



BALDWIN PUBLIC LIBRARY  
MINUTES, REGULAR MEETING  
November 19, 2018

1. Call to Order and Roll Call

The meeting was called to order by President Jim Suhay at 7:30 p.m., and all present recited the Pledge of Allegiance.

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

Library Staff present: Doug Koschik, Library Director; Rebekah Craft, Associate Director.

Friends of the Library Liaison: None.

Contract community representatives present: None.

Members of the public present: Jim Robb, Kim Shierk.

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

2. Consent Agenda

**Motion to approve the consent agenda.**

1<sup>st</sup> Aidenbaum

2<sup>nd</sup> Pisano

A roll call vote was taken.

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

Nays: None.

Absent and excused: None.

The motion was approved unanimously.

3. Election of Officers for 2018-2019

**Motion to elect Bob Tera as President.**

1<sup>st</sup> Suhay

2<sup>nd</sup> Underdown

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

Nays: None.

Absent and excused: None.

The motion was approved unanimously.

Suhay, the outgoing president, turned the meeting over to Tera, the new president.

**Motion to elect Ashley Aidenbaum as Vice President.**

1<sup>st</sup> Tera



2<sup>nd</sup> Mark

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

Nays: None.

Absent and excused: None.

The motion was approved unanimously.

**Motion to elect Melissa Mark as Secretary.**

1<sup>st</sup> Aidenbaum

2<sup>nd</sup> Pisano

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

Nays: None.

Absent and excused: None.

The motion was approved unanimously.

Tera thanked Suhay for his leadership this past year and expressed his appreciation for the support and confidence of the Board members.

4. Board Reports and Special Announcements:

Suhay turned the floor over to Koschik, who outlined the recent application from Jim Robb to donate to the City of Birmingham the sculpture "Michigan Spring" by Jim Miller-Melberg. Robb is the co-trustee of Miller-Melberg's estate. On October 17, Birmingham's Public Arts Board recommended that the City accept this gift and place it on Library grounds, pending approval by the Library Board. Koschik and several Board members had viewed the sculpture earlier in November and are excited to have a sculpture that will be displayed permanently. Everyone present expressed appreciation for the sculpture and eagerness to see it placed on the southwest lawn of the Library. See pages 29 to 36 in the November Board packet for related information, such as the public art donation application and a description of the sculpture.

**Motion to accept the recommendation of the site at the Library for Jim Miller-Melberg's Michigan Spring" sculpture made by the Public Arts Board.**

1<sup>st</sup> Suhay

2<sup>nd</sup> Pisano

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

Nays: None.

Absent and excused: None.

The motion was approved unanimously.

Tera stated that he was pleased to be nominated as President and that he will work hard to represent the Board and Library. He commended the Building Committee members on their work with the Youth Services expansion and renovation, and thanked Melissa Mark for her work on fundraising for the Youth Services project.

Pisano wished Sheila and John Brice well. Sheila is a former Library Board member. Her husband John suffered a bad fall a few weeks ago. Pisano stated that the community is sending thoughts and prayers to the Brice family during his recovery.

Next, Pisano acknowledged the following staff anniversaries: Tremba (18 years); Wong (16 years); Dion (13 years); Gioia (11 years); and Gimby (7 years).



Mark updated the Board on the Youth Room fundraising endeavors to date. The net for the May 22, 2018 fundraiser is over \$146,000, including outstanding pledges. In addition, the net from the recent Books & Bites fundraiser is approximately \$27,000. The next phase is a fundraising-letter campaign. 500 letters went out recently to Library supporters. The Board is also investigating grants from local organizations. Mark has submitted a grant request to the Bloomfield Hills Branch of the Woman's National Farm & Garden Association.

Craft called attention to a few of BPL's upcoming events of interest, which are listed on page 88 of the November Board packet.

**Board Committee Reports:**

**Finance Committee:** Pisano reported that the Committee met on November 12, 2018 at 4:30 p.m. Complete minutes and details of that meeting can be found on pages 13 - 15 of the November Board packet. Two representatives from Plante & Moran attended the meeting and presented the audit report for FY 2017-2018, which gave BPL a clean opinion. The FY 2018-2019 budget continues to track well. The next meeting of the Finance Committee will be on December 10, 2018 at 4:30 p.m.

Tera noted that the audit report is an important document because it outlines the financial health of the Library. If members of the public have questions about the report, they are welcome to contact the Library to obtain a copy.

**Motion to accept Plante & Moran's audit report for FY 2017- 2018.**

1<sup>st</sup> Pisano

2<sup>nd</sup> Underdown

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

Nays: None.

Absent and excused: None.

The motion was approved unanimously.

**Building Committee:** Suhay discussed minutes from recent meetings on the Youth Room expansion and renovation. Final construction documents for design development are due on December 20, 2018, and everything appears to be on track. Since the last Board meeting, there have been four working sessions and three landscape subcommittee meetings. He reviewed the minutes from the most recent meetings, which can be found on pages 26 and 27 of the November Board packet. Suhay discussed landscaping plans for the building and Youth garden.

Craft discussed updates to the Grand Hall and the three-week schedule for project completion. Details can be found on pages 38 – 40 of the November Board packet.

5. **Library Report:**

Koschik mentioned the recent approval of BPL's application for a grant from the Birmingham Area Cable Board for updates to the recording equipment in the Rotary Room. Koschik provided an update on the pending migration to Polaris, the Library's new integrated library system. Koschik and Craft both thanked the Friends for their work on the book sale and mentioned the tireless efforts of Deb



Mohatarem, chair of the Book Sale. He also thanked Gary Eisele, Bob Glenn, Jim Suhay, Dave Underdown, Jay Reynolds, and Bob Borgon for their help cleaning up after the book sale.

Craft updated the Board on the 1000 Books Before Kindergarten program and also mentioned that planning for this year's Battle of the Books was well underway. Craft thanked all those who were involved in the recent Books & Bites fundraiser, a sentiment echoed by Underdown, who thanked the staff for their hard work. Pisano and Underdown suggested that we invite some of the principal members of the Books & Bites planning committee to the next Board meeting and properly express appreciation to them. Craft mentioned that the recent book sale raised over \$10,000 for the Friends and that the sales of books in front of the Circulation Desk raised over \$1,100 in October.

Complete details of the Library Report can be found on pages 41 – 65 of the November Board packet.

6. Liaisons

Friends: There was no report.

Beverly Hills: There was no report.

Bloomfield Hills: There was no report.

7. Unfinished Business: None.

8. New and Miscellaneous Business:

9. Information Only: See pages 66 – 88 of the November Board packet.

10. Adjournment

**Motion to adjourn the meeting.**

1<sup>st</sup> Suhay

2<sup>nd</sup> Aidenbaum

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

Nays: None.

Absent and excused: None.

The motion was approved unanimously. The meeting was adjourned at 8:56 p.m. The next regular meeting will be on Monday, December 17, 2018.

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Melissa Mark, Secretary

Date