



**BALDWIN PUBLIC LIBRARY MINUTES,
REGULAR MEETING
April 17, 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, Danielle Rumble, Jim Suhay, Jennifer Wheeler, and Student Representative Titus Smith III.

Absent and excused: Karen Rock

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: One; and Steve Schneeman from Merritt Cieslak Design.

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, Rumble, Suhay, Wheeler.

Nays: None.

Absent and excused: Rock

The motion was approved unanimously.

3. Board Reports and Special Announcements:

President's report: Wheeler thanked the Building Committee, Merritt Cieslak Design, and PCI Dailey for their hard work on planning Phase 3 renovations.

Board comments: None.

Staff Anniversaries: Pisano recognized the following staff anniversaries: Elaine Asher (4 years of service), Cameron Crawford (8 years), Carri Gvozdich (14 years), Bob Glenn (11 years), Rosemary Isbell (5 years), George Kasparian (27 years), and Hannah Stoloff (1 year).

Upcoming events of interest: Miller reported upcoming events at the Library, full details of which are on pages 44-45 of the April Board packet.

4. Board Committee Reports

Finance Committee:

Rumple reported that the Finance Committee met on April 10. Present were Pisano, Rumple, Craft, and Miller. Full minutes from this meeting are on page 14 of the April Board packet. The next meeting of the Finance Committee will take place on Monday, May 8, 2023, at 4:00 p.m. in the Delos Board Room.

Building Committee:

Suhay reported that the Building Committee met on April 17 at 1:00 p.m. Present were Mark, Suhay, Craft, Miller, Steve Dailey (PCI Dailey) and Paul Danko (PCI Dailey). The initial estimate PCI Dailey received from subcontractor bids is higher (\$3.947m) than the anticipated Phase 3 construction budget (\$2.832m). The Building Committee discussed deduct alternates and decided to remove the skylight and light cove, and downsize the snow melt system, to save an estimated \$258,600. PCI Dailey advised that the planter and vending enclosure designs can be simplified to further save on cost. PCI Dailey recommended that the Board establish a guaranteed maximum price (GMP) for construction costs so that they can begin placing orders for essential materials with longer lead times. The Building Committee agreed, and recommended the Board approve a GMP for construction costs of an amount not to exceed \$3,688,896.

Craft reported that, prior to the Board meeting, Steve Schneeman (Merritt Cieslak Design) recommended that the Board should delay this decision until he can review the accuracy of the subcontractor bids. Craft indicated that Schneeman intended to join the Board meeting to field questions and discuss.

The Board discussed this and agreed that the project could not be delayed further; that the removal of the deduct alternates did not reduce the functionality of the renovation environment; that the project was already over budget and deductions are necessary; and that the \$3,688,896 cap on construction costs was feasible based on available funding. The Board agreed to wait to make the GMP budget motion until after Schneeman joined the April Board meeting.

Outreach Committee:

Mark shared an update from the April 14 Outreach Committee meeting. The agenda from this meeting is on page 17 of the April Board packet. The next meeting of the Outreach Committee will take place on a later date.

Policy Committee:

The next meeting of the Policy Committee will take place on Wednesday, May 3, 2023, at 11:00 a.m. in the Delos Board Room.

5. Library Report:

Craft and Miller presented highlights from the Library Report. Full details are on pages 19-40 of the April Board packet.

Craft and Miller provided a 2023 Q1 Strategic Plan status report the Board. This information can be found on pages 22-30 of the April Board packet.

BPL continues to follow City of Birmingham's COVID guidelines. A traffic counter has been installed at the youth room terrace entrance. Beverly Park's Storybook Trail posts were damaged over the winter and will be repaired soon. A new artwork display made by Quarton Elementary students has been added to the bulletin boards on the south wall of the youth room. Battle of the Books 2023 winners were: Dragon Readers in 1st, Dog-Eared Destroyers in 2nd, and Team Suess in 3rd. Miller thanked Book Beat for providing the winners with gift cards.

Youth Services Librarian Alyssa Gudenburr attended, and Idea Lab Supervisor Jeff Jimison presented at, the MLA Spring Institute. Craft attended a media training with Hennes Communications as a part of a University of Michigan course called Public Library Impact, Communication, and Responsiveness in Times of Uncertainty.

Craft will present the FY2023-2024 budget to City Commission on Saturday, April 29.

6. Liaisons

Friends: Ryndee Carney reported that May 5-8 book sale postcards were mailed out to members. The annual FOL meeting will be held in person on May 16. The March 25 pop-up book sale brought in \$1150, with all items sold for \$1. Phase 3 renovation will likely interfere with the regular November sale, and the Friends will improvise alternatives.

Beverly Hills: There was no report.

Bloomfield Hills: There was no report.

Bingham Farms: There was no report.

7. New & Miscellaneous Business: None.

8. Unfinished Business:

Phase 3 Expansion:

Steve Schneeman (MCD) joined the meeting via Zoom. Craft indicated the Board had a discussion during the Building Committee report, and wants to set the maximum construction budget at \$3,688,896. Schneeman said he received the bid document that afternoon, and was not in a position to make a comment about the numbers until he discusses the accuracy of it with PCI Dailey.

Mark expressed that voting on a guaranteed maximum price would allow PCI Dailey to place orders on essential items with extended lead times, and would provide flexibility with the other items where there are questions. Schneeman agreed with that rationale.

Mark asked Schneeman if the financial impact from a skylight could be reduced in any way. Schneeman replied that reducing the size of the skylight would still carry a significant cost. Suhay noted that even with the removals of aforementioned deduct alternates, the project still exceeds the anticipated cost, and will use 75% of available Trust funds. The light cove, planter, and vending counter were also brought up. Schneeman lost connection to Zoom but indicated he would pursue more information from Dailey about these items.

Mark made the following motion. A member of the public asked if the skylight could be added at a later time. Craft explained that would miss the financial benefit of being combined with the larger project, but is a possibility.

Motion to authorize PCI Dailey to set the Guaranteed Maximum Price for the Phase 3 Construction Project at an amount not to exceed \$3,688,896.

1st Mark
2nd Wheeler

A roll call vote was taken.

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

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

9. Items Removed from Consent Agenda: None.
10. Information Only: See pages 43-53 of the April 2023 Board packet.
11. Adjournment:

Motion to adjourn the meeting.

1st Rumble

2nd Suhay

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

Nays: None.

Absent and excused: Rock

The motion was approved unanimously.

The motion was approved unanimously. The meeting was adjourned at 9:04 p.m. The next regular meeting is scheduled for Monday, May 15, 2023, at 7:30 p.m. in the Rotary Tribute and Donor Room.

Danielle Rumble, Secretary

Date