



**BALDWIN PUBLIC LIBRARY MINUTES,
REGULAR MEETING
December 18, 2023**

Call to Order and Roll Call:

The meeting was called to order by President Karen Rock at 7:30 p.m.

Library Board present: Wendy Friedman, Frank Pisano, Melissa Mark, Karen Rock, Danielle Rumble, 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: 4 (1 via Zoom; 3 in person).

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

Mark read aloud the Library's Mission Statement.

1. General Public Comment Period:4

Comment 1: Asked if Craft followed up on contacting Eastern Solar Glass for retrofitting glass to bird friendly alternatives, and if she has received quotes. Referencing the FY26-27, which will possibly include bird-strike prevention for the building, she asked what the Library could do in the meantime. Mentioned bird-strike prevention decals on the glass at the Belle Isle Nature Center and gave the Board photographs.

2. Consent Agenda:

Motion to approve the consent agenda.

- A. Approval of November 20, 2023 Board Meeting Minutes**
- B. Approval of November 2023 vendor payments \$636,320.32, including payments in excess of \$75,000.**
- C. Approval of total expenses in the amount of \$960,941.97.**

1st Pisano

2nd Mark

A roll call vote was taken.

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

Nays: None.

Absent and excused: None.

The motion was approved unanimously.

3. Review of FY2022-2023 Audit by Plante Moran, with Spencer Tawa:

Tawa reviewed the "Baldwin Public Library Board of Directors Presentation" found on pages 14-17 of the December Board packet. A member of the public asked what the Library invests in. Tawa responded that the library primarily invests in mutual funds.

4. Board Reports and Special Announcements:

President's report: Rock thanked Ryndee Carney and the Friends for holding a grand opening sale of the new Friends' Bookshop. She thanked Craft for communications to the Board and for handling the loss of electricity last week.

Board comments: Friedman mentioned the Board will host a snack bar for staff on Thursday, December 21.

Staff Anniversaries: Rumble recognized the following staff anniversaries: Mary MacMillan (9 years of service) and Jennifer Rohrer-Walbert (1 year).

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

5. Board Committee Reports

Finance Committee:

Rumble reported that the Finance Committee met on December 11. Present were Pisano, Rumble, Craft, and Miller. Full minutes from this meeting are on page 20 of the December Board packet. The next meeting of the Finance Committee will take place on Monday, February 12, 2024 at 4:00 p.m. in the Delos Board Room.

Personnel Committee:

Wheeler reported that the Personnel Committee met on November 29. Present were Rock and Wheeler. Full minutes from this meeting are on page 23 of the December Board packet. A special Library Board meeting for Director Craft's 2024 evaluation will be held on Thursday, January 18, 2024 at 7:00 p.m. in the Jeanne Lloyd Room.

6. Library Report:

Craft and Miller presented highlights from the Library Report. Full details of this report are on pages 25-35 of the December Board packet. A quarterly Strategic Plan status report will be provided to the Board in January.

A faulty mechanism in an electrical panel caused a partial power outage in the building for two days and was repaired the morning of December 15.

Craft will present an update on the library's FY2024-25 plans to the City Commission on Saturday, January 20, 2024 at their Long-Range Planning Meeting. Craft will touch on suggested building improvements for FY2024-2025 and FY2026-2027.

7. Liaisons

Friends: Ryndee Carney reported that the Friends' Grand Opening sales were lower than expected. They will likely not hold future sales in the month of December. Memberships are on par with last year.

Beverly Hills: There was no report.

Bloomfield Hills: There was no report.

Bingham Farms: There was no report.

8. Phase 3: Renovation Update:

Craft provided a Phase 3 renovation update. \$73,156 remains in the contingency fund. Wet weather has delayed the final pouring of concrete. A kick plate for an Access Services door will be installed using the contingency fund. Full renovation update details and photographs that were reviewed are found on pages 37-51 of the December Board packet.

9. New & Miscellaneous Business:

Selection of replacement material for Phase 3 entry:

Craft's December 15 Memorandum can be found on pages 70-74 of the December Board packet. Between two options, a custom limestone band (up to \$22,500) or a concrete finishing product (\$8,000), the Board preferred the former for its permanence, although were concerned about this being a significant cost from the contingency. A concrete finishing product would need to be repaired or replaced possibly within the decade which would negate the cost savings. MCD did not include this add-on in the beginning because it would have required the excavation of the existing planter area during the design process to see the full extent of repairs required.

Motion to use contingency funds in the amount of no more than \$22,500 to add limestone along the base of the south wall of the new entrance to match the existing limestone bands on the Birkerts addition.

1st Mark
2nd Wheeler

Public Comment:

1. The Board should spend the money but attempt to negotiate the price.
2. Contractors make a lot of their profit from add-ons. If they name a price, they are expecting profit on the item. Price is negotiable.

Board Comment:

Trustees expressed concern over the cost reducing a significant portion of the contingency budget. Craft said the construction manager has already received multiple quotes and explained refunds on contingency items have been given previously. There was limited discussion on an option where the limestone band would wrap around to under the drop box. This idea was dismissed as cost prohibitive. The Board decided to take a final voice vote on the motion proposed.

A voice vote was taken.

Yeas: Friedman, Mark, Rock, Rumble, Wheeler.

Nays: Pisano.

Absent and excused: None.

The motion was approved.

Public Call for Art: Café and Collaboration Space Mural:

Craft's December 15 Memorandum can be found on pages 75-79 of the December Board packet. Nine responses were received to the call for art. Board members discussed qualities, color, form, and subject matter of each artists' work.

Motion to select artist Elif Wisecup to work with the library to create a mural in the new café and collaboration space for a contract amount of \$12,000, using Baldwin Library Trust funds earmarked for Building Improvements.

1st Friedman
2nd Rock

Public Comment:

1. Likes bright colors. Prefers Hensbergen or Popko.
2. Prefers Wisecup. Stated that the submission time period was too short. Noted that the call for art did not ask applicants to create a design for the library project but rather to submit examples of past work and asked that the library reissue the call for art.

Director Comment:

Craft stated that it is the library's practice to not ask applicants to do unpaid work for an application and stated that the renovation schedule required the Board to make a decision on the timeline provided and approved at the November 2023 Board meeting.

A voice vote was taken.

Yeas: Friedman, Mark, Rock.

Nays: Pisano, Rumble, Wheeler.

Absent and excused: None.

The motion was not approved.

The Board members declared their top three picks. They selected the artist that a majority favored in this way.

Motion to select artist Wendy Popko to work with the library to create a mural in the new café and collaboration space for a contract amount of \$12,000, using Baldwin Library Trust funds earmarked for Building Improvements.

1st Pisano

2nd Wheeler

A voice vote was taken.

Yeas: Pisano, Rock, Rumble, Wheeler.

Nays: Friedman, Mark.

Absent and excused: None.

The motion was approved 4-2.

10. Unfinished Business: None.

11. Items Removed from Consent Agenda: None.

12. Information Only: See pages 86-87 of the December 2023 Board packet.

13. Adjournment:

Motion to adjourn the meeting.

1st Rumble

2nd Mark

A voice vote was taken.

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

Nays: None.

Absent and excused: None.

The motion was approved unanimously.

The motion was approved unanimously. The meeting was adjourned at 9:47 p.m. The next regular meeting is scheduled for Wednesday, January 17, 2024, at 7:30 p.m. in the Delos Board Room.

Melissa Mark, Secretary

Date

DRAFT