

BALDWIN PUBLIC LIBRARY BOARD OF DIRECTORS



LIBRARY BOARD MEETING

APRIL 17, 2023

Jennifer Wheeler
PRESIDENT

Karen Rock
VICE PRESIDENT

Danielle Rumble
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

BALDWIN PUBLIC LIBRARY BOARD OF DIRECTORS

Wheeler, Jennifer
PRESIDENT

1665 Holland St.
Birmingham, MI 48009
Cell: (248) 808-4495
e-mail: jennybwheeler@gmail.com

Term expires 2023

Personnel Committee,
Policy Committee

Rock, Karen
VICE PRESIDENT

465 Pilgrim Ave.
Birmingham, MI 48009 Home:
(248) 540-9203
e-mail: kgrock13@gmail.com

Term expires 2023

Personnel Committee,
Policy Committee

Rumple, Danielle
SECRETARY

843 Tottenham Rd.
Birmingham, MI 48009
Cell: (734) 693-3861
e-mail: danielle.rumple@gmail.com

Term expires 2025

Finance Committee,
Outreach Committee

Mark, Melissa S.

635 Puritan Ave.
Birmingham, MI 48009
Home: (248) 644-8451
e-mail: weir527@gmail.com

Term expires 2025

Building Committee,
Outreach Committee

Pisano, Frank

612 Davis Ave.
Birmingham, MI 48009
Home: (248) 646-0463
Cell: (248) 835-6058
e-mail: frank.pisano@baldwinlib.org

Term expires 2025

Finance Committee

Suhay, James W.

740 Fairfax St.
Birmingham, MI 48009
Home: (248) 642-8514
e-mail: jsuhay@sbcglobal.net

Term expires 2023

Building Committee

Smith, Titus III
STUDENT REPRESENTATIVE

e-mail: titus.smith.iii@gmail.com

Term expires February 2024



LEARN.CONNECT.DISCOVER.

AGENDA

Baldwin Public Library Board Meeting

Monday, April 17, 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 March 20, 2023 Board Meeting Minutes p. 9
- B. Approval of March 2023 vendor payments in the amount of \$107,493.24, including payments in excess of \$75,000. p. 7
- C. Approval of total expenses in the amount of \$343,092.67. p. 15

III. Board Reports and Special Announcements

- A. President's report
- B. Board comments
- C. Staff anniversaries (Karen Rock) p. 38
- D. Upcoming events of interest (Jaclyn Miller) p. 44

IV. Board Committee Reports	
A. Finance – Danielle Rumble	p. 14
B. The Building Committee will meet on Monday, April 17 at 1:00 p.m. A meeting update will be shared during the April 17 meeting. – Jim Suhay	
C. The Outreach Committee met on Friday, April 14 at noon. A meeting update will be shared during the April 17 meeting. – Melissa Mark	p. 17
D. The next Policy Committee meeting will be held on Wednesday, May 3 at 11:00 a.m.	
V. Library Report – Rebekah Craft and Jaclyn Miller	p. 19
VI. Liaisons	
A. Report from Friends of the Baldwin Public Library (Ryndee Carney)	p. 41
B. Beverly Hills (Mike White), 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. Phase 3 Expansion – Café update (Steve Schneemann, Merritt Cieslak Design)	
IX. Items removed from the Consent Agenda	
X. Information Only	
A. Upcoming events of interest	p. 44
B. Birmingham Beat article, "From the Baldwin Public Library"	p. 46
C. Downtown Publications article, "City joins nonprofit to address utility issues"	p. 47
D. Rochester Post article, "Oakland County extends Oakland Talking Book Service contract with Rochester Hills"	p. 49
E. Bridge Michigan article, "Opinion Book bans are hurting Michigan and must be stopped"	p. 51
F. Wall Street Journal article, "Humble Library Card Can Save You Cash"	p. 53
XII. Adjournment	
The next regular meeting of the Library Board will be on Monday, May 15, 2023 at 7:30 p.m.	

Motion: To adjourn the April 17, 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 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).

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

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Check Number	Vendor #	Vendor	Amount
	006638	ACTION MAT & TOWEL RENTAL, INC	70.72
	009440	ALLIANCE ENTERTAINMENT, LLC	361.47
	009126	AMAZON CAPITAL SERVICES INC	1,867.82
	000408	BALDWIN PUBLIC LIBRARY	73.71
	005717	BSB COMMUNICATIONS, INC.	1,291.18
	003904	CAPITAL ONE BANK	8,410.39
	000605	CINTAS CORPORATION	227.60
	000627	CONSUMERS ENERGY	2,010.00
	000585	FARMINGTON COMM. LIBRARY	300.00
	008164	GARY EISELE	77.50
	001090	INGRAM LIBRARY SERVICES	8,905.51
	008827	KANOPY, INC	444.55
	000784	LAKESHORE LEARNING	171.35
	009533	LIBRARY IDEAS, LLC	720.26
	003527	LOWER HURON SUPPLY CO INC	997.99
	007927	MICHELLE HOLLO	1,627.50
	002013	MIDWEST TAPE	9,778.69
	006785	OVERDRIVE, INC.	13,421.15
	009612	PLAYAWAY PRODUCTS LLC	1,963.17
	000797	THE LIBRARY NETWORK	1,940.21
	000158	VERIZON WIRELESS	103.17
291069	006638	ACTION MAT & TOWEL RENTAL, INC	35.36
291075	009202	AQUARIUM DESIGN INC	240.00
291084	005717	BSB COMMUNICATIONS, INC.	501.08
291108	004493	ELITE IMAGING SYSTEMS, INC	557.66
291109	008139	ENVISIONWARE INC.	689.22
291114	000249	GUARDIAN ALARM	263.58
291119	001090	INGRAM LIBRARY SERVICES	138.35
291139	008482	MARKIT, INC.	1,150.00
291141	009351	MERRITT CIESLAK DESIGN PLC	2,240.00
291146	000678	OCLC, INC.	319.87
291150	007823	PITNEY BOWES GLOBAL FINANCIAL	479.25
291154	002675	RESERVE ACCOUNT	5,000.00
291167	007408	T-MOBILE	1,304.53
291176	000158	VERIZON WIRELESS	103.59
291183	009026	WELLS FARGO VENDOR FIN SERV	713.05
291203	009535	BIRMINGHAM PAPERS	624.00
291227	004493	ELITE IMAGING SYSTEMS, INC	429.98
291244	001090	INGRAM LIBRARY SERVICES	1,212.66
291255	004904	KONICA MINOLTA BUSINESS SOLUTIONS	3,920.10
291277	009478	ODP BUSINESS SOLUTIONS, LLC	414.32
291316	008314	WOODLANDS LIBRARY COOPERATIVE	27.00
291347	000575	DEMCO, INC	317.81
291351	000179	DTE ENERGY	5,539.92
291362	006666	GRID 4 COMMUNICATIONS INC.	226.28
291369	001090	INGRAM LIBRARY SERVICES	5,711.61
291372	MISC	JACKSON DISTRICT LIBRARY	20.85
291377	004904	KONICA MINOLTA BUSINESS SOLUTIONS	2,697.75

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

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Check Number	Vendor #	Vendor	Amount
291380	000797	THE LIBRARY NETWORK	1,662.00
291385	009623	NEWSBANK, INC	3,539.00
291392	007588	PERMACARD	1,805.55
291401	007907	SP+ CORPORATION	3,112.00
7521	003527	LOWER HURON SUPPLY CO INC	957.81
7523	002013	MIDWEST TAPE	1,362.37
7533	005861	UNIQUE MGMT SERVICE, INC	41.20
7537	009126	AMAZON CAPITAL SERVICES INC	41.99
7538	009126	AMAZON CAPITAL SERVICES INC	7.99
7539	009126	AMAZON CAPITAL SERVICES INC	15.98
7540	009126	AMAZON CAPITAL SERVICES INC	10.99
7541	009126	AMAZON CAPITAL SERVICES INC	20.79
7542	009126	AMAZON CAPITAL SERVICES INC	92.97
7545	009126	AMAZON CAPITAL SERVICES INC	22.49
7546	009126	AMAZON CAPITAL SERVICES INC	79.99
7547	009126	AMAZON CAPITAL SERVICES INC	51.90
7548	009126	AMAZON CAPITAL SERVICES INC	9.39
7549	009126	AMAZON CAPITAL SERVICES INC	31.94
7556	000517	BEIER HOWLETT P.C.	990.00
7575	002013	MIDWEST TAPE	291.95
7576	008336	NBS COMMERCIAL INTERIORS	856.00
7586	009126	AMAZON CAPITAL SERVICES INC	13.35
7624	002013	MIDWEST TAPE	2,833.83
		Total:	107,493.24

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



**BALDWIN PUBLIC LIBRARY MINUTES,
REGULAR MEETING
March 20, 2023**

Call to Order and Roll Call:

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

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

Absent and excused: None

Library Staff present: Rebekah Craft, Director; Jaclyn Miller, Associate Director; Robert Stratton, Office Administrator.

Friends of the Library liaison present: Ryndee Carney

Contract community representatives present: None.

Members of the public present: Two.

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

Rumble read aloud the Library's Mission Statement.

1. General Public Comment Period: None.

2. Consent Agenda:

Motion to approve the consent agenda.

1st	Suhay
2nd	Rumble

A roll call vote was taken.

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

Nays: None.

The motion was approved unanimously.

3. Board Reports and Special Announcements:

President's report: Wheeler thanked everyone who helped prepare for the 2023 Battle of the Books, hosted at Groves High School on Saturday, March 18. In total, 368 students comprised the 66 teams that participated, with 93 volunteer coaches.

Board comments: Pisano praised Craft, and the City Manager and Fire Chief, for turning the Library into a 24-hour warming shelter during a recent ice storm and widespread power outage.

Staff Anniversaries: Rock recognized the following staff anniversaries: Julie Beckwell (4 years of service), Lisa Christie (17 years), Andrew Forbes (1 year), Sue Kalisky (7 years), Elisabeth Phou (18 years), Erin Springer (4 years), and Maggie Weddell (4 years).

Upcoming events of interest: Miller reported upcoming events at the Library, full details of which are on pages 60-61 of the March Board packet.

4. Board Committee Reports

Finance Committee:

Rumple reported that the Finance Committee met on March 13. Present were Pisano, Rumple, Craft, and Miller. Full minutes from this meeting are on page 16 of the March Board packet. The next meeting of the Finance Committee will take place on Monday, April 10, 2023, at 4:00 p.m. in the Delos Board Room.

Building Committee:

There was no Building Committee in the last month. Craft reported on Phase 3 project updates, found on pages 19-20 of the March Board packet. PCI Dailey issued bid packages on March 13, and will hold a pre-bid meeting for interested contractors on March 21. Construction bids are due on March 28. Merritt Cieslak Design (MCD) will discuss price estimates for the different café designs shown to the Board during last month's regular meeting. Steve Schneemann (MCD) will attend the April Board meeting to answer questions about the café design.

Staff and Board were surveyed for their input on naming the café and collaboration space. In the end, "Bookend Café" received 30% of the final vote tally. Craft said her preference was "Merrill Commons" – the next runner-up with 18.3%. The Board agreed to proceed with the winner of the staff vote. The name of the café will be included in the millwork and will be shown on next design renderings.

Suhay requested that MCD create a new rendering for the vending machine enclosure, with a flat surface front and back and curved sides.

The next Building Committee Meeting will take place prior to the April Board meeting, with a date and time still to be decided.

5. Library Report:

Craft and Miller presented highlights from the Library Report. Full details are on pages 25-33 of the March Board packet.

COVID-19 test kits, courtesy of MDHHS, are available in the lobby of the Library, near the entrance to the Grand Hall. The City of Birmingham simplified their COVID-19 and Influenza Preparedness and Response Plan and distributed it to City staff last Friday. Two staff members have tested positive for COVID-19 since the February Board meeting.

The IDEA Task Force will conduct a staff book discussion of *Dancing in the Street: Motown and the Cultural Politics of Detroit* by Suzanne E. Smith this Wednesday. An all-staff meeting will be held on Wednesday morning. Monthly staff meetings are held after each Board meeting.

Three new substitute Librarians are now working in Adult Services: Hannah Stoloff, Suzanne Hathon, and Jessica DeGriek. Hannah Stoloff has previously worked with BPL's Youth Services.

Craft and Idea Lab Supervisor Jeff Jimison submitted a grant to the Michigan Architectural Foundation for items to stock Idea Lab booths at upcoming STEAM Nights, which will take place at four local schools.

Miller reported that the Birmingham Hometown Parade has been scheduled for May 21 and hopes for a Library presence.

6. Liaisons

Friends: Ryndee Carney reported the Friends will hold a book sale on Saturday, March 25 on the lower level of the Library.

Beverly Hills: There was no report.

Bloomfield Hills: There was no report.

Bingham Farms: There was no report.

7. New & Miscellaneous Business:

Public Budget Hearing for Fiscal Years 2023-2024, 2024-2025, 2025-2026

Craft presented the Proposed Budgets for Fiscal Years 2023-2024, 2024-2025, & 2025-2026, found on pages 36 to 55 of the March 2023 Board packet. On April 29, Craft will present the Proposed Budget 2023-2024 to City Commissioners.

Mark asked about the 18% increase in janitorial services. Craft responded that is primarily due to increases in paper product cost. Pisano asked Craft how much money would be taken out of the Trust by vote in May. Craft responded this amount is usually \$58-62k. Suhay suggested adding an asterisk to the graph on page 52 of the March Board packet to indicate Phase 3 costs are not included in 2023-2024 operating expenses.

Motion to approve the FY 2023-2024 budget as stated in the budget resolution on page 56 of the March 2023 Board packet.

1st Suhay

2nd Pisano

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

Nays: None.

The motion was approved unanimously.

Discussion of the proposed Martha Baldwin Award for Good Character

City Manager Tom Markus suggested that the Library establish a community award in honor of Martha Baldwin. Craft and Miller propose naming this award The Martha Baldwin Award for Good Character, which would honor a community member by adding their name to a special plaque in the Legacy Room. This award would be open to any member of the BPL service community. Craft suggests two Library Board members occupy the selection committee.

Suhay suggested the award be named “..for Good Citizenship”, however Miller noted a local Daughters of the American Revolution chapter has a “Good Citizen” award and does not want the two awards to be confused with one another. The Board agreed to pursue the idea of the award and to partner with the Birmingham Bloomfield Chamber of Commerce on the award.

8. Unfinished Business: None.

9. Items Removed from Consent Agenda: None.

10. Information Only: See pages 59-67 of the March 2023 Board packet.

11. Adjournment:

Motion to adjourn the meeting.

1st Rumble

2nd Mark

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

Nays: None.

The motion was approved unanimously.

The motion was approved unanimously. The meeting was adjourned at 8:45 p.m. The next regular meeting is scheduled for Monday, April 17, 2023, at 7:30 p.m. in the Rotary Tribute and Donor Room.

Danielle Rumble, Secretary

Date

BOARD COMMITTEE REPORTS

Finance Committee

Building Committee

Outreach Committee

April 2023 Finance Committee Agenda

The Baldwin Public Library Board's Finance Committee met on Monday, April 10, 2023 at 4:00 p.m. in the Delos Board Room. Present were Frank Pisano, Danielle Rumble, Rebekah Craft, and Jaclyn Miller.

- Craft gave an update on the FY2022-23 budget. After nine months, the budget is tracking well.
 - There were two payroll periods in March
 - Revenue from room rentals looks like it will surpass the projected Patron Use Revenue for the year
 - We do not anticipate receiving county or state revenue until summer
 - Contract payments have been received; the payment from Bingham Farms is in progress
 - Personnel expenses remain lower than budgeted
 - Utilities will be high for the year
- Miller discussed expenditures with funds from the Friends of the Baldwin Public Library. The Friends collected \$1,245 in March at the in-lobby book sale.
- Pisano did not attend any meetings.
- A projected estimate shows the Trust disbursement to be around \$59,000 this year. The Board will vote on the disbursement at the May 15, 2023 meeting.
- The next meeting will be held on Monday, May 8 at 4:00 p.m.

FINANCIAL REPORT: March 2023

This report references the Revenue and Expense Report 2022-23, found on the following page. At 75.0% of the way through fiscal year 2022-2023, the Library has spent 70.4% of its budget and received 92.2% of its revenue. By this point of the year, the Library was budgeted to have spent 75.0% of its budget and to have received 94.3% of its revenue.

Two pay periods were recorded in March.

Vendor payments in excess of \$75,000:

Total vendor payments in excess of \$75,000	\$ -
Balance of vendor payments less than \$75,000	\$ 107,493.24
Total vendor payments	\$ 107,493.24

City of Birmingham allocations:

Payroll Period Ending 03/04/23	\$ 120,557.98
Payroll Period Ending 03/18/23	\$ 93,898.77
Employee Health Care Payroll Deduction 03/18/23	\$ (691.06)
Fixed Past Retirement Health Care Cost (acct 711.0004)	\$ 3,469.00
Retirement Cost (acct 711.0010)	\$ 7,744.58
Total Payroll	\$ 224,979.27

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	\$ 234,561.77

Reconciling adjustments:

Water Charge	\$ 802.44
Bank Credit Card Fees	\$ 365.76
Book/Bag Fine Refunds	\$ (94.56)
Voided Charges to MEL Libraries	\$ (35.98)
Total Recon Adjustments	\$ 1,037.66

Total expenses for the month	\$ 343,092.67
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BALDWIN PUBLIC LIBRARY
REVENUE AND EXPENSE REPORT 2022-23
March 2023

	Approved 2022-2023 Budget	Current Month Budget March 2023	Current Month Actual March 2023	Variance For Month	Y-T-D Budget 2022-2023	Y-T-D Actual 2022-2023	Variance For Y-T-D	% Received/ Spent	Prior year Y-T-D 2021-2022	75.00% of the year	9th Month of the year
REVENUES											
TAXES	\$3,869,880	\$0	\$0	\$0	\$3,869,880	\$3,869,880	\$0	100.0%	\$3,678,280	100.0%	
PROVISION FOR TAX LOSS	(\$15,000)	(\$1,250)	\$0	\$1,250	(\$11,250)	(\$2,086)	\$9,164	13.9%	(\$1,450)	9.7%	
COUNTY AND STATE REVENUE	\$106,000	\$8,833	\$19,123	\$10,289	\$79,500	\$26,175	(\$53,325)	24.7%	\$7,058	7.1%	
GRANTS	\$0	\$0	\$0	\$0	\$0	\$16,407	\$16,407	100.0%	\$0	0.0%	
COMMUNITY CONTRACTS	\$992,390	\$82,699	\$135,985	\$53,286	\$744,293	\$634,694	(\$109,598)	64.0%	\$723,595	74.9%	
PATRON USE REVENUE	\$27,000	\$2,250	\$4,655	\$2,405	\$20,250	\$26,935	\$6,685	99.8%	\$23,102	108.0%	
INVESTMENT INCOME	\$30,000	\$2,500	\$10,494	\$7,994	\$22,500	\$46,218	\$23,718	154.1%	\$16,943	56.5%	
TOTAL REVENUE	\$5,010,270	\$95,033	\$170,256	\$75,224	\$4,725,173	\$4,618,224	(\$106,949)	92.2%	\$4,447,528	93.0%	
EXPENSES											
PERSONNEL SERVICES	\$2,846,220	\$237,185	\$224,979	(\$12,206)	\$2,134,665	\$1,912,469	(\$222,196)	67.2%	\$1,786,268	66.8%	
SUPPLIES	\$143,000	\$11,917	\$18,521	\$6,604	\$107,250	\$94,844	(\$12,406)	66.3%	\$90,252	75.5%	
CONTRACTED SERVICES	\$499,590	\$41,633	\$28,863	(\$12,770)	\$374,693	\$414,564.19	\$39,872	83.0%	\$241,107	62.8%	
TECHNOLOGY & MAINTENANCE	\$139,000	\$11,583	\$2,226	(\$9,357)	\$104,250	\$90,647	(\$13,603)	65.2%	\$81,786	54.6%	
UTILITIES	\$105,000	\$8,750	\$8,352	(\$398)	\$78,750	\$78,939	\$189	75.2%	\$72,076	75.1%	
OTHER CHARGES	\$81,480	\$6,790	\$4,035	(\$2,755)	\$61,110	\$52,878	(\$8,232)	64.9%	\$47,143	57.3%	
BUILDING IMPROVEMENTS & FURNISHING	\$67,300	\$5,608	\$0	(\$5,608)	\$50,475	\$37,745	(\$12,730)	56.1%	\$10,194	15.9%	
COLLECTIONS	\$649,750	\$54,146	\$56,117	\$1,971	\$487,313	\$507,151	\$19,839	78.1%	\$454,500	70.2%	
TOTAL EXPENSES	\$4,531,340	\$377,612	\$343,093	(\$34,519)	\$3,398,505	\$3,189,239	(\$209,266)	70.4%	\$2,783,327	66.1%	
VARIANCE	\$478,930	(\$282,579)	(\$172,836)	\$109,743	\$1,326,668	\$1,428,985	\$102,317				
FUND BALANCE-BEGINNING OF YEAR											
						\$1,868,532.90					
FUND BALANCE-CURRENT						\$3,297,517.87					

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

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

April 2023 Outreach Committee Agenda

The Outreach Committee met on Friday, April 14 at 12:00 p.m. in the Delos Board Room. Present were Missy Mark, Danielle Rumble, Rebekah Craft and Jaclyn Miller.

- Upcoming events
 - Birmingham Hometown Parade - May 21
 - Beverly Hills Memorial Day Parade - May 29
 - Kids Zone tent at the Birmingham Farmers Market - July & August
 - Kids Healthy Day at the Y - April 29
 - Historical Tours
 - Summer Reading Visits
 - BYA - helping at touch a truck, providing a craft.
 - We received an invitation to attend high school registration days in August to register students for library cards.
 - Book Speed Dating event
 - Sheridan monthly visit
- Old business
 - links on Education inserts have been updated
- New business
 - Ads/Info to let folks know about the renovation - ideas?
 - banners
 - press releases
 - renovation webpage
 - social media
 - city newsletters
 - Passive outreach - menstruation products
 - All Seasons deliveries - monthly book club materials
 - Updated logo, printing new folders
 - Book Bike plans
- Determine date of next meeting.

LIBRARY REPORT

Statistical Dashboard

Programs & Services

Facility

Diversity & Equity

Community Outreach & Partnerships

Personnel & Organization

Financial

Expenditures from FOBPL Donations

Statistical Dashboard

March 2023						Better/ (Worse) Target	Off Target Cautionary On Target
	Current Month	This month last year	Current FYTD	Previous FYTD	FY 22-23 Q3 Target		
Financials							
Revenues	\$ 170,256	\$ 119,106	\$ 4,618,224	\$ 4,448,780			
Expenses	\$ 343,093	\$ 350,730	\$ 3,189,239	\$ 2,783,227			
Circulation							
Circ (Charges & Renewals)	52,237	50,183	415,721	429,102	405,000	10,721	On Target
Self-Check Usage	52.9%	49.8%	49.3%	48.9%			
% of Circ by Residents*	91.4%	92.6%	91.9%	92.8%	92.0%	0%	On Target
% of Circ by Non-Residents	8.6%	7.3%	8.0%	7.2%	8.0%	0%	On Target
Interlibrary Loans							
Items borrowed	684	760	6,537	7,319			
Items loaned	939	973	7,402	7,264			
Technology Usage							
Database Sessions	4,959	3,339	41,078	25,732	25,500	15,578	On Target
Downloadable Content	13,167	13,065	112,882	105,719	96,000	16,882	On Target
Public Computer Usage	592	338	4,377	2,608			
Wireless Sessions	4,768	4,369	42,056	39,363	48,750	(6,694)	Off Target
Program Attendance							
Program Attendance for Adults	248	347	1,883	2,898			
# of Programs for Adults	15	22	123	159			
Program Attendance for Teens	124	129	703	1,349			
# of Programs for Teens	7	4	48	42			
Program Attendance for Youth	2,371	1,046	13,523	6,910			
# of Programs for Youth	65	20	384	228			
Computer Classes	66	30	302	212			
# of Computer Programs	7	6	49	46			
Online Video Views	154	100	673	4,649			
Idea Lab Visits	266	163	1,726	317			
Total Program Attendance	3,229	1,815	18,810	13,426	21,000	(2,190)	Off Target
Total # of Programs	94	52	604	475	263	342	On Target
Outreach Attendance	827	230	4,228	1,555			
# of Outreach Programs	9	13	96	33			
Visitors	19,505	14,959	145,159	117,817	135,000	10,159	On Target
Volunteer Hours	129	86	1,016	317	900	116	On Target
Social Media New Users							
Website Hits/Pageviews	26,032	21,601	214,527	194,859	195,000	19,527	On Target
e-Newsletter Subscribers**	-35	-28	11,076	11,378	11000		On Target
Facebook Page Followers	21	15	3,287	2,688	2800	487	On Target
TikTok Followers^	185	0	562	-			
Twitter Followers	-4	3	1,346	1,331	1475	(129)	Off Target
Instagram Followers	23	8	2,165	1,974	2000	165	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: March 2023

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

All of the tracked statistics under the following headings are on target, unless noted here:

- **Financials**
- **Circulation**
- **Technology Statistics:**
 - Wi-Fi sessions are off target for the year's goal, but up over last year. This could be attributed to the climb in public computer usage.
- **Program Attendance:**
 - Our program attendance is off target by 12% on the quarterly goal, but is higher than this time last year. We continue to offer in-person, hybrid, and virtual programs based on the content of the presentations and presenter availability. Story times are now held inside the building, which means we can hold them consistently, but are limited to the capacity of the room vs being outside.
- **Gate Count/Visitors**
- **Volunteer Hours**
- **Social Media**
 - Our Twitter subscribers continue to fluctuate slightly month to month. All posts are shared to Twitter, Facebook, and Instagram. However, we repost TikTok content on Instagram but not to Twitter or Facebook. With new ownership of Twitter, we have found that the overall usage overall is changing.

Of special note, the numbers for Databases Sessions, Public Computer Usage, and number of Programs are up 15% or more compared to the quarterly goal. Downloadable content, Volunteer Hours and Facebook followers are up 10% or more.

Baldwin Public Library Strategic Plan (2022-2025): Action Plan - 2023Q1 Update				
Strategic Goal I: Programs & Services - Adapt programs and services to meet the needs of the changing population			Champion: H, Stephanie	
Strategic Objective & Action Plan	Responsibility	Expenses budgeted/used	Timeline	2023Q1 Status
A Determine the wants and needs of users for library services and programs and adjust services and programs in response to feedback				
1 Present surveys to the public in a variety of formats to assess services and programs	Head of Adult, Head of Youth, Technology Trainer	\$192 for SurveyMonkey subscription	Ongoing. Annual general programming in January. End of Summer Reading Survey in August.	
2 Analyze trends and demographics from previous years and at other libraries	Head of Adult, Head of Youth	None	Review every December.	
3 Determine the extent to which STEAM programs are in demand for all ages	Idea Lab, Teen Librarian, Head of Youth	None	Ongoing	
4 Examine and analyze circulation statistics for collections	Head of Adult, Head of Youth, Access Services Coordinator	None	Review by September 15 annually.	Youth Staff have used statistics to determine that the DVD collection can be reduced, and have begun purchasing more Playaways than Books on CD due to circulation and demand.
5 Examine and analyze technology needs and trends for patrons	Technology Trainer, Idea Lab, IT Coordinator	Upgrade wifi, charging stands, phone/laptop chargers, etc.	Ongoing	Vox Books have been added to the Media Kit collection, after staff observed that the Wonderbooks were so popular. These are print books with a button to play the words on the page and read along with the story. Vox books are similar to Wonderbooks, from a different publisher.
6 Evaluate staff led outreach based on community need and reach	Associate Director	None	Complete by December 31 each year in 2022, 2023, 2024	Project Kidsight, hosted by the Lions Club of Beverly Hills, is held once per month during high traffic youth events. Battle of the Books was held successfully with assistance from BPS staff. All of the First Graders at BPS met with a YS librarian to hear about Library resources
B Ensure library materials, programs, technology, and services are available, relevant, and welcoming to all abilities and backgrounds				
1 Identify and offer programs and services for underserved populations	Head of Adult and Head of Youth	Program and presenter fees	Ongoing	Staff are making changes to the storyline registration process to allow for more flexibility for attendees. Ms. Syntha now hosts weekly rather than monthly Bedtime Tales storytimes to better serve families unable to attend daytime story times.

2	Improve discovery of physical and virtual collections	Head of Adult, Head of Youth, Head of Access Services	Ongoing	Toys are circulating once again! A QR code has been posted in the Youth Department for patrons to easily access a catalog search of toys available to borrow. A carousel of toys has been added to the OPAC home page for easy browsing. Pictures of each toy were added to the catalog, so patrons can read and view more information about each toy.
3	Prioritize programming and promotion of those programs that focus on creating an equitable society (youth engagement, economic and psychological recovery, health and human services, civic engagement, and media literacy)	Head of Adult, Head of Youth	Ongoing	Melissa Behrens is hosting a quarterly Around the World series for students in grades 4 to 6. At each event, students learn about the language, culture, food, and customs of each country. India was the first featured country. We hosted a Be SMART Gun Safety program to educate users on safe storage of weapons in the home.
4	Significantly expand a <i>Library of Things</i>	H, Ethan	Ongoing	Staff have attended webinars, sought input from other libraries with successful implementation, and developed a list of desired things to add to the collection.
5	Provide open, welcoming spaces that encourage collaboration and connection	Public Services Staff	Ongoing	Charging stations have been added in Adult, Teen and Youth services so that patrons can easily charge devices if they do not have the correct cable on hand. Progress on the Phase 3 renovation continues as bids for subcontractors were issued in March and due in early April.
23				
C Develop a technology plan to support existing programs and services				
1	Expand support for digital literacy and skills training by delivering technology and computer training sessions each year, both asynchronously and synchronously	AS and YS librarians	Ongoing	Bart hosts a monthly computer class drop-in at All Seasons. Stephanie posts monthly Beanstack challenges on a variety of subjects throughout the year. Bart hosted a class on reading digital newspapers through Baldwin's website.
2	Provide technology training to staff in multiple formats to support multiple learning styles	Primarily IT Coordinator, Public Services Dept. Heads		Access Services continues to expand their wikis for sharing processing information to all staff. Brandon recorded and posted video training for new ordering procedures, which can be accessed as needed.
3	Provide technology assistance during all hours open to the public	IT Coordinator	What's reasonable for this?	The IT department now includes 2 full-time and 2 part-time employees. There is now full IT coverage during all open hours.
4	Ensure the library technology is up-to-date and fully supported	Primarily IT Coordinator, Public Services Dept. Heads	Ongoing	The Polaris ILS software was upgraded to version 7.3 in February 2023.
Strategic Goal II: Facility - Create a welcoming, safe, and accessible building that meets the needs of our staff and users			Champion: Jaclyn	

	Strategic Objective & Action Plan	Responsibility	Expenses budgeted/used	Timeline	Comments/Status
A	Develop and plan for long-term facility needs				
1	Identify exterior needs	Jaclyn, John G.			
2	Identify interior needs	Jaclyn		FY2022-23	
3	Develop long term plan to address interior and exterior needs	Jaclyn		FY2022-23	
4	Update physical environments to support the needs of our customers and staff				
B	Develop and complete expansion and renovation of front entrance and circulation area				
1	Develop and issue RFP for design development and construction documents for Phase 3	Rebekah	\$264,000	4/18/2022 - selection	Complete, awarded to MCD in April 2022
2	Plan for access during construction for patrons and staff	Director, AD, Head of Access Services		Duration of Phase 3b; give notice of temporary entrances 1 month, in advance, then weekly	A construction access plan has been developed in coordination with the City Building Department, Fire Marshal, Construction Manager, and Architects.
3	Publicize availability of the Library during construction	Jaclyn	none	3 months, 2 months, 6 weeks, 4 weeks, weekly leading up to closure.	
C	Maintain a safe and accessible environment				
1	Evaluate building accessibility				
2	Offer a variety of environmental choices for users within the building that accounts for sensory sensitivities	Jaclyn, Department Heads			
3	Create accessible collections by adjusting lighting and height of existing shelving	Jaclyn, Department Heads			Staff continue to inventory and rebalance library collections to make sure they are easy to browse and locate in the building and in the online catalog.
D	Continue to monitor and make improvements to facility				
1	Develop regular maintenance schedule with applicable vendors for cleaning carpet, furniture, windows	Jaclyn		ongoing, as contracts and quotes expire	Carpeting is cleaned on a monthly schedule. Windows and furniture are cleaned on a yearly basis.

2	Establish and document regular maintenance schedule	Jaclyn, John G.	FY2022-23		
3	Update garden beds around the facility with native plantings and pollinators	Robert	ongoing		
4	Investigate/implement/update building management system	John G			
5	Identify ways to make building more eco-friendly	Jaclyn, Robert	ongoing		
Strategic Goal III: Diversity & Equity - Provide and promote equitable and inclusive resources and opportunities for all populations					Champion: Rosemary Isbell
	Strategic Objective & Action Plan	Responsibility	Expenses budgeted/used	Timeline	Comments/Status
A	Prioritize diversity, equity, and inclusion practices				
1	Enhance inclusion of underrepresented groups in collections to highlight diverse voices, perspectives, and absent narratives	Purchasing staff	15% annual budget	ongoing	Stephanie Klimmek is working through a Diversity Audit of the J Fiction collection to identify areas where we need more representation
2	Develop and implement civil discourse programming	IDEA TF	presenter fees	ongoing	
3	Include funding for DEI initiatives in the annual budget	Director	TBD	February 2023	Additional funds for DEI training were included in the FY2023-24 budget.
4	Review existing and future post-COVID plans with an equity lens to ensure new services focus on those who need Library services most and who may not yet be well connected to the Library	IDEA TF	none	ongoing	
5	Provide a clear way for staff to contact the IDEA Task Force to identify areas of improvement and offer suggestions	IDEA TF	None		
B	Develop and implement a training and education plan				
1	Identify needs for training	IDEA TF	None	Ongoing	
2	Seek out DEI training and educational programs for staff members and patrons	IDEA TF	training fees	Ongoing	The IDEA Task Force is in the process of hiring a DEI consulting firm, pending board approval at a later date.
3	Offer 5 training opportunities for staff each year and require that full-time staff choose 2 to attend and part-time staff choose one to attend	IDEA TF	\$5000/year	Ongoing	

4	Update website to address accessibility and improve user experience	Associate Director, Director			FY2023-2024	Access services are reviewing resource webpages to clarify which items are available and how they can be accessed for both Baldwin cardholders and reciprocal borrowers.
C	Review and improve recruitment, hiring, retention and promotion methods					
1	Advertise jobs in more geographically and demographically diverse venues	Associate Director	posting fees		Ongoing	
2	Ensure that all portions of the application and interview process are accessible	IDEA TF, Mgt	None		In-progress	
3	Participate in the Institute of Museum and Library Services (IMLS) internship program for high school students of color					
4	Actively recruit candidates from underrepresented populations when filling open positions					
5	Provide a transparent pathway to promotion within the organization	Director	None		Hired in September 2022	
6	Solicit feedback from candidates regarding the application and interview process	Director	None		In-progress	
7	Review and adjust qualifications for each job posting to expand the candidate pool	Director	None		In-progress	We have removed the education requirements from many job postings in favor of posting jobs that will accept candidates with applicable experience in the library or in a related field.
D	Assess and document progress					
1	Complete a diversity audit of Library programming to ensure underrepresented perspectives are being included					
2	Establish criteria for auditing programs	IDEA TF	None		July 2022 meeting	Criteria has been established for auditing programs.
3	Create form for staff to evaluate their planned offerings	IDEA TF	None		August 2022 meeting	The programming survey is complete and will be unveiled to staff in July 2023.
4	Merge and compare results across Library	IDEA TF	None		June 2023	
5	Publish an annual review of programs and trainings	IDEA TF	None		once per year	
Strategic Goal IV: Community Outreach & Partnerships - Develop and strengthen BPL connections within the community						Champion: Jaclyn
	Strategic Objective & Action Plan	Responsibility	Expenses budgeted/used	Timeline	Comments/Status	
A	Identify and develop new community relationships and partnerships					

1	Identify and connect with potential community partners	Jaclyn, work group, Board Outreach Committee		ongoing	Outreach fliers and group specific inserts are ready for use and members of the Outreach Committee are sharing these resources during meetings with each specific group.
2	Review policies and practices of potential community partners	Jaclyn		ongoing	
3	Attend meetings of retail and civic organizations	Various Staff, Board Members		ongoing	
4	Develop programming with interested partners	Programming Staff		ongoing	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.)
5	Coordinate annual 'fairs' with participants of the same "type"	Programming Staff			
B Maintain and strengthen existing community relationships and partnerships					
1	Participate in community events	Jaclyn			Staff have attended: Halloween Hoot, Farmers Market, Parades, Bingham Farms Family Fest, Bloomfield Hills Open House, DPS Open House Staff will attend other outreach events as they are made available.
2	Establish a plan to engage staff and Board in outreach events	Jaclyn		in-progress	Staff and board members are invited to and attend outreach opportunities as they arise.
3	Develop a plan for requests for Book Bike appearances	Jaclyn	no cost, staff time to manage requests	after book bike is received	
4	Establish "Get to Know the Library" events	Programming Staff			Rebekah hosts a monthly Behind the Scenes tour to share more details about the library and serve as an orientation for new and seasoned library users.
C Develop an external marketing and communication plan					
1	Identify additional marketing outlets				
2	Update library logo/branding after Bham establishes theirs	Jaclyn, Michelle H, Staff, Board	\$500 in design fees	est completion by Fall 2022	Logo was adopted in February and the branding transition is in progress.
3	Develop passive advertising - car stickers, license plate frames, t-shirts, etc to be displayed by Library users	Jaclyn, Michelle H, Staff, Board	\$700, FOL donation	in-progress	With the approval of the new logo, Jaclyn has ordered banners, t-shirts, tablecloths, signs, and swag to advertise the library at community events.
Strategic Goal V: Personnel & Organization -Train, empower, and equip members of the organization to best support users and each other					Champion: Rebekah
	Strategic Objective & Action Plan	Responsibility	Expenses budgeted/used	Timeline	Comments/Status

A Support a learning culture that encourages innovation and risk-taking to develop new services and programs that meet the unique character of the communities we serve.					
1	Expand transparent communication, policies, and shared documentation	Director, AD, Department Heads, Employees	None	in progress, with a full completion date of September 2023 and yearly reviews thereafter	Brandon is developing the Acquisitions portion of the Tech Services Wiki to help reduce information silos.
B Attract and retain well-qualified staff who are inclusive and welcoming to all					
1	Conduct a compensation study to ensure that BPL is providing a pay structure for all positions that is fair, competitive, and equitable both internally and externally.	Director	none	Annually, in January, following the publication of the DSLRT salary survey and ahead of the March budget process	Pay scale has been updated for FY2023-24 after researching salaries at other libraries in February 2023.
2	Develop onboarding plan to train all new hires	Administrative Assistant & Department Heads	none	March 2023	The Employee Handbook was updated and approved on February 20, 2023.
3	Establish an onboarding process for volunteers, including review of expectations for Library representatives	Director & Assistant Director		June 2023	The Friends of the Baldwin Public Library developed and implemented a Volunteer Code of Conduct.
C Identify and provide opportunities for staff growth					
1	Review and assess opportunities for job shadowing, cross training, and cross departmental teams to expand staff knowledge and leadership opportunities			ongoing	TS and Circulation are working through additional tasks that can be accomplished by all staff in the Access Services department. Brandon has been trained in circulation areas, and is working weekend shifts as a supervisor.
2	Research library and retail trends to determine how they can best benefit Baldwin's community	All Staff		ongoing	Access services staff have attended Polaris webinars and training forums to ensure we are well trained in all aspects of the Polaris ILS. The Access Services Department Head and Page Supervisor have attended several webinars hosted by the Midwest Collaborative for Library Services.
3	Empower staff and supervisors with quality training, tools, resources, and spaces	Management Team		ongoing	Virtual training programs are shared with staff as they arise. The library offers monthly trainings to staff through Ryan Dowd's Homelessness training and Niche Academy.
4	Offer training in Library advocacy so all staff can speak to the importance of the Library in the community	Director		Staff Development Day 2023	

5	Create opportunities for staff to learn from each other and the broader library field, as we improve our efforts to serve our patrons	Management Team		ongoing	Kristen Tait is currently chairing the TLN Circulation Committee Rebekah Craft is a member of the 2023 Michigan Library Association's Annual Conference planning committee. Jeff Jimison presented on the Idea Lab and makerspaces at the MLA Youth Spring Institute conference.
6	Encourage staff participation in professional conferences and organizations	Management Team		ongoing	Alyssa Gudenburr attended the 2023 Michigan Youth Spring Institute Conference in March 2023.
Strategic Goal VI: Financial - Maintain and improve financial health					
	Strategic Objective & Action Plan	Responsibility	Expenses budgeted/used	Timeline	Comments/Status
A	Analyze current and future expenses and identify cost-saving opportunities				
1	Act as stewards of the yearly budget by reviewing and analyzing all expenditures	Director	none	ongoing	Expenditures are evaluated on a rolling basis.
2	Recommend changes and cost reductions	Director			After reviewing the yearly \$20,000 Bibliotheca service contract, we were able to eliminate this fee and move toward as-needed repairs with an hourly fee.
3	Evaluate current staffing structure and recommend adjustments	Director			
4	Identify areas for optimization and consolidation	Director			
B	Analyze current and future revenue and identify potential revenue streams				
1	Identify current Library revenue streams and how much they generate currently and in the future	Director			
2	Explore other revenue sources, including grants, notary public services, and meeting room utilization	Director		Fall 2022, ongoing	Craft and Jimison submitted a grant request to the Michigan Architecture Foundation to purchase equipment to be used at STEAM nights at BPS.
3	Strengthen relationships with the City Commission, City Administration, citizens, and businesses for strong and continued millage support	Director		ongoing	
4	Identify and develop increased revenue from fundraising sources (Trust, Friends, grants, sponsorships, special events, etc.)	Director		ongoing	
C	Maintain awareness of economic trends				
1	Identify sources of economic trend information	Bookkeeper		ongoing	Paul Gillin, bookkeeper, regularly monitors market rates, interest rates, Kiplinger's Economic Forecast, and CPI.

2	Follow national library financial trends	Director		ongoing, quarterly	Craft regularly review trade journals, Michigan Library Association updates, and national library headlines.
3	Engage with professional financial services	Director		ongoing, yearly	Plante Moran conducts a yearly audit of the budget.
4	Publish economic outlook with annual budget	Director		yearly in March	

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. 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.

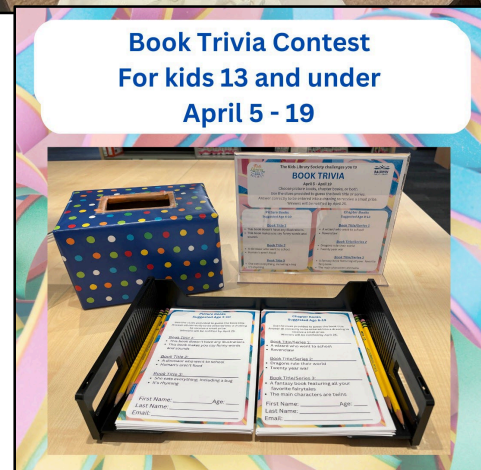
Intro to Sewing program

Teen Librarian Elisabeth Phou hosted a sewing program for teens, presented by Mila Pershyna, fashion designer, educator, and Mrs. USA 2022. Each participant created a handmade bag, and took away basic skills. Due to the response to this program, something similar is also being considered for adults in Fall 2023.



KLS Trivia contest

Inspired by Battle of the Books, Kids Library Society worked with Youth Librarian Rosemary to host a drop in book trivia contest for two weeks. Participants have a chance at a small prize.



National Poetry Month - Poet-Tree

To celebrate National Poetry Month, visitors are invited to share a favorite poem - an original or one written by someone else - and help our Poet-Tree grow leaf by leaf.



Peppa Pig Party

To kickoff Spring Break week, Youth Librarians Syntha and Rosemary hosted about 100 kids across two sessions at their celebration of Peppa and her family.



Facility

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

New Library Card designs

With the need for new library cards came the opportunity to update the images shown on the front. We kept a few of the best-loved choices, but introduced a new aerial shot of the Youth Room addition, and different image of the Birkerts' Wing which also highlights the Michigan Spring sculpture in the yard. Folks needing new cards can choose from any of the six designs.



New Traffic Counter, Youth Terrace Door

In anticipation of the temporary main entrance, a new traffic counter was installed in the youth room on March 31. We will begin adding the counts from this door to our Gate Count line on the Statistical Dashboard each month, as we have noticed people using that door on a regular basis. Between April 4 and April 11, we tracked 163 uses of that entrance.



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 continues to meet monthly to accomplish the goals set forth by the Library Board. Our staff book discussion of *Dancing in the street: Motown and the cultural politics of Detroit* by Suzanne E. Smith was held March 22, 2023 at 3:00 p.m. IDEA TF is also working on creating a page of resources to share while the Library is closed on Juneteenth.

Project READY

The Youth Department continues 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.

The Storybook Trail in Beverly Park was scheduled to resume this month, but it was discovered that some of the sign holder posts were in need of repair. We will post the new book as soon as the repairs are complete.

Bingham Farms

Miller submits monthly Board Meeting updates to the Library Liaison

Boy Scouts Sock Drive

We were happy to be a drop off location for the community sock drive Matthew O. scheduled and set up for his Eagle Scout project. The donation receptacle was available in the vestibule for about three weeks in late March and early April.



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 on the first Monday of each month at 1:00 p.m. Mick Howey and Ethan Cronkite are 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

Artwork Display

Students at Quarton Elementary kindly shared some of their artwork to display this month in the Youth Department.



Battle of the Books 2023

Battle took place on Saturday, March 18 at Groves High School. This year 368 students, on 66 teams, supported by 93 coaches, participated in person for the first time since 2020. In first place was the Dragon Readers from Harlan. In second place was the Dog-Eared Destroyers from Greenfield, Pembroke, and BCS. And in third place was Team Seuss from Pierce. We partnered with The Book Beat in Oak Park to give each winner a gift card to the bookstore. Thanks to the staff of BPS who helped us promote leading up to the event and who opened the school for us on Battle day.





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 March, donations from the in-lobby sales totaled \$1,245. The March 25 popup sale – where all items were sold for \$1 – netted about \$1,150 in six hours.

The Friends Board held their monthly meeting on April 11. Discussion was held about the annual meeting, which will occur on Tuesday, May 16 at 7:00 p.m. in the Jeanne Lloyd Room. They also made plans for the upcoming Spring Book Sale, and will begin thinking about pop up sales and alternative ways to sell materials during the Phase 3 renovation.

PEO Booktalk, Tour

On Monday, March 20 AS Librarian Ethan Cronkite presented booktalks to one PEO group and on Thursday, March 22 Robert Stratton gave a tour of the Library to another PEO group.

Marketing

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

- Summer Reading materials
- AS Book Club brochure & Bookmark
- New graphic for Home Delivery
- New Library card images

- Beanstack challenge posters
- Summer LCD drafts
- Storybook Trail posters
- Free Comic Book Day signs
- Updated Build Imagination bibliography



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.

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 Tuesday, April 18. We continue to meet monthly, after the Library Board meeting, to share updates with all attendees. Recordings of each meeting are sent to all staff.

Staff Anniversaries

Elaine Asher, Adult Services Substitute Librarian, reached 4 years of service on April 7.

Cameron Crawford, Circulation Substitute, will reach 8 years of service on April 21.

Carri Fritz-Gvozdich, Circulation Supervisor I, reached 14 years of service on April 13.

Bob Glenn, Operations Assistant, will reach 11 years of service on April 23.

Rosemary Isbell, Youth Librarian II, will reach 5 years of service on April 29.

George Kasparian, Page and Technical Services Assistant, reached 27 years of service on April 15.

Hannah Stoloff, Substitute Librarian, reached 1 year of service on April 3.

Staffing Updates:

Youth Services welcomed new Substitute Librarian, **Stuart Sturton**. Stuart has a BFA and MLIS from Wayne State and a theater background. He has created Anime Clubs, Graphic Novel Collections, dressed up for Star Wars Reads day and much, much more in his previous positions. He has previously worked at Harper Woods Public Library, Grosse Pointe Public Library, and Oak Park Public Library.

Volunteer Hours

129 volunteer hours were utilized in the month of March.

Staff Training

Media Training

Rebekah Craft attended media training with representatives from Hennes Communications as part of an ongoing course for library directors that she is taking with University of Michigan School of Information Professor Kristin Fontichiaro. The course is titled Public Library Impact, Communication, and Responsiveness in Times of Uncertainty. Ahead of the training, the six participants were emailed a scenario to review and prepare for. During the training, participants brainstormed responses and then practiced mock interviews with media professionals. The training was extremely valuable at providing tips for working with the media and making sure that the library's message is clearly and succinctly shared.

Spring Institute - MLA 2023

Youth Services Librarian Alyssa Gudenburr attended Spring Institute, the annual MLA conference focusing solely on service to children.

From Alyssa:

MLA Spring Institute 2023 had many amazing speakers and presentations! The opening keynote was with author Kyle Lukoff. He discussed the history of free speech and the recent rise of book challenges. Rob Carpenter and Adrienne Baker from Herrick District Library showed us their amazing experience of having children write, publish, and add their own picture book into the library's collection. Brittany Zuehlke from Kent District Library showed us self-regulation techniques to add to our storytimes including breathing techniques, body movement, body tapping, affirmations, and good touch. Kathy Cheney and Jason Kotarski from Kent District Library shared their awesome programming tubs that contained everything you need for an awesome teen program. The closing presentation was by librarians Damon Verdemas and Simon DeSalvo. It was a very important and timely presentation about how to support your transgender staff and patrons at your library.

Idea Lab supervisor Jeff Jimison was a presenter at SI this year, talking about how your makerspace can support youth services.

From Jeff:

It was my tremendous pleasure to give a presentation at the Michigan Library Association Spring Institute in Ann Arbor. To an audience of well over 100 industry professionals, I spoke for an hour on the subject of integrating makerspace services into youth programs "and beyond!"

This was the description of my presentation:

Perhaps your library has a makerspace, or makerspace-like capabilities. That's a wonderful thing! But how do we use it? It can be tricky to understand exactly how our library

makerspaces can be useful to other departments. In this presentation we will discuss ways to implement makerspace features into every facet of your department! Makerspaces can be incredible resources, not just for patrons, but for the library as a whole, especially the Youth Department! From craft kits to outreach programs, from storytime to book displays; the possibilities are so vast, it can boggle the mind! There are myriad ways that you can utilize your makerspace to your advantage. We will unravel some makerspace mysteries, we will examine some inspiring ideas, and we will start helpful discussions with our makerspace personnel. Jeff will use a number of real-life examples to show how cooperation between the Youth Department and the Makerspace can have excellent (and sometimes surprising) results!

Makerspaces can overwhelm the mind with creative possibilities, so the goal of my presentation was to provide a structure for ideas and a source of inspiration to encourage youth staff to "be not afraid" of their makerspaces, and utilize the many offerings a makerspace provides. I felt uniquely qualified to speak on this subject, as I believe the interdepartmental integration between the Idea Lab and the other departments here at BPL has always been exceptional, with our library staff constantly taking full advantage of the many services available in the lab.

I'm grateful to MLA for giving me the opportunity to present at Spring Institute. I very much enjoyed giving this presentation, and I look forward to sharing my knowledge at other such events in the future.



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 will present the library's FY2023-24 budget to the City Commission at its budget hearing on April 29.

Baldwin Public Library: Friends Funds	
March 2023 Expenditures	
Adult Services	
Seed Library supplies	\$ 26.95
Free Comic Book Day Comics	\$ 241.50
Blind Date with a Book	\$ 32.00
Books Unshelved	\$ 122.24
Speaker Fees	\$ 450.00
Total	\$ 872.69
Teen Services	
Filament	\$ 21.92
Program supplies	\$ 280.50
Summer Reading	\$ 300.00
Intro to Sewing presenter fee	\$ 300.00
Pizza - TAB, Book Club, Exam Cram	\$ 317.49
Total	\$ 1,219.91
Youth Services	
Books Unboxed	\$ 218.03
Battle of the Books prizes	\$ 315.00
Book Clubs	\$ 86.56
Peppa pig Party	\$ 107.62
Mario Kart party	\$ 35.98
Cerealism	\$ 20.58
DIY Prank Program	\$ 83.09
Kids Library Society	\$ 4.79
Read to Seed program	\$ 64.70
Filament	\$ 28.98
Misc supplies for various programs	\$ 509.15
Total	\$ 1,474.48
Outreach & Equipment	
Total	\$ -
Total Expenditures	\$ 3,567.08
March 2023 Balances	
Adult Services	\$ 7,243.30
Teen Services	\$ 2,392.74
Youth Services	\$ 6,945.90
Outreach & Equipment	\$ 9,163.98
Total Balance	\$ 25,745.92
March In-Library Book Sale Donations	\$1,245.27
Submitted by Jaclyn Miller for April 10, 2023	

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.

Idea Lab Class: Printmaking with Lasers

Wednesday, April 19 — 7:00 p.m. to 8:00 p.m.

This in-person class will show you a number of printmaking techniques involving the laser engraver. Woodcut prints, stamp making, letterpress and more! Registration required.

Teen Advisory Board Meeting

Thursday, April 20 — 7:00 p.m. to 8:00 p.m.

Get involved with the Library by joining our Teen Advisory Board (TAB). Anyone in grades 7-12 is welcome. Share ideas for teen programs, discuss teen books, organize community service projects, play games, eat pizza, and more. Meeting attendance will count as a volunteer hour, and members of TAB will be considered first for other volunteer opportunities. If you are passionate about teen library services, the Library would love to have you join TAB!

TAB Participants have the ongoing opportunity to take part in developing library social media posts, promoting programs and materials. Library posts are shared on Instagram, Twitter, Facebook and TikTok. Parents of registrants under 18 must consent for your child's facial image to appear in posts. Posts which do not include faces, but which may include first names, will not require parental permission.

Kids Library Society - Grades 3 to 6

Thursday, April 20 — 7:00 p.m. to 8:00 p.m.

Grades 3 to 6. Do you want to be more involved with the Library? Would you like to hang out with friends and play some games? Join us for monthly meetings to talk about Library programs and play games. Registration required.

Guardians of Michigan

Monday, April 24 — 7:00 p.m. to 8:00 p.m.

Historian and photographer Jeff Morrison is the author of two books, the multi-award-winning *Guardians of Detroit: Architectural Sculpture in the Motor City* and the just-released 2023 Michigan Notable Book *Guardians of Michigan: Architectural Sculpture of the Pleasant Peninsulas*. Jeff will present a sixty-minute program with more than 250 spectacular pictures of interesting architectural sculpture found on buildings throughout Michigan, from Ann Arbor to Ontonagon and all points in between, including Birmingham. You will learn about the symbolism behind the sculpture and hear some of the untold stories of the artists, artisans, and architects involved in the creation of these wonderful structures and the unique art that adorns them. There will be time for questions and answers and both books will be available for sale after the presentation.

Boba Tea Keychains for Teens

Thursday, April 27 – 7:00 p.m. to 8:00 p.m.

Grades 7-12. Show your love of boba everywhere you go by making your own boba tea keychain!
Registration required.

Travel the World: France & Francophone Cultures - Grades 4 to 6

Wednesday, May 3 — 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.

Adobe Photoshop: An Introduction

Wednesday, May 3 — 7:00 p.m. to 8:15 p.m.

Learn the basics of Photoshop in this live two-session class.

May the 4th

Thursday, May 4 — All Day

Join us on May 4th to celebrate Star Wars Day!

All Day: Star Wars themed Take Home Kit, first come first served, while supplies last.

All Day: Star Wars themed Scavenger Hunt in the Youth Room.

4:30-5:30 p.m.: Drop in crafts and activities in the Grams Discovery Room.

Free Comic Book Day!

Saturday, May 6 — All Day

It's Free Comic Book Day at BPL and local comic shops. Swing by the library, pick up a comic and vote for your favorite comic book character. We'll have comics for kids, teens, and adults on a first come, first served basis. One comic book per person, please.

In Person: Perler Bead Coasters

Monday, May 8 — 7:00 p.m. to 8:00 p.m.

Learn how to make fun and colorful coasters out of Perler Beads. Give as gifts or keep for yourself!

Origami Afternoons - Grades 1 to 5

Thursday, May 11 — 4:30 p.m. to 5:30 p.m.

Grades 1 to 5. Practice the art of origami with step by step instructions as we make several fun designs.
Registration required.

Genealogy Series: Studying the Census

Thursday, May 11 — 7:00 p.m. to 8:00 p.m.

The release of the 1950 U.S. Census has been a gamechanger for many genealogists. This session will take an in-depth look at census records and why they are such a valuable tool in building your family tree.

FROM THE BIRMINGHAM MUSEUM

BIRMINGHAM MUSEUM'S NEW PODCAST: "BIRMINGHAM UNCOVERED" NOW STREAMING

"Birmingham Uncovered" promises to add a little fun to your listening day by sharing a cornucopia of stories about Birmingham's unique past and even more unique people.

Join us as we uncover the diverse and compelling lives that built Birmingham, Michigan. How does a sleepy village evolve into an urban mecca known for its thriving cultural scene, great schools and bustling downtown? We'll take you on a journey into the unexpected stories of the people who shaped this prosperous and vibrant community.

Episodes will be between 22 and 25 minutes, will stream twice a month, and will feature a modern historian's take on the sometimes surprising stories of men and women in our past. A sample of topics includes, "A Tale of Two Fish," "The Disappearing Man," "Prindles Go Everywhere Together," and, "How to Steal a Train." And that's just a start. Intrigued? Find the museum's ad-free podcast in your podcast app by searching "Birmingham Museum," or by the podcast name, "Birmingham Uncovered."



Contact the museum at (248) 530-1682, or museum@bhamgov.org, or check out our fun Instagram, Twitter (https://twitter.com/bham_museum), or Facebook page to learn more.

FROM THE BALDWIN PUBLIC LIBRARY

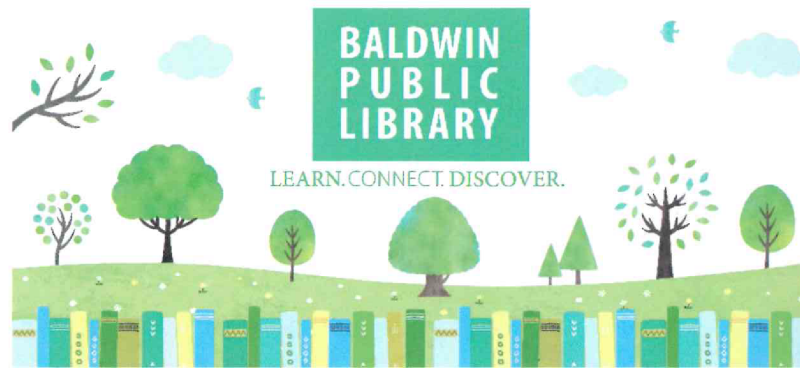
BALDWIN PUBLIC LIBRARY EVENTS FOR ALL AGES

Visit www.baldwinlib.org/calendar to view upcoming programs for all ages. Find event descriptions, locations and registration links for each program by clicking on the titles listed on the calendar dates.

FRIENDS OF THE BALDWIN PUBLIC LIBRARY SPRING 2023 USED BOOK AND MEDIA SALE LIBRARY LOWER LEVEL

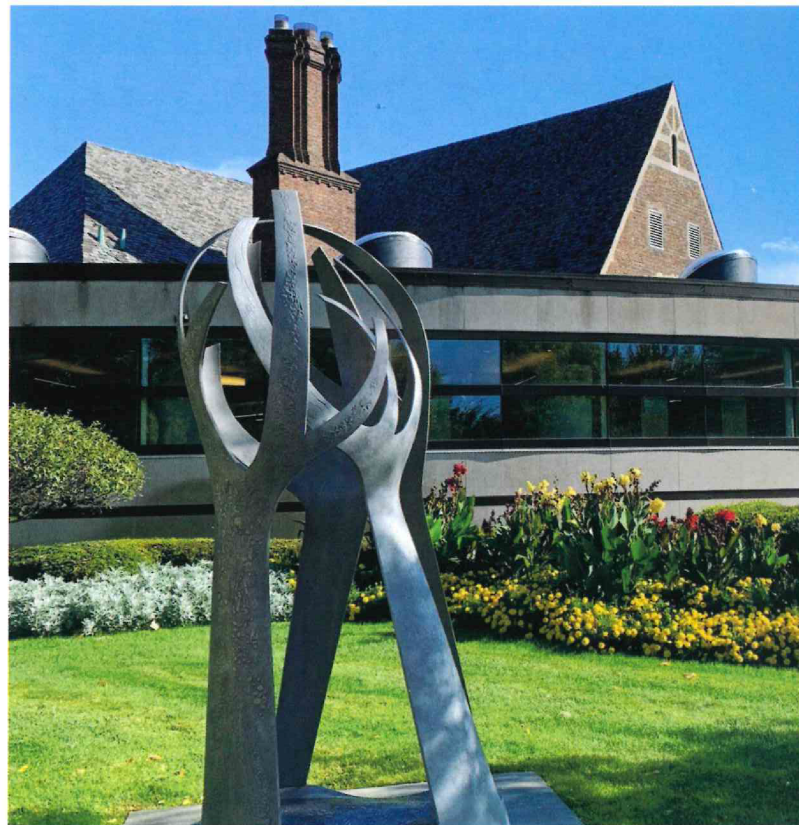
Friday, May 5-Monday, May 8

Learn more and access a detailed schedule at www.baldwinlib.org/book-sales.



SUMMER READING 2023: ALL TOGETHER NOW

Start your summer off right by joining our annual Summer Reading program. Enjoy crafts, games, and more! Readers of all ages are encouraged to participate to earn chances at great prizes all summer long. Find details and register at baldwinlib.org/summer-reading, beginning June 9.



PHASE 3 RENOVATION - FRONT ENTRANCE, LOBBY AND CIRCULATION AREA!

Follow the Library on Facebook, Instagram or Twitter for updates on the upcoming construction, or bookmark www.baldwinlib.org/renovation to track the progress.

Baldwin Public Library is located at 300 West Merrill Street in downtown Birmingham, Michigan. Visit us online at baldwinlib.org or call (248) 647-1700. The Library will be closed on April 9, May 27-29, and June 19, 2023.

City joins nonprofit to address utility issues

Published on April 7, 2023 | By Grace Lovins

<https://www.downtownpublications.com/single-post/city-joins-nonprofit-to-address-utility-issues>

The city of Birmingham has joined the Michigan Municipal Association for Utility Issues (MI-MAUI) to help it address ongoing reliability and rate issues with utility companies DTE and Consumers Energy, with commissioners voting unanimously to approve a year-long membership with the organization for roughly \$3,000 at their meeting on Monday, April 3.

In late February, large portions of the metro Detroit area, including Birmingham, were left without power for an extended period of time. Assistant city manager Jana Ecker said that during that time, the city received several calls from frustrated residents about the issues with power, but the city holds no authority over utility companies.

Residents were left with spoiled food, spoiled medication, potential hotel stay costs or possibly nowhere to go with power. City staff and first responders were also charged with extra responsibilities to put out any fires, guide live power lines, and perform health and welfare checks. The city also set up an overnight warming center during the outages which created added city expenses due to the utility companies' poor reliability.

Ecker explained that the city has different options when it comes to potentially resolving some of these issues: work with the state, other officials, or elected officials to work on managing the utility companies and putting regulations in place and working with the state's Public Services Commission. The city also can work with other municipalities to address some of the problems.

MI-MAUI's counsel, Valerie Brader of Rivenoak Law, said the organization allows local governments to group together in order to go before the state's Public Services Commission, which does its work through "little litigation," called a rate case where testimony is offered. So far, the nonprofit has advocated for residential users in terms of cost and reliability and lower return on equity because of poor reliability.

One of their recent stances has also focused on advocating for outage credits when streetlights are out, says Brader. Their work has caused Consumers Energy to offer credit to payers for every day the streetlight is out as opposed to their past policy of only allowing payment reduction when the light has been out for a month.

The organization, started in 2018, is made up of about 15 municipalities and deals with both gas and electric utilities. Executive director Rick Bunch said that the organization has steadily intervened in rate cases and other different types of proceedings at the Public Services Commission.

Bunch holds monthly member calls to keep in touch with what issues are emerging in participating municipalities and they provide an annual update at the end of the year. Ecker said she will be serving as the liaison and will come back to the commission in a year with feedback about the group's work and any intention to renew the yearly membership.

"This is a very good way of getting people involved and excited, and appreciate that when they say, 'public comment,' it's not just 'Hey, I'm disgusted.' It's a formal process which is elevated and you are our voice which we desperately need," said mayor pro tem Elaine McLain.

The commission voted 7-0 to join MI-MAUI for one-year membership at a \$3,133 rate based on the city's total consumption of electric utilities over one year.

Oakland County extends Oakland Talking Book Service contract with Rochester Hills

Published on March 22, 2023 | By Mary Beth Almond

<https://www.candgnews.com/news/oakland-county-extends-oakland-talking-book-service-contract-with-rochester-hills-1978>



ROCHESTER HILLS — The contract for the Oakland Talking Book Service at the Rochester Hills Public Library has been renewed, giving Oakland County residents who are unable to read or use standard printed materials as a result of temporary or permanent visual or physical limitations at least five more years of service.

At a Feb. 16 meeting, the Oakland County Board of Commissioners pledged to continue supporting the library's Oakland Talking Book Service for the next five years — in an amount not to exceed \$150,840 annually with a 3% annual increase — through Dec. 31, 2027.

"I am pleased we could extend this contract," Oakland County Commissioner Marsha Gershenson said in a statement. "This program offers residents free access to talking books, magazines, Braille options, and thousands of interesting reading materials."

The free service — administered by the Rochester Hills Public Library since 2012 through the Library of Congress' National Library Service for the Blind and Print Disabled — loans talking books and magazines, large print books, Braille and talking book players to Oakland County residents of all ages with temporary or permanent low vision or blindness, or a physical, perceptual or reading disability that prevents them from using regular print materials.

Alice Cruz, the Oakland Talking Book Service librarian, said the service is a lifeline for those seeking access to assistive technology training, digital audiobooks and e-books, talking books on cassette, large print materials, and Braille materials.

"I hear, on a daily basis, what an impact this program has on our patrons' lives," Cruz said. "I talk to people who, literally the moment they wake up, they start their books, and they are listening to it until they go to sleep. For a lot of people, they are no longer able to watch television, so it is their main form of entertainment — especially for the last few years, over COVID, when a lot of people were very isolated, this really was a lifeline for them. We heard on a daily basis how grateful people were to have this service available."

Library Director Julianne Morian said Oakland Talking Book Service has been crucial for county residents who need vision and audio support.

In 2022, the service circulated over 100,000 items to nearly 1,000 patrons countywide, and library staff provided 321 adaptive technology instruction sessions for visually impaired patrons, hosted 26 programs, and served 227 patrons who attended those programs in person or remotely.

"Providing these services in one local library rather than spreading them out to numerous libraries across the state or relying on services in Lansing, MI stretches tax dollars and creates a greater impact for each county community," Morian said in a statement.

Under the program, a talking book player and materials are mailed to patrons at no cost. There are also no costs to register for the program and no overdue fees involved.

"A lot of people can go to their local library and listen to books on CD, but what's nice about our program is with the book cartridges, patrons aren't having to keep track of 10 CDs, because we can fit up to 20 books on one cartridge, and they don't have to drive to the library to return it or anything," Cruz said. "Because we work with the Library of Congress, we have a large selection of books, so they are not limited to what their local library has."

In addition to materials sent via mail, all eligible individuals also have access to tens of thousands of books and dozens of magazines available for download through the National Library Service's Braille and audio reading download site.

Oakland Talking Book Service at the Rochester Hills Public Library also provides a number of programs, resources and personal assistance to county residents with disabilities, including assistive technology training, book clubs, low vision expos, on-site workshops, large print mail order service, books on digital cartridge, digital talking book machines, books in Braille, described videos and DVDs, and more.

Justin Wilcox, an OTBS patron, said reading is a gift often taken for granted.

"Learning to read braille with my fingertips allows me to see the words again. Thank you to OTBS for giving me a valuable skill," Wilcox said in a statement.

The Oakland Talking Book Service at Rochester Hills Public Library is located at 500 Olde Towne Road in Rochester or online at www.rhpl.org. Under the departments tab, click on "Oakland Talking Book Service."

For more information about the Oakland Talking Book Service, call (800) 744-4542 or (248) 650-7150 or email OTBS@rhpl.org.

Opinion | Book bans are hurting Michigan and must be stopped

Published on 2022 October 14 | by Scott Duimstra, Dillon Geshel, & Deborah Mikula
<https://www.bridgemi.com/guest-commentary/opinion-book-bans-are-hurting-michigan-and-must-be-stopped>

In rural, suburban and urban communities across Michigan – Mt. Clemens, Dearborn, Hillsdale, Iron Mountain, Canton, Hudsonville, Davidson, Lowell, Petoskey, Rochester, Greenville, Royal Oak, Hancock, and Jamestown, among others – there has been an unprecedented uptick at schools and public libraries to ban books, eliminate programs, or remove displays that bring focus to race, gender and/or LGBTQIA+ topics and authors.



Scott Duimstra is president-elect of the Michigan Library Association; Dillon Geshel is chair of the Intellectual Freedom Task Force of the Michigan Library Association; Deborah Mikula is executive director of the Michigan Library Association (Courtesy photos)

But a majority of people do not support censoring materials or banning books.

A recent national public opinion poll conducted by the nonpartisan research firm Embold Research on behalf of EveryLibrary shows that 75 percent of American voters — Republicans, Democrats and Independents — oppose book banning. Just 8 percent of voters believe “there are many books that are inappropriate and should be banned.”

Libraries fill a central role in upholding and supporting the rights of citizens to read, seek information and speak freely. These rights are guaranteed by the First Amendment and libraries take this role and responsibility very seriously.

Librarians are highly educated public servants who work to support access, literacy and democracy. These qualified and certified librarians are trained to develop, curate and weed collections that meet the broad and varied interests and needs of their community. This is a core tenant of librarianship: to provide for the interests of all and to do so without bias. Libraries uphold the Constitutional promise of access to information for everyone — all ages, all abilities, all races, all nationalities, all religions, the rich, the poor, the traditional and nontraditional families, those who identify as LGBTQ, and those that don't.

Yet, librarians in Michigan have been threatened with violence and intimidated in their communities. Some cities, like Hillsdale, have lost librarians over harassment because of extremist rhetoric about library collections. The suggestion that a librarian be fired or held personally accountable when someone is offended by the contents of a book, program or display is not only harmful to the librarian but potentially destabilizes the institution and negatively impacts the whole community like in Mt. Clemens. Likewise, the threat of defunding a library that will not censor materials, [like in Jamestown](#), wholly ignores how much a library contributes to a thriving, dynamic and diverse community.

Would your community be better without your library? Because this is what is at stake.

Libraries are centers for learning and self-discovery, providing free and open access to information to all residents. Libraries provide not only books, ebooks and audiobooks, but also afterschool programs for children and teens, book clubs, internet access, computer lessons, personalized assistance for job seekers and English language learners, meeting rooms and study spaces.

Libraries offer so much to everyone who walks through their doors, with no cost at the point of service, contributing to the health and vitality of communities throughout Michigan. Defunding the library, driving away its staff and decimating its collection is short-sighted and punishes, irreparably, the entire community who count on the free access to programs and services a library provides.

And, while every individual has the right and responsibility to make decisions about what materials are suitable for themselves, no one and no group has the right to make rules restricting what other people read — this vital American freedom must be protected.

When we support representation on the shelves of the library, we aren't undermining anyone, but supporting all. Banning books denies readers access to stories in which they can see themselves and silences the voices of marginalized populations.

We hope we can count on all Michiganders to stand strong in defending these valuable and irreplaceable institutions by upholding First Amendment rights, enshrined in the Constitution. We must guarantee access to all expressions of knowledge and intellectual activity including those that some individuals in our society may consider to be unconventional, unpopular, or unacceptable.

This can only happen if we protect the rights of every individual to freely exercise their right to read.

In the lead-up to the November election, we expect to continue to see misinformation about libraries and library collections on social media and in political advertising. What can you do to help? Report and call out misinformation and propaganda about library collections when you see it. Use your voice to clarify the issues and support intellectual freedom and the right to read at school and library board meetings or through letters to the editor in your local newspapers. Know who you are voting for by researching the views and values of candidates for your school and library boards. And most importantly, in the fight against censorship, VOTE. Voting offers the ability for people to leverage their voices to elect leaders that have their community's best interest at heart.

We can't let narrow views damage our treasured Michigan libraries. Efforts to both censor materials and undermine public faith in libraries and library professionals not only present a dangerous threat to library funding, but candidates using extremist rhetoric about library services and collections also pose a real threat to the freedom to read when elected to our school and library boards.

Humble Library Card Can Save You Cash

By SHARA TIBKEN

Taylor Swift's new album. Coleen Hoover's latest novel. Prince Harry's audiobook. Your Ancestry family history. Rosetta Stone language classes. Classic films from the Criterion Collection. All free...with a library card.

Inflation has made everything from butter to medical care more expensive. At the same time, streaming video and music services have been raising prices after getting us hooked on their content. One way to lower your costs: Lean into your local library's free digital perks, which go well beyond ebooks. (Libraries also offer plenty of nondigital perks, such as museum passes and ukulele loans as well as bike repairs.)

"Our digital presence is every bit as important as any of our physical locations," said John Szabo, city librarian of the Los Angeles Public Library. "It is just so, so, so popular."

Freebies vary from library to library, but several things are broadly available—such as ebooks, audiobooks, videos and educational apps. Check your branch's website or app to figure out exactly what you can get. And don't forget that other library systems can also give you a card.

Open a library card wherever you're eligible. Most libraries re-

quire you to live in a city to get a card there. Some are more flexible. Many California libraries grant cards to all state residents, and New York City public libraries give cards to anyone who lives, works, owns a home or studies in the state.

Some libraries let outsiders pay a fee for access. The Queens Public Library charges \$50 a year for non-New Yorkers, while the Houston Public Library charges \$40 a year for out-of-staters.

Download library ebooks—even for Kindle. For ebooks, download the Libby app. It is used by about 90% of public libraries in North America, said Steve Potash, chief executive of Libby parent company OverDrive. As so with physical library books, there are a limited number of licensed digital copies available from each library.

You can read inside the Libby app or with Amazon's Kindle app and e-readers.

Compare other ebook services. Libraries often use several ebook lending services, which can help you get a book quicker. The San Francisco Public Library, for instance, also offers Axis 360 and Hoopla Digital.

Axis 360, which is owned by library content and software provider Baker & Taylor, works similarly to the way Libby does—a library licenses a certain number of copies. On April 4, the Libby app showed



winners, PBS programming and documentaries—just no fresh blockbusters or series made by platforms such as Netflix or Hulu.

Both Kanopy and Hoopla have child-friendly modes with age-appropriate content.

Listen to audiobooks and music. Libby, Hoopla and Axis 360 offer audiobooks through their apps, and can play when offline. You can adjust the playback speed and set a sleep timer in each.

Hoopla also lets you check out and download full albums from most major record labels, except Sony Music. Hoopla founder Jeff Jankowski said, "It has Ms. Swift's 'Midnights' album as well as her back catalog. Other libraries offer Freerag Music."

Learn a new language or get live tutoring. Language classes, both virtual and in person, are another common library offering. One program provided by SFPL is Rosetta Stone.

Tutoring for science, math and other subjects from kindergarten through college are available if your library offers the Brainfuse HelpNow service.

Get career advice. Brainfuse JobNow offers adults live, chat-based career coaching. You can download templates and submit your résumé for expert feedback. Many libraries also provide free LinkedIn Learning video courses to help you develop skills.

Find legal forms, investor tips, genealogy and more. Libraries provide other free services, such as legal forms, tax advice and individual financial coaching. Some let you research your heritage using Ancestry, or provide access to investment research.

tual "Coming Soon" Libby wait list weeks ahead of release.

Read free comic books, magazines and newspapers. Hoopla, which is owned by library media distributor Midwest Tape, offers more than 25,000 comic books, including the Marvel and DC franchises.

Another common library offering, digital periodicals, can often be accessed through the PressReader and Flipster apps.

Watch free videos. You can check out videos through Hoopla and OverDrive-owned Kanopy. They include a mix of new and old TV shows and films, including Oscar

that all SFPL's 175 digital copies of Ms. Hoover's novel "It Starts With Us" were checked out, resulting in a four-week wait for would-be borrowers. On Axis 360, where the SFPL has only 16 digital copies, seven were available right away.

Hoopla's catalog is available to all patrons immediately, but there is a catch: It has few new bestsellers such as Ms. Hoover's book.

Get on ebook wait-lists for coming releases. Dying to read David Baldacci's "Simply Lies" as soon as it hits shelves later this month?

Some libraries, such as the Brooklyn Public Library, let you get on a vir-

WST 4-11-2023

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 March 20, 2023 minutes p. 57

B. Acceptance of the March 2023 receipts of \$99.10 p. 64

C. Approval of the March 2023 disbursements of \$11,308.74 p. 65

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, May 15, 2023

Motion: To adjourn the April 17, 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
March 20, 2023**

1. Call to Order

The meeting was called to order by President Jennifer Wheeler at 8:45 p.m.

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

Library Staff present: Rebekah Craft, Director, Jaclyn Miller, Associate Director, and Robert Stratton, Office Administrator.

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 Rumble

2nd Mark

A roll call vote was taken.

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

Nays: None.

The motion was approved unanimously.

3. New and Miscellaneous Business:

Suhay noted that in the last paragraph on page 74 of the March Board packet, this should say "Phase 3 Renovation" instead of "Youth Room expansion.."

4. Adjournment:

Motion: To adjourn the meeting.

1st Suhay

2nd Rock

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

Nays: None.

The motion was approved unanimously. The meeting was adjourned at 8:49 p.m. The next Trust Meeting will be on Monday, April 17, 2023, following the regular meeting in the Rotary Tribute and Donor Room.

Danielle Rumble, Secretary

Date

Baldwin Public Library Trust: March 2023

March receipts totaled \$99.10. March disbursements totaled \$11,308.74.

The current value of the Trust is \$2,061,268.55, divided up in the following way:

	<i>June 2022 - EOY</i>	March 2023
Total endowment investments*	\$ 1,027,375.78	\$ 1,088,275.03
Endowment funds distributed for use	\$ 175,567.25	\$ 151,010.87
Total endowment funds	\$ 1,202,943.03	\$ 1,239,285.90
General spendable funds	\$ 343,568.43	\$ 362,164.32
Van Dragt fund	\$ 117,388.20	\$ 74,909.06
Building fund	\$ 309,523.78	\$ 325,473.05
Restricted funds**	\$ 32,226.33	\$ 34,712.68
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	\$ 821,982.65
Total endowment funds	\$ 1,202,943.03	\$ 1,239,285.90
Total non-endowment funds	\$ 827,430.28	\$ 821,982.65
Total of all Trust funds	\$ 2,030,373.31	\$ 2,061,268.55

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

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

As of March 31, 2023, the amount of money in the Trust that is undesignated stands at \$754,344.11

Baldwin Public Library Trust
Endowment Funds Portfolio Performance Benchmarks
As of March 31, 2023

<u>Index</u>	<u>2023: YTD</u>	<u>2022: Entire Year</u>
S&P 500-Equity Benchmark	7.03%	-19.44%
U.S. Aggregate-Bond Benchmark	3.44%	-12.44%
Blended Return of Both Benchmarks* <i>(S&P 500: 75% and U.S. Aggregate: 25%)</i>	6.13%	-17.69%
Baldwin Endowment Funds' Portfolio	2.96%	-20.66%
Endowment Funds' Performance Compared to Blended Return of Benchmarks	-3.17%	-2.97%

*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 March 31, 2023, the breakdown was as follows:

Raymond James Endowment Funds Account	\$1,102,107.03
Raymond James Building Mutual Funds Account	\$636,082.31
Huntington Bank Checking Account	\$3,722.04
Huntington Bank Money Market Account	<u>\$319,357.17</u>
Total	\$ 2,061,268.55

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
MARCH 31, 2023**

Investment and Cash Report									
	Prior Month Balance 02/28/23	Current Month Revenue	Year to Date Revenue	Current Month Expenses	Year to Date Expenses	Transfer In	Transfer Out	Change in Investment Value	Ending Balance 03/31/23
Huntington Bank Checking:									
Endowment Money	\$0.00	\$0.00	\$0.00	\$2,509.71	\$24,596.38	\$2,509.71			\$0.00
Van Dragt Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$42,479.14	\$0.00			\$0.00
Restricted Funds	\$3,721.96	\$0.08	\$1.10	\$3,567.08	\$17,034.75	\$3,567.08			\$3,722.04
Restricted Funds - Covid	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			\$0.00
Subtotal - Restricted Funds	\$3,721.96								\$3,722.04
General Spendable Funds	\$0.00	\$0.00	\$0.00	\$5,221.95	\$6,652.48	\$5,221.95			\$0.00
TOTAL	\$3,721.96	\$0.08	\$1.10	\$11,298.74	\$90,762.75	\$11,298.74	\$0.00		\$3,722.04
Huntington Bank Money Market:									
Endowment Budgeted Funds	\$155,026.47	\$0.00	\$40.00	\$0.00		\$0.00	(\$2,509.71)		\$152,516.76
Endowment Investment Funds	\$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
Van Dragt Fund	\$74,909.06	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00		\$74,909.06
Restricted Funds	\$43,426.94	\$0.00	\$19,520.00	\$0.00		\$0.00	(\$3,567.08)		\$39,859.86
Restricted Fund - Covid	\$516.43	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00		\$516.43
General Spendable Funds	\$56,687.99	\$99.02	\$10,272.24	\$10.00	\$90.00	\$0.00	(\$5,221.95)		\$51,555.06
TOTAL	\$330,566.89	\$99.02	\$29,832.24	\$10.00	\$90.00	\$0.00	(\$11,298.74)		\$319,357.17
Raymond James & Associates:									
Endowment Fund Investments	\$1,084,371.32	\$0.00	\$0.00			\$0.00	\$0.00	(\$247.10)	\$1,084,124.22
Endowment Cash	\$17,272.71	\$0.00	\$11,183.06			\$0.00	\$0.00	\$710.10	\$17,982.81
Sub-total Endowment Funds	\$1,101,644.03	\$0.00	\$11,183.06			\$0.00	\$0.00	\$463.00	\$1,102,107.03
General Spendable Funds Cash	\$1,376.67	\$0.00	\$0.00			\$0.00	\$0.00	\$0.29	\$1,376.96
General Spendable Mutual Funds	\$306,040.54	\$0.00	\$0.00			\$0.00	\$0.00	\$3,191.90	\$309,232.44
General Spendable Building Mutual Funds	\$322,150.72	\$0.00	\$0.00			\$0.00	\$0.00	\$3,322.19	\$325,472.91
Sub-total General Spendable Funds	\$629,567.93	\$0.00	\$0.00			\$0.00	\$0.00	\$6,514.38	\$636,082.31
TOTAL	\$1,731,211.96	\$0.00	\$11,183.06			\$0.00	\$0.00	\$6,977.38	\$1,738,189.34
Total All Funds	\$2,065,500.81	\$99.10	\$41,016.40	\$11,308.74	\$90,852.75	\$11,298.74	(\$11,298.74)	\$6,977.38	\$2,061,268.55

[illegible]

**BALDWIN PUBLIC LIBRARY TRUST
ENDOWMENT FUNDS BY DESIGNATION
MARCH 31, 2023**

		Prior Month Balance 02/28/23	Current Month Revenue	Year to Date Revenue	Current Month Expense	Year to Date Expense	Transfer In	Transfer Out	Change in Investment Value	Ending Balance 03/31/23
Gift & Tribute Funds	Purpose									
General Spendable Funds		\$364,105.20	\$99.02	\$10,272.24	\$5,231.95	\$6,742.48			\$3,192.05	\$362,164.32
Restricted Funds:										
Building Fund		\$322,150.72	\$0.00	\$1,000.00	\$0.00	\$0.00			\$3,322.33	\$325,473.05
Van Dragt Fund		\$74,909.06	\$0.00	\$0.00	\$0.00	\$42,479.14				\$74,909.06
Memorials/Tributes		\$9,075.48	\$0.08	\$201.10	\$0.00	\$62.81				\$9,075.56
Covid Project		\$516.43	\$0.00	\$0.00	\$0.00	\$0.00				\$516.43
Friends	Adult Services Programs	\$8,115.99	\$0.00	\$6,250.00	\$872.69	\$5,034.69				\$7,243.30
	Young Adult Programs	\$3,088.61	\$0.00	\$3,375.00	\$1,219.91	\$6,311.38				\$1,868.70
	Youth Services Programs	\$8,420.38	\$0.00	\$6,195.00	\$1,474.48	\$5,252.84				\$6,945.90
	Outreach & Equipment	\$9,062.79	\$0.00	\$3,500.00	\$0.00	\$373.03				\$9,062.79
	Sub-total Restricted	\$435,339.46	\$0.08	\$20,521.10	\$3,567.08	\$59,513.89	\$0.00	\$0.00	\$3,322.33	\$435,094.79
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		\$824,168.20	\$99.10	\$30,793.34	\$8,799.03	\$66,256.37	\$0.00	\$0.00	\$6,514.38	\$821,982.65
Endowment Funds										
Endowment Budgeted Funds	General Funds	\$66,890.58	\$0.00	\$40.00	\$183.84	\$7,333.13				\$66,706.74
	Adult Large Print	\$933.94	\$0.00	\$0.00	\$1,063.71	\$4,941.03				(\$129.77)
	Adult Services Department	\$25,658.28	\$0.00	\$0.00	\$92.92	\$242.92				\$25,565.36
	Adult Audio Visual	\$4.53	\$0.00	\$0.00	\$0.00	\$718.75				\$4.53
	Adult Reference	\$18,232.73	\$0.00	\$0.00	\$254.50	\$2,334.50				\$17,978.23
	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	\$6,278.34	\$0.00	\$0.00	\$66.94	\$3,106.66				\$6,211.40
	Youth Programs (Nix)	\$722.02	\$0.00	\$0.00	\$0.00	\$0.00				\$722.02
	Professional Development	\$12,391.51	\$0.00	\$0.00	\$837.80	\$5,528.47				\$11,553.71
	Staff Appreciation	\$1,955.16	\$0.00	\$0.00	\$10.00	\$40.00				\$1,945.16
	Koschik Building Fund	\$913.49	\$0.00	\$0.00	\$0.00	\$313.28				\$913.49
	Sub-total	\$153,520.58	\$0.00	\$40.00	\$2,509.71	\$24,596.38	\$0.00	\$0.00	\$0.00	\$151,010.87
Total Endowment Investments										
	All Funds	\$1,087,812.03	\$0.00	\$10,183.06	\$0.00	\$0.00	\$0.00		\$463.00	\$1,088,275.03
Total Endowment Funds		\$1,241,332.61	\$0.00	\$10,223.06	\$2,509.71	\$24,596.38	\$0.00	\$0.00	\$463.00	\$1,239,285.90
Total All Trust Funds		\$2,065,500.81	\$99.10	\$41,016.40	\$11,308.74	\$90,852.75	\$0.00	\$0.00	\$6,977.38	\$2,061,268.55

TRUST RECEIPTS
March-23

Trust Money Mkt General Funds:

Claudia Scroggins and Allen Cohen in Memory of Carol Johnston	\$	50.00		
P E O Sisterhood Chapter CG	\$	35.00		
Money Market Interest Income	\$	14.02	\$	99.02

Friends of BPL:

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

Memorial/Book Fund:

Checking Account Interest	\$	0.08	\$	0.08

Trust Money Mkt Endowment Fund:

	\$	-
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Total Receipts at Huntington Bank

\$	99.10	\$	99.10
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Raymond James

\$0.00

Total Trust Receipts (Before Bank Fees)

\$99.10 \$99.10

Monthly Banking Fee on Money Market Account

\$ (10.00) \$ (10.00)

Total Trust Receipts (Net)

\$89.10 \$89.10

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

Page: 1/1

Check Number	Vendor #	Vendor	Amount
5902	009126	AMAZON CAPITAL SERVICES INC	650.84
5903	000408	BALDWIN PUBLIC LIBRARY	42.39
5904	000902	CENGAGE LEARNING INC	288.70
5905	MISC	ELLEN GREEN	200.00
5906	004604	GORDON FOOD	244.41
5907	001090	INGRAM LIBRARY SERVICES	304.93
5908	MISC	MP FASHION	300.00
5909	009478	ODP BUSINESS SOLUTIONS, LLC	176.23
5910	MISC	RICHARD JAMES BELL	250.00
5911	009450	VAULT OF MIDNIGHT, INC	241.50
5912	009126	AMAZON CAPITAL SERVICES INC	370.33
5913	005005	BOOK BEAT	315.00
5914	000902	CENGAGE LEARNING INC	329.48
5915	MISC	CHUBB	981.00
5916	007403	SUSAN DION	42.25
5917	009315	FIRST NATIONAL BANK OF OMAHA	1,601.19
5918	001090	INGRAM LIBRARY SERVICES	198.05
5919	000673	NEW YORK TIMES, THE	254.50
5920	009478	ODP BUSINESS SOLUTIONS, LLC	317.94
5921	000486	PLANTE & MORAN PLLC	4,190.00
Total:			11,298.74

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