



**BALDWIN PUBLIC LIBRARY  
MINUTES, REGULAR MEETING  
November 18, 2019**

1. Call to Order and Roll Call:

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

Library Board present: Bob Tera, Ashley Aidenbaum, Melissa Mark, Frank Pisano, Jim Suhay, and Jennifer Wheeler.

Absent and excused: Student Representative Klea Ahmet.

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

Friends of the Library liaison present: Ryndee Carney

Contract community representatives present: None.

Members of the public present: None.

Pisano read aloud the Library's Mission Statement

2. Consent Agenda:

**Motion to approve the consent agenda.**

1st Aidenbaum

2nd Pisano

A roll call vote was taken.

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

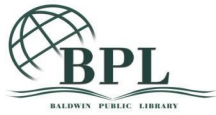
Nays: None.

Absent and excused: None.

The motion was approved unanimously.

3. Commendation of Outgoing Board Member David Underdown:

During a reception prior to the Board meeting, Koschik had read aloud a commendation to David Underdown, to be found on page 14 of the November Board packet. Underdown had decided not to run for re-election this year after 12 years on the Board. Underdown spoke and expressed his gratitude to the Board, Director, Associate Director, and staff of Baldwin Public Library for their support during his tenure. He appreciated especially his service on the Building Committee; for him, it was a laboratory of creativity and problem-solving. Underdown ended by stressing the Library's value to our community.



4. Election of Officers for 2019-2020:

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

1st Tera  
2nd Suhay

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

Nays: None.

Absent and excused: None.

The motion was approved unanimously.

Tera, the outgoing President, turned the meeting over to Aidenbaum, the new President.

**Motion to elect Melissa Mark as Vice President.**

1st Aidenbaum  
2nd Pisano

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

Nays: None.

Absent and excused: None.

The motion was approved unanimously.

**Motion to elect Frank Pisano as Secretary.**

1st Mark  
2nd Suhay

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

Nays: None.

Absent and excused: None.

The motion was approved unanimously.

5. Board Reports and Special Announcements:

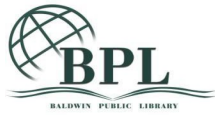
Wheeler introduced herself and expressed that she is grateful and happy to serve the Board and Library.

Pisano acknowledged the following staff anniversaries and gave thanks to these staff-members for all that they do for the Library and the community: Betty Tremba (19 years); Phebe Wong (17 years); Susan Dion (14 years); Bart Giola (12 years); and Cathy Gimby (8 years).

Craft reported upcoming events of interest, details of which can be found on page 134 - 135 of the November Board Packet.

6. Board Committee Reports

Finance Committee: Tera reported that the Committee met on Monday, November 11, 2019 at 4:30 p.m. Complete details of that meeting can be found on page 16 of the November Board packet. Plante Moran representatives attended the meeting and presented the audit report for FY 2018-2019, which gave Baldwin Public Library a clean opinion. The FY 2019-2020 budget continues to track well. The next meeting of the Finance Committee will take place on Monday, December 9, 2019, at 4:30 p.m.



**Motion to accept Plante Moran’s audit report for FY 2018-2019.**

1st Tera  
2nd Pisano

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

Nays: None.

Absent and excused: None.

The motion was approved unanimously.

Building Committee: Suhay reviewed notes from the most recent month’s working sessions, which can be found on pages 21 - 30 of the November Board packet. He remarked on surprises that had been uncovered during the demolition process, which highlights the importance of having a budget contingency. Suhay also discussed the sprinkler-head mounting in the canopy over children’s play area; canopy lighting alternatives; concrete floor-leveling plans; developments concerning brick, limestone, and leaded glass repair; and proposed solutions for the HVAC system problem affecting the Library Director’s office.

Suhay remarked positively on the efficiency and cooperation within the Building Committee, and acknowledged support from Board members Melissa Mark and Frank Pisano; staff members Doug Koschik, Rebekah Craft and Stephanie Klimmek; City of Birmingham officials Bruce Johnson and Mike Morad; and staff from the Dailey Company and Luckenbach Ziegelman Gardner. He stated that the Building Committee believes it can bring in the Youth Room project at, or under, the budget.

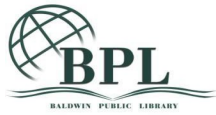
7. Library Report and Renovation Update

Koschik discussed the proposal from the Kent District Library Director to amend the Michigan Library Privacy Act. He will keep the Board up-to-date on this issue as the legislature proceeds to debate this bill. He also reported on plans for a donation plaque in the new Youth Room; progress on installing a new sculpture on the southwest lawn of the Library; and new equipment and programs in the Idea Lab. He noted that Youth Room renovation photos can be found on pages 51 - 56 of the November Board packet.

Craft noted that the annual Battle of the Books had begun and thanked the Friends for agreeing to pay to bring author Angela Cervantes to visit Birmingham and make a presentation about her book to fourth- and fifth-graders in the public schools. She discussed the creation of new marketing materials in collaboration with graphic designer Michelle Hollo, and gave a report of new staff hires: Robert Stratton, Administrative Assistant; Lauren Clifford, Technical Services Assistant; and Cheyenne Kennard, Page. Rebekah also reported on staff reactions to the Michigan Library Association conference and the YALSA conference. A total of seven employees attended these two conferences. Craft ended up by describing the November 7 induction ceremony of Martha Baldwin into the Michigan Women’s Hall of Fame. Craft attended that ceremony.

Koschik gave thanks for the contributions to the Clarice Taylor Endowment Fund and the Linne Underdown Hage Forester Endowment Fund, which fund staff attendance at continuing education programs and conferences. Pisano commented on the fruitfulness of staff attending these events and the contributions to the Library that employees bring back.

Complete details of the Library Report can be found on pages 31 - 49 of the November Board packet.



8. Liaisons

Friends: Ryndee Carney remarked on the success of the fall used book sale, which brought in slightly over \$10,000. She thanked the Board members who attended. Donations of leftover materials were made to "Operation Paperback," the Detroit Children's Museum, and a couple of Pontiac schools. Currently-paid Friends membership now numbers between 250 and 300 people; 57 new members signed up during book sale. The Friends' sale desk across from Circulation accounted for \$711 in sales in October. At their November 12 meeting, the Friends Board approved a \$19,450 wish list from the Library.

Beverly Hills: There was no report.

Bloomfield Hills: There was no report.

9. Unfinished Business: None.

10. New & Miscellaneous Business: Aidenbaum appointed Wheeler to both the Communications Committee and the Policy Committee.

11. Items Removed from Consent Agenda: None.

12. Information Only: See pages 58 - 134 of the November Board packet.

13. General Public Comment Period: None.

14. Adjournment:

**Motion to adjourn the meeting.**

1st Tera

2nd Mark

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

Nays: None.

Absent and excused: None.

The motion was approved unanimously. The meeting was adjourned at 8:28 p.m. The next regular meeting will be on Monday, December 16, 2019 at 7:30pm

---

Frank Pisano, Secretary

Date