

BALDWIN PUBLIC LIBRARY BOARD OF DIRECTORS



LIBRARY BOARD MEETING

JANUARY 18, 2023

Jennifer Wheeler
PRESIDENT

Karen Rock
VICE PRESIDENT

Danielle Rumple
SECRETARY

Melissa Mark

Frank Pisano

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

Wheeler, Jennifer
PRESIDENT

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Birmingham, MI 48009
Cell: (248) 808-4495
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Term expires 2025

Personnel Committee,
Policy Committee

Rock, Karen
VICE PRESIDENT

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e-mail: kgrock13@gmail.com

Term expires 2023

Personnel Committee,
Policy Committee

Rumple, Danielle
SECRETARY

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Term expires 2023

Finance Committee,
Outreach Committee

Mark, Melissa S.

635 Puritan Ave.
Birmingham, MI 48009
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Term expires 2025

Building Committee,
Outreach Committee

Pisano, Frank

612 Davis Ave.
Birmingham, MI 48009
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Term expires 2025

Finance Committee

Suhay, James W.

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Term expires 2023

Building Committee

Clark, Olivia

STUDENT REPRESENTATIVE
e-mail: 23oclark@bishopfoley.org

Term expires February 2023



LEARN.CONNECT.DISCOVER.

AGENDA

Baldwin Public Library Board Meeting

Wednesday, January 18, 2023 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 December 19, 2022 Board Meeting Minutes p. 8
- B. Approval of January 9, 2023 Special Board Meeting Minutes p. 12
- C. Approval of December 2022 vendor payments in the amount of \$96,912.88, including payments in excess of \$6,000. p. 14
- D. Approval of total expenses in the amount of \$406,707.20. p. 19

III. Board Reports and Special Announcements

- A. President's report
- B. Board comments
- C. Staff anniversaries (Karen Rock) p. 35
- D. Upcoming events of interest (Jaclyn Miller) p. 44

IV.	Board Committee Reports	
	A. Finance – Danielle Rumble	p. 18
	B. The next Building Committee meeting will be held on Monday, February 6, 2023 at 3:00 p.m.	
	C. Outreach – Melissa Mark	p. 21
	D. The Personnel Committee presented the Director’s annual review to the Library Board at their special meeting on January 9, 2023.	
	E. The next Policy Committee meeting will be held on Wednesday, January 25, 2023 at 10:00 a.m.	
V.	Library Report – Rebekah Craft and Jaclyn Miller	p. 23
VI.	Liaisons	
	A. Report from Friends of the Baldwin Public Library (Ryndee Carney)	p. 37
	B. Beverly Hills (Tracy Kecskemeti, Beverly Hills Village Council)	
	C. Bloomfield Hills (Susan McCarthy, Bloomfield Hills City Commission)	
	D. Bingham Farms (Kathy Mechigian, Bingham Farms Village Council)	
XII.	New & Miscellaneous Business	
XIII.	Unfinished Business	
	A. Library Logo	p. 38
IX.	Items removed from the Consent Agenda	
X.	Information Only	
	A. Upcoming events of interest	p. 44
	B. Oakland County Times article, City of Birmingham Press release “Birmingham Launches 3D Virtual Tour”	p. 46
	C. Publishers Weekly article, “PW’s 2022 People of the Year: The Defenders”	p. 48
	D. The Cool Down article, “Redditor Shares Wild Photo Claiming They’ve Saved ‘over \$8,000’ by Using the Library this Year”	p. 52
	E. Publisher’s Weekly article, “OverDrive Digital Library Circulation Grew 10% in 2022”	p. 54
	F. Make Use of article, “5 Platforms to Find Kids’ Shows and Entertainment with Your Library Card”	p. 57
	G. OverDrive article, “OverDrive Releases 2022 Digital Book Circulation Data and Highlights”	p. 64
	H. New York Times article, “Librarians Are Meeting Younger Readers Where They Are – TikTok”	p. 67

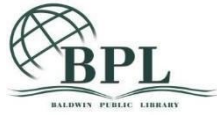
XII. Adjournment

The next regular meeting of the Library Board will be on Monday, February 20, 2023 at 7:30 p.m.

Motion: *To adjourn the January 18, 2023 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
December 19, 2022**

Call to Order and Roll Call:

The meeting was called to order by President Jennifer Wheeler at 7:30 p.m.

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

Absent and excused: Melissa Mark

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

Friends of the Library liaison present: Ryndee Carney.

Contract community representatives present: None.

Members of the public present: One via Zoom. Philip Femminineo and Timothy St. Andrew from Plante Moran were present.

Rumble read aloud the Library's Mission Statement.

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

1. General Public Comment Period: None.

2. Consent Agenda:

Motion to approve the consent agenda.

1st Pisano

2nd Suhay

A roll call vote was taken.

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

Nays: None.

Absent and excused: Mark.

The motion was approved unanimously.

3. Review of FY2021-2022 Audit by Plante Moran, with Timothy St. Andrew and Philip Femminineo:

Timothy St. Andrew and Philip Femminineo presented a review of the Plante Moran audit report to the Board. A copy of their presentation can be found on pages 21-28 of the December Board packet.

4. Board Reports and Special Announcements:

President's report: Wheeler reported that she and Rock are preparing for Director Craft's annual performance evaluation on January 9. Wheeler praised Craft for her involvement in the library community, being a member of the Friends of Michigan Libraries Board and Finance Committee, and a member of the MLA Annual Conference 2023 Planning Committee. Wheeler recognized the Birmingham and Bloomfield Hills schools students and project committee members who participated in the Our Natural World art exhibit, showcased at Baldwin. An

opening celebration for the project was held on December 3 during Birmingham Shopping District's Winter Markt.

Board comments: None.

Staff Anniversaries: Rock recognized the following staff anniversaries: Mary MacMillan (8 years of service) and Megan Novak (5 years of service).

Upcoming events of interest: Miller reported upcoming events at the Library, full details of which are on pages 52-53 of the December Board packet.

5. Board Committee Reports

Finance Committee:

Rumple reported that the Finance Committee met on December 12. Present were Pisano, Rumple, Craft, Miller, and Jim Cummins from Raymond James & Associates. Full minutes from this meeting are on page 18 of the December Board packet. Plante Moran gave BPL a clean report in the FY 2021-2022 audit.

Jim Cummins from Raymond James & Associates recommended selling three existing funds in the Trust's portfolio and transferring this money to funds he recommends, as specified in the Finance Committee minutes. A suggested motion to approve this transfer of money will be brought to the December Trust Meeting for a decision.

The next meeting of the Finance Committee will take place on Wednesday, January 11, 2023, at 4:00 p.m. in the Delos Board Room.

Building Committee:

Suhay reported that the Building Committee met on December 1. Present were Mark, Suhay, Craft, Steve Schneemann and Dianne Schurg from MCD, and one member of the public. Full minutes from this meeting are found on page 29 of the December Board packet.

The Board discussed possible deduct alternate items, including the proposed skylight. Suhay commented that deduct alternates were important because of the possibility of inflation impacts on the next round of costing. Removing the skylight as proposed in the last approved drawings will save the greatest expense, if needed. Craft noted that with the requested 3 deduct alternates for the skylight, it may be more difficult for PCI Dailey to collect bids for the work. Rock asked if anything else could be cut for similar savings, if necessary. Suhay said the study rooms could possibly be cut as a major expense. No Board members want to cut the study rooms, but are amenable to changes to the skylight. Craft suggests the project can be value engineered once the bids for the skylight alternatives arrive.

Suhay asked Craft if MCD was communicating with PCI Dailey since chosen for Phase 3 construction manager last month. Craft met with both parties last week to go over logistics. MCD's construction drawings are 85% complete, and PCI Dailey will review the completed drawings in January to identify errors, suggest cost-saving measures, and develop the scope of work for the bidding process. PCI Dailey will solicit bids from January to February, and the Board should have access to the final estimate and actual project cost at the end of February.

Craft noted the Fire Chief and Fire Marshal will work with Library staff on creating an egress plan for Phase 3 construction. Head of Access Services Kristen Tait will contact the company that manufactured Baldwin's automatic sorter for a quote on moving, reconfiguring, and reassembling it in a new space.

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

Outreach Committee:

Craft reported that the Outreach Committee is currently working with Lighthouse of Oakland County in support of the organization's supply drive. Donations are being collected in the lobby of the Library through January 15. The next meeting of the Outreach committee will be held on January 11 at 9:00 a.m. in the Delos Board Room.

Personnel Committee:

Rock reported that the Personnel Committee met on December 15 and discussed the Library Director evaluations received from Board members and staff, including Craft's own self-evaluation. The Personnel Committee will meet again to summarize these evaluations for Board review. Director Craft's evaluation will be held on Monday, January 9 at 5:30 p.m. in the Delos Board Room in a special meeting of the Board.

Policy Committee:

Rock reported that the Policy Committee took input from staff and Board members to further revise the Code of Conduct, which was discussed during last month's Board meeting. The IDEA Task Force reviewed this policy, streamlined it, and incorporated a list of specific behaviors not allowed in the Library. The updated Code of Conduct can be found on pages 36 – 37 of the December Board packet.

Rock requested that the word "especially" in the first sentence of the Code of Conduct to be changed to "including".

Motion to adopt proposed changes to the Code of Conduct, as found on pages 36 to 37 of the December 2022 Board packet, with the additional change of "especially" to "including."

1st Rock

2nd Rumble

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

Nays: None.

Absent and excused: Mark.

The motion was approved unanimously.

6. Library Report:

Craft and Miller presented highlights from the Library Report. Full details are on pages 39-48 of the December Board packet.

The City of Birmingham has changed the period of return from a COVID-19 diagnosis from 7 days to 6 days, with a mask required for five days following a return to work. In the past month, 4 staff members have tested positive for COVID-19.

The IDEA Taskforce has worked on updating the Code of Conduct, and put together a proposal for DEI consultants. Quotes received will be reviewed with the Board in January or February. Quotes from three consultancy firms are expected.

Resident David Bloom hired a drone photographer to capture the Our Natural World exhibit around the outside perimeter of the Youth Room.

Library of Michigan State Aid and DSLRT surveys were submitted on December 8 and December 15, respectively. BPL will receive State Aid funds in the summer of 2023.

BPL's Winter Reading Challenge and Battle of the Books kicked off in December. Beanstack will again be utilized to run the Winter Reading Challenge. Battle books are now available, and bookmarks went out to area schools for distribution. Battle of the Books 2023 will be held at Groves High School on Saturday, March 18.

Current Library Board Student Representative Olivia Clark, Teen Librarian Elisabeth Phou, and Teen Library Assistant Faith Whitted have been creating content for BPL's TikTok. This content is being cross-posted on other BPL social media accounts.

Friends: Ryndee Carney reported that the Friends has developed a Code of Conduct for volunteers. The Friends Board will vote on this during their January meeting. A year-end appeal has been sent out for membership renewals. Carney noted Friends membership stands at around 300, up from 240 members at this time last year.

Bloomfield Hills: There was no report.

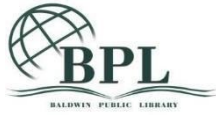
8. New & Miscellaneous Business: None.

10. Items Removed from Consent Agenda: None.

12. Adjournment:

The motion was approved unanimously.

11



**BALDWIN PUBLIC LIBRARY MINUTES,
SPECIAL MEETING
January 9, 2022**

Call to Order and Roll Call:

The meeting was called to order by President Jennifer Wheeler at 5:31 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

1. New and Miscellaneous Business:

Motion: Closed Session request to consider a personnel evaluation as requested by the Library Director pursuant to Section 8(a) of the Open Meetings Act (Act 267 of 1976).

1st Wheeler

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 Library Board went into closed session at 5:35 p.m. The Library Board reconvened in open session at 7:29 p.m.

Motion: To end the closed session and reconvene the open meeting.

1st Pisano

2nd Rumble

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

Nays: None.

Absent and excused: None.

The motion was approved unanimously.

Motion: To grant Director Rebekah Craft a 5% salary increase, effective January 23, 2023, to a new annual salary of \$104,728.

1st Rock

2nd Wheeler

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

Nays: None.

Absent and excused: None.

The motion was approved unanimously.

2. General Public Comment Period: There was no public comment

3. Adjournment:

Motion to adjourn the meeting.

1st Wheeler

2nd Mark

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

Nays: None.

Absent and excused: None.

The motion was approved unanimously.

The motion was approved unanimously. The meeting was adjourned at 7:31 p.m. The next regular meeting is scheduled for Wednesday, January 18, 2022, at 7:30 p.m. in the Rotary Tribute and Donor Room.

Danielle Rumble, Secretary

Date

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

Page: 1/2

Check Number	Vendor #	Vendor	Amount
	006638	ACTION MAT & TOWEL RENTAL, INC	35.36
	009126	AMAZON CAPITAL SERVICES INC	2,712.47
	MISC	ANNA RABINOWITZ	54.94
	000605	CINTAS CORPORATION	227.60
	008164	GARY EISELE	68.12
	006666	GRID 4 COMMUNICATIONS INC.	224.29
	001090	INGRAM LIBRARY SERVICES	5,877.86
	008827	KANOPY, INC	481.10
	MISC	KATIE KELLER	16.99
	MISC	KRISTINA MARTIN	43.39
	MISC	LAUREN JACKSON	18.60
	005550	LEE & ASSOCIATES CO., INC.	2,722.00
	000287	LIGHTING SUPPLY COMPANY	82.39
	MISC	LINDSAY NOWARD	15.99
	MISC	MAGNOLIA JOURNAL	20.00
	MISC	MIA DECERCHIO	17.00
	007927	MICHELLE HOLLO	542.50
	006349	MIDWEST COLLABORATIVE	60.00
	002013	MIDWEST TAPE	9,556.10
	006723	NEWMIND GROUP, INC	5,556.00
	009478	ODP BUSINESS SOLUTIONS, LLC	215.92
	006785	OVERDRIVE, INC.	11,086.63
	008783	PRESIDIO NETWORKED SOLUTIONS GROUP	5,994.00
	MISC	RENEE GOUGH	6.59
	MISC	SUSAN MAHONEY	17.99
	MISC	SUSAN VILLEMURE	59.99
22	009126	AMAZON CAPITAL SERVICES INC	(23.04)
23	009126	AMAZON CAPITAL SERVICES INC	(73.18)
289463	009202	AQUARIUM DESIGN INC	240.00
289615	006638	ACTION MAT & TOWEL RENTAL, INC	35.36
289634	000843	BAKER & TAYLOR BOOKS	10.79
289640	000605	CINTAS CORPORATION	227.60
289646	009319	COMPTON PRESS INDUSTRIES LLC	3,148.96
289648	009024	THE D.M. BURR GROUP	4,819.00
289660	004493	ELITE IMAGING SYSTEMS, INC	948.30
289678	000249	GUARDIAN ALARM	244.04
289695	004904	KONICA MINOLTA BUSINESS SOLUTIONS	2,444.00
289696	004904	KONICA MINOLTA BUSINESS SOLUTIONS	3,145.00
289697	004904	KONICA MINOLTA BUSINESS SOLUTIONS	16,810.44
289705	008482	MARKIT, INC.	1,188.00
289713	006349	MIDWEST COLLABORATIVE	250.00
289723	000678	OCLC, INC.	319.87
289724	009478	ODP BUSINESS SOLUTIONS, LLC	367.04
289744	007907	SP+ CORPORATION	3,048.00
289760	009026	WELLS FARGO VENDOR FIN SERV	677.87
289984	003904	CAPITAL ONE BANK	3,860.90
289985	000627	CONSUMERS ENERGY	2,010.00
289987	000179	DTE ENERGY	5,036.04

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

Page: 2/2

Check Number	Vendor #	Vendor	Amount
290002	007408	T-MOBILE	298.60
290003	000158	VERIZON WIRELESS	103.06
6746	009126	AMAZON CAPITAL SERVICES INC	(127.17)
6759	009126	AMAZON CAPITAL SERVICES INC	60.33
6760	009126	AMAZON CAPITAL SERVICES INC	16.99
6761	009126	AMAZON CAPITAL SERVICES INC	97.96
6765	009126	AMAZON CAPITAL SERVICES INC	80.62
6766	009126	AMAZON CAPITAL SERVICES INC	58.99
6813	009126	AMAZON CAPITAL SERVICES INC	(339.99)
6815	009126	AMAZON CAPITAL SERVICES INC	79.00
6816	009126	AMAZON CAPITAL SERVICES INC	18.38
6817	009126	AMAZON CAPITAL SERVICES INC	16.14
6818	009126	AMAZON CAPITAL SERVICES INC	88.50
6819	009126	AMAZON CAPITAL SERVICES INC	166.38
6820	009126	AMAZON CAPITAL SERVICES INC	17.98
6821	009126	AMAZON CAPITAL SERVICES INC	14.99
6822	009126	AMAZON CAPITAL SERVICES INC	37.16
6823	009126	AMAZON CAPITAL SERVICES INC	9.40
6824	009126	AMAZON CAPITAL SERVICES INC	253.92
6825	009126	AMAZON CAPITAL SERVICES INC	179.00
6826	009126	AMAZON CAPITAL SERVICES INC	48.43
6842	000517	BEIER HOWLETT P.C.	214.50
6871	008336	NBS COMMERCIAL INTERIORS	1,040.00
6880	005861	UNIQUE MGMT SERVICE, INC	30.90
Total:			96,912.88

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

Outreach Committee

January 2023 Finance Committee Report

The Baldwin Public Library Board's Finance Committee met on Wednesday, January 11, 2023 at 4:00 p.m. in the Delos Board Room. Present were Frank Pisano, Danielle Rumpel, Rebekah Craft, and Jaclyn Miller.

- Craft gave an update on the FY2022-23 budget. After six months, the budget is tracking well.
 - Large payments were issued to Midwest Tape and Overdrive for library materials; and to Konica Minolta Business Solutions for server upgrade work
 - Grant revenue is higher than expected this year
 - Community contract payments are on track
 - Patron use revenue is higher than anticipated for the year
 - Personnel costs are lower than anticipated for the year
 - Supply costs are currently down but we do not expect this trend to hold as janitorial supplies are increasing in cost
 - Contracted services are high for the year due to architectural fees
- Miller discussed expenditures with funds from the Friends of the Baldwin Public Library. The Friends collected \$1,348 in December at the in-lobby book sale.
- Pisano did not attend any meetings
- The next meeting will be held on Monday, February 13 at 4:00 p.m.

FINANCIAL REPORT: December 2022

This report references the Revenue and Expense Report 2022-23, found on the following page. At 50.0% of the way through fiscal year 2022-2023, the Library has spent 47.1% of its budget and received 86.9% of its revenue. By this point of the year, the Library was budgeted to have spent 50.0% of its budget and to have received 88.6% of its revenue.

Three pay periods were recorded in December.

Vendor payments in excess of \$6,000:

Konica Minola Business Solutions (Redundancy/VSphere Upgrade Project)	\$	22,399.44
Overdrive (Electronic Materials)	\$	11,086.63
Midwest Tape (Audio Visual Materials)	\$	9,556.10
Total vendor payments in excess of \$6,000	\$	43,042.17
Balance of vendor payments less than \$6,000	\$	53,870.71
Total vendor payments	\$	96,912.88

City of Birmingham allocations:

Payroll Period Ending 11/26/22	\$	104,548.77
Payroll Period Ending 12/10/22	\$	91,319.85
Payroll Period Ending 12/24/22	\$	90,914.98
Employee Health Care Payroll Deduction 11/12/22	\$	(642.16)
Fixed Past Retirement Health Care Cost (acct 711.0004)	\$	3,469.00
Retirement Cost (acct 711.0010)	\$	7,744.58
Total Payroll	\$	297,355.02

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	\$	306,937.52

Reconciling adjustments:

Water Charge	\$	3,108.28
Book Fine Refunds	\$	(251.48)
Total Recon Adjustments	\$	2,856.80

Total expenses for the month	\$	<u>406,707.20</u>
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**6th Month
of the year**

\$4,084,242.35

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.

January 2023 Outreach Committee Minutes

The Outreach Committee met on Wednesday, January 11 at 9am in the Delos Board Room. Present were Missy Mark, Danielle Rumble, Rebekah Craft and Jaclyn Miller.

- Review latest news on Community Partners
 - We have scheduled outreach with St. James' preschool for their artwork to be displayed in the Youth Room and for their students to come here for story times in February.
 - We have brought back our monthly story times at The Community House and have expanded from 3 story times a month to 5.
 - We started monthly book talks with Quarton's fifth grade classes.
 - We continue with the First Grade First Card visits in the BPS classrooms and have visits scheduled with every first grade class in BPS.
 - We hosted a story time for students in a special needs classroom from the BPS Early Childhood Center.
 - Oakland County Historical Commission poster display coming later this month, as part of a county wide project
 - Jaclyn presented a talk on literacy at the Three Flags DAR meeting on January 9
- New liaison from Bingham Farms, Kathy Mechigian, has been invited for a tour
- Updated Student Outreach Insert – Jaclyn will check with Stephanie about sending these to school librarians
- Updated Preschool Directors brochure - Jaclyn will reach out to Caro at Great Start to Quality to attend an upcoming meeting
- Assign next visits
 - Danielle will reach out to Girl Scouts, Townsend Hotel, Visiting Nurse Association
 - Missy will reach out to Johnson Nature Center, Sanctuary Church, Roeper School
 - Rebekah will reach out to JVS Human Services
 - Paul G will ask St Dunstan's & Village Players for play brochures
 - Jaclyn will check on donating excess bulletin board paper to Care House
- The next Outreach meeting will be held on Tuesday, February 7 at 1pm.

LIBRARY REPORT

Statistical Dashboard

Programs & Services

Facility

Diversity & Equity

Community Outreach & Partnerships

Personnel & Organization

Financial

Expenditures from FOBPL Donations

Statistical Dashboard

December 2022						Better/ (Worse) Target	Off Target Cautionary On Target
	Current Month	This month last year	Current FYTD	Previous FYTD	FY 22-23 Q2 Target		
Financials							
Revenues	\$ 186,358	\$ 7,282	\$ 4,146,955	\$ 4,110,725			
Expenses	\$ 406,707	\$ 424,129	\$ 1,398,045	\$ 2,104,380			
Circulation							
Circ (Charges & Renewals)	45,296	44,987	269,590	286,818	270,000	(410)	On Target
Self-Check Usage	50.7%	46.0%	48.3%	48.6%			
% of Circ by Residents*	91.6%	93.1%	92.1%	92.9%	92.0%	0%	On Target
% of Circ by Non-Residents	8.4%	6.9%	7.8%	7.1%	8.0%	0%	On Target
Interlibrary Loans							
Items borrowed	636	783	4,358	4,907			
Items loaned	698	737	4,791	4,653			
Technology Usage							
Database Sessions	4,403	2,806	25,689	15,622	17,000	8,689	On Target
Downloadable Content	12,060	11,027	74,179	67,489	64,000	10,179	On Target
Public Computer Usage	473	266	2,716	1,764			
Wireless Sessions	4,291	4,249	27,491	26,531	32,500	(5,009)	Off Target
Program Attendance							
Program Attendance for Adults	173	249	1,032	1,865			
# of Programs for Adults	14	12	79	97			
Program Attendance for Teens	43	133	440	919			
# of Programs for Teens	4	5	30	28			
Program Attendance for Youth	799	521	8,364	4,723			
# of Programs for Youth	36	27	206	169			
Computer Classes	5	23	178	140			
# of Computer Programs	2	5	31	29			
Online Video Views	-	108	276	536			
Idea Lab Visits	134	-	1,105	-			
Total Program Attendance	1,154	1,034	11,395	8,183	14,000	(2,605)	Off Target
Total # of Programs	56	49	346	323	175	171	On Target
Outreach Attendance	223	96	3,114	1,197			
# of Outreach Programs	12	2	36	14			
Gate Count	15,089	12,303	93,178	79,189	90,000	3,178	On Target
Volunteer Hours	75	53	668	164	600	68	On Target
Social Media							
New Users							
Website Hits/Pageviews	22,017	19,981	136,634	129,298	130,000	6,634	On Target
e-Newsletter Subscribers**	-12	-63	11,145	11,492	11000		On Target
Facebook Page Likes	7	3	2,882	2,655	2800	82	On Target
TikTok Followers^	191	0	191	-			
Twitter Followers	2	2	1,340	1,303	1475	(135)	Off Target
Instagram Followers	7	4	2,099	1,789	2000	99	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

^As of December 2022

Key Metrics & Strategic Plan Status Report

Key Metrics Explanation: December 2022

On Target = Met or exceeded goal, or no more than 0.1% below goal

Cautionary = 0.1% to 3% beneath goal

Off Target = More than 3% beneath goal

At the end of the second quarter, our statics are overall performing as expected or better. The only off target categories this quarter are:

- **Financials:**
 - Revenues and expenses are tracking as expected.
- **Circulation:**
 - Remains on target, circulation was up slightly compared to this month last year, but down very slightly for the target at this point in the year.
- **Technology Statistics:**
 - Database sessions are 34% higher than our goal this quarter, and 39% better than last year. We continue to promote databases on a regular schedule, and in the Outreach packets.
 - Downloadable content usage is also doing better than our quarterly goal, and over FY21-22
 - Wi-fi sessions are off target for the year's goal, but is up over last year by 15%.
- **Program Attendance:**
 - Our program attendance is off target on the quarterly goal, but is up 28% over this time last year. We continue to offer in-person, hybrid, and virtual programs based on the content of the presentations, and story times are once again being presented in the building.
 - The number of programs we are offering is back on target this quarter, up 6% over last year.
- **Gate Count:**
 - Gate count (i.e., the number of people entering the Library) is on target, landing around 3% ahead of our goal for the quarter, and up 15% over last year. In addition to the holiday date closures, we continue to see folks entering through the terrace door which does not have a people counter. A door counter will be added when the Phase 3 renovation begins.
- **Volunteer Hours:**
 - Total volunteer hours for the second quarter are on target and continue to climb as volunteers make their way back into the library and the Friends of the Library continue to sort and stock donations in the lobby regularly.

- **Social Media:**

- The number of e-Newsletter recipients is slightly higher than the target, as we continue to send monthly newsletters by email. Due to the quarterly mailing of a print newsletter, we anticipate this number remaining steady. The number of our Facebook and Instagram followers are on target, but Twitter users are off target. This platform saw a lot of internal changes this quarter and users have been leaving. In December 2022 we began tracking TikTok followers, as the Teen staff are now posting videos on a regular basis.

The Goal Champions (GC) for each of the 6 Strategic Goals have been working to fill in the action items and timelines for their sections of the plan. Many of our targets are ongoing, or will repeat regularly, and the GCs are engaging with the appropriate staff members to find out who and how those action items can best be implemented.

SG1A1: Present Surveys to the public in a variety of formats...

- Staff were using paper forms in each Books Unboxed and Books Unshelved box so patrons could give us feedback on the book choices and what they would like to see in future boxes. We just recently switched to using a QR code sticker on the box itself that takes patrons to an online form to fill out. We've already seen an increase in review forms that are filled out.

SG1A2 & 4: Analyze trends...from previous years AND Examine circulation statistics...

- Youth Staff are using last year's statistics to determine what to withdraw for collections like the Graphic Novels and Beginning to Read books that are constantly crowded on the shelves. Staff will also use this information to determine next year's budgets for the circulating collection.

SG1A5: Examine and analyze technology needs and trends for patrons

- Due to the many requests we have received at the Youth Desk, staff are now offering charging cords for mobile devices for patrons to borrow.

SG1A6: Evaluate staff led outreach based on community need and reach

- Youth staff have scheduled outreach with St. James' preschool for their artwork to be displayed in the Youth Room and for their students to come here for story times in February.
- Youth staff have resumed monthly story times at The Community House and have expanded from 3 story times a month to 5.
- Youth staff are now hosting monthly virtual book talks with Quarton's fifth grade classes.

- Youth staff continue to present First Grade First Card visits in the BPS classrooms and have visits scheduled with every first grade class in BPS this school year.
- Youth staff hosted a story time for students in a special needs classroom from the BPS Early Childhood Center.

SG1B1: Identify and offer programs...underserved populations:

- Melissa Behrens, Youth Librarian, started an Around the World program that focuses on a different country each time. She hosts a presenter from the community that is being showcased to increase the cultural diversity of our programming.

SG1B2: Improve discovery of physical and virtual collections:

- Youth staff are experimenting with small signs in the Paperback and Graphic Novel collections that explain how the collections are organized.
- Youth staff took pictures of all the toys in the circulating toy collection and Kristen is currently updating the cataloging for the Toys so we can bring them out for people to use.

SG1B5: Provide open, welcoming spaces that encourage collaboration and connection:

- The lighting in the Youth Room has been updated in two areas.
- Additional outlets have been added to the computer tables and laptop bar in Birkerts to allow patrons to charge additional devices.
- The lighting in the Legacy Room has been significantly improved and increased to be more welcoming and accessible. The room now houses the large print collection and the electric fire place runs every day.
- Furniture has been rearranged in Claudia Ireland and the Grand Hall to improve accessibility. Changes in Claudia Ireland provide better physical accessibility for patrons who need assistive mobility devices e.g. walkers and wheelchairs.

SG1C1: Expand support for digital literacy:

- Bart wrote instructions for using the new microfilm reader for both the public and staff.
- Mick has improved many of the documents that staff use for withdrawals and transferring new books to their permanent shelving location.

SG2C1 & 3: Building accessibility, create accessible collections...

- Idea Lab staff installed plexiglass newspaper covers for the periodicals in the Grand Hall. Knobs are designed for people who might struggle with grip.
- Books in the Claudia Ireland Room were moved from the highest and lowest shelves to allow for easier browsing and use.

- Audiobooks in the Birkerts area were moved from the highest and lowest shelves to allow for easier browsing and use.
- The large print collection was moved to one location in the Legacy Room, which should improve discovery for patrons and staff.
- Improved signage for NEW materials was hung in Birkerts and the Grand Hall.

SG3A1: Enhance inclusion of underrepresented groups...

- Stephanie has created year round Beanstack challenges that coordinate frequently with our IDEA Task Force aims to celebrate underrepresented communities.

SG3D1: Complete a diversity audit of library programming...

- The Adult Department is conducting a diversity audit of titles held in our Book Club collection.

SG4A4: Develop programming with interested partners

- Baldwin continues to partner with NEXT (our local senior center), the Birmingham museum and senior residential communities (All Season's, The Sheridan, Baldwin House, etc.)

SG5A1: Expand transparent communication, policies, and shared documentation:

- The reference desk guide was updated in December of 2022. The information in the reference desk guide will be added to the Intranet during the Winter of 2023.
- 6 additional full time staff members have access to the supervisor version of our scheduling software and have been trained in making scheduling modifications in the event of Department Head absence.

SG5C1: Review and assess opportunities for job shadowing, cross training...

- The Adult Department has begun implementing cross training. Our Library Assistant 2 has begun training one of the reference assistants in periodical management. There has been cross training with the Books Unshelved program and a few of staff members have been completing Idea Lab certification and Cricut training.
- One of the Adult Reference Assistants is currently in an MLS program. Her supervisor is in the process of sending her to conduct observations at local libraries including meeting with staff at these libraries.
- YS Librarians Melissa and Alyssa have both had cross training and shadowing in Circulation, Adult Services, and the Idea Lab. They both met with Brandon to discuss Tech Services as part of their initial onboarding.

SG6A1: Act as stewards of the yearly budget by reviewing and analyzing all expenditures:

- The Idea Lab was able to assist with some Adult Services improvements at a drastically lower price than working with outside contractors; specifically the powerstrips for the computer tables and the periodical covers.

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:

- A staff member has returned to work following a case of COVID. Staff members must wear a mask for 10 days following their illness
- A staff member is 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. Since December 19, three BPL staff members have tested positive for COVID-19.

In late December, BPL served as a distribution point for free at-home COVID provided through a special grant by the State of Michigan, that patrons were able to collect at their convenience. In a week, 360 two-packs of tests were picked up in the lobby. We received additional tests in early January, which were again placed in the lobby for pickup.



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 most recent tour was held on Thursday, January 12 at 10:00 a.m. The next tour will be held on Wednesday, February 15 at 10:00 a.m.

Idea Lab

The Embroidery Machine has been successfully repaired and is back in service. Patrons can once again enjoy the capabilities of our embroidery machine for their own projects. And thanks to some newly implemented workflow and software changes, we are unlikely to experience such a mechanical fault again. Be sure to pay us a visit, and see what interesting things we're making!

A patron recently shared this story about her Idea Lab experience:

"I wanted to share with you how happy my family was with Christmas presents made in the idea lab. My adult kids got a matching tattoo (story behind this) and I took a photo to the idea lab and Jeff made a line drawing (Jeff later told us he had to freehand trace the drawing!) from the image. Next I ordered blank beer glasses and brought those in to be laser etched. For Christmas, everyone got a glass and specialty beer or fancy bottled water. Thanks to your idea lab and the entire Baldwin Library, what a treasure!"



Learning in Retirement

Adult Librarian Vicki Sower, who coordinates Learning in Retirement, shared an exciting update that one of the current participants of the group is taking her presentation on the road. For this session's deep dive into Canada, she researched the iconic radio/TV station CKLW and created a fun, dynamic slideshow which the LIR attendees enjoyed. She will be sharing it with NEXT members in February and SOAR members in May.

Paw Patrol Party

On the cold and snowy morning of December 23, we were pleased to welcome 120 fans of these rescue pups as they came out to enjoy songs, crafts and activities with Susan, Melissa and Terry of the Youth Department.



Facility

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

Historical Materials

Historical audio/visual material that was previously housed in the Legacy Room has been digitized in our own Idea Lab for long term storage. The physical items will be offered to the Birmingham Museum.

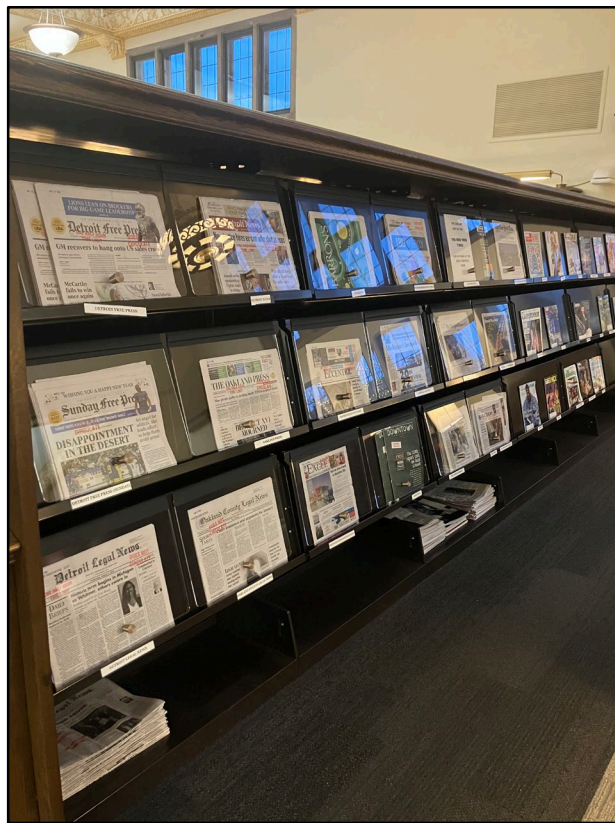
More New Lights, Youth Room

After feedback from staff and patrons, new ceiling lights were added in the southeast corner of the Youth Room, to assist with visibility while browsing the shelves and using the play area. Phase 2 architects Lukenbach Ziegelman Gardner provided the materials and assisted with the labor for half the project after lighting was assessed following the completion of the renovation.



Newspaper Covers

In order to keep the newspapers easily visible and tidy, Idea Lab coordinator Jeff worked with Library Assistant Lisa Christie to develop plexiglass covers, which were produced in the Idea Lab, that will hold the papers in an upright position for easy browsing. The covers can be easily lifted using the new hardware.



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. In January, the group began reviewing proposals for DEI training services/workshops and will make a recommendation to the library board in February. A staff book discussion of *Dancing in the street: Motown and the cultural politics of Detroit* by Suzanne E. Smith will be held on February 23, 2023 at 3:00 p.m.

Project READY

The Youth Department is meeting monthly to work through and discuss the Project READY curriculum.

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.

Bingham Farms

Miller submits monthly Board Meeting updates to the Library Liaison. Kathy Mechigian was recently announced as the new Bingham Farms liaison to the Library Board.

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 began meeting in a hybrid format at Next and on Zoom last December. 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

Youth Services Librarian Rosemary Isbell continued the First Grade First Card visits with Pierce and Harlan, and will eventually meet with every first grade classroom.

DAR Three Flags Chapter

Jaclyn Miller presented to 15 members of this DAR group on Monday, January 9, in Beverly Hills. She highlighted the importance of literacy and adults and the resources BPL offers in support.

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 December, the Friends once again collected over \$1,300 in donations at the lobby tables. The Friends Board will meet next on January 24, 2023 to review the next wish list of items from Library staff and establish some new volunteer training processes.

Lighthouse Supply Drive

Our supply drive benefitting Lighthouse ended on January 15. BPL patrons were generous with their donations, more than filling the container in the lobby.

Marketing

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

- *Learn.Connect.Discover* spring newsletter drafts
- Display and directional signage
- Youth Program posters and fliers
- Adult Services program fliers
- Teen bulletin board poster
- Birbery Bookmarks



eNewsletters

Robert Stratton has compiled and distributed the Library's four monthly eNewsletters (Adult Events, Teen Events, Youth Events). These newsletters promote upcoming programs and spotlight a library service each month.

Student Representative to the Board

We received 3 applications from local high school juniors and anticipate the placement of a new student at the February 2023 Regular Board Meeting.

Personnel and Organization

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

Staff Communications

The next all staff meeting will be held on Wednesday, January 25. We continue to meet monthly, after the Library Board meetings to share updates with all attendees. Recordings of each meeting are sent to all staff.

The Youth Department received this apology note from a young patron regarding a damaged item:

*"Dear Librarians,
I am so sorry for breaking your Playaway Launchpad.
I will buy you a new one.
Love, [Redacted]
P.S. If you can fix it that would be ~~asan~~ great grate.
Thanks."*

There was a detailed drawing of the damaged item on the back of the letter.

After contacting the patron and their parent, a mutually agreeable resolution was reached between the family and the YS staff.

Staff Anniversaries

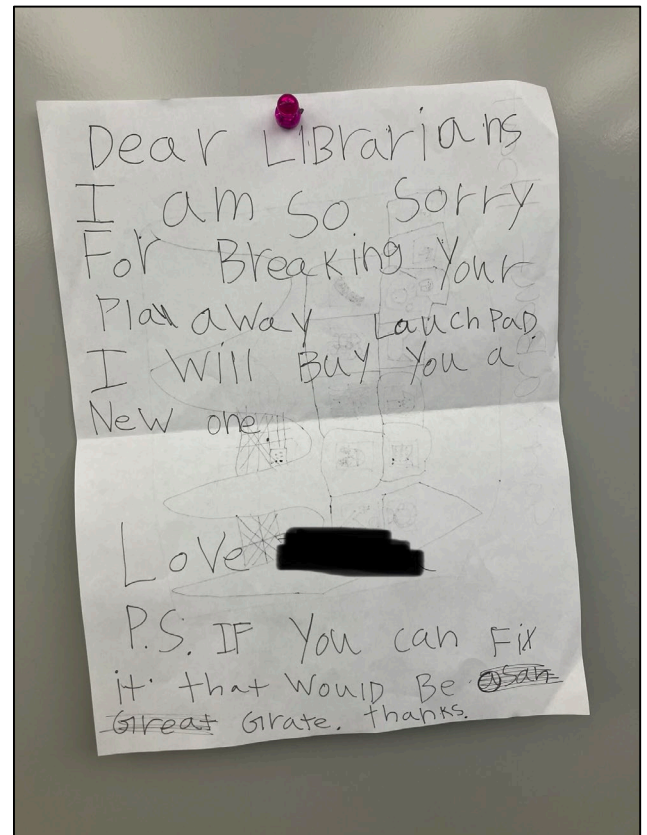
Jaclyn Miller, Associate Director, reached 2 years of service on January 6.

Caroline Salucci, Youth Services Librarian, reached 18 years of service on January 4.

Staffing Updates:

We're happy to welcome new some new faces to the team this month. Youth Substitute Librarian, **Lindsey Block** recently graduated from Wayne State with her MLIS as well as a Certificate in Public Library Services to Children and Young Adults. She works part time as a children's librarian at Sterling Heights Public Library. Lindsey grew up using BPL as we are her home library.

Youth Reference Assistant **Jennifer Rohrer Walbert** started on January 9 and will have regular shifts on the Youth Reference Desk. Previously, Jennifer was a Children's Resource



Librarian at the Cleveland Heights Public Library where she assisted patrons on the reference desk and created programming for children. An artist, Jennifer creates her own artwork and has taught art to children in school and privately.

IT Assistant **Harrison Porter** started with us on January 11 and will work part time in the IT department helping us ensure more coverage during hours that we are open. Harrison has extensive IT experience having worked for the City of Berkley since 2019. Part of his duties for the city is helping with IT projects at the Berkley Library so he also has a fair amount of experience with library products including Envisionware and BSA.

Additionally, we are pleased to announce that **Phoenix Nash** will be our new Reference Assistant in the Adult Services department. Phoenix already enjoys a strong reputation at Baldwin, due to her excellent work behind the Circulation desk. Anyone who has worked with Phoenix has noted her quick thinking, deep knowledge, and engaging manner. These qualities will enable her to thrive in her new role.

Volunteer Hours

75 volunteer hours were utilized in the month of December.

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.

Craft is developing the FY2023-24 budget and will meet with the City Manager and Finance Director on February 9, 2023 for a preliminary budget review. The March 2023 Board meeting will include a public hearing for the FY2023-24 budget and millage approval.

Baldwin Public Library: Friends Funds	
December 2022 Expenditures	
Adult Services	
	\$ -
Total	\$ -
Teen Services	
Teen Terrarium Program supplies	\$ 109.89
Halloween Lockin supplies	\$ 49.95
Books Unboxed	\$ 108.27
Teen Advisory Board	\$ 38.85
Refreshments for programs	\$ 91.96
Total	\$ 398.92
Youth Services	
Book Club supplies	\$ 36.31
Paw Patrol Party	\$ 118.67
Travel Program	\$ 24.80
Filament	\$ 55.97
Total	\$ 235.75
Outreach & Equipment	
	\$ -
Total	\$ -
Total Expenditures	\$ 634.67
December 2022 Balances	
Adult Services	\$ 2,830.01
Teen Services	\$ 1,290.47
Youth Services	\$ 3,157.06
Outreach & Equipment	\$ 5,663.98
Total Balance	\$ 12,941.52
December In-Library Book Sale Donations	\$1,348.00
Submitted by Jaclyn Miller for January 11, 2022	

MEMORANDUM

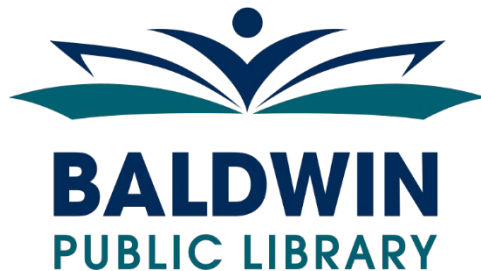
DATE: January 13, 2023
TO: Baldwin Public Library Board of Directors
FROM: Rebekah Craft, Library Director
SUBJECT: BPL Logo Redesign update

BACKGROUND

Library staff have been working with designer Michelle Hollo to develop a new logo for the library that better represents the library. Based on feedback from the staff, public, and board, the logo needs to fit the following requirements:

- Have a strong image
- Use “Baldwin Public Library” instead of BPL
- Include multiple colors
- Use imagery that represents the institution
- Be accessible to patrons with vision issues and easy to read in small sizes
- Avoid using small lines that are difficult to render or see when less than 2” wide

At the September Library Board meeting, the board voted unanimously to move forward with the following logo.

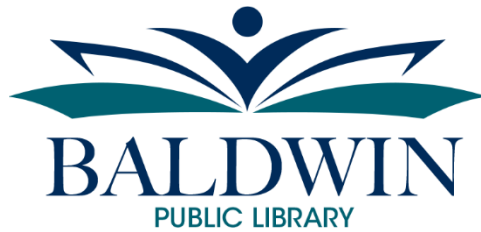


Craft and Miller presented this logo to the City of Birmingham’s Wayfinding and Gateway Signage Committee on November 14. The committee asked the library to develop new logo text that better matches the City’s logo. They were specifically looking for identical fonts and text sizes in the logo wording.

Here is an excerpt of the minutes from the November 14 Wayfinding and Gateway Signage Committee meeting:

R. Craft and J. Miller presented a recommended new Baldwin Public Library logo for Committee review. J. Miller reported that the Library Board and staff completed an extensive design and public engagement process to arrive at the presented final logo recommendation. Several members of the Committee requested that the Baldwin Public Library present an alternate version to include the “BALDWIN” logo text in the City’s Big Caslon font, for review at the next Committee meeting.

The following logo design option that meets the City's request was presented to the Library Board at the November 21 board meeting.



The board expressed unanimous preference for the logo approved on September 19.

Miller returned to the City of Birmingham's Wayfinding and Gateway Signage Committee on December 21 with this feedback from the Library Board.

Here is an excerpt of the minutes from the November 14 meeting:

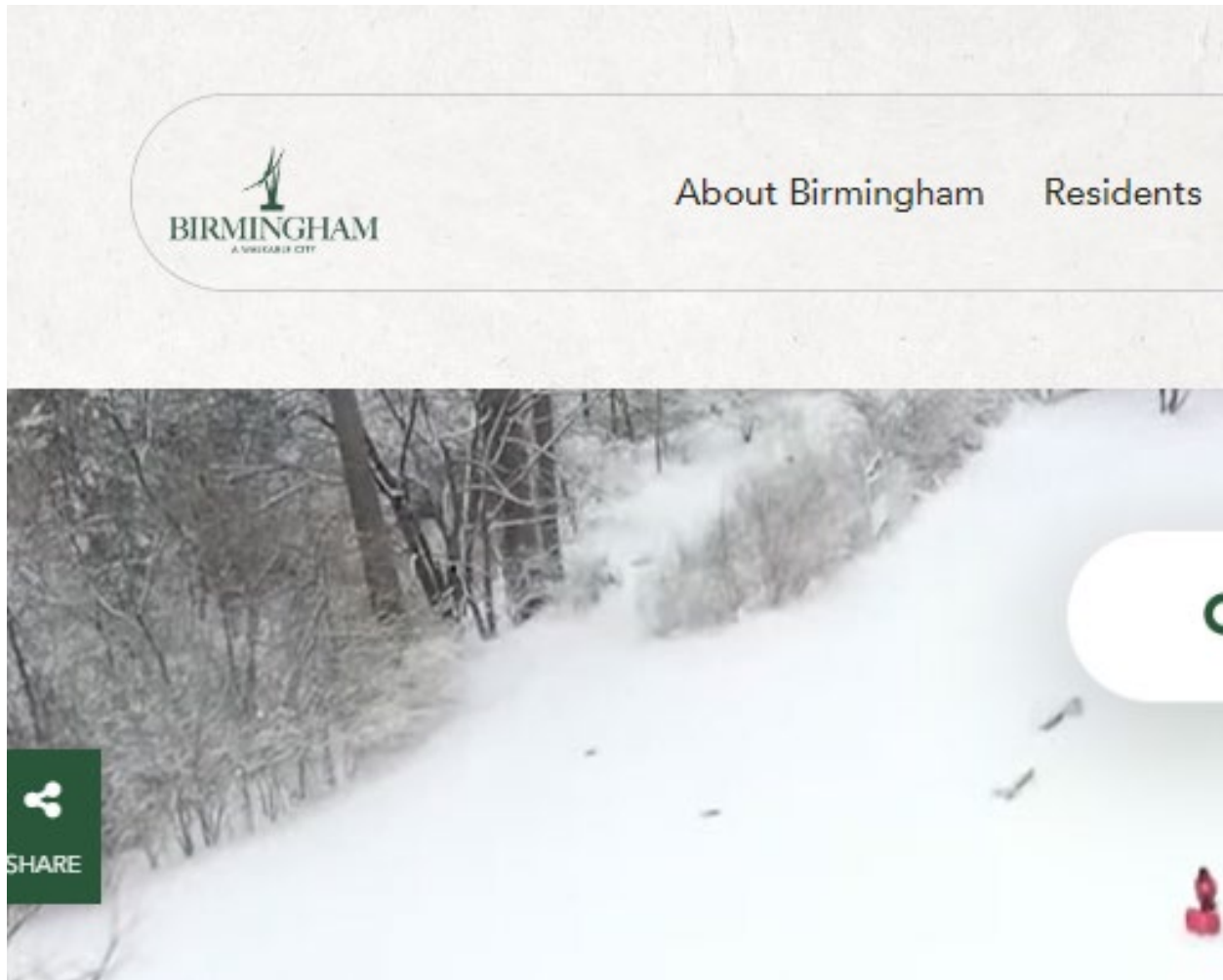
J. Miller presented the requested logo version and advised that the Library Board unanimously preferred the original version, citing that it better integrated with existing fixtures and materials. D. Fehan thanked J. Miller and the Library Board for including the City's color palette and creating an open dialogue in the development of their new logo. Several committee members advised that they prefer the updated logo version (utilizing the City's new fonts) as they felt that it provides a more cohesive city brand, and requested that J. Miller provide that feedback to the Library Board for further consideration.

RECOMMENDATION

It seems that we have reached an impasse with the logo design. The City's preferred design places emphasis on Baldwin and minimizes our actual purpose, which is to be a public library. The fonts on the City's preferred design are difficult to read in small sizes. We plan to use the logo in the following instances, which require legibility:

- Library cards
- Letterhead, envelopes, and business cards
- Newsletters and brochures
- Website

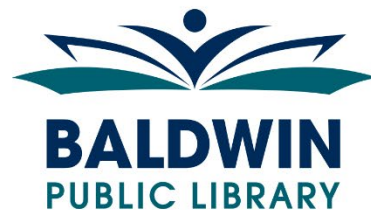
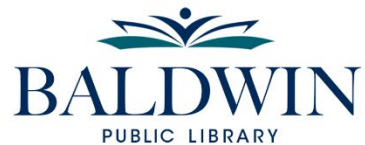
As you can see in the enlarged screenshot, even the City's name and tagline is difficult to read on its website.



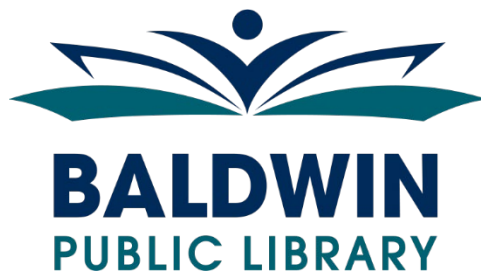
The City's logo places the full name of the City in large text and the City's tagline in small text. Because our organization name has three words, it cannot be laid out in the same manner as the City's logo because it would be too wide, as shown below.



Due to accessibility concerns, Baldwin staff continues to recommend the use of the logo shown in the bottom right because serif fonts are easier to read when displayed in a smaller size and are more legible to patrons with visual impairments.



As a potential compromise, we propose using the following version of our logo in library-only marketing:



And using the following version of the logo in city marketing, such as the Around Town newsletter and Birmingham Beat print publication:



Both versions use the same imagery, colors, and sans serif font and should satisfy the library's desire for accessibility and the city's desire for uniformity with their preferred logo design.

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. New six week session begins, including a newly developed story time with Ms. Alyssa called “Books and Boogie”.

Idea Lab: Retro Computer Expo!

Thursday, January 19 — 5:00 p.m. to 8:30 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.

Check Out eBooks from the Library

Thursday, January 19 — 3:00 p.m. to 4:15 p.m.

Learn how to access Libby to check out e-books and e-audiobooks. A BPL card is required. Registration is required. The Zoom invitation will be emailed to registered attendees a half hour before class.

****Please note that you cannot easily view the Zoom class while also using the Libby app on the same mobile device. If you want to follow along in Libby during the class, the best option is to view the class on a computer while using Libby on your phone.**

Arrghh: A History of Piracy on the Great Lakes

Monday, January 23 — 7:00 p.m. to 8:00 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.

Ellen is the Education and Visitor Experience Director for the National Museum of the Great Lakes. She has a Bachelor's degree in history from Clemson University and a Master's degree in history and museum studies from the University of North Carolina Greensboro. She worked at several historic sites before joining the staff of the National Museum of the Great Lakes in June of 2015. This is a virtual event.

Registration is required to receive the Zoom link.

Cupcake Wars for Teens

Thursday, January 26 — 7:00 p.m. to 8:30 p.m.

Put your creativity, imagination, and sweet tooth to the test! You'll be given 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. Grades 7-12. Registration required.

Kids Cookbook Club

Monday, January 30 – 7:00 p.m. to 8:00 p.m.

Grades 3 to 6. 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.

January 30: [Kid Chef: The Foodie Kids Cookbook](#) by Melina Hammer

Idea Lab Live: Photography Things

Wednesday, February 1 — 7:00 p.m. to 8:00 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!

Play & Learn

Thursday, February 2 — 4:00 p.m. to 5:00 p.m.

Ages 2 to 5 and a grown up. 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.

Travel the World: China

Wednesday, February 8 — 4:30 p.m. to 5:30 p.m.

Grades 4 to 6. Join us as we "travel" outside the United States and experience different countries through taste, smell, sound, touch, and sight. Registration required.

Birmingham Museum Series: Oakland County's Early Abolitionists and the Local Underground Railroad Network

Thursday, February 9 — 7:00 p.m. to 8:00 p.m.

Join Leslie Pielack to revisit our Black history and learn about Oakland County's network of abolitionists and Underground Railroad activists. Who was involved? How did they accomplish it? What happened to the freedom seekers who came through Birmingham and the surrounding communities?

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

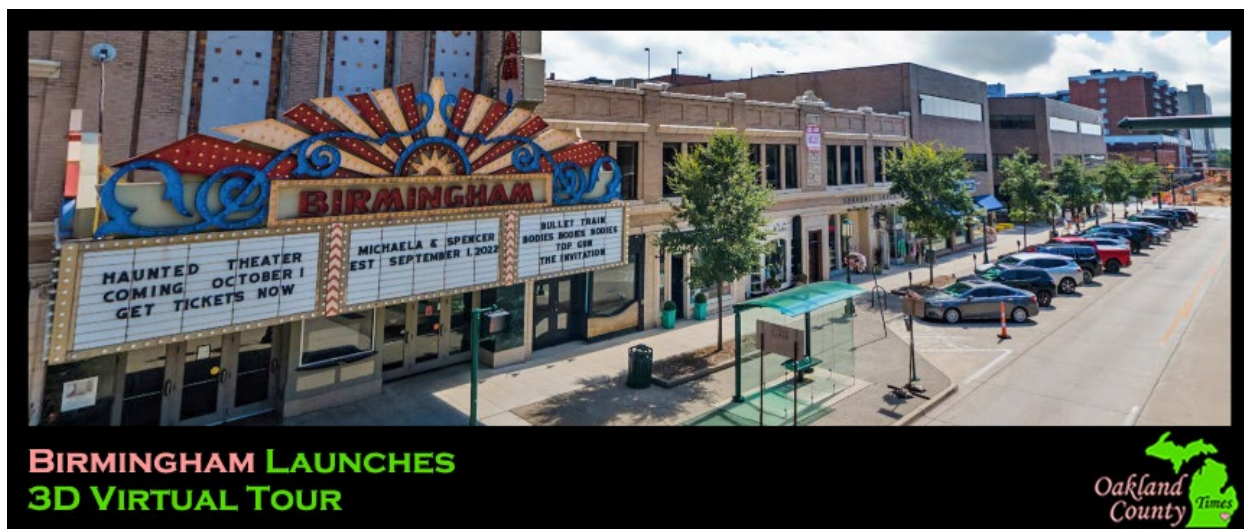
Kumihimo Bracelets

Friday, February 17 — All Day

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

Birmingham Launches 3D Virtual Tour

Published on January 3, 2023 | City of Birmingham Press Release



Birmingham Launches 3D Virtual Tour
(City of Birmingham, Jan. 3, 2022)

Birmingham, MI – As we welcome the new year, the City of Birmingham is excited to announce the launch of its new 3D virtual tour, available at <http://www.birmingham.skywayvr.com>. Through the use of stunning 360-degree aerial and ground-level imagery, this fully immersive experience virtually transports viewers from anywhere in the world to Birmingham.

The interactive tour will serve as a residential and commercial attraction tool and resource to travelers, visitors and those interested in hosting a special event in the city. New residents and even those already familiar with the city may discover something new as they explore the detailed tour featuring the city's golf courses, parks, and facilities including The Birmingham Museum, Birmingham Fire Department, Birmingham Ice Sports Arena and more.

"This virtual tour really showcases our beautiful and vibrant city," said Communications Director Marianne Gamboa. "This resource is part of ongoing efforts to offer a variety of

accessible, user-friendly communication tools across a wide range of channels that promote City of Birmingham services and features to residents and the greater community.”

The city partnered with Skyway Interactive to create the tour, which includes nearly 200 aerial drone photographs, 360-degree images and graphics. In addition to Skyway Interactive, the city would like to thank IT and Media Specialist Jamil Kim and drone photographer Joel Ingersoll for the remarkable imagery featured throughout the tour. Skyway Interactive has an impressive list of clients including universities and professional sports venues, among others.

The City of Birmingham is proud to be one of the first local communities to offer this virtual tour. It is easily accessible and can be shared via website, social media and email. The tour will be expanded in the future and can be continuously updated with new images, video clips, documentation, featured locations and more.

The interactive virtual tour is embedded on the City of Birmingham’s website at www.bhamgov.org/residents. View many ways to interact and receive information from the City of Birmingham at www.bhamgov.org/communicationtools.





PW's 2022 People of the Year: The Defenders

Published on December 16, 2022 | by Andrew Richard Albanese



There has been no shortage of extraordinary stories from the book world in 2022. But no story this year has been more extraordinary than [the ongoing, unprecedented surge in book bans and censorship efforts](#) being pushed by right-wing groups in communities across the nation.

“What we’re seeing is a coordinated political effort to stigmatize books dealing with the lives and experiences of diverse communities, particularly the LGBTQ community and persons of color,” explains Deborah Caldwell-Stone, director of the American Library Association’s Office for Intellectual Freedom. “We’re seeing rhetoric that seeks to turn librarians and educators into villains. We’re seeing librarians whose jobs and livelihoods are being threatened because of their defense of intellectual freedom in libraries. In some states we’re seeing legislation threatening to put librarians and teachers in jail over the lie that certain books are pornographic, when they simply reflect gender identity or sexual orientation themes or characters, or deal with sex education.”

New headlines emerge seemingly every day. [Local library and school board meetings have become battlegrounds](#), and [local elections are flooded with money from national conservative groups](#).

Librarians and educators are being [intimidated into silence, with many choosing to leave the professions they love](#). And legislators in a number of states are [seeking greater control of which books can be made available in libraries and schools](#).

This is not a time to despair, however, [as veteran free speech defender Chris Finan, executive director of the National Coalition Against Censorship wrote in a PW Soapbox this fall](#). This is a time to fight. In recognition of the foundational threat posed by this new wave of book banning, *PW* has named those standing up to these would-be censors as our People of the Year.

To begin, we recognize the authors being targeted by the banners. Among them is Maia Kobabe, [whose critically acclaimed graphic memoir *Gender Queer* was declared “the most banned book in the country”](#) in a May *New York Times* profile. In that profile, Kobabe spoke of what it means to be singled out. “When you remove those books from the shelf or you challenge them publicly in a community, what you’re saying to any young person who identified with that narrative is, ‘we don’t want your story here,’ ” Kobabe said.

Nikole Hannah Jones, Pulitzer Prize–winning author and creator of the 1619 Project, has seen her work [not only banned but legislated against](#). “This is actually trying to control the collective memory of this country,” [Jones told CNN’s Brian Stelter](#). “It’s one thing to have right-wing media saying they don’t like the 1619 Project, or they don’t agree with the 1619 Project. But it’s quite something else to have politicians from state legislatures down to school boards actually making prohibitions against teaching a work of American journalism or really any of these other texts.”

We recognize the librarians, educators, administrators, and board members on the front lines of the battle in their communities: people like Becky Calzada and Carolyn Foote, school librarians in Texas who early on [helped to organize against this surge with a grassroots campaign called #FReadom Fighters](#). Conceived in November 2021 as a Twitter campaign, #FReadom Fighters became a beacon of support at a critical moment in Texas and across the country.

“That was just incredibly powerful to see,” Calzada says of the moment she realized #FReadom was trending on Twitter. “It was incredible to see how many people were connecting to it, but also that people were connecting to it because they were hungry for hope. That’s what we did. We gave people hope.”

In July, [a school librarian named Amanda Jones spoke up at a public meeting against a bid to pull a number of mostly LGBTQ-themed books](#) from her hometown public library in Livingston Parish, La. The following day, she was accused on social media of grooming children and fighting to make pornography available to kids. A graphic death threat followed shortly thereafter.

Jones fought back by [filing a defamation suit against two men who publicly accused her online](#) of wanting to sexualize children. “It’s been a heavy load—I’d be lying if I said it wasn’t,” she says. “People say I’m courageous, but I’m angry. There are people trying to erase entire communities from our shelves and librarians and teachers are being used as political pawns. Who is holding these people accountable?”

At the Patmos Library in Jamestown, Mich., Larry Walton, acting president of the board, was forced to announce that [his library will close sometime in 2024](#), after local conservatives mounted a successful campaign to defund the entire library over the board’s refusal to ban a handful of LGBTQ-themed books. It’s a tragic, almost unfathomable outcome. But Walton says he stands by the board’s decision not to pull the books. And rather than walk away from the library, he and the board are trying to save it from closure.

“It’s hard because this is a volunteer position,” Walton says. “None of us were looking for this fight. It can be very tempting to give in to those who are yelling the loudest. But there is such a thing as intellectual freedom. There is the First Amendment. And we stand behind that.”

A strong supporting cast is also standing firm. At the ALA, Caldwell-Stone says her work [has leveled up both in volume and intensity](#). “It used to be we’d hear about a parent who would see a book their

child was reading and raise concerns with a librarian or educator,” Caldwell-Stone says. “[Now, we’re hearing about Proud Boys showing up](#) to library board meetings as an act of intimidation.” In addition to hosting [Banned Books Week](#) and providing resources and counsel to librarians in the field, the ALA in April organized [Unite Against Book Bans](#), a broad coalition that includes booksellers, publishers, the Authors Guild, and dozens more media and advocacy groups.

“We assist library workers, but they’re the heroes,” Caldwell-Stone insists, pointing also to [the tireless work of state library associations](#). “I’m just proud to be their advocate.”

PEN America is another organization playing a vital role, engaging lawmakers, hosting programs, organizing open letters, [gathering a wealth of data and issuing key reports](#). In May, PEN America CEO Suzanne Nossel [testified eloquently before the House Subcommittee on Civil Rights and Civil Liberties](#) on the issue of censorship and book banning in schools and libraries. “At PEN America we think of our current moment as an ‘ed scare’—a time when manufactured fear is overtaking reason,” [Nossel told the committee](#). “The test for us as a society, and as a democracy, is in how we respond.”

Numerous other groups are also stepping up with a host of vital resources and support, from legal aid to public awareness campaigns, panels, and programs. These include [the ACLU](#), the [National Coalition Against Censorship](#), the [Comic Book Legal Defense Fund](#), and the [American Booksellers for Free Expression](#)—long stalwarts in the fight for intellectual freedom. [We Need Diverse Books last month announced a new #BooksSaveLives initiative](#). The program will offer up to \$10,000 in grants for challenged books to schools and libraries in underserved communities.

Upstart parent groups like the [Florida Freedom to Read Project](#) are proving to be powerful and potentially decisive allies in the fight. Started by Jen Cousins and Stephana Ferrell in response to the recent wave of so-called parental rights legislation in Florida, the FFRP is organized around a key principle, succinctly articulated on the group’s website: “Parents have the right to screen what their own children read, but it stops there. No one parent or government entity should be able to prevent all students from accessing information at the library.”

A name that has repeatedly come up in our reporting over the past two years is [John Chrastka](#), [executive director of EveryLibrary](#), the nation’s only political action committee dedicated to libraries. A true library advocate and a shrewd political observer, Chrastka, librarians say, has been a vital ally on the ground in their communities. For his part, he is quick to praise the work of [Tasslyn Magnusson, an independent researcher gathering and studying key data](#) behind this wave of book bans. Chrastka says Magnusson’s work, which EveryLibrary supports through its EveryLibrary Institute, has been crucial.

[Kelly Jensen](#), a former librarian turned writer for *Book Riot*, has from the outset stood apart in covering this wave of book banning. In addition to her own reporting, [she has cataloged and brought to a national audience stories from around the country in a weekly roundup for Book Riot](#). And from the outset Jensen has pierced the fallacy that this wave of bans is some kind of grassroots movement about age-appropriate materials or protecting innocence, calling it out for what it is: a nationally organized political operation.

Though space limits us from shouting out all those standing bravely against this new wave of book banners, we salute you all. And we stress that these attacks are only intensifying, and that this dangerous moment requires us all to do more.

In a [November panel discussion sponsored by ACLU People Power](#), Mark Oshiro, author of numerous young adult books including *Anger Is a Gift*, movingly articulated what’s at stake.

“I didn’t know what books were banned in my middle school library or my high school library—I learned about that later,” Oshiro said. “But what I did see was that I wasn’t represented on the bookshelves. There really is no better way to destroy a person’s identity than to not let them discover anything about it.”

Notables of the Year

In addition to naming our people of the year, PW selected six industry members who had notable achievements in 2022.



top from (l.) to (r.): Bodour Al Qasimi, Jeffrey and Pamela Blair, The HarperCollins Union

bottom from (l.) to (r.): Colleen Hoover, Michael Jacobs, Florence Pan

[Bodour Al Qasimi](#)

[Jeffrey and Pamela Blair](#)

[The HarperCollins Union](#)

[Colleen Hoover](#)

[Michael Jacobs](#)

[Florence Pan](#)

A version of this article appeared in the 12/19/2022 issue of Publishers Weekly under the headline: PW's People of the Year

Article from The Cool Down: <https://www.thecooldown.com/green-home/local-library-savings-books-cost-rental/>



REDDITOR SHARES WILD PHOTO CLAIMING THEY'VE SAVED 'OVER \$8,000' BY USING THE LIBRARY THIS YEAR

By Jill Ettinger | December 16, 2022

 r/Frugal • Posted by u/More_Ice_8092 2 months ago **Frugal Win** 🏆

I'm an avid reader and have saved over \$8k using the library this year



11.3k upvotes · 237 comments

How much money can you save by visiting your local library? Would you believe it could total more than \$8,000? That's exactly what one Redditor says they saved in the last year.

"I'm an avid reader and have saved over \$8k using the library this year," More_Ice_8092 writes in a post showing a library receipt.

Libraries are a great community resource and are entirely free to use. According to the [American Library Association](#), librarians answer more than 6.6 million member queries every week. Library members can borrow books, movies, music, and use resources including computers — all for free.

And people with remote jobs can work at libraries for free — no expensive lattes required. This service can help support the local economy, especially if library users save all that latte [money](#) to spend at a local [business](#).

Libraries also provide support to those looking for jobs. ALA [says](#) 73% of U.S. public libraries offer services including support with job applications and interview skills, and nearly 50% provide support to entrepreneurs.

Libraries also help those who are learning English by offering multilingual reading materials, classes, and other resources.

For someone like More_Ice_8092, who self-identifies as an “avid reader,” the library can amount to significant savings on books and magazines.

And there are environmental benefits to visiting the library, too.

According to [Statista](#), about 650 million individual books are sold around the world every year. That’s an incredibly large amount of paper — even if it’s [recycled](#). The industry uses about [32 million trees per year](#) to make books and produces more than 44 million tons of carbon emissions.

Patronizing your local library instead of buying a new book or magazine helps to keep trees in the ground and reduce greenhouse gas pollution.

Redditors heartily agreed that the library is full of great resources.

One [Redditor](#) chimed in with a useful tip: “A way to help you save is to download [Library Extension](#) for your browser. Then when you go to [Barnes and Noble] or Amazon, it will tell you if your library owns the item.”

Publisher's Weekly article: <https://www.publishersweekly.com/pw/by-topic/industry-news/libraries/article/91246-overdrive-digital-library-circulation-grew-10-in-2022.html>



OverDrive Digital Library Circulation Grew 10% in 2022

By Andrew Albanese | Jan 06, 2023



Another year, another record increase for OverDrive's circulation. In a release today, the digital library market leader announced that its customers worldwide borrowed some 555 million e-books, digital audiobooks, digital magazines, comics, and other content—a 10% increase over 2021.

The 2022 figures suggest that demand for digital resources in libraries continues to be robust even as the rate of growth slows from pandemic levels. Last year, OverDrive reported some 506 million digital lends, a 16% increase over 2020. In 2020, in the aftermath of widespread library and school closures due to Covid-19, OverDrive reported 430 million lends, a 33% increase over 2019. And in 2019, the year before the pandemic hit, the company reported 326 million lends, a 20% increase over 2018.

OverDrive officials say the 2022 data includes another milestone for the company: users have now checked out more than 3 billion e-books from libraries and schools in the OverDrive network since the first e-book checkout in 2003. OverDrive now serves more than 88,000 libraries and schools in 109 countries worldwide, including its popular Libby and Sora Reading apps. In 2022, OverDrive added more than a million new digital titles and 73 new content partners.

Among other data reported this week by OverDrive:

- Libby app installations were up 42% and Libby checkouts grew 30%.
- Sora app checkouts grew 10%.
- E-book lends grew more modestly than other digital content. Readers borrowed: 331 million e-books in 2022, a 4% increase over 2021. while digital audio checkouts jumped 17% (191 million) and digital magazine checkouts were up 38% (32 million).
- Comics and graphic novel checkouts grew by 18% (33 million).
- Public library systems achieving more than 1 million digital book checkouts rose to 129, a 7% increase, including one system reporting over 10 million (the full list will be released later this month).
- E-book and audiobook holds placed were up 13% (214 million).

In the release, OverDrive points to a range of factors that helped spur 2022's growth, including the company's ongoing "advocacy work to provide fair, flexible and reasonable content access models," and a host of initiatives, including support for Community Reads, digital book clubs, and other reader programs. More than 14,000 libraries held their own local digital book clubs in 2022, OverDrive officials note.

For more, see the full release [here](#).

OverDrive's Most Popular E-books in 2022

1. *The Last Thing He Told Me* by Laura Dave (Simon & Schuster)
2. *Apples Never Fall* by Liane Moriarty (Henry Holt and Co.)
3. *The Four Winds* by Kristin Hannah (St. Martin's Publishing Group)
4. *Verity* by Colleen Hoover (Grand Central Publishing)
5. *The Seven Husbands of Evelyn Hugo* by Taylor Jenkins Reid (Washington Square Press)
6. *The Lincoln Highway* by Amor Towles (Penguin Publishing Group)
7. *It Ends with Us* by Colleen Hoover (Atria Books)
8. *The Girl in His Shadow* by Audrey Blake (Sourcebooks) *Big Library Read title
9. *The Judge's List* by John Grisham (Knopf Doubleday Publishing Group)
10. *The Invisible Life of Addie LaRue* by E. Schab (Tor Publishing Group)

OverDrive's Most Popular Audiobooks in 2022

1. *Where the Crawdads Sing* by Delia Owens (Books on Tape)
2. *The Last Thing He Told Me* by Laura Dave (Simon & Schuster Audio)

3. *The Four Winds* by Kristin Hannah (Macmillan Audio)
4. *Apples Never Fall* by Liane Moriarty (Macmillan Audio)
5. *The Guest List* by Lucy Foley (HarperAudio)
6. *Atomic Habits* by James Clear (Books on Tape)
7. *Dune* by Frank Herbert (Macmillan Audio)
8. *The Subtle Art of Not Giving a F*ck* by Mark Manson (HarperAudio)
9. *The Seven Husbands of Evelyn Hugo* by Taylor Jenkins Reid (Simon & Schuster Audio)
10. *Pride and Prejudice* by Jane Austen (Duke Classics)

OverDrive's Top Titles by Genre in 2022:

- Adult fiction: *The Last Thing He Told Me* by Laura Dave
- Adult nonfiction: *Educated* by Tara Westover
- Young adult fiction: *A Court of Thorns and Roses* by Sarah J. Maas
- Children's fiction: *Diary of a Wimpy Kid* by Jeff Kinney

OverDrive's Most popular Magazines in 2022:

1. *Us Weekly*
2. *The New Yorker*
3. *HELLO! magazine*
4. *Woman's World*
5. *New Scientist*

Make Use of Article: <https://www.makeuseof.com/platforms-to-find-kids-shows-with-library-card/>



5 Platforms to Find Kids' Shows and Entertainment With Your Library Card

By Samantha Sied | Published 2 Days Ago

If you already have a library card, you can use any of these platforms to find many videos, books, and games for your kids.

Whether it is a rainy Saturday or a snow day, sometimes you may want wholesome entertainment for the kids in your life. While most streaming video platforms offer children's entertainment, you may want something different.

If you have a public library card, chances are your library might offer hours of free entertainment, including shows, interactive stories, games, and comics. Some have an educational leaning, while others are purely for fun.

Finding Free Kids' Entertainment Through Your Library

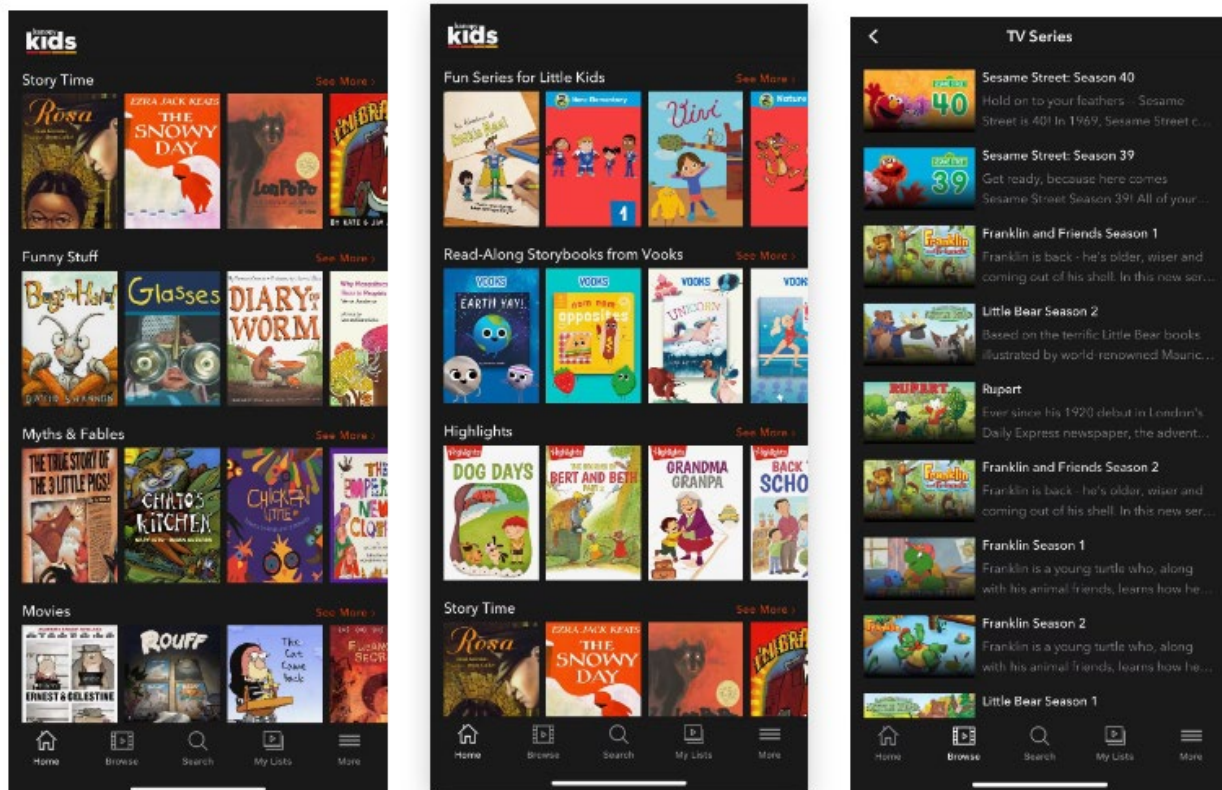
Libraries are a great resource for parents or anyone with kids in their lives. Depending on your local library, it may host children's activities like story hours, provide homework help, and loan toys, games, or books. Many libraries have expanded their digital offerings over the past few years and offer ad-free streaming video entertainment, e-books, and more.

If you are like many parents, you may be concerned about your kid's privacy. The **best digital libraries** and library-associated platforms typically meet your local library's standards. If you have questions, speak to a children's librarian about how to best protect your kid's privacy. The resources vary, but most platforms share a respect for user privacy beyond most ad-supported platforms, have professionally vetted content (though standards vary), and are free of advertising.

Keep in mind that library-affiliated platforms frequently cycle content, so availability varies. Most offer a chance to see which content is scheduled to cycle off and which was just added. Some platforms are purely video, like **Kanopy**, while others are multimedia with a mix of media, like **Hoopla**.

With that out of the way, here are the best places to find entertainment for your kids.

1. **Kanopy Kids**



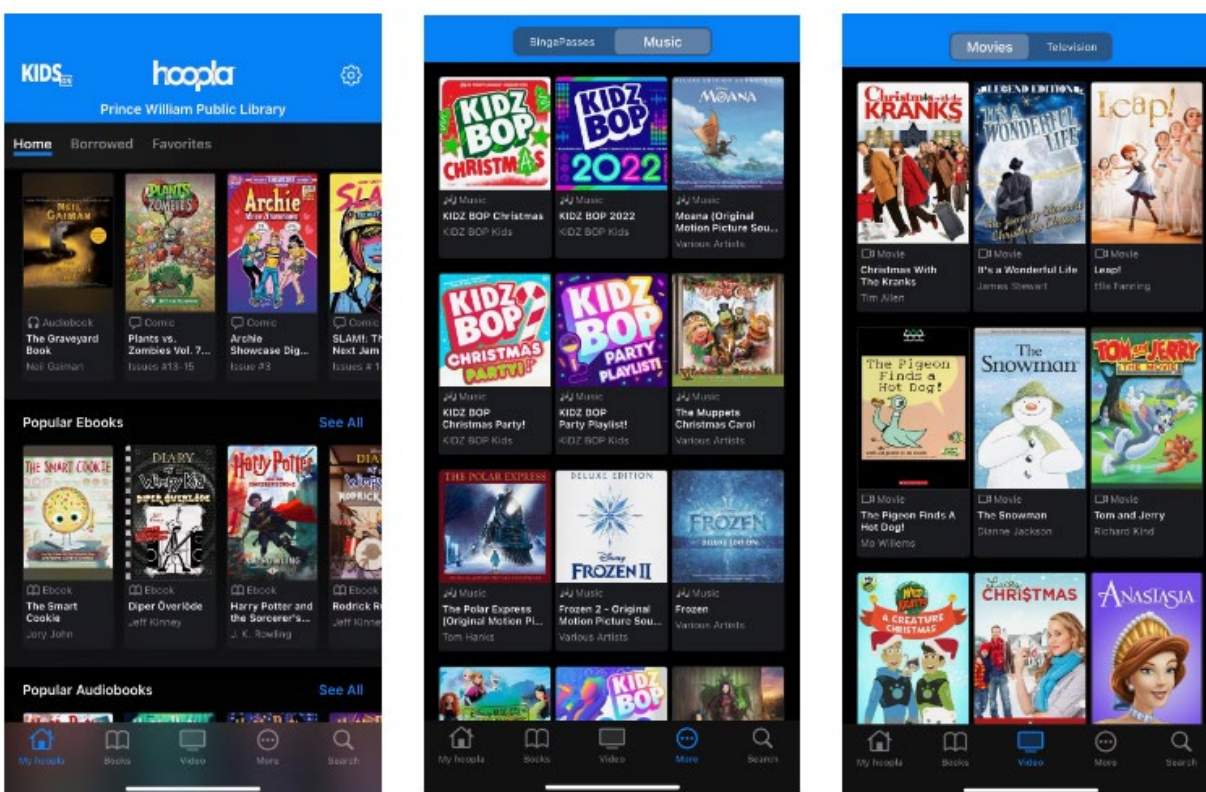
Kanopy is possibly the top streaming entertainment platform available through universities and public libraries. Most schools and libraries limit the number of shows you can stream per month since they pay per stream. However, Kanopy Kids offers unlimited streaming.

Kanopy Kids featured content partners include:

- Sesame Street
- “Read along” stories and other shows for little kids
- Jim Henson Company programming like Dr. Seuss
- Highlights videos
- Selected GKids anime films
- Educational videos to learn science, international languages, reading, and more.

Kanopy offers both a dedicated kids section and the main app that covers a full range of ages (including teens and adults). If your school or public library offers Kanopy, it is well worth a look. Some of the content on the main Kanopy app is suitable for the full family, but that isn't guaranteed since Kanopy also focuses on indie, art, and international cinema.

2. Hoopla



While Kanopy focuses exclusively on video content, Hoopla offers a mix of media, including eBooks, comics, music albums, films, and shows. Like Kanopy, the borrows are limited by your library's budget since the library pays per borrow. Hoopla offers content for all ages; if you share your device with a kid, you can limit them to age-appropriate content by toggling to the "kid-friendly" version of Hoopla's library.

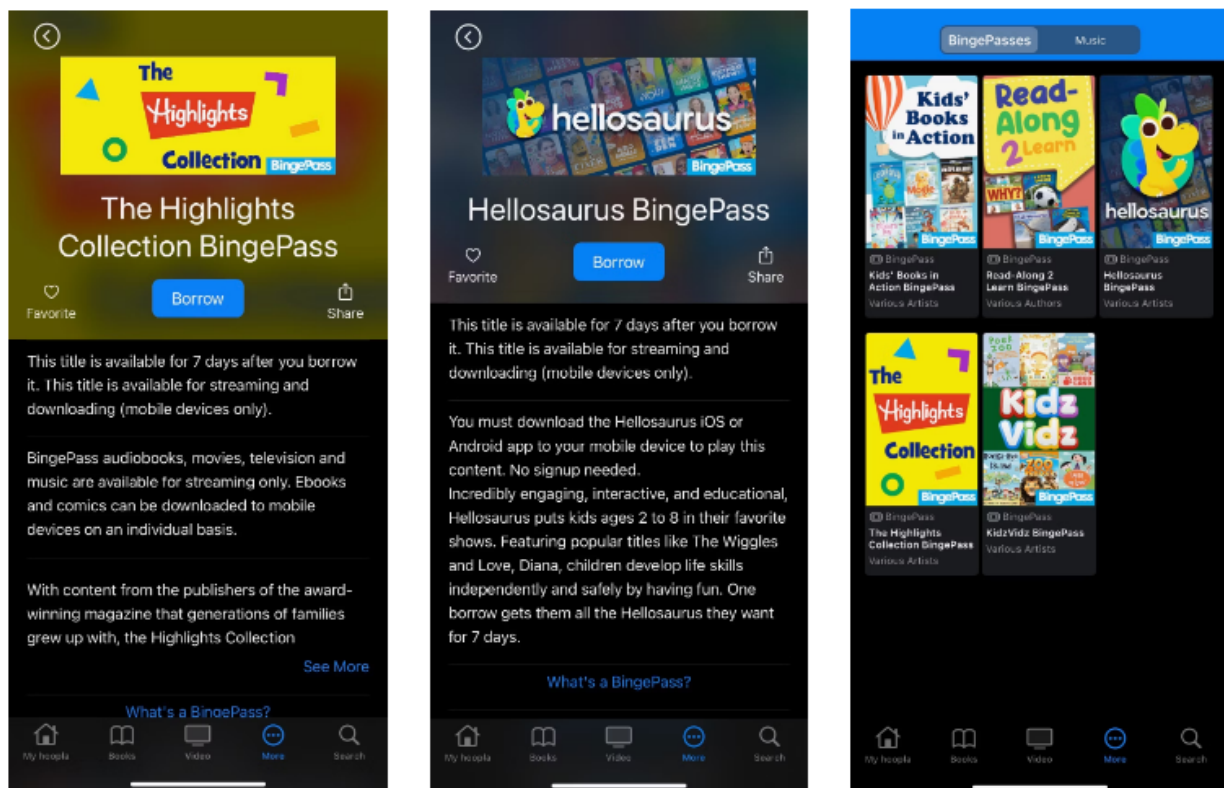
The kid-friendly version of Hoopla offers a collection of comic books, albums, eBooks, and shows for kids, including:

- Popular classic kids' books like the Harry Potter series, Diary of a Wimpy kid, the Narnia collection, and newer favorites.
- Kid-friendly comics like Percy Jackson, Big Nate, and more.
- Animated and live-action films like seasonal favorites, Disney films, family-friendly comedies, and the film version of classic kids' stories.

- Shows like Magic School Bus, Ancient Empires, Daniel Tiger, Pippi Longstocking, and more. Keep in mind each episode counts as a borrow.
- Music like Kidz Bop, Disney film soundtracks, Baby Shark, High School Musical, and more.

Like Kanopy, Hoopla offers media for all ages, including teens and adults. Keep in mind that Hoopla has previously raised concerns among librarians, parents, and users due to how they select and vet some of their all-ages eBooks promoting controversial views, as reported by the **Library Journal**.

3. **Binge Pass Through Hoopla**



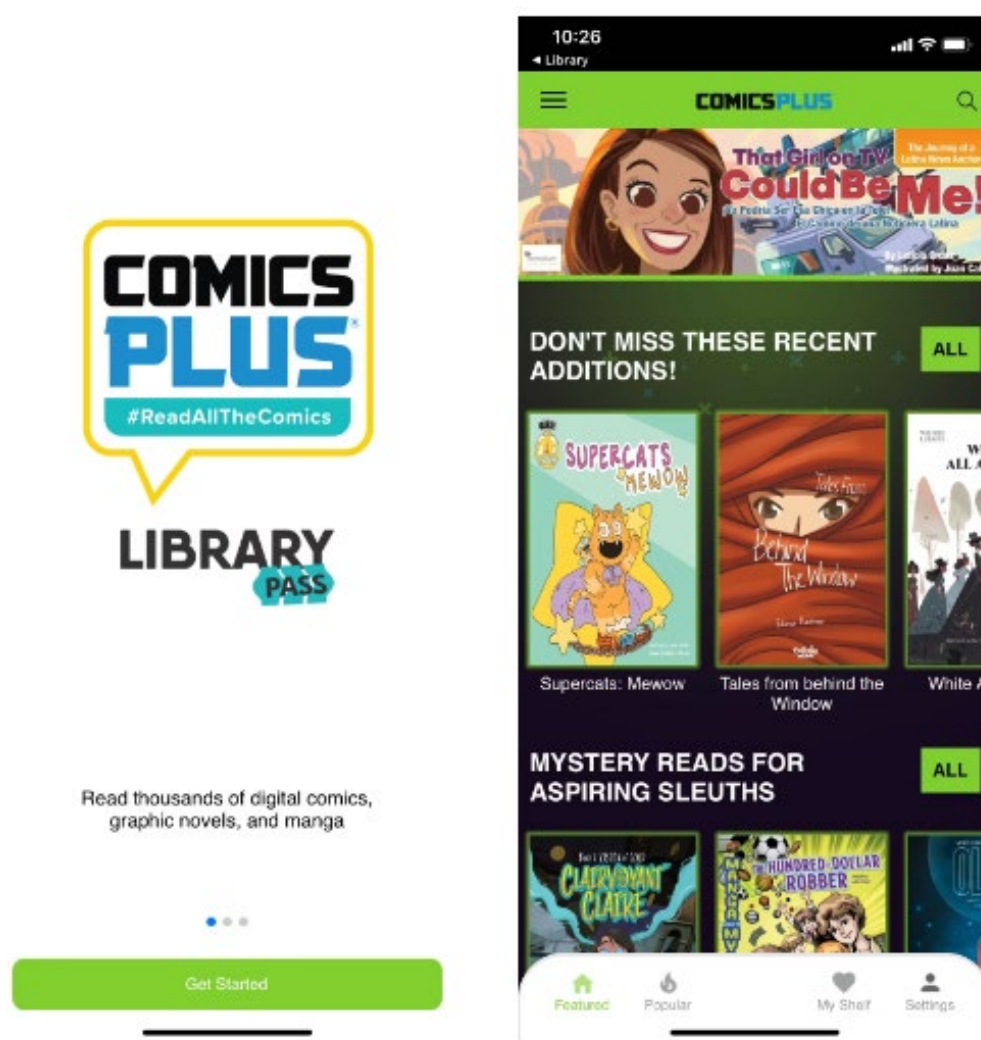
If your library subscribes to Hoopla, you can also borrow a “Binge Pass” for a week of unlimited content. While we already mentioned Hoopla, Binge Pass content providers are stand-alone content providers who partner with Hoopla offering a week of guest access through libraries.

Some of the Binge Pass partners offer child-friendly content like:

- The Highlights Collection features puzzles, things to do, audiobooks, and multimedia stories created under the Highlights magazine brand.

- Kidz Vidz offers kid-friendly, entertaining, and educational videos.
- Kids Books in Action for more engaging stories.
- Hellosaurus is an interactive video app where the kids participate actively in the story by drawing, singing, acting, moving, and problem-solving.
- Read Along 2 Learn stories to support young readers.
- Curiosity Stream offers a library of documentaries for all ages. To access Curiosity Stream, you will need to toggle from Hoopla “Kids” to the full version of Hoopla since Curiosity Stream isn’t specifically a kid’s platform.

4. Comics Plus

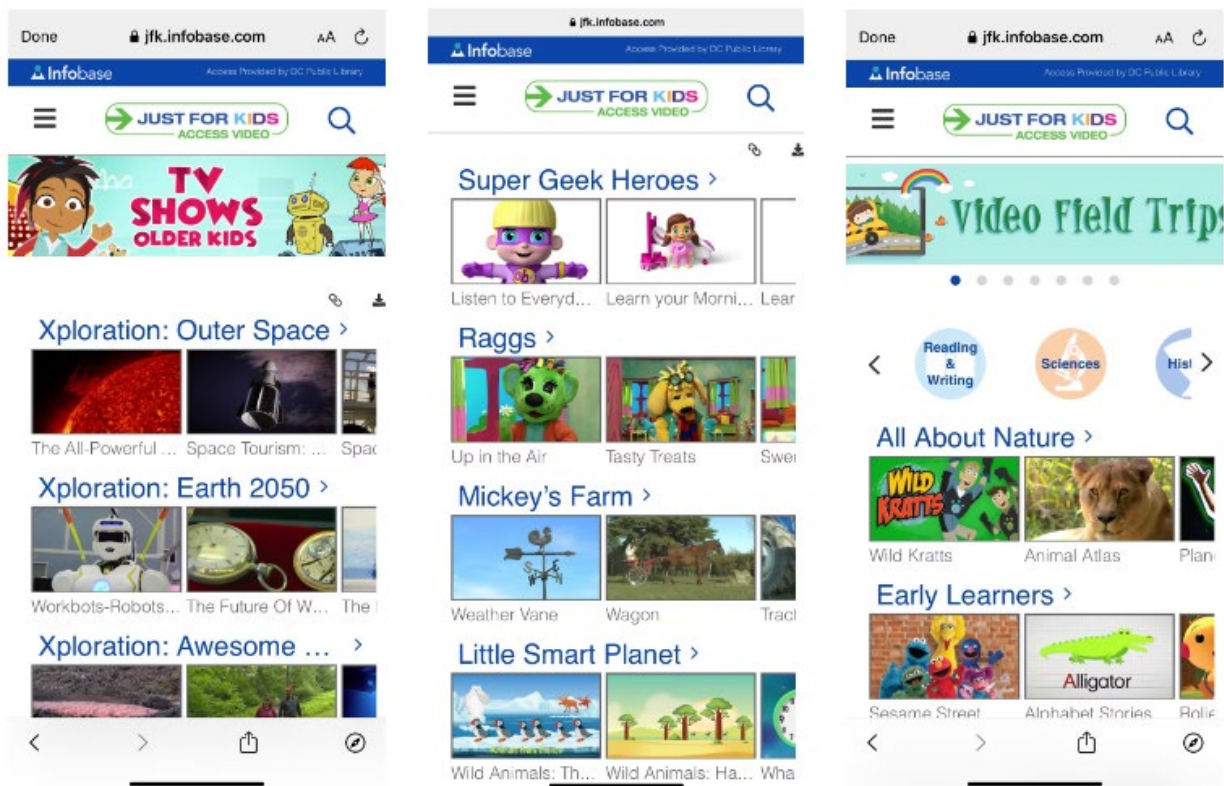


If your school or library subscribes to Comics Plus, you can borrow and read comic books and graphic novels using your phone or tablet. This isn’t specifically a kid’s platform. Though it contains child-friendly comics, it also offers a collection of graphic novels for adults and teens.

The kid-friendly options include:

- Early readers comics
- Manga
- Spanish language graphic novels
- Game and show tie-in comics like Halo, Sonic the Hedgehog, and Minecraft
- Fantasy, superheroes, historic, and classic graphic novels.

5. Just For Kids - Access Video



Access video offers a variety, including animated shows, video field trips, arts and crafts, and educational programming.

Users can use it to stream kid-oriented videos and TV shows, including Sesame Street, Arthur, Reading Rainbow, Daniel Tiger's Neighborhood, Dr. Seuss, Baby Einstein, and more. If your library subscribes to this platform, simply follow a link from your library's website to stream a video using a web browser.

Just for Kids is part of Infobase. According to its website, Just for Kids contains over 9,000 videos, audio content, and **interactive games for kids**.

Choosing Age-Appropriate Entertainment

Just like browsing the shelf of your library, you or your child may browse available content using the featured apps. If you prefer to research content first, you could use a review site like **Common Sense Media** to find entertainment suited to your kid's age and interests. Other review sites may also give you ideas for content to search for.

Other Kid's Entertainment Outside Your Library

Most likely, your favorite streaming service also offers kid's programming whether you subscribe to Disney+, Netflix, Prime, or Hulu.

There are other video websites you can try if you're looking for more kid's entertainment sources that are safe and fun.



OverDrive Releases 2022 Digital Book Circulation Data and Highlights

Published on January 6, 2023 | Press Release



Libraries worldwide break records to meet demand

CLEVELAND – January 6, 2023 – In 2022, digital book lending grew significantly due to innovations that high-performing public libraries, schools and other institutions used to serve their readers. These efforts resulted in record circulation of digital books, with ebooks, audiobooks, magazines and comic books each greatly contributing to year-over-year growth, according to industry leader [OverDrive](#).

During the year, readers borrowed 555 million ebooks, audiobooks, digital magazines, comics and other digital content, a 10 percent increase over 2021. This record circulation led to another milestone: Readers have checked out a total of 3 billion digital books from public libraries, schools and academic libraries in the OverDrive network since the first ebook checkout in 2003. Data was reported by OverDrive, the leading digital reading platform for 88,000 libraries and schools in 109 countries worldwide, and creator of the award-winning [Libby](#) and [Sora](#) reading apps.

2022 digital book lending records from the OverDrive global network:

- Total digital checkouts from libraries and schools: 555 million (+10% over 2021)
 - Libby app checkouts grew 30 percent, and millions more readers installed the app (+42%)
 - Sora app checkouts grew 10 percent, and a record number of school systems (4) borrowed 1 million digital books through the Sora app
 - Ebooks borrowed: 331 million (+4%)
 - Audiobooks borrowed: 191 million (+17%)
 - Magazines borrowed: 32 million (+38%)

- Comics and graphic novels: 33 million (+18%)
- Digital books borrowed by students from the classroom through Public Library CONNECT: 4.8 million (+3%)
- Ebook and audiobook holds/wait listed: 214 million (+13%)
- Public library systems achieving more than 1 million digital book checkouts: 129 public library systems in seven countries (+7%)
 - Includes one system over 10 million digital book checkouts and 61 other systems over 2 million checkouts (full list available soon).
- Top titles in 2022 ([see list of ebooks, audiobooks, magazines](#))

Many factors contributed to 2022's record growth in digital usage.

OverDrive Advocacy

- OverDrive continued its advocacy work to provide fair, flexible and reasonable content access models. These include onboarding more publishers in a variety of models, offering more subscription plans for simultaneous access for ebooks, audiobooks and "all-in" packages for comic books and graphic novels.
 - Introduced the [OverDrive Max](#) access model allowing libraries to purchase in bulk and meet on-demand campaigns, book clubs, surges in title interest, etc.
- OverDrive has donated more than 16 million digital copies since 2019 through Community Reads, digital book clubs and other reader programs
- More than 14,000 libraries held their own local digital book club in 2022.
 - [Big Library Read](#) (global) and [Together We Read](#) (countrywide in Canada, UK, AU and NZ) titles were borrowed more than 600,000 times in 2022.
- Supported innovative libraries that increase "Access for All."
 - Louis County Library (MO) provided area seniors with connected [GrandPad tablets preloaded with Libby](#) (browser-based version) to access the library's curated high-interest digital collections.
 - Pioneer Library System (OK) launched a series of solar-powered park benches offering open Wi-fi and access to curated digital book and magazine materials.

Catalog Growth

- Added **1 million new digital titles** and **73 new content partners** to the largest catalog of digital books for institutional channels
- New "**Libby Extras**," unique content that entertains and educates, available for public libraries included Craftsy en Español, [Stingray Classica](#), [Ground News, com](#), [Method: Financial Literacy](#) and [Method: Academic Success](#).
- More than 4,000 **magazines titles** available as part of the all-in package for public libraries included *US Weekly*, *The New Yorker*, *HELLO! magazine* and more. Schools can access 50 always-available educational and recreational magazines including *National Geographic Kids*, *TIME for Kids*, *The Week Junior* and more.

Demand for Diversity

- OverDrive's **Diversity Audits** provided an analysis of digital collections' cultural representation by comparing the library's collection to award lists and current popular and historic content, all selected and reviewed by OverDrive's staff librarians.
- Partner librarians then received a breakdown of their content by format and circulation as well as recommendations to fill identified gaps most efficiently.

Marketplace Innovations

- Libraries accessed more content and maximized their budget by reaching more readers through **affordable access models** including OverDrive Max.
- New **Libby "Shelf Talkers"** feature provided a new space for each library to showcase their curatorial expertise and knowledge through personal notes to patrons within the Libby app. They allow librarians to connect with readers by recommending titles, providing interesting facts about a title or author, showing curators' personalities and adding more library-specific flavor to their Libby collection.

A full set of Most Popular title lists can be found [here](#).

Learn more about [OverDrive](#).

About OverDrive

OverDrive is a mission-based company that stands with libraries. Named a Certified B Corp in 2017, OverDrive serves more than 88,000 libraries and schools in 109 countries with the industry's largest digital catalog of ebooks, audiobooks, video and other content. OverDrive's commitment to empower every library and school includes expanding access for all, tireless industry advocacy and consistently innovating. Award-winning apps and services include the [Libby](#) library reading app, the [Sora](#) student reading app, [Kanopy](#), the leading video streaming app for libraries and colleges, and [TeachingBooks.net](#), which offers one of the largest catalogs of supplemental materials that enhance literacy outcomes. Founded in 1986, OverDrive is in Cleveland, Ohio USA. www.overdrive.com

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The New York Times

Librarians Are Meeting Younger Readers Where They Are: TikTok

Published on December 30, 2022 | by Lora Kelley



Being on TikTok tells young people that “we’re here, we hear you, we feel you,” said Celia Greer, left, a teen coordinator at the Kankakee Public Library, with her colleague Tamara Martinez. Credit...Lawrence Agyei for The New York Times

The pandemic [wiped out decades](#) of progress in children’s reading skills. So what’s a librarian hoping to engage children and teenagers with books and reading to do?

“Meet them where they are,” said Sara Day, a teen services librarian at the Woodland Public Library in Woodland, Calif. And that, she said, is on TikTok.

A growing number of librarians are joining her there. Last month, Day and her colleague, Sara Vickers, a children’s librarian, led dozens of their colleagues in a short choreography set to Taylor Swift’s “Anti-Hero,” as part of a session called “TikTok O’ Clock!” at the Young Adult Library Services Association’s 2022 symposium in Baltimore.

"Looking cool was a big challenge at the beginning," Vickers, 34, told the crowd. That was until her colleagues had a change in mind-set. "Lean into the cringe," Day, 29, advised. Teens are overwhelmed, she said. "Put a smile on their face."

Asked if their libraries were on TikTok, about half of the room raised their hands. The message to teens, Day said, is: "Come in, there's a space for you."

On TikTok, librarians don costumes, dance to viral songs, show off new books and bond with their co-workers. And as they do so, they draw in visitors and drum up interest in reading: Margo Moore, 28, a teen services librarian who traveled to the symposium from Lawrence, Kan., said that interest in books featured in popular TikTok videos often spikes in the days and weeks that follow.

Library TikTok is related to, but distinct from, [BookTok](#), a corner of the platform where readers post about their favorite books and which has become a force in book sales. On library TikTok, there is chatter about books, but librarians also post about resources and events, showcasing libraries as welcoming places for diverse communities. There is no official tally of library and librarian TikTok accounts, but Katie Elson Anderson, a reference librarian at Rutgers University-Camden, has compiled a list of 85 accounts — which she says is likely an undercount.

Making the effort to show up on TikTok tells young people that "we're here, we hear you, we feel you," said Celia Greer, 30, a teen coordinator at the Kankakee Public Library in Kankakee, Ill. The library posted a [video](#) that went viral on TikTok earlier this year, earning over one million views — and scoring a comment from Kevin Bacon. The library then posted a [second video](#) celebrating Bacon's comment, which got more than 30,000 views. Now, the account is a local phenomenon, she said.

"People know who we are out in public because of the TikToks," said Greer.

Librarians said that the TikTok videos are also a blast for the staff, who are often dealing with [burnout and stress](#) after serving their communities throughout the pandemic. As conflicts over book bans escalate across the country, some librarians have also [come under attack](#).

"We just want people to engage with local libraries," said Emily Jackson, 40, the social media manager for Dallas Public Library. "In the environment we're in, it's super important."

In August, the Dallas Public Library's account posted a [TikTok](#) about titles that had been banned or challenged. In the video, Jackson holds up a series of books as "World's Smallest Violin" by AJR — a song that was popular on TikTok — plays. The post reached nearly 28,000 people.

Several librarians also said that the platform can be helpful in dispelling stereotypes and giving people a realistic view of what libraries and librarians are like in 2022.

"We have this misconception that libraries are antiquated and not on top of tech trends," said Emily Drabinski, the president-elect of the American Library Association. But historically, she said, librarians are often on the forefront of engaging with new technologies.

"It is our job to select, acquire, describe, make accessible and circulate preserved knowledge," Drabinski added. "That's the whole project. So as technology changes the ways things are circulated, we change with it."

Librarians can also use TikTok to spread trustworthy information on a platform rife with [manipulated content](#). "It is a space that requires critical information literacy," said Jessie Loyer, an academic librarian

in Calgary, Alberta who posts about topics including digital sovereignty and repatriation on TikTok under the handle [@IndigenousLibrarian](#).

"Librarians have always been involved in helping people figure out what is real, what is relevant," Loyer added. So TikTok, she said, is "a necessary space to be in, and a useful tool."

Not everyone is on board with the idea of librarians posting on TikTok. Some library directors and boards find some TikTok accounts unprofessional, Vickers said. And some librarians are ambivalent about encouraging young people to use the platform. Elizabeth Miller, 22, a youth services librarian at the Rehoboth Beach Public Library in Rehoboth Beach, Del., said that while TikTok has potential for helping people make friends and explore hobbies, the app isn't always a healthy environment for adolescents.

But others, including librarians at Kankakee Public Library, find that TikTok lets them engage with the community in person, too. The library often collaborates with local figures, including the mayor. "He's always excited to do it," said Greer, who helps make the videos. The library has plans to make TikToks with cheerleaders and the drama club at the local high school next year.

"We may not make them readers this year or next year," said her colleague Mary Bass, 30, the youth services assistant supervisor and lead at the Kankakee library. "But they'll know that we're here as they grow up."

Lora Kelley reports on business for The Times. [@loracorkelley](#)

A version of this article appears in print on Dec. 31, 2022, Section C, Page 3 of the New York edition with the headline: To Find Young Readers, Librarians Turn to TikTok. [Order Reprints](#) | [Today's Paper](#) | [Subscribe](#)



MEMORANDUM

Baldwin Public Library

DATE: January 9, 2022

TO: Thomas M. Markus, City Manager

FROM: Rebekah Craft, Library Director

SUBJECT: Phase 3 of Baldwin's Long-Range Building Program

At the City Commission's long-range planning session on January 21, 2023, I will deliver an update on the third and final phase of Baldwin's long-range building plan, which includes an expansion and renovation of the front entrance and circulation area. This building plan will upgrade a space that has been largely untouched for 40 years and will help Baldwin offer amenities that are competitive with other local libraries that already have an accessible entrance and a café space. We anticipate that construction on Phase 3 will begin in July 2023.

The completion of Phase 3 will fulfill the library's long-range building plan, which was created in October 2015 and presented to the City Commission at its long-range planning session in January 2016. To support this project, we are asking for a continuation of the library's full millage rate through FY2025-26. Beginning in FY2026-27, the library's millage rate will drop down to 1.1 mills.

The library remains committed to maintaining and upgrading other areas of the building out of its operating budget and Trust. In the last year, we have upgraded lighting fixtures around the building and updated the landscaping on the north side of the building along Martin Street to expand the children's garden and add an outdoor programming space for the Youth Department.

Library Improvement Goals

The library's long-range building plan contains the following goals:

- Increase the value that the library delivers to residents, businesses, and visitors of all generations

- Respond to public input gathered through various forums, including surveys and focus groups
- Balance community needs given limited resources
- Ensure that Birmingham remains competitive with other communities who have invested heavily in their libraries
- Strengthen Birmingham's civic center (Shain Park, Library, City Hall, etc.)

Phase 3: Expansion and Renovation of Front Entrance and Circulation Area

After the required RFP process, the Library Board and City hired Merritt Cieslak Design for architectural services and PCI Dailey for construction management services. This team will work in tandem through the completion of the project in early 2024.

Input from Public and Staff

To determine the most important aspects to include in the design, Merritt Cieslak Design (MCD) used several outreach initiatives to gather input from the community. These initiatives included a meeting with library staff, a Community Forum, and a Community Survey. Feedback was gathered from 610 community members in total. Here is the feedback collected from the three outreach initiatives:

BPL is highly regarded within the community, with 95% indicating that it is "very important" to the community, and 84% indicating that it is "very important" to their family.

The vast majority of library users visit the library to borrow materials and, to a lesser degree, for studying, reading, meetings, and programs.

90% indicated that they would like BPL to be a "comfortable place for learning and studying."

The main entrance is currently cold and dark looking and is not a reflection of the community.

The front steps are daunting.

It is hard to tell if the library is open because of a lack of visual lighting cues.

Respondents were evenly supportive of improving library signage, lighting, and finishes, while also expressing support for an easier entry processional, having a self-checkout near the entry, and having an interactive touch screen with the week's activities posted.

The idea of adding a café to the library received mixed results. Approximately one-third of respondents indicated that it would be "very" or "somewhat"

important to them, one-third indicated that it is “not that important” to them, and one-third indicated that it is “not important at all” to them.

Respondents rated the following services that they would like to have available at the street-level entrance, in order of preference:

1. a materials return drop
2. a place to pick up hold items
3. a self-checkout kiosk
4. the circulation desk
5. tables and chairs
6. a café

The survey also asked respondents to add any ideas about how the library might be improved and the responses were numerous and varied. Some of the recurring themes were as follows:

- The library is great as-is
- There could be a better space for the Friends book sales
- Aesthetics could be improved, particularly at the entry
- The architectural language of the original 1927 building is widely appreciated
- The library should have better accessibility
- Free parking (even short-term) is desired
- A drive-up, driver’s side book drop is desired

Design Development and Construction Drawings for Phase 3

After careful consultation with the library’s staff and Building Committee, MCD has developed plans for the Front Entrance and Circulation Area. The project will enclose the space under the existing awning and add a small addition to the front entrance to create 1,920 square feet of new interior space all for public use. The new entryway will have a more open and logical layout with intuitive wayfinding. All furniture, fixtures, and carpeting installed in this phase will carry on the color and design features previously used in the Adult Services and Youth Services renovations.

The square footage of the project scope is listed below:

- 3,110 sf. – Renovated area
- 1,920 sf. – Expansion, including ramp, vestibule, stairs, including a 1,080 sf. Café/collaboration space
- **5,030 sf. - Total project size**

The plan makes improvements to the following five areas:

Public Entrance

- Creates a fully accessible street-level entrance with both an interior two-stop elevator and an ADA-compliant ramp that is completely enclosed and protected from the elements
- Keeps the materials return slot and automated handling system adjacent to the front door for easy access after-hours and upon entering the library
- Provides a welcoming and inviting aesthetic
- Updates the lighting to improve visibility and safety

Circulation Area

- Adds an ADA-accessible service desk that is closer to the front entrance
- Establishes clear sightlines to the entryway
- Incorporates hold shelving adjacent to the service desk
- Creates a dedicated spot for self-check machines
- Raises the ceiling height and adds additional lighting

Collaboration space and café

- Provides flexible space for meeting and collaboration, with chairs and tables for 40 people
- Offers high quality coffee, drinks, and snacks from vending machines (*the vending machines are hidden from public view for aesthetic reasons*)
- Connects to exterior plaza with floor-to-ceiling movable doors

Plaza

- Adds exterior programming space
- Utilizes native plantings and reduces the amount of concrete by adding larger garden beds and more shade trees
- Integrates aesthetically with building
- Extends the library outdoors to provide additional seating and meeting space
- Relocates Marshall Fredericks Siberian Ram sculpture to a new garden bed
- Creates an inviting connection to Shain Park and the civic center
- Includes a partial snow melt system at the entrance and along a path to the Bates Street book drop to eliminate the need for salt during icy and snowy weather
- Installs an underground rainwater detention system to collect runoff from Phase 2 and Phase 3 additions

Other

- Brings in light with an expansive skylight that gives visitors a floor-to-peak view of the original 1927 building. (*This portion of the project may have to be downsized or removed from the project scope due to construction inflation.*)
- Creates dedicated Friends book sale area with merchandising space

- Adds four private study rooms for use by one or two users
- Enhances the connection between the entry and Grand Hall

Renderings of the design are in Appendix A.

PROCESS & TIMELINE

The project was reviewed and approved by the Historic District Commission and the Planning Board. Upon completion of design development drawings for the proposed Phase 3 expansion and renovation, the Library worked with MCD to create an RFP for construction management services. PCI Dailey was selected for the work.

MCD recommends using a Construction Manager (CM) for the project construction to help keep project costs within the set budget, to find the best subcontractor for each task, and to benefit from the Construction Manager's expertise of the best construction methods to keep costs within the set budget.

In the selection process for the CM, the CM is given the project budget (a.k.a. the total amount not to exceed) and provides a fixed percentage fee for their services. This helps to guarantee that the project itself comes in at or below the budget set by the Owner. Actual costs are accumulated competitively and visibly, and when the project is complete, the Owner pays only those costs plus the construction manager's fee. This fee will not change if a project goes over the projected cost or finishes early, unless the CM receives prior authorization from the Owner. All financial aspects of the project are handled in an "open book" manner so that the team (including Owner, Architect, and Contractor (OCA)) are all aware of how the money is being spent and when.

Construction documents will be completed at the end of January 2023. PCI Dailey will be sending out bid packages to all trades to collect at least three bids for each trade. Once the bids are received in March 2023, city and library staff will meet with the architects and construction manager to select the best qualified bidder for each trade, value-engineer the project, and remove discretionary items from the project to keep the project as close as possible to the budget of \$3,541,000 as shown in Appendix B. (Value engineering will be key due to expected inflation in construction costs.) The project will begin in July 2023 and is expected to last 7-8 months. The library will be open for the duration of the project.

DEVELOPMENT OF COST ESTIMATES

The cost estimates for Phase 3 were developed in January 2022 by architects Merritt Cieslak Design in combination with general contractors Frank Rewold & Sons. These cost estimates are based on schematic designs for Phase 3 and account for design and construction contingencies and inflation.

Conclusion

We hope that the City Commission will agree to complete the library's three-phase building plan and will continue the existing library millage through FY 2025-26.

The library millage currently consists of 1.1 mills for operating expenses, plus additional millage—up to the voter-approved maximum Headlee millage cap—for building improvements. The library has been collecting its Headlee maximum millage since FY 2016-17, and has applied the money faithfully to Phases 1, 2 and 3.

The additional Library millage to be collected each year, using estimates provided by the City of Birmingham's Finance Department, is listed below:

FY 2022-23	\$630,736	.2142 mills
FY 2023-24	\$681,664	.2143 mills
FY 2024-25	\$700,737	.2079 mills
FY 2025-26	\$708,713	.2015 mills

In its FY 2023-24 budget request, the library will ask for a total of 1.3143 mills, of which 0.2143 mills will be set aside for Phase 3. The final guaranteed maximum cost of the project will be determined once bids for the project have been received in March 2023 and value engineering is completed. The library is committed to keeping the project budget as close as possible to \$3,541,000.

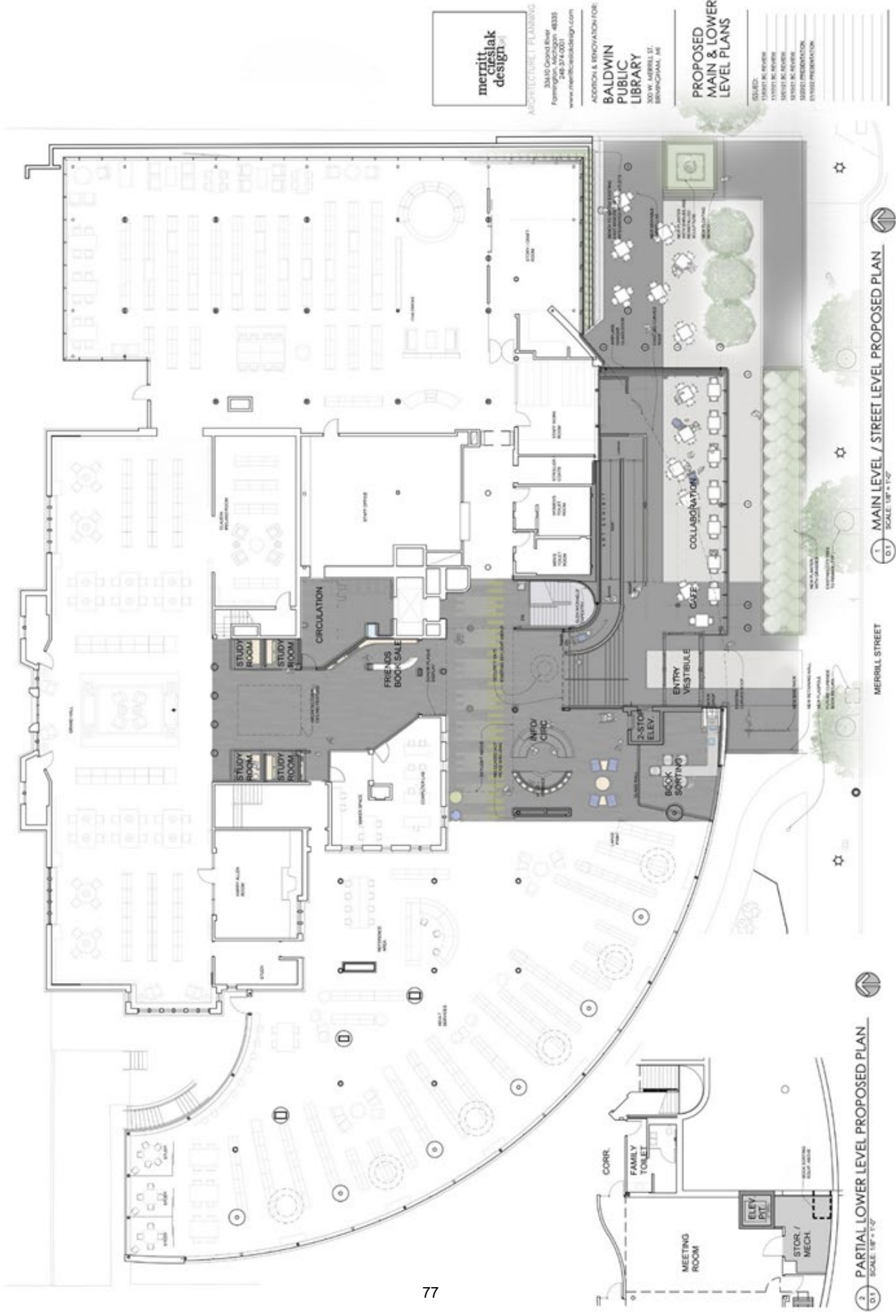
Appendix A

Project Scope of Phase 3

The designs on the following pages were developed jointly by Merritt Cieslak Design and the Baldwin Public Library Board of Directors and Library Staff.

AERIAL VIEW





VIEW FROM SHAIN PARK



VIEW FROM PLAZA



FULL EAST NANAWALL



VIEW FROM WEST



VIEW FROM COMMUNITY HOUSE



VIEW OF ENTRY



VIEW OF MATERIAL RETURN



VIEW OF COLLABORATION & CAFE



VIEW OF COLLABORATION & CAFE



VIEW FROM VESTIBULE



VIEW TOWARDS CIRCULATION DESK



VIEW FROM CIRCULATION DESK



SKYLIGHT (STEEL STRUCTURE)



SKYLIGHT (STEEL STRUCTURE)



VIEW OF FRIENDS AREA



VIEW FROM GRAND HALL



Appendix B


Phase 3: Schematic Design Cost Estimate Summary

Construction costs for expansion and renovation	\$2,540,000
Construction Contingency (5%)	\$127,000
Inflation (6.5%)	\$165,100
<u>SUB-TOTAL</u>	<u>\$2,832,100</u>
Architectural & Engineering Fees (10% of Sub-total)	\$283,210
Construction Manager Fee (2.5% of Sub-total)	\$70,803
Furniture, Fixtures, and Equipment & AV/Low-voltage wiring (including 6.5% inflation)	\$115,000
Liability Insurance	\$8,101
Owner's Contingency (7%)	<u>\$231,645</u>
TOTAL IN 2023 DOLLARS	\$3,541,000
Additional Library Millage (up to Headlee Max) for next 5 years	\$3,350,188

These costs include general conditions and construction phasing. Construction is expected to last 8 months.

The Library is committed to keeping the costs of the project as low as possible. Some value engineering may become necessary as the project progresses.


The Library would meet the shortfall between the cost of the project—which is \$3.54 million—and the amount from five years of additional Library millage—which is \$3.35 million—out of its reserves and Trust. The Library has enough money in its Trust to meet that commitment of \$190,000.



BIRMINGHAM
A WALKABLE CITY


Baldwin Public Library

Presented by: Rebekah Craft
Date: January 21, 2023



Phase 3 Library Plans

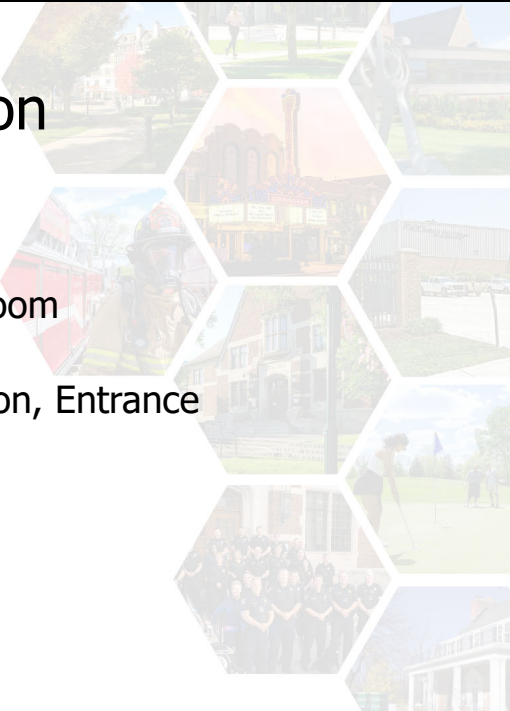
Expansion & Renovation of Front Entrance & Lobby



BIRMINGHAM
A WALKABLE CITY

Long Range Building Vision

- Phase 1: Renovate Adult Services
 - Completed 2017
- Phase 2: Expand & Renovate Youth Room
 - Completed 2020
- Phase 3: Expand & Renovate Circulation, Entrance
 - Beginning July 2023



Project Progress

- Merritt Cieslak Design completed Conceptual/Schematic designs in December 2021
- Design Development Documents completed in October 2022
- Review by Historic District Commission, Planning Board
- PCI Dailey hired for construction management services



Aerial View

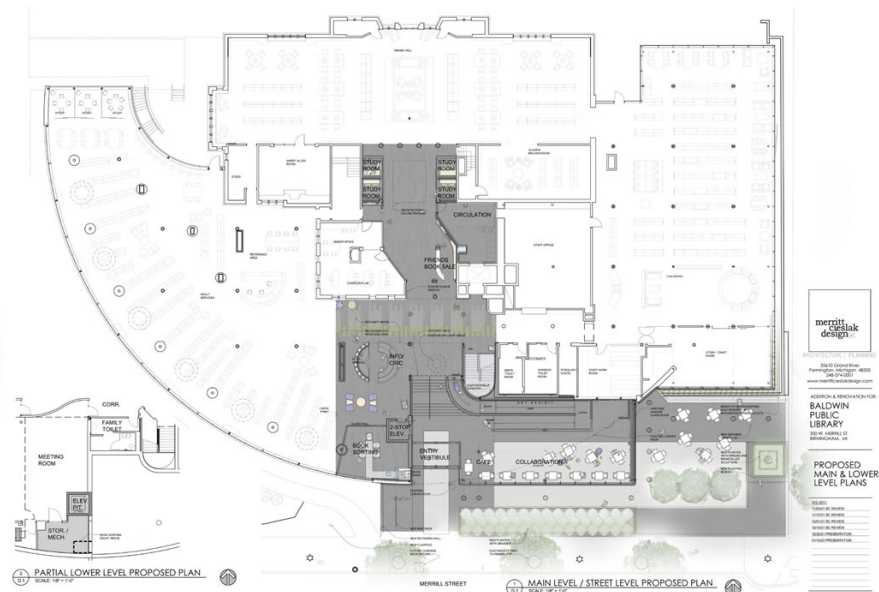


Building Improvements

- Public Entrance
- Circulation Area
- Collaboration space and café
- Exterior Plaza
- Friends book sale area
- Four private study rooms
- Rainwater detention system

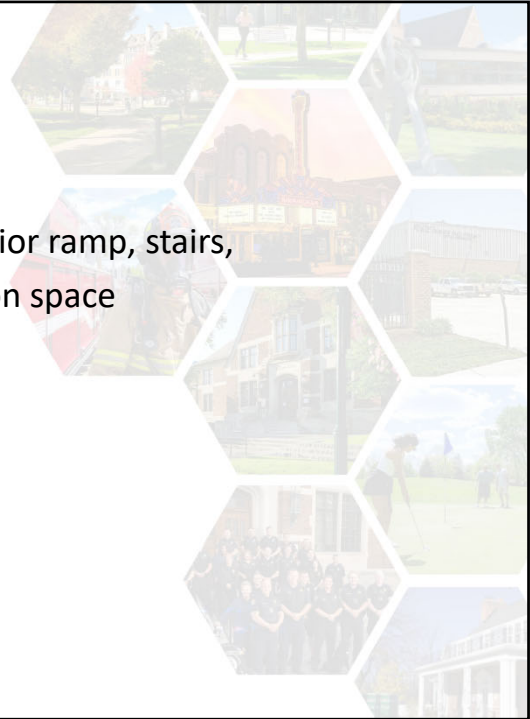


Proposed Plan

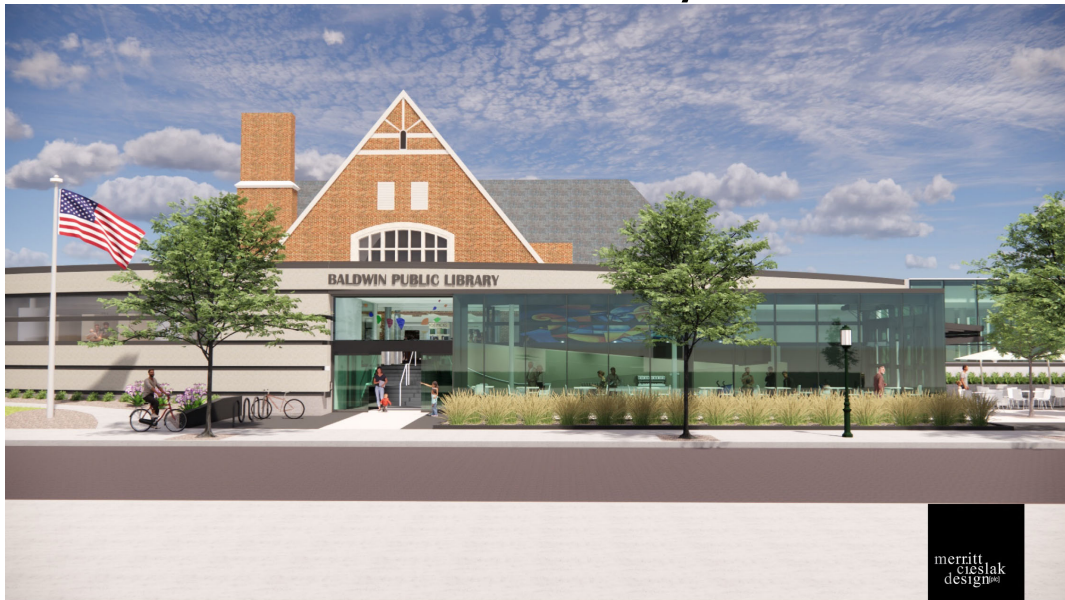


Project Square Footage

- 3,110 sf. – Interior Renovation
- 1,920 sf. – Expansion with vestibule, interior ramp, stairs, plus 1,080 sf. café/collaboration space
- **5,030 sf. - Total project size**



View from The Community House



View from West



View of Material Return



View of Entry



View from Vestibule



View of Café/Collaboration Space



Café window view to Merrill Street



View from Shain Park



View from Plaza



View from Vestibule



View Towards Adult Services Area



View Towards Circulation Desk



View from Adult Services Area



View from Circulation Desk



View of Friends Sale Area



View of Study Rooms from Grand Hall



Cost Estimate

Project Cost in 2023 Dollars

- Additional Library Millage
- Library Contribution from Trust

\$3,541,000

\$3,350,188

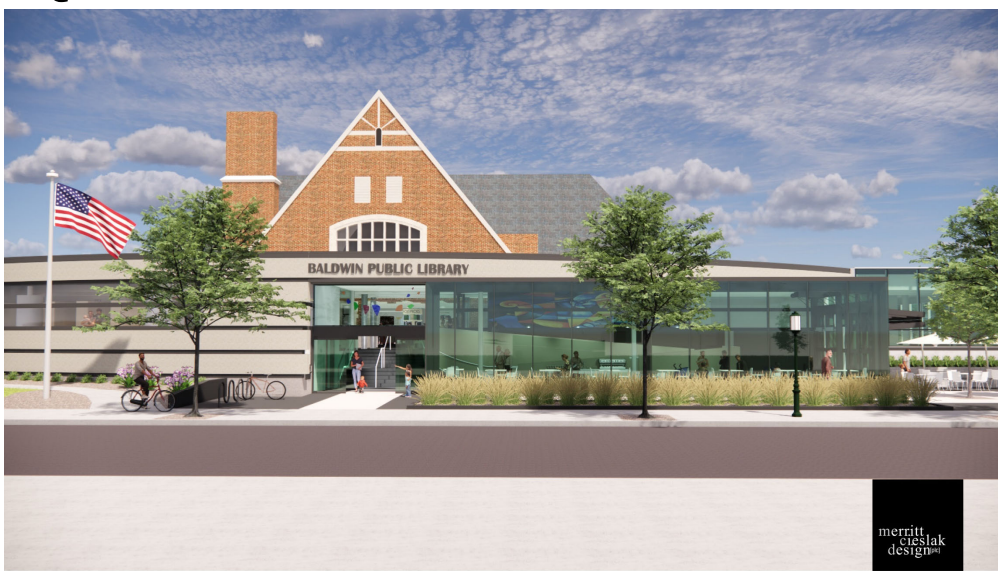
\$ 190,000

Next Steps

- January: MCD to complete Construction Documents
- February: PCI Dailey to send bid request to trades
- March: City & Library to review bids and select subcontractors
- July 2023: Construction to begin
- Late winter/early spring 2023: Construction ends



Questions & Comments



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. 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.

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 the December 19, 2022 minutes p. 103

B. Acceptance of the December 2022 receipts of \$660.96 p. 110

C. Approval of the December 2022 disbursements of \$1408.90 p. 111

III. New and Miscellaneous Business

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, February 20, 2023

Motion: To adjourn the January 18, 2023 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
December 19, 2022**

1. Call to Order

The meeting was called to order by President Jennifer Wheeler at 8:40 p.m.

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

Absent and excused: Melissa Mark.

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.

1. General Public Comment Period: None.

2. Consent Agenda

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

1st Rumple

2nd Rock

A roll call vote was taken.

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

Nays: None.

Absent and excused: Mark.

The motion was approved unanimously.

3. New and Miscellaneous Business:

Motion to sell three existing funds in the Trust's portfolio and transfer the money to funds recommended by the library's financial advisor as outlined in the December 12 Finance Committee minutes on page 18 of the December 2022 Board Packet.

1st Rumple

2nd Pisano

A roll call vote was taken.

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

Nays: None.

Absent and excused: Mark.

The motion was approved unanimously.

Suhay commented on the Library Trust underperforming its benchmark. Pisano had discussed this matter with Jim Cummins from Raymond James & Associates. Cummins thinks once the Federal Reserve stops raising rates, the Library Trust can see an improvement in its big income allocation next year.

4. Adjournment:

Motion: To adjourn the meeting.

1st Rock

2nd Pisano

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

Nays: None.

Absent and excused: Mark.

The motion was approved unanimously. The meeting was adjourned at 8:49 p.m. The next Trust Meeting will be on Wednesday, January 18, 2023, following the regular meeting in the Rotary Tribute and Donor Room.

Danielle Rumble, Secretary

Date

Baldwin Public Library Trust: December 2022

December receipts totaled \$660.96. December disbursements totaled \$1,408.90.

The current value of the Trust is \$2,004,056.26, divided up in the following way:

	June 2022 - EOY	December 2022
Total endowment investments*	\$ 1,027,375.78	\$ 1,056,559.18
Endowment funds distributed for use	\$ 175,567.25	\$ 158,726.13
Total endowment funds	\$ 1,202,943.03	\$ 1,215,285.31
General spendable funds	\$ 343,568.43	\$ 351,272.11
Van Dragt fund	\$ 117,388.20	\$ 74,909.06
Building fund	\$ 309,523.78	\$ 315,932.04
Restricted funds**	\$ 32,226.33	\$ 21,934.20
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	\$ 788,770.95
Total endowment funds	\$ 1,202,943.03	\$ 1,215,285.31
Total non-endowment funds	\$ 827,430.28	\$ 788,770.95
Total of all Trust funds	\$ 2,030,373.31	\$ 2,004,056.26

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

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

As of December 2022, the amount of money in the Trust that is undesignated stands at \$435,885.36

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

<u>Index</u>	<u>2022: YTD</u>	<u>2021: Entire Year</u>
S&P 500-Equity Benchmark	-19.44%	26.89%
U.S. Aggregate-Bond Benchmark	-12.44%	-1.54%
Blended Return of Both Benchmarks* (S&P 500: 75% and U.S. Aggregate: 25%)	-17.69%	19.78%
Baldwin Endowment Funds' Portfolio	-20.66%	9.73%
Endowment Funds' Performance Compared to Blended Return of Benchmarks	-2.97%	-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 December 31, 2022, the breakdown was as follows:

Raymond James Endowment Funds Account	\$1,070,391.18
Raymond James General Funds Account	\$617,632.14
Huntington Bank Checking Account	\$3,721.77
Huntington Bank Money Market Account	<u>\$312,311.18</u>
Total	\$ 2,004,056.27

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
DECEMBER 31, 2022

Investment and Cash Report										
	Prior Month	Current	Year to Date	Current	Year to Date	Transfer	Transfer	Change in	Ending	
	Balance	Month	Revenue	Month	Revenue	Expenses	Expenses	In	Out	Investment
	11/30/22	Revenue	Revenue	Expenses	Expenses	In	Out	Value	Balance	11/30/22
Huntington Bank Checking:										
Endowment Money	\$0.00	\$0.00	\$0.00	\$764.23	\$16,881.12	\$764.23				\$0.00
Van Dragt Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$42,479.14	\$0.00				\$0.00
Restricted Funds	\$3,721.64	\$0.13	\$0.83	\$634.67	\$10,417.96	\$634.67				\$3,721.77
Restricted Funds - Covid	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				\$0.00
Subtotal - Restricted Funds	\$3,721.64									\$3,721.77
General Spendable Funds	\$0.00	\$0.00	\$0.00	\$0.00	\$1,430.53	\$0.00				\$0.00
TOTAL	\$3,721.64	\$0.13	\$0.83	\$1,398.90	\$71,208.75	\$1,398.90	\$0.00		\$0.00	\$3,721.77
Huntington Bank Money Market:										
Endowment Budgeted Funds	\$160,996.25	\$0.00	\$40.00	\$0.00		\$0.00			(\$764.23)	\$160,232.02
Endowment Investment 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	\$74,909.06	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			\$0.00	\$74,909.06
Restricted Funds	\$27,716.32	\$0.00	\$125.00	\$0.00		\$0.00			(\$634.67)	\$27,081.65
Restricted Fund - Covid	\$516.43	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			\$0.00	\$516.43
General Spendable Funds	\$48,921.19	\$660.83	\$3,037.25	\$10.00	\$60.00	\$0.00			\$0.00	\$49,572.02
TOTAL	\$313,059.25	\$660.83	\$3,202.25	\$10.00	\$60.00	\$0.00	(\$1,398.90)			\$312,311.18
Raymond James & Associates:										
Endowment Fund Investments	\$1,097,675.08	\$0.00	\$0.00			\$0.00		\$0.00		(\$45,869.13)
Endowment Cash	\$17,355.63	\$0.00	\$10,183.06			\$0.00		\$1,229.60		\$18,585.23
<i>Sub-total Endowment Funds</i>	\$1,115,030.71	\$0.00	\$10,183.06			\$0.00		(\$44,639.53)		\$1,070,391.18
General Spendable Funds Cash	\$376.21	\$0.00	\$0.00			\$0.00		\$0.07		\$376.28
General Spendable Mutual Funds	\$309,957.93	\$0.00	\$0.00			\$0.00		(\$8,275.61)		\$301,682.32
General Spendable Building Mutual Funds	\$324,186.92	\$0.00	\$0.00			\$0.00		(\$8,613.38)		\$315,573.54
<i>Sub-total General Spendable Funds</i>	\$634,521.06	\$0.00	\$0.00			\$0.00		(\$16,888.92)		\$617,632.14
TOTAL	\$1,749,551.77	\$0.00	\$10,183.06			\$0.00		(\$61,528.45)		\$1,688,023.32
Total All Funds	\$2,066,332.66	\$660.96	\$13,386.14	\$1,408.90	\$71,268.75	\$1,398.90	(\$1,398.90)	(\$61,528.45)		\$2,004,056.27

**BALDWIN PUBLIC LIBRARY TRUST
ENDOWMENT BY INDIVIDUAL FUND
DECEMBER 31, 2022**

							CHANGE IN	
							VALUE	CURRENT
	PRINCIPAL		VALUE AS OF	2022/23	EARNINGS	JULY 1, 2022 to	VALUE OF	
	AMOUNT		JULY 1, 2022	DONATIONS	INCOME OUT	JUNE 30, 2023	ENDOWMENT	
FUND NAME	OF FUND	PURPOSE				19,000.34	INVESTMENTS	
401 Frances Balfour	\$10,000.00	Adult Reading	\$12,201.50			\$216.58	\$12,418.07	
402 Gladys E. Brooks	\$41,437.86	Large Print Books/Senior Citizens	\$50,559.66			\$897.45	\$51,457.11	
403 Jane Cameron	\$68,770.00	Programs	\$79,753.30			\$1,489.41	\$81,242.71	
404 Jane Martin Clark	\$5,000.00	Baldwin Public Library	\$6,100.74			\$108.29	\$6,209.03	
405 Jan Coil	\$10,500.00	Baldwin Public Library	\$12,688.62			\$227.41	\$12,916.02	
406 Aubrey & Grace Flood	\$5,000.00	Youth Services	\$6,100.74			\$108.29	\$6,209.03	
407 Paul R. Francis	\$10,000.00	Staff Appreciation	\$11,400.02			\$216.58	\$11,616.59	
408 Friends of the Library	\$32,000.00	Library Collections	\$39,045.06			\$693.05	\$39,738.11	
409 Priscilla Goodell	\$113,718.00	Baldwin Public Library	\$138,753.52			\$2,462.88	\$141,216.41	
410 Emmeline Hornac	\$50,000.00	Youth Services & Adult Reading	\$61,007.52			\$1,082.89	\$62,090.41	
411 H. G. Johnston	\$6,350.00	Reference Collection	\$7,696.74			\$137.53	\$7,834.26	
412 Bob & Jean Kelly	\$10,508.00	Youth Services Programs	\$12,218.75			\$227.58	\$12,446.33	
413 William Kernan, Jr.	\$25,000.00	Library Collections	\$30,503.78			\$541.45	\$31,045.23	
414 Merle L. Roninger	\$250,890.00	Reference Collection	\$306,043.37			\$5,433.73	\$311,477.10	
415 Rosso Family Foundation	\$10,000.00	Baldwin Public Library	\$12,201.52			\$216.58	\$12,418.09	
416 Marion G. Sweeney	\$11,100.00	Youth Services	\$12,973.66			\$240.40	\$13,214.06	
417 Stephen Vartanian	\$10,000.00	Audio Visual Material	\$12,201.52			\$216.58	\$12,418.09	
419 Clarice G. Taylor	\$59,852.76	Professional Development	\$75,225.67			\$1,296.28	\$76,521.95	
421 Eric & Julie Gheen	\$10,000.00	Adult Reading Print Books	\$11,378.44			\$216.58	\$11,595.01	
422 Ileana Thal	\$39,998.98	Baldwin Public Library	\$43,368.99			\$866.29	\$44,235.29	
423 Judith Nix	\$15,207.48	Adult & Youth Programs	\$16,772.62			\$329.36	\$17,101.98	
424 MAF-Rae Dunke	\$10,000.00	Architecture Books	\$11,423.91			\$216.58	\$11,640.48	
425 Linne Underdown Hage Forester	\$33,309.96	Professional Development	\$31,758.73	\$83.06		\$721.42	\$32,563.21	
426 Richard & Mary Henne Book Fund	\$10,000.00	Adult Reading Print Books	\$9,115.82			\$216.58	\$9,332.39	
427 Douglas R. Koschik	\$18,554.00	Building Improvements	\$16,881.60			\$401.84	\$17,283.44	
428 Gerald "Jerry" Dreer	\$10,100.00		\$0.00	\$10,100.00		\$218.74	\$10,318.74	
	\$877,297.04		\$1,027,375.78	\$10,183.06	\$0.00	\$19,000.34	\$1,056,559.18	

BALDWIN PUBLIC LIBRARY TRUST
ENDOWMENT FUNDS BY DESIGNATION
DECEMBER 31, 2022

		Prior Month Balance	Current Month Revenue	Year to Date Revenue	Current Month Expense	Year to Date Expense	Transfer In	Transfer Out	Change in Investment Value	Ending Balance 12/31/22
Gift & Tribute Funds	Purpose	11/30/22								
General Spendable Funds		\$358,896.86	\$660.83	\$3,037.25	\$10.00	\$1,490.53			(\$8,275.57)	\$351,272.11
Restricted Funds:										
Building Fund		\$324,545.39	\$0.00	\$0.00	\$0.00	\$0.00			(\$8,613.35)	\$315,932.04
Van Dragt Fund		\$74,909.06	\$0.00	\$0.00	\$0.00	\$42,479.14				\$74,909.06
Memorials/Tributes		\$9,000.16	\$0.13	\$125.83	\$0.00	\$62.81				\$9,000.29
Covid Project		\$516.43	\$0.00	\$0.00	\$0.00	\$0.00				\$516.43
Friends	Adult Services Programs	\$2,830.01	\$0.00	\$0.00	\$0.00	\$3,197.98				\$2,830.01
	Young Adult Programs	\$1,165.35	\$0.00	\$0.00	\$398.92	\$4,038.65				\$766.43
	Youth Services Programs	\$3,392.81	\$0.00	\$0.00	\$235.75	\$2,846.68				\$3,157.06
	Outreach & Equipment	\$5,663.98	\$0.00	\$0.00	\$0.00	\$271.84				\$5,663.98
	Sub-total Restricted	\$422,023.19	\$0.13	\$125.83	\$634.67	\$52,897.10	\$0.00	\$0.00	(\$8,613.35)	\$412,775.30
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		\$605,643.59	\$660.96	\$3,163.08	\$644.67	\$54,387.63	\$0.00	\$0.00	(\$16,888.92)	\$788,770.96
Endowment Funds										
Endowment Budgeted Funds	General Funds	\$70,381.30	\$0.00	\$40.00	\$0.00	\$3,658.57				\$70,381.30
	Adult Large Print	\$2,313.18	\$0.00	\$0.00	\$379.78	\$2,877.86				\$1,933.40
	Adult Services Department	\$25,658.28	\$0.00	\$0.00	\$0.00	\$150.00				\$25,658.28
	Adult Audio Visual	\$269.76	\$0.00	\$0.00	\$0.00	\$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	\$7,112.93	\$0.00	\$0.00	\$384.45	\$2,599.58				\$6,728.48
	Youth Programs (Nix)	\$722.02	\$0.00	\$0.00	\$0.00	\$0.00				\$722.02
	Professional Development	\$12,391.51	\$0.00	\$0.00	\$0.00	\$4,690.67				\$12,391.51
	Staff Appreciation	\$1,955.16	\$0.00	\$0.00	\$0.00	\$30.00				\$1,955.16
	Koschik Building Fund	\$913.49	\$0.00	\$0.00	\$0.00	\$313.28				\$913.49
	Sub-total	\$159,490.36	\$0.00	\$40.00	\$764.23	\$16,881.12	\$0.00	\$0.00	\$0.00	\$158,726.13
Total Endowment Investments	All Funds	\$1,101,198.71	\$0.00	\$10,183.06	\$0.00	\$0.00	\$0.00		(\$44,639.53)	\$1,056,559.18
Total Endowment Funds		\$1,260,689.07	\$0.00	\$10,223.06	\$764.23	\$16,881.12	\$0.00	\$0.00	(\$44,639.53)	\$1,215,285.31
Total All Trust Funds		\$2,066,332.66	\$660.96	\$13,386.14	\$1,408.90	\$71,268.75	\$0.00	\$0.00	(\$61,528.45)	\$2,004,056.27

TRUST RECEIPTS
December-22

Trust Money Mkt General Funds:

Womens National Farm & Garden Association Bloomfield Branch for Plantings	\$ 250.00	
Susan and Laird Johnston Foundation	\$ 200.00	
Carter A. Agree in memory of Marilyn Agree	\$ 100.00	
Robbie Miller in appreciation of Idea Lab	\$ 97.52	
Money Market Interest Income	\$ 13.31	\$ 660.83

Friends of BPL:

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

Memorial/Book Fund:

Checking Account Interest	\$ 0.13	\$ 0.13
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Trust Money Mkt Endowment Fund:

\$ -

Total Receipts at Huntington Bank	\$ 660.96	\$ 660.96
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Raymond James

\$0.00

Total Trust Receipts (Before Bank Fees)	<u>\$660.96</u>	<u>\$660.96</u>
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Monthly Banking Fee on Money Market Account	<u>\$ (10.00)</u>	<u>\$ (10.00)</u>
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Total Trust Receipts (Net)	<u>\$650.96</u>	<u>\$650.96</u>
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12/16/2022 09:40 AM
User: 2540
DB: Birmingham

CHECK REGISTER FOR CITY OF BIRMINGHAM
CHECK DATE FROM 12/01/2022 - 12/31/2022

Page: 1/1

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank LIBRY BALDWIN PUBLIC LIBRARY TRUST					
12/02/2022	LIBRY	5870	009315	FIRST NATIONAL BANK OF OMAHA	294.32
12/16/2022	LIBRY	5871	009126	AMAZON CAPITAL SERVICES INC	26.89
12/16/2022	LIBRY	5872	009126	AMAZON CAPITAL SERVICES INC	108.27
12/16/2022	LIBRY	5873	009126	AMAZON CAPITAL SERVICES INC	91.78
12/16/2022	LIBRY	5874	009126	AMAZON CAPITAL SERVICES INC	38.85
12/16/2022	LIBRY	5875	009126	AMAZON CAPITAL SERVICES INC	35.98
12/16/2022	LIBRY	5876	009126	AMAZON CAPITAL SERVICES INC	19.99
12/16/2022	LIBRY	5877	000902	CENGAGE LEARNING INC	316.69
12/16/2022	LIBRY	5878	007403	SUSAN DION	18.59
12/16/2022	LIBRY	5879	001090	INGRAM LIBRARY SERVICES	63.09
12/16/2022	LIBRY	5880	000757	SCHOLASTIC INC	384.45

LIBRY TOTALS:

Total of 11 Checks:	1,398.90
Less 0 Void Checks:	0.00
Total of 11 Disbursements:	1,398.90