



**BALDWIN PUBLIC LIBRARY MINUTES,
REGULAR MEETING
July 18, 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: Ryndee Carney.

Contract community representatives present: None.

Members of the public present: One, and Steve Schneemann (Merritt Cieslak 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 Mark

2nd Suhay

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 wished Associate Director Miller a happy birthday.

Board comments: None.

Staff Anniversaries: Wheeler recognized the following staff anniversaries: Rebekah Craft (7 years of service) and Joan Tyrrell (1 year).

Upcoming events of interest: Miller reported upcoming events at the Library, full details of which are on pages 104-105 of the July Board packet.

3. Board Committee Reports

Finance Committee:

Rumple reported that the Finance Committee met on July 11 in the Delos Board Room. Present were Pisano, Rumple, Craft, and Miller. Full minutes from this meeting are on page 26 of the July Board packet.

Suhay inquired about the cost of adding additional lighting to the Legacy Room. Craft replied around \$7,200 would be used from the Van Dragt Trust, bringing the balance of that account to \$81,000. She noted the room would be better utilized with improved lighting.

The next meeting of the Finance Committee will take place on Monday, August 8, 2022, at 4:00 p.m. in the Delos Board Room.

Outreach Committee:

Mark reported that the Outreach Committee met on July 11 in the Delos Board Room. Present were Mark, Rumple, Craft, and Miller. Full minutes from this meeting are on page 29 of the July Board packet. Pisano thanked Mark for advocating for the initiatives discussed.

The next meeting of the Outreach Committee will take place on a later date.

4. Library Report:

Craft and Miller presented highlights from the Library Report. Full details can be found on pages 31-52 of the July Board packet.

Miller reported on targeted metrics from the 2021-2022 fiscal year, found on page 33 of the July Board packet, while noting that the final financials report will be issued by September. There was a significant increase in room rental revenue over the anticipated budgeted amount. This may be due to comparisons from a COVID-dominated FY2020-2021, as well as increased rental frequency due to the Board approving competitive room rental fees.

Craft reviewed the Strategic Plan Action Items found on pages 34-35 of the July Board packet, corresponding to the aims stated in the Strategic Plan 2022-2025 found on pages 45-52.

In staffing changes, Idea Lab Technology Assistant Catherine Galligan has tendered her resignation to focus on full-time teaching. Brandon Bolek-Toubeaux has been promoted to Assistant Head of Access Services, and will work with Head of Access Services Kristen Tait to designate responsibilities for merging the two former departments Access Services now comprises. Cameron Crawford has been promoted to Access Services' Page Supervisor, and will start full-time in this position on August 1. Access Services is a newly-formed department which combines the former Technical Services and Circulation departments.

Jeff Jimison, Idea Lab Supervisor, attended the Midwest RepRap Festival, which highlights advances in 3D printing technology. Craft mentioned that Jimison has plans to build Michigan's first 16mm film digital transfer system for use by Baldwin patrons.

Craft noted difficulties with the Library's cleaning company, who is unable to find staff to work at the wages they offer. They have asked the Library to pay \$4,900 per month for cleaning services instead of the current \$3,300 per month so that they can hire staff at \$19, instead of \$12, per hour. The Library's contract with DM Burr ends in February 2023. Craft posited the possibility of hiring a full-time cleaning person, with Operations Assistants helping with cleaning on off-days. Wheeler wondered how their workload would be resolved during their vacation time. Decisions to handle this matter will be discussed at an upcoming Board meeting.

5. Liaisons

Friends: Carney reported the Friends earned over \$1,000 from the book sale tables in the lobby last month. A "surprise overstock sale" will be held in the Friends saleroom on Saturday, July 23 from 1:00 p.m. to 4:00 p.m. Last month, around \$550 was received from online book sales, which are coordinated with a third party reseller. The Friends will mail their annual newsletter in August.

Beverly Hills: There was no report.

Bloomfield Hills: There was no report.

Bingham Farms: There was no report.

6. New & Miscellaneous Business:

Employee Pay Increases and Updated Salary & Benefits Schedule:

A memorandum from Craft outlining the rationale for a 5% rate increase can be found on pages 56-57 of the July Board packet. The suggested pay scale and benefits schedule are found on pages 58-59.

Suhay expressed that staff are the Library's most important resource and must be adequately compensated; however, he has concerns that the proposed pay and salary rates are out of line with other Class V libraries. Craft compared Baldwin rates to Bloomfield Township Public Library, where staff starting rates are generally much higher than at Baldwin. Mark agreed that treating staff well is key, and asked if the Board could discuss and suggest alternative incentives to pay increases. Pisano mentioned he has discussed additional calendar days which the Library would be closed, on which staff could spend more time with family. Wheeler commented that just as Baldwin invests in training opportunities for staff, wage appreciation is important. Suhay expressed a concern about what a 5% rate increase would do to staff expectations next year. Pisano agreed, and voiced his worries about a scenario where inflation was still high and property taxes devalued in the coming year, leading to financial repercussions for the Library.

Mark asked about merit-based increases. Craft replied these were traditionally given to staff annually based on a performance rating system, but have been eliminated this year. Rock asked if the City of Birmingham provided any additional benefits that the Library does not offer. Craft noted the City provides tuition reimbursement but the Library does not.

Suhay said he would vote in favor of the 5% rate increase, as long as staff are made aware that this is an exceptional year. Rumble spoke in favor of the rate increase as a way to encourage staff. She noted it was "hard to hear" that other surrounding libraries can pay their staff more.

Motion to approve a 5% salary increase for all Baldwin staff and update the FY 2022-2023 Baldwin Public Library Pay & Benefits Ranges schedule as shown on pages 58-59 of the July Board packet.

1st Mark

2nd Rock

A roll call vote was taken.

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

Nays: None.

Absent and excused: None.

The motion was approved unanimously.

Baldwin Public Library Logo Redesign:

Craft reviewed her memorandum on pages 69-72 of the July Board packet, which explains the process of logo redesign that began in 2017. The current Baldwin Public Library logo is difficult to render when small, and is difficult to read. The City of Birmingham has decided on a new logo, which Craft suggests the Library's new logo should complement. Graphic designer Michelle Hollo had created four designs in 2017, and it was recommended that the current Board give Hollo input on further design direction. The Board had a brief discussion about which elements are desirable for the redesign of the logo: simple, balanced, and includes "Birmingham Green". Hollo will prepare 4-6 designs based on the Board's feedback.

Motion to direct Baldwin's graphic designer to create a logo using Library Board feedback from the July 18 Board Meeting.

1st Rock
2nd Rumble

A roll call vote was taken.

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

Nays: None.

Absent and excused: None.

The motion was approved unanimously.

7. Unfinished Business:

Phase 3 Building Renovation Discussion

Suhay reported that the Building Committee met on July 14 in the Delos Board Room. Present were Mark, Suhay, Craft, and Miller, with Steve Schneemann and Diane Schurg from Merritt Cieslak Design (MCD). Two members of the public attended. Full minutes from this meeting are on page 80-81 of the July Board packet.

Craft provided exposition for this unfinished business: at the June Board meeting there was discussion about how closely the Phase 3 addition should match the Youth Room, largely revolving around the color of the mullions and metal extrusions. MCD was asked to provide additional renderings of three different color combinations for the mullions, exterior metal framing, and interior elements. The three renderings produced were: bronze mullions and metal extrusions with a bronze soffit (lower ceiling); white mullions and metal extrusions with a white soffit; and bronze mullions and metal extrusions with a white soffit.

After some discussion, with input from Steve Schneemann, most of the Board agreed to proceed with bronze mullions and metal extrusions, with the soffit painted bronze on the exterior vertical and white across the lower horizontal ceiling. Pisano asserted that this direction was not close enough a match to the current Youth Room design language, that this direction would create the appearance of a "fourth addition", and that MCD has not incorporated enough input from other local architects. Pisano suggested the Board take more time to review this decision. Rumble expressed that there had been an opportunity to create a unified design in 2014, which Birmingham residents had voted down. The Board acknowledged that, due to the failed 2014 bond proposal to unify Library renovation with the original 1927 building, each phase of renovation since has created essentially disparate additions.

Pisano asked for public comment after the following motion was made by Rock.

Larry Bertolini, Birmingham resident and architect, agreed with Pisano that it would be worthwhile to take more time to develop the design before making a decision. He suggested the Board should think about how the design works "up close" instead of viewing it from a perspective from Shain Park. He suggested the color of the butt glazing on the glass may be a determining factor for color choice, and that the exterior should not have mixed colors.

Mark asked Pisano for his recommendation on color choice. Pisano stated he wanted the mullions painted white, instead of bronze, to match the language of the Youth Room.

Motion to approve having bronze mullions and white painted soffit, and an outside bronze band for the Phase 3 renovation.

1st Rock

2nd Wheeler

A roll call vote was taken.

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

Nays: Pisano.

Absent and excused: None.

The motion was approved.

Pisano suggested an alternative to umbrellas in the patio area and proposed that an electric canopy system could be installed. The Board agreed to discuss this idea with MCD. Mark stated that umbrellas would lend flexibility for programs and events.

8. Items Removed from Consent Agenda: None.

9. Information Only: See pages 103-129 of the July 2022 Board packet.

10. General Public Comment Period: None.

11. Adjournment:

Motion to adjourn the meeting.

1st Suhay

2nd Rumble

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

Nays: None.

Absent and excused: None.

The motion was approved unanimously.

The motion was approved unanimously. The meeting was adjourned at 10:11 p.m. The next regular meeting is scheduled for Monday, August 15, 2022, at 7:30 p.m. in the Rotary Tribute and Donor Room.

Karen Rock, Secretary

Date