

BALDWIN PUBLIC LIBRARY BOARD OF DIRECTORS



# LIBRARY BOARD MEETING

APRIL 20, 2026

Danielle Rumple  
PRESIDENT

Karen Rock  
VICE PRESIDENT

Wendy Friedman  
SECRETARY

Pam Graham

Frank Pisano

Jennifer Wheeler

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:

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

ADOPTED SEPTEMBER 2025

# BALDWIN PUBLIC LIBRARY BOARD OF DIRECTORS

**Rumple, Danielle**  
**PRESIDENT**

843 Tottenham Rd.  
Birmingham, MI 48009  
Cell: (734) 693-3861  
e-mail: danielle.rumple@gmail.com

Term expires 2029

Finance Committee  
Building Committee,  
Personnel Committee

---

**Rock, Karen**  
**VICE PRESIDENT**

465 Pilgrim Ave.  
Birmingham, MI 48009  
Cell: (248) 219-2096  
e-mail: kgrock13@gmail.com

Term expires 2027

Personnel Committee,  
Building Committee,  
Outreach Committee

---

**Friedman, Wendy**  
**SECRETARY**

1369 Stanley Blvd.  
Birmingham, MI 48009  
Cell: (516) 316-9199  
e-mail: wendyfriedman16@gmail.com

Term expires 2027

Outreach Committee  
Finance Committee,  
Policy Committee

---

**Graham, Pam**

884 Knox St.  
Birmingham, MI 48009  
Cell: (248) 408-6277  
e-mail: pam.graham@baldwinlib.org

Term expires 2029

Building Committee,  
Outreach Committee

---

**Pisano, Frank**

612 Davis Ave.  
Birmingham, MI 48009  
Home: (248) 646-0463  
Cell: (248) 835-6058  
e-mail: frank.pisano@baldwinlib.org

Term expires 2029

Finance Committee,  
Policy Committee

---

**Wheeler, Jennifer**

1665 Holland St.  
Birmingham, MI 48009  
Cell: (248) 808-4495  
e-mail: jennybwheeler@gmail.com

Term expires 2027

Personnel Committee,  
Policy Committee

---



LEARN. CONNECT. DISCOVER.

# AGENDA

# Baldwin Public Library Board Meeting

Monday, April 20, 2026 at 7:30 p.m.

Rotary/Donor Rooms

## *Agenda*

The full Board packet is available online at [www.baldwinlib.org](http://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 16, 2026 Board Meeting Minutes p. 7
- B. Approval of March 2026 vendor payments in the amount of \$151,295.81, including payments in excess of \$75,000. p. 10
- C. Approval of total expenses in the amount of \$440,040.61 p. 15

### IV. Board Reports and Special Announcements

- A. President's report
- B. Board comments
- C. Staff anniversaries (Wendy Friedman) p. 61
- D. Upcoming events of interest (Jaclyn Miller) p. 74

### V. Board Committee Reports

- A. Finance – Wendy Friedman p. 14

	The next Finance Committee meeting will be held on Monday, May 11, 2026 at 4:00 p.m.	
B.	Building – Pam Graham	p. 17
	The next Building Committee meeting will be held on Monday, May 18, 2026 at 1:00 p.m.	
C.	Outreach – Karen Rock	p. 19
	The next Outreach Committee meeting will be held in June at a date and time to be decided.	
D.	Policy – Jennifer Wheeler	p. 20
	The next Policy Committee meeting will be held in October 2026.	
	<b>Suggested Board action:</b> To make a motion to adopt proposed changes to the Volunteer Policy, Library Card Policy, Fines and Fees Policy, Electronic Device, Network, and Internet Use Policy, Collection Development and Maintenance Policy, Financial Policy, and Staff Development Policy, as found on pages 22 to 39 of the April 2026 Board packet.	
	<b>Suggested Board action:</b> To adopt the Artificial Intelligence Tools Policy as found on pages 40 to 41 of the April 2026 Board packet.	
VI.	Library Report – Rebekah Craft & Jaclyn Miller	p. 43
VII.	Liaisons	
	A. Report from Friends of the Baldwin Public Library (Ryndee Carney)	p. 65
	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)	
VIII.	New & Miscellaneous Business	
	A. Next Chapter Library Internship Program	p. 68
	<b>Suggested Board action:</b> To approve Baldwin’s participation in the 2026 Michigan Next Chapter Intern Program.	
IX.	Unfinished Business	
X.	Items removed from the Consent Agenda	
XI.	Information Only	
	A. Upcoming events of interest	p. 74

B. Spring Institute Report: Elisabeth Phou	p. 76
C. Spring Institute Report: Haylie May	p. 79
D. Computers in Libraries Report: Austin Dewalt	p. 80
E. PLA Conference Report: Patricia Henricks	p. 83
F. Computers in Libraries Report: Jen Adams	p. 87
G. Press Release "Baldwin Library hosts volunteer match event"	p. 90
H. Downtown Publications article "Baldwin Library Board adopts new budget"	p. 91
I. News Channel 3 article "Amazing America 250 Ladies Library Society shaped access to literacy"	p. 92

XII. Adjournment

The next regular meeting of the Library Board will take place on Monday, May 18, 2026 at 7:30 p.m.

***Motion:*** *To adjourn the April 20, 2026 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 16, 2026**

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, Pam Graham, Karen Rock, Danielle Rumble, Jennifer Wheeler.

Absent and excused: Frank Pisano.

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: 1 in person, 2 via Zoom.

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

Rock 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 23, 2026 Board Meeting Minutes**

**B. Approval of February 2026 vendor payments in the amount of \$159,508.43, including payments in excess of \$75,000.**

**C. Approval of total expenses in the amount of \$420,781.96**

**1st** Friedman

**2nd** Rock

A roll call vote was taken.

Yeas: Friedman, Graham, Rock, Rumble, Wheeler.

Nays: None.

Absent and excused: Pisano.

The motion was approved unanimously.

3. Board Reports and Special Announcements:

**President's report:** Rumble thanked Library staff, Friends, and everyone who put in effort for the Battle of the Books, which was a great event. Miller was a great host.

**Board comments:** Wheler recognized H Jennings for facilitating a Zoom talk with UK film critic and author of *Box Office Poison: Hollywood's Story in a Century of Flops*, Tim Robey.

**Staff Anniversaries:** Friedman recognized the following staff anniversaries: Julie Beckwell (7 years of service), Lisa Christie (20 years), Zoe Lusk (2 years), Sue Kalisky (10 years), Elisabeth Phou (21 years), Stuart Sturton (3 years), and Keegan Sulecki (2 years).

**Upcoming events of interest:** Miller reported upcoming events at the Library, full details of which are on pages 64-65 of the March Board packet.

4. Board Committee Reports

**Finance Committee:**

Friedman reported that the Finance Committee met on March 9. Present were Friedman, Pisano, Rumble, Craft, and Miller. Full minutes from this meeting are on page 14 of the March Board packet. The next meeting of the Finance Committee will take place on Monday, April 13, 2026 at 4:00 p.m. in the Director's Alcove.

**Outreach Committee:**

Rock reported that the Outreach Committee met on February 24. Present were Friedman, Graham, Rock, Craft, and Miller. Full minutes from this meeting are on page 17 of the March Board packet. The next meetings of the Outreach Committee will take place on Tuesday, April 7, 2026 at 1:00 p.m. in the Delos Board Room.

Library Report:

Craft and Miller presented highlights from the Library Report. Full details of the complete report, including programs and services updates, are on pages 19-27 of the March Board packet.

5. Liaisons

Friends: Ryndee Carney reported the Friends' Annual Meeting will be held on Tuesday, May 12 at 7:00 p.m. The next Spring book sale will be held on Saturday and Sunday, May 16-17. The Friends' Board has formed two subcommittees: 1. For social media marketing and 2. To focus on rebuilding the Friends' membership base.

Beverly Hills: There was no report.

Bloomfield Hills: There was no report.

Bingham Farms: There was no report.

6. New & Miscellaneous Business:

**Public Budget Hearing for Fiscal Years 2026-27, 2027-28, & 2028-29:**

Craft presented the Proposed Budgets for Fiscal Years 2026-2027, 2027-2028, & 2028-2029, found on pages 32 to 62 of the March 2026 Board packet. On April 25, Craft will present the Proposed Budget 2026-2027 to the City Budget Hearing. There will be a vote to take a disbursement from the Trust during the May 18 regular Library Board meeting.

**Motion to approve the FY 2026-2027 budget as stated in the budget resolution on pages 33-36 of the March 2026 Board packet.**

**1st** Wheeler

**2nd** Rock

Yeas: Friedman, Graham, Rock, Rumble, Wheeler.

Nays: None.

Absent and excused: Pisano.

The motion was approved unanimously by a roll call vote.

7. Unfinished Business: None.

8. Items Removed from Consent Agenda: None.

9. Information Only: See pages 63-69 of the March Board packet.

10. Adjournment:

**Motion to adjourn the meeting.**

**1st** Friedman

**2nd** Wheeler

A voice vote was taken.

Yeas: Friedman, Graham, Rock, Rumble, Wheeler.

Nays: None.

Absent and excused: Pisano.

The motion was approved unanimously.

The meeting was adjourned at 8:16 p.m. The next regular meeting is scheduled for Monday, April 20, 2026 at 7:30 p.m. in the Rotary & Donor Room.

---

Wendy Friedman, Secretary

Date

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

Check Number	Vendor #	Vendor	Amount
	006638	ACTION MAT & TOWEL RENTAL, INC	35.36
	009202	AQUARIUM DESIGN INC	245.00
	000902	CENGAGE LEARNING INC	3,984.49
	000605	CINTAS CORPORATION	292.92
	MISC	CLINTON-MACOMB PUBLIC LIBRARY	23.95
	000627	CONSUMERS ENERGY	1,604.00
	009024	D.M. BURR GROUP	4,964.66
	000575	DEMCO, INC	321.60
	000585	FARMINGTON COMM. LIBRARY	4,494.00
	000726	GUARDIAN ALARM	100.00
	001090	INGRAM LIBRARY SERVICES	17,614.78
	MISC	JAMES ADAMS	265.00
	008827	KANOPY, INC	465.80
	004904	KONICA MINOLTA BUSINESS SOLUTIONS	16,008.86
	000784	LAKESHORE LEARNING	169.96
	005550	LEE & ASSOCIATES CO., INC.	3,788.00
	009533	LIBRARY IDEAS, LLC	404.46
	003527	LOWER HURON SUPPLY CO INC	821.48
	MISC	MATTHEW DURKIN	16.20
	007927	MICHELLE HOLLO	708.75
	002013	MIDWEST TAPE	10,907.60
	009623	NEWSBANK, INC	7,185.00
	009478	ODP BUSINESS SOLUTIONS, LLC	251.77
	006785	OVERDRIVE, INC.	21,530.94
	009612	PLAYAWAY PRODUCTS LLC	65.99
	MISC	SENTRY AIR SYSTEMS INC	399.39
	003785	SIGNS-N-DESIGNS INC	420.00
	000797	THE LIBRARY NETWORK	2,636.17
	009840	THOMAS S. KLISE COMPANY, INC	899.60
15466	000902	CENGAGE LEARNING INC	39.98
15495	001194	NELSON BROTHERS SEWER	1,971.00
15512	009920	CORPORATE DINING CONCEPTS	279.00
15532	003527	LOWER HURON SUPPLY CO INC	378.21
15536	008336	NBS COMMERCIAL INTERIORS	856.00
15550	005861	UNIQUE MGMT SERVICE, INC	72.10
15566	006666	GRID 4 COMMUNICATIONS INC.	248.30
15574	002013	MIDWEST TAPE	1,084.33
308219	009202	AQUARIUM DESIGN INC	245.00
308232	007822	REBEKAH CRAFT	348.22
308256	008139	ENVISIONWARE INC.	797.85
308289	004904	KONICA MINOLTA BUSINESS SOLUTIONS	2,346.45
308305	MISC	PERE MARQUETTE DISTRICT LIBRARY	14.99
308311	MISC	ROBERT STRATTON	104.43
308329	009463	ZOOBEAN	1,595.00
308332	006638	ACTION MAT & TOWEL RENTAL, INC	35.36
308336	MISC	ANNE MARIE AMINE	5.40
308362	010086	FOSTER, SWIFT, COLLINS & SMITH PC	1,335.00
308364	008489	PAUL GILLIN	33.25
308386	MISC	LAURA BLUM	8.99
308419	007408	T-MOBILE	800.94

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

Check Number	Vendor #	Vendor	Amount
308425	009863	US BANK EQUIPMENT FINANCE	79.07
308433	009026	WELLS FARGO VENDOR FIN SERV	57.52
308465	004269	CENTER POINT LARGE PRINT	94.50
308474	004493	ELITE IMAGING SYSTEMS, INC	1,839.37
308480	000726	GUARDIAN ALARM	831.62
308507	009478	ODP BUSINESS SOLUTIONS, LLC	273.67
308509	009612	PLAYAWAY PRODUCTS LLC	530.92
308534	009026	WELLS FARGO VENDOR FIN SERV	782.97
308536	MISC	WILLIAM P FAUST PUBLIC LIBRARY	40.00
308542	008751	ADOBE INC	5,911.68
308543	010219	ALLEGION ACCESS TECHNOLOGIES LLC	315.00
308544	009440	ALLIANCE ENTERTAINMENT, LLC	186.99
308547	009126	AMAZON CAPITAL SERVICES INC	559.95
308550	006759	AT&T	685.34
308559	003904	CAPITAL ONE BANK	17,422.43
308567	000575	DEMCO, INC	565.13
308568	000179	DTE ENERGY	6,799.01
308594	008164	GARY EISELE	50.03
308601	MISC	JOSHUA KING	17.40
308605	009533	LIBRARY IDEAS, LLC	946.69
308618	009612	PLAYAWAY PRODUCTS LLC	80.99
Total:			151,295.81

**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

Policy Committee

---

## **April 2026 Finance Committee Report**

---

The Baldwin Public Library Board's Finance Committee met on Monday, April 13, 2026, at 4:00 p.m. in the Director's Alcove. Present were Danielle Rumble, Wendy Friedman, Frank Pisano, Rebekah Craft, and Jaclyn Miller.

- There was no public comment.
- Craft gave an update on the FY 2025-26 budget after 9 months. Everything is tracking as expected.
  - Patron use revenue is higher than anticipated
  - Investment income is currently higher than anticipated
  - Personnel is currently under anticipated spending
- Miller reviewed Friends of the Baldwin Public Library expenditures.
- Pisano attended the Retirement Board meeting, but there are no updates to report.
- Craft will present the 26-27 budget at the City Hearing on April 25.

The next meeting of the Finance Committee will be held on Monday, May 11, 2026 at 4:00 p.m. in the Director's Alcove.

## FINANCIAL REPORT: March 2026

This report references the Revenue and Expense Report 2025-26, found on the following page. At 75.0% of the way through fiscal year 2025-2026, the Library has spent 72.7% of its budget and received 94.5% 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:**

	\$	-
<b>Total vendor payments in excess of \$75,000</b>	<u>\$</u>	<u>-</u>
Balance of vendor payments less than \$75,000	\$	151,295.81
<b>Total vendor payments</b>	<b>\$</b>	<b>151,295.81</b>

**City of Birmingham allocations:**

Payroll Period Ending 03/14/26	\$	114,735.91
Payroll Period Ending 03/28/26	\$	141,009.22
Fixed Past Retirement Health Care Cost (acct 711.0004)	\$	389.67
Retirement Cost (acct 711.0010)	<u>\$</u>	<u>8,757.00</u>
<b>Total Payroll</b>	<b>\$</b>	<b>264,891.80</b>

BS&A Software Charge (acct 811.0000)	\$	445.00
Administrative Services (acct. 813.0000)	\$	16,666.67
MML Insurance Premium (acct. 960.0400)	<u>\$</u>	<u>556.67</u>
<b>Total City of Birmingham allocations</b>	<b>\$</b>	<b>282,560.14</b>

**Reconciling adjustments:**

Refunds, Voids (Fines, Bags, Room Rentals, Magazines etc.)	\$	(7.89)
Audit Fees		
Credit Card Fees		
City of Birmingham Parking	\$	4,580.00
Water Bill	<u>\$</u>	<u>1,612.55</u>
<b>Total Recon Adjustments</b>	<b>\$</b>	<b>6,184.66</b>

	<u><b>\$</b></u>	<u><b>440,040.61</b></u>
--	------------------	--------------------------

BALDWIN PUBLIC LIBRARY  
REVENUE AND EXPENSE REPORT 2025-26  
March 2026

	2025-2026 Budget	Current Month		Y-T-D Budget 2025-2026	Y-T-D Actual 2025-2026	Variance For Y-T-D	% Received/ Spent	Prior year Y-T-D 2024-2025	% Received/ Spent Prior Y-T-D
		March 2026	March 2026						
<b>REVENUES</b>									
TAXES	\$4,669,595	\$389,133	\$0	\$3,502,196	\$4,682,554	\$1,180,358	100.3%	\$4,492,575	107.6%
PROVISION FOR TAX LOSS	(\$15,000)	(\$1,250)	\$0	(\$11,250)	(\$2,296)	\$8,954	15.3%	(\$1,127)	56.3%
COUNTY AND STATE REVENUE	\$95,000	\$7,917	\$20,362	\$71,250	\$27,494	(\$43,756)	28.9%	\$7,011	7.0%
GRANTS	\$0	\$0	\$0	\$0	\$1,800	\$1,800	0.0%	\$1,050	6.6%
COMMUNITY CONTRACTS	\$1,117,400	\$93,117	\$286,216	\$838,050	\$765,554	(\$72,496)	68.5%	\$759,912	72.1%
PATRON USE REVENUE	\$35,950	\$2,996	\$3,279	\$26,963	\$30,363	\$3,400	84.5%	\$32,225	90.3%
INVESTMENT INCOME	\$15,000	\$1,250	\$0	\$11,250	\$84,752	\$73,502	565.0%	\$83,631	104.5%
OTHER REVENUE	\$500	\$42	\$0	\$375	\$49	(\$326)	0.0%	\$118	0.0%
<b>TOTAL REVENUE</b>	<b>\$5,918,445</b>	<b>\$493,204</b>	<b>\$309,856.07</b>	<b>\$4,438,834</b>	<b>\$5,590,269.84</b>	<b>\$1,151,436</b>	<b>94.5%</b>	<b>\$5,375,395.29</b>	<b>94.0%</b>

**EXPENSES**

PERSONNEL SERVICES	\$3,360,152	\$280,013	\$264,892	\$2,520,114	\$2,392,182	(\$127,932)	71.2%	\$2,208,468	74.6%
SUPPLIES	\$163,000	\$13,583	\$23,904	\$122,250	\$141,942	\$19,692	87.1%	\$106,251	70.8%
CONTRACTED SERVICES	\$486,157	\$40,513	\$54,663	\$364,618	\$362,057	(\$2,561)	74.5%	\$271,010	86.4%
TECHNOLOGY & MAINTENANCE	\$121,000	\$10,083	\$2,852	\$90,750	\$105,969	\$15,219	87.6%	\$116,280	66.7%
UTILITIES	\$136,000	\$11,333	\$10,016	\$102,000	\$96,870	(\$5,130)	71.2%	\$97,077	82.5%
OTHER CHARGES	\$108,370	\$9,031	\$7,185	\$81,278	\$70,638	(\$10,639)	65.2%	\$60,586	52.5%
BUILDING IMPROVEMENTS & FURNISHING	\$170,000	\$14,167	\$0	\$127,500	\$83,932	(\$43,568)	49.4%	\$93,024	2.6%
COLLECTIONS	\$767,000	\$63,917	\$76,529	\$575,250	\$609,125	\$33,875	79.4%	\$523,539	79.3%
<b>TOTAL EXPENSES</b>	<b>\$5,311,679</b>	<b>\$442,640</b>	<b>\$440,040.61</b>	<b>\$3,983,759</b>	<b>\$3,862,715.06</b>	<b>(\$121,044)</b>	<b>72.7%</b>	<b>\$3,476,235.07</b>	<b>43.1%</b>
<b>VARIANCE</b>	<b>\$606,766</b>	<b>\$50,564</b>	<b>(\$130,185)</b>	<b>\$455,075</b>	<b>\$1,727,554.78</b>	<b>\$1,272,480</b>			

**FUND BALANCE-BEGINNING OF YEAR**

\$1,483,003.40

**FUND BALANCE-CURRENT**

\$3,210,558.18

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 2026 Building Committee Report

---

The Baldwin Public Library Board's Building met on Monday, April 13, 2026 at 4:45 p.m. in the Director's Alcove. Present were Danielle Rumble, Pam Graham, Karen Rock, Rebekah Craft, and Jaclyn Miller

- There was no public comment.
- Old Business
  - Youth Terrace paving options – City application in progress; deposit was made so we are early on the vendor's list to have the work completed.
  - Atrium window: On order and expected to be delivered and installed in June 2026
  - The Marshall Fredericks Otter Sculpture is expected to be installed in June 2026; likely in the youth room where it can be anchored in place.
  - Loading Dock replacement: City has received plan for replacement and will be issuing an RFP to contractors in the spring. Replacement will take approximately 4 weeks. The City of Birmingham is covering the replacement cost. The RFP will have an add alternate for a canopy over the staircase at additional expense to the library. The committee looked at the surface, stair damage, and potential location of the canopy at the end of the Building Committee meeting.
- Projects for the FY26-27 wish list
  - Idea Lab Expansion – Craft would like to work with an architect to ensure that the plans are recorded and that the expansion works with existing utilities. The architect can also help determine if the closet currently part of the lab can be reduced or removed.
  - Lower Level updates – Craft will be compiling content for RFP. The project will use existing carpet and paint specifications and does not require the use of an architect.
- New business
  - Soundproofing measures – We received a report from an acoustical engineer on the best materials to be used to improve sounds in the Atrium, Jeanne Lloyd Room, and Grams Discovery Room.
    - Craft will work with vendors to acquire quotes for the three different products recommended for three different spaces.
    - Staff will consider regular maintenance requirements, special instructions for cleaning or touchups, local references to review the

products and person, and the potential of reviewing measurable outcomes

- The next meeting will take place on May 18, 2026 at 1pm, in the Director's Alcove.

---

## April 2026 Outreach Committee Report

---

The Outreach Committee met on Tuesday, April 14 at 4pm in the Jeanne Lloyd Room at the Baldwin Public Library. Present were Wendy Friedman, Pam Graham, Karen Rock, Rebekah Craft, and Jaclyn Miller.

- There was no public comment.
- Old Business
  - Community and Resource Engagement (CaRE) Fair review/recap – the event went well. Discussion was held on the timeline for the next occurrence; Miller will reach out to organizations in September to find out if having this in consecutive years was helpful or if would it be better to space it out and host the event every other year.
    - A list has been created sharing which organizations allow minors/teens to volunteer.
      - Staff will consider posting this list of organizations on our website’s Volunteer fair and whether or not to create and publish a directory for teen volunteer opportunities each year.
    - Based on feedback from one attendee, we may consider renaming the event to something more clear.
  - Student Representative: Our Teen Librarian will further discuss TAB is discussing potential reporting methods at their meeting on 4/16
  - We are still accepting volunteers to participate in the upcoming parades: The Birmingham Parade and Party in Shain Park will be held on May 17 and the Beverly Hills Memorial Day Parade will be held May 25.
- New business
  - Historical tours of the building for BPS second graders will resume in May
  - Baldwin staff will visit students in K-11 in May and June to tell them about the 2026 Summer Reading Program
  - Jaclyn will attend the DPS Open House on May 16
  - Josh Campeau will attend the BYA Touch a Truck on May 16
  - The Library is participating in Bring Your Child to Work Day with City of Birmingham on April 23.
- Craft is working with resident David Bloom to host a collaborative art project with local artists to be held in late August and early September. Graham asked that a community aspect of the project be included for consideration.
- The new Outreach Librarian position will be posted in June 2026, with an anticipated start date in early July.
- The next meeting will be held in June 2026 at a date and time to be determined.

---

## April 2026 Policy Committee Report

---

The Baldwin Public Library Board’s Policy Committee met on Thursday, April 9, 2026 at 11:00 a.m. in the Delos Board Room. Present were Wendy Friedman, Frank Pisano, Jenny Wheeler, Rebekah Craft and Jaclyn Miller.

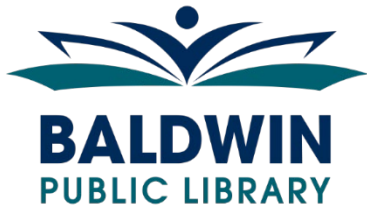
The following policies were reviewed:

<b>Policy</b>	<b>Last Reviewed</b>	<b>Changes requested</b>	<b>Proposed Adjustments</b>
Idea Lab Policy	4/9/2024	No	None
Volunteer Policy	5/20/2024	Yes	Removed all mentions of the Baldwin Booster program, which has been eliminated due to the state requiring teen volunteers to secure work permits. Updated job title of Office Administrator
Purchasing Guidelines	2/26/2024	No	None
Library Card Policy	6/24/2024	Yes	Clarified language in Students section Clarified language in Home Delivery section Adjusted item limits
Fines and Fees Policy	6/24/2024	Yes	Clarified language regarding borrowing privileges if items are 10 days+ overdue
Electronic Device, Network, and Internet Use Policy	8/19/2024	Yes	Clarified language changed to “devices” from “computers”
Collection Development Policy	6/24/2024	Yes	Added Large Print to Print Collection section under Scope Added language about AI-generated materials Changed “written challenges” to “reconsideration requests” for language consistency
Fund Balance Policy	5/15/2023	No	None
Credit Card Policy	6/24/2024	No	None
Financial Policy	5/15/2023	Yes	Removed mention of City Charter Replaced City Attorney with Library Attorney
Trust Investment Policy	5/15/2023	No	None
Staff Development Policy	6/24/2024	Yes	Clarified language on lodging, transportation, staff development day schedule
Communications Policy	6/24/2024	No	None

Artificial Intelligence Tools Policy	New		To be reviewed in 3 months
--------------------------------------	-----	--	----------------------------

The next meeting of the Policy Committee will take place in October 2026.

The Committee will review the following policies at that time: Naming Rights Policy, Gift and Donation Policy, Code of Conduct Policy, Privacy Policy, Hours of Services Policy, Library Displays Policy, Study Rooms Policy, Public Comment Policy, Unattended Children Policy, Bylaws of the Board of Directors, Meeting Room Policy, Social Media Policy, and Americans with Disabilities Act Compliance Policy.



# Volunteer Policy

300 W. Merrill St. Birmingham, MI 48009 | 248-647-1700 | www.baldwinlib.org

The Baldwin Public Library (BPL) shall use the services of volunteers to supplement the efforts of paid library staff in meeting demands for quality public service and to serve as a method to encourage members of the public to become familiar with their Library and the services being offered. BPL shall make use of the services of interested volunteers to supplement and *not to replace* the work done by BPL staff. All volunteers must be approved by the Library Director or designated staff.

## I. Categories of Volunteers

- **Community Service Workers**- Persons referred by the courts of Oakland County to BPL for community service work.
- **General** – Members of the public who wish to volunteer their time in support of BPL
- **Volunteers** – Students **ages 14 and older in grades 7 to 12** who are either required by their school to volunteer in community agencies as a requirement for graduation or who are looking for a way to spend their free time giving back to their community. **Students ages 14 to 17 must complete a State of Michigan Work Permit before volunteering at BPL.**
- ~~**Baldwin Boosters**—Summer reading volunteers ages 11 to 14. Boosters earn community service hours by helping with the Youth Summer Reading Program.~~

## II. Coordinators

Each department will develop a list of tasks appropriate for Community Service Workers. The Department Head will provide oversight once the volunteer has been assigned.

- A. The ~~Office Administrator Administrative Assistant~~ acts as the Coordinator for Community Service workers. The ~~Office Administrator Administrative Assistant~~ will assign the volunteer to various departments based on the needs of the department
- B. The Teen Librarian acts as the Coordinator for Volunteers.
- ~~C. A Youth Librarian acts as the Coordinator for the Baldwin Boosters.~~
- D. The Access Services and Adult **Services** Department Heads act as the Coordinator for general adult volunteers.

## III. Recognition

- A. **Community Service Workers** - The ~~Office Administrator Administrative Assistant~~ will verify satisfactory performance level and the number of hours worked to fulfill the court requirements.
- B. **Volunteers** - Recognition is an important component of a volunteer program and is often the only way in which BPL can say "Thank You." Volunteers will be formally recognized annually by BPL staff.

C. **Verification for Students** - The Coordinator will verify that these volunteers have satisfactorily completed the requirements for their volunteer activity and provide a letter for their school upon request.

~~D. **Baldwin Boosters** - The Coordinator will verify the number of volunteer hours completed by the student. A letter of appreciation is provided to the Booster, which includes the community service hours completed.~~

#### **IV. General provisions**

- A. Volunteers shall be recruited without regard to any individual race, creed, color, national origin, religion, marital status, sexual orientation, gender, physical appearance, socioeconomic level, education level, or any other legally protected characteristic.
- B. This Policy shall not be deemed a contract between the Volunteer and BPL. Both the volunteer and BPL have the right to terminate the Volunteer's association with BPL at any time, for any reason, with or without cause. BPL will not provide any medical, health, or compensation benefits to persons functioning as volunteers. Prior to engaging in any volunteer activity, each Volunteer will be required to submit a Volunteer Application form for volunteer work.
- C. Persons who will work with children must agree to a standard background check.
- D. Volunteer applications will be kept on file for one year.
- E. BPL cannot guarantee a set number of volunteer hours for any volunteer; volunteers are placed with departments as demand requires.

#### **V. Duties**

- A. Volunteers will be asked to complete mutually agreed upon projects that are supportive of staff efforts. The Coordinator will explain and assign the duties as needed.
- B. Volunteers who violate the BPL Code of Conduct (view online at <https://baldwinlib.org/about/policies>) will forfeit their volunteer opportunity.

#### **VI. Hours**

- A. In discussion with the Volunteer, the Coordinator(s) will determine the hours of the Volunteer's service. While BPL will attempt to accommodate the Volunteer's schedule, BPL cannot guarantee it. Volunteers are expected to arrive at BPL in time to begin work as scheduled or notify BPL if they will be absent.
- B. All volunteer work must be completed within open BPL hours. Community Service Workers who do not report for the scheduled shift or notify the Coordinator(s) of their absence may forfeit their volunteer opportunity.

Baldwin Public Library (BPL) cards are available to individuals who reside, own property, attend a K to 12 school, or work in the service area of Birmingham, Beverly Hills, Bingham Farms, and the City of Bloomfield Hills.

A BPL card entitles the holder to borrow materials eligible for loan from the BPL collection and to utilize the services, programs, and equipment of the library for which a card is required.

## Library Card Responsibilities

A BPL Cardholder or reciprocal library user:

- Agrees to abide by the rules and regulations of the library and accept full responsibility for all materials checked out on the card (including all charges).
  - Cards issued to individuals under age 18 (minors) are the responsibility of the parent or guardian whose name is associated with the library account
- Must present their library card or valid photo identification to BPL staff at the time of checkout. Cardholders not wishing to carry a physical library card may present a digital version of their library card barcode on a mobile device.
- Agrees to report changes in name, street address, telephone number, and email address as soon as possible.
- Agrees to report a lost, stolen, or damaged card to BPL as soon as possible. A cardholder continues to be responsible for the use of the card until BPL has been notified of a theft or loss.
- Will be blocked from using BPL services if library account charges reach \$10 or more.
- Understands that BPL staff do not act in the place of parents/guardians regarding selection of materials and the adherence to BPL rules in the case of use by individuals under age 18.

## Types of Library Cards

### Residents

To apply for a BPL card, individuals who live in Birmingham, Beverly Hills, Bingham Farms, or the City of Bloomfield Hills are required to provide valid photo identification (driver's license, passport, state identification) listing their current address. If the identification does not reflect a qualifying address, they must supply an official, current piece of mail with their name and current address along with photo identification. Resident cards expire every three years and must be renewed in person by showing proof of current address. Alternate renewal methods are at the discretion of BPL staff.

A parent or guardian must be physically present and provide valid photo identification in order to obtain a card for an individual under age 18. Alternate confirmation methods are at the discretion of BPL staff.

## **Employees**

Employees who work in BPL's service area (Birmingham, Beverly Hills, Bingham Farms, and the City of Bloomfield Hills) are eligible for a BPL card. To apply for a library card, employees are required to provide current proof of employment (e.g. recent paycheck stub or letter from their employer) and valid photo identification (driver's license, passport, state ID card) that lists their current home address. Business cards are not considered valid proof of employment. Please note that **BPL Baldwin** cards are issued only to the individual employed in our service area **and are valid only at BPL**. Employee cards expire every 12 months and must be renewed in person by showing proof of current employment. Alternate renewal methods are at the discretion of BPL staff.

## **Property Owners**

Patrons who own property in BPL's service area (Birmingham, Beverly Hills, Bingham Farms and the City of Bloomfield Hills) are eligible for a BPL card. To apply, property owners are required to provide current proof of property ownership (e.g. tax receipt for property or deed) and valid photo identification (driver's license, passport, state ID card) that lists their current home address. BPL cards are issued only to the individual(s) named on the document showing property ownership. Property owner cards expire every three years and must be renewed in person by showing proof of current property ownership. Alternate renewal methods are at the discretion of BPL staff.

## **K-12 Birmingham Students**

Students who do not live within but who attend **or are affiliated with** a **K-12** school within **the** BPL's service area are eligible for a BPL card. To apply, students and/or their parent or guardian must provide proof of enrollment (e.g. a student ID or confirmation via Powerschool). BPL cards are issued to the student who is registered in school, and must be co-signed by a parent or guardian. Student cards must be renewed every 12 months by showing proof of current enrollment. Electronic applications and renewals may require secondary verification with the parent or guardian by BPL staff.

## **Home Delivery Card**

BPL offers Home Delivery service to residents who meet the library card eligibility requirements. Those wishing to use this service must complete an application **with Adult Services** for Home Delivery service in order to receive a BPL card. Certain special considerations apply to Home Delivery cardholders. Find more information at <https://baldwinlib.org/services/home-delivery/>.

## **Computer users**

Patrons who do not live, work, or own property in BPL's service area are eligible for a computer user account at BPL. This account may only be used to access computers inside BPL for two hours per business day. Computer user accounts will be removed after twelve (12) months of inactivity.

### **Cardholders from Other Libraries**

Patrons who are not eligible for a BPL card may be able to use the card issued by their home library to check out physical materials at BPL. BPL participates in The Library Network (TLN) cooperative. Patrons whose home library is part of TLN and offers reciprocal borrowing privileges can use their card at BPL. Troy residents with a Troy Public Library card are also able to register their cards at BPL. A complete list of reciprocal libraries is available upon request.

To register, patrons must provide their home library card and valid photo identification showing their current address. Reciprocal cards expire every three years and must be renewed in person by showing proof of current address, when BPL is fully open for service. Alternate renewal methods are at the discretion of BPL staff.

Reciprocal cardholders may check out physical materials available within the library, use library computers, and place holds for physical BPL materials.

### **Use of Library Cards by Persons Other Than the Owner**

Borrowers are discouraged from lending their library cards for use by others. Cardholders who allow their library cards to be used by others continue to be responsible for the care and safety of all BPL materials charged to their cards, as well as for paying charges and other financial assessments that result from the use of the library card.

A BPL cardholder may allow another person to pick up materials using the cardholder's account. To do so, the BPL cardholder must contact BPL and provide the name of the person who is authorized to pick up materials on behalf of the cardholder. Permission may be revoked by the cardholder at any time by contacting BPL staff. Cardholders agree to notify BPL immediately upon discovery that their card may be in use by someone who does not have permission, so that the card can be suspended.

### **Item Limits**

All cardholders may check out a limited number of the following items:

- Video games (limit of 6)
- Internet To Go kit **or Mobile Hot Spot** (limit of 1)
- ~~Mobile Hot Spot~~ (limit of 1)
- **Library of Things: standard items** (limit of 2)
- **Library of Things: high value item** (limit of 1)

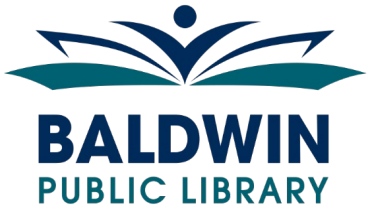
# Fines and Fees Policy

300 W. Merrill St. Birmingham, MI 48009 | 248-647-1700 | [www.baldwinlib.org](http://www.baldwinlib.org)

In keeping with the Baldwin Public Library's (BPL) core values of equitable service and barrier-free access to information and services, BPL ~~does not will no longer~~ impose or collect fines for the late return of materials.

## *Regulations*

1. BPL does not charge overdue fines for borrowed materials.
2. After available renewals have been utilized, BPL will notify a patron that an item is overdue. Notifications will be sent to the email address, cell phone, or mailing address listed on the patron's account. It is the patron's responsibility to notify BPL of any changes in their contact information or notification method. The following notices and bills will be sent to patrons when an item is:
  - a. Seven (7) and fourteen (14) days overdue: email or text notice
  - b. Twenty-one (21) days overdue: mailed notice, **and text notice if registered**
  - c. Thirty (30) days overdue: bill for the replacement cost of the item mailed to the address on file.
  - d. Sixty (60) days overdue: If the total fees owed on the account is more than fifty dollars (\$50), a collection notice for the replacement cost of the item will be mailed to the address on file. This information is not reported to credit bureaus.
3. Any patron with an item that is not returned within ten (10) days of the due date shall forfeit all account **borrowing and renewal** privileges until the item is returned.
4. Any patron with an account balance of ten dollars (\$10) or more shall forfeit borrowing additional items, electronic items, and using public computers until the charge is below ten dollars (\$10).
5. Should an account be sent to collections due to items sixty (60) days overdue, a ten dollar (\$10) nonrefundable collection agency processing fee will be added to the patron's account. At this point, all fees owed must be paid down to \$0 before account privileges are restored.
6. Replacement Cost fees are refundable (if paid) or waived (if unpaid) only when the item in question is less than one hundred twenty (120) days overdue.
7. Patrons have the option of paying fees by credit card, cash, or check at BPL. Patrons may also pay from their online BPL account.
8. Patrons experiencing unusual difficulty in returning their materials or paying their fees should contact the Library Director.



# Electronic Device, Network, and Internet Use Policy

300 W. Merrill St. Birmingham, MI 48009 | 248-647-1700 | [www.baldwinlib.org](http://www.baldwinlib.org)

The Baldwin Public Library (BPL) provides Internet access through loaned **devices computers** and through its affiliated network. Users may bring their own devices or borrow BPL's devices, such as laptops, workstations, or hot spots.

## Use of Library Computing Resources and Network

Users with a registered **library BPL** card, **guest pass**, or a computer user account are guaranteed two hours of public computer use per day with no extensions. Guest passes are also available for 30 minutes per day with no extensions. For users wishing to use computers for longer than two hours per day, BPL offers Internet to Go kits for checkout that include a Chromebook and Wi-Fi hotspot.

All computer resources must be used in a responsible manner, respecting the rights of others and taking care of the equipment.

## Accessing Information

BPL does not monitor and has no control over the information available on the Internet and cannot be held responsible for its content. The Internet and its resources may contain material that may be deemed controversial or inappropriate by certain users. BPL does not restrict access or protect users from information that they may find offensive, except as provided by law or specifically delineated in this Policy (see Filtering, Prohibited Activities). Users access the Internet at their own discretion and are expected to abide by this Policy's rules and regulations.

Parents and guardians of children under the age of 18, not BPL staff, are responsible for their children's use of the Internet through BPL's connection.

## Filtering

Although BPL does not control the information available on the Internet, BPL does enforce certain automated filtering of content accessed through its networks and devices, such as that suspected to be illegal, obscene, sexually explicit or harmful to minors. As this filtering may misidentify content, users who believe that a site has been mistakenly filtered can submit a request to the Library Director to have the site filter removed. If the administrative staff determines that the site does not contain any such material, then the administrative staff may authorize the system wide unblocking of the site. The user will be informed of the decision in writing. The decision may be appealed by submitting a written request to BPL staff. BPL staff shall then schedule a hearing before the Library Board and shall notify the user requesting the hearing in writing at least seven days before the hearing.

## **Prohibited Activities**

Users may not produce profane or loud noises while using electronic devices. Noises must not be louder than the general noise level for the area.

Users may not use any electronic device to create, send, receive or display images that are obscene, illegal or sexually explicit. (Please see BPL's Code of Conduct - view online at <https://baldwinlib.org/about/policies>)

Users must abide by copyright laws pertaining to the Internet. Activities including uploading, downloading or copying copyrighted materials may infringe on copyright law unless permission is granted by a copyright owner. Unless an exception is granted, the transmission of copyrighted materials is prohibited.

Users are prohibited from using identification other than their own to access the Internet. This includes the unauthorized use of another's Library card and PIN, and usernames and passwords on websites.

Any activities that are intended to disrupt the network, services on the network, or physical equipment are prohibited.

## **Violation**

BPL's computers, network, and Internet connection may not be used for any illegal activity or in any manner in violation of BPL's Code of Conduct. Anyone committing illegal acts will be prosecuted to the full extent of the law.

Users violating this Policy will be asked to comply by staff. In response to serious or repeated violations of this Policy, BPL reserves the right to terminate a user's session, ask a user to leave the BPL building, and/or prevent a user from using BPL's computers, network, or Internet connection.

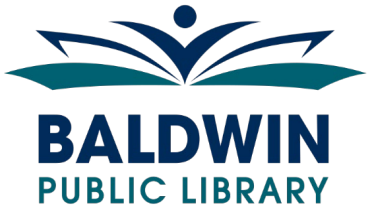
BPL reserves the right to remotely monitor and access all public access computers for customer support, maintenance, and security purposes.

## **Precautions**

Files downloaded from the Internet, through BPL's network, or from BPL computers may contain malware that may infect other computers. BPL is not responsible for damage or loss that may occur from the use of BPL's computers, network, or Internet connection, and users use these resources at their own risk.

Users are responsible for ensuring that their personal data is not compromised when using BPL's computers, network, or Internet connection. Accessing, sending, or connecting information to BPL's computers, network, or Internet connection is done at the sole risk of the user. BPL has no control over the security of a user's data.

*Electronic Device, Network, and Internet Use Policy adopted by the BPL Board September 3, 1996. Revised January 9, 1998, July 24, 2000, April 20, 2015, November 15, 2021, May 15, 2023, June 24, 2024, August 19, 2024, **April 20, 2026.***



# Collection Development & Maintenance Policy

300 W. Merrill St. Birmingham, MI 48009 | 248-647-1700 | [www.baldwinlib.org](http://www.baldwinlib.org)

## Policy Statement

The purpose of this policy is to serve as a guide for the librarians of the Baldwin Public Library (BPL) in the process of materials selection and to inform the public of the principles upon which BPL selections and deselections are made. Basic to this policy is the American Library Association's *Library Bill of Rights*, *Freedom to Read Statement*, and *Freedom to View Statement* (view online at <https://baldwinlib.org/about/policies>), as affirmed by the BPL Board.

## Objectives

BPL strives to achieve the following goals with its materials collections:

1. Provide materials that are of interest and relevance to the members of its community
2. Balance collections to incorporate both popular materials and those of lasting value
3. Offer materials in a variety of formats to meet the needs of the community
4. Represent a broad spectrum of interests to appeal to individuals of all ages and backgrounds
5. Provide all relevant perspectives on topics of interest to its community and support intellectual freedom
6. Create and maintain a special collection that highlights knowledge and information about BPL's history
7. Consider the value of each item, the needs of the community, the existing collection, future trends, and BPL's budget when adding materials to the collection

## Scope of the collection

BPL provides materials and services that reflect the diverse educational, informational, and recreational needs of its users, though BPL may be unable to meet every need with on-site materials due to space and affordability constraints. BPL provides collections to support a wide audience, including the needs of specific populations.

BPL recognizes that content and medium should be suitably matched, and that BPL patrons have different learning styles and preferences for how they receive information. Therefore, BPL provides materials in a variety of formats, including, when appropriate:

- **Print** – hardcover books, paperbacks, **large print books**, magazines, and newspapers
- **Audiovisual** – Blu-Rays, DVDs, books on CD, and other audio and visual formats
- **Digital Resources** – online databases, digital books, recordings, images, and software programs
- **Equipment** – toys, magnifiers, bike locks, Internet to Go Kits, etc.

## Selection Guidelines

Selection of all materials shall be the responsibility of the Library Director, who operates within the framework of policies determined by the Library Board of Directors. Under the Director's guidance, a staff of librarians with professional education and training selects materials in accordance with state law and the principles and practices of collection development and maintenance. Materials are selected to meet patron needs and reflect a variety of viewpoints and opinions. Criteria for consideration include popular demand, literary merit, enduring value, accuracy, authoritativeness, local interest, cultural significance, importance of subject matter to the collection, timeliness, cost, scarcity of information on the subject, availability elsewhere, and the quality and suitability of the format. **Exclusively and partially AI-generated materials will be evaluated using this same criteria.**

- **Reference Materials** – Items are purchased if they are authoritative works of general interest
- **Popular Materials** – BPL collects current, timely materials to satisfy popular demand; these items include fiction and non-fiction materials
- **Textbooks** – Textbooks and curriculum-specific material are added to the collection only when such materials also serve the general public. BPL's collection is designed to complement, but not duplicate, school district resources
- **Periodicals** – Items are added to the collection on the basis of relevance and community interest
- **Audiovisual materials** – BPL recognizes its responsibility to provide access to information, cultural enrichment, and recreation through as wide a variety of media as possible. As new technologies are developed, BPL will investigate the appropriateness of new media formats and will select popularly adopted formats for the collection
- **Self-published works** – BPL generally does not select self-published materials unless they meet the same guidelines as other materials purchased for the collection, have received positive professional reviews, or are in particularly high demand
- **Gifts** – Any donations of materials to be added to the collection must be approved by BPL staff prior to accepting the gift. Gifts must meet the same criteria as purchased materials. BPL accepts commemorative requests, places a bookplate in each item and integrates the item into the appropriate collection. *See Gift and Donation Policy*
- **Toys** - Toys are evaluated based on developmental appropriateness for the intended user, current popular interests, literacy-based connections, and the level of active play involved. High priority is given to toys with educational value.
- **Databases** – BPL makes available a variety of online resources purchased to supplement and enhance BPL's collection. These resources are evaluated on the basis of timeliness, ease and frequency of use, accuracy, and ability to meet patrons' information needs
- **Electronic Resources** – BPL will monitor advances in technology, future trends, and the emergence of new formats and will adjust the emphasis within collections to reflect the changing times

## **Collection Maintenance**

In order to provide the best service to our community, the collection is regularly evaluated. BPL has limited space and therefore a limited collection size. To keep the collection updated, relevant, in good condition, and contained to its present space, BPL maintains a schedule of evaluation. Items are withdrawn from the collection if:

- The item is worn, stained, or damaged beyond repair
- The item is out of date, contains inaccurate data or is not historically significant
- A new, more current, or more comprehensive resource is available
- A more desirable format of the content is available
- Duplicates of the item exist in the collection
- The item has low circulation

Items removed from the collection are to be either sold with proceeds to benefit BPL, or disposed of properly. Items withdrawn by reason of condition, loss, or damage will be considered for replacement. Items that cannot be easily replaced, yet can be repaired, may be repaired.

## **Patron Suggestions**

BPL welcomes and considers all requests from BPL cardholders. Librarians use the same selection criteria for requests as BPL uses for the collection. If an item is unavailable for purchase, BPL will make every attempt to obtain the item via interlibrary loan for BPL cardholders.

## **Controversial Materials and Intellectual Freedom**

It should be noted that inclusion of an item or resource in BPL's collections is not an endorsement of a particular point of view or philosophy and that BPL holds censorship to be a purely individual matter. While anyone is free to personally reject books and other materials of which they do not approve, they may not exercise censorship to restrict the freedom of others.

Also, responsibilities for materials selected/read/or viewed by children and adolescents rests with their parent(s) or legal guardian(s). Selection decisions are not influenced by the possibility that materials may be accessible to minors.

Because strong feelings and emotions can develop over items in BPL's collection, patrons are welcome to fill out a *Request for Reconsideration of Library Materials* form. When this form is completed, it is given to the Library Director for response. The item will be reviewed in accordance with BPL's Collection Development Policy, the Library Bill of Rights, and the American Library Association guidelines on intellectual freedom.

The Library Director and Library Board of Directors will review these **reconsideration requests** **written challenges** and the patron will be informed of the Board's decision regarding the challenged material. The decision of the Library Board is final.

*Collection Development & Maintenance Policy adopted by the BPL Board on April 17, 2006. Revised February 15, 2016, January 19, 2022, May 15, 2023, June 24, 2024, April 20, 2026*

The financial resources of Baldwin Public Library (BPL) are the responsibility of the BPL Board of Directors (Board). The Board will:

- provide guidelines for management and allocation of financial resources which will produce optimum benefit for those we serve.
- monitor and evaluate the financial plans and Purchasing Guidelines of BPL to ensure the financial integrity of BPL.

## **BUDGET**

The BPL fiscal year starts on the first day of July and ends on the last day of June. An annual operating budget will be prepared by the Director and presented to the Board for approval at the regularly scheduled March Board meeting, prior to the start of the next fiscal year. The budget will reflect the cost of carrying out the programs and services of BPL for the next fiscal year. This budget will also reflect the anticipated revenues of BPL.

The budget will be viewed by the Board as its financial plan for BPL, and approval of the budget by the Board will be authority for the Director to manage BPL's finances according to the plan and within the parameters of ~~the Charter~~, the Financial Policy and the Purchasing Guidelines. The Director will keep the Board well informed of the ongoing status of the financial plan, and will not make expenditures outside of the budget plan without seeking Board approval to amend the budget, except in the case of an emergency as indicated below. Amendments to the budget will be presented to the Board for approval if there are significant unanticipated changes in revenues or costs.

Taxes levied for BPL use taken together with fines, state aid monies and other public money paid to BPL will be deposited to the treasury of the City to the credit of the BPL Fund. The City will keep the BPL Fund separate and apart from other monies of the City and the Treasurer will disburse only upon properly authenticated vouchers or other BPL authorization by the Board in compliance with the Charter and all applicable state laws. All payments for expenses will be issued by the City of Birmingham's Finance Department in accordance with its rules and procedures.

## **FINANCIAL MANAGEMENT**

The accounting practices and procedures used by BPL will allow for proper management of BPL's revenues and expenses, and will provide adequate systems of monitoring by the Board and its outside auditors. An annual audit of BPL's finances will be conducted by the independent auditor appointed by the City of Birmingham.

Reports reflecting the financial condition of BPL will be presented to the Board monthly. These reports will include:

- monthly revenue and expense statement for the month and year-to-date with comparison to the budget.
- monthly Register of Claims

BPL credit cards will be used only for appropriate BPL business, and all uses will be documented. The BPL credit card will not be used for non-BPL related expenditures. Staff purchases will be made following the Credit Card Policy (view online at <https://baldwinlib.org/about/policies>) in accordance with the Purchasing Guidelines.

Consistent with the City of Birmingham policy, the Director may approve any annual Contract having a cost that does not exceed \$75,000 over the Contract life or for more than one year. The Board must approve all other Contracts having a cost in excess of \$75,000. All contracts totaling \$2,500 or more will be reviewed by the **City Library** Attorney to assure that the contract is legally sound and that BPL's interests are protected. Contracts will be awarded on the basis of the purchasing considerations in the Purchasing Guidelines. No contracts may be awarded which are not in compliance with BPL's Code of Ethics and Conflict of Interest policy (view online at <https://baldwinlib.org/about/policies>). At a minimum, all contracts must contain the purpose, effective dates, authorized signatures, amount to be paid, how liability risks are covered or met, and services to be provided.

The Director may not risk financial losses to BPL beyond those that may occur in the normal course of business. The Director will take steps to:

- prevent embezzlement,
- protect against casualty losses to full replacement value,
- protect against liability losses (to Board members, BPL or to BPL funds),
- provide that all personnel with access to more than \$1,500 cash of the Library's money are appropriately bonded,
- provide that facilities and equipment are properly maintained,
- limit exposure of BPL, the Board, and the staff to claims of liability,
- ensure funds are disbursed only in compliance with Board authorization and **the City Charter and** applicable state laws,
- provide there is periodic backup of all computer and other financial records necessary for uninterrupted operation of BPL.

Unbudgeted emergency repairs to the physical plant or equipment that must be completed immediately, and cannot be practically submitted to the Board for approval, may be authorized by the Director or in the absence of the Director, an Associate Director. The Director will advise the Board of the emergency expenditures as soon as possible.

The Board is the ultimate spending authority for BPL. To more efficiently conduct BPL business, the Director will serve as Purchasing Agent with the authority to authorize appropriate staff using the Purchasing Guidelines to make purchasing decisions, following internal controls. In the absence of the Director, the authorized Associate Director within the scope of their authority will make financial transactions that are within the scope of the Director's authority.

Approval of travel, dining, accommodation or similar expenses will always be at the next highest level of authority for every employee. Director expenses will be approved by the Board President or in the absence of the President by the Vice President. Board member expenses will be approved by the full Board.

No employee will knowingly approve a transaction which is in violation with BPL's Code of Ethics and Conflict of Interest policy. If there is any doubt about the propriety of the expense, the employee should not approve the expenditure, but rather refer the expense to a higher authority within BPL.

Because the purpose of BPL as a Public Library is to use the taxpayer provided funds for BPL purposes only, such funds may not be distributed to any other charitable purpose. All purchases made under a cooperative program with another governmental entity, including, but not limited to, the City, another public library, a library cooperative, Oakland County or the State of Michigan, in which prices have been previously determined by competitive bidding, are exempt from the requirements for competitive quotes or competitive bidding.

## **Purpose:**

The Baldwin Public Library (BPL) realizes the importance of a knowledgeable staff and encourages their growth and development through participation in educational and training programs and conference attendance.

Staff members have a goal to continue to develop themselves professionally to enhance their excellence as library staff and to fulfill their roles as members of the professional library community. Attendance at and participation in professional library functions is recognized as beneficial to both BPL and to the public it serves.

BPL strives to offer an educational training day **each year** for all staff **on a regular basis**, organized around current library needs. All staff are encouraged to attend. Department and all-staff meetings will be regularly scheduled for training purposes and to update staff on library procedures and policy.

A budget is established at the beginning of each fiscal year to support training and conference expenditures. The Board of Directors will request that the Baldwin Library Trust pay out-of-state travel expenses for continuing education programs.

The Library Director will collect recommendations from Department Heads for conference attendance during the budget process. Those recommendations will be incorporated into the general budget. All professional development support for training and conferences is predicated on the availability of funding and can be decreased at any given time during a fiscal year due to a BPL budget decrease or to a change of budget priorities.

The two basic types of staff development include:

- Training -These types of sessions are job specific and necessary to obtain a specific subset of skills, to update previous skills, or to learn current techniques.
- Continuing Education -These are professional activities necessary to implement strategic planning and to develop a vision for future operations.

BPL staff who attend conferences will be expected to give a summary report and to share the information gained with other department members. Management or supervisory staff will incorporate the information into in-house training programs.

## **Guidelines for **Registering for or Attending a Conference or Training Session:****

1. Prior approval must be received before attendance at any training session or conference.
2. Attendance at any outside training session or conference within the state of Michigan must be approved by the Director on recommendation of the Department Head.
3. Attendance at any national training session or conference outside the State of Michigan must be approved by the **Library Director Board of Directors**.

4. Employee-paid travel to a conference or workshop does not need approval aside from time off requests necessary for travel, **which should be submitted to and approved by Department Head before any arrangements are confirmed.**
5. If staff interest for a conference or workshop is greater than the amount budgeted for professional development, the Director will select which staff members are eligible to attend. **Priority will be given to public library focused training, and to staff who have not attended training within the last 18 months.**

Staff members may travel to conduct general library business, attend a conference or professional development opportunity, or serve as an elected/appointed officer or committee member of a professional library or scholarly organization.

#### Scope of Travel

- In-State Travel– Travel within the state of Michigan.
- Out-of-State Travel – Travel outside the state of Michigan but within the United States.

Staff members will be paid for travel time to and from a conference or professional development committee meeting.

#### **Procedures for Applying for Reimbursement:**

Initiating travel request - Whether initiated by the Library Administration or by a staff member, individuals must obtain written approval from their Department Head as soon as they become aware of a conference, meeting, etc. that they would like to attend.

#### **Reimbursement**

- As soon as possible upon their return, the staff member should fill out the City of Birmingham Advance Expense and/or Final Expense report, and submit it along with all itemized receipts to the Bookkeeper. The Bookkeeper will then prepare a check for the individual. Note that checks cannot be issued immediately as they must first be approved by the Library Board.
- Receipts must be submitted for the staff member to receive reimbursement. In lieu of receipts, only photocopies of registration forms and personal checks will be accepted. Receipts that are not submitted within 15 work days may lose their eligibility for reimbursement.

#### **Payment**

- BPL will only pay in advance for an event registration, conference, etc. with approval from the Director.

#### **Additional Savings Opportunities**

Staff shall take advantage of early registration, conference room rates and any other discounts associated with their travel **(e.g., double room occupancy, etc.).**

## **Transportation**

When planning transportation, the most economical and efficient form of travel should be selected. When a staff member is driving other staff members, the driver of the vehicle must be licensed and insured and follow all applicable state driving laws.

- Personal Automobile – BPL will reimburse mileage at the current approved rate per mile set by the IRS. The Board of Directors may adjust this amount in the event of a BPL budget decrease. When two or more staff members attend the same event by personal automobile, staff members are expected to carpool unless a justifiable reason prevents it. When two or more staff members travel together, only the staff member who drove their vehicle will be reimbursed for the mileage allowance.
- Air Travel – It is expected that staff members will have their flight arrangements made through a designated staff member. If the staff member is making their own reservations, the email confirmation from the airline is the accepted form of receipt. Reservations should be made for economy class fare. Reimbursement for business, first-class, or other equivalent airfare is not allowed.
- Other forms of transportation (Railroads, Buses, etc.) – These forms of transportation are allowed but should not exceed the commercial airfare that would be reimbursable for the same trip.
- Rental Automobile – A rental automobile may be used when renting in a specific situation is considered to be more advantageous than other means of transportation.

## **Ground Transportation**

Costs for local transportation to and from destinations will be reimbursed. Transportation between the staff member's hotel and meeting sites will also be reimbursed. If free shuttles are available, staff member should use this mode of transportation in lieu of paid transportation.

## **Lodging**

- The Library will reimburse the staff member the actual cost of accommodations within a reasonable level. When a staff member is attending a conference and conference rates are given at various hotels or motels, the staff member should make reservations at one of these locations. Other lodgings may be booked but should not exceed the cost of hotel or motel conference rates.
- Double occupancy should be considered in an effort to reduce lodging costs.

## **Meals**

Library staff members are expected to make reasonable selections when ordering food and non-alcoholic beverages. The Library does allow a per diem for food and non-alcoholic beverages of \$75.00 per day. In cities, where the cost-of-living is deemed higher, an increase of \$10 - \$20 will be allowed on a case-by-case basis. Charges for alcohol are not eligible for reimbursement.

### **Parking Fees**

- Reasonable and necessary costs for automobile parking will be reimbursed.
- The least expensive parking at the airport is preferred unless there is a physical or business reason to justify an exception.

### **Tips**

Tipping will be reimbursed. The amount of the tip should not exceed 20% of total service or meal cost, excluding charges for alcohol.

### **WiFi**

If free wifi is not available, wifi charges associated with the trip will be reimbursed, but should be kept at a minimum.

### **Miscellaneous**

- Staff members are encouraged to apply for scholarships and continuing education stipends to attend conferences and professional development opportunities.
- Other expenses will be reimbursed if determined to be reasonable and necessary and if supporting receipts, documents, etc. are provided as set forth in the above guidelines.
- Movies, exercise facilities, or other forms of entertainment are not reimbursable Library travel expenses.

# Artificial Intelligence Tools Policy

300 W. Merrill St. Birmingham, MI 48009 | 248-647-1700 | [www.baldwinlib.org](http://www.baldwinlib.org)

Artificial Intelligence tools (“AI tools”) and large language models have the potential to enhance services, streamline operations, and improve user experience. However, these tools also present ethical, privacy, and security risks that must be addressed responsibly. The Baldwin Public Library (BPL) adopts this policy to ensure all use of AI tools aligns with our core values, including intellectual freedom, equitable access, transparency, and the protection of patron privacy.

## Scope

This policy governs all use of AI tools within BPL, including staff operations, patron-facing technologies, programming, and AI-enabled features embedded in third-party vendor products. AI tools include, but are not limited to, chatbots, content generators, transcription services, and automated recommendation engines.

## Ethical Principles

- **Privacy Protection:** Protecting patron privacy is paramount. BPL staff entering data or queries into AI tools must adhere to all applicable privacy laws and regulations, including Michigan’s Library Privacy Act (Act 455 of 1982). BPL maintains confidentiality of patron records and will not disclose information obtained through the library record for use in AI tools.
- **Accountability:** AI tools assist but do not replace human expertise. BPL staff remain responsible for all final work products and must validate AI-generated outputs for accuracy and bias before public dissemination.
- **Transparency:** BPL will disclose when AI tools play a significant role in creating public-facing content or services.

## Operations & Staff Use

- **Vetting:** The Library Director must approve all AI tools before staff use. Staff must complete training on ethics, privacy, and bias mitigation prior to utilizing these tools.
- **Integrity:** BPL staff members will utilize AI tools with integrity, honesty, and respect for individual rights and privacy. This includes proper vetting of the AI tool’s output, and assurance that data used in algorithms is within the intended use of the AI tool. BPL will not publish content created or assisted by AI tools without verification by employees.
- **Attribution:** Public-facing materials require an attribution statement if AI tools were used to generate the core content. No attribution is required for routine editing, grammar correction, or internal brainstorming.
- **Surveillance:** BPL prohibits the use of AI tools for facial recognition or tracking patron behavior without explicit consent and clear legal authority.

## Collections & Vendor Standards

- **Physical & Digital Content:** BPL staff will evaluate AI-generated materials and materials generated with assistance from AI-tools in accordance with its *Collection*

*Artificial Intelligence Tools Policy adopted by the BPL Board April 20, 2026.*

*Development and Maintenance Policy.* BPL will suppress exclusively AI-generated material from subscription databases and eBook and eAudiobook platforms whenever technically possible to maintain quality standards.

- **Vendor Accountability:** BPL requires vendors to provide transparent documentation of their AI logic and data retention practices. The Library Director will review the AI privacy protections of any third-party service before implementation.

### **Patron Support & Digital Literacy**

- **Reference Standards:** BPL staff will not use AI tools to provide legal, medical, or financial advice to patrons. BPL staff will provide patrons with directions to use verified, professional reference standards.
- **Community Education:** BPL supports digital literacy by providing resources and programming to help patrons navigate the benefits and risks of emerging AI technologies.
- **Equity:** BPL staff will monitor AI impacts to ensure these tools do not reinforce bias or create barriers for underserved populations.

### **Governance**

This Policy is intended to add to, not contradict, limit, or replace, applicable mandatory rules, policies, legal requirements, legal prohibitions, and contractual obligations, all of which remain in full force and effect. Any use of AI tools under this Policy must comply with the relevant policies, internal controls, and BPL guidelines, including but not limited to BPL's *Privacy Policy* and *Electronic Device, Network, and Internet Use Policy*.



## LIBRARY REPORT

Statistical Dashboard

Collections & Services

Facility

Marketing & Communications

Personnel & Organization

Financial

Expenditures from FOBPL Donations



MISSION, VISION & CORE VALUES



**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:** Education and Lifelong Learning | Welcoming and Inclusive Environment | Intellectual Freedom | Commitment to Excellence | Equitable and Diverse Access | Innovation | Community Partnerships | Integrity

COLLECTIONS & SERVICES



## Goal 1: Improve collections and services to satisfy community needs and expectations

- Evaluated currently offered tech classes and added a class covering the new library app and online catalog.
- Added a new play kitchen to offer additional collaborative play opportunities.
- Expanded the Wonderbooks and Vox book collections using a designated donation.
- Completed a feasibility and interest level survey about resources for homeschool students. The survey indicated we need to improve marketing of our current services.
- Improved technology infrastructure by adding a redundant network server in March 2026 and adding new tabletop outlets in the Claudia Ireland Room.

LIBRARY FACILITY



## Goal 2: Maintain and improve the building's functionality and cleanliness

- Added permanent signage in the Grand Hall in April 2026 to denote locations of collections.
- Completed acoustical study in March 2026 and will implement suggested improvements in FY26-27 as part of the budget.
- Explored glass coating options for bird safety but ultimately did not approve the use of budget funds in the FY26-27 budget.
- Reviewed safety procedures and best practices in the case of an active shooter with the Birmingham Police in March 2026.
- Installed privacy glass coating on lower level Tech and IT staff office, as recommended by police.



## MARKETING & COMMUNICATIONS



### Goal 3: Improve marketing and visibility of the Library

- Hosted second CaRE Fair volunteer engagement event with 12 participating non-profits in April 2026.
- Added funding to work with a Marketing Consultant into the FY26-27 approved budget.
- Reviewed highlights and instructions for Baldwin's mobile app and forthcoming new catalog during Staff Development Day in March 2026.

## PERSONNEL & ORGANIZATION



### Goal 4: Educate, train, and empower staff with tools to serve the public

- Hosted Staff Development Day for staff training and teambuilding on March 27, 2026.
- Jen Adams, Austin Dewalt, Bart Gioia attended Computers in Libraries 2026
- Patricia Henricks, Jeff Jimison, Stuart Sturton attended Public Library Association conference in Minneapolis in April 2026
- Haylie May and Elisabeth Phou attended MLA Spring Institute in Grand Rapids in March 2026
- Several peer training sessions were conducted on Staff Development Day March 2026. The sessions covered library advocacy, bystander intervention, and AI in libraries.

## CURRENT & FUTURE FINANCIAL NEEDS



### Goal 5: Develop a plan for current and future financial needs

- Adopted FY2026-27 Budget at the Annual Budget Hearing in March 2026.
- Increased funding for library collections by 10% to improve scope and availability.
- In FY 2025-26, staff members Elisabeth Phou, Patricia Henricks, Alyssa Mandell, Austin Dewalt, Jen Adams, Jeff Jimison, and Beverly Banks received stipends totaling \$10,200 from the State of Michigan to attend library conferences.

## Statistical Dashboard - March 2026

	Current Month	This month last year	Current FYTD	Previous FYTD	FY 25-26 Q3 Target
<b>Financials</b>					
Revenues	\$ 309,856	\$ 168,521	\$ 5,590,270	\$ 4,274,888	
Expenses	\$ 440,041	\$ 357,738	\$ 3,862,715	\$ 3,738,480	
<b>Circulation</b>					
Print Checkouts & Renewals*	31,191	31,650	258,775	259,234	
A/V Checkouts & Renewals	5,300	5,602	47,086	47,388	
e-Materials Checkouts	16,359	17,811	145,836	147,288	142,500
<b>Total Circulation</b>	<b>52,850</b>	<b>55,063</b>	<b>452,440</b>	<b>453,910</b>	<b>461,250</b>
% of Circ by Residents**	89.4%	90.7%	89.8%	90.9%	92.0%
% of Circ by Non-Residents	10.6%	9.3%	10.2%	9.1%	8.0%
<b>Cardholders</b>					
New Cardholders	240	***includes ~7500 patrons w/expiration date pushed			
Active Cardholders (1 year)	11,495	from 3/16/20 to 3/16/23 and who have not renewed			
Cardholders (3 years)***	23,239	cards; 3/26 stats will have significant drop			
<b>Other Statistics</b>					
In Person Visits	21,185	21,914	183,173	182,901	168,750
Study Room Use	404	443	3,791	3,830	
Rental Room Bookings	40	43	331	334	
Internal Room Bookings	52	55	533	536	
Idea Lab Visits	1,609	1,650	12,980	7,307	
MeL & ILL Items borrowed	782	671	6,350	6,591	
MeL & ILL Items loaned	694	714	5,988	6,930	
Self-Check Usage	60.1%	62.5%	60.0%	57.6%	
Wireless Sessions	2,598	2,525	24,738	22,497	22,500
Public Computer Usage	755	586	5,843	5,103	
Database Sessions	12,721	6,006	92,459	51,136	54,000
Library Volunteer Hours	11		51		75
Friends Volunteer Hours	55		568		450
Website Hits/Pageviews	32,040	28,601	273,840	264,653	60,000
<b>Program Attendance</b>					
Program Attendance for Adults	333	407	2,882	2,741	
# of Programs for Adults	20	22	176	160	
Program Attendance for Teens	80	67	1,393	980	
# of Programs for Teens	8	8	93	65	
Program Attendance for Youth	2,987	2,788	15,412	16,146	
# of Programs for Youth	79	85	586	566	
Computer Classes Attendance	47	49	294	495	
# of Computer Programs	5	8	47	59	
# of Idea Lab Programs	4		7		
Idea Lab Program Attendance	40		122		
Online Video Views	193	505	770	1,599	
<b>Total Program Attendance</b>	<b>3,640</b>	<b>2,531</b>	<b>20,751</b>	<b>16,382</b>	<b>23,250</b>
<b>Total # of Programs</b>	<b>112</b>	<b>113</b>	<b>902</b>	<b>497</b>	<b>750</b>
<b>Outreach Attendance</b>	1,420	510	3,538	3,524	
<b># of Outreach Programs</b>	22	24	124	117	

\*Books, Magazines & Pamphlets, Inter-library loans, Miscellaneous

\*\*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

---

## 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: April 2026

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

In the third quarter of FY2025-26:

#### Financials

Financials are tracking as expected three quarters of the way through the fiscal year. Patron use revenue and investment income are both tracking higher than anticipated, while Personnel costs are lower.

#### Circulation (Cautionary)

Circulation is 1.95% off the target for this quarter, which is likely the continued result of shipping delays from vendors. While this is improving, we are just recently starting to see books on or around the release date which means our patrons aren't waiting quite as long for the books they want to borrow. We anticipate a strong 4<sup>th</sup> quarter as we kickoff summer reading.

#### Technology Statistics:

- Database Sessions (On Target): Database sessions continue to see steady use as staff consider each renewal and addition of resources. *New York Times* All Access usage remains strong, due to its multifaceted options.
- Downloadable Content (On Target): Usage was 2.3% higher this quarter than the goal even though it is lower for the month and YTD. Downloadable content continues to be in high demand, as we see steady usage not only across ebooks and eaudiobooks, but with music, TV, and movies. Magazine use continues to grow in popularity, with January 2026 showing our highest number of checkouts in at least 5 years, and probably ever.
- Website Pageviews (On Target): webpage views for the year are on target and up over this time last year. Given the launch of the new Polaris app, it will be interesting to see if and how the website usage is impacted.
- Wireless Sessions and Public Computer use are both up over this time last year.

#### Visitors (On Target):

The number of people entering the library remains steady, and is up over this time last year.

Observationally, we see that soft spaces, study rooms, and table seating all experience consistent

use, and the Atrium is still being utilized very often by groups and anyone partaking in a meal inside the building.

### Program Attendance (Off Target):

Program attendance is up over this month last year, and this time last year, if lower than our target. Attendance at our regular book clubs, story time, and classes remains consistent, and outreach is higher this year than last year in attendance and the number of events. While we love having people here, we know it's also beneficial to go where they are and promote offerings.

---

## **Collections & Services**

*Strategic goal: Improve collections and services to satisfy community needs and expectations*

---

### *Community and Resource Engagement (CaRE Fair)*

On Saturday, April 11 we hosted the second CaRE Fair volunteer match event with 12 participating non-profits. Around 70 people, plus the 16 representatives, had a chance to talk to each other about volunteer opportunities in and around the community. While this was fewer people than we had in 2025, people seemed to spend a lot more time talking in depth to the representatives, and some applications were submitted before the CaRE Fair even ended.

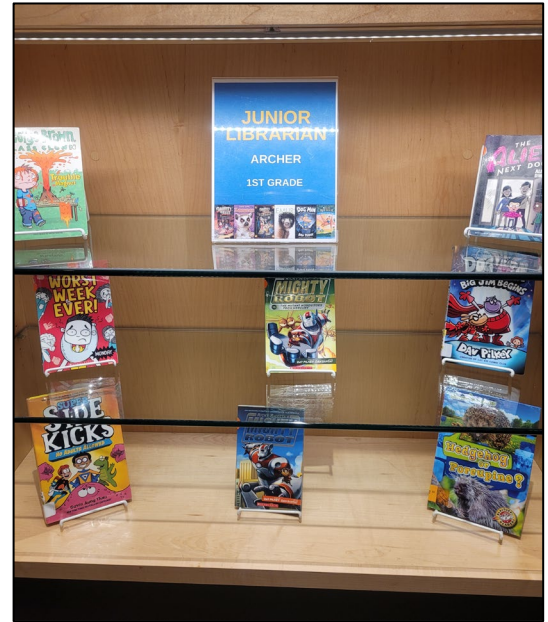
### *Earth Day Green Display*

Teen Librarian Haylie May demonstrated how the Library is the ultimate opportunity to reduce and reuse materials with a display of green books in the Teen Scene.



## Junior Librarian Program

As part of midwinter break programming in February, 8 of our Junior Librarian participants created book displays that we offered for checkout in March. Thanks to Abigail, Archer, Elsie, Joshua, Maren, Ryan, Tatum, and Thea for sharing their recommendations!





---

## Facility

*Strategic goal: Maintain and improve the building's functionality and cleanliness*

---

### *Youth Room Shades*

Additional motorized shades were added to the north side of the Youth Department, after it was discovered that the people who were using the study table positioned against that side of the room were facing direct sunlight in the later part of the day. The shades were installed on April 15 by the same company used for this product in Phase 2.



### *Acoustical Study Findings*

As noted in the Building Committee notes, there were three different products recommended for the three spaces in which we are experiencing extra sound reverberation. In the Jeanne Lloyd Room on the second floor, sound dampening panels are recommended. In Grams' Discovery Room, a spray treatment on the ceiling is recommended. In the Atrium, they recommend that an acoustic plaster be applied to both the lower and upper ceiling sections.

*Grand Hall Signage*

Robert Stratton worked with Nicholson Associates to create directional signage, which was installed in the Grand Hall on April 3. These are designed to quickly and easily help users locate the collections they want to browse, while blending in with the overall aesthetic of the Grand Hall.



*Outdoor Return Slot Signage*

To help prevent conveyor stoppages and damaged material in our automated materials handling system, we created a window sign in the Idea Lab using adhesive vinyl to remind users to insert items in one at a time.



### *Library HVAC System*

Due to a leak in HVAC cooling loop, the system had to be shut off, drained, repaired, and then refilled with glycol. The building was without a cooling system from April 13 to 17 while this repair was completed. We would like to thank the City of Birmingham for coordinating the repair and paying \$26,000 to restore the building's air conditioning.

### *Porch Goose*

At the request of the Teen Advisory Board (TAB), the Friends opted to support whimsy and agreed to the purchase of a "porch goose" for the Teen area. Marty Baldwing, named via popular vote, will be accessorized seasonally as suggested by our teen users.

### *Youth Room Play Area*

The Youth Room continues to be a heavily utilized space, and the Librarians are consistently evaluating toys and activities for all ages to play with and share. A new play kitchen was installed in mid-March to inspire even more collaborative play.



---

## **Marketing and Communications**

*Strategic goal: Improve marketing and visibility of the Library*

---

### *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.
- A meeting between the City and Library will be held on April 21 at 1:00 p.m. to discuss the Contracted Services agreement. Danielle Rumble, Rebekah Craft, and attorney Anne Seurnyck will represent the library.

### *Beverly Hills*

Miller submitted information to the Village of Beverly Hills for inclusion in its weekly email and monthly newsletter.

### *Bingham Farms*

Miller submits monthly Board Meeting updates to the Library Liaison.

### *City of Bloomfield Hills*

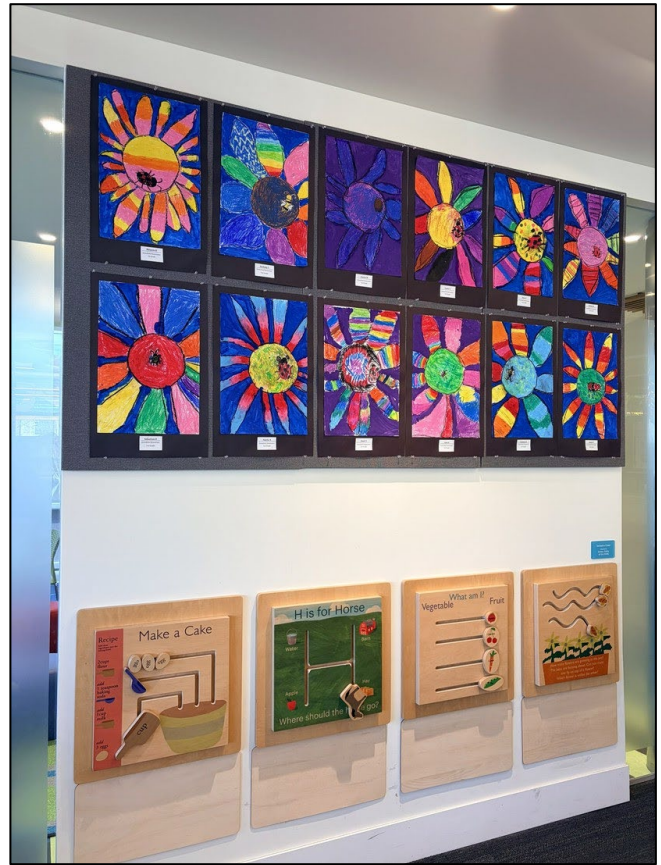
Miller submits monthly Board Meeting updates to the Library Liaison.

### *Birmingham 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. Mick Howey 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](mailto:Rebekah.craft@baldwinlib.org) to request the book and join the next discussion.

### *Birmingham Public Schools*

- Students from Greenfield Elementary created zoomed in Spring art at school that we were so pleased to display in the Youth Department. This photo was featured in their Greenfield Gazette e-newsletter on March 13, 2026.
- The Annual Battle of the Books event was held at Groves High School the morning of March 14.
  - 68 teams, 338 students, and 100 coaches attended
  - Best Team Spirit: Galactic Girls from Greenfield and the Spies of the Books from West Maple
  - Best Team Name: Book Street Boys from Pembroke
  - 1st Place: Book Bombers from Quarton
  - 2nd Place: Book Looks from Pierce
  - 3rd Place: Here Comes the Books from Pembroke







### *Friends of the Baldwin Public Library*

The Friends held their regular board meeting on Tuesday, April 14 at the Library. During the meeting, they discussed topics of discussion for their Annual Meeting scheduled for May 12, how best to shift responsibilities as board member terms expire, and their plan for the upcoming Spring Book and Media Sale.

### *Marketing*

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

- Youth Program posters and fliers
- Promotional fliers for Teen programs
- Summer Reading program promotional material concepts
- Reading challenge promotional pieces

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

---

### *All Staff Meetings*

An All Staff meeting was held during Staff Development Day on March 27. The next All Staff meeting will be held on April 21. Recordings of each meeting are sent to all staff.

### *Conference Attendance*

**All full conference reports as required by the Library of Michigan for stipend recipients\* can be found in the Information Only section of this packet.**

SPRING INSTITUTE: Elisabeth Phou\*

The conference was a valuable professional development opportunity that offered practical ideas, new perspectives, and strategies I can apply to teen library services. I was fortunate to receive a stipend from the Library of Michigan to attend.

SPRING INSTITUTE: Haylie May

Attending Spring Institute in Grand Rapids this year was a great experience. We listened to many amazing keynote speakers, most notably, for me at least, Maggie Lancaster and Tony Weaver Jr.

The highlight of all of the sessions was getting to chat with the other librarians who were attending. We all got to share tips and stories of our programs or things happening in the library with each other. It is nice to see we have a great community to support us and we are not alone in some of the experiences we have at work!

COMPUTERS IN LIBRARIES Austin Dewalt\*

The Computers in Libraries conference was a great example of the emerging technologies becoming available that can vastly help to improve not only our patron experience but also the experience for staff and the community as a whole.

COMPUTERS IN LIBRARIES: Jen Adams\*

There was a tremendous amount of information on show, and so, my full report covers highlights. There is no shortage of articles about AI which does it far more justice. My intention is to supplement those by providing details on the less-reported topics at the show.

Many talks were held about funding and outreach. One particularly interesting talk centered heavily on how to frame issues in a way that helped reach funders. It discussed ways to successfully reach operational and funding goals through proper management of stakeholder interests.

Outreach and community engagement are critical for the work we do. Though it may seem obvious, it can be easy to lose sight of this simple principle. It's critical to understand what people want to get out of our library, the needs of our communities, and how to make those things happen, in order to ensure our organizations can continue to exist.

But, of course, implementing and operating those services is important too. Many talks featured libraries presenting specific projects they implemented, and how they managed development and project goals.

COMPUTERS IN LIBRARIES: Bart Gioia

I attended Computers in Libraries 2026 in Arlington, Virginia, March 17–19. It was beneficial meeting with other library and information professionals to explore how technology, mostly AI, is reshaping library services, workflows, and community engagement. As an attendee, I found it to be a valuable opportunity to learn from peers, hear about current trends, and see how libraries of different types are responding to rapid technological change. The theme of the conference was definitely keeping the human in the AI loop. We are the last generation to have known life without AI, much like we were the generation to know life without the Internet.

PLA2026: Stuart Sturton

My trip to Minneapolis for the PLA Conference was an eventful and valuable experience. We used our time at the conference to connect with other librarians from all over the United States and to learn from them how we could improve the library experience for our own patrons. One of the first presentations I attended was on how to build a joy centric library, basically how to create an environment that is healthy for those that work there and helpful to the patrons we work with. The former involves the idea of passive joy and the latter dealing with active joy. The presenter also touched on the idea of toxic positivity and how one can recognize and deal with it. I found this to be a great presentation that helped me see just how we as librarians can make our library and, to some small degree, the world a much more welcoming and inclusive space for our patrons and co-workers.

Another presentation that I would like to mention was about how Gen-Z use and don't use public libraries. This was also a very interesting look into how libraries are some of the only "3rd Spaces" left in the United States, that is to say some of the only places people can just simply be and not be expected to spend money to be there. This presentation also spoke about the epidemic of loneliness that seems to be affecting a great deal of people not only in the United States but in the world as a whole. To say that I found this presentation to be extremely important would be something of an understatement in that it confirmed many things that I have observed and hypothesized about over the last few years working with the public.

Overall the PLA conference was a wonderful and very valuable learning experience that I am honored to have been granted permission to attend.

PLA2026: Patricia Henricks\*

Thank you for the opportunity to attend the PLA 2026 in Minneapolis. The conference focused on education, networking and innovation. My primary purpose in attending was to better understand Artificial Intelligence and its applications.

The Highlights for me were the following presentations:

- AI Book Clubs and Digital Literacy for Older Adults - Presenter: Autumn Hassett -Cotuit Library - MA
- Trust & Verify: Information reliability in the age of AI, SEO, and algorithms - Presenter: Nathaniel Burnard - Allen County PL - IN
- -From Prompt to productivity: Build AI agents to boost program engagement - Presenter: Arnessa Dowell.

The PLA conference was important to shed light on my concerns of AI and gave me a fresh viewpoint of the value of learning about this scientific tool. Also, the awareness of the vital role of Libraries in educating patrons, facilitating closing the gap of the digital "trust implicitly" and "complete distrust," given agency for patrons to understand how AI works and how to question it.

PLA2026: Jeff Jimison

I've had the pleasure to attend and even present at a number of library conferences since starting here at BPL in 2017, but this was my first Public Library Association conference. And I can safely say that no conference experience has been as enlightening, inspiring, and all-around jam-packed as PLA 26.

I've returned with a notebook full of ideas gleaned from the sessions I experienced. The most interesting of which were:

- Advancing Anti-racism, Equity and Justice Through Programming Design
- Building Joy-Centric Libraries: An Experimental Approach
- Not Your Typical Makerspace: Creating STEAM-Based Summer Programs for Youth
- 3D Printing for Accessibility
- A Queer and Present Danger: Protecting Queer and Trans Library Staff
- Jedi Communications Masters: Using the Force to Overcome a Crisis
- Fostering an Inspiring Environment for Neurodivergent Employees
- Pride Plus: Your Library as a Year-round Sanctuary for LGBTQIA+ Folks
- Heritage Ambassadors: Building Community with Artists and Libraries
- Smart Training for Tough Moments: A VR/GenAI Tool for Public Library Staff
- The Revolution Will Not Be Alphabetized: Good Trouble in Libraries

As you can see, only two sessions at the conference were directly tied to makerspace pedagogy (an underrepresentation I hope to correct by pitching my presentation ideas for PLA 2028!) but all of the sessions were of tremendous value to my work at BPL, my continued growth as a library department head, and my general interest in all things good!

As you can see from the list of titles, a consistent theme in my experience at PLA was that of “inclusive library practice”; the service and support of marginalized communities, and the equity of queer, neurodivergent and disabled patrons and staff. Much of this ties directly to my work with BPL's IDEA Task Force, and sparks ideas for improvements to our services, new methodologies for devising makerspace programming, and inspiration for future presentations.

I'm grateful to BPL for sending me on this very beneficial and educational journey. Even now, days later, I remain energized by everything I learned from this tremendous experience.

#### *Staff Anniversaries*

**Morgan Bayour**, Page, reached 1 year of service on April 13

**Cameron Crawford**, Access Services Assistant Department Head, reached 11 years of service on April 21.

**Carri Fritz-Gvozdich**, Library Assistant II, reached 17 years of service on April 13.

**Rosemary Isbell**, Youth Librarian II, will reach 8 years of service on April 29.

**George Kasparian**, Page and Library Assistant I, reached 30 years of service on April 15.

**Jeannie Khezarjian**, Page, reached 1 year of service on April 13  
**Rae Stoloff**, Substitute Librarian, reached 4 years of service on April 3.



At Staff Development Day, we honored staff who have reached milestone anniversaries in the past 18 months. The people who were present are pictured here and have a combined 160 years of service at Baldwin as of April 2025.



### *Volunteer Hours*

11 Library volunteer hours and 55 Friends volunteer hours were utilized in the month of March.

---

## **Financial**

*Strategic goal: Develop a plan for current and future financial needs*

---

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

Craft will present the FY2026-27 budget to the City Commission at its Budget Hearing on Saturday, April 25, 2026.

### *Continuing Education Stipend*

In FY 2025-26, staff members Elisabeth Phou, Patricia Henricks, Alyssa Mandell, Austin Dewalt, Jen Adams, Jeff Jimison, and Beverly Banks received stipends totaling \$10,200 from the State of Michigan to attend library conferences.

### *Michigan Architecture Foundation Grant*

Jeff Jimison applied for an educational grant from the Michigan Architecture Foundation in the amount of \$4,500 to expand our architectural programming in two complementary directions: digital conceptual design and foundational structural craftsmanship. \$2,500 would cover the cost of a 13-inch iPad Pro with Apple Pencil to establish a dedicated architectural modeling and drafting station. The remaining \$2,000 would be used to purchase a collection of non-powered woodworking hand tools to support instruction in basic joinery and structural model building.



<b>Baldwin Public Library: Friends Funds</b>	
<b>March 2026 Expenditures</b>	
<b>Adult Services</b>	
Let's Go Birding Presenter Fee	\$ 650.00
Decluttering Presenter Fee	\$ 225.00
Matrix Garden Presenter Fee	\$ 325.00
Program Refreshments	\$ 80.74
Paint Brushes - Craft program	\$ 16.14
Books Unshelved Supplies	\$ 125.66
Box Office Poison Presenter Fee	\$ 150.00
<i>Total</i>	<i>\$ 1,572.54</i>
<b>Teen Services</b>	
Porch Goose Supplies	\$ 123.95
Teen Area Games and Supplies	\$ 219.85
White Board and supplies	\$ 175.80
Pizza - TAB and Pizza & Pages	\$ 132.47
Filament	\$ 88.71
D&D Presenter Fee	\$ 100.00
ADHD Presenter Fee	\$ 300.00
Program refreshments	\$ 188.90
Book Club Books	\$ 223.80
Blind Date with a Book Prize	\$ 60.64
<i>Total</i>	<i>\$ 1,614.12</i>
<b>Youth Services</b>	
Replacement battery Story Time speaker	\$ 15.74
Battle of the Book Prizes	\$ 343.00
Book Club refreshments	\$ 28.99
Program supplies	\$ 326.80
Filament	\$ 74.61
Kids Library Society	\$ 20.97
Books Unboxed	\$ 60.04
<i>Total</i>	<i>\$ 870.15</i>
<b>Idea Lab</b>	
Bobbins	\$ 43.86
Thumb Screws	\$ 11.99
USB cables and thumb drives	\$ 34.32
Tympany Acoustic Driver Replacement	\$ 30.51
Machine supplies	\$ 136.86
<i>Total</i>	<i>\$ 257.54</i>
<b>Outreach &amp; Equipment</b>	
<i>Total</i>	<i>\$ -</i>
<b>Total Expenditures</b>	<b>\$ 4,314.35</b>
<b>March 2026 Balances</b>	

Adult Services	\$ 9,096.43
Teen Services	\$ 7,022.62
Youth Services	\$ 7,396.74
Idea Lab	\$ 1,111.82
Outreach & Equipment	\$ 1,049.27
<b>Total Balance</b>	<b>\$ 25,676.88</b>
<b>March In-Library Book &amp; Button Sale Cash Donations</b>	\$853.16
Submitted by Jaclyn Miller for April 13, 2026	

## NEW BUSINESS

# MEMORANDUM

---

DATE: April 17, 2026  
TO: Baldwin Public Library Board of Directors  
FROM: Rebekah Craft, Library Director  
SUBJECT: Next Chapter Intern Program

---

## **INTRODUCTION:**

A Public Library initiative called the “Inclusive Internship Initiative” was created, ran nationwide, and was funded mostly by an IMLS Laura Bush 21<sup>st</sup> Century Librarian Grant from 2017 to 2021. The goal was to give teens from diverse backgrounds exposure to librarianship as a career. The experience allowed teens to explore the many career possibilities libraries offer. Clinton Macomb Public Library participated in this program for several years and praised the outcomes of the program for staff and interns.

While the national program has ended, staff at Clinton Macomb Public Library are starting a similar new statewide program in Michigan this summer. The goal of this new program is to cultivate a cohort of next generation library professionals and advocates, enhance programs and services by seeing our work through the lens of an intern, and potentially fill in gaps in our workforce that currently do not reflect the communities we serve today or will serve in the future.

## **PROGRAM GOALS & PARTICIPATION:**

Participation in this program supports our Strategic Plan Goal and Action Plan item to “Support a learning culture that encourages innovation and risk-taking to develop new services and programs that meet the unique character of the communities we serve.” Library staff will benefit by learning from a new perspective the intern will provide. The intern will benefit by learning more about how a library functions, the challenges public libraries face, and opportunities for career development in this field.

The internship is open to students entering 11<sup>th</sup> grade, 12<sup>th</sup> grade, or their first year of college, university, or trade school. The goal is to attract underrepresented individuals to this program, and the intern will be selected based on their aptitude and interest in the opportunity. The position would be shared with the CSO at local high schools, with BPL Teen Advisory Board members, on our website and social media, and in our monthly enewsletter.

## **PROJECT TIMELINE:**

The internship will be held during summer break and will follow this timeline:

- May 2026 – Interns hired
- June 17-18, 2026 – Kickoff event at CMPL, which will include an optional library tour, introduction to library science, panel about current issues (misinformation, intellectual freedom, artificial intelligence), True Colors personality assessment, project brainstorming with mentors, sharing of project ideas.
- June 22-August 12, 2026 – Interns work 15 hours per week
- July 2026 TBD – Virtual group progress meeting
- August 12-13, 2026 – Closing event (tentatively planned to be held at the Library of Michigan in Lansing). This will include intern final presentations, an inspirational talk on “The Future Depends on You”, evaluation, and optional library tour.
- September 15, 2026 – Post-program evaluation meeting for participating libraries

### **PROGRAM COSTS:**

Costs for implementing this program include:

- Designated supervisory time from library staff mentor, Elisabeth Phou, Teen Librarian II
- Employment costs to pay the intern for 9 weeks at 15 hours per week, \$15 per hour (\$2,025 + FICA \$155)
- Employment costs for the staff mentor to attend the kickoff, check-in, and closing events
- Program costs to cover six meals plus related activities for the staff mentor and intern, which is expected to be around \$500 and will be supplemented by grants acquired by the CMPL. Baldwin would pay this fee through its professional development fund.

### **SUMMARY:**

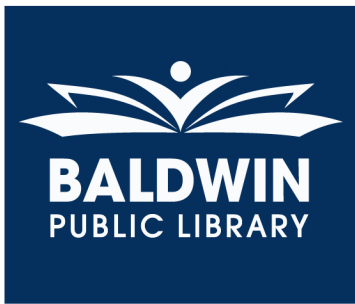
Many students are not aware that a career as a librarian is a post-college option. This program seeks to pair a student examining career options with a summer internship to expose them to all aspects of librarianship ahead of obtaining a degree. This mentorship program will help to strengthen our Teen Librarian’s management experience and will provide a local student with the opportunity to learn more about the field of librarianship and develop a project in an area of their interest. The cost for this type of program is nominal compared to the outcomes this opportunity will provide to the selected intern and the fresh perspective the library will receive after working with the intern.

### **ATTACHMENTS:**

- Next Chapter Teen Intern job posting

**SUGGESTED BOARD ACTION:**

To approve Baldwin's participation in the 2026 Michigan Next Chapter Intern Program.



**SERVING THE COMMUNITIES OF**

Birmingham, Beverly Hills, Bingham Farms  
Bloomfield Hills

**LIBRARY BOARD OF DIRECTORS**

Wendy Friedman, Pam Graham, Frank Pisano,  
Karen Rock, Danielle Rumble, Jennifer Wheeler

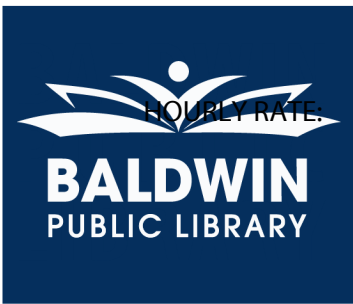
**LIBRARY DIRECTOR**

Rebekah Craft

## **Baldwin Public Library – Position Posting**

The Baldwin Public Library is the public library of Birmingham, Beverly Hills, Bingham Farms, and the City of Bloomfield Hills. It is a Class V library with a service population of 37,981 people. The Baldwin Public Library values providing excellent customer service, a wide range of collections, extensive and varied programs, and a diverse, welcoming, and inclusive environment for visitors and staff.

<b>POSITION:</b>	<b>NEXT CHAPTER LIBRARY INTERN – PART-TIME</b>
<b>HOURS:</b>	15 hours per week for nine weeks. Includes evenings and weekends on a flexible basis.
<b>QUALIFICATIONS:</b>	Entering 11 <sup>th</sup> grade, 12 <sup>th</sup> grade, or first year of college, university, or trade school in September 2026.
<b>REQUIREMENTS:</b>	Candidates will be evaluated on the full range of their personal background, experience, and direct and transferable skills. Preferred requirements: <ul style="list-style-type: none"><li>• Previous experience working with the public in any capacity.</li><li>• Responsive and consistent communication in person, by phone/text, and by email.</li><li>• Interest in learning about the profession, ethics, values, and practices of librarianship and public libraries.</li></ul>
<b>RESPONSIBILITIES:</b>	Reports to the Teen Librarian II. The Next Chapter Intern will be required to fulfill the following duties: <ul style="list-style-type: none"><li>• Attend kickoff, check-in, and closing events for the Next Chapter Library Intern program.</li><li>• Over the course of this nine-week internship, the intern will spend time in each of the library's departments, learning about how each department functions and participating in the day-to-day work of the library. The intern will participate in running programs, working at the reference desk, selecting and evaluating materials, facilitating the circulation of library materials, and many other aspects of library work.</li><li>• With their mentors, interns will develop a connected learning project to be completed over the summer. Interns are expected to spend dedicated time writing, reflecting, and sharing about their experience.</li></ul>



**SERVING THE COMMUNITIES OF**

Birmingham, Beverly Hills, Bingham Farms  
Bloomfield Hills

\$15.00 per hour

**LIBRARY BOARD OF DIRECTORS**

Wendy Friedman, Pam Graham, Frank Pisano,  
Karen Rock, Danielle Rumble, Jennifer Wheeler

**LIBRARY DIRECTOR**

Rebekah Craft

**APPLICATION:**

Accepted until Monday, May 5, 2026. Your application must include:

- A cover letter explaining why you are interested in this position and a brief overview of your internship project.
- A completed Baldwin Public Library Employment Application found on Baldwin's Employment webpage.
- A work permit if you are under the age of 18

**PROCEDURE:**

To: Baldwin Public Library  
Attn: Robert Stratton  
300 W. Merrill, Birmingham, MI 48009  
Electronically to: [hr@baldwinlib.org](mailto:hr@baldwinlib.org)

If you need accommodations, we are happy to work with you, both during our interview process and after you are hired. Please contact [hr@baldwinlib.org](mailto:hr@baldwinlib.org) to request accommodations.

**INFORMATION ONLY**

---

## Upcoming Events of Interest

---

### **Deconstructing Deliciousness**

**Tuesday, April 21, 2026, 7:00pm – 8:00pm**

Join us, as we host award winning food critic, Zahir Janmohamed as he tells us about the best places to have a food adventure in metro Detroit. Virtual event.

### **Adopt-a-Plant: Grades 6-8**

**Wednesday, April 22, 2026, 7:00pm – 8:00pm**

Calling all current or aspiring plant lovers! Celebrate this earth day with a new leafy friend. Come decorate a pot, learn basic plant care and leave with a one-of-a-kind plant to brighten up your space.

### **The American Revolution and The Fate of the World**

**Tuesday, April 28, 2026, 7:00pm – 8:00pm**

Professor Richard Bell returns with another sweeping story about the American Revolution. Join him as he tells the real story as a global event full of global actors with consequences that shook the entire world. Learn that the American Revolutionary War didn't just create the United States, it reshaped the world. Virtual event.

### **Idea Lab Class: Code a Retro-Style Text Adventure Game**

**Wednesday, April 29, 2026, 7:00pm – 8:00pm**

In the style of Zork, or Colossal Cave Adventure! Learn to design and code your own interactive fiction game! You'll map out rooms, puzzles, and storylines, then bring your creation to life by running it on an actual vintage computer!

### **De-Cluttering for Spring**

**Thursday, April 30, 2026, 6:30pm - 8:00pm**

Join us for a motivating, big-picture workshop focused on practical strategies for de-cluttering your space. Mindset shifts and achievable next steps will be spotlighted in this 90-minute program.

### **Top Ten Strategies for Parenting Children & Teens with ADHD/Executive Function Challenges with Dana Serling**

**Thursday, April 30, 2026, 7:00pm – 8:00pm**

ADHD and Executive Function challenges impact learning, motivation, behavior, and the family system. We have learned so much in the past ten years to help ease the path for children with challenges at school and home. This presentation covers the essential strategies parents must implement to help their children survive and thrive. You will learn about the best support for your child, the facts about ADHD beyond the diagnosis, an understanding of Executive Function development, and how to best prepare you and your children for the journey ahead.

### **Oreo Cookie Tasting: Grades 2 to 5**

**Thursday, April 30, 2026, 7:00pm – 8:00pm**

Try different flavors of Oreos and decide which is your favorite. Allergens may be present.

### **Free Comic Book Day**

**Saturday, May 2, 2026, All day**

It's Free Comic Book Day and Comics Giveaway 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.

### **May the 4th Take Home Kit**

**Monday, May 4, 2026, All day**

Celebrate Star Wars Day with a take home activity kit! First come, first served starting at 9:30 am. Kits cannot be reserved ahead of time.

### **Fungi of Michigan**

**Monday, May 11, 2026, 6:30pm – 8:00pm**

Enter the kingdom of fungi with Lorenzo Lo Piccolo! Lorenzo has been foraging and studying fungi for over 20 years and will lead us on this journey. The presentation is accompanied by a curated collection of Michigan fungi (mini fungarium) to provide an additional sensory experience.

### **Casa Amado Food Demonstration**

**Tuesday, May 12, 2026, 7:00pm – 8:00pm**

Check out the flavors from Casa Amado, a local taqueria and Sonoran hot dog joint which just happens to boast a James Beard nominated chef.

### **Friends of the BPL Spring Book and Media Sale**

**Saturday, May 16, 2026, 10:00am – 4:30pm &**

**Sunday, May 17, 2026, 12:30pm – 4:00pm**

Shop fresh new inventory on the lower level of the Library, and prep your home library for summer reading!



After gathering at the children's museum, we went on a tour of the Grand Rapids Public Library





## 2nd session

Thursday 3/19

### Designing a Teen Program With Joy

- Defining joy in Teen Librarianship
  - teens feel joy when they are seen, safe, and empowered
  - teen librarians feel joy when supported enough to create those environments
  - the field is shifting from romanticizing burnout as dedication to prioritizing sustainable wellness
- Creating joy in your job as a teen librarian is more than a labor of love, it is a challenge to see and hear your teens while honoring personal and professional boundaries for yourself
- Give yourself grace and permission to keep trying or try something new
- The work we do as Teen Services librarians matters and may look like "playing around" to others, but we're creating safe spaces, building connections and trust with our teens, and getting books into their hands.

## 1st session

Thursday 3/19

### Staying On Your Toes:

#### Improv Acting Skills in Library Programming

- 3 core principles: "Yes, And," staying in the moment, and knowing your resources
- "Yes, And..." - accept the reality in front of you, then add something to it
- Staying in the moment - stay in the present moment; don't spiral; tuck & roll with the punches
- Knowing your resources - the core of improv is creating something NEW TOGETHER
- Improves communication with patrons and coworkers
- Helpful for when plans change or challenges arise
- These are skills to use before situations escalate

## 3rd session

Thursday 3/19

### Gaming in Libraries: Bridging the Gap

- How do games connect?
  - Fosters: lateral thinking, response time, executive function
  - Promotes: spacial reasoning, math, and logic aka important STEM skills, collaboration, and critical thinking
  - Improves: memory, spatial skills, problem solving, and mood
  - Promotes: creativity, curiosity, socialization, and the continuous processing of information
  - Creates: community
  - Engages with: information sharing, language, and communication

### My favorite keynote speaker, Tony Weaver Jr.



### 2nd session Friday 3/20

#### How to Run a Successful Nerf Night

- Nerf Night is a structured program using nerf blasters and nerf darts
  - avoiding “guns” and “bullets”
- Importance of safety through liability waivers, eye protection, and equipment
- Allow teens to “bring your own blaster” to reduce costs, while library provides darts - blasters should not shoot more than 90 feet per second
- Purchase basic supplies like darts, safety glasses, and simple blasters
- Include a variety of game formats (Zombies, Capture the Flag, Team Elimination)
- Encourage participants to help with cleanup by offering candy to whoever finds the most darts

### 1st session Friday 3/20

#### Playing With Paper: Making Connections through Junk Journaling

- Why Junk Journaling?
  - Gently promotes creative reuse, recycling, and sustainability
  - Very few rules and skills are needed to create something unique and beautiful
  - Great outlet for teaching skills like:
    - fine motor skills (cutting, gluing, sewing), letter, color, number and shape recognition, critical thinking, information recall, communication of ideas through visual arts, confidence to express creativity and imagination
  - Inexpensive
  - Adaptable to all ages, skill levels, and differing physical abilities

### 3rd session Friday 3/20

#### Engaging Your Teens with Multiple Volunteer Programs

- Troy Public Library offers both a Teen Advisory Board (TAB) and a separate volunteer program
- TAB meets twice monthly using a hybrid model and communicates via GroupMe
- Includes an executive board and teen leadership opportunities
- Teens participate in leading programs, writing book reviews, and creating an annual zine
- Summer volunteer program is structured to support library staff and operations
- Volunteers assist with programs, setup/teardown, prize distribution, and material prep
- Teens help design passive programming for the department
- Bloomerang is used to manage applications, scheduling, and hour tracking
- Program includes both benefits (engagement, support) and challenges (logistics, communication)
- Requires compliance with state-mandated work permits

## Spring Institute 2026

Attending Spring Institute in Grand Rapids this year was a great experience. We listened to many amazing keynote speakers, most notably, for me at least, Maggie Lancaster and Tony Weaver Jr. Maggie Lancaster is the current CEO of the Grand Rapids Children's Museum, a fitting opening speaker for the theme of this year's conference, "Play it Forward". Maggie talked about the importance of play and how children need it to develop many life skills. In addition to being an inspirational speech, she also spoke about how, like many of our Michigan libraries, the Michigan children's museums work together and share their materials so everyone can benefit. She suggested that many of the museums may be willing to collaborate with public libraries for youth educational, and fun, programs! Our other speaker I enjoyed, Tony Weaver Jr., is the author of the middle grade graphic novel called *Weirdo*. Tony talked to us about the importance of libraries being a safe space to the kids who may be, "weird", as he fondly referred to them. These kids may not have a support system to help keep them confident and motivated. His book tells the story of his own life and how his lack of support and consistent academic pressure caused him to have a mental health crisis. Luckily, he was able to get the help that he needed, and now he runs *Weird Enough*, which is motivated by the goal to enhance youth social-emotional wellness and promote literacy. I bought the book for myself, and am considering reading it with my 6-8th grade book club at the library.

I also attended many great sessions during the conference put on by other librarians! I attended sessions on more serious topics, like youth and AI, how to stay joyful when creating teen programs, and teen volunteering, and also more fun ones like recommended board games for teen rooms and programs, and Nerf Nights! I have a couple new board games that I would love to purchase for Teens Night Out (I have slowly been getting them to play board games instead of only playing video games every month, so this was a perfect session for me!), and some tips on how to evaluate my teen programs and set goals using "Refine, Revive and Retire" as reference points to determine which programs are working for our community and which could be updated. The highlight of all of the sessions was getting to chat with the other librarians who were attending. We all got to share tips and stories of our programs or things happening in the library with each other. It is nice to see we have a great community to support us and we are not alone in some of the experiences we have at work!

## Computers in Libraries Conference Report

### Attended Seminars

- . Open-Source Intelligence Tools for Information Security  
(Speaker: Frank Cervone, San Jose State University)
  
- . Optimizing User Experience to Maximize Springshare's Spaces Usage  
(Speaker: Damith Perea, Oklahoma University)
  
- . Should you share your library with Agentive AI  
(Speaker: Joyce Johnston, George Mason University)
  
- . FE Technologies offers "The Anytime Library"  
(FE Technologies)

### Open-Source Intelligence Tools for Information Security

Open-source tools are programs that anyone can use, download, and manipulate without having to pay royalties. The tools listed help in the defense of our library's sensitive information. With the help of certain OSINT, we can create a directory in which we can see the entire catalog of staff information. Some other advantages to using OSINT are the ability to track down any information leaks. Let's say there is an attack on the system; we can use certain tools to find which information may be poorly held. How would we find the leak of such an attack? We look at the sources and decide our best course of action based on what we understand about the attack or the evidence of it. We want to make sure our investigation stays on the public side and looks at what is available out there already. Furthermore, we have to make sure we minimize the number of sensitive documents that may be easily accessed. It is also imperative that we are careful of opening documents from sources we are unfamiliar with. There are a series of major tools available to us if we choose to use OSINT as a security option. A program named **Shodan**: This is a tool that searches the internet and looks at ports, software tools, and filters available on the internet. There is a program named **VirusTotal**: Which allows you to look at a suspicious email if you do not recognize it. One of the last programs worth mentioning now is called **Abuse IPDB**: this is a website

dedicated to providing a central blacklist that system administrators and other interested parties can use to report and find IP addresses that have been associated with malicious activity online. These are just a few OSINTs, but we have access to a myriad of tools to keep our systems safer from ever-changing attack attempts.

### Optimizing User Experience: Springshare Spaces Usage

This seminar discussed the benefits and drawbacks of using a program called **SpringShare** to reserve study rooms for patrons, among other things. Springshare is a series of programs developed for librarians for website enhancements and more efficient workflows for their library. Oklahoma University decided to create their website through Springshare but created a program in-house called **Spaces UI**, which is available for use through GitHub. Spaces UI was developed so that patrons and students would have a clean, intuitive UI when reserving study and event rooms. When OSU was using Springshare's booking software, it required you to pick a day and time slot and see if the time was available and then decipher various color codes. Now, with their developed Spaces UI, patrons and students, in their case. Now you can see what times are available clearly through predetermined and allocated time slots. Their program also allows you to add multiple time slots or reserve the space a day in advance. Spaces UI also offers the option to display what the room might look like through thumbnail pop-outs. With Spaces AI, OSU saw more visitors and reservations with less confusion on everyone's part. If we were to implement this system, we could see more patrons at the libraries or event holders wanting to use our spaces simply because it may be easy to reserve.

### Should you share your library with agentive AI?

My answer is yes! But let's take our time here with the information. So let's clear the air: Agentive AI is not generative AI. Agentive AI has autonomy and is goal-oriented. These AI models are built for adaptive learning and complex decision-making; they may also excel at environment interaction and perception. Some AAI models may even have specializations, meaning they are trained and fine-tuned to handle particularly difficult types of problems with accuracy. There are a few agentive AI models that will even connect with specific tools such as APIs (application program interfaces) and databases. Other benefits include digitizing and translating, helping with rigorous learning, 24/7

feedback/equity/virtual tutors, and offering personalized materials to leaders. The programs shown to me at CIL were Perplexity, an agentic AI developed by Google, and Comet, an agentic AI browser developed by . But there are also Atlas, Dia, and Fellow, just to name a few other AI-based browsers. If Baldwin were to use agentic AI, we could utilize a program that can help search for books in our catalogs and possibly get recommendations based on what the user searched for.

### Exhibition Booth

The last tool worth mentioning was showcased in the vendors' area. A company named FE-Technologies has a machine named "The Anytime Library." The Anytime Library allows you to borrow books 24/7, or at least while the location is open. This machine can hold up to 325, which gives us the opportunity to stock more popular titles. It offers a secure panoramic experience, allowing patrons to view what books are currently housed. The Baldwin Public Library could have a broader, unique reach to the community by having a machine such as this in grocery stores, gyms, schools, or even waiting rooms in hospitals.

The Computers in Libraries conference was a great example of the emerging technologies becoming available that can vastly help to improve not only our patron experience but also the experience for staff and the community as a whole.

# PLA 2026 / Minneapolis - MN / April 1-3, 2026

Closing the Digital Gap of Trust Implicitly and Complete Distrust for Older Adults

- **AI Book Clubs and Digital Literacy for Older Adults-> presented: Autumn Hassett Cotuit Library-MA**

Evolution of Digital Literacy Skills

Traditional {	e-mail	New {	AI
	devices		algorithms
	security of systems		evaluation of content

- The AI Literacy GAP

^Increase and awareness of AI <=> Uneven distribution of understanding how AI works and how to question it

Among older adults the use of AI is predominantly for health and nutrition advice.

Trust implicitly <=> Complete distrust

- The Role of Libraries :

- {Trusted learning spaces
- {Access to technology and the internet
- {Experience with supporting older adults navigating the digital landscape
- {AI literacy is best taught through guided experimentation and critical discussion, not instruction alone
- {Give agency \_ what tools and when / interpreting contents analyzing

- Making AI Programs Engaging

Goals:

- {Reduce intimidation and fear (learn alongside patrons)
- {Make AI feel accessible
- {Normalize experimentation

Look for Inspiration: (using familiar themes)

- {Seasonal trends
- {Popular hobbies on the community
- {Local destinations
- {AI wins and AI fails

The program developed by Autumn Hassett was an “AI Banned and Challenged Books Book Club”

-AI Book Club

Book Club { Offer nuance and complexity  
{Serve as a natural connector between library patrons  
{Bring out emotions

Format {Monthly/bimonthly program  
{Small groups  
{Focus on practice (experimentation), not lecture (information overload)

Discussion Model {Read  
{AI/Computing prompt  
{Evaluate  
{Discuss  
{Reflect

\* Choose subjects that foster debate and different point of views =>

Banned and Challenged Books {Offer additional layers of engagement  
{Introduce library values  
{Bring ethics into the discussion

Banned Books + AI Both Involve:

- {Questions about information control
- {Censorship and suppression
- {Who decides what's appropriate

Conclusion from "AI Book Clubs and Digital Literacy for Older Adults" :

**" AI literacy happens when we learn to ask, what's missing?"**

Attending PLA 2026 was an enriching experience, providing valuable insights. It shed light on my concerns of AI and gave me a fresh viewpoint of the value of learning about this scientific tool.

The sessions on Artificial Intelligence were particularly impactful :

**- AI Book Clubs and Digital Literacy for Older Adults by Autumn Hassett**

**- Trust & Verify: Information reliability in the age of AI, SEO, and algorithms. by Nathaniel**

**Burnard => (MDM) misinformation, disinformation, malinformation -**

*What to lookout for:*

- **Does it provoke an emotional response?**
- **Does it make a bold statement on a controversial issue?**
- **Is it an extraordinary claim?**
- **Does it contain clickbait?**
- **Does it use small pieces of valid information that are exaggerated or distorted?**
- 

**- From Prompt to Productivity: Build AI Agents to Boost Program Engagement by**

**Arnessa Dowell => AI doesn't replace your expertise, it gives you more time.**

Other sessions:

- Reality Check: There Art of Nonfiction RA by Jessica Bergin
- Renewing Legacy: Perspectives Renovating and Expanding Historic Libraries by Ann Dilcher
- Supporting Indie Storytellers through Library Submissions By Valerie Smith and Christi Aldellizzi
- From Anxiety to Action: Building Stronger Communities and Libraries by Rebekah Aldrich, Jennifer Ferriss, Lisa Kropp and Hazel Onsrud
- Jedi Communications Masters: Using the Force to Overcome a Crisis by Kelly Tonelli and Megan Millen
- How to teach Tech to Adults who Swear They're "Bad are Bad ar Technology" by Steve Alcalde

Aftertoughs :

The PLA 2026 opening session was presented by Bryan Stevenson.

Mr Stevenson is a widely acclaimed public interest lawyer who has dedicated his career to helping the poor, the incarcerated, and the condemned. After attending the sessions on AI and immersing myself in the field of artificial intelligence, and observing all the exciting opportunities offered by this tool of limitless access from an abstract universe, I reflected back to Mr Stevenson testimony of his early years as a lawyer working with death row cases and the guilt he felt of not knowing enough to be able to assist with the wrong convictions, facing this challenges he gave testimony of "the power of proximity, in responding the needs of community even in the ignorance the proximity helps". In such a rich experience given by Mr Stevenson I reflect on the crucial role of Libraries and the services of proximity we offer even when we have such an emerging and new agency we need to show up, grow and learn, offering our community with a path to a better life.

# The difficult work of running a library, and running it fairly – Computers in Libraries 2026

Jen Adams, Baldwin Public Library

Computers in Libraries is an annual conference held and sponsored by Information Today, Inc to discuss the role of computer information systems in our libraries. As a representative of the Baldwin Public Library, I attended the 2026 show to learn what I could and report my findings. There was a tremendous amount of information on show, and so, I will be covering highlights. Furthermore, my aim will not be to cover AI topics in any detail. Many are writing about AI topics right now, and there is no shortage of articles about this which do them far more justice. My intention is not to disparage or ignore these, but rather to supplement them by providing details on the less-reported topics at the show.

Many talks were held about funding and outreach. One particularly interesting talk centered heavily on how to frame issues in a way that helped reach funders. It discussed ways to successfully reach operational and funding goals through proper management of stakeholder interests.

During the Q&A panel, an audience member asked the panel how to convince donors that they needed “staff, not things.” The speaker who answered replied, “sometimes, you have to get the staff with the shiny new makerspace.” They told a story about how a nearby community garden project organized to tank a library expansion proposal. It turned out that nobody at the library talked to them, and they were concerned how the second story addition would shade their garden. The speaker discussed how their library flipped the situation by bringing the garden project into the library, organizing relevant programming and integrating the community garden into the expanded library space. By marrying the two projects, the library was able to bring the former opposition on board. Returning to the core question, it is often about finding a strategy that convinces funders that the staff and the “things” are a bundle deal.

To this point, later in the panel, a director of a library network from British Columbia, Canada, discussed his experience working with a member community mayor. The mayor in question had expressed interest in reducing their community’s involvement with the broader library network. The director, however, was attentive to the mayors’ interests. When the mayor expressed interest in a bird watching kit being added to their local library collection, the director countered with another offer – a hundred bird watching kits, distributed through every library in the system. Thanks to this offer, the mayor was extremely excited about the new bird watching kits, and personally thanked the director in a speech unveiling the project locally. So, the director was able to keep the mayor on board with the broader library network.

Outreach and community engagement are critical for the work we do. Though it may seem obvious, it can be easy to lose sight of this simple principle. It’s critical to understand what people want to get out of our library, the needs of our communities, and how to make those things happen, in order to ensure our organizations can continue to exist.

But, of course, implementing and operating those services is important too. Many talks featured libraries presenting specific projects they implemented, and how they managed development and project goals. It would be hard to discuss any of these in depth, as they could likely take up their own whole article due to their rather technical nature, so I will simply summarize.

Matt Martin from the Library of Congress discussed their new inventory management system, called FETCH, and how it was developed. Though their former system was in use for many years and was adequate, loss of vendor support for the system meant they felt it was time to implement a new system. The talk walked through their development and implementation process, and issues they encountered. Interestingly, the code is available online at [their github](#), and it seems many other large libraries were interested in FETCH, and were evaluating it for their own purposes. The hope, according to the speaker, is to cultivate a healthy ecosystem of contributors to help make ongoing FETCH development cheaper in the long-run. The speaker stated the LoC has a support contract for fixes, and apparently intends to publish such fixes publicly for the foreseeable future.

Damith Perera from Oklahoma State University discussed the development and implementation of a new frontend for their room rentals. The university wrote custom software that they run off a university-operated server, which stands between Springshare (a common library management system), and the end-users who wish to book rooms at the university. This software allowed them to make an interface which users found much more convenient than what Springshare provided. The university published their work on [their github](#), so that other schools could adapt or even implement their work.

Speakers from Fayetteville State University discussed a project involving implementing improved information displays and navigation for their students. While independently working on service improvement projects, the library and IT teams realized they were both implementing very similar kiosk systems, and began collaborating. Through this collaboration, the school was able to implement new kiosks for students to interact with for navigation, room booking and displaying information about upcoming events. The speakers reported very good results, claiming a doubling of engagement with university programming thanks to the advertising space. The signage was also able to help promote the universities new “Wayfinding” app, a major part of the libraries initial project.

Though often rather dry, I found these discussions to be a valuable insight into the process of how these projects are implemented. Discussing how these projects dealt with emerging issues mirrored the strategies discussed in the more general management talks. However you cut it, management is a big part of the project management equation, whatever the scale.

None of our work particularly matters, though, if the public cannot actually make use of it. A major area of focus involved accessibility and equitability, and though these topics were somewhat under-represented considering their importance, what was there was very valuable. Because of how critical access to library service can be, it is equally critical that we ensure there are as few barriers to it as practically possible.

One such presentation was given on web design accessibility by consultants Diana Silveira and Lindsay O'Neill. They discussed W3C standards around accessibility, citing the WCAG 2.1 Level AA standards in specific. They discussed strategies for addressing issues, including examples of “good vs bad” designs, with regards to compliance, as well as strategies for resolving disagreements over changes, such as when it is acceptable to make allowances for non-standard designs versus when it is simply “the law”, as well as advice on remembering to frame these issues as matters of accessibility, not necessarily of personal tastes. One especially standout piece of advice, in my opinion, was that a site should have a statement to the effect of “We strive to be accessible – here’s our phone number and email to report accessibility issues”. The speakers explained that such a contact should be one that will be answered promptly by someone, who can direct the issue to someone who can resolve it. This helps make accessibility a practice, not just a goal.

Later, Alliemarie Humphries and Patricia West from the University of Alabama Birmingham lead a discussion on helping students through the “digital divide”, a term referring to unequal access with regards to computers and related technologies, inviting the audience to discuss strategies. The speakers were interested in seeing what other libraries across the country were doing to help improve the accessibility of computing, and cited concerns about balancing leniency with accountability.

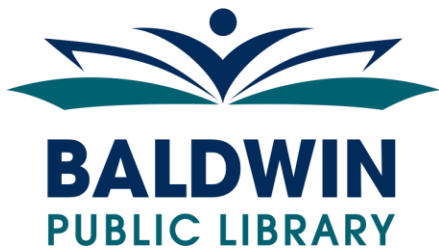
Particularly noteworthy were the additions from a Louisiana librarian, of a Louisiana-based public internet hotspot program which ran for a few years and recently concluded. According to this librarian, the organization maintained and distributed over a hundred hotspots to patrons to improve access to internet for low-income areas. The program was reportedly very successful during its run.

Also of note was a brief discussion around Norfolk State University’s efforts. Having received grant money to purchase a large number of macbooks to target this very issue, the librarian discussed how they dealt with issues related to incompatibilities with the hardware and the university course’s learning management software. Though this issue was not explored in depth, it bears emphasis that often, the platforms we choose to support as organizations can inadvertently lock people out of access to services, simply by being hostile to some users’ hardware.

Other libraries discussed how they dealt with fines and loss of hardware, with one library mentioning that “some loss is expected”, and several libraries reporting that fines and fees were largely eliminated, often being replaced with other forms of penalty or funding. One particular university in Boston mentioned that they assessed a flat support fee, which included repair and support fees for any damage related to hardware usage, thus eliminating the need for direct fines for incidental damage. This all seems to follow a general trend toward reduced emphasis on fines observed in some local libraries.

Perhaps these discussions seem irrelevant to the topic of computers to some, but they are all too relevant. Offering computers and computing services is a monumentally expensive endeavor, requiring both upfront and ongoing maintenance expenses including hardware acquisitions, software licensing, support staff and inventory management. We often encounter resistance in the course of providing these services, with some wondering if it’s worth the effort. It would be foolish to disengage with these realities of the field and instead focus solely on exciting, shiny technology, or worse yet, to hope that some new technology will erase this fundamental reality. Furthermore, it is critical that we as libraries keep a keen eye to ensuring that access remains equitable. As computer technology continues to become more ingrained in our society and its structures, the role of libraries as an access point for those who are typically left in the dust of these advances becomes even more ingrained in turn.

Overall, the show was a valuable experience. Although very heavily focused on emerging technologies, there was quite a lot of valuable information on the more concrete topics of project management, policy and accessibility as it pertains to technology. Regardless of one’s stances on new technologies, I believe this information can be made useful in providing services to patrons. This important, and sometimes boring, everyday work is what makes libraries function, and it is my hope that we will not lose sight of this reality as we move forward into the future, whatever it brings.



**FOR IMMEDIATE RELEASE**

Contact: Jaclyn Miller, Baldwin Public Library

Phone: 248-554-4682

Email: [Jaclyn.Miller@baldwinlib.org](mailto:Jaclyn.Miller@baldwinlib.org)

**Baldwin Public Library hosts second annual Volunteer Match Event**

BIRMINGHAM, MI (March 23, 2026) – Baldwin Public Library (BPL) is pleased to host their second volunteer match event, the Community and Resource Engagement (C.a.R.E.) Fair. Aimed at giving individuals eager to help an opportunity to connect with meaningful volunteer opportunities throughout the community, the event will be held on Saturday, April 11 from 11:00 a.m. to 1:00 p.m. in the Atrium at BPL, located in downtown Birmingham.

Library Director Rebekah Craft was happy that the 2025 event was so well received, with 175 people coming through to get information from the visiting representatives. “One of our goals is to be a place where people connect; the Library is a natural gathering point for those who want to help and those who are looking for more assistants,” she said.

This drop-in event is free and open to all ages. Attendees will have the chance to learn about a variety of efforts, meet with volunteer coordinators, and discover opportunities to share their time and talents with organizations with 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:

- Friends of the BPL
- Birmingham Shopping District
- Alzheimer’s Association
- FAR Therapeutic Arts and Recreation
- Stage Nature Center
- Care House Oakland County
- GiGi’s Playhouse
- Humble Design
- NEXT
- Lions Club District 11A
- Oakland Literacy Council
- Kirk Gibson Center for Parkinson’s Wellness

“ Our C.a.R.E Fair turns curiosity into connection, and connection into meaningful community impact. It’s a don’t miss opportunity for community members looking to volunteer,” said Library Board member Wendy Friedman, who was involved with the development of the event in 2025. Library Board member Karen Rock added that she’s excited “to see volunteers finding activities that match their interests!”

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](http://www.baldwinlib.org) has information on how to register for a Library Card and access all of the Library’s services.

###

## **Baldwin Library Board adopts new budget**

March 19, 2026

The Birmingham Baldwin Library Board on Monday, March 16, adopted its budget for the 2026-2027 period and set an operating millage of 1.2665 mills, essentially the same tax as the current year.

Overall, the budget for the coming period will be \$6.2 million, 79 percent of which is funded by local property taxes and 18 percent coming from three neighboring communities that contract with the library for services – Bloomfield Hills, Beverly Hills and Bingham Farms.

Contract communities are paying 2.8 percent more in the new budget plan, per agreements with the Baldwin Public Library. Total revenue from the contract communities will be \$1.176 million in this budget.

Revenue in the form of state aid and penal fines are expected to remain about the same as the current budget.

On the expense side, the library is adding some staffing and wage increases are planned, in part to cover increases in the state minimum wage. The budget plan also provides for an employee tuition reimbursement plan, added parking costs for anticipated possible city increases at parking structures and some building improvement.

Yet to be resolved is an agreement with the city for administrative services provided to the library, an issue that has been under discussion for the past several months.

Library Director Rebekah Craft, who made the presentation of the new budget to the board, noted that the library policy is to maintain a fund balance equal to 25-35 percent of the budget to cover emergencies that may arise and the new budget meets the library board policy.

The vote for the proposed budget was unanimous, with trustee Frank Pisano absent from the meeting.



## Amazing America 250: Ladies' Library Association shaped access to literacy

By: Ava Ray | April 5, 2026



Historic photograph of the main gathering space inside the Ladies' Library Association in its early years, offering a glimpse into how the space was used more than a century ago. (Ava Ray/WWMT)

**KALAMAZOO, Mich.** — Long before public libraries became a cornerstone of American communities, a group of women in Kalamazoo created their own access to books, and in doing so, helped shape the future of literacy in Michigan and beyond.

The Ladies' Library Association (LLA) began as a small reading circle in the mid-1800s, when women had limited access to formal education. Members gathered in private homes, sewing while one woman read aloud, a quiet act that would grow into something much larger.

By 1852, the group opened Kalamazoo's first circulating library, offering access to books through a subscription model. The effort not only filled a local gap, but also helped spark a broader movement.

At one point, more than 100 similar women-led library associations existed across Michigan, many of them laying the groundwork for the public library systems communities rely on today.

"This organization started informally in 1844," said Sharon Carlson, a historian and past president of the association. "It was basically a reading circle, a group of women gathered in their homes, and they would sew, and one woman would read aloud."

Carlson, an archivist and professor emerita at Western Michigan University, also serves on the state's America250MI Committee, which is helping commemorate the nation's upcoming 250th anniversary.

She said the Ladies' Library Association reflects how local efforts can have lasting national impact.

In 1878, members of the group took a major step forward, raising funds to build their own permanent space.

At the time, they were required to seek approval from the Michigan legislature to own property of that value, underscoring both the scale of their ambition and the limitations women faced.

The building, completed in 1879, still stands today and is considered the oldest continuously used women's clubhouse in the United States.

Inside, that history is visible in every detail, from original books that remain on the shelves to plaques and portraits honoring early members.

The space itself has served as more than a library, functioning as a hub for education, arts and community gatherings for more than a century.

At the center of that legacy is Lucinda Hinsdale Stone, an educator and influential supporter of women's learning.

Though she never served as president of the organization, the LLA describes her as a driving force behind its mission.

Her impact extended beyond Kalamazoo — her portrait was the first of a woman displayed in the Michigan State Capitol.

Though several members were generations removed from the American Revolution, their families were directly connected to the nation's founding era.

Carlson noted that some of the women's relatives were Revolutionary War veterans, tying the organization's roots to the earliest chapters of American history.

In Stone's own family, stories of the Revolution were passed down firsthand, including accounts of divided loyalties between relatives on opposing sides of the conflict.

Today, the association continues to operate out of the same building, hosting cultural events and maintaining programs aimed at promoting literacy.

That includes distributing thousands of books each year to young children in the community.

“What literacy for women opens up is the world,” said Marge Kars, a past president and current docent committee chair. “Not only to those women, but to their husbands, to their children and their families, they can teach the children. They're able to understand more because they're literate, they're encouraging.”

For Kars, the organization’s significance is deeply tied to its lasting impact.

“You wouldn’t be sitting here talking to me,” she said, referring to the broader role literacy has played in expanding opportunity.

From a small reading circle to a lasting institution, the women behind the Ladies' Library Association helped ensure that access to knowledge, once out of reach, could become a shared experience.

# 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 20, 2026

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 16, 2026 minutes

p. 97

B. Acceptance of the March 2026 receipts of \$1,821.26

p. 104

C. Approval of the March 2026 disbursements of \$10,565.60

p. 105

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 18, 2026

**Motion:** To adjourn the April 20, 2026 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 16, 2026**

**1. Call to Order**

The meeting was called to order by President Danielle Rumble at 8:16 p.m.

Library Board present: Wendy Friedman, Pam Graham, Karen Rock, Danielle Rumble, Jennifer Wheeler.

Absent and excused: Frank Pisano.

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

Friends of the Library Liaison present: None.

Contract community representatives present: None.

Members of the public present: None via Zoom.

**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 23, 2026 minutes**

**B. Acceptance of the February 2026 receipts of \$816.07**

**C. Approval of the February 2026 disbursements of \$13,770.78**

1st Friedman

2<sup>nd</sup> Rock

A roll call vote was taken.

Yeas: Friedman, Graham, Rock, Rumble, Wheeler.

Nays: None.

Absent and excused: Pisano.

The motion was approved unanimously.

**3. New and Miscellaneous Business: None.**

**4. Adjournment:**

**Motion: To adjourn the meeting.**

1st Rock

2nd Friedman

A voice vote was taken.

Yeas: Friedman, Graham, Rock, Rumble, Wheeler.

Nays: None.

Absent and excused: Pisano.

The motion was approved unanimously.

The meeting was adjourned at 8:18 p.m. The next Trust Meeting will be held on Monday, April 20, 2026, following the regular meeting in the Rotary Tribute & Donor Room.

---

Wendy Friedman, Secretary

Date

DRAFT

## Baldwin Public Library Trust: March 2026

March receipts totaled \$1,821.26. March disbursements totaled \$10,565.60.

The current value of the Trust is \$2,265,600.17, divided up in the following way:

	<b>June 2025 - EOY</b>	<b>March 2026</b>
Total endowment investments*	\$ 1,175,624.57	\$ 1,233,899.99
Endowment funds distributed for use	\$ 206,593.83	\$ 178,465.49
<hr/> Total endowment funds	<hr/> \$ 1,382,218.40	<hr/> \$ 1,412,365.48
General spendable funds	\$ 586,790.38	\$ 650,989.71
Van Dragt fund	\$ -	\$ -
Building fund	\$ 132,466.59	\$ 142,113.07
Restricted funds**	\$ 40,987.12	\$ 36,914.26
Naming rights for Rotary Tribute Room	\$ 7,832.00	\$ 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
<hr/> Total non-endowment funds	<hr/> \$ 783,461.74	<hr/> \$ 853,234.69
Total endowment funds	\$ 1,382,218.40	\$ 1,412,365.48
Total non-endowment funds	\$ 783,461.74	\$ 853,234.69
<hr/> Total of all Trust funds	<hr/> \$ 2,165,680.14	<hr/> \$ 2,265,600.17

\* 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 \$844,172.76.

**Baldwin Public Library Trust**  
**Endowment Funds Portfolio Performance Benchmarks**  
**As of March 31, 2026**

<u>Index</u>	<u>2026: YTD</u>	<u>2025: Entire Year</u>
S&P 500-Equity Benchmark	-4.63%	16.39%
U.S. Aggregate-Bond Benchmark	-0.79%	-0.20%
Blended Return of Both Benchmarks* <i>(S&amp;P 500: 75% and U.S. Aggregate: 25%)</i>	-3.67%	12.24%
Baldwin Endowment Funds' Portfolio	-1.83%	9.73%
<b>Endowment Funds' Performance Compared to Blended Return of Benchmarks</b>	<b>1.84%</b>	<b>-2.51%</b>

\*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, 2026, the breakdown was as follows:

Raymond James Endowment Funds Account	\$1,247,731.98
Raymond James Building Mutual Funds Account	\$589,649.19
Huntington Bank Checking Account	\$4,428.92
Huntington Bank Money Market Account	<u>\$423,790.08</u>
<b>Total</b>	<b>\$ 2,265,600.17</b>

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, 2026**

12_c	Prior Month Balance 02/28/26	Current Month Revenue	Year to Date Revenue	Current Month Expenses	Year to Date Expenses	Transfer In	Transfer Out	Change in Investment Value	Ending Balance 03/31/26
<b>Huntington Bank Checking:</b>									
Endowment Money	\$0.00	\$0.00	\$0.00	\$5,621.13	\$28,500.26	\$5,621.13			\$0.00
Van Dragt Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			\$0.00
Restricted Funds - Memorials and Friends	\$4,428.75	\$0.17	\$1.34	\$4,314.35	\$32,074.19	\$4,314.35			\$4,428.92
Restricted Funds - Building	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			\$0.00
Restricted Funds - Covid and MAF Idea Lab	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			\$0.00
Subtotal - Restricted Funds	\$4,428.75								\$4,428.92
General Spendable Funds	\$0.00	\$0.00	\$0.00	\$620.12	\$620.12	\$620.12			\$0.00
<b>TOTAL</b>	\$4,428.75	\$0.17	\$1.34	\$10,555.60	\$61,194.57	\$10,555.60	\$0.00		\$4,428.92
<b>Huntington Bank Money Market:</b>									
Endowment Budgeted Funds	\$183,914.71	\$171.92	\$371.92	\$0.00	\$0.00	\$0.00	(\$5,621.13)		\$178,465.50
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	\$45,668.91	\$0.00	\$28,000.00	\$0.00	\$0.00	\$0.00	(\$4,314.35)		\$41,354.56
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	\$201,434.79	\$1,649.17	\$34,362.27	\$10.00	\$90.00	\$0.00	(\$620.12)		\$202,453.84
<b>TOTAL</b>	\$432,534.59	\$1,821.09	\$62,734.19	\$10.00	\$90.00	\$0.00	(\$10,555.60)		\$423,790.08
<b>Raymond James &amp; Associates:</b>									
Endowment Fund Investments	\$1,301,360.06	\$0.00	\$0.00			\$0.00	\$0.00	(\$64,604.90)	\$1,236,755.16
Endowment Cash	\$9,616.48	\$0.00	\$2,600.00			\$489.56	\$0.00	\$870.78	\$10,976.82
Sub-total Endowment Funds	\$1,310,976.54	\$0.00	\$2,600.00			\$489.56	\$0.00	(\$63,734.12)	\$1,247,731.98
General Spendable Funds Cash	\$2,033.28	\$0.00	\$0.00			\$0.00	\$0.00	\$0.05	\$2,033.33
General Spendable Mutual Funds	\$462,711.87	\$0.00	\$0.00			\$0.00	\$0.00	(\$16,172.51)	\$446,539.36
General Spendable Building Mutual Funds	\$146,183.61	\$0.00	\$0.00			\$0.00	\$0.00	(\$5,107.11)	\$141,076.50
Sub-total General Spendable Funds	\$610,928.76	\$0.00	\$0.00			\$0.00	\$0.00	(\$21,279.57)	\$589,649.19
<b>TOTAL</b>	\$1,921,905.30	\$0.00	\$2,600.00			\$489.56	\$0.00	(\$85,013.69)	\$1,837,381.17
<b>Total All Funds</b>	\$2,358,868.64	\$1,821.26	\$65,335.53	\$10,565.60	\$61,284.57	\$11,045.16	(\$10,555.60)	(\$85,013.69)	\$2,265,600.17

**BALDWIN PUBLIC LIBRARY TRUST  
ENDOWMENT BY INDIVIDUAL FUND  
MARCH 31, 2026**

12d	FUND NAME	PRINCIPAL AMOUNT OF FUND	PURPOSE	VALUE AS OF JULY 1, 2025	2025/26 DONATIONS	EARNINGS INCOME OUT	CHANGE IN VALUE		CURRENT VALUE OF ENDOWMENT INVESTMENTS
							JULY 1, 2025 to JUNE 30, 2026	55,185.86	
401	Frances Balfour	\$10,000.00	Adult Reading	\$13,638.32			\$620.91	\$14,259.23	
402	Gladys E. Brooks	\$41,437.86	Large Print Books/Senior Citizens Programs	\$56,513.57			\$2,572.90	\$59,086.46	
403	Jane Cameron	\$68,770.00	Baldwin Public Library	\$89,634.36			\$4,269.96	\$93,904.33	
404	Jane Martin Clark	\$5,000.00	Baldwin Public Library	\$6,819.16			\$310.45	\$7,129.61	
405	Jan Coil	\$10,500.00	Baldwin Public Library	\$14,197.29			\$651.95	\$14,849.24	
406	Aubrey & Grace Flood	\$5,000.00	Youth Services	\$6,819.16			\$310.45	\$7,129.61	
407	Paul R. Francis	\$10,000.00	Staff Appreciation	\$12,836.84	\$2,000.00		\$620.91	\$15,457.75	
408	Friends of the Library	\$32,000.00	Library Collections	\$43,642.91			\$1,986.90	\$45,629.81	
409	Priscilla Goodell	\$113,718.00	Baldwin Public Library	\$155,092.84			\$7,060.81	\$162,153.65	
410	Emmelene Hornac	\$50,000.00	Youth Services & Adult Reading	\$68,191.66			\$3,104.53	\$71,296.18	
411	H. G. Johnston	\$6,350.00	Reference Collection	\$8,609.12			\$394.27	\$9,003.40	
412	Bob & Jean Kelly	\$10,508.00	Youth Services Programs	\$13,728.57			\$652.45	\$14,381.02	
413	William Keman, Jr.	\$25,000.00	Library Collections	\$34,095.85			\$1,552.26	\$35,648.12	
414	Merle L. Rominger	\$250,890.00	Reference Collection	\$342,091.94			\$15,577.89	\$357,669.83	
415	Rosso Family Foundation	\$10,000.00	Baldwin Public Library	\$13,638.34			\$620.91	\$14,259.25	
416	Marion G. Sweeney	\$11,400.00	Youth Services	\$14,903.18			\$707.83	\$15,611.01	
417	Stephen Vartanian	\$10,000.00	Audio Visual Material	\$13,638.34			\$620.91	\$14,259.25	
419	Clarice G. Taylor	\$59,852.76	Professional Development	\$83,825.48			\$3,716.29	\$87,541.76	
421	Eric & Julie Gheen	\$10,000.00	Adult Reading Print Books	\$12,815.26			\$620.91	\$13,436.17	
422	Ileane Thal	\$49,998.98	Baldwin Public Library	\$59,502.34	\$489.56		\$3,104.46	\$63,096.36	
423	Judith Nix	\$15,207.48	Adult & Youth Programs	\$18,957.67			\$944.24	\$19,901.91	
424	MAF-Rae Dumke	\$10,000.00	Architecture Books	\$12,860.73			\$620.91	\$13,481.64	
425	Linne Underdown Hage Forester	\$34,509.96	Professional Development	\$37,920.30	\$600.00		\$2,142.74	\$40,663.04	
426	Richard & Mary Henne Book Fund	\$10,000.00	Adult Reading Print Books	\$10,552.64			\$620.91	\$11,173.55	
427	Douglas R. Koschik	\$18,554.00	Building Improvements	\$19,547.49			\$1,152.03	\$20,699.51	
428	Gerald "Jerry" Dreer	\$10,100.00		\$11,551.20			\$627.11	\$12,178.31	
		\$888,797.04		\$1,175,624.56	\$3,089.56	\$0.00	\$55,185.86	\$1,233,899.98	

**BALDWIN PUBLIC LIBRARY TRUST  
ENDOWMENT FUNDS BY DESIGNATION  
MARCH 31, 2026**

		Prior Month	Current	Year to	Current	Year to	Current	Year to	Transfer	Change in	Ending
		Balance	Month	Date	Month	Date	Month	Date	In	Investment	Balance
		02/28/26	Revenue	Revenue	Expense	Expense	Expense	Expense	Out	Value	03/31/26
	Purpose										
<b>Gift &amp; Tribute Funds</b>											
<b>General Spendable Funds</b>		\$666,143.13	\$1,649.17	\$33,872.71	\$630.12	\$710.12				(\$16,172.47)	\$650,989.71
<b>Restricted Funds:</b>											
Building Fund		\$147,220.17	\$0.00	\$0.00	\$0.00	\$0.00				(\$5,107.10)	\$142,113.07
Van Dragt Fund		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00					\$0.00
Memorials/Tributes		\$10,710.01	\$0.17	\$101.34	\$0.00	\$56.72					\$10,710.18
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	\$0.00					\$0.00
Friends	Adult Services Programs	\$10,668.97	\$0.00	\$7,000.00	\$1,572.54	\$7,891.04					\$9,096.43
	Young Adult Programs	\$8,636.74	\$0.00	\$8,700.00	\$1,614.12	\$9,211.47					\$7,022.62
	Youth Services Programs	\$8,277.66	\$0.00	\$7,700.00	\$870.15	\$5,590.92					\$7,407.51
	Idea Lab Program Supplies	\$1,369.36	\$0.00	\$2,000.00	\$257.54	\$2,483.34					\$1,111.82
	Outreach & Equipment	\$1,049.27	\$0.00	\$2,500.00	\$0.00	\$6,840.70					\$1,049.27
	<b>Sub-total Restricted</b>	\$188,448.61	\$0.17	\$28,001.34	\$4,314.35	\$32,074.19		\$0.00	\$0.00	(\$5,107.10)	\$179,027.33
<b>Rotary Room Fund</b>	Naming Rights-Principal	\$7,832.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$7,832.00
	Maintenance Funds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00
<b>Ileane Thal Reference Desk</b>		\$6,000.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$6,000.00
<b>Miranda Burnett Reference Desk</b>		\$9,385.65	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$9,385.65
<b>Total Gift and Tribute Funds</b>		\$877,809.39	\$1,649.34	\$61,874.05	\$4,944.47	\$32,784.31		\$0.00	\$0.00	(\$21,279.57)	\$853,234.69
<b>Endowment Funds</b>											
<b>Endowment Budgeted Funds</b>	General Funds	\$52,222.60	\$171.92	\$171.92	\$324.79	\$5,215.47					\$52,069.73
	Adult Large Print	\$2,215.04	\$0.00	\$0.00	\$396.67	\$1,577.87					\$1,818.37
	Adult Services Department	\$31,635.55	\$0.00	\$0.00	\$1,254.02	\$2,706.87					\$30,381.53
	Adult Audio Visual	\$13.73	\$0.00	\$0.00	\$0.00	\$730.12					\$13.73
	Adult Reference	\$56,646.34	\$0.00	\$0.00	\$0.00	\$0.00					\$56,646.34
	Adult Programs	\$14,223.69	\$0.00	\$0.00	\$1,276.48	\$6,114.00					\$12,947.21
	Architecture	\$379.66	\$0.00	\$0.00	\$10.25	\$884.47					\$369.41
	Youth Services Department	\$2,374.41	\$0.00	\$0.00	\$335.69	\$5,647.80					\$2,038.72
	Youth Programs (Nix)	\$168.02	\$0.00	\$0.00	\$0.00	\$524.18					\$168.02
	Professional Development	\$21,114.69	\$0.00	\$0.00	\$850.29	\$2,734.77					\$20,264.40
	Staff Appreciation	\$1,221.15	\$0.00	\$200.00	\$93.74	\$1,285.51					\$1,127.41
	Koschik Building Fund	\$1,699.82	\$0.00	\$0.00	\$1,079.20	\$1,079.20					\$620.62
	<b>Sub-total</b>	\$183,914.70	\$171.92	\$371.92	\$5,621.13	\$28,500.26		\$0.00	\$0.00	\$0.00	\$178,465.49
<b>Total Endowment Investments</b>	All Funds	\$1,297,144.55	\$0.00	\$3,089.56	\$0.00	\$0.00		\$489.56	\$0.00	(\$63,734.12)	\$1,233,899.99
<b>Total Endowment Funds</b>		\$1,481,059.25	\$171.92	\$3,461.48	\$5,621.13	\$28,500.26		\$489.56	\$0.00	(\$63,734.12)	\$1,417,365.48
<b>Total All Trust Funds</b>		\$2,358,868.64	\$1,821.26	\$65,335.53	\$10,565.60	\$61,284.57		\$489.56	\$0.00	(\$85,013.69)	\$2,265,600.17



Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank LIBRY BALDWIN PUBLIC LIBRARY TRUST					
03/31/2026	LIBRY	6473	MISC	BACKYARD BIRDS AND BEYOND	650.00
03/31/2026	LIBRY	6474	004867	BALDWIN PUBLIC LIBRARY TRUST	489.56
03/31/2026	LIBRY	6475	MISC	BARTOLOMEO GIOIA	198.16
03/31/2026	LIBRY	6476	009354	RICHARD JAMES BELL	300.00
03/31/2026	LIBRY	6477	005005	BOOK BEAT	343.00
03/31/2026	LIBRY	6478	MISC	BRIAN CHRISTOPHER KEMP	100.00
03/31/2026	LIBRY	6479	000902	CENGAGE LEARNING INC	396.67
03/31/2026	LIBRY	6480	MISC	CLEARLY MANAGEABLE LLC	225.00
03/31/2026	LIBRY	6481	MISC	DANA SERLING	300.00
03/31/2026	LIBRY	6482	MISC	DEBORAH FRIEDSON CHUD	325.00
03/31/2026	LIBRY	6483	007403	SUSAN DION	28.99
03/31/2026	LIBRY	6484	009315	FIRST NATIONAL BANK OF OMAHA	5,417.24
03/31/2026	LIBRY	6485	009315	VOID	0.00 V
03/31/2026	LIBRY	6486	009315	VOID	0.00 V
03/31/2026	LIBRY	6487	004604	GORDON FOOD	269.64
03/31/2026	LIBRY	6488	MISC	HAYLIE MAY	325.03
03/31/2026	LIBRY	6489	001090	INGRAM LIBRARY SERVICES	715.95
03/31/2026	LIBRY	6490	009478	ODP BUSINESS SOLUTIONS, LLC	266.37
03/31/2026	LIBRY	6491	006432	ELISABETH PHOU	204.99

LIBRY TOTALS:

Total of 19 Checks:	10,555.60
Less 2 Void Checks:	0.00
Total of 17 Disbursements:	<u>10,555.60</u>