35,500               | $35,186              | ($314)            | 35.0%            | $32,523                   | 32.9%                      |
| **OTHER CHARGES** | $66,170                   | $6,000                           | $6,931                           | $931               | $28,000               | $25,344              | ($2,656)          | 38.3%            | $18,702                   | 31.7%                      |
| **BUILDING IMPROVEMENTS & FURNISHINGS** | $122,000                  | $6,000                           | $380                             | ($5,620)           | $40,000               | $32,446              | ($7,554)          | 26.6%            | $39,172                   | 24.5%                      |
| **COLLECTIONS** | $587,700                  | $63,000                          | $62,115                          | ($885)             | $191,975              | $190,479             | ($1,496)          | 32.4%            | $142,818                  | 25.5%                      |
| **TOTAL EXPENSES** | $3,729,790                | $2,272,291                       | $316,259                         | ($11,032)          | $1,196,639            | $1,199,289           | $2,650             | 32.2%            | $1,070,104                | 30.7%                      |
| **VARIANCE** | $625,980                  | ($313,082)                       | ($296,064)                       | ($17,018)          | $2,093,567            | $2,100,559           | ($6,992)          |                 |                          |                            |

**FUND BALANCE-BEGINNING OF YEAR**

$1,289,553

**FUND BALANCE-CURRENT**

$3,390,112

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.
Date: October 12, 2018
To: Historic District Commission Members
From: Matthew Baka, Senior Planner
RE: Historic Design Review – 300 W. Merrill – Baldwin Public Library, Shain Park
     Historic District.

Zoning: PP, Public Property
Existing Use: Baldwin Public Library

History
As a part of the 1925 Civic center plan the residents of the Village passed two bond issues, one
of which was $175,000 for a new library. The Baldwin Library was designed by the
architectural firm of Burrows and Eurich of Detroit. The English style was used for both the
Library and City Hall. Both were built with red brick and limestone trim, topped with steep slate
roofs. The Library has undergone two major revisions. The first, in 1960, was a 5,200 sq. ft.
one story addition on the east elevation. At that time the original entrance on the north side
was eliminated. The second addition, in 1982, was constructed on the east and south sides.
This new circular limestone addition completely covers the first addition. Designed by the
Birmingham architect, Gunnar Birkerts, the new addition was intended to contrast the original
design yet be compatible. Recently the interior of the Birkerts addition was renovated and new
windows were added to the perimeter of that area.

Proposal
The current application proposes to expand the 1960’s addition by extending the room 12’ 4” to
the east, 12’ to the north and 18’ to the south. The curtain wall of the addition is proposed to
be clear butt joint insulated glass with clear anodized aluminum frames.

At the northern edge of the addition the proposal calls for a new hardscape children’s patio and
a children’s garden. The outdoor children’s areas are proposed to be enclosed with a 3’ 8”
aluminum rail with a small gate. Just outside the gate the children’s area is proposed to be
landscaped and irrigated in coordination with the existing landscaping on the north elevation of
the library.

Along the east and south elevations of the addition a retaining wall is proposed with a thin
planting area next to the building. The existing memorial benches are to remain. Interspersed
between the memorial benches a stone terrace bench is proposed that will extend the length of
the east side.

Sec. 127-11. Design review standards and guidelines.

1. (a) In reviewing plans, the commission shall follow the U.S. secretary of the
    interior's standards for rehabilitation and guidelines for rehabilitating historic buildings as
    set forth in 36 C.F.R., part 67. Design review standards and guidelines that address special
design characteristics of historic districts administered by the commission may be followed

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if they are equivalent in guidance to the secretary of interior’s standards and guidelines and are established or approved by the state historic preservation office of the Michigan Historical Center.

(b) In reviewing plans, the commission shall also consider all of the following:

(1) The historic or architectural value and significance of the resource and its relationship to the historic value of the surrounding area.

(2) The relationship of any architectural features of the resource to the rest of the resource and to the surrounding area.

(3) The general compatibility of the design, arrangement, texture, and materials proposed to be used.

(4) Other factors, such as aesthetic value, that the commission finds relevant.

RECOMMENDATION
The Planning Division recommends that the Commission issue a Certificate of Approval for the historic design review application for 300 W. Merrill. The work meets The Secretary of the Interior’s Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings, standard number 9, “New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.”

WORDING FOR MOTIONS
I move that the Commission issue a Certificate of Appropriateness for ______. The work as proposed meets "The Secretary of the Interior's Standards for Rehabilitation" standard number______.

I move that the Commission issue a Certificate of Appropriateness for ______, provided the following conditions are met: (List Conditions). "The Secretary of the Interior's Standards for Rehabilitation" standard number______.

I move that the Commission deny the historic ______application for _________. Because of ________ the work does not meet "The Secretary of the Interior's Standards for Rehabilitation" standard number______.

"THE SECRETARY OF THE INTERIOR’S STANDARDS FOR REHABILITATION AND GUIDELINES FOR REHABILITATING HISTORIC BUILDINGS"

The U. S. secretary of the interior standards for rehabilitation are as follows:
(1) A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.

(2) The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.

(3) Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.

(4) Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.

(5) Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.

(6) Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.

(7) Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.

(8) Significant archaeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.

(9) New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.

(10) New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

Notice To Proceed

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18
I move the Commission issue a Notice to Proceed for application number _________. The work is not appropriate, however the following condition prevails: ________and the proposed application will materially correct the condition.

**Choose from one of these conditions:**

a) The resource constitutes hazard to the safety of the public or the structure's occupants.

b) The resource is a deterrent to a major improvement program that will be of substantial benefit to the community and the applicant proposing the work has obtained all necessary planning and zoning approvals, financing, and environmental clearances.

c) Retaining the resource will cause undue financial hardship to the owner when a governmental action, an act of God, or other events beyond the owner's control created the hardship, and all feasible alternatives to eliminate the financial hardship, which may include offering the resource for sale at its fair market value or moving the resource to a vacant site within the historic district. have been attempted and exhausted by the owner.

d) Retaining the resource is not in the best of the majority of the community.
meeting notes

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

date: October 17, 2018

location: BPL

attending:
- BPL: Director Doug Koschik
- Department of Public Services (DPS) Staff: Lauren Wood, Carrie Laird
- LZG: John Gardner
- LIBRARY BOARD SUBCOMMITTEE: Missy Mark, Jim Suhay

The Committee discussed the "long green line" of shrubs on the east and north sides. Gardner's shrub recommendations, in this order, are:

1. Hemlock (But Committee members need to see it first. Gardner & Laird/Wood will all look into finding a location/example.)
2. Boxwood
3. Taxus (Must be all male plants.)

DPS has no objections to any of the above. The plants on the east end will be shorter than the ones on the north. The plants on the east side won't have any low-growing perennials in front of them, but the plants on the north side will have them. Gardner will research possibilities for the perennials, and DPS will give its opinions once Gardner lists options.

Mark wants to make sure that we avoid any plants prone to disease.

The Committee also discussed what kind of tree will replace the crabapple that is going to be taken down. Everyone agreed on the white dogwood at this meeting.

The hemlock and white dogwood are North American species—which, other factors being even, many people would prefer. Perhaps the low-growing perennials in front of the shrubs can be North American also.

Inside the garden will be a lawn, stepping stones, and children-related "stuff." We might have a "sensory garden" as well.

The Marshall Fredericks statue will stay in the round flower bed in front of the Library.
Working session NOTES

project: BPL Youth Services – Renovation / Addition

date: October 24, 2018, 4:30 p.m. – 6:00 p.m.

location: BPL

attending: Director D. Koschik, Asst Director R. Craft, Youth Services Head S. Klimmek
BPL Construction Committee Members: F. Pisano, D. Underdown, J Suhay
LZG: J. Gardner, K. Swanson, R. Ziegelman
One member of the public

Agenda/Topics for Discussion

1. Approve minutes – Minutes of Oct. 10 and Oct. 17 meetings were approved.

2. Planning Board / Historical Design Review Board Approvals – Both the Planning Board and the Historic District Committee approved the plans.

3. Fish Tank and Display Wall Updates.
   • Still waiting for quote from Bashsea.

4. Interior Updates
   Hex Reading Pod Alternatives
   • These will be replaced by BCI Luna reading chair (total of 3).
   Interior Color Scheme
   • This will be shown at meeting on Wednesday, Oct. 31.
   Restrooms
   • This will be shown at meeting on Wednesday, Oct. 31.

5. Crawl Space or not – We’ll have a crawl space under the new construction: steel framing and composite concrete slab floor system in accordance with schematic design and design development drawings.

6. Exterior Glass Enclosure Wall
   a. Interior Perspective – We’ll use green paint in the ceiling of the new construction. It will match the color of the green lights in Birkerts.
   b. Blinds / Coatings
      • Karen to research durability of bottom-up shade and obtain sample. It was suggest that the south blinds will go all the way up (or all the way down), but that the east and north blinds will go only partway up. We’ll use blinds instead of a coating on the glass.

7. Landscape: LA Committee Update – Discussion of next meeting date – Gardner stated he was awaiting Mike Barger’s response to an invitation to him to attend.

8. Budget – “Additions” to DD from SD – Discussion Stage
   a. Automatic Doors into Craft/Story Room (in addition to already planned bathroom doors) – BPL decided to add to budget.
   b. Drywall over Ceiling Metal Deck – BPL declined.
c. Computer Station Enclosure (Side) Panel to help dampen sound – BPL decided to add to budget.

d. Furnishings – The additional furnishings we talked about will come out of the Library’s operating budget.

e. Window treatments (other than blinds) – BPL declined.

f. Story Room Acoustics – BPL decided to add to budget.

9. Stained Glass Panel Display / Location(s)
   • This will be shown at meeting on Wednesday, Oct. 31.

10. Birkerts Limestone Wall as a “Canvas” – Discussed using the exterior limestone wall as an art wall concept. Concluded that it was an interesting idea for art displays, but nothing should be directly painted on or stuck to the limestone. We tabled the item for discussion at a later date.

11. Select next date: Oct. 31 or Nov. 7? - The next meeting will take place at 4:00 p.m. on Wednesday, October 31, at the LZG Office.
Working session NOTES

project    BPL Youth Services – Renovation / Addition
date      October 31, 2018, 4:00 p.m. – 5:30 p.m.
location  LZG Office
attending  BPL: D. Koschik, S. Klimmek
             Building Committee: F. Pisano, J. Suhay, D. Underdown
             LZG: J. Gardner, K. Swanson, R. Ziegelman

Agenda/Topics for Discussion

● Approval of minutes of Oct. 24 working session – Approved minutes of Oct. 24 working session.
● Interior Updates
   .Interior Color Scheme
   Textiles and samples – Primary colors for the youngest areas, secondary colors by the computers, and tertiary colors in the tween area, at the north end. We need to make sure that the fabric colors, in conjunction with the carpet colors, are not too “busy.”
   Carpet pattern and samples – Same field gray as in Adult Services. Green panels leading down corridor, turning left (north) into Youth Room, past the reference desk, and also along the east side windows. In addition, panels of primary colors for the youngest areas, secondary colors by the computers, and tertiary colors in the tween area, at the north end. Blue panels will lead into the story room. Blue, red, and yellow panels will lead from the reference desk to the play area. Yet to be decided is whether the color panels will be solid colors or whether they'll have patterns, such as the ones Swanson displayed at the meeting. Swanson will provide more renderings and mock-ups at future meetings.
   Restrooms – Floor will be gray with speckles. The walls will include tiles of various colors.
   The women's room and men's room will use different colors.
   Reference Desk – Will be green.
   Equipment – Swanson recommended white book carts. The color will be discussed again in the future. White carts might get scuffed up.
● Landscape: LA Committee Update – Barger is not available to assist. Gardner has spoken with Dul. The Landscape Subcommittee will meet on Nov. 2. Gardner will stake out the dimensions of the garden on the Library’s property. The garden will stay the same size as had been planned in the schematic stage.
● Building Materials – We’ll use exactly the same glass as we did in the Adult Services renovation. The mullions will be white. We looked at examples of the concrete to be used along the exterior base on the east and north sides. Yet to be decided is the kind of patio block that will be used in the children’s garden.
● Stained Glass Panel Display / Location(s) – Will be discussed at Nov. 7 meeting.
● Confirm next meeting date – 4:00 p.m. on Wednesday, Nov. 7, in the LZG Office.
meeting notes

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

date: November 2, 2018

time: 1:30 – 2:30 p.m.

location: BPL

attending: BPL: Director Doug Koschik

LZG: John Gardner

LIBRARY BOARD SUBCOMMITTEE: Missy Mark, Jim Suhay

Mark asked questions pertaining to the Garden Club grant that she’s preparing, and received drawings and other information for the grant from Gardner.

Gardner had staked out the dimensions of the new children’s garden. Those present went outside to look at it. It was agreed to extend the north end of the garden by two feet.

It was agreed to specify a North American dogwood—one grown in the northern part of the country—for the garden. Gardner is still researching hemlock bushes vs. arborvitae bushes for the hedge, and will report back on the issue. Mark expressed concern that hemlock bushes would need to be supplied from the Northwest. She’d prefer a bush that can be supplied by local vendors, such as arborvitae.

Gardner indicated that low-growing perennials still need to be researched.
Working session NOTES

project    BPL Youth Services – Renovation / Addition
date      November 7, 2018, 4:00 p.m. – 5:30 p.m.
location  LZG Office
attending BPL: D. Koschik, R. Craft, S. Klimmek
          Building Committee: F. Pisano, J. Suhay, D. Underdown
          LZG: J. Gardner, K. Swanson, R. Ziegelman

Agenda/Topics for Discussion

- Approval of minutes of Oct. 31 working session and Nov. 2 Landscape Subcommittee meeting – Both were approved.
- CONTINUATION of OCT 31 Working Session
- Interior Updates
  - Interior Color Scheme
    - Aquarium – Still awaiting cost estimates.
    - Blinds – Decisions: No blinds on north. Bottom-up blinds on east and south. White, or a related color, on the inside. Gray on the outside. LZG will investigate how “cleanable” the blinds are.
    - Blinds will be on tension cables. Blinds will not go quite all of the way to the top, which is fine because the fascia at the top will shade from sunlight.
    - Textiles and samples – Looked at samples. Approved most of Swanson’s recommendations. She’ll look for alternative for one we didn’t approve. All fabrics are bleach cleanable and 100,000 double rub.
    - Study and computer tables – Light maple with bright colors underside.
    - Book carts – Light maple color.
    - Carpet pattern and samples – Will go with solid colors, rather than carpet tiles with patterns. We’re still waiting for samples.
    - Story Room floor – Swanson recommended blue flooring with a pattern. Klimmek expressed concern that the pattern might be too "busy" for children with sensory issues. Swanson will investigate. The floor covering must be cleanable and acoustic, with no rough surface. LZG recommends a thicker tile, as opposed to a thinner one.
    - Restrooms – Will discuss at next meeting. Tile samples have yet to arrive.
- Interior Lighting – Gardner described some features. Will discuss more at next meeting.
- HVAC – Contractor has tested current HVAC. Will report to George Hopkins of Peter Basso.
- Landscape: LA Committee Update – In construction drawings, will specify hemlock bushes, with arborvitae and boxwood listed as alternatives.
- Stained Glass Panel Display / Location(s) – Four large panels will hang, in east-west orientation, from the ceiling over the top of the southern-most tall shelving range, thus separating the younger-age from the older-age areas of the Youth Room. Swanson hasn’t yet decided on location of two smaller panels.
- Confirm next meeting date – Wednesday, Nov. 14, 4:00 p.m., LZG Office. If samples haven’t arrived by then, the meeting will take place instead on Monday, Nov. 19.
Working session NOTES

project: BPL Youth Services – Renovation / Addition

date: November 14, 2018, 4:00 p.m. – 5:30 p.m.

location: LZG Office

attending: BPL: R. Craft, S. Klimmek
Building Committee: F. Pisano, J. Suhay, D. Underdown
LZG: J. Gardner, K. Swanson, R. Ziegelman

Pisano motioned to approve the minutes from the November 7 working session. Underdown seconded the motion and the motion passed unanimously.

- Blinds – Gardner is still waiting on a price quote for the blinds. He noted that the general cost for bottom-up blinds is four times as much as top down blinds. The Committee will make its final decision once it has a price quote.
- Aquarium – No one has responded yet to Swanson’s request for price information.
- Power plan – The lighting panel and shade control panel for the Youth Room will be placed just inside the door of the Youth Office. A secondary switch for the shades will be placed in the Story Room close to the sink and cabinets. Klimmek and Craft requested that network drops and USB ports be included along the Workroom countertop and Story Room countertop. The project’s electrician will run network cables.
- Lighting – Gardner presented photos of lighting fixtures to be used in the space. The Committee agreed on chandeliers for the Story Room and Play area, pendants for the seating areas along the window, an eclipse light for outside the patio door, and bollard lights for the garden perimeter.
- Carpet pattern and samples – Karen shared an updated carpeting plan and carpet tiles. The Committee agreed to use green, red, orange, blue, and yellow planks. The main carpet will be the same charcoal gray planks used throughout the main floor.
- Children’s garden – Gardner shared an updated plan for colored pavers in the Children’s Garden. Klimmek and Craft requested that the tiles feature artwork or other fun elements, such as alphabet letters, animal footprints, or shells.
- The next working session will be held on Wednesday, November 28, at 4:00 p.m. at the LZG office.
**meeting notes**

<table>
<thead>
<tr>
<th>project</th>
<th>BPL Youth Services – Renovation / Addition – Exterior Landscaping</th>
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<tr>
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<tr>
<td>time</td>
<td>3:30-5:00 p.m.</td>
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<td>location</td>
<td>BPL</td>
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<td>attending</td>
<td>BPL: Director Doug Koschik</td>
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<td></td>
<td>LZG: John Gardner</td>
</tr>
<tr>
<td></td>
<td>LIBRARY BOARD SUBCOMMITTEE: Missy Mark, Jim Suhay</td>
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Gardner reported on a conversation he had had with Eric Joy, owner of Christianson’s Wholesale Nursery in South Lyon.

Joy said that the Michigan Department of Agriculture no longer allows hemlocks to be imported into the state from the Pacific Northwest because of the risk of spider mites. There is, however, at least one nursery in the Upper Peninsula that grows “native” hemlocks, which we would be able to purchase.

The eastern white and red cedar varieties of arborvitae are easily obtainable in local nurseries. They come in different sizes. Some are globular; others are vertical. If we went with arborvitae, smaller ones (24 to 30 inches tall) would be planted on the east side of the Youth Room, while larger ones would be planted on the north side. The larger ones would be kept at approximately 36 inches tall—shorter than the 42-inch-tall galvanized modern-looking fence that they would stand in front of.

Hemlocks are three times more expensive than arborvitae, but we don’t have exact prices yet.

The Subcommittee did not reach a decision on the hedge. Gardner likes the dark green of the hemlock, but Mark prefers arborvitae because they’re less expensive and more easily obtainable. If we went with arborvitae, we’d need to decide whether to purchase the globular or vertical ones. Suhay would like us to get whichever variety looks best within a period of three to five years.

The hedge will five feet wide, with the shrubs alternating in two rows.

Boxwoods are no longer being considered since they are increasingly subject to blight.

The Subcommittee discussed dogwood tree options and decided to go with the eastern dogwood (cornus florida). It is more sculptural than the kousa dogwood and has more dramatic blossoms.

Gardner recommended that the low-lying perennials have a purple or lavender color. We’d like these perennials to be about a foot high. They would be planted in front of the
hedge. The Subcommittee discussed a number of options, including vinca, European sage, and astilbe. No final decision was made.

Gardner showed an updated garden design, with the garden pushed two feet to the north. This increases the size of the garden by 20%, which should have only a minimal impact on the cost.

When we issue RFPs, there will be three: one for furniture, fixtures, and equipment; another for building construction; and a third for landscaping. We agreed to discuss the timing of issuing the landscape RFP at the next meeting.

There will be downward-looking lights in the patio and garden.

Gardner is in touch with Matt Baka to get authority to increase the size of the garden, and with Mike Morad to find out more about ADA requirements for the patio and garden.
James D Robb has donated the sculpture *Michigan Spring* on behalf of James Miller-Melberg for Birmingham’s Art in Public Spaces program. The artist has created sculptures, playscapes, and playground equipment that have been featured around the world. An example of his work includes the tortoise located in Shain Park. *Michigan Spring* is an 8’6” cast aluminum sculpture that was featured in Art Prize in 2012. Please see attachments for photos.

If the Art Board approves of the sculpture, it is recommended that they select a site as well. The Library still has a vacant space which is a potential location. The sculpture is a donation which means the City of Birmingham will be responsible for installation.
JAMES D. ROBB

September 4, 2018

J. Cherilynn Mynsberge
City Clerk c/o Public Arts Board
City of Birmingham
151 Martin Street
P.O. Box 3001
Birmingham, MI 48012

Re: Proposed Gift of Artwork: “Michigan Spring” by James Miller-Melberg

Dear Cherilynn:

I submit an application for art in public spaces on behalf of the James E. Miller Trust, dated January 15, 1999, of which I am a co-trustee. Mr. Miller, who died on November 14, 2017, and his late wife, Sally Dow Miller, who predeceased him on March 6, 2007, lived at 655 Ridgedale in Birmingham since the mid-1960s. I seek to donate a piece of fine art he created.

Mr. Miller, often working under the name James Miller-Melberg, was a renowned artist and designer. His playground equipment and playscapes are found all over the world, including the tortoise located in Shain Park. Other pieces by Mr. Miller are on display at Cranbrook, where he studied in the early 1950s. His art has been exhibited publicly and privately at many venues. Included with this letter is a brochure from his Crooked Tree Arts Center exhibition in Petoskey in 2008. The piece I am offering to the city from Mr. Miller’s trust estate is a splendid cast aluminum sculpture called “Michigan Spring,” first exhibited in 2012 in Grand Rapids at Artprize, the world’s most attended annual public art event.

Since that exhibition, Mr. Miller kept Michigan Spring at his home in Birmingham, which was recently sold. I have access to the sculpture and can easily show it to members of the Public Arts Board. Enclosed with this letter is information about both Mr. Miller and this beautiful piece of sculpture. Much more can be seen about him on the web, specifically at jimmillermelbergsculptor.com. By quality, use, and provenance, Michigan Spring is a piece of art that befits the city of Birmingham. I thus offer to donate it to the city and ask that the Public Arts Board consider it for inclusion in the city’s portfolio of public art.

I welcome further inquiry and would be glad to appear before the Public Arts Board or meet with its members and city staff to discuss my proposal.

Very truly yours,

James D. Robb

C: Joe Minton
   C. Kim Shierk

1533 Pleasant Court, Birmingham, MI 48009 • (517) 712-3469 • robbj@cooley.edu
APPLICATION
FOR ART IN PUBLIC SPACES

James D. Robb

APPLICANT NAME

(517) 712-3469  Robert C. Cooley, EDU

DAYTIME PHONE  EMAIL

Estate of James E. Miller-Melberg

DONOR, OWNER, OR AGENT (DEALER)

James E. Miller-Melberg

ARTIST (first and last) or PROJECT NAME

Michigan Spring

TITLE

2012  CAST ALUMINUM

DATE OF ARTWORK  MEDIUM/TECHNIQUE

PROPOSED  x DONATION  ☐ LOAN

DESCRIPTION OF ARTWORK

8' 6" high cast aluminum. Displayed at Art Prize - Grand Rapids, MI

8' 6"

HEIGHT  x  WIDTH  x  LENGTH/DEPTH  WEIGHT

Aluminum

OBJECT TYPE(S)/MATERIAL  (i.e., metal, glass, stone, etc.)

DESIGN LOADS  (i.e., wind, and dead loads)

INSCRIPTION/FOUNDRY MARKS  (if multiple, please include edition number)

Birmingham - Private Residence

PRESENT LOCATION OF ARTWORK (where is the work of art?)

PEER REVIEW

CONDITION

NONE

MAINTENANCE REQUIRED  (long term care/annual)

VALUE  ☐ APPRAISED  ☐ OWNER'S STATED VALUE

To be determined

31
CONCRETE OR BRICK BASE RECOMMENDED

FOOTING/Foundation REQUIREMENTS

NARRATIVE/RATIONALE FOR GIFT/LOAN/TEMPORARY INSTALLATION

PLEASE SEE ATTACHED LETTER

SIGNATURE:  

DATE:  Sept 4, 2008

***Submit application together with prints or digital images of artwork, foundation plans, completed Outdoor Sculpture Agreement (if temporary sculpture), and a vitae or resume of the artist to:  

City of Birmingham  
Atttn: City Clerk – c/o Public Arts Board  
151 Martin St.  
P.O. Box 3001  
Birmingham, MI 48012

PAB Action (Office use only)

Date Received:  

Presented for Public Arts Board discussion:  

Board Action:  □ Recommended for approval  □ Not recommended for approval

Insurance:  □ Provided by CCBB  □ Provided by City  □ Other  

Recommendation(s)/Action Taken:

Routing and dates approved (Office use only):

Y N  Y N

□ □ Planning ____________________________________________  
□ □ Engineering ____________________________________________  
□ □ Public Safety (Police/Fire) ____________________________  
□ □ Parks and Recreation _________________________________  
□ Approved by CCBB ____________________________  
□ Approved by City Commission _______ Site Location ____________________________

(If artwork is to be permanently donated, the City of Birmingham has the right to relocate and/or remove the artwork from public display. If permanently donated, the City of Birmingham may provide the required insurance. If artwork is to be on temporary loan, the CCBB may provide required insurance.)
Michigan Spring

Jim Miller-Melberg  Sculptor-Designer

HOME  BIO  PORTFOLIO  CONTACT

Michigan Spring

Cast Aluminum 8' 6" high

http://jimmillermelbergsculptor.com/michigan-spring-page.html  6/26/2018
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 frame 1/8" thick applied to define the outside shape of the sculpture.

Plaster being applied to the styrofoam.
3 1/8" plaster shell with clay frame removed.
Detail of the finished plaster surface.

The sculpture is divided into 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 it's own base, or in foundry terminology a "follow board". The follow 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](http://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](http://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 ‘Pork Chop 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/](http://www.theartexperience.org/donate/)
Grand Hall

Center Carpet Insert (all other carpet will be charcoal gray used in Circulation and Adult Services)

4 sofas in woven teal fabric
4 side chairs in blue fabric
4 ottomans in golden stripe fabric
46 study chairs in striped fabric
4 wing back chairs in faux leather
4 floor lamps
4 side tables with lamps
Harry Allen Room

4 Chairs in faux leather fabric
2 ottomans in woven fabric
2 side tables with lamps
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: October 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 Q2</th>
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<td>% of Circ by Residents</td>
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<td><strong>373</strong></td>
<td><strong>370</strong></td>
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Strategic Plan Status Report

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

Services and Programs

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

1,000 Books before Kindergarten

Stephanie Klimmek has started to advertise our 1,000 Books Before Kindergarten program to local preschools. Our first partner is the Hand-in-Hand Early Learning Center. Each family has received a letter explaining the program and inviting them to participate, a 1,000 Books Before Kindergarten brochure, a bookmark, and the first reading log.

Battle of the Books

Under the leadership of Stephanie Klimmek, Head of Youth Services, the Baldwin Library is coordinating and running the 2019 Battle of the Books. Fourth and fifth grade students who attend a Birmingham Public School will form teams with an adult coach, read from a selected list of six books, and then participate in a contest where they will compete with other teams by answering questions based on the books. The chosen books were announced on November 9, and the Battle itself will be held on Saturday, February 2. The Friends of the Baldwin Public Library are paying for author Lana Krumwiede to visit Birmingham Schools from December 11 to 14 and talk with fourth and fifth grade students. More information about the program can be found at www.baldwinlib.org/battle. Book selections include:

- Astrotwins: Project Blastoff by Mark Kelly
- Freakling by Lana Krumwiede
- Nooks and Crannies by Jessica Lawson
- Towers Falling by Jewell Parker Rhodes
- Story Thieves by James Riley
- Zoe in Wonderland by Brenda Woods
Financial Stability

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

Above are photos from “A Novel Wine Tasting,” the 2018 Books & Bites fundraiser, which took place on Friday evening, October 19.
Books & Bites

We are incredibly thankful for every person, business, and organization that made our fundraiser on October 19 a big success. We raised over $27,000 to benefit the Youth Room Expansion & Renovation.

Revenue: $35,451
Expenses: 8,021
Net profit: $27,429

230 people attended the event and enjoyed food and desserts; live music; wine, beer, and spirits tastings; and a silent auction. The event committee—consisting of Jennifer Wheeler, Michelle Hollo, Melissa Mark, David Underdown, Lindsay Van Syckle, Rebekah Craft, and Doug Koschik—did an excellent job planning a very successful event. Many thanks to Baldwin staff members who assisted at the event and helped with the setup, and to Idea Lab staff who made a personalized wine glass for each attendee. Below are the event’s sponsors:

$2,500 Sponsor
Friends of The Baldwin Public Library

Wine Tasting Sponsor
Uptown Market

$1,000 Sponsors
Cheryl & Brad Barker
Maureen Gallagher
Localhop
Chris Pero
Karen & Robert Rock
Trott Foundation
The Van Syckle Family
Jennifer & Paul Wheeler

$500 Sponsors
Debbie & Richard Astrein
Janelle & Rex Boyce
Douglas Cleaners
Therese And Pat Costello
Bob & Sue Egan
Susan Hill- Hall & Hunter Realtors
Doug Koschik
Melissa & Tom Mark
The St. Andre Family

$100 Sponsors
Emagine Entertainment
Michelle & Christopher Hollo
Kelly Houseman Counseling
Library Design Associates
Susheilla Mehta
Susie & Bob Michelotti
Judith & Steve Miller
Rariden Shumacher-Mio & Co.
Alex & Lilly Stotland

Silent Auction Donors

Food & Beverage Donors
Cannelle Patisserie, Commonwealth, Caruso World Coffee, Griffin Claw Brewery, Holiday Market, Papa Joe’s, Svenska Café, and Uptown Market
Service Donors
City of Birmingham and In House Valet

Woman’s Farm & Garden Association Bloomfield Hills Chapter
Melissa Mark completed a grant request from the Bloomfield Hills Chapter of the Woman’s Farm & Garden Association. The grant asks for money to purchase plants for the new children’s garden. The full grant can be found on pages 67-75, in the Information Only section. The Chapter will make its decision on November 16.

Birmingham Area Cable Board Grant
On November 14, Doug Koschik presented a grant request in the amount of $45,000 to the Birmingham Area Cable Board. Bloomfield Community Television supported the request. By a unanimous vote, the Cable Board approved the grant request, which can be found on page 67 in the Information Only section.

During the first quarter of 2019, Baldwin will replace and upgrade approximately $66,000 in recording and presentation equipment in the Rotary Room. $45,000 of that will be funded by the Cable Board, and $21,000 will be funded by the Library out of a Baldwin Trust naming rights fund that is restricted to the maintenance and improvement of the Rotary Room. We anticipate that this will bring the audiovisual equipment in the Rotary Room up to 2019 standards and will make equipment more reliable and easier to operate. All of the work will be done by Advanced Lighting & Sound, the lowest of four bidders for the project and a company that Bloomfield Community Television recommends.

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.

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:

- Winter Learn Connect Discover Newsletter
• Winter Technology Classes Fliers
• Business Cards
• Youth Posters to advertise Winter Programs
• Battle of the Books materials
• Birbery materials

**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**
216 volunteer hours were utilized in the month of October.

**Communications with Staff**
Staff talks were held on October 18 as a follow-up to the September Library Board meeting.

**Staff Updates**
Betty Tremba reached 18 years of service on November 6.
Phebe Wong reached 16 years of service on November 4.
Susan Dion will reach 13 years of service on November 30.
Bart Gioia will reach 11 years of service on November 26.
Cathy Gimby reached 7 years of service on November 1.

**Staffing Update**
We have hired four new staff members this month:

*Circulation Assistant II*
Carri Gvozdich, one of our current Circulation I assistants, has been hired to fill our open Circulation II position. Carri has been a loyal and dedicated Baldwin employee since 2009, when she started as a page. Her cheerful demeanor and high energy will continue be assets, especially when we send her out searching for MeL paging slips and missing holds.

*Library Assistant*
Lisa Christie will begin working as our part-time Library Assistant on December 3. Lisa is already well known to her Baldwin colleagues and patrons as she has worked in the Library's Circulation department since 2005. Prior to joining the BPL team, Lisa worked for a law firm that dealt with a lot of family law and divorce cases. In her interview she
spoke about how you just never know what a person is going through on any given day, and how that focus on empathy enables her to treat people kindly even - and especially! - when they are unable to reciprocate that kindness. For this and many other reasons Lisa is a highly valued member of the Circulation department.

**Full-Time Youth Librarian**
Syntha Green was recently promoted from part-time to full-time at Baldwin. She has an elementary education degree from Southeastern University (FL) and an MLIS from Wayne State University. She has most recently worked as a part-time youth librarian at the Troy Public Library. She brings with her energy, enthusiasm, and great reader’s advisory skills. Since starting part-time at Baldwin, she has implemented our popular sensory story times. She’s incredibly creative and has made many beautiful felt board story pieces and book displays, including the Turkey pictured below.

![Turkey](image)

**Part-Time Youth Librarian**
Rosemary Retford, currently a substitute librarian at Baldwin, will begin working as a part-time Youth Librarian on December 3. Rosemary has an MLIS from Wayne State University and a Bachelor’s degree in History from Oakland University. She currently
works as an Adult Services Librarian at the White Lake Township Library and a Youth Services Librarian at the Clarkston Independence District Library.

We are also in the process of hiring two new Circulation Assistants.

MLA Conference
Syntha Green, Lauren Ziolkowski, H Jennings, and Sarah Bowman attended the Michigan Library Association Annual Conference held in Novi on October 17-19. These staff members are grateful to the Library Board for funding attendance at this conference and supporting continued professional development of staff members. Below are their reports:

Syntha Green
My favorite session at MLA was “Special Needs Story-Time: A Best Practices Approach.” Highlights of this session included making story time an experience that includes all the senses, most especially adding in smells and touch; how to adapt to attendee’s needs i.e. lower lighting, softer sounds; and using a visual schedule (picture cards of the songs, stories, activities) so children will be aware of what is coming next. I also attended Create Top-Shelf Collections: Using Data-Driven Shelving Analysis to Increase Circulation, Library Preparedness in Planning a Renovation: Lessons in Change Management Strategies (it was interesting to learn where they thought the library’s active zones were going to be and where they actually were, necessitating the renovation), and Literacy, Music, and Little People, Oh My! (This was an excellent session on engaging children in story time through music).

H Jennings
I attended four sessions. The first, “Trust and Giant Chickens: The Fundamental Attribution Error,” was led by Kevin King from Kalamazoo Public Library. King's argument was that making positive assumptions about patrons gave the opportunity to provide better customer service. Essentially, if you assume people are trying or doing their best, you are more likely to see them as sympathetic and therefore more likely to assist them in their endeavors. The second session I attended was also led by King, “What Exactly is Narcan? A Library and Community's Response to the Opioid Crisis.” During this session King, along with two other presenters, discussed briefly and generally the cause and effects of the opioid crisis nationally and in Kalamazoo. They discussed the reason for keeping Narcan (an opioid overdose reversal drug) in their libraries along with some of the technical legal implications with providing Narcan. The last two sessions I attended were “Oh, You've Got Trouble, Parts 1 and 2.” Kent District Library presented on this topic. They discussed theoretical scenarios and the system they have in place for
managing difficult patrons or encounters, and spent some time trouble shootin with librarians. The first session included a step-by-step procedural on how they generally manage difficult patrons. The second session addressed sexual harassment from patrons that is directed at staff.

**Sarah Bowman**
MLA again proved to be a positive networking experience and offered a few days of reflection on how to improve our already great services and policies. By far, my favorite educational opportunity was a two-part session offered by KDL staff that introduced their 3-tier framework, implemented to help deal with violations of their code of conduct. Three things especially stand out to me as I think they would serve Baldwin staff well:

1. Their Response Framework has three Codes, each with steps of action by staff. Staff are trained to respond to a variety of routine Code 1 violations with practiced “canned” responses, which presents a united front helps staff who are less practiced know exactly what to say. The framework also takes the guesswork out of the decision-making component when deciding how to follow up with Code 2 and Code 3 violations.
2. The presenters suggested that having incident reports available to all staff helps in dealing with repeat offenders. Up-to-date emergency forms and incident reports are also crucial.
3. The presenters stressed that this helps support their library’s mission and improves customer service by emphasizing safety for patrons and staff, and empowers staff to foster a welcoming environment for their patrons.

I also attended the following sessions. I really enjoyed the Library of Things presentation from CADL, and found the program by Anne Seurynk, a library lawyer, to be very informative.

- The Leader’s Role in Building Teams
- Create Top-Shelf Collections: Using Data-Driven Shelving Analysis to Increase Circulation
- Everyone Wants to Borrow a Metal Detector: Creating a Library of Things
- We’re Popping up Everywhere!
- Problem Patrons: Are You up to the Challenge of Challenging Patrons?
Lauren Ziolkowski
Each session I attended at MLA was informative and worthwhile. However, the most informative and empowering were the two part sessions in regards to staff support for handling difficult patrons. Kent District Library presented their criteria and procedures for different levels of code of conduct infractions. I found this to be incredibly helpful to have a set plan with little improvisation on the librarian’s part. It makes handling difficult situations consist among patrons and staff alike. Kent District Library stressed the importance of their staff feeling empowered and supported to handle situations using straightforward procedures continually practiced.

I also walked away from nearly each session with a new resource I can use at the reference desk, for programs, or for social media. For instance, in the trivia session, Rochester Hills Public Library described using the website Socrative for trivia players to see questions and submit their answers. Ferndale Public Library also gave out a list of apps and equipment they find essential for their social media presence.

Adult Services staff later met with Koschik to ask about incorporating into Baldwin’s policies and procedures the kind of guidelines Kent District has. The Library will work on that.

On the next page is a photo of Baldwin Library employees at the conference.
Autism Spectrum Disorder in Teens and Adults Workshop

On Tuesday October 30, Kristen Tait, Circulation Services Coordinator, attended an all-day workshop at Oakland University on Autism Spectrum Disorder (ASD) in teens and adults. Dr. Temple Grandin was the featured guest and the presenter in the morning. Maureen Ziegler, Autism Education & Intervention Specialist at Grand Valley State University, led an interactive presentation in the afternoon. Besides discussing how adults with ASD think and respond to instruction and critique, both presenters provided strategies for managing ASD issues/behaviors such as high interest areas, literal interpretation, misunderstanding of social situations, and telling the truth at all cost. This workshop built awareness of how adults with ASD will be more likely to succeed if provided clear expectations, an organized environment, and—for jobs—posted rules and schedules. Of particular importance is writing instructions down rather than giving them verbally, organizing tasks or directions into steps, using very precise and specific language, and, when asking questions, allowing enough time for processing. The interaction skills that were highlighted and taught are applicable both to external patrons (the public) and internal patrons (our staff), and, as both Dr. Grandin and Ms. Ziegler said, are good ways to treat everyone.
**MCLS Webinar**

Kristen Tait recently earned her Soft Skills Certificate from MCLS. The final webinar she attended was entitled “Workplace Etiquette.” This webinar offered practical information about standard etiquette rules about appearance, behavior, and communication (both written and verbal). Valuable skills and tips for handling angry patrons were discussed, including calmly asking questions to "drill down" the specifics of the problem, and avoiding questions that start with “why” or “who,” as those words can make questions sound accusatory.

**Removing Barriers Conference**

On November 9, Rebekah Craft and Syntha Green attended the Michigan Collaborating Partners “Removing Barriers: A Library Accessibility Workshop” in Grand Rapids. Speakers from around Michigan discussed how to foster inclusive communities, how to design and remodel buildings for accessibility, how to ensure compliance of ADA Accessibility standards, how to work with website vendors and developers to create an accessible website, and how to provide accessible library programming. Syntha brought back lots of resources to share with the Youth Department. These will be helpful in expanding our collections and developing our programming to be inclusive of those with differing abilities. Rebekah has several new projects in mind to make the Library space, inside and out, more accessible for patrons.

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**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**

Koschik, Bill Seklar of The Community House, Ingrid Tighe of the Birmingham Shopping District, and Joe Bauman of the Chamber of Commerce met on both October 9 and November 7 to discuss how their organizations can support each other to strengthen the downtown area.

**The Community House**

On November 15, Koschik joined Ingrid Tighe and Joe Bauman on Bill Seklar’s cable TV show *Making a Difference at The Community House.* Seklar interviewed all three of his guests, asking about upcoming activities of their organizations. Koschik spoke about the Grand Hall renovation, the upcoming Youth Room expansion and renovation, and the Library’s Idea Lab. The show will air multiple times on cable television, starting the week of November 26.
**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.

**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.

Baldwin hosted a Harry Potter-themed booth at the Beverly Hills Halloween Hoot on October 28. Maria Williams organized the event and Mary MacMillan, Syntha Green, Wesleyann Johnson, Claire Connolly, and Kristen Tait dressed up and passed out candy to over 1,500 kids. The Idea Lab printed Deathly Hallows charms on the 3D printers and Library staff handed those out to children as well.

**Bingham Farms**
Kathy Hagaman has retired as the Bingham Farms Village Manager at the end of August. The new Village Manager is Ken Marten. See pages 81-82 of the Information Only section to read more. Koschik has reached out to Marten, who has agreed to come to the Library for a visit sometime after Thanksgiving.
City of Bloomfield Hills
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
Baldwin loaned tables and chairs to the Chamber’s annual Pumpkin Patch event, which was held in Shain Park.

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
The semi-annual book sale, held November 2 through 5, was a huge success and raised over $10,000. Many thanks to student volunteers from Birmingham Public Schools for helping with the setup on Wednesday afternoon and the tear down on Monday evening. Thanks also to Jim Suhay, Jay Reynolds, Bob Borgon, and David Underdown who volunteered with the cleanup on Monday afternoon. And, finally, thanks to Gary Eisele and Bob Glenn for completing the cleanup on Monday evening and Tuesday morning.

Many Friends members donated countless hours of time during the course of the sale. And Deb Mohatarem, book sale coordinator, deserves a special shout-out for her tireless work to make this sale so successful.

Rebekah Craft attended the November 13 Board meeting of the Friends. The Friends will be hosting another pop-up sale in the lobby during the weekend of the Wintermarkt, November 30 through December 2.
Facilities and Technology

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

Grand Hall Carpeting & Furniture

The Grand Hall refurbishment will begin on November 19 with the removal of the six large rectangular tables for refinishing. On November 26, carpet installation will begin and will last approximately seven business days. The new furniture will be installed beginning on December 3. See pages 38-40, in the Building Committee Report, to view final furniture, carpeting, and fabric selections for the project.

Sculpture

On pages 29-37 you will find information about a sculpture that has been offered as a donation to the City of Birmingham. The sculpture, called "Michigan Spring," is made of cast aluminum, and is 8’6” high. The sculptor, Jim Miller-Melberg, passed away in 2017. The Public Arts Board met on October 17 and recommended that the City accept the sculpture and place it on Library grounds. Several Library Board members viewed the sculpture on November 3. At its November 19 meeting, the Board will vote whether it is in favor of placing the sculpture on the Library's lawn. If the Board accepts the sculpture, the recommendation will go to the City Commission for final approval.

Polaris Migration

Since the last Board meeting, Baldwin’s project manager has made her first onsite visit. Over the course of two days, she met with Technical Services Coordinator Josh Rouan and Circulation Services Coordinator Kristen Tait to begin the profiling process. This entailed gathering detailed information about our patron and item categories, loan periods, fine amounts and thresholds, and numerous other facets of our current system, which Polaris will use to build our new system. Though our project manager is no longer on site, Kristen and Josh, with a lot of input from Stephanie Klimmek and Maria Williams, have continued to flesh out Baldwin's profile. This process has given us the opportunity to overhaul our various item categories and reduce
redundancy. This will ultimately lead to our online catalog results being much easier for our patrons to interpret.

Self-Check Machines
Baldwin purchased two new 3M self-check machines in July 2016. These machines replaced our original three ITG self-check machines that had long been end-of-life. While the 3M machines far surpassed our old machines in most performance areas, the initial software installed did not permit any item with multiple parts or discs to be checked out. The parent company of 3M, Bibliotheca, originally thought this problem could be quickly fixed, but then later stated repeatedly that there was no fix to this problem, nor would there ever be. However, Bibliotheca reached out recently to Kristen Tait, Circulation Services Coordinator, and proposed that Baldwin beta-test updated software that included a fix. The new software was fully installed on Thursday, October 24, and is working well. Patrons are finally able to check out almost all Baldwin items at the self-check machines. Items loaned from other libraries through MeL and ILL, and items without RFID tags (Youth toys, for example), will still need to be handled by the Circulation desk clerks. However, since these items make up only a tiny portion of our collection, patrons should have a much better self-check experience now. Circulation began promoting and demonstrating this new functionality on Friday, October 26.

Historic District Commission
On October 17, Koschik addressed the Historic District Commission (HDC) about the proposed Youth Room expansion and renovation. On page 16, in the Building Committee section of this Board packet, is a memo from Senior Planner Matt Baka, recommending that the HDC issue a Certificate of Approval for the project. The HDC voted unanimously to do so.

Photocopiers
After receiving quotes for a new photocopier contract, we will be signing a new contract with Elite Imaging. Both photocopiers in the building will be replaced in December.

Idea Lab
The Idea Lab has established regular weekly hours:
- Monday, Wednesday, and Thursday: 1:00 p.m. – 9:00 p.m.
- Tuesday and Friday: 1:00 p.m. - 5:30 p.m.
- First Saturday of every month: 9:30 a.m. - 5:30 p.m.
The Lab might occasionally be open other hours as well.

This month, Jeff Jimison tinkered with and developed a new metal-casting project. Read more about his process and view photos on the following page.
Idea Lab Photos

On November 15 Idea Lab Supervisor Jeff Jimison presented a workshop called 3D Print to Metal Cast which was all about turning a 3D printed item into a metal object. Here are some photos of his extensive preparation for this unique workshop.

Jeff used a small kiln to make a hard plaster mold of his 3D printed object. Once in the kiln, the PLA of the 3D print vaporized in the extreme heat, leaving only a cured hard plaster mold behind. At the left, the mold is shown upside down in a packed frame, awaiting the molten metal to be poured into it.

At the right the molten metal has been poured into the mold and a second insulating frame has been placed on top. The metal has to cool and harden before it can be removed from the mold. Once the cast metal object is removed from the mold, it is a replica of the original 3D printed object. For this project Jeff made a metal cast of a 3D print of himself, seen below!

(Here’s Jeff in his protective equipment for reference, a striking likeness indeed!)
Adult Event Photos

In October we kicked off our Fall lecture series, “Disaster and Recovery in Birmingham’s History” with the Birmingham Museum’s own Leslie Pielack and BPD’s Commander Scotte Grewe who spoke about the Utter Murders of 1825 to a full audience in the Library’s Jeanne Lloyd Room.

Later in October librarians H Jennings and Maria Williams presented a workshop on cannoli making that mother-daughter teams Chandra and Jayda (below left) and Suzanne and Alexandra found both fun and delicious. Thanks to Holy Cannoli of Berkley for their guidance and supplies.

Thank you to the Friends of the Baldwin Public Library for sponsoring our programs!
Zombie Apocalypse Breakout
It took this smart group of teens only 30 minutes to figure out how to break open the box and retrieve the antidote for the zombie virus. They saved the world and won some candy.

Teen Halloween Lock-In
Our annual Halloween lock-in was a great success as always. The teens did a great job being creepy haunted house actors. They also enjoyed a presentation by the Howell Nature Center, on “creatures of the night,” which included a flying squirrel, two species of owls, and an opossum.
The annual Halloween Tween Lock In was a hit this year, with 70 fourth through sixth graders in attendance. In addition to face painting, crafts, snacks, and the Ghost Walk, Ring of Steel demonstrated stage fighting and various stunts used in movies and theater. At the end, the tweens had the opportunity to test various helmets, shields, and other props used in stage productions. Thanks to the Judith Nix Endowment for supporting this program!
Paw Patrol Party
Miss Susan threw a fabulous Paw Patrol Party with almost two hundred attendees. There were photo ops, crafts, rescue operations and more! Thanks to the Friends of the Baldwin Public Library for supporting this event!
Yoga Story Time
Ashley Goldberg, owner of Born Yoga studio in Birmingham, brings breath, stories, and movement together in her Story Time Yoga classes.

Bedtime Tales
Miss Cathy’s Wednesday evening Bedtime Tales continue to be a hit! October’s theme was Pumpkins & Spiders & Bats, Oh My! and families made spiders and bats all while wearing their pajamas!
# Baldwin Public Library: Friends Funds
## October 2018 Expenditures

### Adult Services
<table>
<thead>
<tr>
<th>Item</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Banned Books T-Shirts Program Supplies</td>
<td>$34.11</td>
</tr>
<tr>
<td>Program Refreshments</td>
<td>$17.87</td>
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<tr>
<td>Iconic Restaurants of Ann Arbor</td>
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<tr>
<td>Cultivating your Green Thumb</td>
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<tr>
<td>Art Lecture by Karen Imarisio</td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>$691.98</strong></td>
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### Teen Services
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<th>Item</th>
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</thead>
<tbody>
<tr>
<td>Program Refreshments</td>
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</tr>
<tr>
<td>Pizza &amp; Pages, Teen Advisory Board Refreshments</td>
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</tr>
<tr>
<td>Teen Writers Group Supplies</td>
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<tr>
<td>Oreo Taste Off Supplies</td>
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<tr>
<td>Maker Monday Supplies</td>
<td>$39.42</td>
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<td>Howell Nature Center Program at LockIn</td>
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<td>Teen Top Ten Prize</td>
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<td><strong>Total</strong></td>
<td><strong>$589.10</strong></td>
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### Youth Services
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<td>Craft Supplies</td>
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<tr>
<td>Program Refreshments</td>
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<td>Program Supplies</td>
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<td>Gordon Russ Halloween Magic Show</td>
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### Outreach & Equipment
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<td>Harry Potter Banners for Beverly Hills Halloween Hoot</td>
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<td><strong>Total</strong></td>
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**Total Expenditures** $2,183.37

### October 2018 Balances
<table>
<thead>
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<th>Amount</th>
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<tbody>
<tr>
<td>Adult Services</td>
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<tr>
<td>Teen Services</td>
<td>$1,655.68</td>
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<td>Youth Services</td>
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<td>Outreach &amp; Equipment</td>
<td>$409.69</td>
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<td><strong>Total Balance</strong></td>
<td><strong>$10,819.17</strong></td>
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**October Book Sale Proceeds** $1,097.00

Submitted by Rebekah Craft on November 12, 2018
November 7, 2018

Birmingham Area Cable Board
Attn: Cathy White
P.O. Box 165
Birmingham, MI 48012

Birmingham Area Cable Board:

The Baldwin Public Library is submitting this grant request to facilitate the upgrade of equipment in the Library’s Rotary Room for the recording and live broadcasting of Library Board meetings, other municipal meetings, programs, and author visits.

Since 2010 staff from Bloomfield Community Television (BCTV) has recorded Library Board meetings utilizing equipment and cameras for both live and delayed broadcasting. With the recordings that BCTV provide, the library staff has been able to upload video of the meetings to Vimeo for viewing on the Internet. While the current equipment is working, it is aging, and BCTV would like to have the same equipment at as many sites as possible to make staffing and training easier and more consistent.

Library staff has worked with BCTV and local vendors to get three bids (per Library policy) to determine the cost of upgrading the current broadcast equipment in the Rotary Room, as well as upgrading sound and control equipment in the room to help improve the quality of the recordings. We have determined that the total cost for these improvements will not exceed $45,000. The costs include new cameras, new recording equipment, new sound equipment, and installation. The aim of this request is to improve the live broadcasting and recording of Library Board meetings, other municipal meetings, programs, and author visits, as well as to improve audio and video features available in the room for such meetings and programs.

Therefore, the Baldwin Public Library is requesting a grant from the Birmingham Area Cable Board for an amount not to exceed $45,000. If the grant is approved, the Baldwin Public Library will begin the process of scheduling the work.

Respectfully submitted,

Doug Koscheck
Director

Jamie Richards
IT Coordinator

Baldwin Public Library
300 West Merrill Street
Birmingham, MI 48009
v: 248-647-1700 f: 248-647-6393
November 6, 2018

Charlotte B. Terry  
Grants Committee Chairperson  
Woman’s National Farm & Garden  
Bloomfield Hills Branch  
5579 Pine Brooke Court  
Bloomfield Hills, MI 48304

Dear Charlotte:

As you may know, The Baldwin Public Library serves Birmingham, Bloomfield Hills, Beverly Hills, and Bingham Farms – or a population of 35,350 according to the 2010 Census. At the present time, we are in the process of finalizing plans for the expansion and renovation our Youth Services Department, scheduled to begin next spring. While most of the monies for this project will come from City-approved 3-year increased millage and the library trustees’ own fundraising efforts, we are seeking additional monies to complete this project successfully.

As such, we are requesting a grant for $2,000 to help fund the planting of bushes and perennials along the perimeter of this expansion next to the new patio and children’s garden. We believe this first-time request to the Bloomfield Hills Branch Garden Club is in keeping with your Chapter Mission Statement by improving our community through activities related to your focuses.

The total budget for the Children’s Garden is estimated to be $19,672.42 and is broken down on the enclosed cost sheet formulated by our architectural firm - LZG Architects of Birmingham. We are very excited to add this patio and children’s garden onto the library and believe it will benefit many library visitors as an extended outdoor space. Parents who bring their children in for story time will have an opportunity to sit outside in an inviting area. Little children will be able to enjoy this space with gated security and beautiful plantings. And adults will have a beautiful outdoor space to enjoy.

We expect the garden area construction to start in the early spring of 2020 and to be completed by early summer of 2020. At the present time we are in the process of determining what type of bushes and perennials will be planted and are consulting with professional nurseries and master gardeners to ensure the plantings live a long and healthy life!

Usage numbers, similar to our gate count mechanism, will determine evaluation for this project. Being on time and within budget is also our important barometer for a successful project. It should be noted the first phase of Baldwin’s renovation was completed on time in 2016 and was $150,000 under budget. Of course past success does not ensure future endeavors, so the library board will continue our fundraising efforts if a need for more funds arise.
On behalf of The Baldwin Public Library Board of Trustees, thank you for the opportunity to submit this request. We would be thrilled to have the Bloomfield Hills Garden Club as a generous community supporter of this project and would be honored to include your organization’s name, along with other major donors, on the Donor Plaque in the Youth Services area.

Sincerely,

[Signature]

Melissa S. Mark
The Baldwin Public Library Trustee
GRANT APPLICATION FORM
BLOOMFIELD HILLS BRANCH
WOMAN'S NATIONAL FARM & GARDEN ASSOCIATION, INC.

PLEASE SEND ONE ELECTRONIC COPY TO: charlottebterry@aol.com
PLEASE MAIL ONE HARD COPY OF YOUR APPLICATION TO:
Charlotte B. Terry, Grants Committee Chairperson
Woman’s National Farm & Garden - Bloomfield Hills Branch
5579 Pine Brooke Court
Bloomfield Hills, Michigan 48304

Information about your organization:
Legal name of organization: THE BALDWIN PUBLIC LIBRARY
Address: 300 W Merril St. Birmingham MI 48009 (248.647.1700)
Executive Director: DOUG KOSCHIK 
Contact Person: MELISSA MARK Title: TRUSTEE
Phone Number: 248.644.8451 Email Address: welf537@gmail.com
Current Project Name: THE BALDWIN PUBLIC LIBRARY YOUTH SERVICES CHILDREN
Total Project Cost: $ 19,672.42 Grant Amount Requested: $ 2,000

Please address the following in your narrative:
* Have you received support from The Bloomfield Hills Garden Club in the past five years? If so, how was the money used?
* Describe briefly the nature of this project and how the funds will be used.
* Describe the work plan and timeline to complete the project.
* What population and how many people will be served by this project?
* How will this project be evaluated?
* If additional funds are needed, how will they be raised?
* Please include a proposed budget for the project.

POLICIES AND PROCEDURES OF THE GRANTS COMMITTEE OF THE BLOOMFIELD HILLS BRANCH, WOMAN'S NATIONAL FARM & GARDEN ASSOCIATION, INC.
1. The organization applying for a grant must have a 501c(3) status or be a 509 organization. A copy of the tax-exempt letter from the IRS under Section 501c(3) must be included with the application.
2. The application must be post-marked by midnight November 15, 2018.
3. Grants will be restricted to organizations located in Oakland County, Michigan.
4. Form letters will not be considered.
5. Organizations granted money must use the money within one year from the date of award for the stated purpose it was given.
6. A written acknowledgement must be sent describing use of funds within 60 days after the grant is expended.
7. No unsolicited applications will be accepted.

Person completing Application: MELISSA MARK Date: 11.6.18
Signature: [Signature]

70
Dear Applicant:

Based on information supplied, and assuming your operations will be as stated in your application for recognition of exemption, we have determined you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code.

We have further determined that you are not a private foundation within the meaning of section 509(a) of the Code, because you are an organization described in section 509(a)(3).

If your sources of support, or your purposes, character, or method of operation change, please let your key district know so that office can consider the effect of the change on your exempt status and foundation status. Also, you should inform your key District Director of all changes in your name or address.

Generally, you are not liable for social security (FICA) taxes unless you file a waiver of exemption certificate as provided in the Federal Insurance Contributions Act. If you have paid FICA taxes without filing the waiver, you should contact your key District Director. You are not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

Since you are not a private foundation, you are not subject to the excise taxes under Chapter 42 of the Code. However, you are not automatically exempt from other Federal excise taxes. If you have questions about excise, employment, or other Federal taxes, contact any Internal Revenue Service office.

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

The box checked in the heading of this letter shows whether you must file Form 990, Return of Organization Exempt from Income Tax. If Yes is checked, you
are required to file Form 990 only if your gross receipts each year are normally more than $10,000. If a return is required, it must be filed by the 15th day of the fifth month after the end of your annual accounting period. The law imposes a penalty of $10 a day, up to a maximum of $5,000, when a return is filed late, unless there is reasonable cause for the delay.

You are not required to file Federal income tax returns unless you are subject to the tax on unrelated business income under section 511 of the Code. If you are subject to this tax, you must file an income tax return on Form 990-T. In this letter, we are not determining whether any of your present or proposed activities are unrelated trade or business as defined in section 513 of the Code.

You need an employer identification number even if you have no employees. If an employer identification number was not entered on your application, a number will be assigned to you and you will be advised of it: Please use that number on all returns you file and in all correspondence with the Internal Revenue Service.

We are informing your key District Director of this action. Because this letter could help resolve any questions about your exempt status and foundation status, you should keep it in your permanent records.

If you have any questions, please contact the person whose name and telephone number are shown in the heading of this letter.

Sincerely yours,

J. E. Griffith
Chief, Rulings Section
Exempt Organizations Technical Branch
## Children's Patio & Garden Schematic Cost Estimate

<table>
<thead>
<tr>
<th>AREA OR VOL</th>
<th>TYPE OF CONSTRUCTION</th>
<th>$/SF OR LF</th>
<th>TOTAL EST</th>
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<tr>
<td></td>
<td>demo/excavate/level /comp</td>
<td>$ 75.00</td>
<td>$ 1,500.00</td>
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<tr>
<td>6 cu yds</td>
<td></td>
<td></td>
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<td>322 sf installed</td>
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<td>$ 30.00</td>
<td>$ 9,660.00</td>
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<td>13 matl &amp; labor (number of plants)</td>
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<td>$ 45.00</td>
<td>$ 585.00</td>
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<tr>
<td>1 cu yds</td>
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<td>$ 75.00</td>
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<td>1 cu yds</td>
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<td>38 matl &amp; labor (number of plants)</td>
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<td>$ 15.00</td>
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<td>20 linear ft of fence installed</td>
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<td>$ 40.00</td>
<td>$ 800.00</td>
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<td>1 modify/fabricate/install</td>
<td></td>
<td>$ 800.00</td>
<td>$ 800.00</td>
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<tr>
<td>1 zone / tie into existing</td>
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<td>$ 500.00</td>
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<td>$ 800.00</td>
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<td></td>
<td>GARDEN 1 - SUBTOTAL 2018</td>
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<td>$ 15,815.00</td>
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<tr>
<td>0.1</td>
<td>Architectural Fee (10%)</td>
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<tr>
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<td>Subtotal</td>
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<td>Subtotal w/ Contingency</td>
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<td>0.05 5% increase for 2019</td>
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<td>$ 956.81</td>
<td>$ 956.81</td>
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<tr>
<td></td>
<td>TOTAL CHILDREN'S PATIO</td>
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<td>$ 20,092.96</td>
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## CHILDREN'S GARDEN

<table>
<thead>
<tr>
<th>AREA OR VOL</th>
<th>TYPE OF CONSTRUCTION</th>
<th>$/SF OR LF</th>
<th>TOTAL EST</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Demo/exc/fill/level/compact</td>
<td>$ 75.00</td>
<td>$ 2,000.00</td>
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<tr>
<td>1 cu yd</td>
<td>below benches/step ston</td>
<td></td>
<td>$ 75.00</td>
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<tr>
<td>60 sf area</td>
<td></td>
<td>$ 40.00</td>
<td>$ 2,400.00</td>
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<td>51 matl &amp; labor (number of plants)</td>
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<tr>
<td>3 cu yard</td>
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<td>$ 75.00</td>
<td>$ 225.00</td>
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<tr>
<td>3 cu yard</td>
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<td>$ 75.00</td>
<td>$ 225.00</td>
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<tr>
<td>6 cu yard</td>
<td></td>
<td>$ 75.00</td>
<td>$ 450.00</td>
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<td>40 matl &amp; labor (number of plants)</td>
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<td>$ 15.00</td>
<td>$ 600.00</td>
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<td>57 curved fence = 1.5 x straight</td>
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<td>$ 82.00</td>
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<td>34 sq yard</td>
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<td>$ 10.00</td>
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<td>1 3 zones</td>
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<td>GARDEN 2 SUBTOTAL 2018</td>
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<td>$ 15,484.00</td>
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<td>Subtotal</td>
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<td>0.1  10% contingency</td>
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<td>$ 1,703.24</td>
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<td>Subtotal w/ Contingency</td>
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<td></td>
<td>$ 936.78</td>
<td>$ 936.78</td>
</tr>
<tr>
<td></td>
<td>TOTAL CHILDREN'S GARDEN</td>
<td></td>
<td>$ 19,672.42</td>
</tr>
</tbody>
</table>

**TOTAL PATIO+GARDEN**

<table>
<thead>
<tr>
<th>AREA OR VOL</th>
<th>TYPE OF CONSTRUCTION</th>
<th>$/SF OR LF</th>
<th>TOTAL EST</th>
</tr>
</thead>
</table>

2019 Est including contingency + inflation  

$ 39,765.38

Does not include garden toys, nomes, etc. Does not incl. numbers or etching on stepping stones.

Irrigation system adds zones and ties into existing. Assumes BPL has existing vacuum breaker.

Does not include Furniture

Luckenbach|Ziegelman|Gardner Architects
Info session on Baldwin library expansion planned

BIRMINGHAM — Baldwin Public Library is planning an expansion and renovation of the youth room, expected to begin in the summer of 2019.

Luckenbach Ziegelman Gardner Architects, the project's architects, will present an overview of the project at 7:30 p.m. Monday, Oct. 15, in the library's lower level during the library board's regularly scheduled meeting. Attendees will have the opportunity to share feedback and ask questions about the project.

For more information, visit baldwinlib.org or call (248) 547-1700.

Baldwin Public Library is located at 300 W. Merrill St. in downtown Birmingham.
Baldwin Youth Room fundraiser

The Baldwin Library, 300 W. Merrill Street, in Birmingham will host A Novel Wine Tasting, 6-9 p.m. Friday, Oct. 19, featuring wines from around the world, along with a selection of beers and spirits. All proceeds will help fund the expansion and renovation of the Youth Room, expected to begin in summer 2019.

There will be silent auction items, live jazz music, a photo booth and a wine tasting game. Enjoy a strolling dinner and desserts from Cannelle Patisserie, Commonwealth, Holiday Market, Noble Fish, Svenska Café, Papa Joes, and Ike's Restaurant, provided by Uptown Market. The beer tasting is sponsored by Griffin Claw Brewing Co. and the wine tasting is sponsored by Uptown Market.

Tickets are $75 for general admission and $65 for ages 65 and over. Purchase tickets at www.baldwinlib.org/booksandbites. Silent auction donations are welcome and sponsorship opportunities are also available. Event sponsors at the $1,000 level or higher will be commemorated on an Honor Roll Donor plaque in the new Youth Room and will receive four event tickets.

Baldwin used book sale

The Friends of the Baldwin Public Library fall book sale will take place Friday through Monday, Nov. 2-5, at the library, 300 W. Merrill Street, in Birmingham. Hours are 7-9 p.m. Friday (member preview night), 9:30 a.m. to 4:30 p.m. Saturday, noon to 4 p.m. Sunday (half-price day) and 10 a.m. to 2 p.m. Monday (bag day, fill a bag for $5).

Items for sale include paperbacks, hard covers, DVDs, music CDs, audiobooks, children's books and gift-quality items. Items are presented by category to make it easy for shoppers to browse. All proceeds from the sale will benefit the library's programs and services.

More information, go to baldwinlib.org/friends.

Community forum about Baldwin

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For more information, go to baldwinlib.org/friends.
Halloween Events Metro Detroit 2018

October 22, 2018 LaGrou Events, Fall Fun, Featured, Things to Do

BEVERLY HILLS HALLOWEEN EVENTS 2018

Sunday, October 28, 2018 from noon-2p, then 6p-8p
Beverly Hills Halloween Events – Halloween Hoot
Beverly Park (18801 Beverly Rd, Beverly Hills, MI 48025)
Gut pumpkins from 10a-noon, Pumpkin Carving from noon-2p (for the first 200 children), and Trick or Treat from 6p-8p. Children in costume trick or treat along Hoot Trail but must be accompanied by an adult. Storytellers, cider & cookies are available in the pavilion. For more info, visit villagebeverlyhills.com

BIRMINGHAM HALLOWEEN EVENTS 2018

Sunday, October 28, 2018 from 3p-3:45p
Birmingham Halloween Events – Spooky Halloween Magic Show
Baldwin Public Library (300 West Merrill Street, Birmingham, MI 48009)
Join Gordon Russ the Magician for his special Spooky Magic Halloween Show. (The Pumpkin Patch parade will be held at afterwards!) All ages. Registration required for magic show – Call 248 647-

All research and formatting for this Halloween Events Metro Detroit page provided by Oakland County Moms. Unauthorized duplication of this content without express consent is a violation of our Terms and Conditions and Data Security policies. Violators will be reported to Google Support for infringement violation.

This page is intended to be used as a guide. Oakland County Moms does not endorse these events. Oakland County Moms is not responsible for changes to event descriptions, event times or details being altered without notice or cancellations. MORE Halloween Events Metro Detroit 2018 coming soon!
BLOOMFIELD HILLS — The first time student Ben Miller designed the windshield for his “Star Wars” electric-motor speeder, he encountered some problems.

“When I printed it out (on the 3D printer), it was not very strong,” the 13-year-old Birmingham Covington School seventh-grader said. “I had to make it stronger, so I turned two pieces into one.”

Miller is just one of many BCS students who have embraced the school’s makerspace, which features an amazing array of high-tech tools, software and machines, in addition to some low-tech supplies designed to foster creativity.

The makerspace allows for a “project-based learning program,” said BCS Principal Mark Morawski, who first began to draw up plans for the concept in 2015. Since then, makerspaces have been incorporated into eight of the Birmingham Education Foundation’s 13 schools.

“Both of our high schools, two of three middle schools and four elementary schools have makerspaces,” said Alison Hendry, executive director of the Birmingham Education Foundation. “And the others are all working toward it.”

Each of the schools’ makerspaces is different, Hendry said.

“The BCS makerspace has lots of large machinery and is more industrial,” she said. “The makerspace at Berkleley Middle School is located in the school library and is more craft and computer based.”

Makerspaces usually include items like small robots, Legos and Lego education kits. Craft supplies like yarn and Popsicle sticks, 3D
The President’s Letter

This is a tough letter to write. What can I say about a Village official who has served Bingham Farms for more than 30 years and been my indispensable right hand for as long as I have been President?

Kathryn Hagaman, our Village Clerk/Administrator, made clear years ago that she would not work forever. We had a contingency plan on file. A few months ago she gave Council official notice of her retirement, effective August 31, 2018.

What a leader, what a career! Kathy started running for Village Council as a new resident back in 1984 and lost that election by 6 votes. Council, however, realized she had a lot to contribute and soon appointed her to fill a vacant Trustee seat. In 1989 she was appointed President to fill that vacancy. In 1991 she relinquished the Presidency to accommodate the Village’s urgent need for a replacement Clerk/Administrator.

As President, Kathy was instrumental in reworking a contract with the Village of Franklin for police services, creating a formula to determine equitable costs and eliminating the need for annual negotiations. She also renegotiated the contract with the Baldwin Public Library, again developing a formula basis to determine cost for services. These contracts continue today.

Her accomplishments as Clerk/Administrator have been many. Kathy spearheaded the first recycling program in the Village and continued building it through the years. Council adopted its first recycling ordinance in October 1991. Back in the day, the Village relied on the business expertise of its Council members in finding resources for DPW services. When those members retired from office, new resources were needed. In 2007 Kathy negotiated an Interlocal Agreement with Beverly Hills to provide DPW and Engineering Services on an as needed basis. This Agreement has provided the Village with a cost effective rapid response capability. She also negotiated the first ever contract with SOCRRA (South Oakland County Resource Recovery Assoc.) to allow Village residents to bring their household hazardous waste services to that facility. Up until that time, only SOCRRA members had this service. It took years to accomplish. Since then, other municipalities have entered into similar contracts.

The latest of Kathy’s accomplishments was working with MDOT and the Road Commission for Oakland County to install seasonal sidewalks at minimal cost to the Village along major roads within the Village limits. The construction of these sidewalks was in conjunction with the Telegraph Rd. Reconstruction and the Bridge Reconstruction on 13 Mile Rd. projects. Further, Kathy secured grants from state and local entities to replace the high number of trees lost to the Emerald Ash Borer disease.

All this while running the daily operations of the Village, working with the Village’s attorney and engineers, enforcing ordinances and handling complaints.

What can the Village President say to someone who has worked for the residents so diligently for so long, who did the heavy lifting and shaped the character of the Village? Words seem inadequate but, Kathy, please know how deeply we appreciate all that you have done.

Jeffrey D. Modell, Esq.
Village President

Join Us at Mobile Watch

Please be our GUEST at the Franklin Mobile Watch Regular Meetings that are held on the second Wednesday every month at 7:00 PM at the Bingham Woods Clubhouse, Come meet your neighbors, get involved and enjoy a tasty snack!

A Snap Shot of What we Offer to our Community:
- Regular police updates are provided from the Franklin - Bingham Farms Police Department (FBFPD).
- Relevant information and safety training.
- All members are vetted by FBFPD.
- Drive, walk, jog, window watch - all forms of observation are useful.
- Patrolling as little as an hour a month can make a BIG difference for our community!
- "Mobile Watch is one of the best deterrents for crime that a community can have, because it encourages close interaction between its members and the police."

Police Chief Dan Roberts.

Fire Dept. Annual Meeting Set

Every resident in Bingham Farms is invited to attend the Franklin/ Bingham Farms Volunteer Fire Dept. Annual Meeting.

It’s set for Monday, July 16th at 7:25 p.m. at the Fire Department, located at 32707 Franklin Road, right next to the gas station.

It might be the perfect time to explore downtown Franklin too.
BIOGRAPHY OF KEN MARTEN
NEW BINGHAM FARMS VILLAGE MANAGER

Professional

Aug 2018-Present: Village Administrator and Clerk (prefers the generic title of Village Manager), Bingham Farms
Sept 2015-2018: Economic Development Director and Assistant to the City Manager, City of Lathrup Village
Sept 2012-Aug 2015: Project Manager, Westwood Community Schools, Inkster/Dearborn Heights
April 2011-Aug 2012: Treatment Specialist, Holy Cross Children's Services, Detroit
Nov. 1999-April 2011: Journalist/Editor, various publications

Education

MPA: Central Michigan University, 2014
BS in Sociology/Criminal Justice: Grand Valley State University 1991

Current Volunteer work

Foster home, Motor City Greyhound Rescue
Citizen Diplomat, Global Ties Detroit
Secretary/Treasurer, Detroit Blues Society
Secretary, Ukrainian American Center Foundation

Fun Stuff

Married to Jennifer, five dogs, no kids
Resident of Indian Village, Detroit
Grew up in Rogers City and Mt. Pleasant
Plays the harmonica and drums; member of the blues/rock band DeSoto Drive, acoustic Americana duo Marten/Murphy
Loves to travel; has visited London, Rome, Istanbul, Madrid, Bogota Colombia, Santiago Chile, Panama City Panama
Interests: Current events, film, music, reading, fishing, some spectator sports
FRANKLIN — Franklin voters approved a Nov. 6 general election ballot question addressing the construction and maintenance of a downtown pedestrian lighting system.

According to unofficial results from the Oakland County Elections Division, 1,338 residents voted yes on the ballot question and 553 voted no.

Village officials want to add outdoor lighting for pedestrians within the Franklin Road corridor, between 14 Mile Road and Scenic Drive. No special tax millage is requested for the lighting system.

Next, the Franklin Village Council aims to develop plans and cost estimates for the lighting system. According to the Franklin village charter, voter approval was required to authorize the lighting project.

All seven Bingham Farms charter amendment propositions passed Nov. 6.

Beverly Hills Village Council incumbents Rock Abboud and Lee Peddie are joined by newcomers Rachel Hrydzinusko and John George on the council, defeating incumbents James Patrick Delaney and John Oen and challengers Bob Borgon and Jack Lanigan.

On the Bloomfield Hills Schools Board of Education, incumbents Paul Kolin and Howard Baron will be joined by newcomers Jennifer Cook and Lisa Efros, defeating incumbent Jason Paulateer and challenger Anjali Prasad.
Voters elected three new trustees to the Birmingham Public Schools Board of Education, including Amy Hockhammer, Nicole McKinney and Jennifer Rass. Check back with C & G Newspapers for profiles on the new BPS board additions.

A power surge at Greenfield Elementary School forced a voting machine to switch to battery power, said Southfield Township Clerk Sharon Tischler.

“No one waited; they cast their ballots,” Tischler said. “Our custodian went out and we called (DTE Energy) to fix it.”

Tischler said Southfield Township had no reports on voter turnout or information about how residents voted on the marijuana ballot question and the race for governor.

“We don’t have any spreadsheets that show anything,” she said. “We don’t have the software for it.”
Every U.S. Public Library and YMCA Will Soon Get Narcan for Free

By JAMIE DUCHARME
Updated: October 25, 2018 10:21 AM ET | Originally published: October 24, 2018

Every public library and YMCA in the U.S. may soon be equipped with Narcan, in an effort to combat drug-related deaths by expanding access to the opioid-overdose-reversing naloxone nasal spray.

Emergent BioSolutions, which this month completed its acquisition of Narcan maker Adapt Pharma, will provide a free kit including two doses of the nasal spray, as well as educational materials, to each of the 16,568 public libraries and 2,700 YMCAs in the U.S., according to an announcement released Wednesday. The initiative builds on the Narcan in Schools program, through which the company offers four free doses of Narcan to each U.S. high school, and up to eight doses to degree-granting two- or four-year institutions.

“These two programs reflect our commitment to educating the public about the potential risks of opioids and the critical role of naloxone during an opioid overdose emergency and reinforce our mission – to protect and enhance life,” Emergent Senior Vice President Doug White, head of the company’s devices business unit, said in a statement.
The announcement coincides with President Donald Trump signing the SUPPORT for Patients and Communities Act, a wide-ranging piece of legislation meant to help curb the nation’s opioid epidemic. Among other things, the act includes provisions designed to expand access to and reduce costs of naloxone, which can cost from $20 to $40 for a generic dose; the list price for a Narcan kit is $125, though it’s often discounted for first responders, government agencies and nonprofits. The legislation also aims to make substance abuse treatment reimbursable under Medicaid, free up resources for fighting addiction and lift restrictions on who can prescribe medications for treating opioid use disorder.

Use of Narcan, and naloxone in general, has become far more widespread in recent years. It’s now carried by many first responders — another initiative that will be expanded under the new opioid act — and is available at major retailers such as Walgreens and CVS, often without a prescription. In April, Surgeon General Dr. Jerome Adams called for even more Americans to carry naloxone, emphasizing that “keeping it within reach can save a life.”

Preliminary federal data suggests that drug overdose deaths may be slowing, but far more Americans are still dying drug-related deaths than in decades past. Opioid overdoses, in particular, have risen exponentially in recent years, killing an estimated 115 Americans every day.
New mayors in Birmingham, Bloomfield Hills
November 16, 2018

Lisa Brody

Birmingham city commissioner Patty Bordman was elected the new mayor of Birmingham at the city commission meeting on Monday, November 12, with Andy Harris handing over the gavel as the now-former mayor of the city, and the next night, Tuesday, November 13, Susan McCarthy was elected the new mayor of the city of Bloomfield Hills, following in the footsteps of Sarah McClure.

Commissioner Pierre Boutros was elected mayor pro tem for the city of Birmingham, while Will Hosler received the honor in Bloomfield Hills.

In thanking her fellow commissioners and members of the public, Bordman said that her then-seven-year-old father came to America in 1927 from Russia, “after my grandfather was murdered because of his religion and the children feared the same fate...In the meantime, Birmingham began to grow by annexing neighboring parcels, including the parcel on Lake Park,” where she and her husband live. She noted the irony that the initial deed included “No dwelling shall be occupied by anyone but of the Caucasian race.”

In the 1960s, Birmingham passed the Fair Housing Act, she noted, placing a prohibition against housing discrimination.

“After I was sworn in as a commissioner in 2015, I took a breath, that I am a first generation American because my dad was fleeing discrimination in religion,” Bordman continued. “Here I am, a mayor of a city that was the first community in the nation to ban discrimination not only against race, but religion. I am extremely proud to be your mayor of Birmingham.”

Boutros said, “I serve because this is how I give back to the community I love dearly.”

In Bloomfield Hills, city manager David Hendrickson said he expects it will be a seamless transition, noting both McCarthy and Hosler have been great additions to the city commission.

Both Birmingham and Bloomfield Hills rotate the honor of mayor on an annual basis, choosing among the city commissioners for the responsibility to lead the meetings and help set agendas.
Upcoming Events of Interest

Kids in the Kitchen
Monday, November 26, from 6:30 p.m. to 7:30 p.m. Registration required.
A cookbook club for grades 3 to 6. Prepare a dish at home from the book The Young Chef, by the Culinary Institute of America, and bring it to share potluck style.

Bedtime Tales: Opposites
Wednesday, November 28, from 6:30 p.m. to 7:15 p.m. Registration required.
Children are invited to wear their pajamas and bring a favorite stuffed animal for these special evening family story times.

Idea Lab: Holiday Decorations
Saturday, December 1, from 10:00 a.m. to 4:00 p.m.
Drop in to make unique holiday decorations using the laser engraver and diecut machine.

Joni on Joni: Interviews and Encounters with Joni Mitchell, with Susan Whitall and Chuck Mitchell
Monday, December 3, from 7:00 p.m. to 8:00 p.m. Registration required.

Page to Screen Book Club
Film Viewing on Sunday, December 2 from 2:00 p.m. to 4:30 p.m.
Book Discussion on Thursday, December 6 from 6:00 p.m. to 7:30 p.m.
Meet to discuss the book and a related film at the new Page to Screen Book Club. This month's selection is Philip K. Dick's novel "Do Android's Dream of Electric Sheep?" Ridley Scott's acclaimed classic science fiction film, "Blade Runner" was inspired by this novel. See the film on Sunday, December 2 before you attend the discussion.

Master Your College Essay
Wednesday, December 5, from 6:30 p.m. to 8:00 p.m. Registration requested, drop-ins welcome.
Writing Coach Ken Droz will present a general overview on the principals of essay writing, particularly for the college application Common and Coalition Apps. Provided will be tips and suggestions on what college admissions departments look for, as well as traps to avoid, all while helping students merge their creative instincts with the parameters of the genre. For teens and parents of teens.

Michigan POW Camps in WWII with Greg Sumner
Monday, December 10, from 7:00 p.m. to 8:30 p.m. Registration required.
University of Detroit Mercy professor Dr. Greg Sumner discusses his new book about Michigan POW Camps in WWII.

Disaster and Recovery in Birmingham’s History: The Peabody Family and Restaurant Fire
Thursday, December 13, from 7:00 p.m. to 8:00 p.m. Registration required.
Doug Koschik will discuss the Peabody family’s fascinating history and how a devastating fire created a new opportunity for the family and an iconic restaurant beloved by Birmingham for decades.

American Red Cross Blood Drive
Thursday, December 13, from 9:30 a.m. to 3:30 p.m.
Stop in to give blood and save a life.
BALDWIN PUBLIC LIBRARY TRUST

Trust Agenda
Trust Minutes
Trust Financial Reports
Gifts to Trust: Receipts
Check Register: Claims
Baldwin Public Library Trust Meeting
Monday, November 19, 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 October 15, 2018 minutes p. 91
   B. Acceptance of the October 2018 receipts of $2,952.26 p. 97
   C. Approval of the October 2018 disbursements of $8,131.51 p. 98

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 November 19 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, December 17, 2018.
1. **Call to Order**

The meeting was called to order by President Jim Suhay at 9:00 p.m.

Library Board present: Jim Suhay, Bob Tera, David Underdown, and Frank Pisano.

Absent and excused: Aidenbaum and Mark.

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, and Pisano.

Nays: None.

Absent and excused: Aidenbaum and Mark.

The motion was approved unanimously.

3. **New and Miscellaneous Business:** There was none.

4. **Adjournment**

**Motion:** To adjourn the meeting.

1st Pisano
2nd Underdown

Yeas: Suhay, Tera, Underdown, and Pisano.

Nays: None.

Absent and excused: Aidenbaum and Mark.

The motion was approved unanimously. The meeting was adjourned at 9:05 p.m. The next regular meeting will be on Monday, November 19, 2018.

Ashley Aidenbaum, Secretary
Baldwin Public Library Trust: October 2018

September receipts totaled $2,952.26. September disbursements totaled $8,131.51.

The current value of the Trust is $1,650,782.07, divided up in the following way:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total endowment investments*</td>
<td>$1,078,542.52</td>
</tr>
<tr>
<td>Endowment funds distributed for use</td>
<td>$106,351.07</td>
</tr>
<tr>
<td>Total endowment funds</td>
<td>$1,184,893.59</td>
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<tr>
<td>General spendable funds</td>
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</tr>
<tr>
<td>Restricted funds**</td>
<td>$166,300.50</td>
</tr>
<tr>
<td>Naming rights for Rotary Tribute Room</td>
<td>$28,588.89</td>
</tr>
<tr>
<td>Total non-endowment funds</td>
<td>$465,888.48</td>
</tr>
<tr>
<td>Total endowment funds</td>
<td>$1,184,893.59</td>
</tr>
<tr>
<td>Total non-endowment funds</td>
<td>$465,888.48</td>
</tr>
<tr>
<td>Total of all Trust funds</td>
<td>$1,650,782.07</td>
</tr>
</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 $117,017.34.
Baldwin Public Library Trust
Portfolio Performance Benchmarks
As of October 31, 2018

<table>
<thead>
<tr>
<th>Index</th>
<th>2018: YTD</th>
<th>2017: Entire Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>S&amp;P 500 (Equity benchmark)</td>
<td>1.43%</td>
<td>19.42%</td>
</tr>
<tr>
<td>Global Aggregate (Bond benchmark)</td>
<td>-2.87%</td>
<td>6.48%</td>
</tr>
<tr>
<td>Blended Return of Both Benchmarks*</td>
<td>0.36%</td>
<td>16.19%</td>
</tr>
<tr>
<td>Baldwin Trust’s Portfolio Return</td>
<td>-2.29%</td>
<td>17.60%</td>
</tr>
</tbody>
</table>

**Trust’s Portfolio Performance Compared to Blended Return of Benchmarks**

| Trust’s Portfolio Performance Compared to Blended Return of Benchmarks | -2.65% | 1.41% |

*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>Prior Month Balance</th>
<th>Current Month Revenue</th>
<th>Current Month Expenses</th>
<th>Year to Date Revenue</th>
<th>Year to Date Expenses</th>
<th>Transfer</th>
<th>Ending Balance</th>
<th>Change in Investment</th>
<th>Total All Funds</th>
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</thead>
<tbody>
<tr>
<td><strong>Chemical Bank Checking</strong></td>
<td><strong>Endowment Money</strong></td>
<td><strong>Revenue</strong></td>
<td><strong>Expenses</strong></td>
<td><strong>In</strong></td>
<td><strong>Out</strong></td>
<td><strong>Value</strong></td>
<td><strong>Transfer</strong></td>
<td><strong>Investment</strong></td>
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<tr>
<td>09/30/18</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
</tr>
<tr>
<td>10/31/18</td>
<td>$4,224.02</td>
<td>$13,232.88</td>
<td>$3,687.84</td>
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<td>$0.00</td>
<td>$0.00</td>
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</table>

<table>
<thead>
<tr>
<th><strong>Restricted Funds</strong></th>
<th><strong>General Spendable Funds</strong></th>
<th><strong>TOTAL</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>09/30/18</td>
<td>$2,074.07</td>
<td>$0.00</td>
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<tr>
<td>10/31/18</td>
<td>$3,217.51</td>
<td>$0.00</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Chemical Bank Money Market</strong></th>
<th><strong>Endowment Budgeted Funds</strong></th>
<th><strong>Endowment Investment Funds</strong></th>
<th><strong>Restricted Funds</strong></th>
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<tbody>
<tr>
<td>09/30/18</td>
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<td>$0.00</td>
</tr>
<tr>
<td>10/31/18</td>
<td>$110,151.77</td>
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<td>$0.00</td>
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<tr>
<th><strong>Raymond James &amp; Associates</strong></th>
<th><strong>TOTAL</strong></th>
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<tr>
<td>09/30/18</td>
<td>$1,183,161.31</td>
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<tr>
<td>10/31/18</td>
<td>$2,217.51</td>
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</table>

<table>
<thead>
<tr>
<th><strong>Regional Lends &amp; Associates</strong></th>
<th><strong>TOTAL</strong></th>
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</thead>
<tbody>
<tr>
<td>09/30/18</td>
<td>$1,18,431.01</td>
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<tr>
<td>10/31/18</td>
<td>$1,18,422.01</td>
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</table>

<table>
<thead>
<tr>
<th><strong>Total All Funds</strong></th>
<th><strong>Change in Investment</strong></th>
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<tr>
<td>09/30/18</td>
<td>$148,435.43</td>
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<tr>
<td>10/31/18</td>
<td>$145,483.17</td>
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<tr>
<td>FUND</td>
<td>NAME OF FUND</td>
</tr>
<tr>
<td>------</td>
<td>--------------</td>
</tr>
<tr>
<td>401</td>
<td>Frances Baldou</td>
</tr>
<tr>
<td>402</td>
<td>Gladys E. Brooks</td>
</tr>
<tr>
<td>403</td>
<td>Jane Cameron</td>
</tr>
<tr>
<td>404</td>
<td>Jane Martin Clark</td>
</tr>
<tr>
<td>405</td>
<td>Jan Coil</td>
</tr>
<tr>
<td>406</td>
<td>Aubrey &amp; Grace Flood</td>
</tr>
<tr>
<td>407</td>
<td>Jane Martin Clark</td>
</tr>
<tr>
<td>408</td>
<td>Friends of the Library</td>
</tr>
<tr>
<td>409</td>
<td>Priscilla Goodell</td>
</tr>
<tr>
<td>410</td>
<td>Emmelene Homac</td>
</tr>
<tr>
<td>411</td>
<td>H. G. Johnston</td>
</tr>
<tr>
<td>412</td>
<td>Bob &amp; Jean Kelly</td>
</tr>
<tr>
<td>413</td>
<td>William Kernan, Jr.</td>
</tr>
<tr>
<td>414</td>
<td>Merle L. Roninger</td>
</tr>
<tr>
<td>415</td>
<td>Rosso Family Foundation</td>
</tr>
<tr>
<td>416</td>
<td>Marion G. Sweeney</td>
</tr>
<tr>
<td>417</td>
<td>Stephen Vartanian</td>
</tr>
<tr>
<td>418</td>
<td>Clarice G. Taylor</td>
</tr>
<tr>
<td>419</td>
<td>Eric &amp; Julie Gheen</td>
</tr>
<tr>
<td>420</td>
<td>Judith Nix</td>
</tr>
<tr>
<td>421</td>
<td>MAF-Rae Dumke</td>
</tr>
<tr>
<td>422</td>
<td>Linne Underdown Hage Forester</td>
</tr>
</tbody>
</table>

| Total | | | $818,859.98 | $1,125,272.78 | 0.00 | 0.00 | ($47,180.26) | $1,078,092.52 |
### BALDWIN PUBLIC LIBRARY TRUST
### ENDOWMENT FUNDS BY DESIGNATION
### OCTOBER 31, 2018

<table>
<thead>
<tr>
<th>Purpose</th>
<th>Prior Month Balance</th>
<th>Revenue</th>
<th>Expense</th>
<th>Transfer</th>
<th>Investment</th>
<th>Change in Ending Balance</th>
<th>End of Month Balance</th>
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</thead>
<tbody>
<tr>
<td>Gift &amp; Tribute Funds</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>General Spendable Funds</td>
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<td>$248.08</td>
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<td>Restricted Funds:</td>
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<tr>
<td>Memorials</td>
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<td>$3.00</td>
<td>$139.92</td>
<td>$34.19</td>
<td></td>
<td></td>
<td>$7,565.97</td>
</tr>
<tr>
<td>2012 Books &amp; Bites at Baldwin Fundraiser</td>
<td>$7,515.08</td>
<td>$3.00</td>
<td>$139.92</td>
<td>$34.19</td>
<td></td>
<td></td>
<td>$7,565.97</td>
</tr>
<tr>
<td>2013 Books &amp; Bites at Baldwin Fundraiser</td>
<td>$7,515.08</td>
<td>$3.00</td>
<td>$139.92</td>
<td>$34.19</td>
<td></td>
<td></td>
<td>$7,565.97</td>
</tr>
<tr>
<td>2014 Books &amp; Bites at Baldwin Fundraiser</td>
<td>$7,515.08</td>
<td>$3.00</td>
<td>$139.92</td>
<td>$34.19</td>
<td></td>
<td></td>
<td>$7,565.97</td>
</tr>
<tr>
<td>2015 Books &amp; Bites at Baldwin Fundraiser</td>
<td>$7,515.08</td>
<td>$3.00</td>
<td>$139.92</td>
<td>$34.19</td>
<td></td>
<td></td>
<td>$7,565.97</td>
</tr>
<tr>
<td>2016 Books &amp; Bites at Baldwin Fundraiser</td>
<td>$7,515.08</td>
<td>$3.00</td>
<td>$139.92</td>
<td>$34.19</td>
<td></td>
<td></td>
<td>$7,565.97</td>
</tr>
<tr>
<td>2017 Books &amp; Bites at Baldwin Fundraiser</td>
<td>$7,515.08</td>
<td>$3.00</td>
<td>$139.92</td>
<td>$34.19</td>
<td></td>
<td></td>
<td>$7,565.97</td>
</tr>
<tr>
<td>2018 Books &amp; Bites at Baldwin Fundraiser</td>
<td>$7,515.08</td>
<td>$3.00</td>
<td>$139.92</td>
<td>$34.19</td>
<td></td>
<td></td>
<td>$7,565.97</td>
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<tr>
<td>2018 Youth Room Fundraising</td>
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<td>$47,650.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$27,832.00</td>
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<tr>
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<td>$496.92</td>
<td>$589.10</td>
<td></td>
<td></td>
<td>$1,655.68</td>
</tr>
<tr>
<td>Youn Adult Programs</td>
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<td>$496.92</td>
<td>$589.10</td>
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<td>$1,655.68</td>
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<tr>
<td>Youth Services Programs</td>
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<td>Outreach &amp; Equipment</td>
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<tr>
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<td>$3,659.41</td>
<td>$19,801.44</td>
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<td>($10,235.35)</td>
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<tr>
<td>Rotary Room Fund</td>
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<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$27,832.00</td>
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<tr>
<td>Naming Rights-Principal</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
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<td>Maintenance Funds</td>
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<td>$0.00</td>
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<tr>
<td>Total Gift and Tribute Funds</td>
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<td>($10,235.35)</td>
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<td>Endowment Funds</td>
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<tr>
<td>General Endowment Funds</td>
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<td>$151.86</td>
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<td>Adult Large Print</td>
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<td>$6,800.00</td>
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<td>Adult Architecture</td>
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<td>Staff Appreciation</td>
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<td>$0.00</td>
<td>$0.00</td>
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<td>$1,170.80</td>
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<tr>
<td>Sub-total</td>
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<td>$4,224.02</td>
<td>$13,232.88</td>
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<td>($10,235.35)</td>
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<tr>
<td>Total Endowment Budgeted Funds</td>
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<td>Total Endowment Funds</td>
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<td>$100.00</td>
<td>$250.00</td>
<td>$4,224.02</td>
<td>$13,232.88</td>
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<td>($83,507.16)</td>
</tr>
<tr>
<td>Total All Funds</td>
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<td>$2,952.26</td>
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*Note: All amounts are in USD.*
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**LIBRY TOTALS:**

Total of 19 Checks: 8,128.51
Less 1 Void Checks: 0.00
Total of 18 Disbursements: 8,128.51