

**BALDWIN PUBLIC LIBRARY MINUTES,  
REGULAR MEETING  
September 15, 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, and Jennifer Wheeler.

Absent and excused: None.

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

Friends of the Library liaison present: Ryndee Carney.

Contract community representatives present: None.

Members of the public present: 3 (in person).

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 August 18, 2025 Board Meeting Minutes**

**B. Approval of August 2025 vendor payments in the amount of \$183,877.74, including payments in excess of \$75,000.**

**C. Approval of total expenses in the amount of \$445,958.63**

**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 the Strategic Planning Committee, including resident Jim Suhay, for their efforts in creating the 2025-2028 Strategic Plan.

**Board comments:** Rock appreciates the user-friendly nature of the new website.

**Staff Anniversaries:** Mark recognized the following staff anniversaries: Diana Ancog (4 years of service), Therea Anderson (1 year), Beverly Banks (4 years), Brandon Bolek-Toubeaux (24 years), Ethan Cronkite (4 years), David Dapkus (8 years), Brandy Dziengel (1 years), Alyssa Mandell (3 years), Louis Hatfield (1 year), Patricia Henricks (8 years), Jessica Hoeck (8 years), Jeff Jimison (8 years), Haylie May (4 years), Vicki Sower (18 years), and Lynn Szykiel (6 years).

**Upcoming events of interest:** Craft reported upcoming events at the Library, full details of which are on pages 56-58 of the September Board packet.

#### 4. Board Committee Reports

##### **Finance Committee:**

Pisano reported that the Finance Committee met on September 8. Present were Pisano, Rumble, Craft, Miller, with Jim Cummins and Connor Brannagan from Raymond James. Full minutes from this meeting are on page 14 of the September Board packet. Cummins and Brannagan recommended selling the Trust's shares in PGIM Total Return Bond Fund, Western Asset Core Bond Fund, and PGIM Jennison Health. They recommended reinvesting in Touchstone Ares Credit Opportunities and Federated Hermes MDT Large Cap Growth fund. A motion for this reinvestment was brought forth during the following Trust meeting. The next meeting of the Finance Committee will take place on Monday, October 13, 2025 at 4:00 p.m. in the Delos Board Room.

##### **Building Committee:**

Friedman reported that the Building Committee met on September 5. Present were Friedman, Pisano, Craft, and Miller. Full minutes from this meeting are on page 17 of the September Board packet. The next meeting of the Finance Committee will take place on Friday, October 10, 2025 at 9:30 a.m. in the Delos Board Room.

Mark sought more information from Craft about replacement items and quotes for new items listed in the report. The Youth Terrace will need to be replaced because the tiles used on the terrace were not specified for outside use and have heaved in several locations. Additionally, the City requested that a new path and staircase from the sidewalk to the terrace is installed to reduce liability. The seven Youth/Access Services workstations are 20 years old and are too shallow for a comfortable workspace. A snowmelt sensor that had broken in February 2025 resulted in the snowmelt system staying on even when outside air temperatures were above freezing. The company that installed the system will be repairing it at no charge to the library. The curbside dropbox is scuffed and dented from usual wear. A walk-off carpet strip will be installed in the vestibule and entrance to help catch salt and moisture, and an architect will work on a plan to raise the door to accommodate the height of the carpet.

##### **Outreach Committee:**

Mark reported that the Outreach Committee met on September 3. Present were Friedman, Mark, Craft, and Miller. Full minutes from this meeting are on page 19 of the September Board packet. The date of the December meeting of the Outreach Committee will be decided after committee appointments are established during the November Board Meeting.

##### **Strategic Planning Committee:**

Rock reviewed the minutes from the Strategic Planning Committee meeting on August 18. Present were

Rock, Rumble, Craft, Miller, and community member Jim Suhay. The Strategic Planning Committee will disband until September 2028. Craft presented the 2025-2028 Strategic Plan & Objectives via slideshow, found on pages 22-39 of the September Board packet.

**Motion to approve the Library's strategic plan for 2025-2028.**

**1st** Rock

**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.

5. Library Report:

Craft and Miller presented highlights from the Library Report. Full details of the complete report are on pages 41-53 of the September Board packet. Miller reported on the Statistics Dashboard, programs, and the results of Summer Reading 2025. Craft reported on the Rotary Room closet repair and carpet replacement, which resulted from water damage and will be covered at no cost to the Library. On September 29, Library and City representatives are scheduled to meet in person to discuss the proposed administrative services contract, building lease agreement, and fiscal agent agreement. Several substitute Librarians are being hired in September, along with two Pages and a Teen Services Assistant. Craft was selected to join the Library of Michigan Public Library Financial Management Cohort, consisting of a 9-month series of classes.

6. Liaisons

Friends: Ryndee Carney reported the Friends ended their fiscal year on August 31, with a remaining balance of \$30,441.40. The Friends' membership and gift income through the year was \$23,314.03. The Friends' Book Shop brought in \$17,999.12. Online book sales yielded \$5,290.59. Book sale events received \$6,924.25 through used media sales. The Friends' annual gift donation to the Library was 16% higher than last year, at around \$48,000.

The next Friends Book Sale is scheduled for Saturday, November 15, from 10:00 a.m. to 4:00 p.m. and Sunday, November 16, from 12:30 p.m. to 4:30 p.m.

Beverly Hills: There was no report.

Bloomfield Hills: There was no report.

Bingham Farms: There was no report.

7. New & Miscellaneous Business: None.

8. Unfinished Business:

9. Items Removed from Consent Agenda: None.

10. Information Only: See pages 55-68 of the September Board packet.

11. Adjournment:

**Motion to adjourn the meeting.**

**1st** Mark

**2nd** Wheeler

A voice vote was taken.

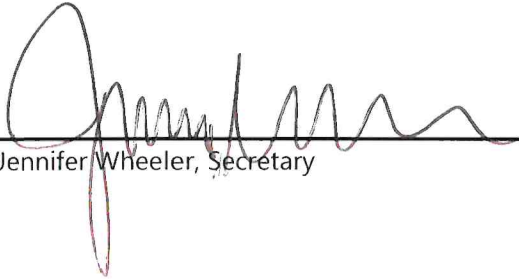
Yeas: Friedman, Mark, Pisano, Rock, Rumble, Wheeler.

Nays: None.

Absent and excused: None.

The motion was approved unanimously.

The meeting was adjourned at 8:24 p.m. The next regular meeting is scheduled for Monday, October 27, 2025, at 7:30 p.m. in the Rotary & Donor Room.



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Jennifer Wheeler, Secretary

11/17/2025

Date