



**BALDWIN PUBLIC LIBRARY MINUTES,
REGULAR MEETING
December 16, 2019**

1. Call to Order and Roll Call:

The meeting was called to order by President Ashley Aidenbaum at 7:30 p.m.

Library Board present: Ashley Aidenbaum, Melissa Mark, Frank Pisano, Jim Suhay, Bob Tera, and Student Representative Klea Ahmet.

Absent and excused: Jennifer Wheeler.

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.

Klea Ahmet read aloud the Library's Mission Statement

2. Consent Agenda:

Motion to approve the consent agenda.

1st Tera

2nd Mark

A roll call vote was taken.

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

Nays: None.

Absent and excused: Wheeler.

The motion was approved unanimously.

3. Board Reports and Special Announcements:

President's report: Aidenbaum noted that 2019 had been an incredibly productive year at Baldwin. She expressed gratitude to Library staff, the Library Board, volunteers, the Friends of the Library, Baldwin's contract communities, and everyone else who had contributed to the progress made this year in improving the Library to benefit patrons as well as the community as a whole.

Board comments: None.

Staff Anniversaries: Pisano acknowledged the following staff anniversaries and gave thanks to these staff members for their passion and all they do for the Library: Mary MacMillan (5 years) and Megan Novak (2 years).

Aidenbaum added thanks again to the volunteers who have given their time in service to the Library.

Upcoming events of interest: Craft reported upcoming events of interest, details of which can be

found on page 76 - 77 of the December Board packet.

Mark noted the overwhelming popularity of the "Dan the Creature Man" program, which is scheduled for December 23. 150 people have already registered, and the wait list is long.

Suhay commended Library staff for hosting such a wide variety of excellent programs. He mentioned that he had attended the Art of the Italian Renaissance program on December 15. Wendy Evans was the instructor, and she held the audience of 50 people captivated for over an hour.

4. Board Committee Reports

Finance Committee:

Pisano reported that the Finance Committee met on Monday, December 9, 2020 at 4:30 p.m. Among other things, the Committee discussed Baldwin's contract with Bingham Farms. That contract will roll over for another two years on July 1, 2020, unless the Village of Bingham Farms gives notice six months in advance. The Village has requested that both sides review the contract, which has not been done since 1993. That will take a few weeks, so the Village is requesting that the Library Board pass a resolution stating that Bingham Farms has until February 29, 2020, to give notice. That will allow the Village and the Library two months to review the contract and consider modifications.

Complete details of the Finance Committee meeting can be found on page 15 of the December Board packet. Pisano also noted his attendance of City of Birmingham Investment Committee and Retirement Board meetings on November 25 and December 13, respectively.

The next meeting of the Finance Committee will take place on Monday, January 13, 2020 at 4:30 p.m. The Trust's investment consultant, Ron Carpenter from Raymond James, will attend that meeting.

Motion: To grant the Village of Bingham Farms an extension until February 29, 2020, to give notice of termination of their contract with the Baldwin Public Library.

1st Tera

2nd Mark

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

Nays: None.

Absent and excused: Wheeler.

The motion was approved unanimously.

Building Committee:

Suhay reported on the Building Committee's working sessions between November 18 and December 16. Notes from those meetings can be found on pages 18 - 26 of the December Board packet.

Suhay went over the 'reflected ceiling' plan on page 26 of the December Board packet. The area in white will have a ceiling height of 9'4". The area in pink will have a ceiling height of 8'11". And the area in green will have a ceiling height of 11'2". There's been a long discussion about how best to provide heat and cooling to the east end of the second floor. The two options were modifying the existing ductwork or installing a split system. While the latter option has several advantages, the cost is much higher, so the Committee decided to go with ductwork.

It has been decided that the western part of the south wall of the 1927 building will be covered in drywall, while the eastern part will have its brick, limestone, and leaded window frames restored. Suhay

discussed efforts to solve the problem of where to position the blinds. Demolition of the main floor restrooms will begin on January 2. The restrooms are scheduled to be re-opened seven weeks later. An updated cost estimated for Phase 3 will be provided by Dailey by the end of December. Koschik will present it to the City Commission at its long-range planning session on January 25.

The next Building Committee working session will be on Monday, December 30 at 1:30 p.m.

Tera commended the Building Committee for keeping costs down, while ensuring high quality in construction.

5. Library Report and Renovation Update:

Koschik stated that the Library is performing at an excellent or satisfactory level in every field of the statistical dashboard, found on page 28 of the December Board packet. Technical Services Coordinator Josh Rouan has undertaken a correction of the statistics for 'self-checkout usage' and 'percentage of circulation by residents and nonresidents.' Complete year-to-date updates of these statistics will be brought to the January Board meeting.

Mark noted that the number of 'database sessions' had increased considerably between November 2018 and November 2019, and asked for a statistical comparison between November 2018 and November 2019. She also noted the increased success of Teen programs, whose attendance increased between November 2018 and November 2019, even though the number of programs dropped. Finally, Idea Lab certifications grew from 7 to 32.

Koschik thanked Jeff Jimison and his staff for their commitment to the Idea Lab and the public.

Koschik also thanked Board member Melissa Mark for submitting a grant request to the Women's Farm & Garden Association Bloomfield Hills Chapter. The Chapter approved the grant and awarded \$1,200 to the Library to purchase a Kousa Dogwood for the children's garden.

Koschik announced the naming of the Ileana Thal Reference Desk. Thal worked for the Library for 18 years, starting in 1983, after receiving a Masters of Library Science from the University of Michigan. Upon retirement in 2001, she was elected to the Library Board and served two terms, including one year as President. In 2012, she established an endowment fund to benefit the Library. Her family had recently contacted Koschik about their desire to provide a donation for the naming rights of the Adult Services Reference Desk. That transaction has now been formalized. Money from the naming rights contribution will be used to maintain and improve the Reference Desk.

Mark said that Thal had been a mentor to her and that she would not have pursued a Library Science degree without Thal's encouragement. Mark noted what a knowledgeable and helpful person Thal had been. Pisano stated that Thal had approached him about his interest in the Library Board, back in 2009, and had advised him throughout the election process.

Koschik finished off with the Idea Lab update from Jeff Jimison.

Craft reported about Baldwin's curbside pickup program, staff changes, staff continuing education, and cooperation between Baldwin and the Birmingham Public Schools.

Craft also announced the upcoming end of Student Representative Klea Ahmet's term. Ahmet's last Board meeting will be on January 22. A press release has been issued, and the application for Library Board Student Representative has been placed on the Library's website. It is also available on pages 54 – 57 of the December Board packet. The position is open to all high school juniors within Birmingham, Beverly Hills, Bloomfield Hills, and Bingham Farms. Applications are due on Friday, January 10, and more

information can be found on www.baldwinlib.org.

Mark stated her appreciation for BPL staff's outreach to Birmingham Public Schools. Aidenbaum recommended utilizing future outreach to engage STEM/STEAM students by spreading the word about the Library's Idea Lab.

The complete Library Report can be found on pages 27 – 43 of the December Board packet.

6. Liaisons

Friends: (Ryndee Carney)

Carney reported that the Friends made \$550 during their pop-up book sale during Birmingham's Winter Market. Additionally, she noted that the Friends are now making as much annual revenue from the sale of books across from the Circulation Desk as they do from one of their formal book sales. Mark thanked Carney and the Friends of the Library for their efforts and contributions.

Koschik made special mention of the critical role the Friends' fundraising plays in financing Library programming, which is its strongest suit.

Beverly Hills: There was no report.

Bloomfield Hills: There was no report.

7. Unfinished Business: None.

8. New & Miscellaneous Business: None.

9. Items Removed from Consent Agenda: None.

10. Information Only: See pages 54 - 76 of the December Board packet.

11. General Public Comment Period: None.

12. Adjournment:

Motion to adjourn the meeting.

1st Tera

2nd Mark

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

Nays: None.

Absent and excused: Wheeler.

The motion was approved unanimously. The meeting was adjourned at 8:30 p.m. The next regular meeting will be on Wednesday, January 22, 2020 at 7:30 p.m.