

# Approved Budget Fiscal Years 2026-27, 2027-28 & 2028-29

## Library Board

Danielle Rumble, President

Karen Rock, Vice President

Wendy Friedman, Secretary

Pam Graham

Frank Pisano

Jennifer Wheeler

## Library Director

Rebekah Craft



## **Section 2: Chief Administrative Officer**

The Library Director shall be the Chief Administrative Officer and shall perform the duties of the Chief Administrative Officer enumerated in this Act.

## **Section 3: Fiscal Officer**

The Treasurer (or other designated official) shall be the Fiscal Officer and shall perform the duties of the Fiscal Officer enumerated in this Act.

## **Section 4: Public Hearings on the Budget**

Pursuant to MCLA 141.412, notice of a public hearing on the proposed budget was published in a newspaper of general circulation on February 26, 2026, and a public hearing on the proposed budget was held on March 16, 2026.

## **Section 5: Estimated Revenues**

Estimated library fund revenues for the Fiscal Year including a voter-authorized millage of 1.2665 mill; and various miscellaneous revenues shall total \$4,912,810. The Board appropriates the following sums to defray expenses and meet liabilities for the Fiscal Year for Library purposes based on the statement of estimated revenues, all as forth in the attached Exhibit A and incorporated by reference into this Resolution:

## **Section 6: Estimated Expenditures**

Estimated library fund expenditures for fiscal year July 1, 2026 to June 30, 2027, for the various library activities (line items ) shall total \$6,211,711 all as forth in the attached Exhibit A and incorporated by reference into this Resolution.

## **Section 7: Millage Levy**

The Board hereby certifies that the electors of the City of Birmingham approved a property tax in the amount 1.75 mills (\$1.75 per \$1,000) at an election held in 1998. The purpose of the millage was to levy the tax to provide funds for operating, maintaining, and equipping the Baldwin Public Library and for all other library purposes authorized by law. Pursuant to PA 164, the Board hereby certifies that it shall levy on July 1, 2026, a property tax upon all taxable property within the City in the total amount of 1.2665 mill (\$1.2665 of tax for every \$1,000) on the taxable valuation of such property to provide funds for library purposes.

The Board hereby certifies that the millage to be levied on all taxable property in the City has been reduced, if necessary, to comply with Headlee and the Board has complied with the requirements of the Truth-in-Taxation Act, MCL 211.24e.

## **Section 8: 2026 Tax Rate Request**

The President and Secretary of the Board are hereby authorized and directed to provide a certified copy of this Resolution and the executed 2026 Tax Rate Request on Michigan Department of Treasury Form L-4029 to the Oakland County Clerk and the Oakland County Equalization Department.

**Section 9: Adoption of Budget by Reference**

The general library fund budget of the Baldwin Public Library is hereby adopted in full as attached Exhibit A.

**Section 10: Appropriations not a Mandate to Spend**

Appropriations will be deemed maximum authorizations to incur expenditures. The Fiscal Officer shall exercise supervision and control to ensure that expenditures are within appropriations and shall not issue any order for expenditures that exceed appropriations.

**Section 11: Periodic Fiscal Reports**

The Fiscal Officer shall transmit to the Board a report of financial operations at each Board meeting. The Chief Administrative Officer and Fiscal Officer shall monitor the budget and if it appears the expenditures will exceed appropriations shall present to the Library Board recommendations to keep expenditures from exceeding available revenue or appropriations for the current fiscal year. Such recommendations shall include proposals for reducing appropriations, increasing revenues or both.

**Section 12: Limit on Obligations and Payments**

No obligation shall be incurred against, and no payment shall be made from any appropriation account unless there is a sufficient unencumbered balance in the appropriation and sufficient funds are or will be available to meet the obligation.

**Section 13: Budget Monitoring**

Whenever it appears to the Chief Administrative Officer or the Board that the actual and probable revenues in any fund will be less than the estimated revenues upon which appropriations from such fund were based, and when it appears that expenditures shall exceed an appropriation, the Chief Administrative Officer shall present to the Board recommendations to prevent expenditures from exceeding available revenues or appropriations for the current fiscal year. Such recommendations shall include proposals for reducing appropriations, increasing revenues, or both.

**Section 14: Violations of This Act**

Any obligation incurred or payment authorized in violation of this Resolution shall be void and shall subject any responsible official(s) or employee(s) to disciplinary action as outlined in Public Act 621 of 1978 and any policy that may apply to any responsible employee.

**Section 15: Library Board Adoption**

Motion made by wheeler, seconded by Rock to adopt the foregoing Resolution. Upon roll call vote, the following voted aye: Rumple, Rock, Friedman, Graham, Wheeler. The following voted nay: \_\_\_\_\_ . The President declared the motion carried and the Resolution duly adopted on March 16, 2026.

RESOLUTION DECLARED ADOPTED.

STATE OF MICHIGAN                    )  
  )  
COUNTY OF OAKLAND                )

I, the undersigned, the duly qualified and acting Secretary of the Baldwin Public Library, Oakland County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the Library Board at a meeting held on the 16<sup>th</sup> day of March 2026 at 7:30 p.m.

Mindy Friedman  
Secretary

# Exhibit A

## Baldwin Public Library: Revenues FY 2024-25 through FY 2028-29 Budget Hearing: March 16, 2026

		FY 2024-25 Actual	FY 2025-26 Revenue	FY 2025-26 Changes to Revenue	FY 2025-26 Projected Year-End Revenue	FY 2026-27 Proposed Revenue	FY 2027-28 Proposed Revenue	FY 2028-29 Proposed Revenue
402.0000	Birmingham Tax Rev. (1.3142 mill in FY24-25; 1.2993 in FY25-26; 1.2665 in FY26-27; 1.2541 in FY27-28; 1.2419 in FY28-29)	\$4,492,269	\$ 4,669,595	\$0	\$4,669,595	\$4,912,810	\$5,113,150	\$5,323,920
414.0000	Provision for Tax Loss	-\$14,917	-\$15,000	\$0	-\$15,000	-\$15,000	-\$15,000	-\$15,000
	<b>Total B'ham Tax Rev.</b>	<b>\$4,477,351</b>	<b>\$4,654,595</b>	<b>\$0</b>	<b>\$4,654,595</b>	<b>\$4,897,810</b>	<b>\$5,098,150</b>	<b>\$5,308,920</b>
<b>528.0000</b>	<b>Federal Grants</b>	<b>\$25,885</b>	<b>\$0</b>	<b>\$9,000</b>	<b>\$9,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
567.0000	State Grant	\$41,264	\$38,000		\$40,000	\$40,000	\$40,000	\$40,000
573.0002	Local Community Stabilization Authority	\$7,630	\$7,000	\$0	\$7,000	\$7,000	\$7,000	\$7,000
	<b>Total State Grants</b>	<b>\$48,893</b>	<b>\$45,000</b>	<b>\$0</b>	<b>\$47,000</b>	<b>\$47,000</b>	<b>\$47,000</b>	<b>\$47,000</b>
581.0001	Penal Fines - County	\$56,607	\$50,000	\$0	\$50,000	\$50,000	\$50,000	\$50,000
591.0001	Beverly Hills Contract	\$618,260	\$621,870	\$23,228	\$645,098	\$664,451	\$684,384	\$704,916
591.0002	Bingham Farms Contract	\$132,942	\$136,930	\$0	\$136,930	\$139,805	\$143,999	\$148,319
591.0003	Bloomfield Hills Contract	\$350,723	\$358,600	\$4,235	\$362,835	\$372,632	\$382,693	\$393,025
	<b>Total Local Contributions</b>	<b>\$1,158,533</b>	<b>\$1,167,400</b>	<b>\$27,463</b>	<b>\$1,194,863</b>	<b>\$1,226,887</b>	<b>\$1,261,076</b>	<b>\$1,296,260</b>
619.0009	Proctor fees	\$525	\$350	\$0	\$350	\$350	\$350	\$350
619.0010	Program fees	\$402	\$0	\$0	\$0	\$0	\$0	\$0
646.0005	Copy machine fees	\$1,903	\$1,600	\$0	\$1,600	\$1,600	\$1,600	\$1,600
646.0008	Computer printer fees	\$5,410	\$4,500	\$0	\$4,500	\$4,500	\$4,500	\$4,500
646.0008	Fax fees	\$556	\$500	-\$250	\$250	\$250	\$250	\$250
647.0005	Sale of Items	\$1,128	\$1,000	-\$400	\$600	\$600	\$600	\$600
647.0006	Vending machine fees	\$1,690	\$1,000	\$400	\$1,400	\$1,400	\$1,400	\$1,400
651.0003	Room Rentals	\$22,094	\$20,000	\$0	\$20,000	\$20,000	\$20,000	\$20,000
	<b>Total Charges for Svcs</b>	<b>\$33,708</b>	<b>\$28,950</b>	<b>-\$250</b>	<b>\$28,700</b>	<b>\$28,700</b>	<b>\$28,700</b>	<b>\$28,700</b>
<b>660.0000</b>	<b>Fines</b>	<b>\$7,705</b>	<b>\$7,000</b>	<b>\$0</b>	<b>\$7,000</b>	<b>\$7,000</b>	<b>\$7,000</b>	<b>\$7,000</b>
<b>665.0001</b>	<b>Investment Income</b>	<b>\$133,465</b>	<b>\$15,000</b>	<b>\$0</b>	<b>\$15,000</b>	<b>\$15,000</b>	<b>\$15,000</b>	<b>\$15,000</b>
<b>677.0001</b>	<b>Sundry &amp; Misc</b>	<b>\$143</b>	<b>\$500</b>	<b>\$0</b>	<b>\$500</b>	<b>\$500</b>	<b>\$500</b>	<b>\$500</b>
	<b>Total revenue</b>	<b>\$ 5,885,685</b>	<b>\$ 5,918,445</b>	<b>\$ 36,213</b>	<b>\$5,956,658</b>	<b>\$6,222,897</b>	<b>\$6,457,426</b>	<b>\$6,703,380</b>

**Baldwin Public Library: Expenses  
FY 2024-25 through FY 2028-29  
Budget Hearing: March 16, 2026**

		FY 2024-25 Actual	FY 2025-26 Expenses	FY 2025-26 Changes to Expenses	FY 2025-26 Projected Year-End Expenses	FY 2026-27 Proposed Expenses	FY 2027-28 Proposed Expenses	FY 2028-29 Proposed Expenses
<b>PERSONNEL</b>								
702.0001	Salaries & Wages	\$2,379,915	\$2,539,549	\$0	\$2,539,549	\$2,749,057	\$2,826,382	\$2,911,171
711.0001	F.I.C.A.	\$178,201	\$194,276	\$0	\$194,276	\$209,920	\$216,218	\$222,705
711.0002	Hospitalization	\$281,405	\$297,532	\$0	\$297,532	\$306,870	\$323,992	\$340,000
711.0003	Life Insurance	\$7,651	\$8,464	\$0	\$8,464	\$7,289	\$7,482	\$7,698
711.0004	Retirement Health Care	\$27,820	\$4,817	\$0	\$4,817	\$5,860	\$5,860	\$5,860
711.0005	Dental/Optical Insurance	\$14,796	\$20,556	\$0	\$20,556	\$23,040	\$22,524	\$22,524
711.0006	Long/Short Term Disability	\$13,426	\$15,615	\$0	\$15,615	\$15,942	\$16,384	\$16,875
711.0007	Worker's Compensation	\$8,162	\$8,350	\$0	\$8,350	\$7,403	\$7,603	\$7,831
711.0010	Retirement Employer Contrb.	\$96,482	\$116,761	\$0	\$116,761	\$118,780	\$118,780	\$118,780
711.0011	HRA Benefit	\$1,000	\$1,000	\$0	\$1,000	\$1,000	\$1,000	\$1,000
711.0012	Retirement-Def. Contr. Emplr.	\$100,733	\$124,633	\$0	\$124,633	\$143,200	\$147,164	\$151,246
711.0013	Ret Hlth Svgs Contr Emplr.	\$28,279	\$28,600	\$0	\$28,600	\$30,420	\$30,420	\$30,420
	<b>Subtotal</b>	<b>\$3,137,870</b>	<b>\$3,360,153</b>	<b>\$0</b>	<b>\$3,360,153</b>	<b>\$3,618,781</b>	<b>\$3,723,809</b>	<b>\$3,836,110</b>

<b>SUPPLIES</b>								
727.0000	Postage	\$15,381	\$16,000	\$2,000	\$18,000	\$18,000	\$18,000	\$18,000
729.0000	Operating Supplies	\$28,708	\$32,000	\$0	\$32,000	\$35,000	\$38,000	\$40,000
742.0000	Computer Software	\$25,011	\$46,000	\$0	\$46,000	\$40,000	\$40,000	\$40,000
746.0000	Maintenance Supplies	\$13,199	\$13,000	\$0	\$13,000	\$14,000	\$15,000	\$16,000
748.0000	Technical Services Supplies	\$6,009	\$5,000	\$0	\$5,000	\$8,000	\$8,000	\$8,000
753.0000	Idea Lab Supplies	\$37,287	\$36,000	\$0	\$36,000	\$36,000	\$36,000	\$36,000
799.0000	Equipment Under \$5,000	\$9,591	\$15,000	\$0	\$15,000	\$15,000	\$15,000	\$15,000
	<b>Subtotal</b>	<b>\$135,186</b>	<b>\$163,000</b>	<b>\$2,000</b>	<b>\$165,000</b>	<b>\$166,000</b>	<b>\$170,000</b>	<b>\$173,000</b>

<b>CONTRACTED SERVICES</b>								
801.0200	Legal	\$9,126	\$11,250	\$13,750	\$25,000	\$15,000	\$15,000	\$15,000
802.0100	Audit	\$3,710	\$5,000	\$0	\$5,000	\$5,200	\$5,500	\$5,800
805.0100	Landscape Services	\$0	\$3,500	\$0	\$3,500	\$3,500	\$3,500	\$3,500
811.0000	Other Contracted Services	\$146,784	\$135,340	\$0	\$135,340	\$140,000	\$140,000	\$140,000
813.0000	Administrative Services	\$104,890	\$219,067	\$0	\$219,067	\$225,000	\$231,750	\$238,703
814.0200	Marketing & Design Services	\$11,615	\$12,000	\$0	\$12,000	\$42,000	\$42,000	\$42,000
816.0100	Janitorial Contract	\$73,977	\$100,000	-\$25,000	\$75,000	\$78,000	\$85,000	\$85,000
	<b>Subtotal</b>	<b>\$350,102</b>	<b>\$486,157</b>	<b>-\$11,250</b>	<b>\$474,907</b>	<b>\$508,700</b>	<b>\$522,750</b>	<b>\$530,003</b>

<b>TECHNOLOGY &amp; MAINTENANCE</b>								
830.0200	ILS Services	\$0	\$67,000	\$13,000	\$80,000	\$81,000	\$83,000	\$85,000
830.0300	Cataloging & ILL Services	\$11,367	\$13,000	\$0	\$13,000	\$13,000	\$13,000	\$13,000
851.0000	Telephone	\$7,535	\$10,000	\$0	\$10,000	\$10,000	\$10,000	\$10,000
933.0200	Equipment Maintenance	\$41,559	\$31,000	\$0	\$31,000	\$31,000	\$31,000	\$31,000
	<b>Subtotal</b>	<b>\$60,460</b>	<b>\$121,000</b>	<b>\$13,000</b>	<b>\$134,000</b>	<b>\$135,000</b>	<b>\$137,000</b>	<b>\$139,000</b>

**Baldwin Public Library: Expenses  
FY 2024-25 through FY 2028-29  
Budget Hearing: March 16, 2026**

		FY 2024-25 Actual	FY 2025-26 Expenses	FY 2025-26 Changes to Expenses	FY 2025-26 Projected Year-End Expenses	FY 2026-27 Proposed Expenses	FY 2027-28 Proposed Expenses	FY 2028-29 Proposed Expenses
<b>UTILITIES</b>								
920.0000	Electricity	\$93,190	\$105,000	\$0	\$105,000	\$108,150	\$111,400	\$116,970
226.0000	Rubbish	\$0	\$0	\$0	\$0	\$3,270	\$3,368	\$3,469
921.0000	Gas	\$9,211	\$16,000	\$0	\$16,000	\$16,480	\$16,974	\$17,823
922.0000	Water & Sewage	\$22,181	\$15,000	\$0	\$15,000	\$15,450	\$15,914	\$16,709
	<b>Subtotal</b>	<b>\$124,582</b>	<b>\$136,000</b>	<b>\$0</b>	<b>\$136,000</b>	<b>\$143,350</b>	<b>\$147,656</b>	<b>\$154,971</b>

**FEES & DUES; COMMUNICATION; OTHER CHARGES**

861.0000	Transportation	\$1,899	\$2,750	\$0	\$2,750	\$3,000	\$3,250	\$3,500
901.0000	Printing	\$8,006	\$8,200	\$0	\$8,200	\$8,500	\$8,500	\$8,500
955.0100	Programs	\$0	\$100	\$400	\$500	\$50,000	\$50,000	\$50,000
957.0100	Training	\$6,499	\$25,000	\$0	\$25,000	\$40,000	\$25,000	\$25,000
957.0300	Memberships & Dues	\$3,714	\$9,000	\$0	\$9,000	\$9,500	\$9,500	\$9,500
958.0200	Parking	\$54,980	\$53,640	\$0	\$53,640	\$62,000	\$65,100	\$67,053
960.0400	MML Insurance	\$6,420	\$6,680	\$0	\$6,680	\$6,880	\$7,087	\$7,299
960.0600	Unemployment Claims	-\$724	\$1,000	\$0	\$1,000	\$1,000	\$1,000	\$1,000
962.0000	Miscellaneous	\$467	\$2,000	\$0	\$2,000	\$2,000	\$2,000	\$2,000
992.0000	Principal Payments - Lease	\$15,356	\$0	\$0	\$0			
992.0100	Principal Payments - SBITA	\$62,825	\$0	\$0	\$0			
993.1000	Lease Interest Expense	\$1,707	\$0	\$0	\$0			
993.2000	Interest Expense - IT Subscriptions	\$185	\$0	\$0	\$0			
	<b>Subtotal</b>	<b>\$161,335</b>	<b>\$108,370</b>	<b>\$400</b>	<b>\$108,770</b>	<b>\$182,880</b>	<b>\$171,437</b>	<b>\$173,852</b>

**CAPITAL OUTLAYS**

971.0100	Machinery & Equipment	\$13,012	\$90,000	\$0	\$90,000	\$60,000	\$90,000	\$90,000
972.0000	Furniture	\$39,961	\$50,000	-\$20,000	\$30,000	\$60,000	\$20,000	\$10,000
977.0000	Building Improvements	\$79,805	\$30,000	\$110,000	\$140,000	\$350,000	\$400,000	\$300,000
	<b>Subtotal</b>	<b>\$132,778</b>	<b>\$170,000</b>	<b>\$90,000</b>	<b>\$260,000</b>	<b>\$470,000</b>	<b>\$510,000</b>	<b>\$400,000</b>

**COLLECTIONS**

987.0500	Books: Adult	\$109,812	\$125,000	\$60,000	\$185,000	\$185,000	\$185,000	\$185,000
987.0700	Books: Youth	\$79,995	\$85,000	\$60,000	\$145,000	\$145,000	\$145,000	\$145,000
987.0900	Subscriptions: Adult	\$22,323	\$30,000	\$0	\$30,000	\$30,000	\$30,000	\$30,000
987.1000	Subscriptions: Youth	\$1,805	\$2,000	\$0	\$2,000	\$2,000	\$2,000	\$2,000
987.1100	Audiovisual: Adult	\$33,795	\$50,000	\$0	\$50,000	\$50,000	\$50,000	\$50,000
987.1200	Audiovisual: Youth	\$23,902	\$25,000	\$0	\$25,000	\$40,000	\$40,000	\$40,000
987.1800	Online Services	\$428,012	\$450,000	\$0	\$450,000	\$535,000	\$575,000	\$605,000
	<b>Subtotal</b>	<b>\$699,644</b>	<b>\$767,000</b>	<b>\$120,000</b>	<b>\$887,000</b>	<b>\$987,000</b>	<b>\$1,027,000</b>	<b>\$1,057,000</b>

<b>Total expenses</b>	<b>\$4,801,957</b>	<b>\$5,311,680</b>	<b>\$214,150</b>	<b>\$5,525,830</b>	<b>\$6,211,711</b>	<b>\$6,409,652</b>	<b>\$6,463,936</b>
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**Baldwin Public Library: Budget Summary**  
**FY 2024-25 through FY 2028-29**  
**Budget Hearing: March 16, 2026**

<b>FY 2024-25 Actual</b>	<b>FY 2025-26 Budget</b>	<b>FY 2025-26 Changes to Budget</b>	<b>FY 2025-26 Projected Year-End Budget</b>	<b>FY 2026-27 Proposed Budget</b>	<b>FY 2027-28 Proposed Budget</b>	<b>FY 2028-29 Proposed Budget</b>	

**REVENUE**

Birmingham Tax Rev. (1.3142 mill in FY24-25; 1.2993 in FY25-26; 1.2665 in FY26-27; 1.2541 in FY27-28; 1.2419 in FY28-29)	\$4,492,269	\$4,669,595	\$0	\$4,669,595	\$4,912,810	\$5,113,150	\$5,323,920
Provison for Tax Loss	-\$14,917	-\$15,000	\$0	-\$15,000	-\$15,000	-\$15,000	-\$15,000
Federal Grants	\$25,885	\$0	\$9,000	\$9,000	\$0	\$0	\$0
State Grants	\$48,893	\$45,000	\$0	\$47,000	\$47,000	\$47,000	\$47,000
Local Contributions	\$1,158,533	\$1,167,400	\$27,463	\$1,194,863	\$1,226,887	\$1,261,076	\$1,296,260
Charges for Services	\$33,708	\$28,950	-\$250	\$28,700	\$28,700	\$28,700	\$28,700
Fines	\$7,705	\$7,000	\$0	\$7,000	\$7,000	\$7,000	\$7,000
Investment income	\$133,465	\$15,000	\$0	\$15,000	\$15,000	\$15,000	\$15,000
Sundry & Misc	\$143	\$500	\$0	\$500	\$500	\$500	\$500
<b>Total Revenue</b>	<b>\$5,885,685</b>	<b>\$5,918,445</b>	<b>\$36,213</b>	<b>\$5,956,658</b>	<b>\$6,222,897</b>	<b>\$6,457,426</b>	<b>\$6,703,380</b>

**EXPENSES**

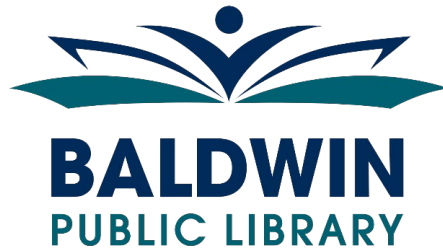
Personnel	\$3,137,870	\$3,360,153	\$0	\$3,360,153	\$3,618,781	\$3,723,809	\$3,836,110
Supplies	\$135,186	\$163,000	\$2,000	\$165,000	\$166,000	\$170,000	\$173,000
Contracted Services	\$350,102	\$486,157	-\$11,250	\$474,907	\$508,700	\$522,750	\$530,003
Technology & Maintenance	\$60,460	\$121,000	\$13,000	\$134,000	\$135,000	\$137,000	\$139,000
Utilities	\$124,582	\$136,000	\$0	\$136,000	\$143,350	\$147,656	\$154,971
Fees & Dues; Communication; Other Charges	\$161,335	\$108,370	\$400	\$108,770	\$182,880	\$171,437	\$173,852
Capital Outlays (Bldg/Furn/Equip)	\$132,778	\$170,000	\$90,000	\$260,000	\$470,000	\$510,000	\$400,000
Collections	\$699,644	\$767,000	\$120,000	\$887,000	\$987,000	\$1,027,000	\$1,057,000
<b>Total Expenses</b>	<b>\$4,801,956</b>	<b>\$5,311,680</b>	<b>\$214,150</b>	<b>\$5,525,830</b>	<b>\$6,211,711</b>	<b>\$6,409,652</b>	<b>\$6,463,936</b>

**GENERAL FUND**

Total Revenue	\$5,885,685	\$5,918,445	\$36,213	\$5,956,658	\$6,222,897	\$6,457,426	\$6,703,380
Total Expenses	\$4,801,956	\$5,311,680	\$214,150	\$5,525,830	\$6,211,711	\$6,409,652	\$6,463,936
Variance Between Revenue and Expenses	\$1,083,728	\$606,765	-\$177,937	\$430,828	\$11,186	\$47,774	\$239,444

**NET CHANGE IN FUND BALANCE**

Beginning Fund Balance	\$399,275	\$1,483,003		\$2,089,768	\$1,658,940	\$1,670,126	\$1,717,901
End Fund Balance	\$1,483,003	\$2,089,768		\$1,658,940	\$1,670,126	\$1,717,901	\$1,957,345
<i>Fund Balance 25% minimum</i>	<i>\$1,200,489</i>	<i>\$1,327,920</i>		<i>\$1,381,458</i>	<i>\$1,552,928</i>	<i>\$1,602,413</i>	<i>\$1,615,984</i>
<i>Fund Balance 35% maximum</i>	<i>\$1,680,685</i>	<i>\$1,859,088</i>		<i>\$1,934,041</i>	<i>\$2,174,099</i>	<i>\$2,243,378</i>	<i>\$2,262,378</i>



## Budget Narrative for FY 2026-27

### INTRODUCTION

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The Baldwin Public Library is **financially stable** and provides **exemplary services, programs, and collections** to the citizens of Birmingham, Beverly Hills, Bingham Farms, and the City of Bloomfield Hills.

The Library's total proposed total millage request is 1.2665 mills for FY 2026-27, which will allow the Library to run a balanced operating budget. This millage is the maximum amount that can be collected up to the approved Headlee adjusted maximum. In FY 2027-28, the Library plans to purchase and install a full building generator in order for the building to be used as a community resilience hub.

**The Library's total proposed total millage rate is 1.2665 mills for FY 2026-27, 1.2541 mills for FY 2027-28, and 1.2419 mills for FY 2028-29.**

### MILLAGE RATE

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In 1998 the voters of Birmingham reinstated a millage rate of 1.75 mills for the Baldwin Library. In the past 28 years, the Headlee cap has reduced Baldwin's maximum millage rate to 1.2665 mills in FY 2026-27. Below is a chart showing the **Library's estimated maximum millage rate** for the next three fiscal years:

FY 2023-24	1.3143 mills	ACTUAL
FY 2024-25	1.3142 mills	ACTUAL
FY 2025-26	1.2993 mills	ACTUAL
FY 2026-27	1.2665 mills	<i>ESTIMATED</i>
FY 2027-28	1.2541 mills	<i>ESTIMATED</i>
FY 2028-29	1.2419 mills	<i>ESTIMATED</i>

### FUND BALANCE

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The Library is required to maintain an adequate fund balance in order to cover its \$125,000 insurance deductible, allow for a major equipment expenditure in case of an emergency, and permit the Library

to weather a financial emergency, such as would occur if one of the Library's contract communities gave notice to withdraw from its agreement with Baldwin.

On September 21, 2015, the Library Board approved the following Fund Balance Policy:

*To ensure the prudent financial management of the Baldwin Public Library ("Library"), the Library Board of Directors shall maintain an unassigned fund balance of not less than 25% of annual expenditures and of not more than 35% of annual expenditures, except where it is building its fund balance in support of specific non-recurring projects, which will be assigned as such. These percentages are based on the Library's previous fiscal year-end financial statement.*

At the end of FY 2024-25, the Library's fund balance was \$1,483,003. The Fund Balance at the end of each year is expected to hold the following amounts:

<b>FY 2026-27</b>	\$1,670,126
<b>FY 2027-28</b>	\$1,717,901
<b>FY 2028-29</b>	\$1,957,345

## **GRANTS AND OTHER FUNDRAISING**

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In FY 2025-26, staff members Elisabeth Phou, Patricia Henricks, Alyssa Mandell, Austin Dewalt, and Jen Adams received stipends totaling \$9,000 from the State of Michigan to attend library conferences.

## **BALDWIN PUBLIC LIBRARY TRUST**

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The Baldwin Public Library Trust is a **501(c)(3) organization** that provides support for the Library.

- Gifts and tribute funds under \$10,000 donated to the Library are added to the Trust. They are then spent as requested or in general support of the Library's mission and goals.
- Donations made by the Friends of the Library to the Library are divided into separate line items that relate to approved spending areas: Youth, Teen, Adult, Idea Lab, and Outreach. Expenditures and balances are reported to the Friends on a monthly basis.
- A named Endowment fund may be established for large gifts that are intended for the continuing support of the Library. These funds are established in perpetuity with the annual income used in accordance with the fund restrictions. A minimum of \$10,000 is needed to establish an Endowment fund. Baldwin currently has 28 such Endowment funds.

**In FY 2024-25, which ended in June 2025, the Trust received \$90,226.85 in revenue, and spent \$145,548.18.** Of those donations, \$48,000 came from the Friends of the Baldwin Public and \$42,226.85 came from interest earnings and general donations to the Trust.

**As of February 28, 2026, the total value of the Trust stood at \$2,358,868.64.** Much of that money consists of endowment investments and various kinds of restricted funds. **A total of \$666,143.13 is available as unrestricted general funds.**

Gift donations and Friends money are spent as they are received. **Earnings from the Endowment** are withdrawn only once a year in accordance with the Library's Trust Investment Policy. The policy states that the Trustees of the Baldwin Public Library Trust may approve the transfer of up to 5% of the Endowment's market value, as it stands at the end of April each year, so long as such a transfer does not reduce the endowment below its principal amount plus 5%. The formula uses a trailing five-year weighted average. **In May 2025, the Trustees approved the transfer of \$59,320.23 for expenditures** according to the various guidelines defined when the individual Endowment funds had been established. Given the current rate of return in the stock market, we expect to be able to transfer money out of the Endowment in May 2026.

The Directors of the Baldwin Public Library also serve as Trustees of the Baldwin Public Library Trust. *Trust donations and expenditures are not included in the Library's regular budget*, but all donations and expenditures are approved by the Trustees at the Trust's monthly meetings, and detailed information about the activities of the Trust can be found within each monthly Board packet, accessible at the Library Board's page on Baldwin's website at [www.baldwinlib.org/about/board](http://www.baldwinlib.org/about/board).

## **CONTRACTS WITH NEIGHBORING COMMUNITIES**

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The Library has provided library services to the Villages of Beverly Hills and Bingham Farms through contractual arrangements since the 1960s. The contract with Beverly Hills was approved again by voters in the November 3, 2020 election and the contract extends through 2030.

Since November 2011, Baldwin has also served the City of Bloomfield Hills through a contract that was renewed in 2020 and extends through November 14, 2026. After November 14, 2026, the contract "will be automatically renewed for successive two year periods unless terminated by either Baldwin or Bloomfield Hills providing six months advance written notice."

**Baldwin's three contract communities will provide \$1,176,887 in revenue in FY 2026-27. That is 18.9% of Baldwin's total operating budget and equivalent to approximately 0.3043 mills in Birmingham property tax revenue.**

## **ASSUMPTIONS AND REQUESTS FOR THE FY 2025-26 BUDGET**

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The **revenue** side of the proposed fiscal year 2026-27 budget includes the following assumptions and requests:

- **For operating expenses, the Library is setting the millage rate of 1.2665 mills.** FY26-27 is the first fiscal year since 2007 that the City of Birmingham has recognized the Library Board has the full autonomy to levy the Library's annual millage rate.
- **State aid and Oakland County penal fines** will remain roughly the same.
- The Library's **contractual agreements with Beverly Hills, Bingham Farms, and Bloomfield Hills** will bring in 2.8% more revenue in FY26-27 than they will in FY25-26, according to the stipulations of the individual contracts.
- **Patron use revenue** and **Fines** are expected to remain level.
- **Investment revenue**, which is the earnings on the Library's fund balance, is budgeted conservatively as earning \$15,000 but this amount may fluctuate based on market changes. In FY2024-25, the Library's fund balance earned \$133,465 in investment revenue.
- Whenever applicable, the Library has used information from the City of Birmingham and from our contract communities to generate these revenue numbers.

The **expense** side of the proposed fiscal year 2026-27 budget includes the following requests and assumptions:

<b>PERSONNEL</b>		<b>FY 2025-26 Projected Year- End Expenses</b>	<b>FY 2026-27 Proposed Expenses</b>	<b>% Increase/ Decrease</b>
702.0001	Salaries & Wages	\$ 2,539,549.00	\$ 2,749,057.00	8%
711.0001	F.I.C.A.	\$ 194,276.00	\$ 209,920.00	7%
711.0002	Hospitalization	\$ 297,532.00	\$ 306,870.00	3%
711.0003	Life Insurance	\$ 8,464.00	\$ 7,289.00	-14%
711.0004	Retirement Health Care	\$ 4,817.00	\$ 5,860.00	18%
711.0005	Dental/Optical Insurance	\$ 20,556.00	\$ 23,040.00	11%
711.0006	Long/Short Term Disability	\$ 15,615.00	\$ 15,942.00	2%
711.0007	Worker's Compensation	\$ 8,350.00	\$ 7,403.00	-11%
711.0010	Retirement Employer Contrb.	\$ 116,761.00	\$ 118,780.00	2%
711.0011	HRA Benefit	\$ 1,000.00	\$ 1,000.00	0%
711.0012	Retirement-Def. Contr. Emplr.	\$ 124,633.00	\$ 143,200.00	13%
711.0013	Ret Hlth Svgs Contr Emplr.	\$ 28,600.00	\$ 30,420.00	6%
	<b>Subtotal</b>	<b>\$ 3,360,153.00</b>	<b>\$ 3,618,781.00</b>	<b>7%</b>

- In FY 2026-27, Baldwin will have a total of **48.07 full-time equivalent employees, which includes 24 full-time employees.** Other provisions for salary and wages in the FY 2026-27 budget include:
  - **Promotion of a current part-time Librarian to a full-time Outreach Librarian** at an approximate additional cost of \$32,000. This expanded position will allow use to improve marketing and visibility of the library, which is one of our strategic goals. Last year, Baldwin staff presented 184 outreach programs that reached 7,902 patrons. While we are proud of our efforts to engage with the community, we believe we can

reach even more people with a dedicated outreach librarian. Areas of improvement that can be handled with this increase in staffing hours include:

- Attend events and engage with community to further tell the library's story, including library functions, community functions and professional functions.
  - Write more regular news releases for all library programs and events, special announcements, changes in service to promote community awareness of the library's resources, services, and programs
  - Develop, implement, and maintain the consistent use of the library's brand and messaging in all media and outlets, including press releases, photos, presentations, web pages, and media contacts.
  - Identify, establish, and promote partnerships with municipal, nonprofit, and business organizations in the community that mutually benefit the library.
  - Plan and coordinate large-scale library programs, including the 100th anniversary celebration in 2027.
  - Host additional work and civic groups from surrounding communities with a chance to talk up library services.
  - Coordinate pop-up library services in all of our contract community locations on a rotating basis.
  - Regularly review, update, and curate our small collections at senior centers and contract community offices.
- Addition of a new **part-time 20-hour per week position as a Library Assistant II** in Access Services has been added to account for additional processing time for new materials being ordered.
    - Staff in Access Services manage acquisitions, processing, and cataloging for all library materials, ensuring items are ready and accessible to the public. Over the past four years, we've strengthened cataloging procedures and launched new collections such as Vinyl LPs and the Library of Things, which require fully original records and in-house processing. The volume of new materials has grown steadily: 9,860 items in FY2022–2023, 11,624 items in FY2023–2024, and 14,008 items in FY2024–2025. In the current fiscal year, we increased the Collections budget by 26.7% to provide our patrons with more materials on a timely basis. In FY26-27, we will be increasing the Collections budget by 10%. With the recent closure of our main book vendor, Baker & Taylor, and unpredictable service from other existing book vendors, staff are having to do more internal processing of items.
  - Maintain the FY2025-26 increase of additional **Maintenance staff**, now totaling 2.78 FTE, to help ensure cleanliness of building and prompt room setups.
    - We now have Operations Assistants working nearly every hour that the library is open. They are able to focus on stocking supplies, emergency cleanups of bodily fluids, snow removal and light gardening maintenance, and performing deep cleaning and regular cleaning of areas our contracted cleaning crew is unable to reach each night.

- Increased hourly rate for Library Pages from \$13.75 to \$15.00 on July 1, 2026, due to **Michigan's increase in minimum wage to \$15.00**, which will go into effect in January 2027.

	Full-Time	Min Hourly Rate	Minimum Salary	Max Hourly Rate	Maximum Salary
Director	Y	\$ 50.00	\$ 104,000	\$ 56.00	\$ 116,480
Associate Director	Y	\$ 41.00	\$ 85,280	\$ 46.00	\$ 95,680
Bookkeeper	Y	\$ 25.00	\$ 52,000	\$ 32.00	\$ 66,560
Office Administrator	Y	\$ 24.00	\$ 49,920	\$ 30.00	\$ 62,400
Department Head	Y	\$ 31.50	\$ 65,520	\$ 41.00	\$ 85,280
Asst. Department Head	Y	\$ 29.50	\$ 61,360	\$ 33.50	\$ 69,680
Librarian II (FT)	Y	\$ 29.50	\$ 61,360	\$ 33.50	\$ 69,680
Librarian (FT)	Y	\$ 26.00	\$ 54,080	\$ 32.00	\$ 66,560
Librarian (PT)	N	\$ 26.00		\$ 32.00	
Substitute Librarian	N	\$ 24.75		\$ 24.75	
Librarian Intern	N	\$ 23.00		\$ 23.00	
Reference Assistant	N	\$ 21.00		\$ 21.00	
Library Assistant III (FT)	Y	\$ 24.00	\$ 49,920	\$ 29.50	\$ 61,360
Library Assistant III (PT)	N	\$ 24.00		\$ 29.50	
Library Assistant II (FT)	Y	\$ 21.50	\$ 44,720	\$ 25.00	\$ 52,000
Library Assistant II (PT)	N	\$ 21.50		\$ 25.00	
Library Assistant I	N	\$ 17.00		\$ 22.00	
Operations Assistant	N	\$ 16.50		\$ 21.50	
Library Page	N	\$ 15.00		\$ 15.00	

- The Pay & Benefits Schedule for FY2026-2027 has been updated to accommodate the increase in Michigan's minimum wage. Staff will receive the following raises for the fiscal year.
  - **12 Library Pages** will receive a \$1.25 or 9% raise bringing their hourly rate from \$13.75 to \$15.00 on July 1, 2026, due to Michigan's increase in minimum wage to \$15.00, which will go into effect in January 2027.
  - **4 Reference Assistants** will receive a \$1.00 or 5% raise bringing their hourly rate from \$20.00 to \$21.00.
  - **14 Library Assistant Is** will receive a \$1.25 or 6-7% raise bringing their hourly rate within in the updated range of \$17.00 - \$22.00.
  - **14 Library Assistant IIs** will receive an 8-11% raise bringing their hourly rate within in the updated range of \$21.50 - \$25.00.
  - **57 remaining employees** will receive a 3% pay increase.

- **The Library will remain open 67 hours per week. The Library will be open 348 days per year and closed to the public 17 days during the year. Eligible staff will receive 11 pro-rated paid holidays.**

<b>COLLECTIONS</b>		<b>FY 2025-26 Projected Year-End Expenses</b>	<b>FY 2026-27 Proposed Expenses</b>	<b>% Increase/ Decrease</b>
987.0500	Books: Adult	\$ 185,000.00	\$ 185,000.00	0%
987.0700	Books: Youth	\$ 145,000.00	\$ 145,000.00	0%
987.0900	Subscriptions: Adult	\$ 30,000.00	\$ 30,000.00	0%
987.1000	Subscriptions: Youth	\$ 2,000.00	\$ 2,000.00	0%
987.1100	Audiovisual: Adult	\$ 50,000.00	\$ 50,000.00	0%
987.1200	Audiovisual: Youth	\$ 25,000.00	\$ 40,000.00	38%
987.1800	Online Services	\$ 450,000.00	\$ 535,000.00	16%
	<b>Subtotal</b>	<b>\$ 887,000.00</b>	<b>\$ 985,000.00</b>	<b>10%</b>

- The Library will continue to provide a wide variety of materials, programs and services to the residents of our service area. The overall materials budget is increasing by 11.8% as compared to FY 2025-26.
- **The collections budget for FY 2026-27 will account for 16% of the operating expenses budget**, which conforms to public library best practices.
- The Library will continue to devote more of its materials budget to **online services** (e-books, e-audiobooks, streaming music, streaming video, databases, online learning programs, etc.), the area where the Library is experiencing the strongest increase in use.

<b>SUPPLIES</b>		<b>FY 2025-26 Projected Year-End Expenses</b>	<b>FY 2026-27 Proposed Expenses</b>	<b>% Increase/ Decrease</b>
727.0000	Postage	\$ 18,000.00	\$ 18,000.00	0%
729.0000	Operating Supplies	\$ 32,000.00	\$ 35,000.00	9%
742.0000	Computer Software	\$ 46,000.00	\$ 40,000.00	-13%
746.0000	Maintenance Supplies	\$ 13,000.00	\$ 14,000.00	7%
748.0000	Technical Services Supplies	\$ 5,000.00	\$ 8,000.00	38%
753.0000	Idea Lab Supplies	\$ 36,000.00	\$ 36,000.00	0%
799.0000	Equipment Under \$5,000	\$ 15,000.00	\$ 15,000.00	0%
	<b>Subtotal</b>	<b>\$ 165,000.00</b>	<b>\$ 166,000.00</b>	<b>1%</b>

- **Operating Supplies and Maintenance Supplies** will increase by 7-9% to account for the high rate of inflation on consumable goods. Operating Supplies cover the replacement and purchase of air filters, office supplies, first aid kit supplies, labels, cases for electronics, RAM, SSD, external drives, batteries, lightbulbs, coffee machine lease for Atrium, charging cables, keys, paper, vacuum replacement, and storage containers. Maintenance Supplies include the purchase of hand soap, toilet paper, tissues, and hand towels, in addition to cleaning products.

Staff members make every effort to reuse, repurpose, and extend the life of these consumables, but our building is in heavy use and we need to provide adequate materials to members of the public.

- In FY 2024-25, we updated all computers to Office 2024 software. We are able to reduce the **Computer Software** for this coming fiscal year due to that previous purchase.
- The existing **Idea Lab Supplies** line item covers the purchase of program supplies, 3D filament, and equipment repairs. In addition, we will be able to sell our existing laser cutter and purchase an upgraded xTool P3 laser cutter as a replacement, which would be a significant upgrade to our current laser, in size and capability, and ease of use.
- The Library will continue to offer a mix of hybrid and in person programming. **The programming budget provided by the Friends of the Baldwin Public Library will be supplemented by an additional \$50,000 from the general fund.** This will allow the Library to bring in more prominent authors and live music events in response to survey feedback. It will also assist in providing additional programming to celebrate the building's 100<sup>th</sup> anniversary in 2027 with special birthday events.
- The **Equipment Under \$5,000** line item is used for the purchase of office chairs, monitors, replacement laptop screens, and iPads, as needed.

<b>CONTRACTED SERVICES</b>		<b>FY 2025-26 Projected Year- End Expenses</b>	<b>FY 2026-27 Proposed Expenses</b>	<b>% Increase/ Decrease</b>
801.0200	Legal	\$ 25,000.00	\$ 15,000.00	-40%
802.0100	Audit	\$ 5,000.00	\$ 5,200.00	4%
805.0100	Landscape Services	\$ 3,500.00	\$ 3,500.00	0%
811.0000	Other Contracted Services	\$ 135,340.00	\$ 140,000.00	3%
813.0000	Administrative Services	\$ 219,067.00	\$ 225,000.00	3%
814.0200	Marketing & Design Services	\$ 12,000.00	\$ 42,000.00	71%
816.0100	Janitorial Contract	\$ 75,000.00	\$ 78,000.00	4%
	<b>Subtotal</b>	<b>\$ 474,907.00</b>	<b>\$ 508,700.00</b>	<b>7%</b>

- The **Legal Services** fee will be lower in FY2026-27 as we intend to finalize the Cooperative Agreement with the City of Birmingham by the end of this current fiscal year. It's anticipated to decrease by 40% in FY26-27.
- The City of Birmingham is responsible for maintaining the grounds of the Library, per the City Charter. The **Landscape Services** line item is used to purchase additional perennial plantings for the Library to fill in existing gardens.
- The **Administrative Services** line item will be determined by the City and Library at an upcoming meeting to be held the week of April 6. A placeholder amount has been added to this line while both parties are undergoing negotiations.
- The **Marketing & Design Services** budget includes \$30,000 to hire a **marketing consultant** to provide an overall marketing audit, a customized marketing strategy, a web governance plan, and proactive marketing campaigns. Improving library visibility and marketing was

identified as one of the main goals of the FY2025-2028 Strategic Plan. This consulting support will help the library strengthen its marketing foundation, improve coordination, and ensure the community clearly understands the value and impact of the library. The focus will be on building systems, strategy, and campaigns that staff can sustain over time. Some portions of this developed plan could be covered by the expanded Outreach Librarian role mentioned above.

- The **Janitorial Contract** line item includes daily janitorial services, monthly carpet cleaning, monthly deep cleaning of 7 restrooms, biannual window cleaning, and annual furniture cleaning.

<b>TECHNOLOGY &amp; MAINTENANCE</b>		<b>FY 2025-26 Projected Year-End Expenses</b>	<b>FY 2026-27 Proposed Expenses</b>	<b>% Increase/Decrease</b>
830.0200	ILS Services	\$ 67,000.00	\$ 81,000.00	17%
830.0300	Cataloging & ILL Services	\$ 13,000.00	\$ 13,000.00	0%
851.0000	Telephone	\$ 10,000.00	\$ 10,000.00	0%
933.0200	Equipment Maintenance	\$ 31,000.00	\$ 31,000.00	0%
<b>Subtotal</b>		<b>\$ 121,000.00</b>	<b>\$ 135,000.00</b>	<b>10%</b>

- The **ILS Services** line item increased in FY25-26 after the purchase of a new integrated library system that includes a more user-friendly and intuitive online catalog (launching April 2026), mobile app (launched January 2026), and SMS texting capabilities (launched February 2026).
- The **Cataloging & ILL Services** line item covers purchasing cataloging records and subscriptions from OCLC and our materials vendors. Baldwin's Technical Services staff use these to quickly import, edit, and release catalog records for newly-purchased material whenever possible rather than needing to create individual original catalog records for every incoming item. This line item also covers participation in OCLC's WorldShare program, allowing us to offer patrons the opportunity to use journals, books, and media from libraries outside of Michigan (often at no extra cost to patrons). OCLC is a global member-owned nonprofit association of over 29,000 libraries and is the leading provider of catalog records and shared systems/software.
- The **Equipment Maintenance** line item includes the annual subscription for our postage meter, an allowance to replace RFID pads, copiers and printers, annual maintenance of the materials handling system (sorter), and A/V equipment repair.

<b>UTILITIES</b>		<b>FY 2025-26 Projected Year-End Expenses</b>	<b>FY 2026-27 Proposed Expenses</b>	<b>% Increase/ Decrease</b>
920.0000	Electricity	\$ 105,000.00	\$ 108,150.00	3%
226.0000	Rubbish	\$ -	\$ 3,270.00	100%
921.0000	Gas	\$ 16,000.00	\$ 16,480.00	3%
922.0000	Water & Sewage	\$ 15,000.00	\$ 15,450.00	3%
	<b>Subtotal</b>	<b>\$ 136,000.00</b>	<b>\$ 143,350.00</b>	<b>5%</b>

- Electricity, gas, and water and sewage utilities are budgeted to increase by 3%.
- The Library will assume payment of **Rubbish removal** five days per week through Car Trucking at a cost of \$3,270, per the new Cooperative Agreement with the City of Birmingham.

<b>FEES &amp; DUES; COMM; OTHER CHARGES</b>		<b>FY 2025-26 Projected Year- End Expenses</b>	<b>FY 2026-27 Proposed Expenses</b>	<b>% Increase/ Decrease</b>
861.0000	Transportation	\$ 2,750.00	\$ 3,000.00	8%
901.0000	Printing	\$ 8,200.00	\$ 8,500.00	4%
955.0100	Programs	\$ 100.00	\$ 35,000.00	100%
957.0100	Training	\$ 25,000.00	\$ 40,000.00	38%
957.0300	Memberships & Dues	\$ 9,000.00	\$ 9,500.00	5%
958.0200	Parking	\$ 53,640.00	\$ 62,000.00	13%
960.0400	MML Insurance	\$ 6,680.00	\$ 6,880.40	3%
960.0600	Unemployment Claims	\$ 1,000.00	\$ 1,000.00	0%
962.0000	Miscellaneous	\$ 2,000.00	\$ 2,000.00	0%
	<b>Subtotal</b>	<b>\$ 108,370.00</b>	<b>\$ 167,880.40</b>	<b>35%</b>

- The **Transportation** line item is used for mileage to attend local conferences and consortium meetings and to make weekly deliveries to contract community offices, Next, and local senior centers.
- The **Training** budget provides funds for **staff continuing education and out-of-state conference attendance** (\$25,000). Whenever possible, conference attendance fees are supplemented through stipends from the Library of Michigan and through the Clarice G. Taylor and Linne Underdown Hage Forester Trust funds for professional development. This year, the training line item also earmarks \$15,000 to implement a new **tuition reimbursement program**. Baldwin does not currently offer a tuition reimbursement program for staff, however the City of Birmingham offers this program to its employees. The Library Board will have the opportunity to develop and approve the type of tuition reimbursement program it would like to implement with employees later in 2026 and can establish and set guidelines for the program to be instituted in a fiscally responsible manner.
- The City of Birmingham is considering increasing parking rates in City garages, which would go into effect in July 2026. The **Parking** line item includes a 13% increase to cover those rates.

<b>CAPITAL OUTLAYS</b>		<b>FY 2025-26 Projected Year- End Expenses</b>	<b>FY 2026-27 Proposed Expenses</b>	<b>% Increase/ Decrease</b>
971.0100	Machinery & Equipment	\$ 90,000.00	\$ 60,000.00	33%
972.0000	Furniture	\$ 30,000.00	\$ 60,000.00	50%
977.0000	Building Improvements	\$ 140,000.00	\$ 350,000.00	60%
	Subtotal	\$ 260,000.00	\$ 470,000.00	45%

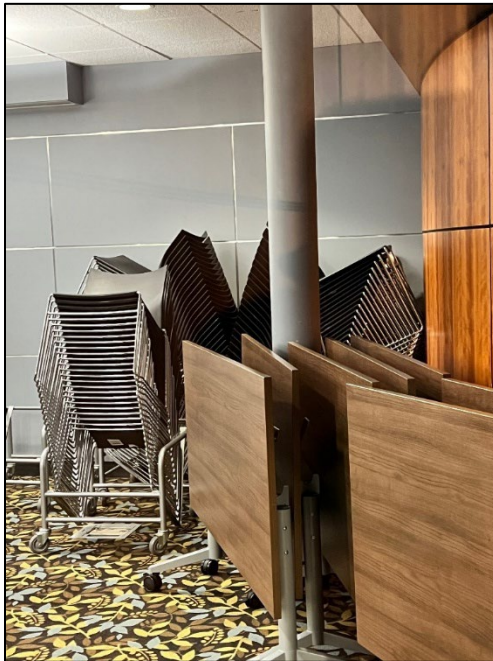
- The **Machinery & Equipment** line item includes money to purchase replacement desktop computers, keep current equipment up to date, and upgrade network switches to better support the library's wi-fi network for patrons and staff.
- The **Furniture** line item includes money to replace small tables and chairs in the Youth play area and money to update and reconfigure the lower level staff offices to better utilize space. The staff offices were last updated in 2004.
- The **Building Improvements** line item includes:
  - \$180,000 to perform the following **improvements to the lower level**, which was last remodeled in 2007:
    - Replace toilet stall partitions, replace mirrors, remove wallpaper, and paint three public restrooms.



- Repair walls, paint, and replace carpet in the lower level hallway and Rotary Donor rooms.



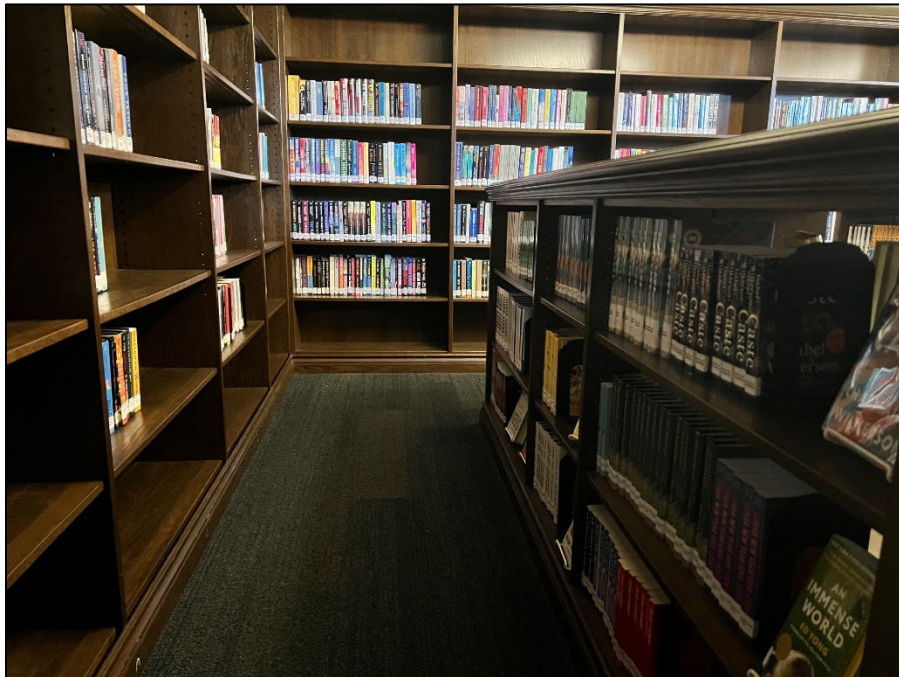
- Add a small storage closet to the Rotary Donor room to store unused chairs.



- Paint and carpet two staff offices.
- \$50,000 to **install a canopy over the staff entry staircase** to the lower level after the City of Birmingham replaces the loading dock.



- \$50,000 to **expand and reconfigure the Idea Lab** and by approximately 25%.
- **Update lighting** in dark spots around the building to improve visibility, at a cost of \$50,000, as identified as an area for improvement in the FY2025-2028 Strategic Plan.



- Painting and removal of dents in **curbside book drop** at a cost of \$5,000, which will be completed at a local autobody shop.



- \$15,000 to install **sound dampening measures** in the Jeanne Lloyd Room and Grams Discovery room.

## SUMMARY

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**The Library appreciates the strong support it receives from Birmingham and its contract communities.**

The 1.2665 mills it collects for operating expenses—along with its other revenue sources, such as income from its three contract communities—will allow Baldwin to expand its services, programs, and collections this year in support of its new strategic plan and also improve areas of the building in need of updates.

With the success of its three-phase building improvement plan, the Library is now able to meet the needs of all community members. In the next fiscal year, it is poised to devote more time to strengthen and improve services to its patrons as clarified in the Strategic Plan for 2025-2028 while also making upgrades to the lower level, which was last remodeled in 2008, and the Idea Lab, which saw more than 12,000 visitors last year.



learn.connect.discover  
**BALDWIN PUBLIC LIBRARY**



## Budget Hearing

Monday, March 16, 2026  
Rebekah Craft, Library Director

### MISSION:

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

# Budgetary Goals

Baldwin serves the residents of Birmingham, Beverly Hills, Bingham Farms, and the City of Bloomfield Hills.

Improve collections and services to satisfy community needs and expectations

Maintain and improve the building's functionality and cleanliness

Improve marketing and visibility of the library

Educate, train, and empower staff with tools to serve the public

Develop a plan for current and future financial needs

## Last year's usage

**246,859** ↑  
Annual Visitors <sup>10.5%</sup>

**44,502** ↑  
Program Attendance <sup>29.5%</sup>

**1,124** ↓  
Volunteer Hours <sup>0.1%</sup>

**69,025** ↓  
Database Sessions <sup>-4.5%</sup>

**193,861** ↑  
eMaterials Circulation <sup>9.2%</sup>

**605,105** ↑  
Total Circulation <sup>0.2%</sup>

**33,398**  
Cardholders

**95,891**  
Items in Circulation

**\$48,000**  
Friends' Contribution

# Baldwin Public Library Trust

Total Value  
\$2,358,869

General  
Spendable  
Funds  
\$666,143

28 Named  
Endowments  
\$1,297,145

As of February 28, 2026

Additional  
Contributions  
Last Fiscal Year  
Totalled \$149,547

Baldwin supplements its  
general operating expenses  
with these generous  
donations

**\$59,320**

Distribution from Endowment Funds

**\$42,227**

Interest earning and donations to the Trust

**\$48,000**

Friends of the Baldwin Public Library contribution

# FY 2026-2027 Financials

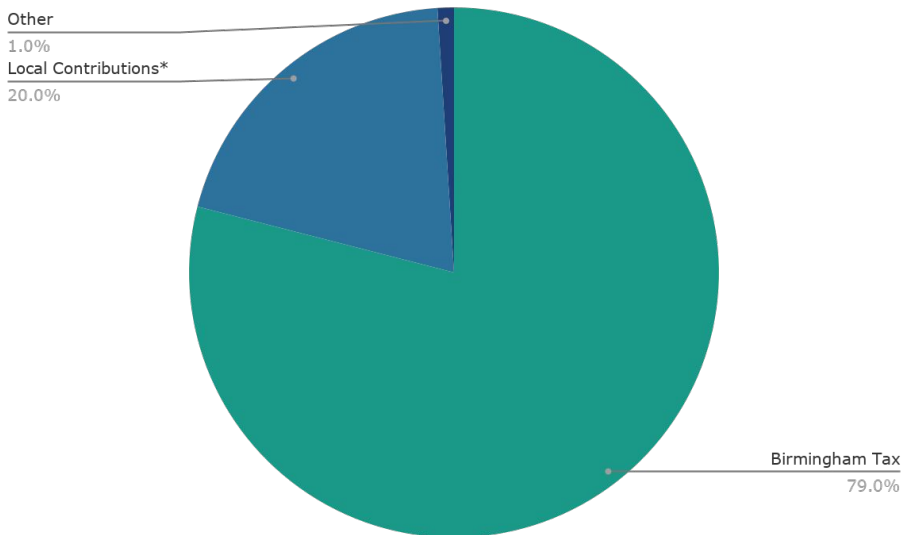
## REVENUE

Birmingham Tax Revenue	\$4,912,810
Provision for Tax Loss	-\$15,000
State Grants	\$47,000
Local Contributions	\$1,226,887
Charges for Services	\$28,700
Fines	\$7,000
Investment Income	\$15,000
Sundry & Misc.	\$500
<b>TOTAL</b>	<b>\$6,222,897</b>

## EXPENSES

Personnel	\$3,618,781
Supplies	\$166,000
Contracted Services	\$508,700
Technology & Maintenance	\$135,000
Utilities	\$143,350
Other Charges	\$182,880
Capital Outlays	\$470,000
Collections	\$987,000
<b>TOTAL</b>	<b>\$6,211,711</b>

## Operating Revenue



\*Beverly Hills, Bingham Farms, City of Bloomfield Hills, Penal Fines

# Revenue Summary

Levy **1.2665 mills** for **Operating Expenses**

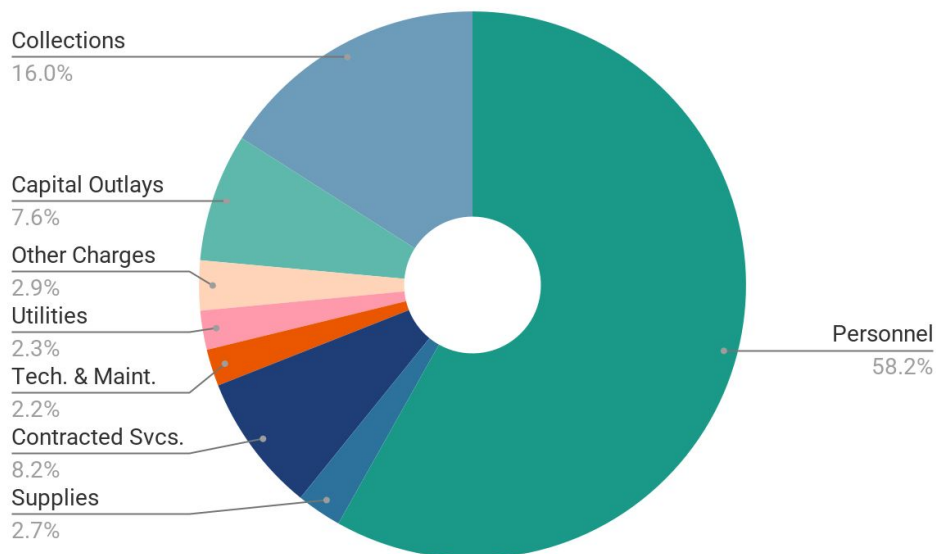
**18.9%** of revenue provided by **Contract Communities**

**Penal Fines & State Aid** will stay level

**Patron Use Revenue & Fines** are expected to stay level

**Investment Income** conservatively estimated at \$15,000

## Operating Expenses



## Personnel Expenditures

**\$3,618,781**

**24 Full-Time** employees

**58.2%** of operating expenses

**48.07** Full-Time Equivalent Staff, including  
internal promotion of PT librarian to FT  
Outreach Librarian, new PT Library Asst. II

**Wage adjustments** due to MI

minimum wage increase plus **3%**

**increase for remaining staff**

## Expense Summary

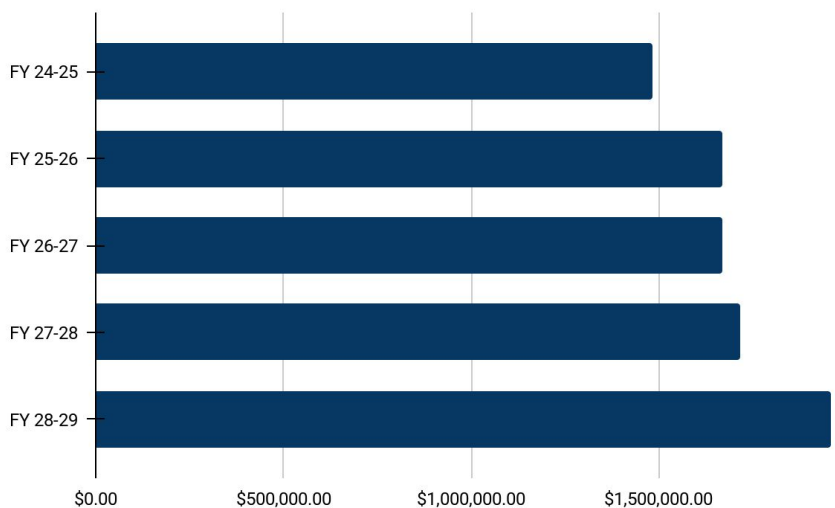
- **\$100,000** increase for **digital and physical collections**
- **\$30,000** for **marketing consultant**
- **\$15,000** for **tuition reimbursement** for staff
- **\$8,360** for **increased parking rates** in City garage
- **\$3,270** for **rubbish removal** fees assumed from City

# Capital Outlays Summary

- **\$180,000** for **lower level improvements** to carpet, paint, add closet, and update restroom partitions
- **\$60,000** for **staff office furniture reconfiguration** and **youth room furniture**
- **\$50,000** for expanding and reconfiguring **Idea Lab**
- **\$50,000** for **staff entry staircase awning**
- **\$50,000** for **lighting improvements**

## Fund Balance at End of FY

Unassigned fund balance should not be less than 25% or more than 35% of annual expenditures



# Next Steps

City **Budget Hearing:** April 25, 2026

Vote to take **disbursement from Trust:** May 18, 2026

