



**BALDWIN PUBLIC LIBRARY MINUTES,
REGULAR MEETING
June 21, 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: None.

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 Pisano
2nd Rumble

A roll call vote was taken.

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

Nays: None.

Absent and excused: None.

The motion was approved unanimously.

3. Board Reports and Special Announcements:

President's report: Wheeler thanked Miller for managing BPL parade participation, Stratton for handling the *Siberian Ram* sculpture removal and storage, and everyone who participated in the Summer Reading Kick-off event.

Board comments: Rock thanked Ryndee and the Friends for their success of sales and for providing Library wish list items.

Staff Anniversaries: Rock recognized the following staff anniversaries: Debra Gantz (21 years of service), Jennifer Hassell (2 years), Daniel O'Brien (22 years), Sheila Sweeting (2 years), and Joan Tyrrell (2 years).

Upcoming events of interest: Miller reported upcoming events at the Library, full details of which are on pages 86-87 of the June Board packet.

4. Board Committee Reports

Finance Committee:

Rumple reported that the Finance Committee met on June 12. Present were Pisano, Rumple, Craft, and Miller. Full minutes from this meeting are on page 16 of the June Board packet. Pisano shared updates from the City's Investment Committee and Retirement Board meetings he attended. The next meeting of the Finance Committee will take place on Monday, July 10, 2023, at 4:00 p.m. in the Delos Board Room.

Building Committee:

Suhay reported that the Building Committee met on June 12. Present were Suhay, Mark, Craft, and Miller. Full minutes from this meeting are on page 23 of the June Board packet. The next meeting of the Building Committee will take place in July.

5. Library Report:

Craft and Miller presented highlights from the Library Report. Full details are on pages 25-37 of the June Board packet.

Statistics are on track for the end-of-year. Intern Haylie May organized this month's rotating Adult Services book display, highlighting summer beach romance reads, including titles with LGBTQ+ characters to celebrate Pride Month. Summer Reading Kick-off on June 9 reached pre-COVID level attendance. Youth Services Librarian Alyssa Gudenburr has set up the TALK (Text and Learn for Kindergarten) Service for parents to use with young children to promote early literacy.

Library Design Associates completed structural reinforcement of armchairs, which were out of warranty. Staff have begun shifting nonfiction and teen materials to prepare for the upcoming renovation. A PA system for staff phone handsets has been installed.

Library staff participated in the DPS open house, the Celebrate Birmingham parade, Beverly Hills Memorial Day Parade, Birmingham Youth Assistance's Touch a Truck event, and hosted 700 2nd grade participants for Library historical tours.

Craft, Miller, and Pisano met with Bill Seklar and Tim Hunt of The Community House (TCH) to discuss Baldwin's Phase 3 renovations and how the library can lessen the impact of the renovation for TCH. Bill Seklar shared TCH's proposed concept for their future renovation. Craft spoke with architect Victor Saroki prior to the June Board meeting and shared the library's concern with new entrances directly across the street from each other. Saroki noted that the entrance location should not be an issue because the two organizations serve different populations who use the buildings at different times, and because the entrance across from the library is TCH's secondary entrance. Seklar and Saroki will give a presentation to Baldwin board members and other neighbors at an upcoming date. Suhay shared his concerns about the proposed project, including the mass of the building, the reduction in green space, the vehicular congestion, and the increased demand for parking. He urged library board members to draft a joint letter to share with the City Planning Board and The Community House. The Board discussed TCH's proposed renovation but wish to wait to see the new set of proposed plans before issuing a jointly signed letter to voice any shared concerns.

Motion to, as one Library Board, write a collective letter to The Community House to voice any concerns we may have at the time of seeing the updated project renderings after attending the project presentation.

1st Wheeler
2nd Suhay

A voice vote was taken.

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

Staffing updates can be found on page 36-37 of the June Board packet.

6. Liaisons

Friends: Ryndee Carney reported "a strong month of May" with a four-day book sale and ~\$1000 from table sales. Carney, Deb Mohatarem, and Miller will meet to discuss book sales throughout the renovation.

Beverly Hills: There was no report.

Bloomfield Hills: There was no report.

Bingham Farms: There was no report.

7. Phase 3: Renovation Update:

Craft provided a Phase 3 renovation update. Full details of this report can be found on pages 40-71 of the June Board packet. An updated budget was handed out at the start of the meeting.

The Board discussed the possibility of removing the planter and relocating the *Siberian Ram* sculpture elsewhere. This could enable flexible use of tables and seating, and save on cost. The Board decided to wait to receive the cost of a planter made of architectural blocks before making a decision. Craft will discuss relocating the sculpture with the relevant City boards and with ArtPack, who is storing the sculpture.

The Board discussed reinstating the cove lighting feature. MCD had asked Craft if the Library would consider adding the cove lighting back if there was leftover contingency funds. Steve Schneemann (MCD) suggested previously that it was an important feature to transition between the modern wing of the Birkerts addition and the Grand Hall. While it is a risk to deduct from the contingency, the Board discussed the possibility of having future regrets about not adding this feature. Craft indicated potential savings in furniture needed for Phase 3 could be an offset to cove lighting costs.

Motion to reinstate the lighted cove ceiling feature back into the project at the cost of approximately \$11,450.

1st Suhay
2nd Rock

A voice vote was taken.

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

Nays: None.

Absent and excused: None.

The motion was approved unanimously.

MCD originally designed for window panes to be 57" wide, but discovered they were out of warranty at that size. MCD studied how reduced-width windows would work using the current plan, and determined 51" wide panes would work best.

8. New & Miscellaneous Business:

Employee Pay increases and updated Salary & Benefits Schedule

Craft requested the Board approve an increase in pay rate for Pages to \$12/hour and a 4% increase for all other staff. The Director's pay rate will remain unchanged and will be reviewed in January. The total budgeted for personnel would remain unchanged with this increase. The full memorandum detailing a study of area libraries, related cost-of-living data, and an updated salary schedule can be found on pages 74-83.

Motion to approve a pay increase for Library Pages to \$12 per hour, to approve a 4% salary increase for all other Baldwin staff, and to update the FY 2023-2024 Baldwin Public Library Pay & Benefits Ranges schedule as shown on pages 77-78.

1st Suhay
2nd Wheeler

A voice vote was taken.

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

Nays: None.

Absent and excused: None.

The motion was approved unanimously.

Fundraiser Opportunity

Mark met with the owner of Elie Wine Co. and casually discussed opportunities to collaborate with the Library for fundraising. Mark suggested planning a fundraiser for Spring 2024. Pisano and Craft said previous Books & Bites planning has started up to eight months in advance. Board and staff will discuss this further in the future.

9. Unfinished Business: None.
10. Items Removed from Consent Agenda: None.
11. Information Only: See pages 85-118 of the June 2023 Board packet.
12. Adjournment:

Motion to adjourn the meeting.

1st Pisano
2nd Suhay

A voice vote was taken.

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

Nays: None.

Absent and excused: None.

The motion was approved unanimously.

The motion was approved unanimously. The meeting was adjourned at 9:41 p.m. The next regular meeting is scheduled for Monday, July 17, 2023, at 7:30 p.m. in the Rotary Tribute and Donor Room.