



BALDWIN PUBLIC LIBRARY
MINUTES, REGULAR MEETING
July 15, 2019

1. Call to Order and Roll Call

The meeting was called to order by President Bob Tera at 7:30 p.m.

Tera asked Ahmet to read aloud the Library's mission statement.

Library Board present: Bob Tera, Frank Pisano, Melissa Mark, Jim Suhay, Dave Underdown, and Student Representative Klea Ahmet

Absent and excused: Ashley Aidenbaum.

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

Friends of the Library Liaison: None.

Contract community representatives present: None.

Member of the public present: One person

2. Consent Agenda:

Motion to approve the consent agenda.

1st Pisano

2nd Suhay

A roll call vote was taken.

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

Nays: None.

Absent and excused: Aidenbaum.

The motion was approved unanimously.

3. Board Reports and Special Announcements:

Tera thanked all donors who have contributed to the Youth Services renovation. Next Tera commended Poprafsky, the Library's bookkeeper who will be retiring at the end of October:

"Bookkeeper Darlene Poprafsky has worked for the Baldwin Library since January 1996, when she came to us from a position at Perry Drugs. During this time, she has proven herself over and over again to be a scrupulously honest, detail-oriented master of the Library's finances. She has guided us through annual audits of both our City of Birmingham and our Trust finances, and has transitioned us to several new accounting systems during her tenure. We will always remember her smiling face at the Library's fundraisers, where she kept careful track of all donations. Over the years, Darlene has become the institutional memory of the Library's finances, at which nobody can entirely replace her.



Darlene has decided that it is time to enjoy the fruits of retirement and will be leaving us in October. In the meantime, she will be training her successor, Paul Gillin, and guiding him through the autumn audit season. We wish Darlene the very best in her post-Baldwin life!”

Underdown, as well, expressed his appreciation for Poprafsky’s long tenure at BPL.

Ahmet updated the Board on a service project she undertook with Paws for Life, an organization for homeless pets. She spearheaded a program that took place on June 29. Over 40 teens attended and made snuffle mats for shelter dogs and cats. Two cats were adopted at the event.

Next, Pisano acknowledged the following staff anniversary: Craft (4 years).

Craft highlighted a few upcoming events of interest, details of which can be found on pages 107-108 of the July Board packet.

Board Committee Reports:

Finance Committee: Pisano reported that the Committee met on Monday, July 8, 2019. Complete minutes of the meeting are on pages 12-15 of the July Board packet. The next meeting of the Finance Committee will take place on Monday, August 12, 2019, at 4:30 p.m.

Building Committee: Suhay reported that the Committee had several working sessions over the past month. Complete reports can be found on pages 16-68 of the July Board packet. Koschik provided a brief guide to the information contained in the July 24 City Commission agenda, which can be found on pages 16-64, while Suhay focused on the minutes on pages 65 through 68 of the July Board packet. Most of his discussion centered on bird-friendly glass for possible use in the Youth Room renovation project. The Committee is waiting for additional information regarding the specifications and cost of the glass before a final decision will be made.

4. Library Report:

Koschik highlighted a few items from the key metrics dashboard on page 70 of the July Board packet. In FY 2018-19, the Library fell somewhat short of its goals in the following areas: use of self-checkout machines, use of subscription databases, website hits, and gate count. But it exceeded goals—sometimes by a large margin—in the following categories: circulation of materials, percentage of Library use by Baldwin residents, use of downloadable content, number of wireless sessions, program attendance, volunteer hours, and social media contacts. There was some discussion about ways to fine tune a few of the metrics to better reflect the way the Library operates today (e.g., offsite outreach programs). Koschik and Craft mentioned a few additional items of interest within the report. The complete Library Report can be found on pages 69-85 of the July Board packet.

5. Liaisons:

Friends of Baldwin Public Library: There was no report ,but Tera expressed his appreciation for the continued support of the Friends.



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: There was none.
8. Information Only: See pages 87-108 of the July Board packet.
9. Adjournment:

Motion: To adjourn the meeting.

1st Suhay

2nd Mark

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

Nays: None.

Absent and excused: Aidenbaum.

The motion was approved unanimously. The meeting was adjourned at 8:56 p.m. The next regular meeting will be on Monday, August 19, 2019, at 7:30 p.m.

Melissa Mark, Secretary

Date