



**BALDWIN PUBLIC LIBRARY MINUTES,
REGULAR MEETING
July 21, 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.

Absent and excused: None.

Library Staff present: Rebekah Craft, Director; Jaclyn Miller, Associate Director; Robert Stratton, Office Administrator.

Friends of the Library liaison present: None.

Contract community representatives present: None.

Members of the public present: None.

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 June 16, 2025 Board Meeting Minutes**
 - B. Approval of June 2025 vendor payments in the amount of \$124,883.57, including payments in excess of \$75,000.**
 - C. Approval of total expenses in the amount of \$392,123.93**
 - 1st** Rock
 - 2nd** Friedman
 - 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 and volunteers who helped with the KidsZone at the Farmers Market event. She also thanked Kristen Tait and staff for putting together the Integrated Library System comparison.

Board comments: Friedman enjoyed seeing the 3D-printed dog wheelchair made in the Idea Lab. Mark suggested letting rescue organizations know the Library has the ability to 3D print items for animals. Rock

congratulated Craft for her 10 years of service and thanked Jeff Jimison for an engaging and informative Idea Lab tour.

Staff Anniversaries: Mark recognized the following staff anniversaries: Rebekah Craft (10 years of service), Amber Davis (1 year), and Kim Goodrich (1 year).

Upcoming events of interest: Miller reported upcoming events at the Library, full details of which are on pages 158-159 of the July Board packet.

4. Board Committee Reports

Finance Committee:

Pisano reported that the Finance Committee met on July 14. Present were Pisano, Rumble, Craft, and Miller. Full minutes from this meeting are on page 14 of the July Board packet. The next meeting of the Finance Committee will take place on Friday, August 8, 2025 at 10:30 a.m. in the Delos Board Room.

Building Committee:

Friedman reported that the Building Committee met on July 11. Present were Friedman, Pisano, Craft, and Miller. Full minutes from this meeting are on page 17 of the July Board packet. The next meeting of the Finance Committee will take place on Friday, August 8, 2025 at 9:30 a.m. in the Delos Board Room.

Craft discussed proposed refurbishments to the lower level, which include the addition of a new closet to hold chairs not in use. Wheeler asked how this would affect the size of the Rotary Tribute room. Craft stated that it would reduce the size of the room, but not drastically.

Outreach Committee:

Mark reported that the next meeting of the Outreach Committee will take place on July 23, 2025 at 11:00 a.m. in the Delos Board Room.

Strategic Planning Committee:

Rock reported that the Strategic Planning Committee met earlier on July 21. Present were Rock, Rumble, Craft, Miller, and community member Jim Suhay. Craft will solicit comments from staff for the current working version. The next meeting of the Strategic Planning Committee will take place on August 15, 2025. The completed Strategic Plan will be presented to the Board for approval and adoption in September.

5. Library Report:

Craft and Miller presented highlights from the Library Report. Full details of the complete report are on pages 21-32 of the July Board packet.

Miller provided the Statistics Dashboard update for Q4 FY2024-2025 from page 22. Database sessions are up by 49% over last year, as are downloadable content (15%), visitors (5%), and program attendance (30%).

Craft reported the new website is close to completion, with final changes presently in progress. Craft hopes that the new website will be launched by the August Board meeting, after staff receive web management training. Craft continues to collect employee benefits and liability insurance quotes for the administrative services negotiations with the City.

6. Liaisons

Friends: None.

Beverly Hills: There was no report.

Bloomfield Hills: There was no report.

Bingham Farms: There was no report.

7. New & Miscellaneous Business:

Selection of Integrated Library System:

Craft reviewed details of the Selection of Integrated Library System (ILS) Vendor memo found on pages 36-38 of the July Board packet, which provides a comparison of multiple ILS platforms and staff-derived pros and cons. Staff suggest the Board approve the contract for Innovative Interfaces Incorporated (III) Polaris Vega ILS, with the SMS messaging add-on. The first year amount for Polaris Vega is about \$22,000 more than budgeted for ILS. Some of the fund balance can be used to cover this additional expense. The Board agreed that Library staff knows ILS best, and supports this decision.

Motion to select III Polaris LX Essentials Bundle as Baldwin's integrated library system vendor and to sign a contract for the Polaris LX Essentials Bundle and SMS Messaging, as specified in the RFP, for a period of three years, in the total amount of \$248,185, to be paid out of account 830.0200 (ILS Services).

1st Pisano

2nd Wheeler

A voice vote was taken.

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 157-171 of the July Board packet.

11. 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 8:28 p.m. The next regular meeting is scheduled for Monday, August 18, 2025, at 7:30 p.m. in the Rotary & Donor Room.

Jennifer Wheeler, Secretary

Date