



**BALDWIN PUBLIC LIBRARY MINUTES,
VIRTUAL REGULAR MEETING
June 15, 2020**

Call to Order and Roll Call:

The meeting, held via Zoom, 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, Jennifer Wheeler; and Student Representatives Storm Stephenson and Roni Blank.

Absent and excused: None.

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

Friends of the Library liaison present: Ryndee Carney.

Contract community representatives present: None.

Members of the public present: None.

This meeting was held online, via Zoom software.

1. Consent Agenda:

Motion to approve the consent agenda.

1st Suhay

2nd Mark

A roll call vote was taken.

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

Nays: None.

Absent and excused: None.

The motion was approved unanimously.

2. Board Reports and Special Announcements:

President's report: Aidenbaum noted the challenging times our country is facing and how these affect Baldwin. Police violence and racial tension surround us. We are striving to be a better, stronger, more antiracist, and more proactively diverse and inclusive organization, even as we struggle to reopen the Library in a safe and healthy way. We must realize that none of us is doing enough. We must all do more. The goal today is to chart a path forward. We must make sure we're asking the right questions and then take appropriate action steps. Our commitment to this process needs to be long-term.

Board comments: None.

Staff Anniversaries: Pisano praised staff for providing the best continuity of service possible during the Library closure due to the COVID-19 pandemic, and thanked Koschik and Craft for their leadership. He also recognized the following staff anniversaries: Debra Gantz (18 years); Daniel O'Brien (19 years), Katie Rothley (6 years); Donna Smith (17 years); and Matthew Weerakoon (2 years).

Upcoming events of interest: Craft reported upcoming events at the Library, full details of which can be found on pages 48 – 49 of the June Board packet. These events will be held virtually, as physical-presence Library programs have been cancelled for the foreseeable future.

3. Board Committee Reports

Finance Committee:

Tera reported that the Finance Committee held a Zoom conference on Monday, June 8. Present were Pisano, Tera, Suhay, Koschik, and Craft. During this meeting, Koschik gave an update on the FY 2019-20 budget. Revenues and expenditures were down in May compared to April. Koschik expects the Library will underspend this year's budget due to various factors related to the pandemic, including the deferral of construction costs into the next fiscal year. Personnel and supplies expenses will be slightly higher than budgeted, however. Koschik updated the Committee on the status of Youth Room funds kept in the Trust.

On June 6, Koschik presented the FY 2020-21 Library budget at the City of Birmingham's public budget hearing. Tera stated he was pleased that all Board members attended. The City Commission approved the entire City's budget, including the Library's, on June 8.

Full details of the meeting can be found on page 14 of the June Board packet.

Pisano reported on the Investment Committee meeting he attended on June 3, and the Retirement Board meeting he attended on June 13.

The next meeting of the Finance Committee will take place on Monday, July 13, 2020 at 4:30 p.m.

Building Committee:

Suhay reported that the Construction Committee met on May 29, June 8, and June 15. Minutes of the May 29 and June 8 meetings may be found on pages 17—20 of the June Board packet.

Construction will wrap up in early July. The exterior landscaping is projected to be done by mid-August. The Committee has ordered outdoor furniture for the terrace and garden.

Koschik has updated the cost-tracking spreadsheet. The project budget is \$2,699,000, while the current cost of the project is approximately \$2,663,000. A contingency of about \$36,000 remains.

David Bloom, a member of the public, suggested that temporary art work be displayed along the white fascia along the top of the Youth Room, facing toward the exterior. He volunteered to finance a "call for art" for this project. Bloom had discussed this idea to Koschik and Pisano previously.

Suhay relayed John Gardner's (LZG) comments that the 30" white fascia was intended to provide a visual bridge to the limestone fascia on the south side of the building. The fascia is behind a tinted glass curtain wall, which may make seeing the art difficult, and there are currently no lights there. Suhay stated that he welcomed Bloom's proposal and that the Board will consider the idea. Tera stated that he would encourage the commissioning of local artists. The Board members gave thanks to Bloom for his commitment and passion for the Library. It is possible that a committee will be set up to explore the idea.

4. Library Report and Discussion of COVID 19 Measures:

Koschik discussed the Library's statistical dashboard, found on page 22 of the June Board packet. As was the case in April, most statistical indicators were below expectation due to the Library's closure. Digital resource indicators remained positive, however. Circulation figures should see an upswing in June because of curbside pick-up services provided at the Library.

Koschik gave a summary of how the Library's phased reopening plan is progressing, detailed on page 28 of the June Board packet. Activity was heavy during the week of June 8-12, when the Library began accepting returned materials, and again on June 15, when the Library began curbside delivery. Staff had worked hard to develop procedures for both.

In discussing the budget for FY 2020-21, Koschik noted that revenues might be lower than originally projected because of the economic impact of COVID-19. Koschik suggested that the Library Administration and the Finance Committee review the budget in fall 2020 to see if any adjustments need to be made.

Koschik has been selected to receive the 2020 Honorary Affiliate Award from the American Institute of Architects, Michigan (AIAMI). He noted he had received the award because of a years-long collaboration between Baldwin and the Michigan Architectural Foundation (MAF). MAF has purchased architecture-related books for Baldwin's Adult and Youth Departments, has developed carried out joint programs with Baldwin, and has paid for learning kits that will be distributed to public libraries across the state, including Baldwin.

Polaris, the Library's computer system, was updated during the week of June 8-12 under the direction of Josh Rouan. Among other things, the new version improves the functioning of the homebound delivery module.

Koschik summarized Jeff Jimison's Idea Lab update, found on page 33—34 in the June Board packet. Jimison will offer a livestream showing the process of converting Baldwin's largest 3D printer from an "H-bot" to a "Core-XY" machine.

Craft continued the Library Report, referencing details found on pages 23—28 of the June Board packet. She is the acting site supervisor to ensure that all COVID-19 rules and regulations are met.

The Summer Reading program is being administered through a computer program called Beanstack. This software allows goals to be set for participants. The Friends of the Library will be donating 10 cents to Forgotten Harvest for each goal completed, with a \$500 target. The Library's six book clubs are continuing to meet virtually.

The *Learn.Connect.Discover* newsletter is being issued monthly by email. It is also sent by mail to Library patrons who have never registered an email address. Michelle Hollo continues to do artwork design for the upcoming newsletters, the Storybook Trail, Summer Reading, and curbside delivery.

5. Liaisons

Friends (Ryndee Carney):

Carney mentioned that a Friends' Board meeting was held on June 9 via Zoom. The Friends' annual newsletter will be sent out in August. Carney is planning to participate in a webinar from ALA on the future of book sales.

Koschik thanked Carney and the Friends for agreeing to fund the Summer Reading program donation to Forgotten Harvest.

Beverly Hills: There was no report.

Bloomfield Hills: There was no report.

6. Unfinished Business: None.

7. New & Miscellaneous Business:

Prior to the meeting, Koschik had sent the Board a draft Antiracism Statement, which read as follows:

BALDWIN PUBLIC LIBRARY ANTIRACISM STATEMENT

June 15, 2020

Earlier this month, in a note to staff, the Baldwin Public Library Board of Directors condemned institutional racism and expressed its desire that Baldwin become a more effective antiracist organization. It invited staff to raise concerns and make suggestions for proactively improving BPL's internal and external policies, practices, and behaviors. Also last week, the City of Birmingham, with which BPL is affiliated, issued a Proclamation on Social Injustice, which the Baldwin Public Library wholeheartedly endorses.

This week, we wish to state publicly that we stand alongside our peers, the [American Library Association](#) and [Michigan Library Association](#), in condemning all violence and racism towards Black people, Indigenous people, and all people of color.

In company with other libraries all over the country, we will continue to share books and other resources with you and with each other that deepen our shared understanding of Black history, institutional racism, and systemic racial violence and inequality. Black lives matter.

Because racism is so pervasive in our society, we and our institutions are inherently implicated. Therefore, we must work actively to dismantle its roots. Thus, to further our educational mission, the Baldwin Public Library is actively examining its internal and external policies and practices through an antiracism lens. We are also committed to curating additional programming and partnerships to support antiracism work in our community. In the coming weeks and months, the Library will develop plans and benchmarks to ensure that our commitment to this cause truly does bear fruit.

We stand with the many library workers, patrons, and community members who are fighting for justice and equality. And we set forth a long-term commitment to becoming a more effective antiracist institution.

In solidarity,

Motion to approve the proposed Baldwin Public Library Antiracism Statement

1st Tera
2nd Wheeler

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

Nays: None.

Absent and excused: None.

The motion was approved unanimously.

Before this meeting, Koschik had spoken with staff and Board President Aidenbaum about how to follow up the statement with an action plan, and had identified the following concrete steps, which he proceeded to present to the Board:

- Immediately implement those suggestions that call simply for the intensification of those activities Baldwin already engages in, and to establish specific benchmarks for them, which currently do not exist. Falling into this category would be:
 - Offer more antiracist *programs and materials*
 - *Market* the Library's antiracism materials in the Library's newsletters and social media posts
- Add antiracism as a priority in the list of Library's *goals* for FY 2020-21.
- Consider the Library's *mission statement, value statement, and core values*. Recommend any necessary changes.
- Re-consider *procedures and practices* that staff has identified as potentially problematic, such as overdue fines, allowing non-residents to place holds, and providing resident status to non-residents who are students in the schools of our service area. Recommend changes.
- Establish a methodology for developing a *diversity statement* that also addresses staff diversity, and then draft such a diversity statement.

