



**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.

Rumple 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 Ruple

2nd Mark

Yeas: Mark, Pisano, Rock, Ruple, 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 Ruple, Secretary

Date