



**BALDWIN PUBLIC LIBRARY MINUTES,
REGULAR MEETING
January 19, 2022**

Call to Order and Roll Call:

The meeting was called to order by President Frank Pisano at 7:30 p.m.

Library Board present: Melissa Mark, Frank Pisano, Karen Rock, Danielle Rumble, Jim Suhay, and Jennifer Wheeler.

Absent and excused: None.

Library Staff present: Rebekah Craft, Director, Jaclyn Miller, Associate Director, and Robert Stratton, Administrative Assistant.

Friends of the Library liaison present: None.

Contract community representatives present: None.

Members of the public present: Two, and three representatives from Merritt Cieslask Design.

Rumble read aloud the Library's Mission Statement.

All present recited the Pledge of Allegiance following establishment of quorum.

1. Consent Agenda:

Motion to approve the consent agenda.

1st Suhay

2nd Mark

A roll call vote was taken.

Yeas: Mark, Pisano, Rock, Rumble, Suhay, Wheeler.

Nays: None.

Absent and excused: None.

The motion was approved unanimously.

2. Board Reports and Special Announcements:

President's report: Pisano noted the City of Birmingham's Long Range Planning Session will be held on Saturday, January 22, and encouraged the public to attend via Zoom. Craft will provide a presentation about Phase 3 renovations during the meeting.

Board comments: None.

Staff Anniversaries: Wheeler recognized the following staff anniversaries: Denise Hildebrandt (28 years of service), Jaclyn Miller (1 year), and Caroline Salucci (17 years).

Upcoming events of interest: Miller reported upcoming events at the Library, full details of which can be found on pages 92-93 of the January Board packet.

3. Board Committee Reports

Finance Committee:

Rumple reported that the Finance Committee met on January 10 in the Delos Board Room. Present were Pisano, Rumple, Suhay, and Craft. Full minutes from this meeting can be found on page 18 of the January Board packet.

The next meeting of the Finance Committee will take place on Monday, February 14, 2022, at 4:00 p.m. in the Delos Board Room. A Zoom link will be included in the public notice for those who wish to participate virtually.

Building Committee:

Suhay reported that the Building Committee met on January 6 to discuss building matters not relating to Phase 3 planning. Full minutes from this meeting can be found on pages 30-31 of the January Board packet. The Building Committee last met on January 12 with architects from Merritt Cieslack Design (MCD). During this meeting, the details for the Phase 3 planning presentation for the City of Birmingham Long-Range Planning Session were finalized.

Steve Schneemann from MCD reviewed the details of this presentation and current project renderings with the Board. The presentation to the Long-Range Planning Session can be found on pages 32-47 of the January Board packet. Craft will present this overview of Phase 3 at the Long-Range Planning Session on Saturday, January 22.

Suhay noted the current cost estimate of this project comes to ~\$3.5 million. The initial budget estimate was ~\$3.3 million. Due to a recent property valuation within Birmingham, the Library millage has increased.

Pisano asked if there was public comment regarding MCD's presentation. Birmingham resident Sheila Brice asked if the Idea Lab was losing space in Phase 3, and if maintenance costs and warranty will be compared between the hangar door and NanaWall option for the collaboration space. Schneemann noted the Idea Lab would not be losing space. Mark responded that maintenance costs and warranty information will be explored for both options. Birmingham resident David Bloom commented that he has mixed feelings about the overall estimated cost of the project, in that he does not believe it will increase useable space. He also commented that the current design does not pay "homage to the Birkert's curve." Bloom also recommended the Board take heed of an email sent from former Gunnar Birkerts and Associates architect Russell Dixon.

Policy Committee:

Wheeler reported that the Policy Committee last met on Thursday, December 9. Since that meeting, City Attorney Mary Kucharek has reviewed four policies and suggested changes: Collection Development and Maintenance Policy, Meeting Room Policy, Social Media Policy, and Bylaws of the Library Board. Recommendations made by Kucharek can be found on page 48 of the January Board packet.

Regarding the changes to the Meeting Room Policy, there was a conversation amongst the Board about whether residents should be granted privileges for reserving rooms if the equalization of rental rates between residents and non-residents creates a disadvantage for residents attempting to reserve rooms. The Board decided to revisit this matter in the future if it becomes apparent there is an issue.

Motion to adopt changes to the Collection Development and Maintenance Policy, as found on pages 53-56 of the January 2022 Board packet.

1st Rock
2nd Rumple

Yeas: Mark, Pisano, Rock, Rumple, Suhay, and Wheeler.

Nays: None.

Absent and excused: None.

The motion was approved unanimously.

Motion to adopt changes to the Meeting Room Policy, as found on pages 61-64 of the January 2022 Board packet.

1st Rock

2nd Rumble

Yeas: Mark, Pisano, Rock, Rumble, Suhay, and Wheeler.

Nays: None.

Absent and excused: None.

The motion was approved unanimously.

Motion to adopt changes to the Social Media Policy, as found on pages 70-72 of the January 2022 Board packet.

1st Rock

2nd Rumble

Yeas: Mark, Pisano, Rock, Rumble, Suhay, and Wheeler.

Nays: None.

Absent and excused: None.

The motion was approved unanimously.

Motion to adopt changes to the Bylaws of the Library Board, as found on pages 75-76 of the January 2022 Board packet.

1st Rock

2nd Rumble

Yeas: Mark, Pisano, Rock, Rumble, Suhay, and Wheeler.

Nays: None.

Absent and excused: None.

The motion was approved unanimously.

The next meeting of the Policy Committee will take place on Thursday, January 27 at 9:30 a.m. in the Delos Board Room.

Strategic Planning Committee:

Rock reported that the Policy Committee met on Wednesday, January 5. Present were Rock, Suhay, Craft, and Miller. Full minutes of this meeting can be found on pages 77-78 of the January Board packet.

The next Strategic Planning Committee meeting will be held on Wednesday, January 26 at 2:00 p.m. in the Delos Board Room.

4. Library Report:

Craft and Miller presented highlights from the Library Report, which can be found on pages 79-88 of the January Board packet. Craft reviewed the Key Metrics Dashboard found on page 80.

One Library Board Student Representative application has been received. Miller will interview the candidate in January.

Staff have received N95 and KN95 masks for use. City of Birmingham employee mask requirements have changed, and now specify that cloth masks must be three layers with a form-fit wire or that surgical masks, N95 masks, KN95 masks should be worn instead. In-person Story Times have been postponed due to current COVID case numbers.

Craft will meet with City Manager Tom Markus and Finance Director Mark Gerber on February 11 to review the Library's FY 2022-2023 budget.

Technical Assistant Tharron Combs has resigned. A job posting for this position has been posted on the Baldwin Public Library website. Youth Services is currently interviewing candidates a Part-Time Youth Services Librarian positions. Substitute librarian candidates will be interviewed next week.

The Friends of the Library's next board meeting will occur on February 8. They will plan to hold a pop-up book sale in early March.

Miller reported that the IDEA Task Force continues to implement a monthly thematic calendar, with January highlighting poverty in America awareness, and February highlighting Black History Month. Donation collection is ongoing for the Woodward Dream Drive to benefit the Oakland County Children's Village.

Baldwin's Winter Reading Challenge will finish at the end of January. Adults and teens who have finished the challenge will be entered into a prize basket drawing.

The Idea Lab has a new 3D printer with a conveyor belt, allowing the Lab to automate large productions of duplicate items. It has been designated The BANANATRON 6000, named for the golden bananas it will print for future First Grade First Card programs.

5. Liaisons

Friends: There was no report.

Beverly Hills: There was no report.

Bloomfield Hills: There was no report.

Bingham Farms: There was no report.

6. Unfinished Business: None.

7. New & Miscellaneous Business: None.

8. Items Removed from Consent Agenda: None.

9. Information Only: See pages 91-114 of the January Board packet.

10. General Public Comment Period: David Bloom, a Birmingham resident, notified the Board that winning panels were chosen for the Zip US! Up art installation and will be named in an upcoming press release.

11. Adjournment:

Motion to adjourn the meeting.

1st Wheeler

2nd Rumple

Yeas: Mark, Pisano, Rock, Rumple, Suhay, Wheeler.

Nays: None.
Absent and excused: None.
The motion was approved unanimously.

The motion was approved unanimously. The meeting was adjourned at 9:33 p.m. The next regular meeting is scheduled for Monday, February 21, 2022, at 7:30 p.m. in the Rotary Tribute and Donor Room.

Karen Rock, Secretary

Date

DRAFT