



**BALDWIN PUBLIC LIBRARY MINUTES,
REGULAR MEETING
February 26, 2024**

Call to Order and Roll Call:

The meeting was called to order by Vice President Danielle Rumble at 7:30 p.m.

Library Board present: Wendy Friedman, Frank Pisano, Melissa Mark, Danielle Rumble, Jennifer Wheeler, and Student Representative Kate Walter.

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: 8 (5 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: None.

2. Consent Agenda:

Motion to approve the consent agenda.

A. Approval of January 17, 2024 Board Meeting Minutes

B. Approval of January 18, 2024 Special Board Meeting Minutes

C. January 2024 vendor payments in the amount of \$400,071.06, including payments in excess of \$75,000.

D. Approval of total expenses in the amount of \$637,443.76

1st Pisano

2nd Mark

A roll call vote was taken.

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

Nays: None.

Absent and excused: Rock.

The motion was approved unanimously.

3. Board Reports and Special Announcements:

President's report: None.

Board comments: Pisano thanked Craft for inviting trustees to weekly Wednesday OAC meetings.

Introduction of 2024-2025 Student Representative Kate Walter: Kate Walter is a junior at Cranbrook Kingswood School who will volunteer as Library Board Student Representative through January 2025. The Library means a lot to her and she is excited to give back to it.

Staff Anniversaries: Pisano recognized the following staff anniversaries: Sofia Dabrowski (2 years of service), Carlton Elam (4 years), Theresa Hart (28 years), Suzanne Hathon (1 year), Dennis Kabel (11 years), Syntha Green (8 years), and Angela Shinozaki (8 years).

Upcoming events of interest: Miller reported upcoming events at the Library, full details of which are on pages 122-123 of the February Board packet.

Snow Crash Nebula Installation: An art project by Michael Andrews was installed along the youth room ceiling perimeter, with support from David Bloom and Laura Whitesides Host. Craft presented a drone video of the completed project. More information is found on page 51 of the February Board packet.

4. Board Committee Reports

Finance Committee:

Pisano reported that the Finance Committee met on February 12. Present were Pisano, Rumble, Craft, and Miller. Full minutes from this meeting are on page 16 of the February Board packet. The next meeting of the Finance Committee will take place on Monday, March 11, 2024 at 4:00 p.m. in the Delos Board Room. Jim Cummins of Raymond James will be present to report on the performance of the Library's Trust funds.

Building Committee:

Mark reported that the Building Committee met on January 29 and February 19. Full minutes from these meetings are on pages 19-22 of the February Board packet. The next meeting of the Building Committee will take place on Monday, March 25, 2024 at 1:30 p.m. in the Delos Board Room.

Outreach Committee:

Friedman reported that the Outreach Committee met on February 8. Present were Friedman, Mark, Craft, and Miller. Full minutes from this meeting are on page 23 of the February Board packet. The next meeting of the Outreach Committee will take place on Tuesday, April 9, 2024 at 1:00 p.m. in the Jeanne Lloyd Room.

Policy Committee:

Wheeler reported that the Policy Committee met on January 30. Present were Wheeler, Rock, Craft, and Miller. Full minutes from this meeting are on page 24 of the February Board packet. Several policies were reviewed and edited by staff and the Policy Committee with suggested changes. Wheeler reviewed these with the Board and recommended approving these updates.

Motion to adopt proposed changes to the Gift and Donation Policy, Code of Conduct, Privacy Policy, Hours of Service Policy, Library Displays Policy, Public Comment Policy, Social Media Policy, Idea Lab User Agreement, Volunteer Policy, and Purchasing Guidelines, as found on pages 26 to 44 of the February 2024 Board packet.

1st Wheeler

2nd Mark

A voice vote was taken.

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

Nays: None.

Absent and excused: Rock.

The motion was approved unanimously.

The next meeting of the Policy Committee will take place in May 2024.

5. Library Report:

Craft and Miller presented highlights from the Library Report. Craft reported on recent programs, Baldwin's newfound place on the Michigan seed library map, and provided an IDEA Taskforce update. Miller reported on outreach, marketing, staff appreciation, and community engagement efforts. In staffing news, Wren Drisko has been promoted to Library Assistant I. Two substitute librarians and a Library Assistant I are in the process of being hired. Library Page applications are currently being accepted.

Full details of the complete report are on pages 45-57 of the February Board packet.

6. Liaisons

Friends: Ryndee Carney reported on the success of the first "4th Saturday Sale" which earned over \$1000 in four hours. The Friends have been recently successful in attracting and training new volunteers.

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 and shared a slideshow of progress photos. The Nanawall door system, which arrived with a reversed track, has been approved to be installed after confirmation the warranty would not be voided when installing it in a reversed condition. Floors were polished last week, and a clear coat will be applied this week. Craft hopes for an April 12 opening. The new information desk will open at the same time as the new front entrance.

8. New & Miscellaneous Business:

Friedman proposed discussing the creation of a Development Committee during the March Board meeting. This type of subcommittee would focus on fundraising outreach to attract monetary donations in support of the Library.

Motion to add to our agenda in March a discussion [about creating] a Development Committee.

1st Friedman

2nd Mark

A voice vote was taken.

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

Nays: None.

Absent and excused: Rock.

The motion was approved unanimously.

9. Unfinished Business:

Anti-Collision Window Protection Measures for Bird Safety:

Craft reviewed the memorandum on page 108-112 of the February Board packet. Craft researched and communicated with four recommended vendors who manufacture and install three different types of anti-collision products. Ultimately, Craft recommends the Board approve a limited application of Feather Friendly vinyl markers on a single windowpane for a yearlong trial prior to committing at scale.

Motion to apply the Feather Friendly bird-window collision markers to one window pane on the side of the Youth Room for a test period of one year.

Public Comment: Referred back to a holiday card with pictures of the Belle Isle Nature Center which utilizes anti-collision film. 1 billion birds are estimated to die from window collisions each year.

Board Comment: Pisano thinks there are more positives than negatives, including learning opportunities for youth, though it is expensive.

1st Mark
2nd Friedman

A voice vote was taken.

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

Nays: None.

Absent and excused: Rock.

The motion was approved unanimously.

Wendy Popko Art Update:

Craft shared paint swatches and a draft of Popko's working design. Craft mentioned Popko had proposed creating coloring sheets and accessories (scarves) which will match the finished painting.

10. Items Removed from Consent Agenda: None.
11. Information Only: See pages 122-217 of the February Board packet.
12. Adjournment:

Motion to adjourn the meeting.

1st Mark
2nd Wheeler

A voice vote was taken.

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

Nays: None.

Absent and excused: Rock.

The motion was approved unanimously.

The motion was approved unanimously. The meeting was adjourned at 9:00 p.m. The next regular meeting is scheduled for Monday, March 18, 2024, at 7:30 p.m. in the Delos Board Room.