

BALDWIN PUBLIC LIBRARY BOARD OF DIRECTORS



LIBRARY BOARD MEETING

NOVEMBER 21, 2022

Frank Pisano
PRESIDENT

Jennifer Wheeler
VICE PRESIDENT

Karen Rock
SECRETARY

Melissa Mark
Danielle Rumble
James W. Suhay
Rebekah Craft
LIBRARY
DIRECTOR



LEARN.CONNECT.DISCOVER.

MISSION

The Baldwin Public Library in Birmingham, Michigan enriches lives by providing opportunities and resources for everyone to learn, connect, and discover.

VISION

The Baldwin Public Library will be an essential part of the community and the first choice for access to cultural, recreational, and learning opportunities.

CORE VALUES

WE ARE COMMITTED TO:

- Intellectual Freedom
- Equitable and Inclusive Access
- Education and Lifelong Learning
- Innovation
- Welcoming Environment
- Integrity
- Collaboration
- Commitment to Excellence

ADOPTED APRIL 2022



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BALDWIN PUBLIC LIBRARY BOARD OF DIRECTORS

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Term expires 2025

Finance Committee

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Term expires 2023

Personnel Committee,
Policy Committee

Rock, Karen
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Term expires 2023

Personnel Committee,
Policy Committee

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Term expires 2025

Building Committee,
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Term expires 2025

Finance Committee,
Outreach Committee

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Term expires 2023

Building Committee

Clark, Olivia

STUDENT REPRESENTATIVE
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Term expires February 2023



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AGENDA

Baldwin Public Library Board Meeting

Monday, October 17, 2022 at 7:30 p.m.

Rotary Tribute & Donor Rooms

Agenda

The full Board packet is available online at www.baldwinlib.org on the Friday preceding the meeting.

This is an open meeting. All members of the public are invited to attend.

Call to order, pledge of allegiance, reading of the Library's mission statement, and establishment of a quorum.

I. General Public Comment Period

The Library Board values public meetings and welcomes your comments on Library issues, but cannot debate items not on the agenda. The Board respectfully asks that comments be made as concisely as possible, when a motion has been made, or in the general public comment portion of the meeting. The maximum time for individual speakers should not exceed three minutes.

II. Consent Agenda

All items on the consent agenda are considered routine and will be enacted by one motion and approved by a roll call vote. There will be no discussion of these items unless a Board member or a citizen so requests, in which case the item will be removed from the general order of business and considered as the last item under new business.

- | | |
|---|-------|
| A. Approval of October 17, 2022 Board Meeting Minutes | p. 8 |
| B. Approval of November 14, 2022 Special Board Meeting Minutes | p. 16 |
| C. Approval of October 2022 vendor payments in the amount of \$118,935.26, including payments in excess of \$6,000. | p. 19 |
| D. Approval of total expenses in the amount of \$334,492.18. | p. 23 |

III. Election of Officers:

- A. Acceptance of nominations for President from Library Board of Directors
- B. Election of President
- C. Acceptance of nominations for Vice President from Library Board of Directors
- D. Election of Vice President
- E. Acceptance of nominations for Secretary from Library Board of Directors
- F. Election of Secretary

IV. Board Reports and Special Announcements

A. President's report	
B. Board comments	
C. Staff anniversaries (Karen Rock)	p. 38
D. Upcoming events of interest (Jaclyn Miller)	p. 42
V. Board Committee Reports	
A. Finance – Danielle Rumble	p. 22
B. Building – Jim Suhay	p. 25
C. Outreach – Melissa Mark	p. 28
D. Personnel –Karen Rock	
VI. Library Report – Rebekah Craft and Jaclyn Miller	p. 29
VII. Liaisons	
A. Report from Friends of the Baldwin Public Library (Ryndee Carney)	p. 40
B. Beverly Hills (Tracy Kecskemeti, Beverly Hills Village Council)	
C. Bloomfield Hills (Susan McCarthy, Bloomfield Hills City Commission)	
D. Bingham Farms (Bingham Farms Village Council)	
VIII. New & Miscellaneous Business	
A. Selection of a Construction Management firm for the Phase 3 expansion and renovation project.	
Suggested motion: Motion to approve the hiring of _____ for construction management services for the Front Entrance and Circulation Area of the Baldwin Public Library, to be paid out of account 977.0000 (Capital Outlays – Building Improvements). Payment will be based on the bid submittal from October 19, 2022, with a construction management fee of ____% of the Guaranteed Maximum Price, to be determined once all subcontract bids are received.	
IX. Unfinished Business	
X. Items removed from the Consent Agenda	
XI. Information Only	
A. Upcoming events of interest	p. 42
B. Winter edition of Learn.Connect.Discover	p. 44
C. Next thank you letter re: "Birmingham's Big Night Out"	p. 52

D. <i>Downtown News Magazine</i> , "Used book and media sale at Baldwin October 29"	p. 53
E. MLA Intellectual Freedom Committee Statement on Proposed Rule 15 CSR 30 – 200.015	p. 54
F. <i>The Washington Post</i> , "Have we forgotten what a public library is for?"	p. 56
G. <i>Jackson Hole News & Guide</i> , "Library proposes new, more defined policies"	p. 59
H. <i>Bridge MI</i> , "Michigan town library defunded over LGBTQ books loses vote again, may close"	p. 60
I. <i>Reuters</i> , "U.S. judge says Penguin Random House book merger cannot go forward"	p. 63
J. Proposal from Global Community Associates for DEI consulting services	p. 65

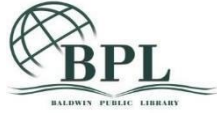
XII. Adjournment

The next regular meeting of the Library Board will be on Monday, December 19, 2022 at 7:30 p.m.

Motion: *To adjourn the November 21, 2022 Board Meeting.*

Persons with disabilities that may require assistance for effective participation in this public meeting should contact the Library at the number (248) 647-1700 or (248) 644-5115 (for the hearing impaired) at least one day before the meeting to request help in mobility, visual, hearing, or other assistance.

Las personas con incapacidad que requieren algún tipo de ayuda para la participación en esta session pública deben ponerse en contacto con la oficina del escribano de la biblioteca en el número (248) 647-1700 o al (248) 644-5115 (para las personas con incapacidad auditiva) por lo menos un día antes de la reunión para solicitar ayuda a la movilidad, visual, auditiva, o de otras asistencias. (Title VI of the Civil Rights Act of 1964).



**BALDWIN PUBLIC LIBRARY MINUTES,
REGULAR MEETING
October 17, 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 Rumples, Jim Suhay, Jennifer Wheeler, and Student Representative Olivia Clark.

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: None.

Rumples 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, Rumples, Suhay, Wheeler.

Nays: None.

Absent and excused: None.

The motion was approved unanimously.

2. Board Reports and Special Announcements:

President's report: None.

Board comments: None.

Staff Anniversaries: Wheeler recognized the following staff anniversaries: Gary Eisele (13 year of service), Lawson Glenn III (1 year), Carolyn Wheeler (8 years), Phoenix Nash (2 years), Nolan Peterson (2 years), Cyndi Summers (2 years), Faith Whitted (2 years), Stephanie Klimmek (11 years), Jamie Richards (7 years), Wren Drisko (2 years), and Sara Jurek (2 years).

Upcoming events of interest: Miller reported upcoming events at the Library, full details of which are on pages 62-63 of the October Board packet.

3. Board Committee Reports

Finance Committee:

Rumple reported that the Finance Committee met on October 10 in the Delos Board Room. Present were Pisano, Rumple, Craft, Miller, and BPL Bookkeeper Paul Gillin. Full minutes from this meeting are on page 16 of the October Board packet.

The next meeting of the Finance Committee will take place on Monday, November 14, 2022, at 4:00 p.m. in the Delos Board Room.

Outreach Committee:

Mark will host a Library tour on Friday, October 21 for All Seasons Birmingham. Outreach Committee members have delivered marketing materials to Lutheran Church of the Redeemer and First Presbyterian Church. Birmingham Bloomfield Chamber of Commerce staff were invited to tour BPL. Rumple reported BPL would host a collection drive in December in collaboration with Lighthouse for food, supplies, and personal hygiene items. Miller reported two staff members would represent BPL at Birmingham Family YMCA's Halloween event on October 21.

Building Committee:

Suhay reported that the Building Committee met on September 22 in the Delos Board Room. Present were Mark, Suhay, Craft, Miller, Kristen Tait (virtually); Steve Schneemann, Diane Schurg from MCD; and two members of the public. Full minutes from this meeting are on page 19 -20 of the October Board packet.

During this meeting, the Committee asked Craft to speak with City Manager Markus about the cost estimates for additional water retention for the new construction in Phase 3 renovation. Rewold Construction estimated the cost at \$80,000. Nowak & Fraus Engineers estimated the cost at \$10-20,000. Pisano asked Craft to inquire with the City to see who would be responsible for covering the cost of the water retention system.

After reviewing two options for the entrance staircase, Suhay and Mark recommended the Board choose Option 2: 5 steps, a landing, then 4 steps, with 11" treads and 7" rise. Their rationale is that a staircase with a landing is more inviting, especially for seniors and young children. The Board agreed with this decision.

Resident David Bloom provided public comment prior to the meeting via email. He stated that drawings of the two options are necessary to formulate an opinion, while agreeing that both meet construction standards.

Motion to create a front entry staircase that has five steps at the base, a landing, and then four steps at the top of the staircase.

1st Mark

2nd Rock

A roll call vote was taken.

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

Nays: None.

Absent and excused: None.

The motion was approved unanimously.

Following input during the previous Board and Building Committee meetings, Merritt Cieslak Design (MCD) created new renderings and a floorplan for the proposed café space. Craft's memorandum, floorplan, and renderings can be found on pages 21-24 of the October Board packet. The Board agreed that the floorplan provided all items requested during the previous Board and Building Committee meetings.

Pisano requested of Craft to have MCD provide an alternative design to curved, contemporary architecture of the overhang over the vending nook and bathroom area. He agreed with Bloom's previous comment during the Building Committee meeting that the café design is being rushed, and more thought should be given to

aesthetic elements. Wheeler considered how the curved overhang would look if the ramp wall was also curved, instead of formed with a right angle. Wheeler also requested additional renderings with a view from Shain Park to see how the bathroom interacts with the view. Rumple expressed concern that items would be thrown onto the overhang from the ramp.

Resident David Bloom provided public comment via email, which Craft read. Bloom liked the updated rendering, but questions the single occupant bathroom, and thinks the ramp wall should be rounded off to compliment the curved overhang. Bloom suggested using the exterior-facing bathroom wall to showcase art through the fixed Nanawall glass pane

Suhay suggested scheduling a special Board meeting prior to the regular meeting in November to review alternative renderings for the vending area and bathroom design. Craft will confirm a date with MCD for a special meeting to discuss this additional rendering, which must be arranged regardless to discuss Construction Manager bids received.

Craft recommended the Board approve the floorplan by a motion if only aesthetics are in dispute.

Motion to adopt the proposed floorplan, dated September 30, 2022, for the vending café in Phase 3 renovation, with alternative aesthetic design.

1st Rumple

2nd Suhay

A roll call vote was taken.

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

Nays: None.

Absent and excused: None.

The motion was approved unanimously.

The next meeting of the Building Committee will be scheduled at a later date.

Personnel Committee:

Wheeler reported that the Personnel Committee met on September 28 in the Jeanne Lloyd Room. Present were Rock, Wheeler, Craft, and Miller. Full minutes from this meeting are on page 25 of the October Board packet.

The next meeting of the Personnel Committee will be scheduled at a later date.

Policy Committee:

Rock reported that the Policy Committee met on October 13 in the Delos Board Room. Present were Rock, Wheeler, Craft, and Miller. Full minutes from this meeting are on page 26 of the October Board packet.

The Policy Committee reviewed proposed edits and recommend the approval of the following policies: Naming Rights Policy, Code of Conduct, Privacy Policy, Library Displays Policy, Group Study Rooms Policy, and Unattended Children Policy.

Rock noted the Naming Rights Policy was revised to eliminate one use of the word "Library".

Motion to adopt proposed changes to the Naming Rights Policy, as found on pages 27 to 30 of the October 2022 Board packet.

1st Wheeler

2nd Rock

A roll call vote was taken.

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

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

Rock explained that the Code of Conduct was revised considerably to make it a more community friendly document, instead of comprising a list of specific rules. Suhay expressed his thoughts that the revised policy does not explain to patrons what bad behavior is, and wants more detail about what patrons should not do in the Library. The Policy Committee will review and revise this policy again with this feedback in mind and bring it back to the November Board meeting.

The Privacy Policy was amended to change each instance of "Library" to "BPL", and changed "BPS school ID#" to "school ID number", as students within Bloomfield Hills Schools may also obtain BPL cards.

Motion to adopt proposed changes to the Privacy Policy, as found on pages 37 to 38 of the October 2022 Board packet.

1st Wheeler
2nd Rock

A roll call vote was taken.

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

Nays: None.

Absent and excused: None.

The motion was approved unanimously.

The Library Displays Policy was amended to replace a negative clause with an inclusive one regarding the posting of materials.

Motion to adopt proposed changes to the Library Displays Policy, as found on page 39 of the October 2022 Board packet.

1st Wheeler
2nd Rock

A roll call vote was taken.

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

Nays: None.

Absent and excused: None.

The motion was approved unanimously.

The Group Study Rooms Policy was amended to specify that the study room check out limit applies to a group as a whole.

Motion to adopt proposed changes to the Group Study Rooms Policy, as found on page 40 of the October 2022 Board packet.

1st Wheeler
2nd Rock

A roll call vote was taken.

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

Nays: None.

Absent and excused: None.

The motion was approved unanimously.

The Unattended Children Policy was revised with minor changes for clarity.

Motion to adopt proposed changes to the Unattended Children Policy, as found on page 41 of the October 2022 Board packet.

1st Wheeler

2nd Rock

A roll call vote was taken.

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

Nays: None.

Absent and excused: None.

The motion was approved unanimously.

The Policy Committee discussed the Public Comment Policy's two-minute time limit and recommended the Board discuss revising the time allowed for public comment at Board meetings. The Committee determined Birmingham City Commission allows two to three minutes per public comment during well attended public hearings; several surrounding libraries have a three-minute limit. Mark suggested public comment should increase to three minutes per person, and should occur earlier in the meeting. Pisano said there should be a motion made to move public comment to the beginning of the meeting agenda. Suhay supported increasing public comment time to three minutes, with the option for the Board President to relax that rule if needed, and would like public comment moved to the beginning of the meeting. Rock and Pisano clarified that public comment would occur after the Consent Agenda if voted upon.

Resident David Bloom provided comment prior to the meeting via email. Bloom requests that public comment at Library meetings be made more inclusive than the OMA requirements for public meetings and that public comment be allowed for each agenda item discussed. He also stated that the Public Comment Policy was unclear if this policy applies to committee meetings as well as regular Board meetings, and suggests specifying in the policy how public comment differs in each, if different.

Craft reviewed Bloom's comment with City Manager Tom Markus, and Markus clarified City policy, based on Robert's Rules of Order for parliamentary procedure: the commission deliberates, a motion is made, public comment is requested, and the commission votes. As there are no motions made during Library Board committee meetings, only one public comment period is provided. Pisano suggested the public be allowed to make comment following agenda item discussion during committee meetings. Craft emphasized committee meeting discussions should be reserved to the elected trustees, paid contractors, and library staff who comprise those committees, and that any additional feedback from the public should be made during the general comment period. Rock commented that public comment should not dominate discussion between committee members. Suhay expressed that while committee meetings should be disciplined, structured, and efficient, he believes the public comment policy for committee meetings should mimic Board meeting policy and give the public opportunity to speak after agenda items discussed. Rock posited that a subsection titled "Role of Public Comment at Committee Meetings" may be added to the Public Comment Policy. Wheeler noted that Board members who are not members of the Committees are not allowed to attend Committee meetings, and expressed that it would be unfair for the general public to have more influence on Committee discussion before recommendations are brought to the Board as a whole. Mark and Suhay stated that they have attended Committee meetings in the past that they were not members of.

Pisano suggested motions be made to increase public comment to three minutes, to move public comment to follow the Consent Agenda, and allow public comment after agenda item discussion in Board and Committee Meetings. Craft said she will need to consult with City Attorney Mary Kucharak regarding allowing comment on each agenda item.

Motion to move public comment to the beginning of Board meetings, immediately following the Consent Agenda.

1st Rumples

2nd Wheeler

A roll call vote was taken.

Yeas: Mark, Pisano, Rock, Rumble, Suhay, Wheeler.
Nays: None.
Absent and excused: None.
The motion was approved unanimously.

Motion to increase the public comment time limit to three minutes, instead of two.

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.

The next meeting of the Personnel Committee will take place in January 2023.

4. Library Report:

Craft and Miller presented highlights from the Library Report. Full details can be found on pages 43-57 of the October Board packet.

Craft reviewed key metrics from the first quarter of FY 2022-2023, found on page 45 of the October Board packet, and Strategic Plan Action Items updates, found on page 46.

Study rooms are now open, and a charging station and additional outlets have been added in the Birkerts wing. The Idea Lab's 16mm film transfer system is now available for use, and is one of the only units of its type in Michigan.

Youth Services Librarians Stephanie Klimmek, Rosemary Isbell, and Syntha Green attended the annual ALSC conference in Kansas City, MO. BPL held a Staff Development Day on September 23, and reviewed ALICE Active Shooter Training with BPD officers and teen behavior management with Dr. Julie Braciszewski of Monarch Behavioral Health, alongside team building exercises.

Sarah Dalmer has been hired as Idea Lab Technology Assistant. Former BPL substitute Librarian Alyssa Gudenburr has been hired as a full-time Youth Services Librarian. Mick Howey, Ethan Cronkite, Elisabeth Phou, Syntha Green, and Rosemary Isbell have been promoted to Librarian II positions, which were established to create a management training pipeline. Longtime Technical Services Assistant Phebe Wong retired in September. Faith Whitted was promoted to Teen Services Library Assistant and will work alongside Phou. Morgan Kosciuk, Hailey May, and Patricia Hendricks have been given additional roles as Reference Assistants.

Craft has applied for a grant from Women's National Farm & Garden Association – Bloomfield Hills Chapter for flowers and bulbs, and a grant from Birmingham Area Cable Board for \$10,000 in AV improvements to the Jeanne Lloyd Room.

Access Services Department Head Kristen Tait attended the Back in Circulation Conference in Madison, WI in October.

Miller reported that the IDEA Committee continues to meet and plan DEI themed programming and materials. BPL collaborated with Beverly Hills to host "Read in the Park" with authors Ed Sarkis Balian and Amy Young on

September 10. Craft and Miller attended the Birmingham Bloomfield Chamber of Commerce breakfast event on October 13 and presented Library services. Miller presented Library services to the Birmingham Rotary Club on September 19, and presented upcoming new books to the Birmingham chapter of PEO on September 28.

5. Liaisons

Friends: Ryndee Carney announced a Halloween weekend book sale from October 29 through October 31. October 28 will be reserved for Friends members to shop. The FOL Board voted to continue partnership with an online bookseller to bring in additional revenue.

Beverly Hills: There was no report.

Bloomfield Hills: There was no report.

Bingham Farms: There was no report.

6. New & Miscellaneous Business: None.

7. Unfinished Business:

Janitorial Services:

Miller reported the Library is currently operating month-to-month with DM BURR, and recommends offering the 5-year contract to DM BURR. DM BURR presented the lowest bid of the RFP process. The contract allows BPL to cancel the contract if staff is displeased with the service.

Pisano inquired if DM BURR's service has become more reliable. Miller said service has become more consistent, flexible, and responsive in the last several months since the company has offered their employees a higher hourly rate.

Motion for Baldwin Public Library to offer the 5 year janitorial services contract to DM BURR.

1st Rock
2nd Rumple

A roll call vote was taken.

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

Nays: None.

Absent and excused: None.

The motion was approved unanimously.

8. Items Removed from Consent Agenda: None.

9. Information Only: See pages 61-72 of the October 2022 Board packet.

10. General Public Comment Period: None.

11. Adjournment:

Motion to adjourn the meeting.

1st Rumple
2nd Mark

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

Nays: None.

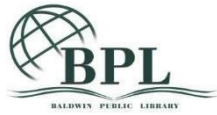
Absent and excused: None.

The motion was approved unanimously.

The motion was approved unanimously. The meeting was adjourned at 9:39 p.m. The next regular meeting is scheduled for Monday, November 21, 2022, at 7:30 p.m. in the Rotary Tribute and Donor Room.

Karen Rock, Secretary

Date



**BALDWIN PUBLIC LIBRARY MINUTES,
SPECIAL MEETING
November 14, 2022**

Call to Order and Roll Call:

The meeting was called to order by President Frank Pisano at 6:00 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

City Staff present: Jeff Zielke, City of Birmingham Building Department (via Zoom)

Guests present: Steve Schneemann, Dianne Schurg from Merritt Cieslak Design; Aaron Phillips and Bill McCarthy from McCarthy and Smith; Kyle, Scott Wheeler, Steve Dailey and Paul Danko from PCI Dailey

Members of the public present: one in person, one via Zoom

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

General Public Comment Period: There was no public comment

1. Discussion of Proposed Library Café

Renderings provided by Merritt Cieslak Design (pages 6-8) were reviewed and discussed by the Board, Architects, and staff present. The renderings showed redesigns of the proposed space with and without a toilet room, and with vending units varying in number and locations.

Two members of the public provided comment on the following motion. Birmingham resident David Bloom noted he believed the space should not include a restroom and that the sink in the café should be enlarged. Birmingham resident Sheila Brice thanked everyone for their work on the designs, and asked if staff had been surveyed on the addition of a bathroom, and also noted there might be a lot of noise coming from a bathroom. She further questioned how many receptacles would be necessary, and indicated she would prefer no bathroom.

Motion that the final plan for the collaboration space should not have a bathroom and should focus on the café.

1st Rock
2nd Suhay

In favor: Mark, Pisano, Rock, Rumble, Suhay

Nays: Wheeler

Absent and excused: None.

The motion was approved.

One member of the public offered comment on the following motion. Birmingham resident David Bloom noted that he was fine with the direction the Board was taking with the space, asked that we consider making the vending machines be movable in order to push them out of the way if necessary, and also asked that the sink be made of easily cleaned material if we are considering use of it to clean up after painting projects.

Motion to accept option A as presented at this meeting, with the vending machines enclosed

1st Rock

2nd Suhay

In favor: Mark, Pisano, Rock, Rumble, Suhay, Wheeler.

Nays: None.

Absent and excused: None.

The motion was approved unanimously.

2. 7:00 - Interview of Construction Management Firm McCarthy & Smith – present were President Bill McCarthy and Project Manager Aaron Phillips – Board members and Schneemann asked the following questions of the representatives regarding their experiences managing project similar to Phase 3. Each firm was given sixty minutes to field questions from the Board.

PISANO: Does your firm have the appropriate staffing, resources, and financial stability to execute the project as proposed? How many projects are you currently managing?

WHEELER: How has your firm's overall construction creativity in past projects helped the project budget goals, especially during a time of rising inflation?

ROCK: How do you plan to continue the operations of the library and maintain staging, safety and logistics during the project?

MARK: Please describe your experience working with the expectations of Birmingham and/or similar communities that place high value on aesthetics and public spaces, and your understanding of the importance of this project and the Library as part of Birmingham's Civic center.

RUMPLE: Are the firm's principals and staff compatible in working considerately and effectively with the Baldwin Public Library and MCD staff members?

SUHAY: Are you familiar with the City of Birmingham's building codes and permitting process, and what is your experience in working successfully with municipalities when issues arise?

PISANO: How soon will the CM be prepared to bid and start the project?

WHEELER: Do you see any areas of complexity or concern in the design drawings as currently shown?

ROCK: Do your CM services include providing final "as-built" drawings?

MARK: How do you handle changes of scope/change order requests? What is your markup or set fee?

RUMPLE: How is the budget impacted if the project is completed in less time or more time than you anticipated?

SUHAY: Who will be the main point of contact?

PISANO: If/when there are delays in the availability of items, how do you plan to handle it?

3. 8:00 - Interview of Construction Management Firm PCI Dailey – present were Kyle Knoll, Scott Wheeler, Vice President Steve Dailey and Project Manager Paul Danko – Board members and Schneemann asked the above questions of the representatives regarding their experiences managing project similar to Phase 3. Each firm was given sixty minutes to field questions from the Board.

4. Adjournment:

Motion to adjourn the meeting.

1st Rumple

2nd Suhay

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 8:59 p.m. The next special meeting is scheduled for Monday, November 21 at 6 p.m. for the purpose of interviewing construction management firm Frank Rewold and Sons. The next regular meeting is scheduled for Monday, November 21, 2022, at 7:30 p.m. in the Rotary Tribute and Donor Room.

Karen Rock, Secretary

Date

Register of Claims
Baldwin Public Library
300 W. Merrill Street
Birmingham, MI 48009

Page: 1/2

Check Number	Vendor #	Vendor	Amount
	009440	ALLIANCE ENTERTAINMENT, LLC	74.11
	009126	AMAZON CAPITAL SERVICES INC	2,244.96
	000843	BAKER & TAYLOR BOOKS	233.35
	005717	BSB COMMUNICATIONS, INC.	312.00
	000902	CENGAGE LEARNING INC	257.46
	000627	CONSUMERS ENERGY	2,010.00
	000575	DEMCO, INC	103.75
	003613	EBSCO INFORMATION SERVICES, INC	425.70
	004604	GORDON FOOD	55.14
	001090	INGRAM LIBRARY SERVICES	19,416.60
	008827	KANOPY, INC	457.30
	MISC	MEGAN NOVAK	55.37
	007927	MICHELLE HOLLO	700.00
	002013	MIDWEST TAPE	10,094.65
	000678	OCLC, INC.	319.87
	009478	ODP BUSINESS SOLUTIONS, LLC	217.23
	006785	OVERDRIVE, INC.	16,253.75
	MISC	PAMELA GRAHAM	16.50
	002675	RESERVE ACCOUNT	5,000.00
	007408	T-MOBILE	241.18
	000158	VERIZON WIRELESS	103.74
288328	007115	TERMINIX PROCESSING CENTER	844.00
288353	009202	AQUARIUM DESIGN INC	240.00
288355	000843	BAKER & TAYLOR BOOKS	51.72
288357	000517	BEIER HOWLETT P.C.	511.50
288545	009351	MERRITT CIESLAK DESIGN PLC	29,700.00
288557	000746	ROCHESTER HILLS PUBLIC LIBRARY	20.00
288560	009221	SUNSHINE POS	172.22
288586	005717	BSB COMMUNICATIONS, INC.	72.50
288592	000605	CINTAS CORPORATION	227.60
288597	009024	THE D.M. BURR GROUP	4,745.20
288606	004493	ELITE IMAGING SYSTEMS, INC	991.21
288615	009030	SYNTHA GREEN	220.00
288616	006666	GRID 4 COMMUNICATIONS INC.	223.77
288617	000249	GUARDIAN ALARM	244.04
288624	009060	ROSEMARY ISBELL	184.27
288626	004904	KONICA MINOLTA BUSINESS SOLUTIONS	2,229.00
288630	000797	THE LIBRARY NETWORK	797.00
288657	007907	SP+ CORPORATION	3,165.00
288662	001614	TESTING ENGIN & CONSULTANTS INC	4,986.00
288672	009026	WELLS FARGO VENDOR FIN SERV	892.80
288676	008309	ABSOLUTE LOCKSMITHS	420.00
288677	006638	ACTION MAT & TOWEL RENTAL, INC	70.72
288690	003904	CAPITAL ONE BANK	680.68
288693	004269	CENTER POINT LARGE PRINT	86.01
288711	000179	DTE ENERGY	5,955.68
288733	008164	GARY EISELE	55.63
288741	005651	FINDAWAY WORLD, LLC	1,124.80

Register of Claims

Page: 2/2

Baldwin Public Library300 W. Merrill Street
Birmingham, MI 48009

Check Number	Vendor #	Vendor	Amount
288748	007211	HOME DEPOT CREDIT SERVICES	133.49
288756	MISC	JACLYN MILLER	32.89
288759	008945	H JENNINGS	158.00
288771	MISC	MICHAEL HOWEY	72.38
288776	008336	NBS COMMERCIAL INTERIORS	792.00
288780	009478	ODP BUSINESS SOLUTIONS, LLC	217.89
288806	007907	SP+ CORPORATION	4.00
6397	005861	UNIQUE MGMT SERVICE, INC	20.60
Total:			118,935.26

I hereby certify that each of the above invoices are true and correct.

_____, 20____

Executive Library Director**Allowance of Vouchers**

The Library Board of Directors of the Baldwin Public Library has examined the claims listed on the foregoing Register of claims and except for claims not allowed as shown on the Register such claims are hereby approved and dated in accordance with MCL 397.210a and the Birmingham City Charter.

Secretary of the Baldwin Public Library Board

BOARD COMMITTEE REPORTS

Finance Committee

Building Committee

Outreach Committee

Personnel Committee

November 2022 Finance Committee Report

The Baldwin Public Library Board's Finance Committee met on Monday, November 14, 2022 at 4:00 p.m. in the Delos Board Room. Present were Frank Pisano, Danielle Rumble, Rebekah Craft, and Jaclyn Miller.

- Craft gave an update on the FY2022-23 budget. After three months, the budget is tracking well.
 - Large payments were issued to Midwest Tape, Overdrive and Ingram for library materials; and to MCD for Phase Three Design Services.
 - Utilities remain higher than last year.
 - Some cost savings will be coming with the cancellation of some underutilized electronic resources and the annual maintenance contract with Biblioteca (\$~20,000).
 - Craft applied for a grant from the Cable Board and will attend their board meeting on 11/16.
- Miller discussed expenditures with funds from the Friends of the Baldwin Public Library. The Friends collected \$1,000 in October at the in-lobby book sale, not counting the revenue from the weekend long sale at the end of the month. We anticipate a book sale report during the Library Board meeting on November 21.
- Pisano had no meeting reports
- Craft will invite Jim Cummins from Raymond James to attend the December Finance Committee meeting.
- Plante Moran will present the annual financial audit to the full library board at the December 19 board meeting.
- The next meeting of the Finance Committee will take place on Monday, December 12 2022, at 4:00 p.m. in the Delos Board Room.

FINANCIAL REPORT: October 2022

This report references the Revenue and Expense Report 2022-23, found on the following page. At 33.3% of the way through fiscal year 2022-2023, the Library has spent 30.9% of its budget and received 82.8% of its revenue. By this point of the year, the Library was budgeted to have spent 33.3% of its budget and to have received 84.8% of its revenue.

Two pay periods were recorded in October.

Vendor payments in excess of \$6,000:

Merritt Cieslak Design PLC (Design Services Phase Three)	\$	29,700.00
Ingram Library Services (Print Materials)	\$	19,416.60
Overdrive (Electronic Materials)	\$	16,253.75
Midwest Tape (Audio Visual Materials)	\$	10,094.65
Total vendor payments in excess of \$6,000	\$	75,465.00
Balance of vendor payments less than \$6,000	\$	43,470.26
Total vendor payments	\$	118,935.26

City of Birmingham allocations:

Payroll Period Ending 10/01/22	\$	105,946.09
Payroll Period Ending 10/15/22	\$	89,273.73
Employee Health Care Payroll Deduction 10/15/22	\$	(642.16)
Fixed Past Retirement Health Care Cost (acct 711.0004)	\$	3,469.00
Retirement Cost (acct 711.0010)	\$	7,744.58
Total Payroll	\$	205,791.24

BS&A Software Charge (acct 811.0000)	\$	351.67
Administrative Services (acct. 813.0000 estimate)	\$	8,740.83
MML Insurance Premium (acct. 960.0400)	\$	490.00
Total City of Birmingham allocations	\$	215,373.74

Reconciling adjustments:

Refund from OCLC	\$	(2,260.32)
Plante Moran Audit Charges	\$	2,460.00
Book Fine Refunds	\$	(16.50)
Total Recon Adjustments	\$	183.18

Total expenses for the month	\$	334,492.18
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BALDWIN PUBLIC LIBRARY
REVENUE AND EXPENSE REPORT 2022-23
October 2022

	Approved 2022-2023 Budget	Current Month October 2022	Current Month October 2022	Variance For Month	Y-T-D Budget 2022-2023	Y-T-D Actual 2022-2023	Variance For Y-T-D	% Received/ Spent	Prior year Y-T-D 2021-2022	33.33% of the year	4th Month of the year
REVENUES											
TAXES	\$3,869,880	\$0	\$0	\$0	\$3,869,880	\$3,869,880	\$0	100.0%	\$3,678,280		100.0%
PROVISION FOR TAX LOSS	(\$15,000)	(\$1,250)	(\$2,207)	(\$957)	(\$5,000)	(\$2,207)	\$2,793	14.7%	(\$1,370)		9.1%
COUNTY AND STATE REVENUE	\$106,000	\$8,833	\$7,052	(\$1,781)	\$35,333	\$7,052	(\$28,281)	6.7%	\$0		0.0%
GRANTS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	100.0%	\$0		0.0%
COMMUNITY CONTRACTS	\$992,390	\$82,699	\$0	(\$82,699)	\$330,797	\$248,142	(\$82,654)	25.0%	\$161,154		16.7%
PATRON USE REVENUE	\$27,000	\$2,250	\$2,598	\$348	\$9,000	\$12,171	\$3,171	45.1%	\$6,453		30.2%
INVESTMENT INCOME	\$30,000	\$2,500	\$11,916	\$9,416	\$10,000	\$11,916	\$1,916	39.7%	\$2,433		8.1%
TOTAL REVENUE	\$5,010,270	\$95,033	\$19,359	(\$75,674)	\$4,250,010	\$4,146,955	(\$103,055)	82.8%	\$3,846,950		80.5%
EXPENSES											
PERSONNEL SERVICES	\$2,846,220	\$237,185	\$205,791	(\$31,394)	\$948,740	\$760,100	(\$188,640)	26.7%	\$530,464		19.8%
SUPPLIES	\$143,000	\$11,917	\$9,334	(\$2,583)	\$47,667	\$45,163	(\$2,503)	31.6%	\$29,291		24.5%
CONTRACTED SERVICES	\$499,590	\$41,633	\$51,086	\$9,454	\$166,530	\$226,908.80	\$60,379	45.4%	\$66,254		17.3%
TECHNOLOGY & MAINTENANCE	\$139,000	\$11,583	\$1,672	(\$9,911)	\$46,333	\$75,488	\$29,155	54.3%	\$51,830		34.6%
UTILITIES	\$105,000	\$8,750	\$7,966	(\$784)	\$35,000	\$38,898	\$3,898	37.0%	\$29,025		30.2%
OTHER CHARGES	\$81,480	\$6,790	\$4,425	(\$2,365)	\$27,160	\$25,574	(\$1,586)	31.4%	\$15,493		18.8%
BUILDING IMPROVEMENTS & FURNISHING	\$67,300	\$5,608	\$4,986	(\$622)	\$22,433	\$14,993	(\$7,441)	22.3%	\$8,123		12.6%
COLLECTIONS	\$649,750	\$54,146	\$49,232	(\$4,914)	\$216,583	\$210,920	(\$5,663)	32.5%	\$129,867		20.1%
TOTAL EXPENSES	\$4,531,340	\$377,612	\$334,492	(\$43,119)	\$1,510,447	\$1,398,045	(\$112,402)	30.9%	\$860,347		20.4%
VARIANCE	\$478,930	(\$282,579)	(\$315,133)	(\$32,554)	\$2,739,563	\$2,748,910	\$9,347				
FUND BALANCE-BEGINNING OF YEAR											
						\$1,868,532.90					
FUND BALANCE-CURRENT						\$4,617,443.09					

The fund balance should be not less than 25% of annual operating expenditures and not more than 35% of annual expenditures, except when the Library is building a fund balance in support of specific non-recurring projects.

Note: Of the \$3,869,880 in Birmingham tax revenue, \$3,197,047 is for operating expenses, and \$672,833 is for funding the Phase 3 expansion and renovation.

November 2022 Building Committee Report

The Baldwin Public Library Board's Building Committee met on Thursday, November 3, 2022 at 9:00 a.m. in the Delos Board Room. Present were Jim Suhay, Melissa Mark, Rebekah Craft, Jaclyn Miller, and two members of the public.

The Committee discussed the proposed café in the Phase 3 renovation. They reviewed the memo from Planning Board member Janelle Boyce, discussed how the space will be used and who it will benefit, and discussed the merits of previous designs.

- We believe the target population for this space is students and professionals that use the Grand Hall and would benefit from having easy access to refreshments
- Teens may prefer this new area as it is more set off from the present teen area
- Shain Park visitors could use the potential bathroom in this area HOWEVER we want to give primary support to BPL users and want to avoid the overuse of other users
- Do not believe a gate is needed at the top of the stairs to block the circulation desk entrance for potential early meeting users if no bathroom is installed as we believe adults will go to the meeting and bathroom only - if users stay in restricted areas, librarians can inform them of 9:30 opening for rest of library
- There are not many coffee shops on our side of Birmingham and instead of walking outside in inclement weather, it is an added benefit to have vending machines in this space
- We have advertised this space as a "cafe area" for at least 3 years so the cafe is the highlight in this new space. We have not advertised this space as "an added bathroom"
- Perhaps we can identify this space as "multi-use" rather than "cafe"
- We already spent major dollars in Phase 2 for the "Youth Services/Children" area including a children's separate room - Grams Room - for stories and crafts - with easy access to a bathroom on the same level steps away so we feel adults should get revamped space
- Since the bathroom might be loud and odor-causing, positioning the entrance east towards the outside is better and roomier than south and right next to vending
- Having a food counter with sink and under-sink refrigerator against the ramp without a curve-out area still provides "cafe" benefits if vending machine(s) are added next to the counter area - and repositioning the tables can still provide easy walk-through access

The Committee would like the architects to develop two different renderings that show alternative café options.

- **Option 1.** A cafe with no restroom. This would be in the corner where the restroom is currently situated. It would be larger than its present footprint and should include a sink, under counter fridge, built in trash can, counter, tabletop coffee machine, and two full size vending machines (one for snacks, one for drinks). If space does not permit two, then a half/half vending machine should be installed.
- **Option 2.** A café and restroom modification of the original cafe design. Keep the bathroom in its current location but move the restroom door facing east towards the Nanawall with the door opening inward and make the restroom larger if space permits. Remove the hook part of the existing cafe counter and then add a half/half vending machine next to the counter. The vending machine should not be higher than the wall of the ramp. If two machines can be added, then the committee would prefer two machines.

Resident David Bloom commented that the restroom in the cafe would be needed most for before hours and after hours use, and agreed that the restroom door should not face outwards. He suggested looking into gourmet vending options and adding a third stop to the lobby elevator so that it opens in the lower level, too.

Resident Janelle Boyce commented that she emailed Craft an example of an upscale vending machine and then Craft shared it with the group.

The next meeting of the Building Committee will take place on Thursday, November 10 at 3:00 p.m. The Committee will discuss interview questions for the Construction Manager RFP.

November 10, 2022 Building Committee Report

The Baldwin Public Library Board's Building Committee met on Thursday, November 10, 2022 at 3:00 p.m. in the Delos Board Room. Present were Jim Suhay, Melissa Mark, Rebekah Craft, Jaclyn Miller, Jeff Zielke (City of Birmingham Asst. Building Inspector), Steve Schneeman (MCD), and one member of the public.

Further discussion of the Phase 3 café ensued. Suhay and Mark requested that MCD would create two designs – one with and one without a restroom – for the full board to discuss on November 14 at the Special Board meeting. Mark referred to her comments at the November 3 Building Committee meeting as rationale for exploring two café options with MCD. It was noted that the Board is split on the preferred design/restroom inclusion, and concerns were shared with Schneemann. MCD will rework most recent Option B to have one combination vending unit, change the orientation of the restroom and try to turn the vending unit away from the south wall of the expansion, so it is less visible.

During the invited public comment, resident David Bloom noted the following concerns and suggestions:

- If there is a bathroom, it will be next to a cafe or members of the public - it will be loud, can it be soundproof/reduced? - Schneemann says yes
- The orientation of the bathroom could still allow for people to see in; can that be addressed?
- Consider using transparent/opaque materials to allow light to come through
- Take inspiration from museum cafes and open kitchen restaurants
- Consider incorporating public art, including digital art components, and greenery or a water feature

CM Interviews were discussed, and questions were evaluated and written for inclusion in the planned Q & A with the Construction Management companies during the special library board meeting on November 14.

November 2022 Outreach Committee Minutes

The Outreach Committee met on Wednesday, November 9 at 9am in the Jeanne Lloyd Room. Present were Missy Mark, Danielle Rumble, Rebekah Craft and Jaclyn Miller.

- Update on latest visits with Community Partners:
 - Rebekah book discussion at First Presbyterian, 11/6/2022 - went well; one time. Missy took the outreach folder and we were directed to the reverend, Missy reached out, no action at this time.
 - Cedarbrook, - no response but they have the folder
 - Chamber of Commerce - met Kelly, said they were going to come visit.
 - BSD - Missy left a card and message for Christina Sheppard-Decius who is brand new and not working full time in Bham yet. We are helping at the Kinderzone at Winter Markt
 - Great Start - waiting on our marketing piece for their directors meeting, and then Jaclyn will reach out to Carol to get on their schedule.
 - St James Preschool - Danielle met with Melissa, artwork, storytime, Jaclyn will check with Susan in YS to see if they have been in touch.
 - Oakland Community College - Johnna, interested in study spaces, Danielle sent her the Idea Lab poster, BPL brochure, not interested in the electronic resources, because they have them.
 - Celebrate Birmingham event- Rebekah is working on a new committee in Bham, interested in setting up an event tying together cultural orgs and businesses. Taking inspiration from Arts Beats and Eats, Art Walks, Sips and Strolls, Nights Out, etc.
- Review updated agreement sheet with offerings available - share the google document with Danielle and Missy
- Updates to Student Outreach Insert - we are not renewing some databases, so they are being removed from the insert page and it will be reprinted
- New shelving to start collecting bookshelf items for future deliveries - Haven, Lighthouse, Sheridan, YMCA all expressed interest in possibly receiving deselected books for their facilities.
- New Business –
 - Rebekah will call the school board members to see if they want a tour of the library.
 - We will talk about a non-profit organization day at the Library; check Spring events calendar. AS Librarian Megan Novak is working with NP orgs who are looking for volunteers.
- Jaclyn will start cleaning up the library contacts on the spreadsheet and we will assign some more visits in January.
- Next meeting date - January

LIBRARY REPORT

Statistical Dashboard

Programs & Services

Facility

Diversity & Equity

Community Outreach & Partnerships

Personnel & Organization

Financial

Expenditures from FOBPL Donations

Statistical Dashboard

October 2022						Better/ (Worse) Target	Off Target Cautionary On Target
	Current Month	This month last year	Current FYTD	Previous FYTD	FY 22-23 Q1 Target		
Financials							
Revenues	\$ 19,359	\$ 220,968	\$ 4,146,955	\$ 4,069,323			
Expenses	\$ 334,492	\$ 300,933	\$ 1,398,045	\$ 1,119,302			
Circulation							
Circ (Charges & Renewals)	43,560	46,183	179,427	197,310	270,000	(90,573)	On Target
Self-Check Usage	50.0%	49.0%	47.1%	42.2%			
% of Circ by Residents*	92.3%	93.8%	92.3%	92.8%	92.0%	0%	On Target
% of Circ by Non-Residents	6.7%	6.2%	7.5%	7.3%	8.0%	-1%	On Target
Interlibrary Loans							
Items borrowed	618	823	3,113	3,407			
Items loaned	816	843	3,344	3,116			
Technology Usage							
Database Sessions	4,413	2,913	16,604	10,120	17,000	(396)	On Target
Downloadable Content	11,938	11,051	50,292	45,465	64,000	(13,708)	On Target
Public Computer Usage	531	352	1,779	1,213			
Wireless Sessions	5,126	4,382	18,665	18,033	32,500	(13,835)	Off Target
Program Attendance							
Program Attendance for Adults	222	311	671	1,229			
# of Programs for Adults	16	20	50	68			
Program Attendance for Teens	109	135	311	657			
# of Programs for Teens	8	5	22	18			
Program Attendance for Youth	2,814	799	6,270	3,411			
# of Programs for Youth	35	32	114	119			
Computer Classes	38	26	148	95			
# of Computer Programs	6	5	23	19			
Online Video Views	68	85	222	342			
Idea Lab Visits	121		732				
Total Program Attendance	3,372	1,356	8,354	5,734	14,000	(5,646)	Off Target
Total # of Programs	65	62	209	224	175	34	On Target
Outreach Attendance	6	926	338	987			
# of Outreach Programs	2,161	4	2,170	5			
Gate Count							
	16,746	13,721	60,906	52,975	90,000	(29,094)	Cautionary
Volunteer Hours							
	201	14	503	74	600	(98)	On Target
Social Media							
New Users							
Website Hits/Pageviews	21,746	21,417	92,265	83,393	130,000	(37,735)	On Target
e-Newsletter Subscribers**	-32	3	11,180	12,804	11000		On Target
Facebook Page Likes	24	-2	2,872	2,658	2800	72	On Target
Twitter Followers	-8	3	1,342	1,324	1475	(133)	Off Target
Instagram Followers	22	7	2,077	1,911	2000	77	On Target

*Residents include people who live, work, or own property in our service area of Birmingham, Beverly Hills, Bingham Farms, and the City of Bloomfield Hills

**Newsletter provider changed in Nov 2021; duplicate email addresses were eliminated

Strategic Plan Status Report

The next report update for the second quarter of FY2022-23 will be included in the January 2023 board packet.

Programs & Services

Strategic goal: Adapt programs and services to meet the needs of the changing population

COVID-19 Response

Library Staff members continue to follow city protocols, quarantining as breakthrough cases continue and testing as exposures require. Staff clean workspaces between shifts, and maintain physical distances of 6 feet while in the Library. Masks are no longer required unless:

- You have returned to work following a case of COVID and must wear a mask for 10 days following your illness
- You are experiencing lingering symptoms of a respiratory infection after staying home sick to recover

If the City sees a rising trend in infections a strict mask policy will be put back into place.

Idea Lab

The Idea Lab hosted a group from Northville District Library, who are investigating the addition of a makerspace. Assistant Director Maria Williams brought three Library Board members for a tour and Q&A with Jeff, to find out what we offered, what we started with, what gets used often, and how resources are allocated.

Teen Programming

Teen Librarian Elisabeth Phou presented a Haunted Diorama program for Teens on October 27. We provided the spooky supplies, and teens created their own displays to take home.



Travel the World series

Youth Services Librarian Melissa Behrens kicked off her new travel series for students in grades 4 to 6, with a session on India. Fifteen “world travelers” joined Melissa for the inaugural “trip.” Among other fascinating topics, the students learned to dance a dandiya garba from instructor Nandita Bajaj from the Center for Performance Arts and Learning in Wixom. Each program participant received a special BPL passport, which they can get stamped every time they come back for a new session.



Behind the Scenes Tours

Craft continues to offer a monthly behind the scenes tour of the library. This has been a great way for community members to learn more about the library, meet staff working in the building, and ask questions about our services and programs. The next tour will be held on Tuesday, December 13 at 4:00 p.m.

Blind Date with a Book

Head of Adult Services H Jennings was a presenter in the Blind Date with a Book program held at the Village Club. This program, organized by the West Bloomfield Township Public Library Director Cathy Russ, was a fast-paced hour of book recommendations presented by six different librarians from Troy Public Library, BTPL, Baldwin, and WBTP. Each librarian shared five books they recommend in six minutes and rotated through seven tables of attendees.

Facility

Strategic goal: Create a welcoming, safe, and accessible building that meets the needs of our staff and users.

Backup Server

The hardware has been installed on our new backup server and All Covered, our vendor, is now working with Jamie Richards to get the remote setup complete. This will allow us to avoid any downtime in the event of another primary server failure.

New Books

Several of the New Book collections have been relocated to the Grand Hall, in order to provide enough space to allow new and popular titles to remain on display for longer periods of time and in closer proximity to their long-term shelving



locations. The New Non-Fiction titles will remain on the wall near the Teen Scene in the Birkerts Wing, also with room for expansion.

Diversity and Equity

Strategic goal: Provide and promote equitable and inclusive resources and opportunities for all populations

IDEA (Inclusion, Diversity, Equity, Access) Task Force

The group will continue to meet monthly to accomplish the goals set forth by the Library Board.

Project READY

In addition, the Youth Department will continue their work with Project READY as their staffing and scheduling will allow.

DEI Consulting Services

Craft has been in communication with Steven and Celeste Jackson, who are Chicago-based consultants with Global Community Associates (GCA), to create a bid for consulting services to assist with Baldwin's plan goal of providing and promoting equitable and inclusive resources and opportunities for all populations.

GCA is a consulting agency committed to creating spaces where people, agencies and institutions throughout the Global Community can engage in organizational and system level change by utilizing transformative and evidence-based Restorative Practices. GCA specializes in working with libraries, schools and other organizations where people are a focal point of engagement.

GCA's principal consultants have over 30 years of combined specialized work experience in the field of restorative justice and practices, diversity, equity and inclusion, community engagement, social and human services and mental health. This unique intersection of experiences positions us to provide insightful, thorough and useful data as we look at presenting issues and concerns through varying lenses.

Their bid is included in the Information Only section of this packet and would cover 18 months of consulting services with the community, staff, and board to improve diversity, equity, and inclusion of Baldwin's services and resources.

Community Outreach and Partnerships

Strategic goal: Develop and strengthen BPL connections within the community.

City of Birmingham

Craft has attended weekly City of Birmingham staff meetings. The meetings are being held via Zoom. Miller submits content for the monthly and quarterly newsletter and Craft submits an update to the City Manager to be discussed as part of his report during the last Commission meeting of each month.

Beverly Hills

Miller submitted information to the Village of Beverly Hills for inclusion in its weekly email and monthly newsletter.

On October 22, staff members Cameron Crawford, Mary Macmillan, Joan Tyrell, Lawson Glenn, Jaclyn Miller, and Rebekah Craft, along with unofficial mascots Koko and Koji, and friends Mae and Jacob, handed out candy to about 2,000 people at the Halloween Hoot at Beverly Park!

Beverly Hills Lions Club

The BHLC provided Project Kindsight Vision Screening on November 19 in the Youth Department. This free vision screening for ages 6 months and up is fast, non-invasive, and has an accuracy rating of 98%.

Bingham Farms

Miller submits monthly Board Meeting updates to the Library Liaison. Bingham Farms will be appointing a new liaison to the Library Board at their November 21 Village Council meeting.

City of Bloomfield Hills

Miller submits monthly Board Meeting updates to the Library Liaison.

Birmingham Next

Rebekah Craft continues to host the Popular Reads book club virtually on the first Monday of each month at 1:00 p.m. The group will begin meeting in a hybrid format at Next and on Zoom on December 5. Mick Howey is leading the Library's non-fiction book club, which meets virtually on the second Tuesday of every month at 10:00 a.m. Contact Rebekah.craft@baldwinlib.org to request the book and join the meeting.

Birmingham Schools

Susan Dion met with five classes at West Maple this month to conduct a First Grade, First Card visit where she talked about library resources and services with roughly 120 students. The Youth Staff will meet with first graders across the district as the year progresses.

Susan Dion also visited the fifth graders at Quarton Elementary to share new book titles. We will continue offering these virtual visits to interested fifth grade teachers.



Birmingham YMCA

On October 21, Susan Dion and Terry Meyer participated in Halloween at the Y, telling fun and not-so-scary stories around the bonfire.



Diaper Drive

BPL is serving as one of the drop-off locations for a local diaper drive benefitting “Diapers to Mamas” and “A Girl Like Me.” Donations will be accepted at the front entrance until November 20.

First Presbyterian Church of Birmingham

Rebekah Craft led a book discussion on “How to Be an Antiracist” by Ibram X. Kendi, with congregation members on Sunday, November 6.

Friends of the Baldwin Public Library

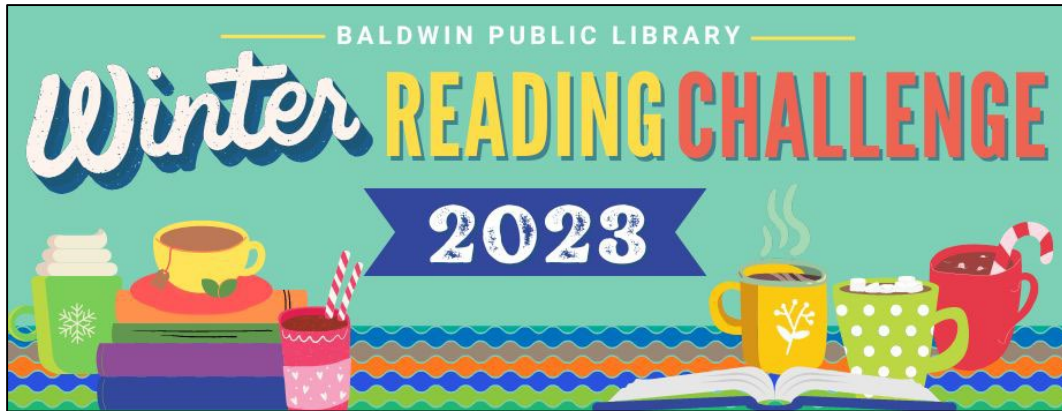
The Friends of the Library continue to sell deselected and donated materials from tables and carts in the lobby, and collect material donations on Tuesdays and Thursdays. In October, the Friends collected \$1,000 in donations, at the lobby tables. Additionally, they sold approximately \$3,400 worth of used books and media during their weekend long sale over Halloween weekend, and generated about \$300 in memberships. Jaclyn Miller attended the regular meeting of the FOTBPL board on November 15. The Board will meet next on January 24, 2023.

Marketing

Michelle Hollo continues to work with Jaclyn Miller designing projects and marketing materials for the Library, including:

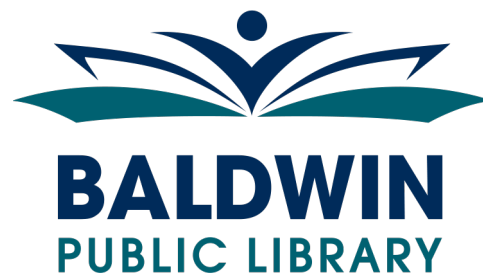
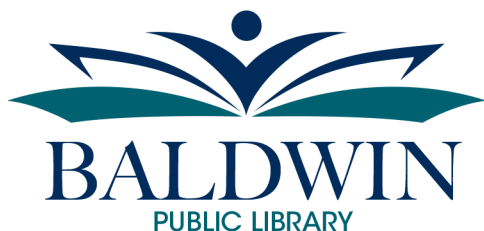
- *Learn.Connect.Discover* winter newsletter
- Display and directional signage

- Youth Program posters and fliers
- Adult Services program fliers
- Teen bulletin board poster
- Winter Reading Challenge promotional pieces
- Signage to help patrons find new collection locations
- Puppet Theater Banners



Logo Redesign

Craft and Miller attended the City of Birmingham's wayfinding and signage committee meeting on November 14. The committee members were happy with Baldwin's proposed logo but asked that an alternate option that features the exact layout of the City logo's fonts be presented to the committee at their next meeting on December 12. The logo options are shown below.



Due to accessibility concerns, Baldwin staff continues to recommend the use of the logo shown above right because serif fonts are easier to read when displayed in a smaller size.

eNewsletters

Robert Stratton has compiled and distributed the Library's four monthly eNewsletters (Adult Events, Teen Events, Youth Events).

Personnel and Organization

Strategic goal: Train, empower, and equip members of the organization to best support users and each other.

Circulation Conference

Kristen Tait, Head of Access Services, recently attended the conference "Back in Circulation Again", sponsored by the University of Wisconsin Information Science school and held in Madison, Wisconsin. This conference's audience is staff who work in Circulation and Access Services departments of both public and collegiate libraries. The specific sessions Kristen attended were:

- Library Security: Improving Service and Safety
- Customer Service in Underserved Populations [this ended up as a discussion session, not a presentation]
- Cultivating a Successful Team using Lean Principles
- Librarians and Pages Unite! The power of partnerships in collection management
- Using Microsoft Teams to Improve Communication
- Making Informed Stacks Decisions: Interdepartmental Project Management with Google Sheets
- Physical Inventory: Using Excel to Produce Shelf Reports

Of particular interest and use were the third and fourth sessions, although elements of the other sessions have led to good discussions with other staff at Baldwin. In the Librarians and Pages Unite! session, the Mead Public Library (Sheboygan, WI) shared their experiences establishing and utilizing a page-librarian partnership. Pages are paired with librarians based on areas of interest as well as personalities and communication styles. The librarians then collaborate with the pages on collection development and programs; pages spend roughly one-two hours each week on this and then continue with their regular page duties for the remainder of their time.

Although not directly applicable (due to the software used by the libraries involved), the Making Informed Stacks Decisions and Physical Inventory sessions have been useful as Kristen and Cameron prepare to inventory all of Baldwin's physical collections. Learning how other libraries manage and track such a project has helped determine what type of equipment we will use and how we will structure our own process.

In addition to the information gained in sessions, this conference aided in establishing and strengthening relationships with staff at other libraries, including the Head of Circulation at the Ferndale Public Library and the Support Services manager at the Saline District Library. Informal

discussions were held about as teen behavior, circulating LPs and other specialized collections, and scheduling staff. As always, learning about how local libraries handle these issues helps inform the approaches taken at Baldwin.

As previously noted, Kristen received a Library of Michigan Continuing Education Stipend in the amount of \$1,600 to attend this conference.

Cybersecurity Webinar

Jamie Richards, IT Coordinator, and Brandon Bolek-Toubeaux, Assistant Head of Access Services, attended an online webinar through SEMCOG focusing on cybersecurity for local government agencies. The webinar focused on preparing for the threat landscape of cyberattacks, social engineering attempts, and phishing scams.

Staff Communications

The most recent all staff meeting was held on Wednesday, October 19. The next all staff meeting will be held on Wednesday, November 30.

Staff Anniversaries

Lauren Clifford, Technical Services Assistant, reached 3 years of service on November 3.

Susan Dion, Youth Services Specialist, will reach 17 years of service on November 30.

Bart Gioia, Technology Trainer, will reach 15 years of service on November 26.

Courtney Holland, Idea Lab Assistant, reached 1 year of service on November 8.

Cheyenne Kennard, Page, reached 3 years of service on November 3.

Morgan Kosciuk, Reference Assistant, will reach 3 years of service on November 25.

Robert Stratton, Administrative Assistant, reached 3 years of service on November 4.

Staffing Updates:

Briana Ratchford, Circulation Assistant I, accepted a new job in Birmingham, AL. Briana joined Baldwin in May of 2019 and has been a steadfast employee ever since. Kristen notes that "I have always appreciated her insights and suggestions, and will most definitely miss working with her." Briana's last day was November 3.

We are currently in the process of hiring several new pages. Because we tend to promote from within, we anticipate that some of these pages will be promoted to Circulation Assistants and a few months to fill staffing holes in our Access Services Department.

We have posted an opening for an additional IT Assistant, for which we are accepting applications until November 27. Interviews will immediately follow.

A call for substitute librarians was also posted, and interviews are under way.

Volunteer Hours

201 volunteer hours were utilized in the month of October.

Financial Stability

Strategic goal: Maintain and improve financial health.

Craft continues to monitor the both the Library's budget and the performance of its Trust funds in order to ensure fiscal responsibility as we work to fully resume pre-COVID operations.

FY2023-24 Budget

City of Birmingham budget planning has begun and Craft is working with the Finance Department and the management team to gather materials to create BPL's FY2023-24 budget. Millage forecasts for FY2023-24 are not yet available but Finance Director Mark Gerber expects to collect the maximum property tax increase of 5% from residents in the next fiscal year.

Cable Board Grant Request

Craft applied for a Birmingham Area Cable Board grant in the amount of \$10,000 to pay for upgrades to the Jeanne Lloyd Room AV system and projector. Craft attended the Cable Board's November 16 meeting to answer questions, and the Board voted unanimously to approve the request.

Library of Michigan Continuing Education Stipends

Four Baldwin staff members received \$1,600 stipends from the Library of Michigan conference to attend out of state conferences. Baldwin will receive a total of \$5,400 from the Library of Michigan in grant money. We are very grateful for the opportunities that these funds provided to Syntha Green, Rosemary Isbell, Stephanie Klimmek, and Kristen Tait.

Baldwin Public Library: Friends Funds	
October 2022 Expenditures	
Adult Services	
Books Unshelved	\$ 24.38
Presenter Fees	\$ 1,300.00
Seed Library	\$ 33.90
Total	\$ 1,358.28
Teen Services	
Terrarium Program	\$ 132.73
Halloween Lock-In	\$ 167.40
Books Unboxed	\$ 169.60
Anime Club	\$ 54.31
Pizza and Pages - refreshments, books	\$ 288.47
Total	\$ 812.51
Youth Services	
Books Unboxed	\$ 87.19
Halloween Lock-In/Ghost Walk	\$ 28.17
Program Supplies	\$ 96.51
Book Clubs	\$ 118.56
Total	\$ 330.43
Outreach & Equipment	
Candy for the Halloween Hoot	\$ 271.84
Total	\$ 271.84
Total Expenditures	\$ 2,773.06
October 2022 Balances	
Adult Services	\$ 3,430.01
Teen Services	\$ 1,943.55
Youth Services	\$ 3,544.71
Outreach & Equipment	\$ 5,663.98
Total Balance	\$ 14,582.25
October In-Library Book Sale Donations*	\$1,000.00
Submitted by Jaclyn Miller for October 10, 2022	

*through Oct 28; does not include Halloween weekend book sale

INFORMATION ONLY

Upcoming Events of Interest

Weekly Story Times

Visit our story time page at www.baldwinlib.org/storytime for dates, locations, and more information. Registration required. Story times are being offered indoors at the Library.

Family Game Night

Tuesday, November 22 — 7:00 p.m. to 8:00 p.m.

Are you looking for a night of fun for your whole family? Join us for technology-free, stress-free games and activities. Registration required.

Michigan Holiday Season Memories

Monday, November 28 — 7:00 p.m. to 8:00 p.m.

The Holiday Season in Michigan holds special memories for everyone – who can forget the leaping reindeer emerging from the entranceway high above Hudson's, at the corner at Woodward and Grand River? Co-authors Jon Milan and Gail Offen invite you to join them on a colorful tour of seasonal highlights throughout the state – past and present!

In one of their latest programs, Jon and Gail ask everyone to tag along as they whisk us off to a festive reconjuring of Holiday memories – from Hudson's Thanksgiving Day Parade and the arrival of Santa – to breakfast at Crowley's with old Saint Nick – From the animated windows along Woodward to the Automotive-themed, tree-lined corridors of the Ford Rotunda! From Candlelight Walks in old Frankenmuth to America's tallest singing Christmas tree in Muskegon. Join the authors for an hour of festive fun as they take a peek through the frosty windows of family memories that have marked the holiday seasons throughout the years, complete with archival photos and film footage, featuring nearly 100 years of Thanksgiving, Hanukkah, Christmas, Kwanzaa, and New Year's Cheer.

Note: This program will be both in person at the Library and virtually via Zoom. Please indicate your preference by selecting the ticket type you wish to attend. Registration is required to receive the Zoom link.

Idea Lab Class: Finding 3D Models Online

Wednesday, November 30 — 7:00 p.m. to 8:00 p.m.

By popular request, this helpful class returns! Join Jeff on Zoom where he will teach you how to navigate the complex world of online 3D model databases. Where to search, what to search for, and what to do with it once you've found it. Complete instructions provided upon registration.

Pizza and Pages: Monday's Not Coming by Tiffany D. Jackson

Thursday, December 1 — 7:00 p.m. to 8:00 p.m.

Grades 7-12. The first 10 to register will receive a free book, thanks to the Friends of Baldwin Public Library. Pizza and drinks will be provided. Registration required. Email teen@baldwinlib.org with any questions.

Our Natural World Art Show

Saturday, December 3 at 10:30 a.m. through Memorial Day

The library will be unveiling a new collaborative art project featuring paintings by K-12 students in Bloomfield Hills and Birmingham Public Schools. The theme of the exhibit is "Our Natural World." The paintings will be hung lining the exterior facing windows of the Youth Room and will be visible from Shain Park, Merrill Street, and Martin Street. This project has been planned and coordinated by residents David Bloom, Barbara Heller, and Laura Host. A reception will be held on Saturday, December 3 at 10:30 a.m. on the Wintermarkt main stage. Refreshments will be available inside the Youth Room following the unveiling.

Duo Concert with Andrew Wu

Saturday, December 3 — 11:00 a.m. to 12:00 p.m.

Join us for this fourth in the series of live Saturday afternoon musical events at BPL. Come listen to a magical duo concert showcasing the development of the viola as a solo instrument and featuring music by composers Haydn, Mozart, Fuchs, and Glière.

Ruff Readers

Tuesday, December 6 — 6:30 p.m. to 7:30 p.m.

Sign up for a ten minute time slot to read to a registered therapy dog from the Alliance of Therapy Dogs. Therapy dogs enjoy being read to and offer a non-judgmental, creative, and fun opportunity for children while encouraging reading confidence. Registration required.

Birmingham Museum Series - Carlos Lopez and the Controversial Birmingham Mural of 1942

Thursday, December 8 — 7:00 p.m. to 8:00 p.m.

In 1942 when well-known American Latino muralist Lopez was chosen by a juried panel to paint a mural in Birmingham's new Post Office in 1942, he didn't expect that the project would ignite a small but fierce protest. His depiction of Birmingham area pioneers was seen by some as objectionable, and by others as totally appropriate. Donna Casaceli will discuss Lopez and his controversial mural that still exists in downtown Birmingham.

This is a hybrid event. You may attend in person or virtually. Registration is required.

Behind the Scenes Library Tour

Tuesday, December 13— 4:00 p.m. to 5:00 p.m.

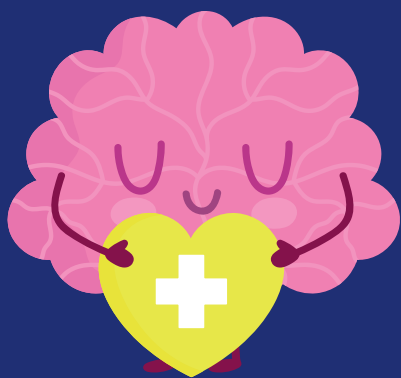
Join Director Rebekah Craft for a behind the scenes tour of the library. You'll visit staff areas, learn how items are added to the collection, and hear about new programs and services. The tour will meet in the vestibule.

LEARN CONNECT DISCOVER

WINTER 2022/23 NEWSLETTER

- 2 PROGRAMS FOR CHILDREN
- 4 PROGRAMS FOR TEENS
IDEA LAB
- 5 COMPUTER CLASSES
ADULT BOOK CLUBS
- 6 PROGRAMS FOR ADULTS
LIBRARY BOARD
- 7 DIRECTOR'S UPDATE

Baldwin HIGHLIGHTS



December
**MENTAL
HEALTH
AWARENESS**



January
**WORLD
PEACE
DAY**



February
**BLACK
HISTORY
MONTH**

WINTER READING CHALLENGE

DECEMBER 1 TO JANUARY 31

SIGN UP AT BALDWINLIB.BEANSTACK.ORG TO START THE WINTER READING CHALLENGE FOR ALL AGES.
COMPLETE THE WINTER READING CHALLENGE FOR YOUR CHANCE TO WIN ONE OF THREE GRAND PRIZES.



BALDWIN PUBLIC LIBRARY ► SERVING THE COMMUNITIES OF
BIRMINGHAM, BEVERLY HILLS, BINGHAM FARMS, & BLOOMFIELD HILLS

WINTER PROGRAMS FOR CHILDREN

BABIES TO GRADE 6

ALL PROGRAMS SUBJECT TO CHANGE. CHECK THE WEBSITE (BALDWINLIB.ORG/CALENDAR) FOR UP TO DATE INFORMATION AND LOCATIONS BEFORE HEADING TO ANY EVENT.

WINTER FUN

PAW PATROL PARTY

FRIDAY, DECEMBER 23 AT 11:00 A.M.

Join us as we celebrate our favorite rescue dogs with stories, games, and crafts.

Registration required.

PAINT BY NUMBER

GRADES 1 TO 5

THURSDAY, DECEMBER 29 AT 3:00 P.M.

Paint by the numbers to create two masterpieces. Please come dressed to paint. Registration required.

TRAVEL THE WORLD: CHINA

GRADES 4 TO 6

WEDNESDAY, FEBRUARY 8 AT 4:30 P.M.

Join us as we "travel" outside the United States and experience different countries through taste, smell, sound, touch, and sight.

Registration required.

MARIO KART PARTY

GRADES 4 TO 6

THURSDAY, FEBRUARY 23

FROM 7:00 TO 8:30 P.M.

On your mark, get set, go! Join us at the Library for Mario Kart racing. Everyone will get a chance to race with activities to do while you wait. Registration required.

PLAY AND LEARN

AGES 2 TO 5 AND A GROWN UP

THURSDAYS AT 4:00 P.M.

DECEMBER 22 • FEBRUARY 2

Touch, play, explore, and discover with your child while they learn a variety of skills including fine and gross motor, social, early literacy, and math. Registration required.



TAKE HOME KITS

COLORING CLUB

TUESDAY, DECEMBER 13

Receive a fun poster to color at home. There are two choices per month.

Advance registration required.

WINTER BREAK SURPRISE CRAFT KIT

WEDNESDAY, DECEMBER 21

Pick up a surprise craft kit to enjoy at home during Winter Break. First come, first served.

APPRECIATE A DRAGON

FRIDAY, JANUARY 13

Celebrate Appreciate a Dragon Day with take and make crafts and activities.

First come, first served.

KUMIHIMO BRACELETS

FRIDAY, FEBRUARY 17

Make friendship bracelets using Kumihimo, a braiding technique using long decorative string. First come, first served.

BATTLE OF THE BOOKS 2023

KICKOFF AND TITLE RELEASE IS MONDAY, DECEMBER 12

BATTLE DAY IS SATURDAY, MARCH 18

For more information and Battle Book Talk dates, please visit www.baldwinlib.org/battle-of-the-books/



KIDS LIBRARY SOCIETY

GRADES 3 TO 6

THURSDAYS AT 7:00 P.M.

DECEMBER 15 • JANUARY 19 • FEBRUARY 16

Do you want to be more involved with the Library? Would you like to hang out with friends and play some games? Join us for monthly meetings where we talk about Library programs.

Registration required.

45

BOOK CLUBS

FOR CHILDREN

Visit our Book Clubs page at baldwinlib.org/book-clubs for more upcoming book selections.

Adventures IN BOOKS

GRADES 1 TO 3 - GROWN UPS WELCOME

WEDNESDAYS AT 4:30 P.M.

DECEMBER 28: *AVEN GREEN, SLEUTHING MACHINE* BY DUSTI BOWLING

JANUARY 25: *THE INFAMOUS RATOS* BY KARA LAREAU

FEBRUARY 22: *MAKE WAY FOR DYAMONDE DANIEL* BY NIKKI GRIMES

Email Melissa at melissa.behrens@baldwinlib.org to register.

BEYOND the book

GRADES 1 TO 3

THURSDAYS AT 7:00 P.M.

DECEMBER 8: *WHO WOULD WIN? ULTIMATE DINOSAUR RUMBLE* BY JERRY PALLOTTA

JANUARY 12: *ALEXANDER VON HUMBOLDT: EXPLORER, NATURALIST, & ENVIRONMENTAL PIONEER* BY DANICA NOVGORODOFF

FEBRUARY 9: *WE ARE THE SUPREMES* BY ZOË TUCKER

Email Rosemary at rosemary.isbell@baldwinlib.org to register.

Kids COOKBOOK club

GRADES 3 TO 6

MONDAYS AT 7:00 P.M.

JANUARY 30: *KID CHEF: THE FOODIE KIDS COOKBOOK* BY MELINA HAMMER

Email Syntha at syntha.green@baldwinlib.org to register for this special book club. Choose a recipe from the cookbook to make and bring to share with everyone.

PANELS & FRAMES

GRADES 3 TO 6

TUESDAYS AT 7:00 P.M.

FEBRUARY 21: *MARSHMALLOW & JORDAN*

BY ALINA CHAU

Email Susan at susan.dion@baldwinlib.org to register.



BOOK CLUBS

FOR CHILDREN

Visit our Book Clubs page at baldwinlib.org/book-clubs for more upcoming book selections.

MOTHER/DAUGHTER

GRADES 4 TO 6 AND MOMS
TUESDAYS AT 7:00 P.M.

DECEMBER 13: *COO* BY KAELE NOEL

JANUARY 10: *CHARLIE THORNE AND THE LAST EQUATION* BY STUART GIBBS

FEBRUARY 7: *THE YEAR I FLEW AWAY* BY MARIE ARNOLD

Email Susan at susan.dion@baldwinlib.org to register.

BOOKS & bagels

GRADES 4 TO 6
TUESDAYS AT 7:00 P.M.

DECEMBER 27: *HERE IN THE REAL WORLD* BY SARA PENNYPACKER

JANUARY 24: *THE HOUSE THAT WASN'T THERE* BY ELANA K. ARNOLD

FEBRUARY 28: *TAKE BACK THE BLOCK* BY CHRYSAL D. GILES

Email Susan at susan.dion@baldwinlib.org to register.

WHO? WHAT? WHERE?

GRADES 4 TO 6
THURSDAY, JANUARY 5 AT 7:00 P.M.

WHO IS STEVIE WONDER? BY JIM GIGLIOTTI

Email Rosemary at rosemary.isbell@baldwinlib.org to register.

MOMS BOOK CLUB

WEDNESDAYS AT 7:00 P.M.

DECEMBER 7: *THE DICTIONARY OF LOST WORDS* BY PIP WILLIAMS

FEBRUARY 1: *THE ROSE CODE* BY KATE QUINN

Email Susan at susan.dion@baldwinlib.org to register.

WINTER PROGRAMS FOR CHILDREN

BABIES TO GRADE 6

WEEKLY STORY TIMES

Visit our story time page at www.baldwinlib.org/storytime for dates, locations, and more information.
Registration required.

NEW STORY TIME COMING THIS WINTER!

Check baldwinlib.org/storytime for details and the schedule.

WIGGLE & RHYME

BIRTH TO 1.5 YEARS

WITH MS. STEPHANIE ON TUESDAYS

Join Ms. Stephanie for a lapsit story time with singing, clapping, tapping, and more.

TODDLER TALES

1.5 YEARS TO 2.5 YEARS

WITH MS. ROSEMARY ON WEDNESDAYS

Join Ms. Rosemary for stories, songs, and rhymes.

SING & TELL

2.5 YEARS TO 3.5 YEARS

WITH MS. SUSAN ON FRIDAYS

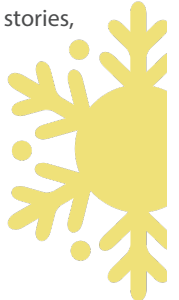
Join Ms. Susan as she reads stories and rhymes, sings songs, and more.

BEDTIME TALES

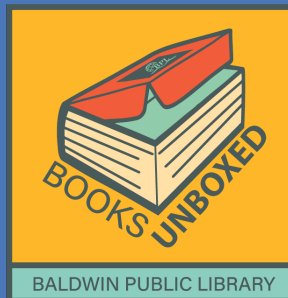
ALL AGES

WEDNESDAYS AT 6:15P.M.

Join Ms. Syntha for end-of-day stories, rhymes, and songs.



BOOKS UNBOXED



GRADES 4 TO 12

Join our three month subscription book service and receive a surprise library book tailored to your preference each month. Visit www.baldwinlib.org/youth to subscribe now.

PROJECT KIDSIGHT

VISION SCREENING FOR KIDS

• FRIDAY, DECEMBER 23
10:00 A.M. TO NOON

• SATURDAY, JANUARY 14
10:00 A.M. TO NOON

• SATURDAY, FEBRUARY 18
10:00 A.M. TO NOON

This free vision screening for ages 6 months and older is fast, non-invasive, and has an accuracy rating of 98%.

Sponsored by the Beverly Hills Lions Club.



RUFF READERS

AGES 6 & UP

TUESDAYS AT 6:30 P.M.

DECEMBER 6 • JANUARY 17 • FEBRUARY 14

Sign up for a ten minute time slot to read to a registered therapy dog from the Alliance of Therapy Dogs. Therapy dogs enjoy being read to and offer a non-judgmental, creative and fun opportunity for children while encouraging reading confidence.

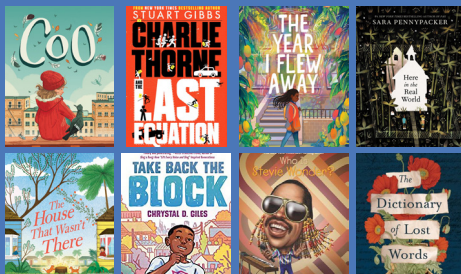


BOOK SCAVENGERS



We've hidden pictures in the Youth Room! How many can you find?

A new scavenger hunt will be put up at the beginning of each month.



WINTER PROGRAMS FOR TEENS

GRADES 7 TO 12

PLEASE NOTE THAT PARENTS AND YOUNGER SIBLINGS WILL NOT BE ABLE TO ATTEND TEEN PROGRAMS.

PIZZA AND PAGES

1ST THURSDAY OF THE MONTH AT 7:00 P.M.

DECEMBER 1: *MONDAY'S NOT COMING*
BY TIFFANY D. JACKSON

JANUARY 5: *THE CRUEL PRINCE* BY HOLLY BLACK

FEBRUARY 2: *THE HATE U GIVE* BY ANGIE THOMAS

The first 10 teens to register will receive a free book, thanks to the Friends of the Baldwin Public Library. Pizza will be provided. **Registration required.**

ANIME CLUB

2ND THURSDAY OF THE MONTH
FROM 7:00 TO 8:30 P.M.

DECEMBER 8

JANUARY 12

FEBRUARY 9

Watch a different anime every month, talk about the manga you're reading, and enjoy ramen, Pocky, and other Japanese snacks. **Registration required.**

WINTER READING CHALLENGE

DECEMBER 1 TO JANUARY 31

Sign up at baldwinlib.beanstack.org to start the Winter Reading Challenge for all ages. Complete the Winter Reading Challenge for your chance to win one of three grand prizes.

CUPCAKE WARS

THURSDAY, JANUARY 26
FROM 7:00 TO 8:30 P.M.

Put your creativity, imagination, and sweet tooth to the test! You'll be given a pantry of ingredients and a limited amount of time to turn cupcakes into themed designs to impress our panel of judges! *This program may not be suitable for those with food allergies.* **Registration required.**



BALDWIN PUBLIC LIBRARY

TAB

TEEN ADVISORY BOARD

TEEN ADVISORY BOARD MEETINGS

3RD THURSDAY OF THE MONTH AT 7:00 P.M.

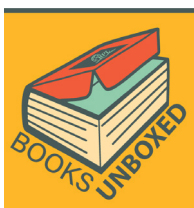
DECEMBER 15

JANUARY 19

FEBRUARY 16

Have some ideas for the Library? Share your opinions on teen programs, prizes, displays, and other Library matters at these fun-filled meetings; all while eating pizza and making friends. Attendance at meetings can be used for volunteer hours! **Registration required.**

BOOKS UNBOXED



BALDWIN PUBLIC LIBRARY

GRADES 4 TO 12

Join our subscription box service and receive a surprise library book along with snacks and other goodies. Visit www.baldwinlib.org/teen to subscribe now.

Sign up by the third Tuesday of the month to receive your box on the fourth Tuesday of the month. Subscriptions last for 3 months.

MIDWINTER BREAK VIDEO GAME DROP-IN

THURSDAY, FEBRUARY 23
FROM 3:00 TO 6:00 P.M.

Come play our Nintendo Switch and PS4 with VR! We have Mario Kart, Super Smash Bros, Just Dance, Beat Saber, and more! Stop by for a bit or stay the whole time. Snacks will be available. **No registration required.**



IDEA LAB

3D PRINTED LED STRING LIGHTS KIT FRIDAY, DECEMBER 2

Transform a string of plain LEDs into colorful crystalline gems with attachments made right here in the Idea Lab! **Registration required.**

CUSTOM 3D PRINTED COOKIE CUTTERS WEDNESDAY, DECEMBER 7 AT 7:00 P.M.

This class will teach you the entire process of making custom 3D Printed cookie cutters from scratch! Use ingenious online tools and the 3D Printing services at The Idea Lab to take your seasonal baking to the next level! **Complete instructions provided upon registration.**

TAKE AND MAKE: JENGA SHOOTER MONDAY, DECEMBER 12

Spending time with family and friends this season? Invite them all for a rousing game of Jenga... with a twist! Build our laser-cut Jenga Shooter kit, and you'll be a Jenga champion! These kits also make excellent gifts! **First come, first served. Limit one per household.**

RETRO COMPUTER EXPO!

THURSDAY, JANUARY 19 FROM 5:00 P.M. TO 9:00 P.M.

The first event of this kind ever hosted by The Idea Lab! Join us for this exciting expo of vintage computers and games! Play classic games on authentic hardware, experience tech from the peak of the digital revolution! IBM, Apple, Toshiba, Nintendo, Sega, Playstation, and more! Do you have some tech you're proud of? Register to reserve a table, and bring your own gear to the show! **Registration required to exhibit gear. No registration needed to attend.**

IDEA LAB LIVE: PHOTOGRAPHY THINGS WEDNESDAY, FEBRUARY 1 AT 7:00 P.M.

Join Jeff for our live-streamed "Idea Lab: Things" series! In this episode, Jeff will discuss and demonstrate a variety of interesting and useful 3D-printable or Laser-cuttable models that will appeal to shutterbugs everywhere!

CLASS: DIY TERRAIN MAPS

WEDNESDAY, FEBRUARY 15 AT 7:00 P.M.

Jeff teaches you how to produce beautiful, custom, laser-cut terrain maps using two great pieces of free online software, and the tools in The Idea Lab. **Complete instructions provided upon registration.**

TAKE AND MAKE: LASER-CUT CHESS SET MONDAY, FEBRUARY 20

It's been a while since The Queen's Gambit came out, but chess is still cool right? This Laser-cut chess board doubles as a cool box to keep your pieces in! And did I mention the pieces are 3D Printed?? **First come, first served. Limit one per household.**

COMPUTER CLASSES

FOR ADULTS

REGISTRATION IS REQUIRED FOR ALL COMPUTER CLASSES.
ONCE REGISTERED, YOU WILL RECEIVE A ZOOM LINK A HALF HOUR BEFORE CLASS.

DECEMBER

MICROSOFT WORD

THURSDAY, DECEMBER 1 AT 3:00 P.M.

Learn document creation and word processing with Word.

GOOGLE DOCS

THURSDAY, DECEMBER 8 AT 3:00 P.M.

Create, edit and collaborate on documents with Google Docs, a free, web-based alternative to Word.

CHECK OUT EBOOKS FROM THE LIBRARY

THURSDAY, DECEMBER 15 AT 3:00 P.M.

Learn how to check out eBooks and eAudiobooks from the Library with your BPL card.

JANUARY

GOOGLE SHEETS

THURSDAY, JANUARY 5 AT 3:00 P.M.

Create, edit and collaborate on spreadsheets with Google Sheets, a free, web-based alternative to Excel.

SELLING ONLINE

WEDNESDAY, JANUARY 11 AT 7:00 P.M.

Declutter and make some money by selling your unwanted items online.

TRACKING STOCKS IN GOOGLE SHEETS

THURSDAY, JANUARY 12 AT 3:00 P.M.

Track and manage your stock portfolio within Google Sheets.

CHECK OUT EBOOKS FROM THE LIBRARY

THURSDAY, JANUARY 19 AT 3:00 P.M.

Learn how to check out eBooks and eAudiobooks from the Library with your BPL card.

MICROSOFT EXCEL: CREATING SPREADSHEETS

SATURDAY, JANUARY 21 AT 3:00 P.M.

Learn the fundamentals of spreadsheet creation with Microsoft Excel.

NYT & WSJ FROM HOME

THURSDAY, JANUARY 26 AT 3:00 P.M.

Learn how to access popular newspapers, including *The New York Times* and *The Wall Street Journal* with your BPL card.

FEBRUARY

POWERPOINT: CREATE A PRESENTATION

WEDNESDAYS AT 7:00 P.M.

FEBRUARY 1 AND FEBRUARY 8

Learn the fundamentals of slideshow creation with PowerPoint.

CHECK OUT EBOOKS FROM THE LIBRARY

THURSDAY, FEBRUARY 2 AT 3:00 P.M.

Learn how to check out eBooks and eAudiobooks from the Library with your BPL card.

NYT & WSJ FROM HOME

THURSDAY, FEBRUARY 16 AT 3:00 P.M.

Learn how to access popular newspapers, including *The New York Times* and *The Wall Street Journal* with your BPL card.

TWITTER

SATURDAY, FEBRUARY 18 AT 3:00 P.M.

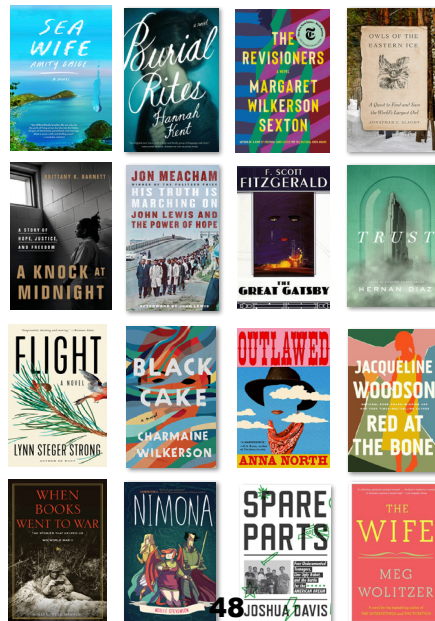
Become a Twitter pro as you learn to create an account, compose tweets, connect with friends, and more.

GOOGLE SLIDES

THURSDAY, FEBRUARY 23 AT 3:00 P.M.

Create, edit and collaborate on presentations with Google Slides, a free, web-based alternative to PowerPoint.

BOOK CLUB SELECTIONS



BOOK CLUBS

FOR ADULTS

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WEDNESDAY AFTERNOON

SECOND WEDNESDAY AT 2:00 P.M.

DECEMBER 14: *SEA WIFE* BY AMITY GAIGE

JANUARY 11: *BURIAL RITES* BY HANNAH KENT

FEBRUARY 8: *THE REVISIONERS* BY MARGARET WILKERSON SEXTON

NEXT NONFICTION

SECOND TUESDAY AT 10:00 A.M.

DECEMBER 13: *OWLS OF THE EASTERN ICE* BY JONATHAN C. SLAGT

JANUARY 10: *A KNOCK AT MIDNIGHT* BY BRITTANY K. BARNETT

FEBRUARY 14: *HIS TRUTH IS MARCHING ON* BY JON MEACHAM & JOHN LEWIS

PAGE TO SCREEN

FIRST SUNDAY AT 1:00 P.M.

DECEMBER 4: *THE GREAT GATSBY* BY FITZGERALD / *THE GREAT GATSBY*, 2013 PG-13

JANUARY 8: *THE WIFE* BY WOLITZER / *THE WIFE*, 2017 R

FEBRUARY 5: *SPARE PARTS* BY DAVIS / *SPARE PARTS* 2015 PG-13

NEXT POPULAR READS

FIRST MONDAY AT 1:00 P.M.

DECEMBER 5: *TRUST* BY HERNAN DIAZ

JANUARY 9: *FLIGHT* BY LYNN STEGER STRONG

FEBRUARY 6: *BLACK CAKE* BY CHARMAINE WILKERSON

3 T

THIRD TUESDAY AT 7:00 P.M.

DECEMBER 20: *OUTLAWED* BY ANNA NORTH

JANUARY 17: *RED AT THE BONE* BY JACQUELINE WOODSON

FEBRUARY 21: *WHEN BOOKS WENT TO WAR* BY MOLLY GUPTILL MANNING

GRAPHIC NOVELS 4 GROWN UPS

FIRST TUESDAY EVERY OTHER MONTH AT 7:00 P.M.

DECEMBER 6: *NIMONA* BY NOELLE STEVENSON

FEBRUARY 7: *MARCH* BY JOHN LEWIS

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WINTER PROGRAMS FOR ADULTS

DECEMBER

HISTORICAL LECTURE SERIES SECOND THURSDAY AT 7:00 P.M.

DECEMBER 8: CARLOS LOPEZ AND THE CONTROVERSIAL BIRMINGHAM POST OFFICE MURAL OF 1942

JANUARY 12: MINORU YAMASAKI AND ASIAN AMERICANS IN BIRMINGHAM

FEBRUARY 9: EARLY ABOLITIONISTS AND THE LOCAL UNDERGROUND RAILROAD NETWORK

Join the staff of the Birmingham Museum as they share stories from the past in fun and entertaining ways that connect with our present. **Hybrid event.**
Registration required.

DUO CONCERT WITH ANDREW WU SATURDAY, DECEMBER 3 AT 11:00 A.M.

Come listen to a magical duo concert showcasing the development of the viola as a solo instrument and featuring music by composers Hadyn, Mozart, Fuchs, and Glière. **Hybrid event, registration required.**

JANUARY

ARRGHH!: A HISTORY OF PIRACY ON THE GREAT LAKES

MONDAY, JANUARY 23 AT 7:00 P.M.

Join Ellen Kennedy of the National Museum of the Great Lakes for a historical and cultural re-examination of piracy and its implications for understanding Great Lakes history. No parrots or peg legs included, but a healthy dose of thievery, mutiny, and other unsavory tales. **Registration required.**

WINTER READING CHALLENGE

DECEMBER 1 TO JANUARY 31

Sign up at baldwinlib.beanstack.org to start the Winter Reading Challenge for all ages. Complete the Winter Reading Challenge for your chance to win one of three grand prizes.

MANGO LANGUAGES:

Heading out of town this winter? Prepare with Mango Languages before you go, and learn some basic conversational skills in over 70 world languages.

FEBRUARY

MIDNIGHT: DETROIT AND THE UNDERGROUND RAILROAD

MONDAY, FEBRUARY 27 AT 7:00 P.M.

Codenamed "Midnight," Detroit was a vital station on the Underground Railroad. Thousands crossed the Detroit River to freedom in Canada. Bill Winkel, Assistant Curator of the Detroit Historical Society, joins us to share stories about the freedom seekers and Detroit's abolitionist community. **Registration required.**

FREDERICK DOUGLASS

TUESDAY, FEBRUARY 28 AT 7:00 P.M.

Dr. Richard Bell, Professor of History at the University of Maryland, returns to examine the visionary contributions of Frederick Douglass. An enslaved man who dreamed of being a senator, a great literary figure without formal schooling, a courageous freedom fighter, as well as an outspoken feminist, Douglass was a prophet who saw a better future. **Registration required.**

DISCUSSION GROUPS

SOCRATES CAFE

THIRD SUNDAY OF THE MONTH

Socrates Cafe continues to meet on the third Sunday of the month for conversation via Zoom. To join, please email avpratt@aol.com.

RESOURCES

ONLINE NEWSPAPERS

ALL YEAR

Our online newspapers include a well-rounded offering of trusted publications, from the local dailies to financial journals, student papers and more. You can also access the NYT suite of games with your BPL card.

BRAINFUSE TUTORING

ALL YEAR

Brainfuse Tutoring is available every day 2:00 PM to 11:00 PM EDT. Live tutors can help with math, science, reading/writing, social studies, PSAT/SAT, ACT, AP and state standardized tests.



This year-round program is designed to encourage you to enjoy a local pathway or trail while listening to an audiobook. Every month there will be a theme which will include a suggested route and a correlated list of audiobooks, along with the digital library service in which you can find them. Join us at: baldwinlib.beanstack.org

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BEHIND THE SCENES LIBRARY TOURS

TUESDAY, DECEMBER 13 AT 4:00 P.M.

THURSDAY, JANUARY 12 AT 10:00 A.M.

WEDNESDAY, FEBRUARY 15 AT 10:00 A.M.

Learn more about the library with Library Director Rebekah Craft. You will visit staff areas, learn how items are added to the collection, and hear about new programs and services. The tour will meet in the vestibule. **Registration required.**

LIBRARY BOARD



Board Members:

Melissa Mark, Danielle Rumble, Jim Suhay, Karen Rock, Jennifer Wheeler, and Frank Pisano

**THE LIBRARY BOARD WILL MEET ON:
DECEMBER 19, JANUARY 18, AND FEBRUARY 20
AT 7:30 P.M. IN THE ROTARY ROOM.**



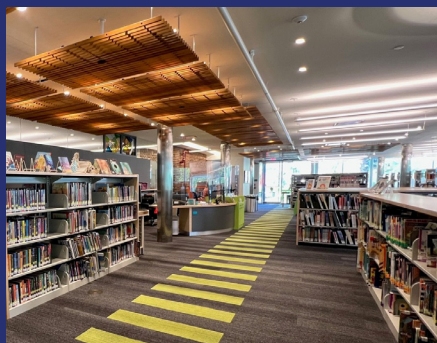
AUGUST 2022 WATER DAMAGE



YOUTH SERVICES IN PROGRESS



TEMPORARY YOUTH DESK



YOUTH SERVICES NEW DESK LOCATION



LEGACY ROOM

WINTER DIRECTOR'S UPDATE

BPL MAKES IMPROVEMENTS, PLANS FOR THE UPCOMING SEASON

Baldwin's summer reading program theme this year was "An Ocean of Possibilities." That theme seemed like a cruel joke after we experienced water damage to 3,500 square feet of the building the day before the summer reading finale. Our staff mobilized to reimagine temporary services, relocate offices, and work with a very limited collection of youth items during the demolition and reconstruction process. While it was a frustrating experience for library users, we were able to use the disruption to update our play area, rearrange furniture, and make improvements to the Youth Room.

If you have stopped by the library recently, you have probably noticed that we have updated other areas, too. We made room to expand our new book selection in the Grand Hall and increased our display shelving to highlight more book suggestions, including staff picks and thematic displays. Staff members here at Baldwin love chatting about what we're reading, watching, and listening to, so don't hesitate to ask for a recommendation!

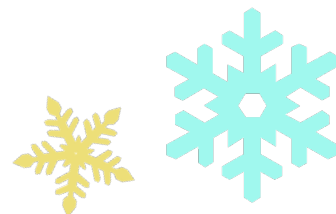
Our staff members Lisa, Jen, and Megan worked together over the past year to preserve and rehome the items in our local history collection. We now have a small but mighty collection of items related to Baldwin history that can be found at the Adult Services reference desk. Historic organizations in the state, including the Birmingham Museum, the Library of Michigan, and the Burton Historical Collection at the Detroit Public Library are now the keepers of the valuable and few-of-a-kind items that we removed from the collection in our Legacy Room. Many of the items that were deaccessioned from our collection are now available online. The Legacy Room in the Grand Hall is now the home of our Large Print collection. New overhead shelf lighting has been added to better illuminate the space, thanks to a generous donation from the Jane M. Van Dragt Trust.

As snow arrives and the temperatures reach single digits, it's important to remember that many of our neighbors may be living with financial insecurity, possibly without stable housing or basic necessities. This winter, we are partnering with Lighthouse of Oakland County to collect non-perishable food and personal care items for people who use their shelters and services. Please drop off items in the donation bin located in Baldwin's front vestibule between December 15 and January 15. Lighthouse of Oakland County, which merged with the South Oakland Shelter in 2019, has a mission to build equitable communities that alleviate poverty in partnership with and in service to individuals, families, and organizations.

Wishing you a peaceful holiday season and a happy and healthy new year!

Rebekah Craft

Rebekah Craft, Library Director rebekah.craft@baldwinlib.org 248-554-4681



LIBRARY HOURS:

MONDAY TO THURSDAY

9:30 A.M. to 9:00 P.M.

FRIDAY & SATURDAY

9:30 A.M. to 5:30 P.M.

SUNDAY : 12:00 to 5:00 P.M.

CLOSED :

DECEMBER 24 & 25: CHRISTMAS EVE/DAY

JANUARY 1: NEW YEAR'S DAY

JANUARY 16: DR. MARTIN LUTHER
KING, JR. DAY

*Please note that all programs and
events may be transitioned to virtual,
at the discretion of the Library.

CONTACT US:

www.baldwinlib.org

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CIRCULATION/RENEWALS:

248-554-4630

YOUTH SERVICES: 248-554-4670

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November 1, 2022

Baldwin Public Library
c/o Rebekah Craft
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Birmingham, MI 48009

Dear Rebekah,

Thank you so much for your generous contribution to the inaugural **"Birmingham's Big Night Out"**. Your kindness is greatly appreciated and the donation that you made will provide **Next** additional support, for **Next** to continue providing ongoing programs and activities. With your assistance, **Next** provides many of our member's reliable transportation, additional support through our Support Service Department, Meals on Wheels along with many other activities.

We recognize that **Next** supporters are special people who carry with them a sincere desire to assist their friends and neighbors and with your help, **Next** can continue to provide a necessary resource for community members to age comfortably in their own home.

Thank you again, for your significant gift.

Sincerely,

Christine Braun
Executive Director

cb/bs

Used book and media sale at Baldwin

October 29

Published on October 21, 2022

It's a return to pre-pandemic days as the Friends of the Baldwin Public Library hold a sale of used books and media on Saturday, October 29, from 10 a.m.- 4 p.m., Sunday, October 30, from 12-4 p.m. and Monday, October 31, from 10 a.m. to noon.

The sale is located on the lower level of the Baldwin Public Library.

On Friday night, October 28, Friends members will have the opportunity to shop a special pre-sale from 6-8 p.m. Memberships will be available for purchase at the door. All proceeds benefit the library's programs and services.

"We're excited to get closer to our pre-COVID sale format, with our Friday night for Friends, and utilizing much of the lower level", said Friends of the BPL President Ryndee Carney. "People have been so generous with their donations, and we just know shoppers are going to find some great books and media to carry them through the fall."

Have loads of books and DVDs from those stay-at-home days? Donations continue to be dropped off at the library on a regular basis, and the selection of materials for sale include a large selection of lightly-used hardcover and paperback books for children and adults, along with DVDs and music CDs.

The Friends have also been using books that are in less-than pristine condition to create wearable buttons, so be sure to check out the display board with new designs for sale.

Established in 1950, Friends of the Baldwin Public Library is a non-profit association that supports and enhances the library's goals. The group of volunteers raises thousands of dollars each year to supplement tax-payer funding of the library receives.

MLA IFC Statement on Proposed Rule 15 CSR 30 – 200.015

October 21, 2022 by wpadmin

MLA Intellectual Freedom Committee Statement on Proposed Rule 15 CSR 30 – 200.015

The latest proposed rule is a solution in search of a problem. A few of the requirements in the proposed rule are already best practices in libraries. The ALA and MLA already recommend that libraries have written collection development policies (A) and challenge processes and procedures (F). Indeed, many of our latest qualms about school board and library board meetings would be assuaged if people actually followed the procedures in place for challenges rather than circumventing them and going straight to the board to complain.

That said, this set of new rules for the most part represents an obtuse political effort to catch librarians in the act of being librarians, and to recast that spotlight in a malicious and libelous hue. This is nothing new. Librarians, educators, and public servants of various types, many who have devoted decades of their lives to serving their communities, are under attack from the politicians elected to support their institutions. During the social upheaval of the sixties and seventies, a children's consultant for the Missouri State Library named Joan Bodger suffered a similar series of indignities for the "crime" of writing a letter of support for a censored student newspaper. She was called a "communist pornographer" for supporting the intellectual freedom of students, and was fired from her job at the state library. In fact, the first major action by the Freedom to Read Foundation was to launch a fact finding mission to clear Bodger's name and to condemn the actions of the state library.

What's old is new again. Once again, the state library of Missouri is being leveraged to control and punish Missouri librarians. This time, funding overseen by the State Library and Secretary of State is being used to extract elaborate concessions from librarians that are against both the interests of their libraries and their communities. Chiefly this nebulous concept of "prurient interests" is noteworthy for the lack of creativity with which it is deployed. Though we hate to make prognostications as careful and pragmatic professionals, this time we will venture two:

First, 'prurient interests' as it pertains to the proposed rule change will be used almost exclusively to remove, label, and restrict access to materials and events that feature the life experiences and stories of LGBTQ+, BIPOC, women and other historically marginalized communities – as has been a hallmark of anti-reader campaigns across the state and nation over the past year;

Second, given the present political climate of Missouri, we anticipate librarians fleeing in droves. We anticipate rural libraries closing, or remaining open with diminished collections, event offerings, and floundering under oppressive labeling systems devised by hamfisted

partisans who know nothing about libraries, and care nothing for their own communities beyond their ability to yield votes.

While we're at it, here's a third idea, not a prediction but a question for voters to ponder. Why make this an issue? Why cast librarians and libraries in this negative light when, as institutions, libraries have been and continue to be cultural, social, and economic hubs for all communities in Missouri? Why do politicians pick scapegoats from among loyal public servants when elections roll around? What do lawmakers and political officials in Jefferson City have against libraries? Why are libraries being targeted? The "problem" being addressed by the proposed rule change is no moral problem, in fact, it is part of a moral panic.

Libraries have operated on their current set of access values for decades, and only in times of political turmoil and upheaval do we typically see libraries being subject to moral inquisitions of this type, just as the fabric of our social and cultural world seems to be particularly threadbare. In our present state of political unrest, we need access not restriction, we need community not conflict. Libraries represent a place for us to come together, which begs the question, who benefits from the conflict and ignorance engendered by this proposed rule? Who benefits from pulling us apart?

Signed,

Joe Kohlburn
MLA-Intellectual Freedom Chair 2022

Casey Phillips
MLA-Intellectual Freedom, Social Media and Communications

Colleen Norman
MLA-Intellectual Freedom Chair 2023

Tiffany Mautino
MLA-Intellectual Freedom Past Chair

We support MASL's statement from October 19, 2022 on this subject

<https://maslonline.org/2022/10/19/masl-statement-on-missouri-secretary-of-states-proposed-rule-change/>

Opinion | Have we forgotten what a public library is for?

Published on September 30, 2022 | By Deborah E. Mikula and Loren Khogali



The Patmos Library on Aug. 11 in Jamestown, Mich. (Joshua Lott / Washington Post)

Deborah E. Mikula is executive director of the Michigan Library Association. Loren Khogali is executive director of the ACLU of Michigan.

Imagine a town without a library.

In August, people in Jamestown, Mich., just outside Grand Rapids, signaled with their votes that they [would rather defund](#) — and possibly shutter — their only public library than keep books with LGBTQ themes on the shelves.

The impact of such a vote is deeply concerning. And the place from which it stems — a small but vocal minority trying to dictate what others can and cannot read — is even more troubling.

Libraries fill a role central to any functioning democracy: upholding the rights of citizens to read, to seek information, to speak freely. As champions of access, librarians are committed to curating collections that allow everyone who enters the library to see themselves in the books and resources the library provides. It is especially crucial to serve people who belong to traditionally marginalized groups — such as the LGBTQ community — which have historically been underrepresented in the publishing industry.

Distressingly, the episode in Jamestown is not an isolated incident.

Across the United States, there has been a rising tide of efforts to undermine fundamental tenets of the [First Amendment](#) by suppressing intellectual inquiry and the right to read. As of August, the American Library Association (ALA) had [documented](#) 681 challenges to books this year, involving 1,651 different titles; in all of 2021, the ALA listed 729 challenges, directed at 1,597 books. Most of those challenges targeted non-White or LGBTQ authors or subjects. And because the ALA relies on media accounts and reports from libraries, the actual number of challenges is probably far higher, the library association believes.

A chilling indicator of just how extreme these would-be censors can be is found in their willingness to go far beyond accepted norms — political or social — to get what they want. In Jamestown, the library director resigned earlier this year because of online harassment she had been subjected to by a [small, well-coordinated group](#). The interim director who replaced her also resigned, citing harassment.

Describing an “alarming increase in acts of aggression toward library workers and patrons,” the ALA in June issued a [statement](#) condemning “violence, threats of violence and other acts of intimidation increasingly taking place in America’s libraries.”

This is what the censors refuse to grasp: Librarians are not trying to force your children to read material you don’t want them to read. They are fulfilling their role as information professionals tasked with upholding the constitutional promise of access to information for all.

Fortunately, the vast majority of Americans understand this. A March survey by Hart Research Associates and North Star Opinion Research on behalf of the ALA [found](#) that 71 percent of voters “oppose efforts to have books removed from their local public libraries,” adding: “Most voters and parents hold librarians in high regard, have confidence in their libraries to make good decisions about what books to include in their collections, and agree that libraries in their communities do a good job offering books that represent a variety of viewpoints.”

Also encouraging is the nationwide support library board members in Jamestown received for refusing to compromise their ethical principles and, frankly, their humanity.

A GoFundMe campaign, started soon after the aforementioned vote, has already [exceeded its goal](#) of raising \$245,000, an amount equal to the library’s annual budget. This outpouring of donations is a heartening indicator of the value Americans place in protecting First Amendment rights. But funding a local library through crowdsourcing is not sustainable in the long term.

It is important to note [the precedent set by the U.S. Supreme Court](#) on this topic. In 1982, the court [determined](#) that removing books from a school library because certain people simply disliked the ideas contained in those books violated the First Amendment rights of students. Simply put, if a

board decides to remove materials from a library's collection based on subject matter, they are putting the library at risk of lawsuits alleging unconstitutionality.

Thankfully, library board members in Jamestown have refused to succumb to the intimidation. Rather than remove the roughly 90 books with LGBTQ themes from a collection that numbers some [67,000 items](#), they have decided to provide their community with a second chance to do the right thing, by putting the funding question in front of voters again this November.

It is up to all of us who support free speech to resist book banning. Attend meetings and voice support for intellectual freedom and inclusion. Write letters to your local news organization supporting officials who refuse to concede to censors. Run for local office. Join and become active in groups supporting the First Amendment.

The way to combat vocal attacks on free speech is with even more free speech. Otherwise, the censors win. And we all lose.

Library proposes new, more defined policies

Public can comment on new rules in December.

By Jeannette Boner

Teton County Library is putting their foot down and asking you to do the same. No, really, please keep your feet off the furniture.

Library leadership has proposed a new policy for the public library that lines out a litany of discouraged behaviors. Making out, washing dishes, sleeping and other such activities are listed on the new Library Behavior Policy.

"The Library's current behavior policy consists of two guidelines: to respect others, and to respect library property," Library Director Kip Roberson said in a news release. "This policy is essentially unenforceable as it doesn't outline any concrete behaviors that are or aren't acceptable in and around the Library. There are many ways of interpreting what is or isn't respectful."

The current Library Behavior Policy has been in place since 2012.

Working with Deputy County Attorney Abigail Moore to draft the new policy, library staff asked for comprehensive guidelines to manage the library environment, and keep it safe and pleasant for all patrons.

To name a handful of guidelines, the new draft policy asks that animals not be left unattended outside library facilities on library property in a way that impedes others' access to or use of the library; children under age 8 and vulnerable adults must be accompanied and supervised; and wheeled devices such as roller skates, inline skates and bicycles may not be used within library facilities. People must wear clothing on the upper and lower parts of their bodies and footwear at all times (with the exception of breastfeeding infants). And strong smells and scents, such as a person's body odor or perfume, are prohibited.

At October's regular Teton County Library Board meeting, Roberson presented the board with the new policy. The proposed policy is open for public comment now through Saturday, Dec. 10. The board will take public comment into consideration before voting on whether to adopt the policy at its regular board meeting on Thursday, Dec. 15.

While crafting the guidelines, staff realized that if adopted, it would supersede other policies. Staff also found that some policies are no longer relevant, so in addition to recommending the new Library Use Policy and Rules, Roberson recommended repealing seven others. Those include: Suspension of Library Privileges Policy, Safe Workplace Policy, Solicitation Policy, Service Animal Behavior Policy, Drug Free Library Policy, Records Retention Policy and the Investment Policy.

Proposed policy changes can be found online at TCLib.org/proposedpolicy, and a paper version is posted at the Jackson Main Library and Alta Branch Library.

Any changes or additions to library policy require a public com-

ment period ahead of approval by the Library Board and implementation by staff. Feedback, comments, ideas and concerns can be submitted via email to board@tclib.org or mailed to Teton County Library Board of Directors at P.O. Box 1629, Jackson, WY, 83001.

Community members are offered a final opportunity to share comments during a public hearing via Zoom or in person at the Library Board meeting at 9 a.m. on Thursday, Dec. 15.

You can find Teton County Library at TCLib.org, call them at 307-733-2164 or visit them at 125 Virginian Lane in Jackson and 50 Alta School Road in Alta.

Contact Jeannette at schools@jh5newsandguide.com.

"The Library's current behavior policy consists of two guidelines: to respect others, and to respect library property."

— Kip Roberson
TETON COUNTY LIBRARY DIRECTOR



Michigan town library defunded over LGBTQ books loses vote again, may close

Published on November 9, 2022 | by Ron French

- ***Residents angry at LGBTQ-themed books voted to defund a west Michigan library on Tuesday***
- ***Private donations helped keep the library doors open when it was defunded for the first time last summer***
- ***Public and school libraries around Michigan are receiving criticism for including books that conservatives charge 'groom' children***

A small-town library in west Michigan that drew national attention when it was defunded in a fight over LGBTQ-themed books has lost a second attempt at public funding Tuesday.

Library officials said they are now left to contemplate when they would have to close its doors.

An operating millage for the Patmos Library, in Ottawa County's Jamestown Township, failed Tuesday by a vote of 56 percent to 44 percent. The loss guts the finances of the library, which relies on taxpayer funds for 85 percent of its budget.

Library Board President Larry Walton told Bridge Michigan last week that if the millage vote failed, the library would likely have to immediately shrink its hours of operation. Even with cost-saving measures, the library will run out of money and will close by the fall of 2024.

Walton could not be immediately reached for comment Wednesday.

The fight in Jamestown Township is similar to protests this fall at some other Michigan public and school libraries. High-profile battles have been fought in [Iron Mountain and Hillsdale](#), and recently in [Dearborn Public Schools](#), with conservative parent and political groups expressing disgust that books with LGBTQ themes are allowed to remain on library shelves.

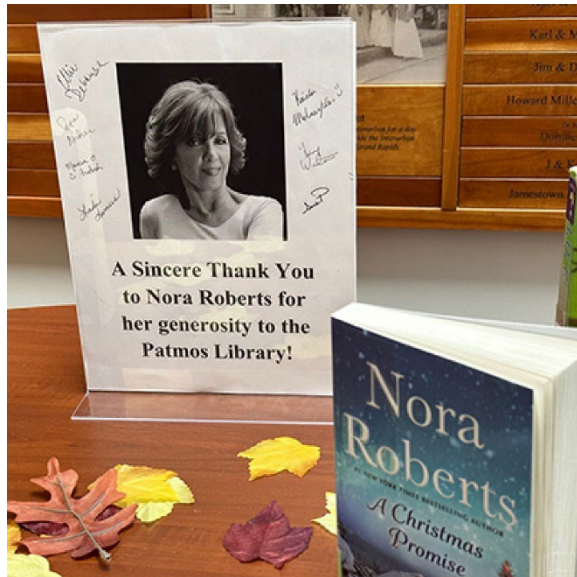
Patmos is believed to be the first Michigan public library to lose taxpayer support because of a controversy about LGBTQ books.

Jamestown Township drew national attention in August when voters essentially [defunded their own library](#). The focus centered on a handful of graphic novels on the young adult shelves that had LGBTQ themes, including some with descriptions of sexual acts. In that election, voters defeated the library operating millage request, 62 percent to 37 percent.

One of the books, "[Gender Queer: A Memoir](#)," is the story of the author's coming of age as nonbinary, and includes illustrations of sex acts. Several other books targeted by residents, including "[Kiss Number 8](#)" and "[Spinning](#)," are stories of teens in same-sex relationships, but do not include illustrations of sex acts.

The library refused to remove the books, but did move “Gender Queer” behind the counter, so patrons would have to request it.

After [Bridge Michigan first wrote about the millage rejection](#), a GoFundMe campaign raised more than \$270,000 from donors from as far away as Australia to keep the library open, capped off by romance novelist [Nora Roberts donating \\$50,000](#). Those one-time donations extended the time the library can stay operating without tax support for about a year, but can’t sustain the library indefinitely, Walton said last week.



The Patmos Library has a display of books by romance novelist Nora Roberts, who recently donated \$50,000 to help keep the doors open. (Bridge photo by Ron French)

A vote yes committee spent [more than \\$12,000](#) to drum up support for the library, with slick flyers and a Grand Rapids public relations firm coordinating a text message campaign.

Still, the millage vote lost handily on Tuesday, and three library board candidates endorsed by a vote no campaign were elected.

Dean Smith, the chair of the township planning commission and treasurer of the vote no campaign, told Bridge last week he wanted library board members with “a more Judeo-Christian mindset,” and he’d prefer there be no LGBTQ-themed books accessible to children or young adults.

The composition of the library board, which had recently voted to keep the controversial books in its collection, will now be split 3-3 between members who want the books to be available, and members

who would like to see them removed or have access restricted.

Debbie Mikula, executive director of the Michigan Library Association, said Wednesday she was “disheartened” by the vote. “They’re going to have to weigh a lot of options about what is next for them, and that’s up to them locally.”

Walton said the current plan is for the library to try again to win an operating millage in August 2024, just months before Walton said the library is expected to run out of money.

The community of 10,000 is conservative, even for a county that is considered one of the most conservative in Michigan, favoring former President Donald Trump by a margin of 76-21 percent in 2020.

Some residents express concern that exposure to LGBTQ-themed books, particularly those that are detailed in their descriptions or illustrations of sex acts, could “groom” children to be gay.

Jamestown resident Amanda Ensing, an organizer of a Facebook group fighting against the books, told Bridge in August that library staff “are trying to groom our children to believe that it’s OK to have these sinful desires ... It’s not a political issue, it’s a Biblical issue.”

But Salem Sousley, who identified as nonbinary and lives near the library, said it’s important for young people trying to understand their sexuality to see characters in books going through the same struggles.

"So many kids are struggling in silence, especially in areas like this," Sousley told Bridge in August. "Having access to resources and materials of people who are sharing your experiences is literally life-saving."

Patmos Library Director Amber McLain resigned this spring over the demand from some residents to remove books, telling Bridge she had been harassed online and accused of [indoctrinating children](#). Interim director Matthew Lawrence resigned later for similar reasons.

The library is searching for a new director — a search complicated by the library's uncertain future.

U.S. judge says Penguin Random House book merger cannot go forward

Published on November 1, 2022 | by Diane Bartz

WASHINGTON, Nov 1 (Reuters) - A planned \$2.2 billion merger of Penguin Random House, the world's largest book publisher, and rival Simon & Schuster cannot go forward, a U.S. judge has ruled.

Judge Florence Pan of the U.S. District Court for the District of Columbia, said in a brief order on Monday that she found the Justice Department had shown the deal may substantially lessen competition "in the market for the U.S. publishing rights to anticipated top-selling books."

Unlike most merger fights, which are focused on what consumers pay, this one focused on authors' earnings. The government argued the deal should be stopped because it would lead to less competition for blockbuster books and lower advances for authors who earn \$250,000 or more.

Penguin Random House said the decision was "unfortunate," and said it would "immediately request an expedited appeal."

"A merger would be good for competition," said Thomas Rabe, chief executive of Penguin owner Bertelsmann (BTGGG.F), who said the court's decision was based on incorrect basic assumptions. Penguin writers include cookbook author Ina Garten and novelists Zadie Smith and Danielle Steele, while Simon & Schuster publishes Stephen King, Jennifer Weiner and Hillary Rodham Clinton, among others.

Penguin is owned by Bertelsmann, a German media group, while Paramount Global (PARA.O) owns Simon & Schuster.

"The proposed merger would have reduced competition, decreased author compensation, diminished the breadth, depth, and diversity of our stories and ideas, and ultimately impoverished our democracy," U.S. Assistant Attorney General Jonathan Kanter said in a statement.

The U.S. Justice Department had filed a lawsuit aimed at stopping the deal in November 2021.

In hearings held in August, the government argued that the largest five publishers control 90% of the market, and a combined Penguin and Simon & Schuster would control nearly half of the market for publishing rights to blockbuster books while its nearest competitors would be less than half its size.

Penguin Random House lawyer Daniel Petrocelli, who defeated the government in a previous merger challenge, argued during the trial that the deal would have "enormous benefits" for readers and authors alike because the imprints, or brands, owned by the two giants would continue to compete against each other.

Best-selling author Stephen King, who testified during the three-week trial, took issue with this pledge. "You might as well say you're going to have a husband and wife bidding against each other for the same house. It's kind of ridiculous," King told the court.

The top five publishers are Penguin Random House, HarperCollins, Macmillan, Simon & Schuster and Hachette, with Walt Disney Co (DIS.N) and Amazon.com Inc (AMZN.O) also in the market. HarperCollins is owned by News Corp (NWSA.O).

Pan was nominated to the U.S. District Court for the District of Columbia by President Joe Biden, who then nominated her to the appeals court in Washington. She was confirmed in September.

Reporting by Diane Bartz; editing by Leslie Adler and Jason Neely



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Baldwin Public Library Preliminary Consultation Proposal

Overview

Thank you for the opportunity to work with Baldwin Public Library (BPL). This document outlines the preliminary proposed services, fees, and description of activities for a contract agreement in which Global Community Associates (GCA) will provide to Baldwin Public Library.

Disclaimer: This preliminary proposal is an outline for the potential work that could be implemented and is not all encompassing nor comprehensive. A thorough data collection and analysis is necessary to fully determine the scope of work GCA would recommend. This preliminary proposal serves as a recommendation based on information provided thus far through conversations with BPL's Director, Rebekah Craft.

Statement of Concern: Executive leadership has identified a history of harm within the organization among staff that has interfered with organizational climate, productivity and the overall well-being of the institution. BPL is seeking to evaluate currently implemented interventions and explore new strategies and approaches to best address issues known and unknown to; resolve harm, restore relationships and improve the overall functioning of the institution moving forward. Leadership has expressed the importance of creating and sustaining a trusting environment among staff to address both internal and external challenges of the organization.

Background

The Organization: Baldwin Public Library has a commitment to innovation, creating a welcoming environment, integrity, and collaboration and has prioritized the need for diversity and equity by including them in the strategic goals of the organization.

The Consultant: GCA is a consulting agency committed to creating spaces where people, agencies and institutions throughout the Global CommUnity can engage in organizational and system level change by utilizing transformative and evidence-based Restorative Practices. We specialize in working with libraries, schools and other organizations where people are a focal point of engagement.



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GCA's principal consultants have over 30 years of combined specialized work experience in the field of restorative justice and practices, diversity, equity and inclusion, community engagement, social and human services and mental health. This unique intersection of experiences positions us to provide insightful, thorough and useful data as we look at presenting issues and concerns through varying lenses.

Stephen Jackson, Founder and principal consultant has a history of extensive work experience in public library spaces in a variety of roles, including Social Services Specialist, Teen Services Manager and Director of Equity and Anti Racism. During his tenure he has firsthand experienced and participated in the inaugural work of both Restorative Practices and Anti-Racist Practices at Oak Park Public Library (IL). Belonging to one of the first institutions in the country to integrate Social Services in Public Libraries, Mr. Jackson has had the opportunity to develop relationships with dozens of libraries across the nation who face similar challenges in wanting to dismantle systemic racism and oppressive systems that hinder relationships, disrupt productivity and the overall well-being of organizations and the individuals affiliated with them. He has worked on the development of frameworks to successfully engage with some of libraries' historically most vulnerable and marginalized populations. This work has been referenced, adapted and modeled in multiple organizations and institutions.

Dr. Celeste Jackson, principal consultant is a full-time mental health and restorative justice practitioner with a background in Community Psychology. Her specialized training in program evaluation and as an auditor with the Illinois Department of Human Services has afforded her the opportunity to survey hundreds of organizations providing both indirect and direct service in a way that data collection and analysis is always crafted to provide helpful insights to make thoughtful recommendations to the organizations we partner with. Some of her data analysis and program evaluation has included work in public libraries, higher educational learning systems, substance use facilities, correctional facilities, private and public educational school systems and others.

Approaches to Work: GCA is committed to promoting Restorative Practices as we believe in the fundamental power and impact of being proactive as a means to mitigating harm. Our intention towards serving communities that prioritize the importance of relationships is at the core of GCA's values. Mission alignment and congruence in core values is a key component in any partnership for GCA. Therefore, we welcome and eagerly approach the opportunity to work with Baldwin Public Library.

Purpose: The purpose of this consultation is to gather relevant information to fully identify the scope of the presenting concern, address harm using evidence-based practices, identify ways to create a positive organizational climate and culture, identify BPL's internal capacity to deal with



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instances of harm, and effectively address future instances of harm. GCA also will assist in developing and implementation of internal practices and procedures to promote sustainability.

This consultation is recommended to be implemented in 2 Phases over an 18-month period, FY 23 and FY 24. Phase 1 description is provided below and Phase 2 will be contingent on the data collected during Phase 1 and collaborative conversations with BPL going forward.

Item	Details	Hours	Deliverables	Cost @150/hr
Data Collection and Analysis	Develop and implement several organizational specific data measuring instruments for BPL to assess the climate of the organization.	45	Comprehensive informational report on survey findings, highlights, insights, recommendations and action steps for BPL.	\$6,750
Introductory Leadership Sessions	Facilitate organizational support circles to introduce and integrate restorative practices among leadership staff for long term capacity building within the organization.	24		\$3,600
Comprehensive Evaluation of Policies, Procedures and Protocols.	Perform a 360 evaluation of BPL's standing policies, procedures and protocols to understand the degree of which the organization is currently implementing and/or hindering	60	Comprehensive informational report that captures key insights, findings, strengths and recommendations and action steps for BPL.	\$9,000



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	effective restorative practices that are anti-racist, equitable, inclusive and reflective of the organizations mission/vision.			
Travel Expenses for 6 visits. *Travel cost cover 2 senior consultants airfare, lodging & grounds transportation)	6 visits: Airfare: \$250 per person Lodging: \$135 per night (2 nights) Grounds Transportation: \$150			\$5,520

Data Collection and Analysis:

- ❖ Objective: Identify history and instances of harm based on staff perception and experiences to understand the severity, history and depth of the organization's challenges and strengths to make recommendations. This initial survey of the organization will be the catalyst and foundation for which future work is developed and recommended.
- ❖ Method: Both qualitative and quantitative methods of data collection may be utilized. This includes surveys, interviews, observations, collection and analysis of institutional documents and records. Peace Circles (a key component of restorative practices) will be used to create safe spaces where staff can engage in guided dialogue and share individual perceptions and experiences related to BPL.
- ❖ Proposed Timeline: 8-12 weeks

Once data has been collected and analyzed we will have a clearer picture of the challenges present and potential solutions moving forward. We will present all findings to BPL along with suggestions and recommendations for Phase 2.



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Introductory Leadership Sessions

- ❖ Objective: To introduce leaders of the BPL to restorative principles and practices including Peace Circles. These introductory leadership sessions will allow GCA to help position and empower BPL leadership to undertake the task of organizational implementation of restorative practices. Additionally, this space allows for staff to present potential solutions, suggestions and recommendations on ways to move forward given identified themes, challenges and concerns.
- ❖ Method: BPL Leadership Staff will engage in a series of Peace Circles to facilitate discussions around key themes, issues and concerns expressed by BPL staff through data collected. This Circle is extremely useful in exploring multiple perspectives and feelings related to issues of conflict, communication and mistrust and other primary concerns expressed by staff. BIPOC Affinity Circles will also be developed as a large portion of harm related to racism directly impacts BIPOC individuals belonging to historically marginalized groups. Following the analysis of data, GCA will create such a space until capacity is built for the organization to manage this tool internally moving forward.
- ❖ Proposed Timeline: 10-12 weeks

Comprehensive Evaluation of Policies, Procedures and Protocol.

- ❖ Objectives: Assess BPL's internal policies, procedures and protocols for racist and non-restorative practices that threaten the organizations in order to make recommendations that support equitable, inclusive and restorative practices.
- ❖ Method: GCA will gather, collect and utilize several methods of qualitative data analysis of all BPL's formal and informal policies, procedures and protocols throughout each department within the organization. Document Analysis is one highly effective tool that will be used to identify themes within the language and understand underlying tones, messages and influential factors present throughout the content evaluated.
- ❖ Proposed Timeline: 12 weeks

Phase 1: Projected Plan Elements

(Includes both in-person and virtual engagement from GCA & BPL.)

- System wide evaluation and audit of policies, procedures and protocols that reveal structures that perpetuate systems of structural racism or exclusion.



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- Data collection and evaluation of staff perceptions and experiences that may provide insight to; the history of harm within the organization, levels of trust and openness's among varying degrees of staff and insights to strengths and threats to improving and addressing challenges identified.
- Evaluation of BPL's Diversity Committee initiatives, engagement, goals and progress since implementation.
- Semi-Monthly meetings with Leadership staff to introduce, guide and engage leaders on evidence-based restorative practices to be integrated within the institution.
- Guided facilitation of various organizational support circles among leadership staff and Black Indigenous People of Color (BIPOC) staff.
- Work Collaboratively with library administration and board of directors regarding the evaluation and implementation of all activities related to this project.
- Ongoing observation, analysis and evaluation at various checkpoints throughout this project.
- Regular emails, phone calls and web-based conference consulting with Library Director and other appointed library staff.

Additional Considerations:

We recognize that each organization, institution and agency have a different level of capacity when it comes to implementing the strategies and interventions we propose. Our goal is to develop and curate an experience that is suitable and sustainable for your organization's needs. Also, restorative practices and the work we do are not meant to be quick-fix solution strategies and this type of work requires consistent commitment, dedication and input from those most immediately impacted by it. Therefore, it is imperative that we develop strategies that address the immediate concerns, and we work collaboratively to make infrastructure changes that support positive changes and continued growth long after the initial phases of implementation.

Should BPL be interested in additional training, professional development, or comprehensive work at any phase, here are other options for consideration we suggest.

Restorative Practices in Libraries Presentation* Staff will be introduced to the foundational components of restorative practices, its history, purpose and impact in public institutions. We will explore the various examples of successful implementation of restorative practices in public libraries for the organizations to consider and imagine adaptation of such practices.

- ❖ Proposed Timeline: at any point during consultation.
- ❖ Hours: 1.5 -2 hours



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❖ Estimated Cost: \$1,250

*This is virtual and does not include travel cost.

Restorative Practices in Libraries Introductory Workshop* (3 3- hour sessions) Staff will be introduced to the foundational components of Restorative practices through community building, evaluation of restorative justice/practices in other libraries and actualizing what restorative justice/practices could look like implemented in BPL. This 3-day sequential workshop accommodates 30 participants for either in person or virtual engagement.

❖ Proposed Timeline: at any point during consultation.

❖ Hours: 9 hours

❖ Estimated Cost: \$4,800

*This is virtual and does not include travel cost.

This report was prepared and developed by GCA Senior Principal Consultants: Stephen A Jackson, M.S., LPC and Celeste A Jackson, PhD, LPC.

We welcome the opportunity to engage in further dialogue with you regarding any element of this proposal and to discuss next steps. Thank you for your consideration and we look forward to the opportunity to work alongside you in this journey!

BALDWIN PUBLIC LIBRARY TRUST

Trust Agenda

Trust Minutes

Trust Financial Reports

Gifts to Trust: Receipts

Check Register: Claims

Baldwin Public Library Trust Meeting
Rotary Tribute & Donor Rooms
Immediately following regular Board meeting

Agenda

Call to order and establishment of a quorum

I. Consent Agenda

All items on the consent agenda are considered routine and will be enacted by one motion and approved by a roll call vote. There will be no discussion of these items unless a board member or a citizen so requests, in which case the item will be removed from the general order of business and considered as the last item under new business.

- | | |
|--|-------|
| A. Approval of the October 17, 2022 minutes | p. 75 |
| B. Acceptance of the October 2022 receipts of \$10,255.32 | p. 82 |
| C. Approval of the October 2022 disbursements of \$12,956.65 | p. 83 |

II. New and Miscellaneous Business

III. General Public Comment Period

The Library Board values public meetings and welcomes your comments on Library issues. The Board respectfully asks that comments be made as concisely as possible. We welcome your comments but cannot debate items not on the agenda. The maximum time for individual speakers should not exceed three minutes.

IV. Adjournment

The next Trust meeting will be held immediately following the next regular meeting of the Baldwin Public Library Board of Directors on Monday, December 19, 2022

Motion: To adjourn the November 21, 2022 Trust Meeting.

Persons with disabilities that may require assistance for effective participation in this public meeting should contact the Library at the number (248) 647-1700 or (248) 644-5115 (for the hearing impaired) at least one day before the meeting to request help in mobility, visual, hearing, or other assistance.

Las personas con incapacidad que requieren algún tipo de ayuda para la participación en esta sesión pública deben ponerse en contacto con la oficina del escribano de la biblioteca en el número (248) 647-1700 o al (248) 644-5115 (para las personas con incapacidad auditiva) por lo menos un día antes de la reunión para solicitar ayuda a la movilidad, visual, auditiva, o de otras asistencias. (Title VI of the Civil Rights Act of 1964).



**BALDWIN LIBRARY BOARD MINUTES,
TRUST MEETING
October 17, 2022**

1. Call to Order

The meeting was called to order by President Frank Pisano at 9:39 p.m.

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

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: None.

2. Consent Agenda

Motion to approve the consent agenda, which included the Trust minutes, as well as receipts and disbursements.

1st Rumble

2nd Suhay

A roll call vote was taken.

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

Nays: None.

Absent and excused: None.

The motion was approved unanimously.

- 3. New and Miscellaneous Business:** Pisano reported that, following a previous discussion of Trust returns, the Finance Committee is no longer utilizing a calendar year "Rolling 12" index model to track Trust returns. Suhay notes that the Trust is still underperforming (-3.5%) with the use of this metric. The Finance Committee will discuss this subpar performance in November with the financial manager.

- 4. General Public Comment Period:** None.

5. Adjournment:

Motion: To adjourn the meeting.

1st Suhay

2nd Mark

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

Nays: None.

Absent and excused: Mark.

The motion was approved unanimously. The meeting was adjourned at 9:42 p.m. The next Trust Meeting will be on Monday, November 21, 2022, following the regular meeting in the Rotary Tribute and Donor Room.

Karen Rock, Secretary

Date

Baldwin Public Library Trust: October 2022

October receipts totaled \$10,255.32. October disbursements totaled \$12,956.65.

The current value of the Trust is \$2,014,845.80, divided up in the following way:

	<i>June 2022 - EOY</i>	October 2022
Total endowment investments*	\$ 1,027,375.78	\$ 1,044,120.67
Endowment funds distributed for use	\$ 175,567.25	\$ 160,608.18
Total endowment funds	\$ 1,202,943.03	\$ 1,204,728.85
General spendable funds	\$ 343,568.43	\$ 345,101.00
Van Dragt fund	\$ 117,388.20	\$ 106,680.06
Building fund	\$ 309,523.78	\$ 310,162.71
Restricted funds**	\$ 32,226.33	\$ 23,449.64
Naming rights for Rotary Tribute Room	\$ 9,337.89	\$ 9,337.89
Naming rights for Burnett Reference Desk	\$ 9,385.65	\$ 9,385.65
Naming rights for Thal Reference Desk	\$ 6,000.00	\$ 6,000.00
Total non-endowment funds	\$ 827,430.28	\$ 810,116.95
Total endowment funds	\$ 1,202,943.03	\$ 1,204,728.85
Total non-endowment funds	\$ 827,430.28	\$ 810,116.95
Total of all Trust funds	\$ 2,030,373.31	\$ 2,014,845.80

* The principal of the endowment funds is \$877,297.04

**Includes memorials and donations from the Friends of the Baldwin Public Library

As of October 2022, the amount of money in the Trust that is undesignated stands at \$430,052.97

David Underdown has helped to establish a new endowment fund in memory of Jerry Dreer, a former board member of the Friends of the Baldwin Public Library. The fund was started with donations from David Underdown, Alan Must, the Friends of the Baldwin Public Library, Sheila & John Brice, and Kristin and Matt Church.

Baldwin Public Library Trust
Endowment Funds Portfolio Performance Benchmarks
As of October 31, 2022

<u>Index</u>	<u>2022: YTD</u>	<u>2021: Entire Year</u>
S&P 500-Equity Benchmark	-18.76%	26.89%
U.S. Aggregate-Bond Benchmark	-15.36%	-1.54%
Blended Return of Both Benchmarks* (S&P 500: 75% and U.S. Aggregate: 25%)	-17.91%	19.78%
Baldwin Endowment Funds' Portfolio	-21.58%	9.73%
Endowment Funds' Performance Compared to Blended Return of Benchmarks	-3.67%	-10.05%

*Since November 2017, the blended return has been calculated according to the Baldwin Endowment Funds' allocation of 75% equities and 25% fixed income, cash, and cash alternatives.

As of April 2020, this report was renamed "Endowment Funds Portfolio Performance Benchmarks," instead of "Portfolio Performance Benchmarks." The new title is more accurate, for it states clearly that the comparison between benchmarks and the Baldwin Trust's performance pertains only to the BPL Trust Endowment Funds Account at Raymond James. It does not take into account the BPL Trust General Funds Account at Raymond James or the Trust's Huntington Bank checking and money market accounts. The breakdown of the Trust's various accounts is shown on the "Balances by Financial Institutions Report," which follows this report in the Board packet. As of October 31, 2022, the breakdown was as follows:

Raymond James Endowment Funds Account	\$1,057,952.67
Raymond James General Funds Account	\$606,319.72
Huntington Bank Checking Account	\$3721.48
Huntington Bank Money Market Account	<u>\$346,851.93</u>
Total	\$ 2,014,845.80

Our Huntington Bank checking account and money market account have no stock or bond investments at all, and are non-volatile. All of the funds donated for the Library's Youth Room expansion and renovation are in our Huntington Bank money market account and are therefore safe from market fluctuation.

BALDWIN PUBLIC LIBRARY TRUST
BALANCES BY FINANCIAL INSTITUTIONS
OCTOBER 31, 2022

Investment and Cash Report									
	Prior Month Balance 09/30/22	Current Month Revenue	Year to Date Revenue	Current Month Expenses	Year to Date Expenses	Transfer In	Transfer Out	Change in Investment Value	Ending Balance 10/31/22
Huntington Bank Checking:									
Endowment Money	\$0.00	\$0.00	\$0.00	\$6,360.90	\$14,999.07	\$6,360.90			\$0.00
Van Dragt Fund	\$0.00	\$0.00	\$0.00	\$3,443.14	\$10,708.14	\$3,443.14			\$0.00
Restricted Funds	\$3,721.32	\$0.16	\$0.54	\$2,773.06	\$8,777.23	\$2,773.06			\$3,721.48
Restricted Funds - Covid	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			\$0.00
Subtotal - Restricted Funds	\$3,721.32								\$3,721.48
General Spendable Funds	\$0.00	\$0.00	\$0.00	\$369.55	\$1,403.53	\$369.55			\$0.00
TOTAL	\$3,721.32	\$0.16	\$0.54	\$12,946.65	\$35,887.97	\$12,946.65	\$0.00		\$3,721.48
Huntington Bank Money Market:									
Endowment Budgeted Funds	\$168,434.97	\$40.00	\$40.00	\$0.00		\$0.00	(\$6,360.90)		\$162,114.07
Endowment Invested Funds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00
Building Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00
Van Dragt Fund	\$110,123.20	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$3,443.14)		\$106,680.06
Restricted Funds	\$31,370.44	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$2,773.06)		\$28,597.38
Restricted Fund - Covid	\$516.43	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$516.43
General Spendable Funds	\$49,208.38	\$115.16	\$2,362.22	\$10.00	\$40.00	\$0.00	(\$369.55)		\$48,943.99
TOTAL	\$359,653.42	\$155.16	\$2,402.22	\$10.00	\$40.00	\$0.00	(\$12,946.65)		\$346,851.93
Raymond James & Associates:									
Endowment Fund Investments	\$983,152.86	\$0.00	\$0.00			\$0.00	\$0.00	\$57,447.43	\$1,040,600.29
Endowment Cash	\$8,500.32	\$10,100.00	\$10,183.06			\$0.00	\$0.00	(\$1,247.94)	\$17,352.38
Sub-total Endowment Funds	\$991,653.18	\$10,100.00	\$10,183.06			\$0.00	\$0.00	\$56,199.49	\$1,057,952.67
General Spendable Funds Cash	\$376.08	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.06	\$376.14
General Spendable Mutual Funds	\$282,892.69	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$13,246.62	\$296,139.31
General Spendable Building Mutual Funds	\$296,016.98	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$13,787.29	\$309,804.27
Sub-total General Spendable Funds	\$579,285.75	\$0.00	\$0.00			\$0.00	\$0.00	\$27,033.97	\$606,319.72
TOTAL	\$1,570,938.93	\$10,100.00	\$10,183.06			\$0.00	\$0.00	\$83,233.46	\$1,664,272.39
Total All Funds	\$1,934,313.67	\$10,255.32	\$12,585.82	\$12,956.65	\$35,927.97	\$12,946.65	(\$12,946.65)	\$83,233.46	\$2,014,845.80

OCTOBER 31, 2022

[illegible]

**BALDWIN PUBLIC LIBRARY TRUST
ENDOWMENT FUNDS BY DESIGNATION
OCTOBER 31, 2022**

		Prior Month Balance 09/30/22	Current Month Revenue	Year to Date Revenue	Current Month Expense	Year to Date Expense	Transfer In	Transfer Out	Change in Investment Value	Ending Balance 10/31/22
Gift & Tribute Funds	Purpose									
General Spendable Funds		\$332,118.74	\$115.16	\$2,362.22	\$379.55	\$1,443.53			\$13,246.65	\$345,101.00
Restricted Funds:										
Building Fund		\$296,375.39	\$0.00	\$0.00	\$0.00	\$0.00			\$13,787.32	\$310,162.71
Van Dragt Fund		\$110,123.20	\$0.00	\$0.00	\$3,443.14	\$10,708.14				\$106,680.06
Memorials/Tributes		\$8,874.84	\$0.16	\$0.54	\$0.00	\$82.81				\$8,875.00
Covid Project		\$516.43	\$0.00	\$0.00	\$0.00	\$0.00				\$516.43
Friends	Adult Services Programs	\$4,788.29	\$0.00	\$0.00	\$1,358.28	\$2,597.98				\$3,430.01
	Young Adult Programs	\$2,232.02	\$0.00	\$0.00	\$812.51	\$3,385.57				\$1,419.51
	Youth Services Programs	\$3,875.14	\$0.00	\$0.00	\$330.43	\$2,459.03				\$3,544.71
	Outreach & Equipment	\$5,935.82	\$0.00	\$0.00	\$271.84	\$271.84				\$5,663.98
	Sub-total Restricted	\$432,721.13	\$0.16	\$0.54	\$6,216.20	\$19,485.37	\$0.00	\$0.00	\$13,787.32	\$440,292.41
Rotary Room Fund	Naming Rights-Principal	\$7,832.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$7,832.00
	Maintenance Funds	\$1,505.89	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,505.89
Ileane Thal Reference Desk		\$6,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,000.00
Miranda Burnett Reference Desk		\$9,385.65	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$9,385.65
Total Gift and Tribute Funds		\$789,563.41	\$115.32	\$2,362.76	\$6,595.75	\$20,928.90	\$0.00	\$0.00	\$27,033.97	\$810,116.95
Endowment Funds										
Endowment Budgeted Funds	General Funds	\$71,683.31	\$40.00	\$40.00	\$777.04	\$3,093.60				\$70,946.27
	Adult Large Print	\$4,338.83	\$0.00	\$0.00	\$1,585.95	\$2,058.38				\$2,752.88
	Adult Services Department	\$25,658.28	\$0.00	\$0.00	\$0.00	\$150.00				\$25,658.28
	Adult Audio Visual	\$723.28	\$0.00	\$0.00	\$453.52	\$453.52				\$269.76
	Adult Reference	\$18,232.73	\$0.00	\$0.00	\$0.00	\$2,080.00				\$18,232.73
	Adult Programs	\$16,397.11	\$0.00	\$0.00	\$0.00	\$0.00				\$16,397.11
	Architecture	\$3,142.89	\$0.00	\$0.00	\$0.00	\$37.64				\$3,142.89
	Youth Services Department	\$7,847.71	\$0.00	\$0.00	\$655.62	\$2,125.97				\$7,192.09
	Youth Programs (Nix)	\$722.02	\$0.00	\$0.00	\$0.00	\$0.00				\$722.02
	Professional Development	\$15,284.27	\$0.00	\$0.00	\$2,888.77	\$4,686.68				\$12,395.50
	Staff Appreciation	\$1,985.16	\$0.00	\$0.00	\$0.00	\$0.00				\$1,985.16
	Koschik Building Fund	\$913.49	\$0.00	\$0.00	\$0.00	\$313.28				\$913.49
	Sub-total	\$166,929.08	\$40.00	\$40.00	\$6,360.90	\$14,999.07	\$0.00	\$0.00	\$0.00	\$160,608.18
Total Endowment Investments	All Funds	\$977,821.18	\$10,100.00	\$10,183.06	\$0.00	\$0.00	\$0.00		\$56,199.49	\$1,044,120.67
Total Endowment Funds		\$1,144,750.26	\$10,140.00	\$10,223.06	\$6,360.90	\$14,999.07	\$0.00	\$0.00	\$56,199.49	\$1,204,728.85
Total All Trust Funds		\$1,934,313.67	\$10,255.32	\$12,585.82	\$12,956.65	\$35,927.97	\$0.00	\$0.00	\$83,233.46	\$2,014,845.80

TRUST RECEIPTS
October-22

Trust Money Mkt General Funds:

James and Perry Carroll	\$	100.00		
Money Market Interest Income	\$	15.16	\$	115.16

Friends of BPL:

- Adult Programs				
- Teen Programs				
- Youth Programs				
- Outreach and Equipment			\$	-

Memorial/Book Fund:

Checking Account Interest	\$	0.16	\$	0.16
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Trust Money Mkt Endowment Fund:

Karen Rock to Reimburse Goodell fund for Chamber Breakfast	\$	40.00	\$	40.00
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Total Receipts at Huntington Bank

\$	155.32	\$	155.32
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Raymond James

Alan Must in memory of Jerry Dreer	\$2,000.00			
Linda and David Underdown in memory of Jerry Dreer	<u>\$8,100.00</u>	<u>\$10,100.00</u>		

Total Trust Receipts (Before Bank Fees)

<u>\$10,255.32</u>	<u>\$10,255.32</u>
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Monthly Banking Fee on Money Market Account

\$	(10.00)	\$	(10.00)
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Total Trust Receipts (Net)

<u>\$10,245.32</u>	<u>\$10,245.32</u>
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Register of Claims
Baldwin Public Library
300 W. Merrill Street
Birmingham, MI 48009

Page: 1/1

Check Number	Vendor #	Vendor	Amount
5826	009126	AMAZON CAPITAL SERVICES INC	626.55
5827	000902	CENGAGE LEARNING INC	345.47
5828	MISC	CHAD LEWIS	200.00
5829	001090	INGRAM LIBRARY SERVICES	922.49
5830	007492	STEPHANIE KLIMMEK	2,148.74
5831	MISC	MATTHEW BALL, LLC	350.00
5832	000757	SCHOLASTIC INC	345.42
5833	005862	VICTORIA SOWER	55.00
5834	009126	AMAZON CAPITAL SERVICES INC	28.17
5835	009126	AMAZON CAPITAL SERVICES INC	54.31
5836	009126	AMAZON CAPITAL SERVICES INC	63.19
5837	009126	AMAZON CAPITAL SERVICES INC	93.30
5838	009126	AMAZON CAPITAL SERVICES INC	24.00
5839	009126	AMAZON CAPITAL SERVICES INC	10.48
5840	009126	AMAZON CAPITAL SERVICES INC	86.03
5841	009126	AMAZON CAPITAL SERVICES INC	293.60
5842	009126	AMAZON CAPITAL SERVICES INC	53.73
5843	000902	CENGAGE LEARNING INC	284.70
5844	004269	CENTER POINT LARGE PRINT	57.34
5846	009315	FIRST NATIONAL BANK OF OMAHA	1,069.43
5847	001090	INGRAM LIBRARY SERVICES	403.46
5848	MISC	ISCG INC	3,443.14
5849	MISC	JACLYN MILLER	271.84
5850	MISC	MELISSA MARK	202.23
5851	MISC	PATRICK SCIANNELLA	250.00
5852	006432	ELISABETH PHOU	79.00
5853	005498	KRISTEN TAIT	685.03
5854	MISC	ZAHIR JANMOHAMED	500.00
Total:			12,946.65

I hereby certify that each of the above invoices are true and correct.

_____, 20____

Executive Library Director

Allowance of Vouchers

The Library Board of Directors of the Baldwin Public Library has examined the claims listed on the foregoing Register of claims and except for claims not allowed as shown on the Register such claims are hereby approved and dated in accordance with MCL 397.210a and the Birmingham City Charter.

Secretary of the Baldwin Public Library Board