

BALDWIN PUBLIC LIBRARY BOARD OF DIRECTORS



LIBRARY BOARD MEETING

APRIL 21, 2025

Danielle Rumple
PRESIDENT

Melissa Mark
VICE PRESIDENT

Jennifer Wheeler
SECRETARY

Wendy Friedman

Frank Pisano

Karen Rock

Rebekah Craft
LIBRARY
DIRECTOR



LEARN.CONNECT.DISCOVER.

MISSION

The Baldwin Public Library in Birmingham, Michigan enriches lives by providing opportunities and resources for everyone to learn, connect, and discover.

VISION

The Baldwin Public Library will be an essential part of the community and the first choice for access to cultural, recreational, and learning opportunities.

CORE VALUES

WE ARE COMMITTED TO:

- Intellectual Freedom
- Equitable and Inclusive Access
- Education and Lifelong Learning
- Innovation
- Welcoming Environment
- Integrity
- Collaboration
- Commitment to Excellence

ADOPTED APRIL 2022

BALDWIN PUBLIC LIBRARY BOARD OF DIRECTORS

Rumple, Danielle
PRESIDENT

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Birmingham, MI 48009
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e-mail: danielle.rumple@gmail.com

Term expires 2025

Finance Committee
Strategic Planning
Committee

Mark, Melissa
VICE PRESIDENT

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Term expires 2025

Building Committee,
Outreach Committee

Wheeler, Jennifer
SECRETARY

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Term expires 2027

Personnel Committee,
Policy Committee

Friedman, Wendy

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Term expires 2027

Outreach Committee
Building Committee

Pisano, Frank

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Term expires 2025

Finance Committee,
Building Committee

Rock, Karen

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Term expires 2027

Personnel Committee,
Strategic Planning
Committee

Awad, Marina
STUDENT REPRESENTATIVE

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Term expires February 2026



LEARN.CONNECT.DISCOVER.

AGENDA

Baldwin Public Library Board Meeting

Monday, April 21, 2025 at 7:30 p.m.

Rotary/Donor Rooms

Agenda

The full Board packet is available online at www.baldwinlib.org on the Friday preceding the meeting.

This is an open meeting. All members of the public are invited to attend.

Call to order, pledge of allegiance, reading of the Library's mission statement, and establishment of a quorum.

I. General Public Comment Period

The Library Board values public meetings and welcomes your comments on Library issues, but will not debate items not on the agenda. The Board respectfully asks that comments be made as concisely as possible, when a motion has been made, or in the general public comment portion of the meeting. The maximum time for individual speakers should not exceed three minutes.

II. Consent Agenda

All items on the consent agenda are considered routine and will be enacted by one motion and approved by a roll call vote. There will be no discussion of these items unless a Board member or a citizen so requests, in which case the item will be removed from the general order of business and considered as the last item under new business.

- A. Approval of March 17, 2025 Board Meeting Minutes p. 8
- B. Approval of March 2025 vendor payments in the amount of \$107,642.44, p. 11
including payments in excess of \$75,000.
- C. Approval of total expenses in the amount of \$367,928.07 p. 15

III. Board Reports and Special Announcements

- A. President's report
- B. Board comments
- C. Staff anniversaries (Melissa Mark) p. 32
- D. Upcoming events of interest (Jaclyn Miller) p. 72

IV. Board Committee Reports	
A. Finance – Frank Pisano	p. 14
The next meeting of the Finance Committee will be held in on Monday, May 12, 2025 at 4:00 p.m.	
B. Building – Frank Pisano	p. 17
The next meeting of the Building Committee will be held in May.	
C. Outreach - Melissa Mark	p. 19
The next meeting of the Outreach Committee will be held in June.	
D. Strategic Planning –Karen Rock	
The Strategic Planning Committee meeting will meet on Monday, April 26, 2025 at 1:30 p.m.	
V. Library Report – Rebekah Craft and Jaclyn Miller	p. 21
VI. Liaisons	
A. Report from Friends of the Baldwin Public Library (Ryndee Carney)	p. 35
B. Beverly Hills (Andrew Drummond, Beverly Hills Village Council)	
C. Bloomfield Hills (Susan McCarthy, Bloomfield Hills City Commission)	
D. Bingham Farms (Kathy Mechigian, Bingham Farms Village Council)	
VII. New & Miscellaneous Business	
A. Contract for Integrated Library System services	p. 38
Suggested motion: To publish the final draft of the Library’s RFP for Integrated Library System services on MITN in order to receive competitive bidding.	
B. Baldwin Public Library’s Establishment	p. 67
Suggested motion: To direct Library Attorney Anne M. Seurnyck to release collected materials supporting Baldwin Public Library’s establishment as a PA 164 10a City Library to Mary Kucharek, Beier Howlett, the City’s Attorney.	
VIII. Unfinished Business	
IX. Items removed from the Consent Agenda	
X. Information Only	
A. Upcoming events of interest	p. 72
B. Baldwin Public Library hosts CaRE Fair: Volunteer Match Event press release	p. 74

C. Birmingham Bloomfield Eagle article, "Middle school students participate in annual 'Birbery' at local library"	p. 75
D. Birmingham Bloomfield Eagle article clip, "Middle school students participate in annual 'Birbery' at local library"	p. 77
E. Hometown Life article, "Find 16 ways to volunteer, make a difference during first ever Birmingham CaRE Fair"	p. 78
F. Downtown Newsmagazine article, "City, library officials, lawyers meet over millage"	p. 81
G. Downtown Newsmagazine article, "The changing role of local libraries"	p. 83
H. Detroit Free Press article, "Most popular books borrowed from Michigan libraries via MeLCat online catalog"	p. 95
I. ALA statement on White House assault on the Institute of Museum and Library Services	p. 97
J. Michigan Public article, "Michigan libraries prepare for impact as Trump moves to eliminate federal library agency"	p. 99
K. Detroit Free Press article, "Michigan libraries, museums brace for loss of federal funds after Trump executive order"	p. 100
L. Library of Michigan Middle Management and New Supervisor Cohort cancellation email notice	p. 104
M. UpNorthLive article, "Community rallies for inclusion as library board denies appeal against 'Grandad's Pride'"	p. 105
N. Penguin Random House article, "Publishers Send Letter to Congress Advocating for Libraries & IMLS Funding"	p. 107
O. Publishers Weekly article, "21 States Sue Trump Administration Over Scuttling of IMLS, Other Agencies"	p. 109
P. Publishers Weekly article, "Books Escape New Tariffs, At Least for Now"	p. 111
Q. Publishers Weekly article, "ALA Releases Top 10 Most Challenged Books of 2024"	p. 112

XI. Adjournment

The next regular meeting of the Library Board will take place on Monday, May 19, 2025 at 7:30 p.m.

Motion: *To adjourn the April 21, 2025 Board Meeting.*

Persons with disabilities that may require assistance for effective participation in this public meeting should contact the Library at the number (248) 647-1700 or (248) 644-3405 (for the hearing impaired) at least one day before the meeting to request help in mobility, visual, hearing, or other assistance.

Las personas con incapacidad que requieren algún tipo de ayuda para la participación en esta sesión pública deben ponerse en contacto con la oficina del escribano de la biblioteca en el número (248) 647-1700 o al (248) 644-3405 (para las personas con incapacidad auditiva) por lo menos un día antes de la

reunión para solicitar ayuda a la movilidad, visual, auditiva, o de otras asistencias. (Title VI of the Civil Rights Act of 1964).



**BALDWIN PUBLIC LIBRARY MINUTES,
REGULAR MEETING
March 17, 2025**

Call to Order and Roll Call:

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

Library Board present: Wendy Friedman, Melissa Mark, Frank Pisano, Karen Rock, Danielle Rumble, Jennifer Wheeler, and Student Representative Marina Awad (via Zoom).

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: One via Zoom.

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

Wheeler 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 February 24, 2025 Board Meeting Minutes

B. Approval of February 27, 2025 Special Board Meeting Minutes

C. Approval of February 28, 2025 Special Board Meeting Minutes

D. Approval of February 2025 vendor payments in the amount of \$112,755.96, including payments in excess of \$75,000.

E. Approval of total expenses in the amount of \$357,737.71

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. Board Reports and Special Announcements:

President's report: Rumble thanked Craft for putting together the 2025-2026 budget. The Rumble family attended the Mario Day event and had a great time. She also thanked staff for running the Battle of the Books and Miller for being an amazing host.

Board comments: None.

Staff Anniversaries: Mark recognized the following staff anniversaries: Julie Beckwell (6 years of service), Lisa Christie (19 years), Zoe Lusk (1 years), Sue Kalisky (9 years), Elisabeth Phou (20 years), Stuart Sturton (2 years), and Keegan Sulecki (1 years).

Upcoming events of interest: Miller reported upcoming events at the Library, full details of which are on pages 66-67 of the March Board packet.

4. Board Committee Reports

Finance Committee:

Pisano reported that the Finance Committee met on March 10. Present were Pisano, Rumble, Craft, and Miller. Full minutes from this meeting are on page 20 of the March Board packet. The next meeting of the Finance Committee will take place on Monday, April 14, 2025 at 4:00 p.m. in the Delos Board Room.

Building Committee:

Friedman reported that the Building Committee met on March 10. Present were Friedman, Pisano, Craft, and Miller. Full minutes from this meeting are on pages 23-24 of the March Board packet. The next meeting of the Building Committee will take place on Monday, April 14, 2025 at 3:00 p.m. in the Delos Board Room.

The pitting of the atrium flooring is disappointing and concerning. The pitting issue began in December. Pisano believes this problem is the responsibility of PCI Dailey and MCD to resolve.

Outreach Committee:

Mark reported that the Outreach Committee met on March 4. Present were Friedman, Mark, Craft, and Miller. Full minutes from this meeting are on page 25 of the March Board packet. The Outreach Committee will meet next on April 1 at 11:00 a.m. in the Delos Board Room.

Strategic Planning Committee:

Rock reported that the Strategic Planning Committee met on March 17. Present were Rock, Rumble, Craft, Miller, and community member Jim Suhay. Suhay reviewed the strategic plan management process with the committee. The committee reviewed and revised the strategic planning committee work plan. Staff and Board members will provide input via online surveys. A community survey was reviewed and edited. The survey will be open to entries from March 19 through April 13. The Strategic Planning Committee will meet next on April 28 at 1:00 p.m.

5. Library Report:

Craft and Miller presented highlights from the Library Report. Full details of the complete report are on pages 29-35 of the March Board packet.

Pisano asked how the executive order to dismantle the Institute of Museum and Library Services (IMLS) will impact Baldwin. Craft said it will affect the budget, but to other libraries in the state with less tax revenue and museums in the state and around the country, it will be significant. Library of Michigan is looking at alternative funding for MelCat/Interlibrary Loan.

6. Liaisons

Friends: Ryndee Carney reported the next book sale will be April 26-27. Two sales are planned for 2025. The FOL Board voted to split the Book Sale Chairman into 3 positions – Book Sale, Book Shop, and Book Cellar. These positions will be promoted at Baldwin's CaRE Fair next month.

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 2025-26, 2026-27, & 2027-28:

Craft presented the Proposed Budgets for Fiscal Years 2025-2026, 2026-2027, & 2027-2028, found on pages 38 to 63 of the March 2025 Board packet. On April 26, Craft will present the Proposed Budget 2025-2026 to the City Budget Hearing. There will be a vote to take a disbursement from the Trust on the May 19 regular meeting.

Motion to approve the FY 2025-2026 budget as stated in the budget resolution on page 63 of the March 2025 Board packet.

1st Friedman

2nd Wheeler

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

Nays: None.

Absent and excused: None.

The motion was approved unanimously.

8. Unfinished Business: None.

9. Items Removed from Consent Agenda: None.

10. Information Only: See pages 65-72 of the March Board packet.

11. Closed Session:

Closed session under Section 8(h) of the Open Meetings Act to discuss a confidential written legal opinion.

12. Adjournment:

Motion to adjourn the meeting.

1st

2nd

A voice vote was taken.

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

Nays: None.

Absent and excused: None.

The motion was approved unanimously.

The meeting was adjourned **at 8:56 p.m.** The next regular meeting is scheduled for Monday, April 21, 2025, at 7:30 p.m. in the Rotary & Donor Room.

Jennifer Wheeler, Secretary

Date

Register of Claims
Baldwin Public Library
300 W. Merrill Street
Birmingham, MI 48009

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Check Number	Vendor #	Vendor	Amount
	MISC	ADAM REDMOND	723.43
	000843	BAKER & TAYLOR BOOKS	569.42
	MISC	BRANDON TOWNSHIP PUBLIC LIBRARY	15.95
	003904	CAPITAL ONE BANK	12,194.63
	000605	CINTAS CORPORATION	259.90
	MISC	COURTNEY ECKERT	12.99
	000575	DEMCO, INC	285.00
	008139	ENVISIONWARE INC.	759.86
	001090	INGRAM LIBRARY SERVICES	13,406.05
	MISC	JULIE BARAN	11.78
	008827	KANOPY, INC	549.95
	003527	LOWER HURON SUPPLY CO INC	514.79
	007927	MICHELLE HOLLO	927.50
	002013	MIDWEST TAPE	12,678.30
	009478	ODP BUSINESS SOLUTIONS, LLC	166.28
	006785	OVERDRIVE, INC.	13,894.15
	009612	PLAYAWAY PRODUCTS LLC	247.46
	MISC	SAMERA BERRY	8.79
	000797	THE LIBRARY NETWORK	1,844.77
	009840	THOMAS S. KLISE COMPANY, INC	792.48
	007408	T-MOBILE	777.67
	000158	VERIZON WIRELESS	103.87
	009976	WEBLINK, INC.	4,995.00
12903	009840	THOMAS S. KLISE COMPANY, INC	286.18
12905	009024	D.M. BURR GROUP	4,891.29
12925	008336	NBS COMMERCIAL INTERIORS	856.00
12934	005861	UNIQUE MGMT SERVICE, INC	92.70
302583	009202	AQUARIUM DESIGN INC	240.00
302658	009863	US BANK EQUIPMENT FINANCE	69.93
302672	008751	ADOBE INC	5,911.68
302690	MISC	DEBRINNA BROWN	22.00
302713	000249	GA BUSINESS PURCHASER LLC	324.64
302721	MISC	JESSICA BOLOVEN	10.44
302722	MISC	JOSEPH LYONS	16.99
302724	004904	KONICA MINOLTA BUSINESS SOLUTIONS	3,221.45
302741	009478	ODP BUSINESS SOLUTIONS, LLC	167.96
302751	007098	SHAW SYSTEMS & INTEGRATION	704.00
302755	007408	T-MOBILE	661.60
302781	MISC	AMERICAN SYRIAN ARAB CULTURAL ASSOC	115.00
302797	003786	C & G PUBLISHING INC.	352.50
302799	MISC	CAMERON CRAWFORD	1,497.17
302813	004493	ELITE IMAGING SYSTEMS, INC	1,127.98
302816	000585	FARMINGTON COMM. LIBRARY	8,419.50
302830	000797	THE LIBRARY NETWORK	1,725.81
302850	009612	PLAYAWAY PRODUCTS LLC	74.99
302873	009026	WELLS FARGO VENDOR FIN SERV	768.47
302881	006638	ACTION MAT & TOWEL RENTAL, INC	70.72
302892	006759	AT&T	231.11
302895	000843	BAKER & TAYLOR BOOKS	581.32
302897	009213	BAYSCAN TECHNOLOGIES	746.00

Register of Claims

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Baldwin Public Library

300 W. Merrill Street
Birmingham, MI 48009

Check Number	Vendor #	Vendor	Amount
302901	000525	BIRMINGHAM PUBLIC SCHOOLS	100.00
302910	000627	CONSUMERS ENERGY	1,038.00
302916	000179	DTE ENERGY	6,296.15
302937	010029	EDUCATIONAL DEVELOPMENT CORPORATION	36.98
302938	008164	GARY EISELE	68.60
302946	006666	GRID 4 COMMUNICATIONS INC.	251.11
302973	009612	PLAYAWAY PRODUCTS LLC	924.15
Total:			107,642.44

I hereby certify that each of the above invoices are true and correct.

_____, 20____

Executive Library Director**Allowance of Vouchers**

The Library Board of Directors of the Baldwin Public Library has examined the claims listed on the foregoing Register of claims and except for claims not allowed as shown on the Register such claims are hereby approved and dated in accordance with MCL 397.210a and the Birmingham City Charter.

Secretary of the Baldwin Public Library Board

BOARD COMMITTEE REPORTS

Finance Committee

Building Committee

Outreach Committee

April 2025 Finance Committee Report

The Baldwin Public Library Board's Finance Committee met Monday, April 14, 2025 at 4:00pm in the Delos Board Room. Present were Frank Pisano, Danielle Rumble, Rebekah Craft, and Jaclyn Miller.

- Public comment - none
- Craft: FY 2024-25 budget update after 9 months.
 - We will be hiring a new Operations Assistant to help with building cleaning and room setups
 - Patron use income will be higher than projected this year.
- Craft will deliver the library's FY2025-26 budget overview to the City Commission at their April 26 Budget Hearing.
- Miller discussed March 2025 Friends of BPL Expenditures.
- Pisano reported on the Investment and Retirement Board meetings he attended. Investments were moved to two bond funds, and the overfunded health care fund was closed and secured.
- The next meeting of the Finance Committee will be held on Monday, May 12, 2025 at 4:00 p.m. in the Delos Board Room.

FINANCIAL REPORT: March 2025

This report references the Revenue and Expense Report 2024-25, found on the following page. At 75.0% of the way through fiscal year 2024-2025, the Library has spent 69.7% of its budget and received 94.2% of its revenue. By this point of the year, the Library was budgeted to have spent 75.0% of its budget and to have received 75.0% of its revenue.

Two pay periods were recorded in the month.

Vendor payments in excess of \$75,000:

	\$ -
Total vendor payments in excess of \$75,000	\$ -
Balance of vendor payments less than \$75,000	\$ 107,642.44
Total vendor payments	\$ 107,642.44

City of Birmingham allocations:

Payroll Period Ending 03/01/25	\$ 129,815.32
Payroll Period Ending 03/15/25	\$ 103,918.60
July Bank Rec - Returned Direct Deposit	\$ (273.63)
Fixed Past Retirement Health Care Cost (acct 711.0004)	\$ 1,979.17
Retirement Cost (acct 711.0012)	\$ 8,040.17
Total Payroll	\$ 243,479.63

BS&A Software Charge (acct 811.0000)	\$ 351.67
Administrative Services (acct. 813.0000)	\$ 8,740.83
MML Insurance Premium (acct. 960.0400)	\$ 535.00
Total City of Birmingham allocations	\$ 253,107.13

Reconciling adjustments:

Refunds and Voids (Fines, Bags, Room Rentals, Magazines etc.)	\$ (197.99)
Audit Fees	
Water Bill	\$ 2,712.00
Credit Card Fees	\$ 188.49
City of Birmingham Parking	\$ 4,476.00
Total Recon Adjustments	\$ 7,178.50

Total expenses for the month	\$ 367,928.07
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BALDWIN PUBLIC LIBRARY
REVENUE AND EXPENSE REPORT 2024-25
March 2025

	2024-2025 Budget	Current Month Budget March 2025	Current Month Actual March 2025	Variance For Month	Y-T-D Budget 2024-2025	Y-T-D Actual 2024-2025	Variance For Y-T-D	% Received/ Spent	Prior year Y-T-D 2023-2024	% Received Prior Y-T-D
REVENUES										
TAXES	\$4,497,490	\$374,791	\$0	(\$374,791)	\$3,373,118	\$4,492,575	\$1,119,458	99.9%	\$4,174,572	100.0%
PROVISION FOR TAX LOSS	(\$15,000)	(\$1,250)	\$0	\$1,250	(\$11,250)	(\$1,127)	\$10,123	7.5%	(\$1,294)	64.7%
COUNTY AND STATE REVENUE	\$95,000	\$7,917	\$0	(\$7,917)	\$71,250	\$7,011	(\$64,239)	7.4%	\$27,681	27.7%
GRANTS	\$0	\$0	\$0	\$0	\$0	\$23,485	\$23,485	0.0%	\$0	0.0%
COMMUNITY CONTRACTS	\$1,084,860	\$90,405	\$154,565	\$64,160	\$813,645	\$737,477	(\$76,168)	68.0%	\$791,190	75.1%
PATRON USE REVENUE	\$32,500	\$2,708	\$4,985	\$2,276	\$24,375	\$32,228	\$7,853	99.2%	\$27,617	77.4%
INVESTMENT INCOME	\$5,000	\$417	\$8,972	\$8,555	\$3,750	\$76,051	\$72,301	1521.0%	\$81,922	102.4%
OTHER REVENUE	\$0	\$0	\$0	\$0	\$0	\$66	\$66	0.0%	\$263	0.1%
TOTAL REVENUE	\$5,699,850	\$474,988	\$168,521.22	(\$306,466)	\$4,274,888	\$ 5,367,766.02	\$1,092,879	94.2%	\$5,101,950.82	89.2%
EXPENSES										
PERSONNEL SERVICES	\$3,164,800	\$263,733	\$230,633	(\$33,100)	\$2,373,600	\$2,208,468	(\$165,132)	69.8%	\$2,070,621	69.9%
SUPPLIES	\$164,000	\$13,667	\$14,597	\$931	\$123,000	\$106,251	(\$16,749)	64.8%	\$119,253	79.4%
CONTRACTED SERVICES	\$346,760	\$28,897	\$44,853	\$15,956	\$260,070	\$270,862	\$10,792	78.1%	\$235,065	75.0%
TECHNOLOGY & MAINTENANCE	\$158,000	\$13,167	\$2,161	(\$11,006)	\$118,500	\$116,280	(\$2,220)	73.6%	\$156,927	90.0%
UTILITIES	\$134,980	\$11,248	\$7,355	(\$3,893)	\$101,235	\$97,077	(\$4,158)	71.9%	\$86,721	73.7%
OTHER CHARGES	\$110,100	\$9,175	\$5,852	(\$3,323)	\$82,575	\$60,586	(\$21,989)	55.0%	\$74,129	64.2%
BUILDING IMPROVEMENTS & FURNISHING	\$179,000	\$14,917	\$0	(\$14,917)	\$134,250	\$93,024	(\$41,226)	52.0%	\$2,657,700	74.5%
COLLECTIONS	\$727,000	\$60,583	\$52,287	(\$8,296)	\$545,250	\$523,539	(\$21,711)	72.0%	\$537,756	81.4%
TOTAL EXPENSES	\$4,984,640	\$415,387	\$357,737.71	(\$57,649)	\$3,738,480	\$3,476,087.18	(\$262,393)	69.7%	\$5,938,172.56	73.7%
VARIANCE	\$715,210	\$59,601	(\$189,216)	(\$248,817)	\$536,408	\$1,891,678.84	\$1,355,271			
FUND BALANCE-BEGINNING OF YEAR						\$399,274.76				
FUND BALANCE-CURRENT						\$2,290,953.60				

The fund balance should be not less than 25% of annual operating expenditures and not more than 35% of annual expenditures, except when the Library is building a fund balance in support of specific non-recurring projects.

April 2025 Building Committee Report

The Baldwin Public Library Board's Building Committee met Monday, April 14, 2025, at 3:00 p.m. in the Delos Board Room. Present were Frank Pisano, Rebekah Craft and Jaclyn Miller.

- Public comment - none
- Old Business
 - PCI Dailey added metal banding on the lowest limestone band in the plaza. Two PCI punch list items remain and will be completed later this spring when temperatures are higher.
 - Fix caulk at exterior diffuser to left of front door
 - Cut down two sewer cleanouts at entry landscaping bed
 - The Feather Friendly installation has been delayed until late May 2025 when temperatures will consistently be above 50 degrees.
 - Teen staff have met with designers from ISCG to go over furniture options for the space and are now debating the configuration of the space and selection of items to purchase.
 - Grand Hall wall signage will be produced in the Idea Lab and added to better identify collections.
- PCI Dailey has determined that salt tracked in from the City sidewalks caused the interior concrete floor finish to deteriorate in high traffic areas. We have scheduled a meeting for April 24 with PCI Dailey, MCD Architects, JJ Barney concrete installers, and the concrete sealant company to look at the space and determine the best fix for this situation. The sealant used in the space should not have failed after just two months of winter foot traffic.



- The roofing contractor has examined the leak at a seam over the front doorway. The roof pitch will need to be adjusted so that the water flows toward the roof drain instead of spilling off the roof. The contractor will be in touch with PCI Dailey to coordinate this repair.
- We are in the process of adding a mini-split cooling system in the Idea Lab. Installation begins on April 15. The total cost for this project will be \$21,524. So far, the interior glass walls in the Idea Lab have been removed and the floor has been cored to run ducting for the mini-split. The electrician will connect the mini-split after the unit is installed in the basement boiler room.
- The City has begun working with a structural engineer to design the repairs to the loading dock and staff entrance staircase. The City will be covering this expense as they own the building. Craft put in a request to get a quote for a covered awning for the staircase so that staff do not have to shovel snow up the stairs in inclement weather. Depending on the cost, the Library would add this feature and pay for this with library funds. Staff from an engineering firm were out at the building on April 9 to do concrete testing in preparation for creating a scope of work for the project.
- The library's passenger elevator broke on March 30 after a power outage caused damage to a switch. The replacement part was special ordered and is nearly ready. We hope to have the elevator repaired the week of April 14.
- Using allocated budget funds, we will be purchasing the following items for the building before the end of June:
 - Youth Room picture book shelving - \$20,000
 - 8 additional stacking chairs for Grams Discovery Room
 - 1 stool and 1 chair for the Adult Services Reference Desk
- In new business, we reviewed some comments from the Strategic Plan survey regarding building and maintenance requests. The biggest concerns from responders were parking, cleaning, hours of operation, and e-material collection size.

The next Building Committee meeting will take place in May as a date to be decided.

April 2025 Outreach Committee Report

The Outreach Committee met on Tuesday, April 1 at 11:00 a.m. in the Delos Board Room at the Baldwin Public Library. Present were Wendy Friedman, Melissa Mark, Rebekah Craft, and Jaclyn Miller

- Public comment - none
- Old Business
 - The committee discussed plans for the April 12 CaRE Fair.
 - Baldwin staff will be representing the library at the following upcoming events:
 - April 8 – Greenfield Elementary School literacy night
 - April 24 – City of Birmingham: Bring your child to work day
 - May 17 – DPS Open House
 - May 18 – Birmingham Parade
 - May 26 – Beverly Hills Memorial Day Parade
 - July 13 – Farmers Market
 - July 26 – Birmingham Shopping District: Day on the Town
- The committee discussed possible summer reading outreach opportunities and potential library promotion.
- The next Outreach Committee meeting will take place in June on a date to be decided.

LIBRARY REPORT

Statistical Dashboard

Programs & Services

Facility

Diversity & Equity

Community Outreach & Partnerships

Personnel & Organization

Financial

Expenditures from FOBPL Donations

Statistical Dashboard

March 2025							
	Current Month	This month last year	Current FYTD	Previous FYTD	FY 24-25 Q3 Target	Better/ (Worse) Target	Off Target Cautionary On Target
Financials							
Revenues	\$ 168,521	\$ 114,206	\$ 4,274,888	\$ 5,094,957			
Expenses	\$ 357,738	\$ 564,196	\$ 3,738,480	\$ 5,936,990			
Circulation							
Circ (Charges & Renewals)	55,063	53,915	454,726	455,707	352,500	102,226	On Target
Self-Check Usage	62.5%	20.8%	57.6%	20.2%			
% of Circ by Residents*	90.7%	91.1%	90.9%	91.1%	92.0%	-1%	
% of Circ by Non-Residents	9.3%	8.9%	9.1%	18.0%	8.0%	1%	
Interlibrary Loans							
Items borrowed	671	811	6,591	6,552			
Items loaned	714	792	6,437	6,930			
Technology Usage							
Database Sessions	6,006	5,270	51,136	56,168	26,250	24,886	On Target
Downloadable Content	17,854	15,867	143,352	132,571	112,500	30,852	On Target
Public Computer Usage	586	588	5,103	5,019			
Wireless Sessions	2,525	2,175	22,497	37,431	27,000	(4,503)	Off target
Program Attendance							
Program Attendance for Adults	407	212	2,741	1,700			
# of Programs for Adults	22	15	160	112			
Program Attendance for Teens	67	97	980	741			
# of Programs for Teens	8	7	65	49			
Program Attendance for Youth	2,788	1,852	16,146	14,910			
# of Programs for Youth	85	62	566	428			
Computer Classes Attendance	49	23	495	322			
# of Computer Programs	8	4	59	46			
Online Video Views	505	119	1,599	835			
Idea Lab Visits	1,650	298	7,307	1,774			
Total Program Attendance	5,466	2,601	29,268	20,282	19,500	9,768	On Target
Total # of Programs	123	88	850	635	750	100	On Target
Outreach Attendance	510	1,003	3,524	5,774			
# of Outreach Programs	24	13	117	48			
Visitors	21,914	19,271	182,901	160,105	120,000	62,901	On Target
Volunteer Hours	73	44	817	830	900	(83)	On Target
Social Media							
Website Hits/Pageviews	28,601	33,767	264,653	206,582	48,750	215,903	On Target
e-Newsletter Subscribers	(13)	(22)	10,552	10,857	11,000		Off Target
Facebook Page Followers	(1)	31	3,571	3,464	4,200	(629)	Off Target
TikTok Followers^	26	0	1,159	1,002			
Instagram Followers	16	22	2,547	2,339	3,000	(453)	Off Target

*Residents include people who live, work, or own property in our service area of Birmingham, Beverly Hills, Bingham Farms, and the City of Bloomfield Hills

^As of December 2022

Visitors incl. Terrace Door as of 4/2023

~WIFI stats have changed with new equipment installation

Key Metrics Report

Action item updates and comparisons of actual statistics to projections are made on a quarterly basis—in the months of October, January, April, and July.

Key Metrics Explanation: January – March 2025 (Q3)

On Target = Met or exceeded goal, or no more than 0.1% below goal

Cautionary = 0.1% to 3% beneath goal

Off Target = More than 3% beneath goal

- **Financials:** are tracking as expected
- **Circulation:**
 - Remains on target. Circulation is slightly higher as compared to this month last year, and for the FYTD.
 - Circulation by residents is slightly lower than the target but is still higher than 90% of our total checkouts.
- **Technology Statistics:**
 - Database sessions are 48% higher than our goal this quarter, while down slightly over last year. We continue to promote databases regularly, especially during holidays and scheduled library closures, but the library has been fully accessible this quarter versus under construction at this time last year.
 - Downloadable content usage is up about 15% over our quarterly goal, and over last year. Librarians continue to monitor usage and options for purchasing eBooks and e-audio books as demand continues to outpace our estimate for the year.
 - Wi-Fi sessions show as off target and is down from last year.
- **Program Attendance:**
 - Attendance is up over last year, as we have full use of all of our presentation and programming spaces. In addition, we have been able to use the Atrium as a bonus space for internal events, leaving the other spaces for public-facing programming.
 - The number of programs is also up over last year and over the goal, also likely owing to full use of all library spaces.
- **Visitors:**
 - The number of in person visitors remains consistent and higher than anticipated. This is likely thanks to the increased number of programs and participants in those programs.
- **Volunteer Hours:**
 - Total volunteer hours for the third quarter are very slightly lower than anticipated, but should rebound in Q4 in response to summer reading needs. And, thanks to

recruitment by the Friends to secure additional help with the Book Shop and book sales.

- **Social Media:**

- Newsletter subscribers went down slightly this month, and is in the cautionary range.
- Facebook users are slightly behind the goal for the year but higher than this time last year. Instagram and TikTok users are ahead of last year and the quarterly goal.

Programs & Services

Strategic goal: Adapt programs and services to meet the needs of the changing population

CaRE Fair

On Saturday, April 12, we held our first ever volunteer match event at the Community and Resource Engagement (CaRE) Fair in the Library Atrium. Fourteen neighboring organizations had their representatives on site and spoke to about 175 people over the course of two hours. Thanks to the beautiful day, we were able to treat representatives and guests alike to a lovely breeze with an open Nanawall. Visitors included kids, teens and adults, and more than one representative reported running out of business cards!

Special thanks to the Outreach Committee board members who worked to connect with and welcome these organizations to the library.



Microfilm Indexing Project

Library Assistant Louis Hatfield has been working on inventorying and indexing the BPL collection of microfilm, in anticipation of eventually digitizing our microfilm collection. In total, Louis determined that we have 2,149 Microfilm reels across 11 topics, with the collection mainly consisting of Detroit News reels and Birmingham Eccentric reels. The project of indexing them began on 12/19/24 and finished on 3/28/25.

Three interesting notes about the collection:

- Our earliest newspaper dates to 5/2/1878, and is part of The Birmingham Eccentric collection.
- We have Census and Civil War records.
- We have one year of a newspaper called "Birmingham Enterprise" which does not seem to exist anywhere else online.

Nintendo Collection Adjustment

In anticipation of the new gaming console, Nintendo Wii games have been deselected from the Youth Video Game collection to create space for the new Switch 2 games.

Sensational Stickers

On March 29, YS Librarian Syntha Green helped participants create their own notebooks/journals with fun stickers.



Story Time Yoga

On Monday, April 7 Youth Librarian Caroline Salucci worked with Ashley Goldberg of “Born Yoga” to present stories, puppets, and songs along with yoga poses to 51 participants.



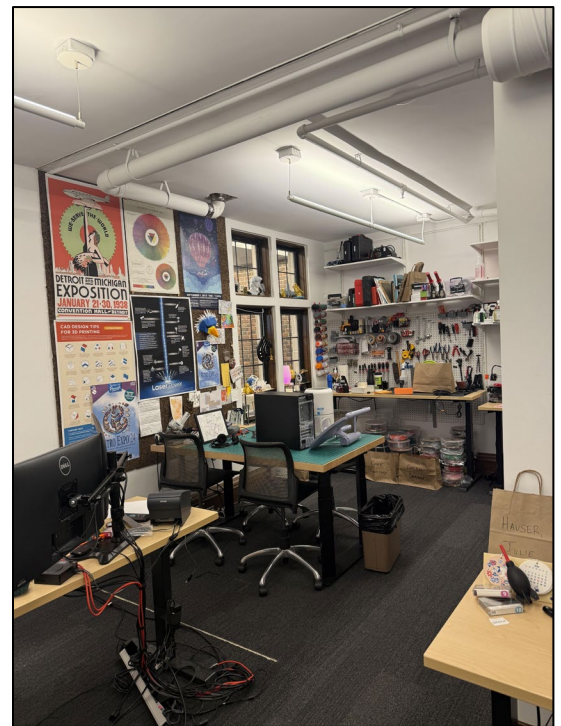
Facility

Strategic goal: Create a welcoming, safe, and accessible building that meets the needs of our staff and users.

Minisplit Installation – Idea Lab

On Tuesday, March 25, a crew from Clinton Valley Products removed the glass walls that formerly divided the Idea Lab into two rooms. On Tuesday, April 1, Danboise Mechanical sampled a floor core sample to prepare for the installation of the condenser and blower. It was interesting to learn that the concrete floor of the first level of the 1927 building is 10.5 inches thick.

The actual condenser was installed in the boiler room on the lower level and ductwork run to the Idea Lab on April 15. Our electrician will run wiring to the new unit during the week of April 21. Once that is complete, Danboise Mechanical will return to turn on the system. Since the Idea Lab opened in 2017, the temperature in the space has remained 5-10 degrees higher than in other areas in the building. This new minisplit will make the room more comfortable for staff and patrons and give staff the ability to control the temperature in the space.



New Self Checkout Stations

Two new stations were installed in the Youth Room on April 2, bringing the total in the library to 5. These were created for use now by our own IT staff using components we had on hand, and will eventually be converted to touch screens to match the others.

Passenger Elevator

The Passenger elevator broke on March 30 during an electrical surge. The elevator was out of order for 2.5 weeks and was fully repaired and restored on April 16.



Diversity and Equity

Strategic goal: Provide and promote equitable and inclusive resources and opportunities for all populations

IDEA (Inclusion, Diversity, Equity, Access) Task Force

- The group continues to meet monthly to accomplish the goals set forth by the Library Board. The Committee is working together to implement action items from the 2022-2025 Strategic Plan Action Plan.
- Staff Book Club met on April 2 to discuss Some Places More Than Others by Renée Watson (middle grade fiction about the history and culture in Harlem) and The Panther and the Lash by Langston Hughes (poetry collection).
- Our next SnackChat discussion will be held on April 22 and the discussion will cover:
 - Understanding how your interactions with coworkers contribute to maintaining a welcoming atmosphere
 - Helping patrons who have cognitive differences
 - Handling challenging interactions with patrons

Project READY

The Youth Department continues to meet monthly to work through this curriculum. In February, they met to discuss Module 22: Assessing Your Current Practice.

Community Outreach and Partnerships

Strategic goal: Develop and strengthen BPL connections within the community.

City of Birmingham

- Craft has attended weekly City of Birmingham staff meetings. Miller submits content for the monthly and quarterly newsletter and Craft submits an update to the City Manager to be discussed as part of her report during the last Commission meeting of each month.
- The Library hosted the Birmingham Shopping District's Merchant Meeting in the Atrium before the Library opened on March 19. Craft and Miller shared about different library resources that might be of use to BSD members.

Beverly Hills

- Miller submitted information to the Village of Beverly Hills for inclusion in its weekly email and monthly newsletter.
- The Story Book Trail is back! Youth Librarian Caroline Salucci braved wet and muddy conditions to install the April story on the newly repaired signposts at Beverly Park.



Bingham Farms

Miller submits monthly Board Meeting updates to the Library Liaison.

City of Bloomfield Hills

Miller submits monthly Board Meeting updates to the Library Liaison.



Birmingham Public Schools

- Battle of the Books took place on Saturday, March 15 at Groves High School. This year we had 73 teams, comprised of 363 student readers and 107 coaches, which is an increase over 2024 participation of 57 teams and 300 students. Credit to Stephanie Klimmek for all her behind the scenes work to make this program run, to all the YS librarians who had a hand in preparation, and to Rosemary, Josh, Sue, Jen H., Morgan, Rebekah, and H for onsite help! Additional thanks to the Friends of BPL and to Book Beat in Oak Park for their sponsorship of the event.

First place: Starbooks, with students from Pembroke and Pierce

Second place: Elemelons, with students from Bingham Farms

Third place: Preppy Page Turners, with students from BCS

Best Team Name: Enchanted to Read You, with students from Beverly

Best Team Spirit: Red Readers with students from Beverly

- On Tuesday, April 8, Jaclyn Miller took information to Family Literacy Night at Greenfield Elementary. They invited us to bring the book bike, but snow flurries prevented that ride. She was able to share info about electronic resources, eBooks and library cards with the small but enthusiastic group on hand.
- On Monday, April 14, we hosted the BPS school librarians meeting. Librarians Rosemary Isbell and Haylie May met with their staff to present book talks and updates on Library resources.

Birmingham Next

Rebekah Craft continues to host the Popular Reads book club on the first Monday of each month at 1:00 p.m. The group meets in a hybrid format at Next and on Zoom. Cameron Crawford moderates the Library's non-fiction book club, which meets virtually on the second Tuesday of every month at 10:00 a.m. Contact Rebekah.craft@baldwinlib.org to request the book and join the next discussion.

Friends of the Baldwin Public Library

The Friends of the BPL met on Tuesday, April 8 for their regular monthly gathering. During that time they reviewed proposed updates for their bylaws, and discussed potential officers for their new year. They will vote on the bylaw changes and new officers at their May 13 Annual Meeting. It was also announced at the April FOL Board meeting that Deb Mohatarem would be stepping back from the Board for at least a year. Deb has served on the Friends Board for over 15 years.

TLN Gleaners – Food for Thought drive

From March 17 to April 15, 2025 BPL served as a collection point for the TLN/Gleaners Food for Thought drive for non-perishable items.

Used Crayon Drive

Swara Rege, a junior at Northville High School, coordinated a collection of used and broken bits of crayons in the Youth Department. Crayons are not biodegradable and end up in the landfills and as part of a Kroger "Zero Waste" project Swara teamed up with a particular non-profit that recycles used crayons and creates new crayon sets. Swara also plans to use these new crayon sets as part of art kits for kids in the hospital.



Volunteer Appreciation Brunch

This reinstated event took place mid-morning on Friday, April 4. Due to a malfunctioning passenger elevator, the celebration was relocated to the Atrium, where our esteemed guests mingled and enjoyed brunch, before a challenging round of Baldwin & volunteer related trivia. Each of the volunteers also received notice of book that was plated in their honor and had a chance to see the title that was selected for them. Our thanks to all volunteers – able to attend the event or not – for their efforts on behalf of the Library.



Marketing

Michelle Hollo continues to work with Jaclyn Miller designing projects and marketing materials for the Library, including:

- *Learn.Connect.Discover* newsletter drafts
- Youth Program posters and fliers
- Summer Reading Promotional pieces and t-shirt designs
- Teen program fliers
- Story Book Trail 2025 signage

eNewsletters

Robert Stratton has compiled and distributed the Library's four monthly eNewsletters (Adult Events, Teen Events, Youth Events). These newsletters promote upcoming programs and spotlight a library service each month. Rebekah continues to send a monthly "Welcome to Baldwin" email to all new cardholders with follow-up information about the library and its services.

Personnel and Organization

Strategic goal: Train, empower, and equip members of the organization to best support users and each other.

Staff Communications

An All Staff meeting was held on March 18. The next All Staff meeting will be held on April 22. Recordings of each meeting are sent to all staff.

Staff Anniversaries

Cameron Crawford, Page Supervisor, reached 10 years of service on April 21.

Carri Fritz-Gvozdoch, Library Assistant II, reached 16 years of service on April 13.

Rosemary Isbell, Youth Librarian II, will reach 7 years of service on April 29.

George Kasparian, Page and Library Assistant I, reached 29 years of service on April 15.

Hannah Stoloff, Substitute Librarian, reached 3 years of service on April 3.

Staffing Updates

New Page Staff

Two new pages have joined our team this month; Jeannie Khezarjian and Morgan Bayour. Morgan is a rising high school senior, is studying jiu-jitsu, and is proficient in juicer technology. Jeannie is a BPS Substitute Teacher and former school librarian at Manoogian. Both have recently begun training on shelving in all departments.

Operations Assistant Posting

A job posting is currently open for an Operations Assistant in our Maintenance Department. Applications will be accepted and interviews will take place until we fill the position.

Trainings

The Innovative Users Group (IUG) 2025 Conference: Denver, CO - March 12-15, 2024

Meeting once per year, this conference offers dozens of sessions ranging in content from general interest to specialized topics. Many opportunities are given to meet and share ideas with other librarians from all types of libraries and from around the world. Programs are prepared by individuals from member libraries and members of the Innovative Interfaces staff. This year, Cameron Crawford, Page Supervisor, attended on an IUG Scholarship.

Cameron said: The most inspirational session I attended was Suri Smith's talk on Democratizing and Demystifying the SQL search function in our ILS Find Tool, and I am now working on ways to best utilize this function for Circulation and Reference staff. I also attended talks by Wes Osborn and Daniel Messer on keeping library data secure, which were very informative and pointed out good tools for quantitative assessment of our own patron data holdings.

Computers in Libraries: Arlington, VA from March 25th-27th: Adam Redmond, IT Coordinator, attended with support from a \$1,600 Library of Michigan Continuing Education Stipend. Adam said: The conference had several panel “tracks” so that attendees could tailor their experience to their interests. Most of the panels I attended were in track B, which had a greater technical focus on issues ranging from cybersecurity, securing shared computers, cloud computing, and more. This conference was a great opportunity to compare notes with other I.T. people in the position of managing devices that are both secure and supportive of the mission of their libraries. It was an emboldening experience—many libraries do not have I.T. people, servers, or the software resources that we have at Baldwin. I hope to attend again in the future!

Rebekah Craft and Jaclyn Miller attended the **Strong Connections, Strong Libraries Conference** on March 21. This conference was held in the Library of Michigan in Lansing. Sponsored by LOM, University of Michigan School of Information (UMSI), and the Institute of Museum and Library Services (IMLS), this was a fantastic way to learn more about the successes and learning opportunities happening across Michigan libraries. Sincerest thanks to all the sponsors for making this conference available at no cost to library staff.

Craft: I appreciated the opportunity to hear from library directors around the state. Each presentation lasted 15 minutes, so I was able to hear from 26 different directors. It is always inspiring to hear how each library has overcome challenges or adapted programs and services to meet the needs of their community. I took away several ideas for improving communications, developing a strategic plan, and improving customer service. Of note was the fundraising campaign in progress at the Elk Rapids Public Library. They hired a fundraising professional to raise capital for a new building. To date, they have raised \$2.1M of their \$3.5M goal!

Miller: On Friday, March 21, I was gratified to spend the day learning from my colleagues across the state at the Strong Connections, Strong Communities conference at the Library of Michigan. From radio interviews, to branding changes, to challenges, to policy writing, presenters covered a wide range of topics, sharing what worked for them and what they would do differently next time. I am always eager to hear what new things our cohorts are trying and think about how something similar could apply here. I always appreciate the opportunity to ask questions at such sessions, and the format of these panels made it easy to have discussions.

Libraries and Cybersecurity Best Practices Webinar

On Thursday April 10, Kristen Tait, Head of Access Services, participated in a webinar on libraries and cybersecurity best practices. The webinar was hosted by OCLC, Baldwin's main provider of cataloging records as well as of our database pass-through authentication system EZProxy. Presenters included OCLC staff members and representatives from two library systems in the state of Washington and in Calgary, Alberta. The main focus of the webinar was what steps public

libraries should take to both prepare and recover from a cyberattack/ransomware attack. Key takeaways are:

1. We need both an internal (by staff) and external (by outside vendors) assessment of the Library's current cyber security protections and then implement recommendations to the best of our ability and budget.
2. We should develop a plan for recovery from an attack that includes not just IT but also operations and communications.
3. Above all, we need to implement multi-factor authentication (MFA) and require regular network and resource password changes. The presenters explained that MFA is now a common prerequisite for cybersecurity insurance policies, with insurers requiring use of MFA for remote network access, admin access and access to email systems. They also stressed that MFA is one of the quickest and easiest best practices to implement.

The webinar concluded with OCLC staff reassuring attendees that EZProxy is a trusted authentication service that protects patrons' data as they log into libraries' varied digital resources.

Volunteer Hours

73 volunteer hours were utilized in the month of March.

Financial Stability

Strategic goal: Maintain and improve financial health.

Craft continues to monitor both the Library's budget and the performance of its Trust funds in order to ensure fiscal responsibility.

Craft met with City Manager Jana Ecker and the City's and Library's attorneys to discuss formal recognition of Baldwin's establishment as a PA 164 10a library on April 17. Once this establishment is recognized by the City, the Library Board will have full autonomy and authority to levy the library's voter-approved millage rate each year.

Craft will present the FY2025-26 budget the City Commission at its Budget Hearing on Saturday, April 26, 2025.

Baldwin Public Library: Friends Funds	
March 2025 Expenditures	
Adult Services	
Lifelong Learning (Sower)	\$ 10.00
Book Club refreshments	\$ 27.98
Presenter fees - Disinformation & Wildflower programs	\$ 450.00
Program fees and supplies	\$ 1,958.84
Total	\$ 2,446.82
Teen Services	
D&D Dungeonmaster fee - April	\$ 100.00
Book Club books	\$ 31.96
Teen program supplies	\$ 370.24
Total	\$ 502.20
Youth Services	
Battle of the Books prizes	\$ 315.00
Book club refreshments	\$ 33.97
Shadowboxes program supplies	\$ 20.97
General program supplies	\$ 217.72
Total	\$ 587.66
Idea Lab	
Program supplies	\$ 1,121.28
Kit supplies	\$ 123.90
Total	\$ 1,245.18
Outreach & Equipment	
Total	\$ -
Total Expenditures	\$ 4,781.86
March 2025 Balances	
Adult Services	\$ 5,751.76
Teen Services	\$ 3,809.00
Youth Services	\$ 6,150.55
Idea Lab	\$ (680.32)
Outreach & Equipment	\$ 1,896.85
Total Balance	\$ 16,927.84
March In-Library Book & Button Sale Cash Donations	\$950.52
Submitted by Jaclyn Miller for April 7, 2025	

NEW BUSINESS

MEMORANDUM

DATE: April 18, 2025
TO: Baldwin Public Library Board of Directors
FROM: Rebekah Craft, Library Director
SUBJECT: RFP for Integrated Library System

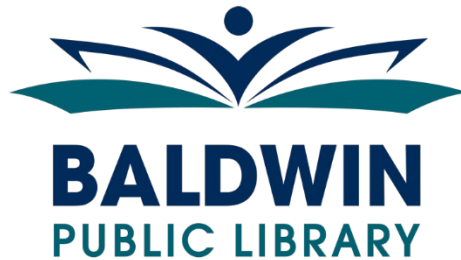
INTRODUCTION

In 2018, we hired Innovative Interfaces to host the library's Integrated Library System with their Polaris software. We have been using their Polaris system since November 2018. We renewed our contract with Innovative Interfaces in 2022 for a period of 3 years. While we are happy with their product, we believe it is prudent to issue an RFP in order to gain the most competitive pricing for an Integrated Library System. We also have several deletions and additions we want to make to our Integrated Library System, including adding a digital app and discontinuing using a hosted training database. Our current contract expires in 2025 and we currently pay \$63,000 for our annual service contract.

A draft of the proposed RFP follows this Memorandum. Pending Board approval, the Library Director, the Access Services Department, and Library Attorney Anne M. Seurnynck will review the final draft before issuing the RFP on MITN (Michigan Intergovernmental Trade Network) for competitive bidding.

SUGGESTED BOARD ACTION

To publish the final draft of the Library's RFP for Integrated Library System services on MITN in order to receive competitive bidding.



REQUEST FOR PROPOSALS

For Baldwin Public Library Integrated Library System

Sealed proposals endorsed **“INTEGRATED LIBRARY SYSTEM”**, will be received at the Administrative Office, Baldwin Public Library, 300 West Merrill Street, Birmingham, Michigan, 48009; until 3:00 p.m. on Wednesday, May 28, 2025 after which time bids will be publicly opened and read.

The Baldwin Public Library is accepting sealed bid proposals from qualified professional firms to provide, host, and maintain Integrated Library System software. This work must be performed as specified accordance with the specifications contained in the Request For Proposals (RFP).

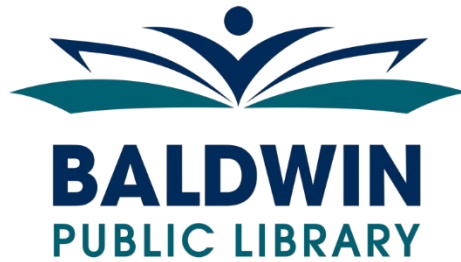
The RFP, including the Specifications, may be obtained online from the Michigan Inter-governmental Trade Network at <http://www.mitn.info> or at the Baldwin Public Library, 300 West Merrill St., Birmingham, Michigan, ATTENTION: Kristen Tait, Head of Access Services.

The acceptance of any proposal made pursuant to this invitation shall not be binding upon the Library until an agreement has been executed.

Submitted to MITN: April 28, 2025

Deadline for Submissions: 3:00 p.m. on Wednesday, May 28, 2025

Contact Person: Kristen Tait, Head of Access Services
300 W Merrill St
Birmingham, MI 48009
Phone: 248.554.4631
Email: kristen.tait@baldwinlib.org



REQUEST FOR PROPOSALS
For Baldwin Public Library Integrated Library System

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INTRODUCTION

For purposes of this request for proposals the Baldwin Public Library will hereby be referred to as “Library,” the private firm will hereby be referred to as “Contractor,” and the integrated library system will hereby be referred to as “ILS.”

Baldwin Public Library is a suburban library located north of Detroit and serves a population of 37,981 in the communities of Birmingham, Beverly Hills, Bingham Farms, and Bloomfield Hills. It owns 170,000 physical items and provides access to a rapidly growing digital collection of over 500,000 titles across multiple platforms. It has an annual circulation of 603,000 and has over 34,000 registered users. It has used Polaris as its ILS since 2018.

The Baldwin Public Library is accepting sealed bid proposals from qualified professional firms to provide ILS software, along with the hosting and maintenance of said ILS software, as well as the migration of Baldwin Public Library’s database from its current ILS, if applicable. This work must be performed as specified accordance with the specifications outlined by the Scope of Work contained in this Request For Proposals (RFP).

During the evaluation process, the Library reserves the right where it may serve the Library’s best interest to request additional information or clarification from proposers, or to allow corrections of errors or omissions. At the discretion of the Library, firms submitting proposals may be requested to make oral presentations as part of the evaluation.

It is anticipated the selection of a firm will be completed by July 21, 2025. An Agreement for services will be required with the selected Contractor. A copy of the Agreement is contained herein for reference. Contract services will commence upon execution of the service agreement by the Library.

REQUEST FOR PROPOSALS (RFP)

The purpose of this RFP is to request sealed bid proposals from qualified parties presenting their qualifications, capabilities, and costs to provide ILS software.

INVITATION TO SUBMIT A PROPOSAL

Proposals shall be submitted no later than Wednesday, May 28, 2025, to:

Baldwin Public Library
Attn: Kristen Tait
300 W. Merrill St.
Birmingham, Michigan 48009
kristen.tait@baldwinlib.org

One (1) print copy and one (1) electronic copy, in PDF format, of the proposal shall be submitted. The print copy of the proposal should be firmly sealed in an envelope, which

shall be clearly marked on the outside, **“BALDWIN PUBLIC LIBRARY INTEGRATED LIBRARY SYSTEM,”** and should be mailed or delivered to the address above. The electronic version should be submitted to kristen.tait@baldwinlib.org. Any proposal received after the due date cannot be accepted and will be rejected and returned, unopened, to the proposer. Proposer may submit more than one proposal provided each proposal meets the functional requirements.

INSTRUCTIONS TO BIDDERS

1. Any and all forms requesting information from the bidder must be completed on the attached forms contained herein (see Contractor's Responsibilities). If more than one bid is submitted, a separate bid proposal form must be used for each.
2. Any request for clarification of this RFP shall be made in writing and delivered to: Kristen Tait, 300 W. Merrill St., Birmingham, MI 48009 or kristen.tait@baldwinlib.org. Such request for clarification shall be delivered, in writing, no later than 5 days prior to the deadline for submissions.
3. All proposals must be submitted following the RFP format as stated in this document and shall be subject to all requirements of this document including the instruction to respondents and general information sections. All proposals must be regular in every respect and no interlineations, excisions, or special conditions shall be made or included in the RFP format by the respondent.
4. The contract will be awarded by the Baldwin Public Library to the most responsive and responsible bidder with the lowest price, subject to all the terms and conditions set forth in this RFP, including, but not limited to provision #1, and the contract will require the completion of the work pursuant to these documents.
5. Each respondent shall include in his or her proposal, in the format requested, the cost of performing the work. The Baldwin Public Library is a sub-unit of the City of Birmingham, a tax-exempt municipal government located in Oakland County. Do not include such taxes in the proposal figure. The Library will furnish the successful company with tax exemption information when requested.
6. Each respondent shall include in their proposal the following information: Firm name, address, city, state, zip code, telephone number, and fax number. The company shall also provide the name, address, telephone number and e-mail address of an individual in their organization to whom notices and inquiries by the Library should be directed as part of their proposal.

EVALUATION PROCEDURE AND CRITERIA

The evaluation panel will consist of Library staff who will evaluate the written proposals and demos based on, but not limited to, the following criteria:

	Percent of Total
Cost	20%
Implementation and Training	15%
Staff Functionality	25%
Public Interface	35%
Compatibility with MeLCat	5%
Total	100%

TERMS AND CONDITIONS

1. The Library reserves the right to reject any or all proposals received, waive informalities, or accept any proposal, in whole or in part, it deems best. The Library reserves the right to award the contract to the next most qualified Contractor if the successful Contractor does not execute a contract within ten (10) days after the award of the proposal.
2. The Library reserves the right to request clarification of information submitted and to request additional information of one or more Contractors.
3. The Library reserves the right to terminate the contract at its discretion should it be determined that the services provided do not meet the specifications contained herein. The Library may terminate this Agreement at any point in the process upon notice to Contractor sufficient to indicate the Library's desire to do so. In the case of such a stoppage, the Library agrees to pay Contractor for services rendered to the time of notice, subject to the contract maximum amount.
4. Any proposal may be withdrawn up until the date and time set above for the opening of the proposals. Any proposals not so withdrawn shall constitute an irrevocable offer, for a period of ninety (90) days, to provide the services set forth in the proposal.
5. The cost of preparing and submitting a proposal is the responsibility of the Contractor and shall not be chargeable in any manner to the Library.
6. The successful bidder will be required to furnish a Performance Bond in an amount not less than 100% of the contract price in favor of the Baldwin Public Library conditioned upon the faithful performance of the contract, and completion on or before the date specified.
7. Library and Contractor will agree on a payment schedule suitable to both parties. Payments will be made within thirty (30) days after Contractor submits each

invoice. Acceptance by Library is defined as authorization by the designated Library representative to this project that all the criteria relevant to the particular invoice and included in the Scope of Work contained herein have been provided.

8. The Contractor will not exceed the timelines established for the completion of this project.
9. The successful bidder shall enter into and will execute the contract as set forth and attached as Attachment A.

CONTRACTOR'S RESPONSIBILITIES

Each bidder shall provide the following as part of their proposal:

1. Complete and sign all forms requested for completion within this RFP.
 - a. Tables within Scope of Work (pages 8-17)
 - b. Bidder's Agreement (Attachment B - page 24)
 - c. Cost Proposal (Attachment C - page 25)
 - d. Iran Sanctions Act Vendor Certification Form (Attachment D - page 26)
 - e. Answers to Questions for Bidders (Attachment E – page 27)
 - f. Agreement (Attachment A - page 18 – **only if selected by the Library**).

LIBRARY'S RESPONSIBILITY

The Library will provide a designated representative (Kristen Tait, kristen.tait@baldwinlib.org, 248-554-4631) to work with the Contractor to coordinate both the Library's and Contractor's efforts and to inspect and verify any work performed by the Contractor.

SETTLEMENT OF DISPUTES

The successful bidder agrees to certain dispute resolution avenues/limitations. Please refer to paragraph 17 of the Agreement attached as Attachment A for the details and what is required of the successful bidder.

INSURANCE

The successful bidder is required to procure and maintain certain types of insurances. Please refer to paragraph 12 of the Agreement attached as Attachment A for the details and what is required of the successful bidder.

CONTINUATION OF COVERAGE

The Contractor also agrees to provide all insurance coverages as specified. Upon failure of the Contractor to obtain or maintain such insurance coverage for the term of the agreement, the Library may, at its option, purchase such coverage and subtract the cost of obtaining such coverage from the contract amount. In obtaining such coverage, the Library shall have no obligation to procure the most cost effective coverage but may contract with any insurer for such coverage.

EXECUTION OF CONTRACT

The bidder whose proposal is accepted shall be required to execute the contract and to furnish all insurance coverages as specified within ten (10) days after receiving notice of such acceptance. Any contract awarded pursuant to any bid shall not be binding upon the Library until a written contract has been executed by both parties. Failure or refusal to execute the contract shall be considered an abandoned all rights and interest in the award and the contract may be awarded to another. The successful bidder agrees to enter into and will execute the contract as set forth and attached as Attachment A.

INDEMNIFICATION

The successful bidder agrees to indemnify the Library and various associated persons. Please refer to paragraph 13 of the Agreement attached as Attachment A for the details and what is required of the successful bidder.

CONFLICT OF INTEREST

The successful bidder is subject to certain conflict of interest requirements/restrictions. Please refer to paragraph 14 of the Agreement attached as Attachment A for the details and what is required of the successful bidder.

EXAMINATION OF PROPOSAL MATERIALS

The submission of a proposal shall be deemed a representation and warranty by the Contractor that it has investigated all aspects of the RFP, that it is aware of the applicable facts pertaining to the RFP process and its procedures and requirements, and that it has read and understands the RFP. Statistical information which may be contained in the RFP or any addendum thereto is for informational purposes only.

PROJECT TIMELINE

RFP released	April 28, 2028
Deadline for vendor inquiries	May 21, 2025
Baldwin Public Library response to vendor inquiries	May 23, 2025
Proposals due at Baldwin Public Library	May 28, 2026
Demos	June 2025
Staff recommendation of preferred contractor	Early July 2025
Library Board approval & contract signed	July 21, 2025
System operational	January 31, 2026

The Contractor will not exceed the timelines established for the completion of this project.

SCOPE OF WORK

The core of the Scope of Work is the ILS software and its accompanying Online Public Access Catalog. The tables below contain functionalities that the Library desires in its ILS. Not every feature is required, but the bidder is expected to address each functionality by indicating whether it is included in its standard ILS, whether it is available as an optional add-on, whether it is currently in beta or in testing, whether it is in development, or whether it is not supported and not in development. For each functionality, check the appropriate box. The letters in the first row of each category correspond to the following meanings:

I: Included
 O: Optional add on
 B: In beta/currently being tested
 D: In development
 N: Not supported

Core ILS Requirements

Function	I	O	B	D	N	Comment
1. The ILS database is hosted remotely.						
2. The Contractor will migrate the library's current databases (bibliographic, user, etc.) to their own format (if applicable).						
3. The ILS software contains the following modules/functionalities:						
a. Acquisitions						
b. Cataloging						
c. Circulation						
d. Deb collection interface						
e. Digital content integration						
f. Ecommerce support						
g. Online Public Access Catalog						
h. Inter-library loan						
i. Outreach						
j. Reports/analytics						
k. Requests						
l. RFID integration						
m. Selections						
n. Serial Control						
o. System Administration/configuration						

4. The ILS shall support the following communication protocols:						
a. SIP/SIP2						
b. NCIP						
c. EDI						
d. Z39.50						
5. The ILS shall provide the Library with full access to its APIs.						

Hosting

Function	YES	NO	Comment
6. The ILS database is hosted remotely.			
7. The database is secured to prevent access by any unauthorized party.			
8. The database is online 24 hours a day, 365 days a year.			
9. Contractor notifies Library of any planned service disruption in advance.			

Technology Standards/Protocols/Interfaces

Function	I	O	B	D	N	Comment
10. ILS opens APIs to the Library and third party vendors.						
11. APIs are web-based and RESTful.						
12. Supports the following protocols/interfaces:						
a. SIP2						
b. NCIP						
c. EDI						
d. Z39.50						
13. Allows for an unlimited number of SIP2 connections						
14. Allows the Library to configure and create SIP2 ports						

Acquisitions

Function	I	O	B	D	N	Comment
15. The acquisitions module supports the Library's ability to maintain up-to-date vendor, fund, invoice, and purchase order data.						
16. Supports multiple fund cycles, including the ability to view and generate reports for previous cycles.						
17. Supports the ability to roll funds over from one cycle to another.						
18. Supports a user-defined fiscal calendar/cycle.						
19. Has the ability to create multiple fund types.						
20. Has the ability to create multiple sub-funds.						
21. Has the ability to add, duplicate, modify, and delete funds.						
22. Has the ability to modify fund budgets.						
23. Supports the ability to create, add, modify, duplicate, and delete multiple vendors.						
24. Allows Library to add unlimited number of orders.						
25. Supports the ability to create, add, modify, duplicate, and delete multiple orders.						
26. Supports electronic ordering that interfaces with major print and AV vendors such as but not limited to Baker & Taylor and Midwest Tape.						
27. Supports 9XX importing.						
28. Has robust invoicing features including the ability to add, modify, pay, reverse payment for, unlock, and delete invoices.						
29. Supports EDI.						
30. Allows orderline cancellations.						

Cataloging

Function	I	O	B	D	N	Comment
31. The system is able to accommodate the Library's database of 100,000-200,000 each authority, bibliographic, and item records.						
32. The ILS supports MARC 21 and Z39.50.						
33. Support unlimited number of MARC 21 fields in any record.						
34. Software allows all bibliographic records to be imported, modified, exported, searched, displayed, and deleted.						
35. Supports assigning an unlimited number of different items to the same bibliographic record.						
36. Allows staff to modify and delete bibliographic, authority, and item records.						
37. Supports MARC format error checking.						
38. Allows library staff to designate certain records as invisible to those searching the public facing catalog.						
39. Supports ability of library staff to create logical categories and mapping for organizing records.						
40. Supports the ability to generate spine labels based on item call numbers on demand, and capable of being printed on standard label sizes and sent to standard printer models.						
41. Supports linking authority records with bibliographic authority headings.						
42. The authority module shall support multiple authority files including separate indexes for Library of Congress subject headings, children's headings, etc.						
43. Automatically detects when an authority heading is unauthorized.						

Circulation

Function	I	O	B	D	N	Comment
44. Support for an unlimited number of checkouts, check-ins, and holds for an expanding database of 175,000 items and 41,000 users.						
45. Circulation functionality integrates with existing self-check and automated sorter equipment.						
46. Has the ability to create, modify, delete, and block user accounts.						
47. Has the ability to set an expiration date on all user accounts.						
48. Has the ability to insert user notes into each user account.						
49. Has the ability to create and apply multiple library-defined policies to item types/categories that determine whether items circulate and if so under what terms.						
50. Has the ability to define user categories and assign multiple circulation policies to those categories that determine whether any given user may checkout materials, renew them, or place them hold, and if so under what terms.						
51. Has the ability to assign multiple daily fine amounts and maximum fine totals to different item types.						
52. Allows user to issue and change user IDs of varying length and type (numeric, non-numeric) for each and every user.						
53. Allows user to assign a PIN to each user and support the ability to change that PIN.						
54. Has the ability of staff to change the due date for items checked out to a patron.						
55. System shall allow staff to backdate the check in date of items.						
56. System shall allow staff to identify the last two patrons who checked out any given item.						

57. Has the ability to suppress or turn off the collection of patron historical checkout data.						
58. Shall support the ability to email patrons with a list of current checkouts, checkouts soon due, and those overdue.						
59. Supports the ability to customize the text in system-generated emails.						
60. Allows staff to renew a single item as well as multiple items checked out to a given user.						
61. Allows users the ability to renew items themselves through the Online Public Access Catalog.						
62. Allows staff the ability to override, on an individual basis, limits to the number or type of item a user can check out or place on hold.						
63. System allows patrons and staff the ability to place individual items and titles on hold.						
64. Has the ability of staff and users to remove, re-order, and trigger holds.						
65. Has the ability for staff to view patron and item/title holds.						
66. Staff are able to mark individual items missing.						
67. The circulation module can be configured to integrate with Michigan's MeL inter-library loan system.						
68. The circulation module allows staff to create, delete, and modify bibliographic and item records on the fly to circulate inter-library loan items.						
69. Supports the automatic assignation of fines to user with overdue items, including the ability to estimate overdue fines for items currently checked out.						
70. Supports staff forgiveness/voiding of fines as well as patron payment of fines including recording all historical payment data for each patron.						

71. Integrates with Unique Management Services, Inc. for sending user accounts to collections and clearing said user accounts once payment has been satisfied.						
72. Integrates with Envisionware for online payment of fines and fees.						
73. Items may be set to renew automatically as long as there are no holds.						

Client

Function	I	O	B	D	N	Comment
74. The staff client supports multiple, library-defined user profiles.						
75. Profiles are customizable in terms of name, password, modules and functionality access.						
76. Clients have library-defined override codes to enable an individual user to bypass profile based restrictions.						
77. Allows installation of client on at least 100 individual workstations and allow as many concurrent logins.						

Online Public Access Catalog

Function	I	O	B	D	N	Comment
78. The OPAC is web-based.						
79. The OPAC is built with responsive web design for mobile users.						
80. All pages on the OPAC are served over HTTPS.						
81. The OPAC is able to display third party digital content from OverDrive, Hoopla Digital, Syndetics, and other content providers.						
82. Search results clearly indicate the format type for each title in the search results without having to click on said search result.						
83. Search results prioritize popular materials.						

84. Call numbers for each item in the search results are visible without the user having to interact with the search results by clicking, hovering, etc.						
85. The OPAC has a patron portal where users can log in to view their holds and checkouts, and well place holds and renew items.						
86. The OPAC has an advanced search option.						
87. The OPAC allows users to filter search results by:						
a. Date published						
b. Author						
c. Format						
d. Digital platform						
e. Library defined categories such as location, item category, item type						
88. The OPAC is able to display cover image content for all media types, including but not limited to books, e-books, audiobooks, e-audiobooks, music recordings, and feature films. The ability to assign custom images for special collection items is highly desirable.						
89. The OPAC is fully customizable, minimally allowing the Library the ability to modify the data fields which are displayed or hidden for item records, as well as the order in which fields are displayed; and including the ability to assign descriptive labels to certain item attributes to facilitate use by the general public.						

Outreach

Function	I	O	B	D	N	Comment
90. Has robust Outreach functionality to manage user account for patrons who have items delivered to them.						
91. Allows staff to turn on historical checkout data on the item or bibliographic level for these users irrespective of whether historical checkout data is enabled for non-Outreach users.						
92. Allows staff to manually add to, modify, or delete items in an Outreach user's checkout history.						
93. Allows staff to assign, modify, and delete genre/format/author/etc. interests to each user.						
94. Allows staff to view and sort historical checkouts by a variety of data elements, including title, author and genre.						

Reporting/Analytics

Function	I	O	B	D	N	Comment
95. Supports the ability of staff to run detailed reports on all aspects of the Library's database (users, items, bibliographic records, etc.).						
96. Allows staff to create new reports.						
97. Allows staff to schedule one time as well as recurring reports.						
98. Allows report data to be exported in a variety of formats (XML, CSV, etc.).						
99. Software includes report templates for each module.						

Serial Control

Function	I	O	B	D	N	Comment
100. Serial Control module supports the library's fluctuating database of ~300 unique serial titles.						
101. Has the ability to check issues in, set and modify predictions, and remove issues.						
102. Will automatically, or via a report, notify library staff when an issue has not been received by a specific time.						
103. Has the ability to create, display, modify, and delete control records.						

Training

Function	I	O	B	D	N	Comment
104. Contractor provides on-site training to library staff on all aspects of the ILS and OPAC.						
105. Contractor provides separate training to the Library designated System Administrator.						
106. Contractor shall specify in the bid the estimated number of hours of staff training it will provide.						
107. Contractor provides free support documentation for all aspects of their product in the form of either, all, or some combinations of:						
a. Help files in the user software						
b. Help site with support documentation						
c. Online tutorials, videos, or webinars						

ATTACHMENT A - AGREEMENT
For Baldwin Public Library Integrated Library System

This AGREEMENT, made this _____ day of _____, 2025, by and between BALDWIN PUBLIC LIBRARY, having its principal office at 300 West Merrill Street, Birmingham, MI (hereinafter sometimes called "Library"), and _____, Inc., having its principal office at _____ (hereinafter called "Contractor"), provides as follows:

WITNESSETH:

WHEREAS, the Baldwin Public Library, through the Library Director, is desirous of having work completed to provide an Integrated Library System for the Library.

WHEREAS, the Library has heretofore advertised for bids for the procurement and performance of services required to provide an Integrated Library System, and in connection therewith has prepared a request for sealed proposals ("RFP"), which includes certain instructions to bidders, specifications, terms and conditions.

WHEREAS, the Contractor has professional qualifications that meet the project requirements and has made a bid in accordance with such request for cost proposals to provide an Integrated Library System.

NOW, THEREFORE, for and in consideration of the respective agreements and undertakings herein contained, the parties agree as follows:

1. It is mutually agreed by and between the parties that the documents consisting of the Request for Proposal to provide an Integrated Library System and the Contractor's cost proposal dated _____, 2025 shall be incorporated herein by reference and shall become a part of this Agreement, and shall be binding upon both parties hereto. If any of the documents are in conflict with one another, this Agreement shall take precedence, then the RFP.
2. The Library shall pay the Contractor for the performance of this Agreement in an amount not to exceed _____, as set forth in the Contractor's _____, 2025 cost proposal.
3. This Agreement shall commence upon execution by both parties, unless the Library exercises its option to terminate the Agreement in accordance with the Request for Proposals.
4. The Contractor shall employ personnel of good moral character and fitness in performing all services under this Agreement.
5. The Contractor and the Library agree that the Contractor is acting as an independent Contractor with respect to the Contractor's role in providing services to the Library pursuant to this Agreement, and as such, shall be liable for its own actions and neither the Contractor nor its employees shall be construed as employees of the Library.

Nothing contained in this Agreement shall be construed to imply a joint venture or partnership and neither party, by virtue of this Agreement, shall have any right, power or authority to act or create any obligation, express or implied, on behalf of the other party, except as specifically outlined herein. Neither the Library nor the Contractor shall be considered or construed to be the agent of the other, nor shall either have the right to bind the other in any manner whatsoever, except as specifically provided in this Agreement, and this Agreement shall not be construed as a contract of agency. The Contractor shall not be entitled or eligible to participate in any benefits or privileges given or extended by the Library, or be deemed an employee of the Library for purposes of federal or state withholding taxes, FICA taxes, unemployment, workers' compensation or any other employer contributions on behalf of the Library.

6. The Contractor acknowledges that in performing services pursuant to this Agreement, certain confidential and/or proprietary information (including, but not limited to, internal organization, methodology, personnel and financial information, etc.) may become involved. The Contractor recognizes that unauthorized exposure of such confidential or proprietary information could irreparably damage the Library. Therefore, the Contractor agrees to use reasonable care to safeguard the confidential and proprietary information and to prevent the unauthorized use or disclosure thereof. The Contractor shall inform its employees of the confidential or proprietary nature of such information and shall limit access thereto to employees rendering services pursuant to this Agreement. The Contractor further agrees to use such confidential or proprietary information only for the purpose of performing services pursuant to this Agreement.

7. This Agreement shall be governed by and performed, interpreted and enforced in accordance with the laws of the State of Michigan. The Contractor agrees to perform all services provided for in this Agreement in accordance with and in full compliance with all local, state and federal laws and regulations.

8. If any provision of this Agreement is declared invalid, illegal or unenforceable, such provision shall be severed from this Agreement and all other provisions shall remain in full force and effect.

9. This Agreement shall be binding upon the successors and assigns of the parties hereto, but no such assignment shall be made by the Contractor without the prior written consent of the Library. Any attempt at assignment without prior written consent shall be void and of no effect.

10. The Contractor agrees that neither it nor its subcontractors will discriminate against any employee or applicant for employment with respect to hire, tenure, terms, conditions or privileges of employment, or a matter directly or indirectly related to employment because of race, color, religion, national origin, age, sex, height, weight or marital status. The Contractor shall inform the Library of all claims or suits asserted against it by the Contractor's employees who work pursuant to this Agreement. The Contractor shall provide the Library with periodic status reports concerning all such claims or suits, at intervals established by the Library.

11. The Contractor shall not commence work under this Agreement until it has, at its sole expense, obtained the insurance required under this paragraph. All coverages shall be with insurance companies licensed and admitted to do business in the State of Michigan. All coverages shall be with carriers acceptable to the Baldwin Public Library.

12. The Contractor shall maintain during the life of this Agreement the types of insurance coverage and minimum limits as set forth below:

- A. Workers' Compensation Insurance: Contractor shall procure and maintain during the life of this Agreement, Workers' Compensation Insurance, including Employers Liability Coverage, in accordance with all applicable statutes of the State of Michigan.
- B. Commercial General Liability Insurance: Contractor shall procure and maintain during the life of this Agreement, Commercial General Liability Insurance on an "Occurrence Basis" with limits of liability not less than **\$1,000,000** per occurrence combined single limit, Personal Injury, Bodily Injury and Property Damage. Coverage shall include the following extensions: (A) Contractual Liability; (B) Products and Completed Operations; (C) Independent Contractors Coverage; (D) Broad Form General Liability Extensions or equivalent; (E) Deletion of all Explosion, Collapse and Underground (XCU) Exclusions, if applicable.
- C. Motor Vehicle Liability: Contractor shall procure and maintain during the life of this Agreement Motor Vehicle Liability Insurance, including all applicable no-fault coverages, with limits of liability of not less than \$1,000,000 per occurrence combined single limit Bodily Injury and Property Damage. Coverage shall include all owned vehicles, all non-owned vehicles, and all hired vehicles.
- D. Additional Insured: Commercial General Liability and Motor Vehicle Liability Insurance, as described above, shall include an endorsement stating the following shall be *Additional Insureds*: The Baldwin Public Library, including all elected and appointed officials, all employee and volunteers, all boards, commissions and/or authorities and board members, including employees and volunteers thereof. This coverage shall be primary to any other coverage that may be available to the additional insured, whether any other available coverage by primary, contributing or excess.
- E. Professional Liability: Professional liability insurance with limits of not less than \$1,000,000 per claim if Contractor will provide service that are customarily subject to this type of coverage.

- F. Cancellation Notice: Workers' Compensation Insurance, Commercial General Liability Insurance and Motor Vehicle Liability Insurance (and Professional Liability Insurance, if applicable), as described above, shall include an endorsement stating the following: "Thirty (30) days Advance Written Notice of Cancellation or Non-Renewal, shall be sent to: Paul Gillin, Bookkeeper, Baldwin Public Library, 300 West Merrill Street, Birmingham, MI 48009.
- G. Proof of Insurance Coverage: Contractor shall provide the Baldwin Public Library at the time the Agreement is returned for execution, Certificates of Insurance and/or policies, acceptable to the Baldwin Public Library, as listed below.
- 1) Two (2) copies of Certificate of Insurance for Workers' Compensation Insurance;
 - 2) Two (2) copies of Certificate of Insurance for Commercial General Liability Insurance;
 - 3) Two (2) copies of Certificate of Insurance for Vehicle Liability Insurance;
 - 4) Two (2) copies of Certificate of Insurance for Professional Liability Insurance;
 - 5) If so requested, Certified Copies of all policies mentioned above will be furnished.
- H. Coverage Expiration: If any of the above coverages expire during the term of this Agreement, Contractor shall deliver renewal certificates and/or policies to the Baldwin Public Library at least (10) days prior to the expiration date.
- I. Maintaining Insurance: Upon failure of the Contractor to obtain or maintain such insurance coverage for the term of the Agreement, the Baldwin Public Library may, at its option, purchase such coverage and subtract the cost of obtaining such coverage from the Agreement amount. In obtaining such coverage, the Baldwin Public Library shall have no obligation to procure the most cost-effective coverage but may contract with any insurer for such coverage.

13. To the fullest extent permitted by law, the Contractor and any entity or person for whom the Contractor is legally liable, agrees to be responsible for any liability, defend, pay on behalf of, indemnify, and hold harmless the Baldwin Public Library, its elected and appointed officials, employees and volunteers and others working on behalf of the Baldwin Public Library against any and all claims, demands, suits, or loss, including all costs and reasonable attorney fees connected therewith, and for any damages which may be asserted, claimed or recovered against or from and the Baldwin Public Library, its elected and appointed officials, employees, volunteers or others working on behalf of the Baldwin Public Library, by reason of personal injury, including bodily injury and death and/or property damage, including loss of use thereof, which arises out of or is in any way connected or associated with this Agreement. Such responsibility shall not be construed as liability for damage caused by or resulting from the sole act or omission of its elected or appointed officials, employees, volunteers or others working on behalf of the Baldwin Public Library.

14. If, after the effective date of this Agreement, any official of the Library, or spouse, child, parent or in-law of such official or employee shall become directly or indirectly interested in this Agreement or the affairs of the Contractor, the Library shall have the right to terminate this Agreement without further liability to the Contractor if the disqualification has not been removed within thirty (30) days after the Library has given the Contractor notice of the disqualifying interest. Ownership of less than one percent (1%) of the stock or other equity interest in a corporation or partnership shall not be a disqualifying interest. Employment shall be a disqualifying interest.

15. If Contractor fails to perform its obligations hereunder, the Library may take any and all remedial actions provided by the general specifications or otherwise permitted by law.

16. All notices required to be sent pursuant to this Agreement shall be mailed to the following addresses:

Baldwin Public Library
Attn: Kristen Tait
300 West Merrill St
Birmingham, MI 48009
248.554.4631
kristen.tait@baldwinlib.org

17. Any controversy or claim arising out of or relating to this Agreement, or the breach thereof, shall be settled either by commencement of a suit in Oakland County Circuit Court, the 48th District Court or by arbitration. If both parties elect to have the dispute resolved by arbitration, it shall be settled pursuant to Chapter 50 of the Revised Judicature Act for the State of Michigan and administered by the American Arbitration Association with one arbitrator being used, or three arbitrators in the event any party's claim exceeds \$1,000,000. Each party shall bear its own costs and expenses and an equal share of the arbitrator's and administrative fees of arbitration. Such arbitration shall qualify as statutory arbitration pursuant to MCL§600.5001 et. seq., and the Oakland County Circuit Court or any court having jurisdiction shall render judgment upon the award of the arbitrator made pursuant to this Agreement. The laws of the State of Michigan shall govern this Agreement, and the arbitration shall take place in Oakland County, Michigan. In the event that the parties elect not to have the matter in dispute arbitrated, any dispute between the parties may be resolved by the filing of a suit in the Oakland County Circuit Court or the 48th District Court.

18. FAIR PROCUREMENT OPPORTUNITY: Procurement for the Baldwin Public Library will be handled in a manner providing fair opportunity for all businesses. This will be accomplished without abrogation or sacrifice of quality and as determined to be in the best interest of the Baldwin Public Library.

IN WITNESS WHEREOF, the said parties have caused this Agreement to be executed as of the date and year above written.

WITNESSES:

CONTRACTOR

By: _____

Its:

BALDWIN PUBLIC LIBRARY

By: _____

Danielle Rumble
Its: Library Board President

Approved:

Rebekah Craft, Director
(Approved as to substance)

Anne M. Seurnyck, Library Attorney
(Approved as to form)

Paul Gillin, Bookkeeper
(Approved as to financial obligation)

ATTACHMENT B - BIDDER'S AGREEMENT
For Baldwin Public Library Integrated Library System

In submitting this proposal, as herein described, the Contractor agrees that:

1. They have carefully examined the specifications, terms and Agreement of the Request for Proposal and all other provisions of this document and understand the meaning, intent, and requirement of it.
2. They will enter into a written contract and furnish the item or items in the time specified in conformance with the specifications and conditions contained therein for the price quoted by the proponent on this proposal.

PREPARED BY
(Print Name)

DATE

TITLE

DATE

AUTHORIZED SIGNATURE

E-MAIL ADDRESS

COMPANY

ADDRESS

PHONE

NAME OF PARENT COMPANY

PHONE

ADDRESS

ATTACHMENT C - COST PROPOSAL
For Baldwin Public Library Integrated Library System

In order for the bid to be considered valid, this form must be completed in its entirety. The cost for the Scope of Work as stated in the Request for Proposal documents is:

COST PROPOSAL			
ITEM	COST IN YEAR 1	COST IN YEAR 2	COST IN YEAR 3
Data migration	\$	\$	\$
Software and user licenses	\$	\$	\$
Onsite training	\$	\$	\$
Hosting/support	\$	\$	\$
Miscellaneous (Attach Detailed Description)	\$	\$	\$
TOTAL BID AMOUNT	\$	\$	\$

Firm Name_____

Authorized signature_____ Date_____

ATTACHMENT D - IRAN SANCTIONS ACT VENDOR CERTIFICATION FORM
For Baldwin Public Library Integrated Library System

Pursuant to Michigan Law and the Iran Economic Sanction Act, 2012 PA 517 ("Act"), prior to the Library accepting any bid or proposal, or entering into any contract for goods or services with any prospective Vendor, the Vendor must certify that it is not an "Iran Linked Business", as defined by the Act.

By completing this form, the Vendor certifies that it is not an "Iran Linked Business", as defined by the Act and is in full compliance with all provisions of the Act and is legally eligible to submit a bid for consideration by the Library.

PREPARED BY
(Print Name)

DATE

TITLE

DATE

AUTHORIZED SIGNATURE

E-MAIL ADDRESS

COMPANY

ADDRESS

PHONE

NAME OF PARENT COMPANY

PHONE

ADDRESS

TAXPAYER I.D.#

ATTACHMENT E – QUESTIONS FOR BIDDERS
For Baldwin Public Library Integrated Library System

1. Provide a description of the firm, including resumes and professional qualifications of the principals involved in administering the project.
 - a. Provide a list of the staff members who will be assigned to this project, including names, titles, phone number, email address, and role for this project.
 - b. Any changes in the staff members assigned to this project shall be communicated to the Library, in writing.
2. Provide us with three (3) references for public libraries of similar size that use your product.
3. Baldwin wishes to have all tasks described in the Scope of Work completed by January 31, 2026. Provide a plan detailing how you would complete these tasks by the deadline.
4. If applicable, please describe your migration process in detail. What data will successfully transfer, and will any data not transfer? How will the migration affect current user checkouts, holds, fines, outreach history, and item history?
5. How will the migration affect Acquisitions? Will vendor records migrate over, orders / invoices? Our vendor records for Baker and Taylor currently have preferences set up for 9XX ordering. Will that information migrate over?
6. Describe updates to your software. How often do updates occur? Is service interrupted during updates? If so, what is the average duration of disruption?
7. Please describe your enhancement request process. If a client desires a feature that the product does not currently have, how do you decide whether to develop that feature?
8. Does your product integrate (via SIP2, EDI, or APIs) with the vendors referenced in the Scope of Work, item 81? Which other third-party vendors (such as 3M, etc.) does your OPAC integrate with?
9. Describe how your ILS product would integrate with MeLCat, Michigan's state-wide interlibrary loan system.
10. Outline the steps the Library's ILS administrator would need to take to open new SIP2 ports or reconfigure existing ones.

11. Describe your APIs. Are they web-based and RESTful? Are they open to your customers? Do you require API training before opening them to your customers? Do you provide a sandbox environment?
12. Describe the ways in which the Library can customize the OPAC.
13. Describe how you plan to host the Library's database remotely on servers you own, using a cloud-based solution, etc.
14. Describe the security in place that would protect Baldwin's patron database from unauthorized access.
15. Have you experienced a data breach in the last ten (10) years? If yes, please describe the breach in detail, including its nature, your disclosure timeline, and all post-breach risk mitigation measures you took.
16. Provide detailed information on planned and unplanned service interruptions to your ILS product(s) that occurred in the last year, including dates, times, and duration of interruption(s).
17. Please describe the scope and length of your training for library staff and system administrator(s), including number of days and hours of training.
18. Please describe any off-site support and training you offer.
19. Do you have any training, support, or help material behind a paywall—for example pre-recorded webinars and online tutorials? If so, what are the costs for accessing such material?
20. Does your product support or will it support the BIBFRAME standard?
21. What are the minimum system requirements for a computer to run your staff client?

MEMORANDUM

DATE: April 18, 2025
TO: Baldwin Public Library Board of Directors
FROM: Rebekah Craft, Library Director
SUBJECT: Baldwin Public Library's Establishment

INTRODUCTION

In 1998 Birmingham voters voted by 73% in favor to support the Baldwin Public Library with a tax rate of 1.75 mills in perpetuity. Starting in 2008, the millage rate was lowered in retaliation by City Manager Tom Markus against former library director Marti Custer who was later relieved of her position. Upon review, it seems this was done unlawfully as the City did not have the authority to change the millage rate. The library's millage rate was not restored to the Headlee maximum until we began our three phase building plan in 2016. Since then, the library has used voter-approved library funds and more than \$500,000 in donations to make \$9 million dollars in improvements to the library building, which is owned by the city of Birmingham.

On February 27, 2025, just three weeks after my budget discussion with the City Manager's office and the City's Finance department—during which our budget preparation received compliments from all involved—Assistant City Manager Mark Clemence presented me with a new contract for Administrative Services that more than doubled our annual rate from \$104,000 to \$219,000. Then, on March 18, 2025, Assistant City Manager Melissa Fairbairn and City Finance Director Mark Gerber informed me that the City would propose cutting the library's millage rate by more than \$1M in fiscal years 26-27 and 27-28. They noted that City Manager Jana Ecker would be presenting this as a Birmingham Community and Senior Center funding option to the Commission at its March 24 City Commission meeting, just four business days later.

After the March 24 City Commission meeting, City Manager Jana Ecker agreed to meet with City Attorney Mary Kucharek, Library Attorney Anne Seurnynck, and me to discuss this matter and come to a consensus.

CITY AND LIBRARY MEETING

On April 17, 2025, I sat down with Library Attorney Anne Seurnynck (via Zoom), City Manager Jana Ecker and Tracy Gaudenzi, an attorney at Beier Howlett, to discuss Baldwin Public Library's establishment and the library board's authority and autonomy to set the library's millage rate.

We all agreed that the next step is to come to an agreement on how the library was established and whether or not it is a PA 164 10a library. Because the library's establishment has never been officially recognized by the City of Birmingham, this is the root cause of the matter.

The City's position is that we have been operating in muddy waters like a department of the City, with the Commission approving our annual millage requests, so we should continue to operate in this same manner going forward.

The Library's position is that past practices do not predict the future and things that the City has done unilaterally does not affect the Library's establishment as a PA 164 10a library. Library Attorney Seurnynck would like to see this matter settled so that the library can operate in compliance with the library's legal establishment going forward.

Ecker was looking at Commission minutes from 2016 showing that the City and Library had an "agreement" to receive a higher millage rate for only the duration of the library renovations, and that its millage rate would be lowered after construction ended. Ecker indicated surprise that I reacted negatively to our millage rate being lowered because she thought I knew that it would happen after the renovations ended. She also saw that our fund balance was projected to be higher than 35% in FY 2026-27 and wanted those extra library funds to be used to help fund the senior center, which she continues to claim was just a suggestion. I said that it is the library board's responsibility to approve the budget and how the library's fund balance is managed; City staff should not be determining whether the amount of money in the library's fund balance is appropriate. In fact, there is a policy in place, which the Library Director and Library Board review annually, to ensure that responsible savings is balanced with future planning.

The Library has been working within its voter-approved millage rate to serve its patrons and we were continuing to ask for our full millage rate to make further improvements and updates to the building and its services. Since 2009, the Library has been acquiescing to the City, proving our value to the citizens we serve, and being fiscally responsible in order to attempt to receive our full voter-approved millage funding.

During the course of the conversation, we discussed future contracts that we will need to settle, once the establishment is officially recognized. These include:

- Employee Lease Agreement
- Fiscal Agency Agreement
- Administrative Services Contract

The library's maximum millage rate will be collected for the FY2025-26 budget year. The funding matter we are discussing concerns the FY26-27 budget year and following years. However, it is important to note that the matter of library funding is still tied to discussions about funding the proposed Birmingham Community and Senior Center, which is expected to go to the voters in August or November 2025.

The City and the Library both want to avoid solving this matter in the courts.

Our next meeting to discuss further research on this matter will be held on Thursday, May 8 at 9am.

In order to continue with discussions, Library Attorney Seurnyck has requested that the library board authorize her to release her collected evidence on the Library's establishment to the City Attorney.

SUGGESTED BOARD ACTION

To direct Library Attorney Anne M. Seurnyck to release collected materials supporting Baldwin Public Library's establishment as a PA 164 10a City Library to Mary Kucharek, Beier Howlett, the City's Attorney.

INFORMATION ONLY

Upcoming Events of Interest

Misinformation: Don't Be Fooled!

Tuesday, April 22, 2025, 7:00pm - 8:00pm

Join University of Michigan Clinical Professor Kristin Fontichiaro for a short exploration of the phenomenon of misinformation in contemporary American society. Learn practical strategies to help you gain a balanced media diet, sort out facts from hyperbole (or worse), and lower your susceptibility to mis- and disinformation. REGISTRATION Required: This is a VIRTUAL presentation.

Protect Your Peeps - Grades 4 to 6

Wednesday, April 23, 2025, 7:00pm - 8:00pm

How many Peeps can you protect? Use provided materials to create a raft and see how many Peeps you can keep afloat. We will also have a taste test to determine our favorite flavor of Peeps. Registration required. Registration opens one month before the program. Grades 4 to 6 - Caregivers must stay in the building during the program if the participant is ten years old or younger.

"Picky Pad" Fidget Toy Party for Teens

Thursday, April 24, 2025, 7:00pm - 8:00pm

School or life got you feeling stressed out? Come to the library to make a picky pad. A picky pad is a sensory fidget toy that can be helpful for anxiety relief and reduce the urge to pick at skin or nails. The best part? Our picky pads are reusable! Once you've picked all the beads out of the pad, simply remelt and reuse. All materials provided. Grades 7-12. Registration required.

Idea Lab Class: Plotting and Scheming - Using the Plotter Cutters in The Idea Lab

Wednesday, April 30, 2025, 7:00pm - 8:00pm

Learn the basics of using plotter cutters! We'll explore the essentials of operating the Idea Lab's Silhouette Cameo and Graphtec cutters, including loading materials, setting up designs, and cutting with precision.

Free Comic Book Day! And May the 4th

Saturday, May 3, 2025, All Day

It's Free Comic Book Day at local comic shops and BPL. Swing by the library, pick up a comic and vote for the best comic book character. We'll have comics for kids, teens, and adults on a first come, first served basis. One comic book per person, please.

In the Youth Room: Celebrate comics and Star Wars with a scavenger hunt and a take home activity kit. Dress up in your best Star Wars or comic book hero costume, or to just wear your favorite graphic t-shirt to support the characters you love. First come, first served. One per person.

Genealogy Series: Family History through Interviews

Thursday, May 8, 2025, 7:00pm - 8:00pm

Oral histories can provide invaluable family information and are treasured keepsakes. This session will teach the basics of a good interview and how to preserve it long-term.

Shrinking Your Carbon Footprint**Tuesday, May 13, 2025, 7:00pm - 8:00pm**

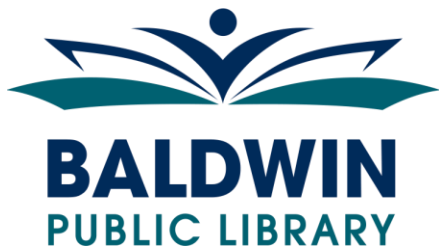
Want some suggestions on easy or small steps you can take to help out our planet? Come hear some ideas and see some options from Tessa of Ferndale's zero waste store, Walking Lightly. Registration required. Attend in person only.

Friends of the BPL Spring Book and Media Sale**Saturday, April 26, 2025; 10:00am - 4:30pm****Sunday, April 27, 2025; 12:30-4:00pm**

Shop fresh new inventory on the lower level of the Library, and stock your home library for the spring and summer! Friends members only 10am-noon Saturday; memberships available at the door. Sunday is \$5 Bag Day.

Friends of the BPL Annual Meeting**Tuesday, May 13, 2025, 7:00pm - 8:00pm**

Join us for the annual recap of Friends activities, financial review, and learn more about how you can become involved. Attendees will receive a free book!



FOR IMMEDIATE RELEASE

Contact: Jaclyn Miller, Baldwin Public Library

Phone: 248-554-4682

Email: Jaclyn.Miller@baldwinlib.org

Baldwin Public Library hosts CaRE Fair: Volunteer Match Event

BIRMINGHAM, MI (March 20, 2025) – Baldwin Public Library (BPL) is pleased to host an upcoming volunteer match event, the Community and Resource Engagement (CaRE) Fair, a first-time attempt to connect individuals eager to help with meaningful volunteer opportunities throughout the community. The event will be held on Saturday, April 12 from 11:00 a.m. to 1:00 p.m. in the Atrium at BPL, located in downtown Birmingham.

Library Director Rebekah Craft noted that “BPL receives dozens of calls from people every year wishing to donate their time and skills. With all these enthusiastic volunteers around, and with so many neighboring organizations looking for assistants, we wanted to create an event where everyone could connect.”

This open house event is free and open to the public. Attendees will have the chance to learn about a variety of causes, meet with volunteer coordinators, and discover opportunities to contribute their time and talents to impactful initiatives. New and experienced volunteers are invited to chat with representatives about their missions, goals, and needs. BPL is happy to host representatives from the following organizations:

- Friends of the BPL
- Leader Dogs for the Blind
- Stage Nature Center
- Oakland Literacy Council
- Schools Offer Support
- FAR Therapeutic Arts and Recreation
- Furniture Bank of Metro Detroit
- Humble Design
- Forgotten Harvest
- Michigan Animal Rescue League
- NEXT
- Kirsten Haglund Foundation
- Grace Centers for Hope
- Affirmations
- Birmingham Museum
- Alzheimers Association

Library Board members Wendy Friedman and Melissa Mark are happy to have helped develop this National Volunteer Month event. "By connecting local organizations with community members, we're creating a space where people of all ages can make a meaningful impact. The CaRE Fair allows BPL to help build stronger, more compassionate communities through shared purpose and action," said Friedman. Mark added, "If you are interested in giving back to your community, come join us for this special event! You'll hear about opportunities to volunteer from over 15 local organizations looking for helpers. What a great way to use your time and talents for a worthy cause."

The Baldwin Public Library is located in downtown Birmingham at 300 W. Merrill Street. The Library's hours are 9:30 a.m. to 9:00 p.m., Monday through Thursday, 9:30 a.m. to 5:30 p.m. Friday and Saturday, and 12:00 p.m. to 5:00 p.m. on Sunday. The Library's website www.baldwinlib.org has information on how to register for a Library Card and access all of the Library's services.

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Middle school students participate in annual 'Birbery' at local library

By: Mary Genson | March 19, 2025

BIRMINGHAM — Once again, Birmingham middle school students will participate in the "Birbery," Birmingham's take on the Newbery award. This annual reading challenge has been a Birmingham tradition since 2011 and encourages students to read in a fun and engaging way.

Students who are in sixth-eighth grade at Birmingham Public Schools' middle schools — Birmingham Covington School, Berkshire Middle School and Derby Middle School — come together to determine their favorite books during the Birbery.

Each year, library staff chooses 10 books that they think would be enjoyed by students and include a range of characters and genres. Once the books are chosen and announced to the public, eligible children have months to read the books.

At each school, librarians quiz students on the books. The students with the highest scores are invited to a luncheon at the Baldwin Public Library — where they are transported via a limousine — to talk about the books with other Birmingham students and vote on their favorites. Five students from each school are chosen to join the luncheon.

This year, the Birbery began on Jan. 27, when the books were announced. The luncheon at the library will take place on May 16.

The books for this year's Birbery include, "The Tenth Mistake of Hank Hooperman" by Gennifer Choldenko, "The Enigma Girls" by Candace Fleming, "First State of Being" by Erin Entrada Kelly, "Faker" by Gordon Korman, "Medusa" (Myth of Monsters #1) by Katherine Marsh, "The Sherlock Society" by James Ponti, "The Last Dragon on Mars" by Scott Reintgen, "The Bletchley Riddle," by Ruta Sepetys and Steve Sheinkin, "Deep Water" by Jamie Sumner, and "A Royal Conundrum" (The Misfits #1) by Lisa Yee.



Stephanie Klimmek, head of youth services at Baldwin Public Library, is pictured with a few of the books chosen for this year's Birbery. Photo provided by the Baldwin Public Library.

The Newbery is a prestigious award for children's literature, given by the American Library Association. "The First State of Being" is The 2025 Newbery Medal winner.

"This is the first year that the winning Newberry title is included in the list of the 10 books that the kids are reading this year," said Rebekah Craft, the library director at Baldwin Public Library. "Usually, kids are not swayed by the Newberry title, and they always vote for whatever one that is of interest to them. So, it's always fun to see what they pick and like the best."

All of the books chosen for the Birbery were published in 2024 and are by a United States citizen or resident. They were also deemed appropriate for middle-schoolers and span a variety of reading levels.

"We try to pull one from different areas, and we try to make sure that we've really got a large variety," Stephanie Klimmek, head of youth services at the Baldwin Public Library, said. "We also are trying to make sure that they're going to be books that the kids will like."

Books chosen for the Birbery each year have a reputation for being of high quality, according to Klimmek. She said they sometimes have patrons come in and ask for a list of past Birbery winners to help them pick their next good read.

For more information about the Baldwin Public Library, visit baldwinlib.org.

Middle school students participate in annual 'Birbery' at local library

BY MARY GENSON
mgenson@candgnews.com

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See BIRBERY on page 6A

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March 19, 2025 Issue
Vol. 23, No. 6

6A

Birbery

from page 3A

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Photo provided by the Baldwin Public Library

Stephanie Klimmek, head of youth services at Baldwin Public Library, is pictured with a few of the books chosen for this year's Birbery.

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For more information about the Baldwin Public Library, visit baldwinlib.org.

Call Staff Writer Mary Genson at (586) 498-1095.

Find 16 ways to volunteer, make a difference during first ever Birmingham CaRE Fair

Published April 4, 2025 – by Susan Bromley

BIRMINGHAM — Have you been looking for an opportunity to volunteer, to make a difference in the lives of others, but aren't sure who to help or how?

You may find your calling at the first ever Community and Resource Engagement (CaRE) Fair, a volunteer match event planned for 11 a.m. to 1 p.m., Saturday, April 12, at the Baldwin Public Library, 300 Merrill St.

Think you might like to teach someone to read? Help feed the hungry? Care for animals? Work with organizations that promote health, history, nature and caring for all segments of society?

This fair has your perfect fit, with sixteen local organizations on hand ready to answer questions and invite you to join their causes.

"The idea was really trying to get a variety of places that need help, from one-time volunteering opportunities to recurring opportunities," Jaclyn Miller, associate director of the Baldwin Library, said. "These are organizations that take volunteers of all ages that have a wide range of tasks they might need assistance with."

"I can tell you that I'm thrilled the library is sponsoring this event to make it easy for local residents to give back to their neighbors," Laurie Weeks, executive director of the Oakland Literacy Council, said.

She added that the non-profit relies heavily on volunteer tutors, whom they train to work with adults like Halyna Mazurchuk, a 34-year-old Ukraine native who escaped her country's war and migrated to the U.S. through a humanitarian program. After two years of being tutored by a volunteer, Mazurchuk recently graduated from the Oakland Literacy Council program and is now proficient in English.



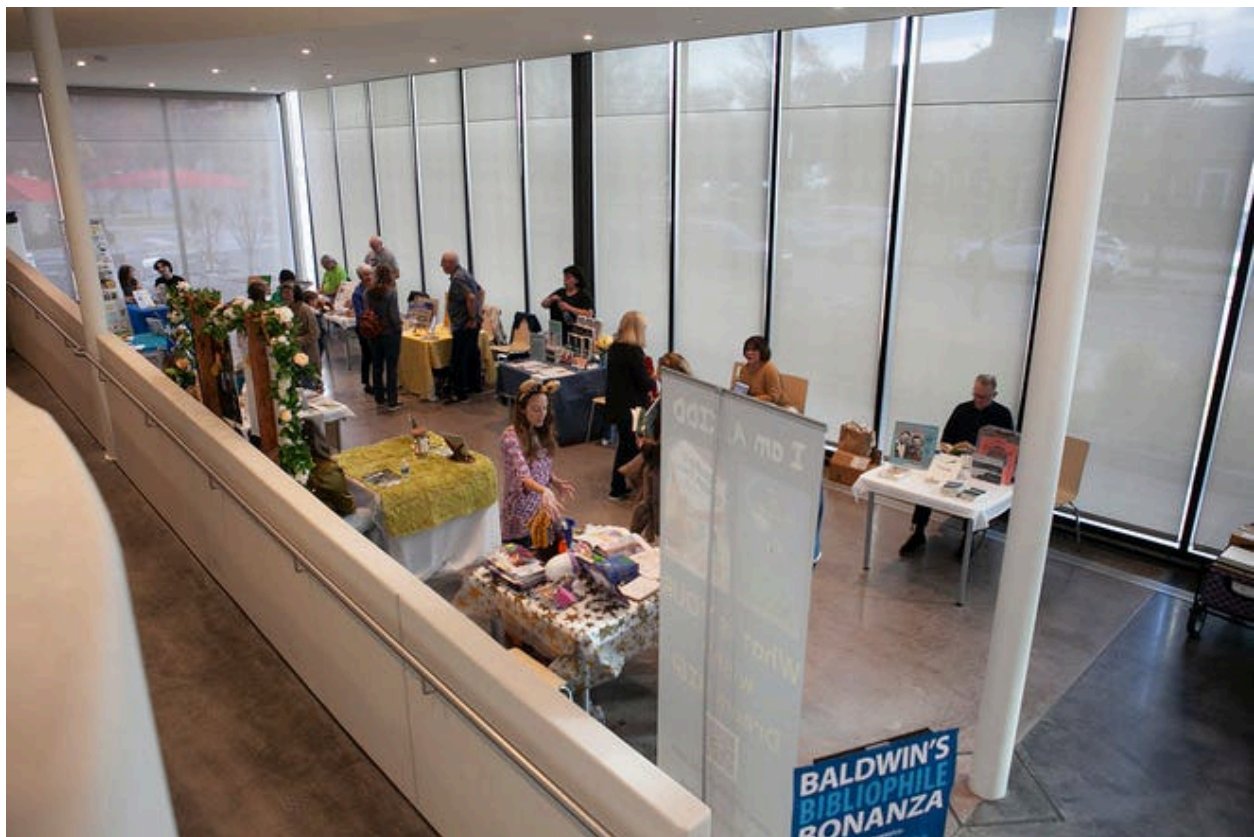
Mary Beder sorts books at the Baldwin Public Library in Birmingham as a volunteer. The library will host its first ever Community and Resource Engagement Fair, a volunteer match event, on April 12, 2025. Ryndee Carney

Also at the fair will be a representative from Stage Nature Center in Troy, where volunteers are crucial to the mission of providing resources and education to inspire the appreciation and preservation of nature, Michelle Goyette, Troy Nature Society Special Events Coordinator, said.

FAR Therapeutic Arts and Recreation will also be at the fair, seeking help in providing music, art, dance and recreational therapies to individuals of all ages with disabilities.

"We're always looking for compassionate volunteers to support our mission—whether by assisting in group sessions, volunteering for summer camps, helping at events or providing support behind the scenes," Pamela Ayres, FAR president, said.

Other organizations in attendance at the fair include Leader Dogs for the Blind; Friends of the BPL; Schools Offer Support; Furniture Bank of Metro Detroit; Humble Design; Forgotten Harvest; Michigan Animal Rescue League; NEXT; Kirsten Haglund Foundation; Grace Centers for Hope; Affirmations; Birmingham Museum; and the Alzheimer's Association.



The Baldwin Public Library will host a volunteer match event, the CaRE Fair, on April 12, 2025, in the library's atrium. Courtesy of Tony Lowe

Library Board members Wendy Friedman and Melissa Mark helped develop the National Volunteer Month event.

"By connecting local organizations with community members, we're creating a space where people of all ages can make a meaningful impact," Friedman said. "The CaRE Fair allows (the

library) to help build stronger, more compassionate communities through shared purpose and action." said Friedman.

Mark added, "If you are interested in giving back to your community, come join us for this special event! What a great way to use your time and talents for a worthy cause."

Contact reporter Susan Bromley at sbromley@hometownlife.com.

City, library officials, lawyers meet over millage

Published April 11, 2025

Officials and legal counsel from the city of Birmingham and the Birmingham Baldwin Public Library are expected to meet on Thursday, April 17, in an effort to resolve a long-standing disagreement over whether the city has any control over millage rates levied to support library operations or whether the library board can be convinced to lower its millage rate to help underwrite a proposed community and senior service center.

Downtown Newsmagazine has been told that city manager Jana Ecker and city attorney Mary Kucharek will meet with library director Rebekah Craft and the library's legal counsel, Ann M. Seurnyck, an attorney with the Foster Swift Collins & Smith law firm

The meeting was prompted by a proposal from the city manger in recent weeks to possibly have the library millage rate returned to the 1.1-mill level that existed prior to the construction in recent years of \$9 million in improvements made to the library building, which is owned by the city. The library millage rate was increased to fund the building projects.

The city manager, at the Monday, March 24, city commission meeting made the proposed library millage reduction proposal, which got mixed reviews. Ecker suggested that the library millage be reduced and the remaining voter-approved special millage for the library not be collected. The end result would mean that taxpayers would basically not see an increase in taxes to fund the 20-25 year bond proposal for the new community senior center that will either appear on the August or November ballot this year.

The proposed new building at 400 E. Lincoln would house the Next senior services group, the YMCA which sold the building to the city and would also be open as a community center.

Baldwin Public Library Director Rebekah Craft told commissioners at the meeting that the proposal was pitting the library against the Next group. Further, Craft said the library is improperly being treated as a department of the city but it was established as a PA164 Library, giving them specific authority, including setting the millage rate. Craft and several library board members emphasized that cutting the library's funding is not legal under state law and would be detrimental to the library's operations.

In correspondence to the city, Craft also recounted how in the past the city had dictated the library millage amount but that was illegal under state law. The library's attorney also supplied a letter to the city detailing the state law under which the library was formed, which provides autonomous control of library funds.

Although some officials have said that the city charter is the controlling document relative to the library, even that document says "It shall be the duty of the (library) board of directors to prepare an estimate of the amount of money necessary for the support and maintenance of such library for the ensuing fiscal year, which estimate shall not exceed one and three-quarters ($1\frac{3}{4}$) mills on the dollar of the taxable property of the city and to report such estimate prior to April 1 of each year to the city commission for assessment and collection as provided by law." The city charter also provides that the library board "shall have the exclusive control of the expenditure of all moneys deposited to the credit of the library fund." However, past city attorneys have issued opinions saying that the city commission has the power to set the library millage.

The city commission took no formal action on the millage reduction proposal but asked for city officials to meet with library officials to see if an agreement could be negotiated.

The changing role of local libraries

Published March 26, 2025 – by Stacy Gittleman

With the coming of the digital age, how we look up information and access media has changed. The library catalog of index cards stored in wooden pull-out cabinets is long gone and replaced by the Internet. Libraries are whittling their physical collections as all forms of media or information can be searched for or streamed online.

With newly configured spaces, libraries have made room for people to gather, study, learn a new skill or hobby or attend concerts and movie screenings. But fear not, bookworms. Libraries continue to keep their literary collections current. Library associations with thousands of ambassador members locally advocate against legislation that would have some materials banned from their shelves.

According to the Michigan Library Association (MLA), our state contains 397 library systems with 650 buildings. The organization said the library as an institution is becoming the last place where people of any political, socioeconomic or cultural affiliation can gather for free. In addition to their lending capabilities, libraries in the last decade serve as a place where one can get help with everything from navigating unemployment or veteran's assistance, picking up voter registration and tax filing information. In inclement weather, libraries serve as cooling or warming centers for marginalized populations, and during the height of COVID, librarians fielded questions about how to get telemedicine help or where to go to get vaccinated.

In a state with 10 million residents, half of us are library card carriers. In 2024, we made 26.5 million in-person and 38.1 million virtual visits. Over three million attended a multitude of library programs across the state, from baby and toddler bedtime story hour to adult book club and movie screenings, lectures, crafting and maker space events.

"Libraries are still highly valued as places to take out a book or other media," said MLA Executive Director Deborah Mikula. "But what I have seen over the last 10 years is that they have become the cultural institutions that are at the heart of every community in Michigan. They are the last public place one can gather and get resources for free. Our community centers have become destinations to understand our past. Many libraries are the keepers of the archives of a community's history. Libraries are becoming places where people want to meet and socialize. You will notice that many libraries are being reconfigured to contain not only meeting rooms but cozy reading areas complete with fireplaces where you can still sit and read a printed newspaper."

Sharing some statistics, Mikula said during the 2023-2024 fiscal library year, which runs from February to March, Michigan's libraries loaned out 54 million books, movies, music, and other physical items, along with 15.1 million digital materials.

But that's not all you can loan from a library, said Mikula. As no two libraries are alike, Mikula added that libraries operate independently to match the needs of their communities.

"In more rural parts of the state, the library may be the only free place in town with a Wi-

Fi connection," Mikula said. "There are libraries where you can loan out a kayak or a canoe. Are you planning to bake a pie but don't feel like paying for a pie tin? Some libraries can loan that to you as well. Or a sewing machine with books that can teach you how to sew.

Mikula said the profession of a librarian has evolved from a focus on data and information to helping people pursue a life of learning. They are just as skilled at teaching digital literacy classes and pointing patrons to resources to brush up their resume as they are to recommending the next book to read.

"We trust that our libraries are going to listen to their communities to create a place that will foster all kinds of lifelong learning, because all of us need to keep learning," Mikula said. "That doesn't always look like the formal learning of getting a higher education degree. Libraries are places where you can learn a new skill in a maker space. You can try out a 3D printer to pick up a new hobby or skill. Whether our patrons visit the library once a month or just twice a year, we know that our institution is highly valued in their life."

Local libraries are good examples of the changing role of a modern library.

The original structure of the Baldwin Public Library in Birmingham was completed in 1927 and had construction expansions in the 1960s and 1980s. The library's current budget is \$5.9 million. Most of the funds come from \$4.7 collected from a Birmingham library millage in Birmingham. The budget also includes \$45K in state and local funding and \$50K in penal fines. The library also receives money from service contracts with Beverly Hills, Bingham Farms, and Bloomfield Hills.

Baldwin staffs 95 employees and is open seven days a week. The library's hours are 9:30 a.m. to 9 p.m., Monday through Thursday, 9:30 a.m. to 5:30 p.m. Friday, Saturday, and 12 p.m. to 5 p.m. on Sunday.

Baldwin Library Director Rebekah Craft was a graphic designer when she decided to make a career switch. Tired of working in the corporate world with a desire to make the world a better place, she said she became a librarian at the suggestion of a friend. She started at the library as associate director in 2015 and became director in 2021.

"Being a librarian works with my strengths," said Craft. "Reference librarians must know a little bit about everything. We stay up to date on the news, we must have our fingers in a lot of different categories of information to field questions on a wide array of topics from our patrons. It helped to have a liberal arts undergraduate degree."

Craft came to the library at a time of modernization and expansion of its physical footprint, a three-phase renovation that began in 2017 and was completed in 2020.

The renovations included a 2000-square foot atrium entrance on Merrill Street where users can return items in the book return slot. Patrons can enter the library through automatic sliding doors. In the winter, the outdoor sidewalk will utilize a snowmelt system to keep sidewalks free of snow and ice. Accessibility additions also include ramps, an elevator and enlarged restrooms.

Each year, Baldwin welcomes about 220,000 visitors and this number has ticked up with the completion of the new entryway. For those visitors looking for a place to sit, plug in, read, study, write or surf the internet, Baldwin has tripled its seating and outlet availability compared to a decade ago.

All this is possible from consistent and long-held financial support of the library, Craft said.

"Our last millage election for Birmingham increase of 1.75 was in 1998 and it overwhelmingly passed," Craft said. "We have such great support from Birmingham and our contract communities. It is wonderful to work at a place where everyone wants to spend time and you get the sense that all are grateful that we are around."

With an expanding digital footprint where library patrons can stream and access everything from movies to online newspapers and periodicals, the library will unveil a newly designed website this June. The library dedicates 15 employees to keep its website fresh and current.

Modernization improvements also included the addition of lots of outlets to plug in one's devices and enhanced WIFI capabilities. The addition of study rooms means that students can meet with tutors for extra help from anything from early reading and math skills up to providing resources for those preparing for college and graduate school entrance exams. Lots of this space was created by culling its reference section by nearly 90 percent and moving these resources online. The library also whittled its fiction section. While it stays current stocking the latest novels on its shelves, Craft said that while there is no longer a need to keep multiple copies of every James Patterson thriller or Steig Larsen novel taking up shelf space, the library stocks resources for book clubs in recognizing that reading the same book creates community. With enough planning, book clubs can loan a tote bag with up to 10 copies of their next read. The tote bag also comes with reviews of the book, discussion questions and an author biography.

Craft said the library respects some of the oldest pieces in its collection. Irreplaceable out-of-print books, documents and deeds of historical value are stored in climate-controlled rooms at the Birmingham Museum where residents can access them upon request. In connecting residents with their past, the library also organizes lectures and events at the museum.

With spring approaching, Craft said one of the unique program offerings is the library's seed and seedling library. Residents can pick up flower and vegetable seeds purchased by the library through funds collected from room rental fees. Craft added that this summer, the library is launching a new afternoon concert series in the atrium to complement the concerts held at Shain Park.

"We have so much more to loan out beyond books and media," Craft said. "For families looking to refresh and switch out their toy collection, or empty nesters who will have children visiting, you can loan toys, games and even lawn and outdoor games."

Craft said events like the techno music party prove that even in our digital age, the library remains the place where residents of all ages still want to be.

"Libraries are still relevant places," Craft said. "We provide services, resources and programming that are needed and appreciated in the community. The library is still a place where people like to be and gather."

Unfortunately, cuts are coming to its budget. Craft said she expects them to hit the interlibrary loan system, from which patrons of the library borrow 8,000 items each year. The money covered transportation and shipping costs of those items. The library's budget for continuing education stipends for its staff will be eliminated. In the last three years, staff have benefitted from \$27,000 in continuing education funds.

The Bloomfield Township Public Library serves a population of over 44,000 residents with 22,000 of them holding a library card. It has an annual budget of \$9.7 million supported by three different mileage rates.

Two are levied in perpetuity and one of which expired at the end of 2023, was renewed by 72 percent of the community at the current rate of .5047 for the next 10 years. This funding accounts for approximately 27 percent of the library's revenues. It cost the average taxpayer approximately \$151 per year on a home with a taxable value of \$300,000.

Constructed in 1964, the building, which is over 100,000 square feet, underwent major renovations in 1969, 1986 and 2008. In fiscal year 2023-2024, it circulated 639,514 items.

The library is open seven days a week from 9:30 a.m. to 9 p.m. Monday through Thursday; from 9:30 a.m. to 6:30 p.m. on Friday, 9:30 a.m. to 5:30 p.m. on Saturday, and noon to 5:30 p.m. on Sunday.

Among special community events, each year, the library invites residents to participate in its annual photography contest and finalist entries are displayed throughout the building. Attendance at summer and winter library reading programs, especially those geared for families with young children, exceeded attendance expectations.

Behind the scenes, library staff launched a mobile app in 2023, which allows users to check their library accounts, place holds, search for materials, and check out items. In 2024, the library upgraded to a new online catalog system and cloud-based printing services and expanded online access to over 7,000 newspapers and magazines.

The library in 2024 also launched a podcast -- "The Distracted Librarians" -- which features chats with adult and teen librarians talking about the latest buzz in literature and pop culture.

Bloomfield Township Head Librarian Tera Moon's journey to becoming a librarian stemmed from her love of books and literature. She landed a job at the now-defunct bookstore chain

Borders after college. An avid reader of all genres of fiction and non-fiction, her favorite part of her job was helping people find the books they were seeking or introducing them to another author.

Moon worked for 12 years at the Southfield Public Library before making the move to the Bloomfield Township Public Library over a decade ago. In her position for the last four years, she manages a staff of 100 employees.

In March, Moon and her staff were busy celebrating Reading Awareness Month by inviting all Bloomfield Hills Schools kindergarteners to the library's children's section. There, they were entertained with a skit written and performed by the youth librarians to instill the joys and importance of reading. Plans are underway for an entire summer's worth of programs around literacy and reading with plenty of giveaway prizes to incentivize young bookworms.

Moon began her career as a librarian in 2001. In those days, Google was just taking off, libraries were still using the old-fashioned card catalog system, and libraries were just at the beginning of meshing with the digital age.

"Back then, the Internet was well established, but how we use it now is completely different," Moon said. "It is interesting to see how libraries have evolved with the internet. It has reduced the size of our reference collection because it's just so easy to search for everything online."

The trick is for librarians to educate their patrons on how to become digitally literate.

"As librarians, we've had to become savvy in digital information literacy so we could evaluate the accuracy of all the websites out there to provide accurate information to our patrons," said Moon. "Ultimately, the internet replaced our reference book shelves as a source for information. As far as newspapers and periodicals go, most of those can also be found online, including issues that go back decades or publications no longer in print."

When Moon began her tenure at the library in 2013, there was lots of floor space for DVDs, books on CDs and other formats. Now with all media available on streaming, there is more room for seating.

"When exams were going on in our high schools, it was hard to find a place to sit, or a group of students to study together," Moon said. "We would quickly run out of seating. We'd bring in temporary folding chairs and tables. It looked like a crowded airport when a bunch of flights got canceled. In general, people crave a place to meet and collaborate on projects, and we are shrinking our physical collection into the digital realm to make space for that."

In response, the new media section added 70 seats, some at tables, others in comfortable armchairs, and lots of electric outlets for patrons to plug in their devices.

Another area in the library that Moon considers "prime real estate" is the computer lab. When the library was renovated in 2008, space was made for computer classes such as learning about the internet and software programs such as word processing and spreadsheets. Now, the space has been converted as a flexible area to be used for a multitude of programs from concerts, lectures, and movie screenings.

Once again, the library is embarking on evaluating the use of its footprint.

In March, the library began working with an interior designer to re-imagine its space, keeping in mind the ever-changing needs of its patrons.

Libraries in neighboring communities are also embracing their changing roles in the community.

West Bloomfield Executive Library Director Cathleen Russ never set out to become a librarian, but instead the profession chose her. A lifelong lover of books and reading, Russ earned her MLIS in 2003 after working in several area libraries and has been in her current position since 2020.

Russ spoke about the library's continued tradition of valuing and encouraging early literacy. The large children's section, complete with an ample sized play area with toys, puppets and other items to spark creativity, features programming for the smallest patrons who have yet to learn to walk.

"We have an excellent reputation as a place for early literacy," Russ said. "We have babies and young kids learning in a variety of ways, from singing, playing, putting (toys) together and eventually writing their own stories. Our library has always had an academic support focus. You can see that when you walk through the library, where students are working alone or in groups in reserved rooms, complete with white boards. But I wanted to expand the library's mission into more adult community engagement. Rather than expecting people to always come into the library, we have ramped up this community outreach along with enhanced digital services, and computer and tech classes."

The library has kept up with the changing habits of its patrons by converting a little-used computer lab into a community commons space where the library hosts meetings and lectures as well as craft and maker space programs. The library also features a quiet reflection room that overlooks a stand of trees.

Recognizing that over half of West Bloomfield's population is skewing into the 55 and over age range, the library now conducts literacy events in area senior residences and coordinates programs with West Bloomfield Parks and Recreation Department. One initiative includes its "books on the trail program" where residents are encouraged to read a selected book and then discuss it while out on a hike in one of the township's parks. Russ said there are more programs geared for young families at the library's West Acres branch because this is where this demographic resides.

At press time, West Bloomfield's librarians were still at work finalizing their summer schedule of special events. Most recently, it pooled resources with other area libraries to host Shelby Van Pelt, bestselling author of the novel Remarkably Bright Creatures.

Each month, regularly scheduled programming includes creative writing groups for teens and adults, and conversational English groups as well as movie screenings, computer classes and

book discussions. Special events in May include a 55 and over trip to the Detroit Institute of Arts. The West Acres branch features a seed library for budding gardeners.

In the city of Troy, a testament to the love of being a librarian can be found at the library. There, behind the reference desk and among the stacks you will find Troy Library Director Emily Dumas. Dumas followed in her late mother Carla Watkins' footsteps, who was a part-time youth librarian at the same library decades ago. Other members of her extended family are also librarians.

Now leading the library and working alongside staff that also worked with her mother, Dumas said the job is a bit of a homecoming. She has been in her position for four years, and was first drawn to working in the children's sections of other libraries because it spoke to her creative, "artsy" side.

Dumas is spearheading an ambitious plan to transform the library's aging facility. Troy has a rapidly growing diverse population and has long outgrown the 48,000 square-foot building. There has not been a renovation to the library since 1984.

"We're currently undersized for our community," she explains. "National averages suggest we should be between 80,000 to 100,000 square feet." The library is exploring a bond proposal to build an entirely new facility that can better serve Troy's 87,000 residents.

Despite space constraints, Dumas said the library's programming has become a cornerstone of community engagement, particularly through its innovative Talk Time program.

"Troy has a high immigrant population," said Dumas. Over a third of households speak a language other than English. This program helps English learners not only practice the language together, but participants, who are all newcomers, form friendships through learning."

Even with challenges from technological changes and potential funding threats, Dumas remains optimistic. According to its 2023-2024 annual report, the library circulated over one million items, including over 2,300 items to homebound seniors. Attendance to programs was at 33,000 and people made over 44,000 visits. The library's patronage consists of 71,681 library card carriers with 11,877 new library cards issued in the last year. Reference librarians during this time fielded over 46,000 questions.

Last year, the library welcomed 344,000 visitors and circulated over one million items, demonstrating its continued relevance in the digital age.

"People still love physical books," Dumas said. "We're adapting by offering everything from board games to STEM kits, always looking to meet our community's evolving needs."

Dumas awaits the architectural plans for a new facility to be completed this spring, which will be presented to the Troy City Council and made available for public viewing.

Dumas said that judging by the amount of people who visit the library and the space constraints they are under until a bond proposal is approved to build a new library proves that libraries are here to stay.

"There was always this thought that when the internet, and then audio and eBooks came along, that would spell the end of libraries," Dumas said. "But libraries do keep surviving. And, in surveys, there was a one to three ratio of people who preferred physical books to their digital formats. Books are the most important part that people want to protect in our library collection. Especially in the children's section, books that we can touch and pick up and turn pages, those are here to stay."

All local libraries note that keeping up with the times and redesigning library spaces costs money.

In Michigan, there are three main sources for library funding. They include monies collected through local library mileages, and funding allocated by the Michigan Department of Education.

Another pool of funding practiced in Michigan and 13 other states is money attained through court-issued penal fines for minor traffic infringements and misdemeanors. Penal fines significantly fund Michigan's libraries, especially rural ones, up to 70 percent, according to the Michigan Library Association.

Cody James is the director of the Jameson Law Library and an assistant professor at the University of Montana. He also worked as a law librarian at the University of Colorado Law School and the University of Michigan Law School.

In an article he authored for the October 2024 issue of the Michigan State Bar Journal, he determined that while 13 states use this funding method, James discovered that Michigan is the only state with such a broad approach to library funding and is codified into the Michigan State Constitution.

The constitutional provision states: "All fines assessed and collected in the several counties, townships and cities for any breach of the penal laws shall be exclusively applied to the support of such public libraries, and county law libraries as provided by law."

James said the funding mechanism creates an intriguing paradox. While libraries serve low-income communities by providing free resources, the money often comes from fines collected from the people who can least afford them.

"Libraries are one of the few spaces where people can just kind of go and exist for free in our society," James said. "At the same time, they are being funded in part by economically challenged individuals. While other states collect fines and use them for libraries, the funding is not directed towards all libraries but rather very specific libraries like those that exist within county courthouses. Michigan is the only state where there's a constitutional provision mandating that these funds are broadly distributed across all public libraries."

James reported that some of this funding is drying up. While money is still coming in from speeding tickets, the legalization of marijuana in Michigan means that coffers built from possession of the drug dropped from \$32 million in 2008 to \$24 million in 2020.

James mentioned that broader criminal justice reforms are moving away from monetary penalties, which could further reduce library funding.

"There has been a school of thought within criminal law that fines can unfairly hurt lower economic people," James explained. "This can be a potential conflict of interest for some. I was once a prosecutor in Colorado. In that role, you think about this when you cite plea deals. Thinking about how your decision could help or hurt a local library is not something that should be taken into account for a judge or a prosecutor in a court setting."

Fortunately, librarians say our local libraries have the financial and community support from their boards, volunteers, and Friends of the Library non-profit organizations that all raise funds for their libraries through used book sales and gift shops.

As the role of libraries continues to evolve, so does the formal training and education for the librarians.

Like every librarian interviewed by Downtown, Bloomfield township's Tera Moon earned her Master's in Library and Information Science (MLIS) at Wayne State University.

Accredited as a library school since the 1960s, WSU's library school is one of the top programs in the nation. WSU educates new librarians across multiple sectors - from public and academic libraries to school media centers and industry positions.

Under the leadership of Dean Paul Bracke, the program is redefining what it means to be a librarian in the 21st century.

"Libraries are no longer just places to check out books," said Bracke. "They've become dynamic community platforms that support learning, creativity, and technological access for everyone."

Bracke said WSU's library students come from diverse backgrounds. Some pursuing their MLIS are recent graduates with a liberal arts background, while others are seeking career changes. Bracke said coursework teaches students not only how to harness technology and manage library collections but how to maintain a library culture that is dedicated to helping people find a passion for continued learning.

Bracke said with a heavy emphasis on building community through library programming, today's library students need to gain skills that help them create these programs based on the volumes of literature that sit on library shelves or reside online.

Bracke added that public libraries have become critical technology access points, providing essential digital resources for job applications, research, and personal development. "Access to technology is no longer optional in today's society," said Bracke. "Libraries are where everyone can find the resources they need to learn, grow, and connect. The future of libraries

is not about replacing physical spaces, but about reimagining them as vibrant, inclusive community hubs that bridge digital divides and foster lifelong learning.”

Bracke said as society speeds ahead into the digital age, there will always be a need for libraries and the printed book.

“Yes, there is a trend towards digitization, but not every item in a library’s collection can or should be digitized,” Bracke said. “There is still a role for print in people’s lives and libraries will not abandon that. I remember being a small child and what it felt like to check out a book that I chose on my own. Libraries were a community hub back then and they remain as a community hub today.”

At the University of Michigan the School of Library and Information Sciences has grown from one of the nation’s smallest programs to one of its largest. An average of 150 graduate students annually enroll in its MLIS program as well as 100 Ph.D. students.

“Our students are technologically adventurous and deeply care about information and data and making sure people have access to that information,” said Kristin Fontichiaro, clinical professor of the University of Michigan School of Information.

Fontichiaro said there is a shift in perceptions about the profession. What was once thought of as a job that dealt with data and information management is moving into a perception that this is a field for right-brained creative types.

“Generally, those pursuing the field of library sciences have a general interest in working with people, which is the hallmark of our profession,” Fontichiaro explained. “Their backgrounds vary. Some come to us who have worked in the food service industry, or they are teachers or have a non-profit background. What we know is that there is a steady demand for library professionals, according to the Bureau of Labor Statistics. The success of the profession lies in how technology makes it easier or harder for people to attain information. What excites us is the growing numbers who want to enter this profession, which has become much more people-centric and extroverted than it used to be.”

Fontichiaro is overseeing a statewide study to be published in June. The survey of 60 communities across the state is revealing that people across political lines and demographics believe that maintaining a vibrant library is important to their communities.

“People are eager for a place in the community where it does not cost money to be together with other people, and the place to do this is at the library,” Fontichiaro said. “Our research showed that in many areas, there are no longer any places to gather that are alcohol free or family friendly. For Michigan residents we surveyed, they told us that libraries matter. And while we may lose some federal funding which comes down to the state level, our librarians are adaptive and resourceful and will continue to serve our communities.”

Community center bond proposal under review

Published March 28, 2025 – by Grace Lovins

Discussions on a potential bond proposal to fund the future Birmingham community and senior center, the home for Next senior services and the YMCA at 400 E. Lincoln, continued during the Monday, March 25, city commission meeting.

Commissioners first reviewed bond proposal language in mid-January, during which time the commission agreed that a May bond vote wouldn't leave enough time for public outreach. They also wanted more details about the project itself, including building and operating costs, before discussing the language of the ballot question.

The bond proposal is required to tell voters the dollar amount to be borrowed, the duration of the bond, the purpose of the bond issue and the milage estimate, said Patrick McGow, bond counsel with Miller Canfield.

After deciding during their last discussion that a May special election was too soon, the city is looking at either an August special election or putting the proposal on the November election ballot when some city commission seats will be decided. If the city were to hold an August special election, they would need to file the ballot proposal with the city clerk by May 13. A November election would require filing by August 13.

For a \$32 million bond amount, McGow said that a 20-year bond would have an annual estimated rate of 0.52 mills and a 25-year bond would have an estimated rate of 0.4446 mills.

Commissioners Andrew Haig and Clinton Baller offered the most criticism of the ballot language, both saying the language doesn't adequately tell voters what they need to know about the project. Baller highlighted the fact that the ballot language doesn't mention Next senior services or the YMCA, which will be located in the center, while Haig argued that voters need to know they are going to be paying more at the end of the bond due to interest.

City manger Jana Ecker explained another potential, and more controversial, option to fund the bonds which would entail decreasing the annual Baldwin Public Library millage rate. Per Ecker and city attorney Mary Kucharek, the city could decide to return the library's millage rate to its pre-construction level and choose not to levy the final year of the senior services millage already approved by voters, which would generate funding for the community center without increasing the overall annual millage rate paid by taxpayers.

"The city administration's recent actions have put the library board and me in the unfortunate position of pitting the library against Next," said Rebekah Craft, director of the Baldwin Public Library.

Craft told commissioners that the library is improperly being treated as a department of the city but it was established as a PA164 Library, giving them specific authority, including setting the millage rate. Craft and several library board members emphasized that cutting the library's funding is not legal under state law and would be detrimental to the library's operations.

City commissioners took no formal action on deciding bond options, but directed city staff and bond counsel to adjust the language of the proposed ballot question based on their feedback before they move to decide a bond duration. They also suggested returning with a different proposal negotiated with the library.

Commissioners Katie Schafer and Jason Emerine were absent from discussions.

Most popular books borrowed from Michigan libraries via MeLCat online catalog

Published March 25, 2025 – by Kristi Tanner

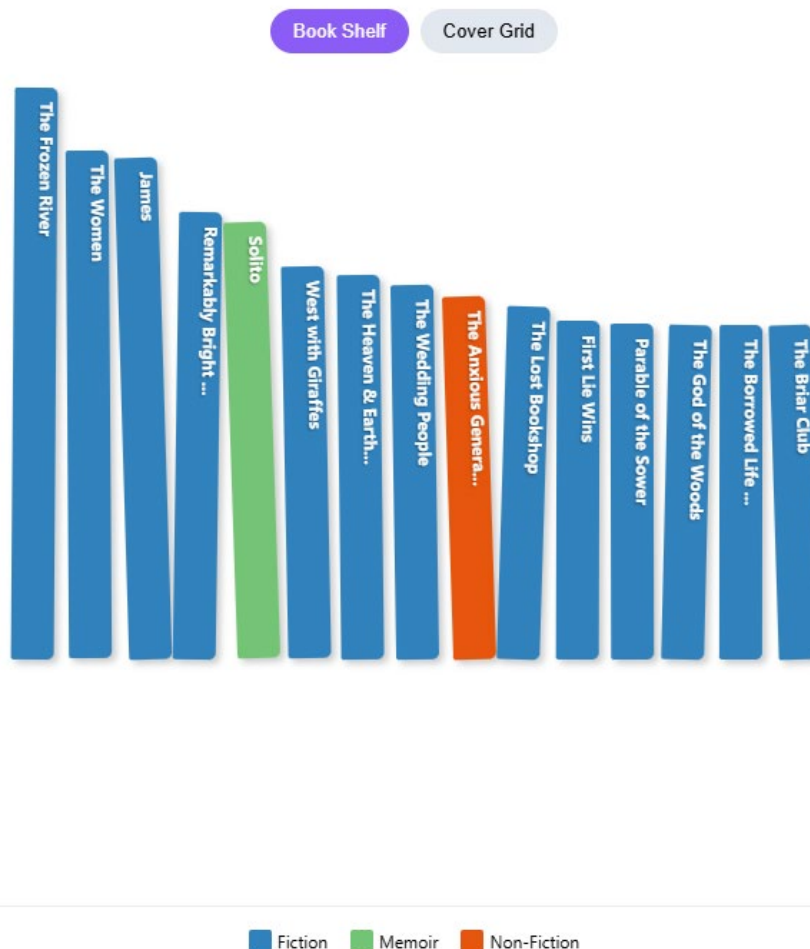
As National Reading Month ends, amid growing concerns about future federal funding for libraries, the Michigan eLibrary has tallied the state's most-requested books year-to-date. [MeLCat](#) is an online catalog service that lets library members borrow books and other items from over [400 libraries statewide](#).

Most books on the list were recently published fiction, although one title was published over three decades ago. Published in 1993, late science fiction writer Octavia Butler's "Parable of the Sower" ranks 12th for this year's most-requested title. The novel predicts a dystopian

Michigan eLibrary Catalog most-requested books 2025

future, set in 2024, where a young protagonist is forced to navigate conditions of scarcity, political unrest and climate change.

Michigan eLibrary Catalog: Jan.1 - March 18, 2025



"The Frozen River," written by Ariel Lawhon, tops the state's library lending list so far this year. The book, inspired by the life and writings of Martha Ballard, an 18th-century Maine midwife, has been checked out more than 200 times between Jan 1 and March 18.

A fictional story of a widow who forms a bond with an octopus at an aquarium where she works is the subject of the debut novel by Shelby Van

Taller spines indicate more checkouts. Hover over a spine to see cover image.

Pelt. The book, "Remarkably Bright Creatures" published in 2022, ranks fourth on the statewide list this year and was the most requested book last year.

Michigan eLibrary Catalog most-requested-books: 2024

- "Remarkably Bright Creatures" by Shelby Van Pelt
- "Lessons in Chemistry" by Bonnie Garmus
- "The Heaven & Earth Grocery Store" by James McBride
- "The Women" by Kristin Hannah
- "West with Giraffes" by Lynda Rutledge

Four of last year's top five requested books remain popular in the first quarter of 2025. In 2024, more than [980,000 items were loaned out](#) using the MeLCat system, according to the state.



ALA statement on White House assault on the Institute of Museum and Library Services

For immediate release | March 15, 2025

WASHINGTON – An [executive order](#) issued by the Trump administration on Friday night, March 14, [calls for](#) the elimination of the Institute of Museum and Library Services, the nation’s only federal agency for America’s libraries. The following statement was made by the American Library Association:

Americans have loved and relied on public, school and academic libraries for generations. By eliminating the only federal agency dedicated to funding library services, the Trump administration’s executive order is cutting off at the knees the most beloved and trusted of American institutions and the staff and services they offer:

- Early literacy development and grade-level reading programs
- Summer reading programs for kids
- High-speed internet access
- Employment assistance for job seekers
- Braille and talking books for people with visual impairments
- Homework and research resources for students and faculty
- Veterans’ telehealth spaces equipped with technology and staff support
- STEM programs, simulation equipment and training for workforce development
- Small business support for budding entrepreneurs

To dismiss some 75 committed workers and mission of an agency that advances opportunity and learning is to dismiss the aspirations and everyday needs of millions of Americans. And those who will feel that loss most keenly live in rural communities.

As seedbeds of literacy and innovation, our nation’s 125,000 public, school, academic and special libraries deserve more, not less support. Libraries of all types translate 0.003% of the federal budget into programs and services used in more than 1.2 billion in-person patron visits every year, and many more virtual visits.

ALA implores President Trump to reconsider this short-sighted decision. We encourage U.S. Congressmembers, Senators and decision makers at every level of government to visit the libraries that serve their constituents and urge the White House to spare the modest federal funding for America’s libraries. And we call on all Americans who value reading, learning, and enrichment to reach out to their elected leaders and [Show Up For Our Libraries](#) at library and school meetings, town halls, and everywhere decisions are made about libraries.

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The Institute of Museum and Library Services (IMLS) is an independent federal agency that supports libraries and museums in all 50 states and U.S. territories through grantmaking, research and policy development. IMLS administers both federal grants to states, which determine how funds are spent, and discretionary grants to individual library entities.

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Michigan libraries prepare for impact as Trump moves to eliminate federal library agency

Published March 21, 2025 – Michigan Public | by Isabel Gil

There are nearly 1,300 libraries across the state of Michigan. Last year, they received almost \$4.8 million from the federal Institute of Museum and Library Services.

Michigan libraries are some of the latest local institutions preparing for the effects of the Trump Administration's slashing of federal agencies.

Earlier this month, President Donald Trump signed an [executive order](#) calling for the elimination of the federal Institute of Museum and Library Services. The institute is an independent federal agency that distributes grants to libraries and museums across the country, including in Michigan.

There are nearly 1,300 libraries in Michigan. Last year, the institute provided them with nearly \$4.8 million in funding.

Michigan State Librarian Randy Riley said the federal cut will especially hurt under-funded and rural libraries statewide, while negatively affecting diverse library users and students on a daily basis. He said the institute's funding helps provide books and other media, as well as career development training, kids' reading programs, and technical support.

"Not having that would be devastating," he said. "Not just for the Library of Michigan, but for libraries, library users, schools, academic institutions in the state of Michigan."

Riley said 75% of the funding from the institute has historically gone towards Michigan eLibrary (MeL) content, and the Michigan eLibrary Catalog. These programs provide statewide access to online databases, e-books, and journal subscriptions, as well as physical books and other borrowable items.

Riley said that with federal cuts, there's a large chance these programs wouldn't survive. It's a move he said would lose the huge return on investment that the two programs annually provide: For every \$1 spent on the MeL databases and catalogs, the return on investment is \$27 and \$25, respectively.

"Those are significant numbers of what we're able to do," said Riley. "We're able to have a huge impact on the state and make a difference. And the thought that [this] would go away saddens me."

Detroit Free Press

Michigan libraries, museums brace for loss of federal funds after Trump executive order

Published March 24, 2025 – by Christina Hall

An executive order earlier this month by President Donald Trump to reduce or eliminate the [Institute of Museum and Library Services](#), could hit students, patrons and others at museums and archives across the country.

Cutbacks at IMLS, the federal agency that provides resources and grants to libraries and archives, could mean an impact in several areas, including:

- The ability to get a book you want to read from a library in another county in Michigan if your local library doesn't have it.
- The ability for K-12 and postsecondary students in the Mitten State to go online any time of the day or night to do research for a paper.
- The ability for museums, large and small, in the state to inventory and update their collections, digitize their artifacts or buy specific storage bins to improve preservation of works of art.

The agency was one of seven named in the March 14 [executive order to continue reducing](#) the scope of federal bureaucracy.

More than [\\$8 million](#) in federal funding came to Michigan in fiscal year 2024 from IMLS, according to its website. Nearly \$4.8 million went to the [Library of Michigan](#); \$1.6 million to [individual libraries](#), and \$1.77 million to museums.



Guest looking at books in library. Provided by the Friends of Rochester Hills Public Library

"A dismantling of the Institute of Museum and Library Services would have negative implications for every American and the library services on which they rely," Michael Rice, [Michigan's superintendent of education](#), said in a release. "This action would decrease access to books and other library materials and would harm residents in Michigan and across the country, especially those who live in small and rural communities."

Changes would be 'devastating' to cultural, literary landscape

Michigan has just shy of 400 public libraries, 87 academic libraries, nearly 3,000 school libraries, 650 museums and hundreds of historical organizations that use these resources, according to a joint statement from seven associations and groups representing libraries and museums. It indicates the changes to the IMLS "would be devastating to the cultural and literary landscape enjoyed by all Michigan residents."

One of the biggest impacts would be to the [Michigan Electronic Library](#), which is funded by IMLS grant money and will be in jeopardy unless replacement funds are found, said Steven Bowers, executive director of [The Library Network](#).

That is the centralized catalog and service created to share materials among all types of libraries in the state. The databases are used extensively by school and academic libraries, advocates say.

The Michigan eLibrary eContent includes statewide access to subscription magazines, newspapers, reference books, eBooks and more. Last year, Michigan residents accessed 19.2 million trusted articles and journals through this service. The MeLCat Catalog offers statewide access to physical books and other items. One million items were loaned throughout Michigan through this service in 2024.

Christine Beachler, president of the Michigan Association of School Librarians, said in the release that educators and students across the state use the services daily for tools for early literacy, research databases and test prep resources among other things.

The funding also provides training for librarians; summer reading and early literacy materials; training and materials to help libraries, museums and historical societies preserve their [local community](#) history, and tech support — 97% of public libraries offer Wi-Fi, with state residents making 10.7 million Wi-Fi connections at the [library](#) and checking out more than 101,000 internet hotspots last year.

More than \$500,000 in federal funds also were provided to the state's tribal libraries through various grants, advocates said.

Bowers said while funding is in place through September, after that, it's a big unknown. He said come Oct. 1 if there is no federal or state funding, "it appears there will be no funding" for things like the electronic library. He said for many schools, the only online resource they have is through the state's electronic library.

"No one wants it to go away," he said, adding that libraries and their partners are hopeful the state Legislature will consider looking at funding so that everyone across Michigan continues to have access to these materials.

He said while affluent areas may be able to provide some funding for resources they may lose, "no library is going to pick up millions of dollars in online access like the eLibrary has."

For museums: 'Little drops' of money; but 'They mean something'

Lisa Craig Brisson, executive director of the Michigan Museums Association, said these federal grants might not be the biggest, but they have "a pretty significant impact" and the loss of the funds "will hinder museums to thrive and serve those communities."

"There's nothing sexy about this for us in the museum world," she said, adding "... it's very troubling for the field. This is a tiny bucket of money. Little drops being distributed around the country. But they're little drops. They mean something. ... The activities are what make it possible for all of us to benefit from these collections."

Brisson said there are about 650 museums in Michigan, with every county in the state having one if not more. Museums are in big cities and small towns and they dot the rural communities. She said the grants help stretch projects at the museums, things they can't fund within operations that will increase the impact of the organization.

That can include hiring staff, particularly highly professional staff from outside Michigan, which can help museums "up their game in preserving and sharing community stories and treasured things" for the community and the state as well as shoring up education programs. It can help with inventory of the large amounts of data a museum has. For the public to have full access to the data, she said, it has to be inventoried and many museums are digitizing their collections.

She said IMLS grants can be for one project or come over a period of two to three years, so museums may be in the middle of a project funded by those federal dollars. If federal funds freeze or are lost, a project may end, staff may be eliminated or the museum may have to find a way to cover the costs.

[Nine museums in Michigan](#) received federal funds in fiscal year 2024 according to the IMLS website, including \$250,000 to [The Henry Ford](#) in Dearborn; nearly \$406,000 to the [Motown Museum](#) in Detroit, and \$172,000 to the [Charles H. Wright Museum of African American History](#) in Detroit.

"The reduction in funds and possible elimination of IMLS will impact many cultural institutions and libraries including The Henry Ford. We are extremely disappointed and watching this closely as this decision will significantly impact initiatives that are underway that preserve the important stories of America's history," Wendy Metros, spokesperson for The Henry Ford, wrote in an email, adding later she could not offer more specifics at this time.

According to a description on the IMLS website, [The Henry Ford](#)'s funding will clean, rehouse and create digital catalog records for over 300 artifacts relating to energy, mobility, communications and information technology. About 100 prioritized objects will be stabilized, receive additional conservation treatment, photographed and added to museum's digital collections, it states.

At the [Motown Museum](#), IMLS funding will improve the archival repository for its collection of over 20,000 objects, hiring a registrar and a preparator to work with staff to update collections records, conduct environmental monitoring and supervise the installation of archival storage units, according to a description on the IMLS website.

The site also offered a description for the Wright Museum, indicating it will create leadership programs for emerging museum professionals.

Six museums elsewhere in Michigan also received federal funds. For example, the [Northwestern Michigan College](#) (Dennos Museum Center) in Traverse City received \$15,760 to buy powder-coated art storage bins to improve preservation and access to approximately 225 framed works of art in its collection, according to an online description.

And [Michigan Technological University Archives](#) in Houghton received nearly \$119,000 to undertake a data management project to preserve historic mining records. According to a description, the university archives preserve paper-based drilling data and geological core descriptions of the Keweenaw copper mining district for an estimated 600,000 feet of core from over 650 holes drilled from 1899 to 1970. The project will match descriptive records with existing cores, enhancing their historical value and scientific usefulness.

Contact Christina Hall: chall@freepress.com. Follow her on X, formerly Twitter: [@challreporter](#).

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----- Forwarded message -----

From: **Reish, Karren (MDE) via Michlib-I** <michlib-i@mcls.org>

Date: Wed, Apr 2, 2025 at 1:39 PM

Subject: [Michlib-I] Library of Michigan Middle Management and New Supervisor Cohort cancellation

Due to the continued uncertainty of federal funding and the layoff of Institute and Museum and Library staff this week, LM is canceling the Middle Management & New Supervisor Cohort for this fiscal year. It is our hope that we may be able to offer the program in the future and encourage you to participate in the program at that point. We regret any inconvenience this may cause.

Please contact LM staff with any questions you may have.

Karren Reish

Library Grants Coordinator

Library of Michigan

517-241-0021 / www.mi.gov/lsta



Acknowledge the incredible strength of students' multilingual abilities.
Seek the [Michigan Seal of Biliteracy](#) for graduating seniors.

Michigan.gov/VOTE

Community rallies for inclusion as library board denies appeal against 'Grandad's Pride'

Published March 21, 2025 – by Kody Bair



GRAND TRAVERSE COUNTY, Mich., (WPNB/WGTU) -- Controversy over a book took center stage at a northern Michigan library Thursday afternoon.

More than 100 people attended a Traverse Area District Library Board of Trustees meeting.

The board discussed a request to take a children's book off the shelf.

"It would break my heart to see it go away. Because we all gotta be up there on the page," said a community member who attended the meeting.

Grandad's Pride by Harry Woodate is a children's book about a child who helps their grandfather start a pride parade.

A patron asked Traverse Area District Library to take the book off the shelf and put it behind a desk, expressing concerns over imagery.

"This has only ever been about contesting the display of sexual imagery and illusion to sexual fetish culture to minors unable to consent," said a community member who attended the meeting.

After the library's committee denied the request and the patron appealed, more than 130 community members came to a board of trustees meeting where the board would make a final decision.

"Questioning an illustration in the text appears to be an attempt to negate the point the author is trying to make. There is room for everyone in this world and everyone deserves to be respected and celebrated," said a community member who attended the meeting.

Dozens of people spoke out in support of the book, citing the need for inclusion on the pages, and worries of censorship.

"This challenge is not just about Grandad's Pride, it's about whether we as a community respect the fundamental right of individuals and families to make their own decisions," said a community member who attended the meeting.

The board spoke with an attorney and unanimously voted to deny the appeal keeping Grandad's Pride on the shelf.

"Where First Amendment rights are concerned, those seeking to restrict access to information should be forced to take affirmative steps to shield themselves from unwanted materials. The onus should not be on the general public to overcome barriers to their access to protected information," said Anne Seurnyck, Attorney.

"It's the morally correct action to take. Because it expresses, as I read it, the will and the love in this room and this community," said Micheal Vickery, Traverse Area District Library Trustee.



Publishers Send Letter to Congress Advocating for Libraries & IMLS Funding

April 3, 2025 – by Christina Hall

Below please find a letter submitted to Congress today (April 3, 2025) by Penguin Random House, Hachette Book Group, Macmillan Publishers, Simon & Schuster and Sourcebooks advocating for libraries in response to the [Executive Order](#) signed on March 14 that calls for the dismantling of the Institute of Museum and Library Services (IMLS).

This letter, sent in advance of the [American Librarian Association's National Library Week](#) (April 6-12), expresses unwavering support for libraries, outlines the devastating impact closing IMLS will have on communities across the country, and urges Congress to reject the EO and restore IMLS and its funding.

Dear Members of Congress,

We write to you with deep concern regarding the recent Executive Order 14238, "Continuing the Reduction of the Federal Bureaucracy," dated March 14, 2025, calling for the closure of the U.S. Institute of Museum and Library Services (IMLS) and the abrupt halt of its essential funding, which was approved by Congress, signed by the President, and earlier this week resulted in all IMLS staff being placed on administrative leave. As publishers, we are unwavering in our support for libraries, which play a critical role in our communities and shared commitment to a literate, informed society and democracy.

Every American has the right to access information and books that showcase a diversity of perspectives and experiences. Books build empathy, offer knowledge, and explore complex topics in long form. Libraries are essential community hubs that provide free access to these valuable tools and resources. Defunding libraries would result in mass closures and the destruction of a system that today benefits millions of Americans.

While IMLS funding is just 0.003% of the federal budget, it has tremendous impact, supporting more than 125,000 libraries in communities across the country, from major urban centers to rural areas and small towns. Public libraries in the United States receive more than 1.3 billion in-person patron visits every year, and even more people access libraries' resources virtually. Rural libraries are critical to their communities, serving as an essential center for information, education, and connection.

30+ million Americans rely on their public libraries for internet access—a fundamental necessity in today's world. In rural areas, 83% of libraries are the only source of free internet

access in their communities. IMLS helps libraries bridge the digital divide by providing digital resources that assist community members with finding employment, applying for government services, and completing schoolwork.

Libraries are welcoming, safe spaces for Americans of all ages and backgrounds to gather, learn, and grow. Through IMLS grants, libraries have expanded their essential educational programs, including summer reading initiatives for children, career development training, family story hours, and community health workshops. These offerings foster well-being, combat isolation, and empower citizens to take control of their health.

We call on you to reject the executive order to close IMLS and to restore its funding. Allowing the IMLS to be defunded, and thus to disappear, would leave millions of Americans without access to the books, tools, and other resources required to participate in the modern world. Shuttering IMLS would be an act of monumental neglect, violating the very foundation of America and what it stands for as a country. It would undermine the tenets of our democracy and our citizens' right to read, think, and learn freely. As President William McKinley once said, "The free man cannot be long an ignorant man."

Join us in standing with libraries and the communities they serve. The future of our nation depends on it.

Signed:



Penguin
Random
House



macmillan
Publishers



Simon & Schuster
CELEBRATING 100 YEARS



hachette
BOOK GROUP



sourcebooks



21 States Sue Trump Administration Over Scuttling of IMLS, Other Agencies

Published April 7, 2025 – by John Maher



The Federal Building and U.S. Courthouse in Providence, R.I. Photo: Library of Congress

Attorneys general from 21 states have [sued the Trump administration](#) to block its recent efforts to scuttle the Institute of Museum and Library Services (IMLS) and six other federal agencies.

Filed in the U.S. District Court for the District of Rhode Island on April 4, the suit seeks an emergency temporary restraining order that would invalidate the March 14 [executive order](#) signed by President Donald Trump that calls for the elimination of the agency “to the maximum extent consistent with applicable law” and restore full agency functions. Among the plaintiffs are attorneys general from four states Trump won in the 2024 election: Arizona, Michigan, Nevada, and Wisconsin.

“Whatever the President’s policy preferences, he cannot override the congressional enactments that authorize federal agencies, appropriate funds for them to administer, and define how they must operate,” plaintiffs argue in their filing, noting that the closures violate the Administrative Procedure Act. “If permitted to stand, the shredding of these statutorily mandated agencies will inflict immediate and irreparable harms on the Plaintiff States, their residents, and the public at large.”

The filing continues: “The sudden halting of the agencies’ work after decades of close cooperation will immediately put at risk hundreds of millions of dollars in grant funding on which the States depend, and undermine library programs, economic opportunity, and the free flow of commerce throughout the country. The Administration cannot dismantle federal agencies in this way. The Closure Order and the actions that Defendants have taken to implement it are illegal several times over.”

The lawsuit follows weeks of turmoil at the IMLS, which is responsible for distributing federal funding to libraries, that began with the March 14 executive order. Since it was issued, the Trump administration installed a new [acting director of the IMLS](#), who has worked alongside the advisory body called the Department of Government Efficiency (DOGE) to [put institute staff on administrative leave](#) against the [wishes of its advisory board](#) and [rescind grant funding from libraries nationwide](#).

To date, the filing notes, the IMLS has placed “85% of its staff on administrative leave.” That number is lower than previous reports, all unconfirmed by a mostly non-communicative IMLS and DOGE, had indicated. However, in [a letter sent last week](#) to the IMLS’s new acting director, Keith Sonderling—the second such missive since Sonderling was sworn in mid-March—the National Museum and Library Services Board, which serves as an IMLS advisory body, indicated that some reports suggested that “a small number of staff” may have been recalled since the leave was initially implemented.

The filing challenges not just the legality of the administration’s actions, but also its constitutionality. “If the President disagrees with Congress’s decision to support the Nation’s libraries and museums... he is free to seek legislation abolishing the agencies that perform these—and many other—vital functions,” the plaintiffs wrote. “One option that our Constitution does not give the President is to shutter the agencies himself, in defiance of the administrative procedures that Congress required to be followed, the appropriations that Congress ordered to be spent, and the separation of powers that every officer of our government has sworn to uphold.”



Books Escape New Tariffs, At Least for Now

Published April 7, 2025 – by Jim Milliot

The Trump Administration has imposed a range of tariffs on different countries and goods—but at least for now, books have fared well. Since Trump's executive order implementing the new tariffs was issued under the Cold War-era International Economic Emergency Powers Act (IEEPA), numerous categories were eligible for exemptions, including books.

[A recently released federal document](#) shows the many categories that are not subject to tariffs, a list that includes “printed matter, nesoi,” which translates to “not elsewhere specified or included.” Other items that are specifically mentioned include printed books and children's picture, drawing, and coloring books. In addition, the United States-Mexico-Canada Agreement (USMCA) remains intact, meaning that goods considered “compliant”—among them books and paper—will not face new tariffs.

While no new tariffs on books are imminent, the existing 7.5% tariffs on books printed in China implemented by the first Trump administration, which were kept in place under President Biden, remain in force. Bibles and other religion books also remain exempted from the new tariffs. While paper from Canada is exempt from the tariffs for the moment, it is unclear whether paper, pulp, and ink imported from other countries will be subject to higher duties. If so, that could raise prices for American printers.

Publishers and printers have been [preparing for months](#) about how to [handle new tariffs](#), but continue to be met with frequent changes that raise new questions. With the tariff situation remaining extremely fluid, the Association of American Publishers continues to monitor events. “Because trade policy is incremental, we are focused on working with the president’s team and Congress as they consider long-term strategies to strengthen the international economic position of American businesses and workers,” said Lui Simpson, EVP of global policy for the AAP.



ALA Releases Top 10 Most Challenged Books of 2024

Published April 7, 2025 – by Sophia Stewart



The American Library Association kicked off [National Library Week 2025](#) with its annual report on [the state of the nation's libraries](#), including the top 10 most challenged books of 2024. *All Boys Aren't Blue*, George M. Johnson's YA memoir about growing up Black and queer, surpassed Maia Kobabe's *Gender-Queer*, which had topped the list two years in a row, as the most challenged title of last year.

The list, wrote Deborah Caldwell-Stone, director of the ALA's Office for Intellectual Freedom, was once again dominated by "books addressing the lives, experiences, and concerns of LGBTQIA+ persons, or...Black persons, Indigenous persons, and persons of color." She added: "We are witnessing an effort to eliminate entire genres and categories of books from library shelves in pursuit of a larger goal of placing politics and religion over the well-being and education of young people and everyone's right to access and find information in our libraries."

The State of America's Libraries report coincides with National Library Week, which runs April 6–12 and has taken on extra political urgency amid the Trump administration's recent [gutting of the federal agency responsible for distributing federal funding to libraries](#). Ahead of its annual [Take Action for Libraries Day](#), slated for April 10, the ALA stressed the new stakes, in a

statement: “This year, as library funding is under attack, ALA encourages every library advocate to Show Up for Our Libraries by telling Congress to protect federal support for libraries.”

In its report, the ALA documented 821 attempts to censor materials and services at libraries, schools, and universities in 2024—a notable drop from the 1,247 attempts [recorded in 2023](#). Moreover, the ALA 2,452 unique titles that were challenged or banned last year, marking a decrease from the [record-breaking 4,240 titles](#) targeted in 2023.

However, Caldwell-Stone noted that while the trend is a positive one, 2024 still marked “the third-highest number of book challenges recorded by ALA’s Office for Intellectual Freedom since it began documenting library censorship in 1990.” She added that the data is just one part of the picture.

“Not reflected in these numbers are the relentless attacks on library workers, educators, and community members who stand up to the censors and defend the freedom to read,” Caldwell-Stone wrote. “These attacks are creating an environment of fear in which library workers are afraid to buy books or report censorship.”

According to the report, the most common reasons for challenges were claims of illegal obscenity for minors; inclusion of LGBTQIA+ characters or themes; and dealing with topics of race, racism, inclusivity, equity and social justice. These challenges, Caldwell-Stone wrote, “are not the result of any grassroots or popular sentiment” but rather “well-funded, organized groups and movements long dedicated to curbing access to information and ideas.”

In ore encouraging news, the report also cited newly adopted legislation in California, Illinois, Maryland, Minnesota, New Jersey, and Washington aimed at “protecting the freedom to read and the library workers who defend that freedom for their communities.” Caldwell-Stone added that 16 additional state legislatures now considering similar legislation.

The Most Challenged Books of 2024

1. [All Boys Aren’t Blue: A Memoir-Manifesto](#) by George M. Johnson
2. [Gender Queer: A Memoir](#) by Maia Kobabe
3. (Tie) [The Bluest Eye](#) by Toni Morrison
3. (Tie) [The Perks of Being a Wallflower](#) by Stephen Chbosky
5. [Tricks](#) by Ellen Hopkins
6. (Tie) [Looking for Alaska](#) by John Green
6. (Tie) [Me and Earl and the Dying Girl](#) by Jesse Andrews

8. (Tie) **Crank** by Ellen Hopkins

8. (Tie) **Sold** by Patricia McCormick

10. **Flamer** by Mike Curato

This week's National Library Week is being held under the theme "[Drawn to the Library](#)." It runs through April 12 and includes [Right to Read Day](#), held today, April 7; [National Library Workers Day](#), on April 8; [National Library Outreach Day](#), on April 9, and [Take Action for Libraries Day](#), on April 10.

BALDWIN PUBLIC LIBRARY TRUST

Trust Agenda

Trust Minutes

Trust Financial Reports

Gifts to Trust: Receipts

Check Register: Claims

Baldwin Public Library Trust Meeting

Rotary Donor Room

Monday, April 21, 2025

Immediately following regular Board meeting

Agenda

Call to order and establishment of a quorum

I. General Public Comment Period

The Library Board values public meetings and welcomes your comments on Library issues. The Board respectfully asks that comments be made as concisely as possible. We welcome your comments but will not debate items not on the agenda. The maximum time for individual speakers should not exceed three minutes.

II. Consent Agenda

All items on the consent agenda are considered routine and will be enacted by one motion and approved by a roll call vote. There will be no discussion of these items unless a board member or a citizen so requests, in which case the item will be removed from the general order of business and considered as the last item under new business.

- | | |
|---|--------|
| A. Approval of the March 17, 2025 minutes | p. 117 |
| B. Acceptance of the March 2025 receipts of \$1,205.64 | p. 124 |
| C. Approval of the March 2025 disbursements of \$7,699.10 | p. 125 |

III. New and Miscellaneous Business

IV. Adjournment

The next Trust meeting will be held immediately following the next regular meeting of the Baldwin Public Library Board of Directors on Monday, May 19, 2025

Motion: To adjourn the April 21, 2025 Trust Meeting.

Persons with disabilities that may require assistance for effective participation in this public meeting should contact the Library at the number (248) 647-1700 or (248) 644-3405 (for the hearing impaired) at least one day before the meeting to request help in mobility, visual, hearing, or other assistance.

Las personas con incapacidad que requieren algún tipo de ayuda para la participación en esta sesión pública deben ponerse en contacto con la oficina del escribano de la biblioteca en el número (248) 647-1700 o al (248) 644-3405 (para las personas con incapacidad auditiva) por lo menos un día antes de la reunión para solicitar ayuda a la movilidad, visual, auditiva, o de otras asistencias. (Title VI of the Civil Rights Act of 1964).



**BALDWIN LIBRARY BOARD MINUTES,
TRUST MEETING
March 17, 2025**

1. Call to Order

The meeting was called to order by President Danielle Rumble at 9:20 p.m.

Library Board present: Wendy Friedman, Frank Pisano, Melissa Mark, Karen Rock, Danielle Rumble, and Jennifer Wheeler.

Absent and excused: None.

Library Staff present: Rebekah Craft, Director and Jaclyn Miller, Associate Director.

Friends of the Library Liaison present: None.

Contract community representatives present: None.

Members of the public present: None.

1. General Public Comment Period: None.

2. Consent Agenda

Motion to approve the consent agenda, which included the Trust minutes, as well as receipts and disbursements.

A. Approval of the February 24, 2025 minutes

B. Acceptance of the February 2025 receipts of \$4,128.42

C. Approval of the February 2025 disbursements of \$17,587.89

1st Pisano

2nd Wheeler

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. New and Miscellaneous Business: None.

4. Adjournment:

Motion: To adjourn the meeting.

1st Mark

2nd Rock

A voice vote was taken.

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

Nays: None.

Absent and excused: None.

The motion was approved unanimously.

The meeting was adjourned at 9:22 p.m. The next Trust Meeting will be held on Monday, April 21, 2025, following the regular meeting in the Rotary Tribute & Donor Room.

Jennifer Wheeler, Secretary

Date

DRAFT

Baldwin Public Library Trust: March 2025

March receipts totaled \$1,205.64. March disbursements totaled \$7,699.10.

The current value of the Trust is \$2,061,595.32, divided up in the following way:

	June 2024 - EOY	March 2025
Total endowment investments*	\$ 1,130,701.05	\$ 1,173,172.18
Endowment funds distributed for use	\$ 218,537.84	\$ 160,680.68
Total endowment funds	\$ 1,349,238.89	\$ 1,333,852.86
General spendable funds	\$ 514,855.26	\$ 551,527.41
Van Dragt fund	\$ 16,663.66	\$ -
Building fund	\$ 118,787.20	\$ 122,436.86
Restricted funds**	\$ 37,762.23	\$ 30,560.54
Naming rights for Rotary Tribute Room	\$ 9,337.89	\$ 7,832.00
Naming rights for Burnett Reference Desk	\$ 9,385.65	\$ 9,385.65
Naming rights for Thal Reference Desk	\$ 6,000.00	\$ 6,000.00
Total non-endowment funds	\$ 712,791.89	\$ 727,742.46
Total endowment funds	\$ 1,349,238.89	\$ 1,333,852.86
Total non-endowment funds	\$ 712,791.89	\$ 727,742.46
Total of all Trust funds	\$ 2,062,030.78	\$ 2,061,595.32

* The principal of the endowment funds is \$888,797.04.

**Includes memorials and donations from the Friends of the Baldwin Public Library

As of March 31, the amount of money in the Trust that is undesignated stands at \$720,345.46.

Baldwin Public Library Trust
Endowment Funds Portfolio Performance Benchmarks
As of March 31, 2025

<u>Index</u>	<u>2025: YTD</u>	<u>2024: Entire Year</u>
S&P 500-Equity Benchmark	-4.59%	23.31%
U.S. Aggregate-Bond Benchmark	3.69%	-0.13%
Blended Return of Both Benchmarks* (S&P 500: 75% and U.S. Aggregate: 25%)	-2.52%	17.45%
Baldwin Endowment Funds' Portfolio	-2.33%	10.81%
Endowment Funds' Performance Compared to Blended Return of Benchmarks	0.19%	-6.64%

*Since November 2017, the blended return has been calculated according to the Baldwin Endowment Funds' allocation of 75% equities and 25% fixed income, cash, and cash alternatives.

As of April 2020, this report was renamed "Endowment Funds Portfolio Performance Benchmarks," instead of "Portfolio Performance Benchmarks." The new title is more accurate, for it states clearly that the comparison between benchmarks and the Baldwin Trust's performance pertains only to the BPL Trust Endowment Funds Account at Raymond James. It does not take into account the BPL Trust General Funds Account at Raymond James or the Trust's Huntington Bank checking and money market accounts. The breakdown of the Trust's various accounts is shown on the "Balances by Financial Institutions Report," which follows this report in the Board packet. As of March 31, 2025, the breakdown was as follows:

Raymond James Endowment Funds Account	\$1,187,004.18
Raymond James Building Mutual Funds Account	\$507,664.98
Huntington Bank Checking Account	\$7,227.01
Huntington Bank Money Market Account	<u>\$359,699.15</u>
Total	\$ 2,061,595.32

Our Huntington Bank checking account and money market account have no stock or bond investments at all, and are non-volatile.

**BALDWIN PUBLIC LIBRARY TRUST
BALANCES BY FINANCIAL INSTITUTIONS
MARCH 31, 2025**

Investment and Cash Report										
12_c	Prior Month Balance 02/28/25	Current Month Revenue	Year to Date Revenue	Current Month Expenses	Year to Date Expenses	Transfer In	Transfer Out	Change in Investment Value	Ending Balance 03/31/25	
Huntington Bank Checking:										
Endowment Money	\$0.00	\$0.00	\$0.00	\$2,560.52	\$59,365.48	\$2,560.52			\$0.00	
Van Dragt Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$16,663.66	\$0.00			\$0.00	
Restricted Funds - Memorials and Friends	\$7,226.80	\$0.21	\$3,001.95	\$5,072.29	\$34,112.66	\$5,072.29			\$7,227.01	
Restricted Funds - Building	\$0.00	\$0.00	\$0.00	\$0.00	\$1,999.07	\$0.00			\$0.00	
Restricted Funds - Covid and MAF Idea Lab	\$0.00	\$0.00	\$0.00	\$0.00	(\$34.02)	\$0.00			\$0.00	
Subtotal - Restricted Funds	\$7,226.80								\$7,227.01	
General Spendable Funds	\$0.00	\$0.00	\$0.00	\$56.29	\$527.85	\$56.29			\$0.00	
TOTAL	\$7,226.80	\$0.21	\$3,001.95	\$7,689.10	\$112,634.70	\$7,689.10	\$0.00		\$7,227.01	
Huntington Bank Money Market:										
Endowment Budgeted Funds	\$163,241.20	\$0.00	\$2.43	\$0.00	\$0.00	\$0.00	(\$2,560.52)		\$160,680.68	
Endowment Investment Funds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	
Building Fund	\$999.75	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$999.75	
Van Dragt Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	
Restricted Funds	\$37,275.04	\$0.00	\$23,875.00	\$0.00	\$0.00	\$0.00	(\$5,072.29)		\$32,202.75	
Restricted Fund - Covid	\$516.43	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$516.43	
Restricted Fund - Idea Lab MAF	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	
General Spendable Funds	\$164,160.40	\$1,205.43	\$19,402.34	\$10.00	\$90.00	\$0.00	(\$56.29)		\$165,299.54	
TOTAL	\$366,192.82	\$1,205.43	\$43,279.77	\$10.00	\$90.00	\$0.00	(\$7,689.10)		\$359,699.15	
Raymond James & Associates:										
Endowment Fund Investments	\$1,212,881.59	\$0.00	\$0.00			\$0.00	\$0.00	(\$43,923.15)	\$1,168,958.44	
Endowment Cash	\$17,410.51	\$0.00	\$10,600.00			\$0.00	\$0.00	\$635.23	\$18,045.74	
Sub-total Endowment Funds	\$1,230,292.10	\$0.00	\$10,600.00			\$0.00	\$0.00	(\$43,287.92)	\$1,187,004.18	
General Spendable Funds Cash	\$1,824.16	\$0.00	\$0.00			\$0.00	\$0.00	\$0.23	\$1,824.39	
General Spendable Mutual Funds	\$395,657.91	\$0.00	\$0.00			\$0.00	\$0.00	(\$11,267.75)	\$384,390.16	
General Spendable Building Mutual Funds	\$125,008.67	\$0.00	\$0.00			\$0.00	\$0.00	(\$3,558.24)	\$121,450.44	
Sub-total General Spendable Funds	\$522,490.74	\$0.00	\$0.00			\$0.00	\$0.00	(\$14,825.76)	\$507,664.98	
TOTAL	\$1,752,782.84	\$0.00	\$10,600.00			\$0.00	\$0.00	(\$58,113.68)	\$1,694,669.16	
Total All Funds	\$2,126,202.46	\$1,205.64	\$56,881.72	\$7,699.10	\$112,724.70	\$7,699.10	(\$7,699.10)	(\$58,113.68)	\$2,061,595.32	

MARCH 31, 2025

[illegible]

**BALDWIN PUBLIC LIBRARY TRUST
ENDOWMENT FUNDS BY DESIGNATION
MARCH 31, 2025**

		Prior Month Balance 02/28/25	Current Month Revenue	Year to Date Revenue	Current Month Expense	Year to Date Expense	Transfer In	Transfer Out	Change in Investment Value	Ending Balance 03/31/25
12e										
Gift & Tribute Funds	Purpose									
General Spendable Funds		\$561,655.85	\$1,205.43	\$19,402.34	\$66.29	\$617.85			(\$11,267.58)	\$551,527.41
Restricted Funds:										
Building Fund		\$125,995.04	\$0.00	\$0.00	\$0.00	\$1,999.07			(\$3,558.18)	\$122,436.86
Van Dragt Fund		\$0.00	\$0.00	\$0.00	\$0.00	\$16,663.66				\$0.00
Memorials/Tributes		\$12,906.49	\$0.21	\$3,376.95	\$290.43	\$290.43				\$12,616.27
Covid Project		\$516.43	\$0.00	\$0.00	\$0.00	\$0.00				\$516.43
Restricted Fund - Idea Lab MAF		\$0.00	\$0.00	\$0.00	\$0.00	(\$34.02)				\$0.00
Friends										
Adult Services Programs		\$8,698.58	\$0.00	\$5,200.00	\$2,446.82	\$10,966.52				\$6,251.76
Young Adult Programs		\$4,311.20	\$0.00	\$6,100.00	\$502.20	\$5,532.43				\$3,809.00
Youth Services Programs		\$6,738.21	\$0.00	\$7,700.00	\$587.66	\$4,896.97				\$6,150.55
Idea Lab Program Supplies		\$564.86	\$0.00	\$2,000.00	\$1,245.18	\$5,176.42				(\$680.32)
Outreach & Equipment		\$1,896.85	\$0.00	\$2,500.00	\$0.00	\$7,249.89				\$1,896.85
Sub-total Restricted		\$161,627.66	\$0.21	\$26,876.95	\$5,072.29	\$52,741.37	\$0.00	\$0.00	(\$3,558.18)	\$152,997.40
Rotary Room Fund										
Naming Rights-Principal		\$7,832.00	\$0.00	\$0.00	\$0.00	\$0.00			\$0.00	\$7,832.00
Maintenance Funds		\$0.00	\$0.00	\$0.00	\$0.00	\$1,505.89			\$0.00	\$0.00
Ileane Thal Reference Desk		\$6,000.00	\$0.00	\$0.00	\$0.00	\$0.00			\$0.00	\$6,000.00
Miranda Burnett Reference Desk		\$9,385.65	\$0.00	\$0.00	\$0.00	\$0.00			\$0.00	\$9,385.65
Total Gift and Tribute Funds		\$746,501.16	\$1,205.64	\$46,279.29	\$5,138.58	\$54,865.11	\$0.00	\$0.00	(\$14,825.76)	\$727,742.46
Endowment Funds										
Endowment Budgeted Funds										
General Funds		\$49,278.43	\$0.00	\$0.00	\$1,900.49	\$21,650.84				\$47,377.94
Adult Large Print		\$669.50	\$0.00	\$0.00	\$0.00	\$1,384.44				\$669.50
Adult Services Department		\$29,246.83	\$0.00	\$0.00	\$0.00	\$4,968.52				\$29,246.83
Adult Audio Visual		\$142.99	\$0.00	\$0.00	\$0.00	\$418.35				\$142.99
Adult Reference		\$39,999.11	\$0.00	\$0.00	\$0.00	\$9,170.95				\$39,999.11
Adult Programs		\$17,535.10	\$0.00	\$0.00	\$107.88	\$6,141.64				\$17,427.22
Architecture		\$775.87	\$0.00	\$0.00	\$11.99	\$3,687.71				\$763.88
Youth Services Department		\$4,374.03	\$0.00	\$0.00	\$0.00	\$3,988.92				\$4,374.03
Youth Programs (Nix)		\$258.86	\$0.00	\$0.00	\$10.28	\$1,304.69				\$248.58
Professional Development		\$18,461.27	\$0.00	\$2.43	\$377.36	\$3,951.58				\$18,083.91
Staff Appreciation		\$1,782.19	\$0.00	\$0.00	\$152.52	\$924.03				\$1,629.67
Koschik Building Fund		\$717.02	\$0.00	\$0.00	\$0.00	\$267.92				\$717.02
Sub-total		\$163,241.20	\$0.00	\$2.43	\$2,560.52	\$57,859.59	\$0.00	\$0.00	\$0.00	\$160,680.68
Total Endowment Investments		\$1,216,460.10	\$0.00	\$10,600.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$43,287.92)	\$1,173,172.18
Total Endowment Funds		\$1,379,701.30	\$0.00	\$10,602.43	\$2,560.52	\$57,859.59	\$0.00	\$0.00	(\$43,287.92)	\$1,333,852.86
Total All Trust Funds		\$2,126,202.46	\$1,205.64	\$56,881.72	\$7,699.10	\$112,724.70	\$0.00	\$0.00	(\$58,113.68)	\$2,061,595.32

TRUST RECEIPTS
March-25

12f_

Trust Money Mkt General Funds:

Money Market Interest Income

\$ 1,205.43 \$ 1,205.43

Friends of BPL:

- Adult Programs
- Teen Programs
- Youth Programs
- Idea Lab Program Supplies
- Outreach and Equipment

\$ -

Trust Money Mkt Restricted Funds:

\$ -

Memorial Book Fund:

Checking Account Interest

\$ 0.21 \$ 0.21

Trust Money Mkt Endowment Fund:

\$ -

Total Receipts at Huntington Bank

\$ 1,205.64 \$ 1,205.64

Raymond James

\$0.00

Total Trust Receipts (Before Bank Fees)

\$1,205.64 \$1,205.64

Monthly Banking Fee on Money Market Account

\$ (10.00) \$ (10.00)

Total Trust Receipts (Net)

\$1,195.64 \$1,195.64

03/27/2025 01:22 PM
User: 2540
DB: Birmingham

CHECK REGISTER FOR CITY OF BIRMINGHAM
CHECK DATE FROM 03/28/2025 - 03/28/2025

Page: 1/1

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank LIBRY BALDWIN PUBLIC LIBRARY TRUST					
03/28/2025	LIBRY	6296	009126	AMAZON CAPITAL SERVICES INC	123.90
03/28/2025	LIBRY	6297	000843	BAKER & TAYLOR BOOKS	65.30
03/28/2025	LIBRY	6298	004867	BALDWIN PUBLIC LIBRARY TRUST	38.08
03/28/2025	LIBRY	6299	005005	BOOK BEAT	315.00
03/28/2025	LIBRY	6300	MISC	BRIAN CHRISTOPHER KEMP	100.00
03/28/2025	LIBRY	6301	MISC	CHERYL MARIE ENGLISH	150.00
03/28/2025	LIBRY	6302	009315	FIRST NATIONAL BANK OF OMAHA	4,435.31
03/28/2025	LIBRY	6303	004604	GORDON FOOD	99.90
03/28/2025	LIBRY	6304	001090	INGRAM LIBRARY SERVICES	516.05
03/28/2025	LIBRY	6305	009060	ROSEMARY ISBELL	31.25
03/28/2025	LIBRY	6306	MISC	KRISTIN M FONTICHIARO	300.00
03/28/2025	LIBRY	6307	009261	NICOLSON ASSOCIATES INC	1,440.00
03/28/2025	LIBRY	6308	000757	SCHOLASTIC INC	74.31

LIBRY TOTALS:

Total of 13 Checks:	7,689.10
Less 0 Void Checks:	0.00
Total of 13 Disbursements:	7,689.10