



LIBRARY BOARD MEETING

JULY 20, 2026

Danielle Rumple
PRESIDENT

Karen Rock
VICE PRESIDENT

Wendy Friedman
SECRETARY

Pam Graham
Frank Pisano

Jennifer Wheeler

Rebekah Craft
LIBRARY
DIRECTOR

MISSION

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

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, July 20, 2026 at 7:30 p.m.

Rotary/Donor Rooms

Agenda

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

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

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

I. General Public Comment Period

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

II. Consent Agenda

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

- A. Approval of June 15, 2026 Board Meeting Minutes p. 7
- B. Approval of June 2026 vendor payments in the amount of \$151,962.13, including payments in excess of \$75,000. p. 12
- C. Approval of total expenses in the amount of \$427,783.27 p. 17

IV. Board Reports and Special Announcements

- A. President's report
- B. Board comments
- C. Introduction of Next Chapter Intern Felicity Jackson
- D. Staff anniversaries (Wendy Friedman) p. 43
- E. Upcoming events of interest (Jaclyn Miller) p. 70
- F. Report from Friends of the Baldwin Public Library (Ryndee Carney) p. 45

V.	Board Committee Reports	
A.	Finance—Wendy Friedman	p. 16
	The next Finance Committee meeting will be held on Monday, August 10, 2026 at 4:00 p.m.	
B.	Building—Karen Rock	
	The next Building Committee will meet on Friday, August 14, 2026 at 11:00 a.m.	p. 19
C.	Outreach—Pam Graham	
	The next Outreach Committee meeting will be held Friday, July 24, 2026 at 1:00 p.m.	p. 23
VI.	Library Report – Rebekah Craft & Jaclyn Miller	p. 25
VII.	Liaisons	
A.	Beverly Hills (Andrew Drummond, Beverly Hills Village Council)	
B.	Bloomfield Hills (Susan McCarthy, Bloomfield Hills City Commission)	
C.	Bingham Farms (Kathy Mechigian, Bingham Farms Village Council)	
VIII.	New & Miscellaneous Business	
A.	RFP for Lower Level Updates	p. 48
	Suggested motion: To select _____ to complete Lower Level Updates, in the total amount of \$_____, to be paid out of account 971.0000 (Building Improvements).	
IX.	Unfinished Business	
A.	Tuition Assistance Program	p. 64
	Suggested motion: To approve and adopt the Tuition Assistance Program.	
X.	Items removed from the Consent Agenda	
XI.	Information Only	
A.	Upcoming events of interest	p. 70
B.	Marshall Fredericks Downtown Walking Tour	p. 72
C.	Beverly Banks ALA Conference Report	p. 74
D.	Birmingham Bloomfield Eagle article “Simple Signs Story Time”	p. 82
E.	Birmingham Bloomfield Eagle clip “Teen Culinary Club makes green tea and Spam musubi”	p. 83

F. Downtown Publications article "Marshall Fredericks sculpture given to library"

p. 84

XII. Adjournment

The next regular meeting of the Library Board will take place on Monday, August 17, 2026 at 7:30 p.m.

Motion: *To adjourn the July 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 session 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
June 15, 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, Frank Pisano, Karen Rock, Danielle Rumble.

Absent and excused: Jennifer Wheeler.

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

Friends of the Library liaisons present: Ryndee Carney and Sue Ochalek.

Contract community representatives present: None.

Members of the public present: None.

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 May 18, 2026 Board Meeting Minutes

B. Approval of May 2026 vendor payments in the amount of \$123,329.82, including payments in excess of \$75,000.

C. Approval of total expenses in the amount of \$437,973.71

1st Friedman

2nd Rock

A roll call vote was taken.

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

Nays: None.

Absent and excused: Wheeler.

The motion was approved unanimously.

3. Board Reports and Special Announcements:

President's report: Rumble thanked Dr. Franziska Schoenfeld for the donation of a bronze Marshall M. Fredericks otter sculpture. There will be a reception to honor this donation at 7:00 p.m. on July 20. Rumble thanked staff for leading library tours for Birmingham Public Schools second graders, and thanked the Idea Lab for helping print 60 3D articulated dragons for the fifth graders at Pembroke Elementary.

Board comments: None.

Staff Anniversaries: Friedman recognized the following staff anniversaries: Kait Aiken (1 year of service), Tess Coleman (1 years), Debra Gantz (24 years), Candace Greer-Jefferson (1 years), Megan Gushe (3 years), Jennifer Hassell (5 year), Sebastian Hernandez (3 years), AJ Jawad (3 years), Daniel O'Brien (25 years), and Sheila Sweeting (5 years).

Upcoming events of interest: Miller reported upcoming events at the Library, full details of which are on pages 62-63 of the June Board packet.

Report from Friends of the Baldwin Public Library: Ryndee Carney reported that the Library program wish list for June through January was presented during the last Friends Board meeting. Treasurer Sue Ochalek provided a check for \$21,650 towards the wish list in support of Library programming. Just over \$3,000 was earned during the two-day Spring Book Sale.

4. Board Committee Reports

Finance Committee:

Pisano reported that the Finance Committee met on June 8. Present were Rumple, Friedman, Pisano, Craft, and Miller. Full minutes from this meeting are on page 14 of the June Board packet. The next meeting of the Finance Committee will take place on Monday, July 13, 2026 at 4:00 p.m. in the Delos Board Room.

Craft reviewed the Budget Amendment for FY 2025-2026 outlined in the memorandum found on page 17-20 of the June Board packet. The Finance Committee recommended the Board approve these adjustments to revenues and expenditures.

Motion to approve the budget amendment to FY 2025-2026

Revenue

271.0-000.000-402.0000	Birmingham Tax Revenue	\$12,959
271.0-000.000-528.0000	Federal Grants	\$9,600
271.0-000.000-567.0000	State Grant	\$2,000
271.0-000.000-573.0002	Local Community Stabilization	\$1,200
271.0-000.000-591.0001	Beverly Hills Contract	\$23,228
271.0-000.000-591.0003	Bloomfield Hills Contract	\$4,235
271.0-000.000-619.0009	Proctor Fees	\$150
271.0-000.000-646.0005	Copy Machine Fees	\$400
271.0-000.000-646.0008	Computer Printer Fees	\$2,500
271.0-000.000-646.0008	Fax Fees	-\$150
271.0-000.000-647.0005	Sale of Items	-\$750
271.0-000.000-647.0006	Vending Machine Fees	\$1,400
271.0-000.000-660.0000	Fines	-\$500
271.0-000.000-665.0001	Investment Income	\$85,000
271.0-000.000-677.0001	Sundry & Misc.	-\$450

TOTAL CHANGE IN REVENUE

\$140,822

Expenses

271.0-790.000-702.0001	Salaries & Wages	\$125,000
271.0-790.000-711.0005	Dental/Optical Insurance	\$894
271.0-790.000-711.0012	Retirement-Def. Contribution	\$3,817
271.0-000.000-711.0013	Retiree Health Savings Contr.	\$520
271.0-000.000-727.0000	Postage	-\$1,550
271.0-790.000-742.0000	Computer Software	\$5,000

271.0-000.000-746.0000	Maintenance Supplies	\$1,000
271.0-000.000-799.0000	Equipment Under \$5,000	\$8,000
271.0-790.000-801.0200	Legal	\$15,750
271.0-790.000-802.0100	Audit	-\$470
271.0-000.000-805.0100	Landscape Services	-\$3,000
271.0-000.000-811.0000	Other Contracted Services	\$52,660
271.0-790.000-814.0200	Marketing & Design Services	\$3,000
271.0-000.000-816.0100	Janitorial Contract	-\$23,000
271.0-790.222-830.0200	ILS Services	\$5,000
271.0-790.222-851.0000	Telephone	-\$2,000
271.0-790.000-933.0200	Equipment Maintenance	-\$6,000
271.0-790.000-920.0000	Electricity	-\$6,000
271.0-790.000-921.0000	Gas	\$1,200
271.0-000.000-922.0000	Water & Sewage	-\$3,000
271.0-790.000-901.0000	Printing	\$2,800
271.0-000.000-955.0100	Programs	\$400
271.0-000.000-957.0100	Training	-\$10,000
271.0-790.000-957.0300	Memberships & Dues	\$1,000
271.0-790.000-958.0200	Parking	\$4,360
271.0-790.000-960.0000	Unemployment Claims	-\$1,000
271.0-790.000-962.0000	Miscellaneous	-\$1,500
271.0-790.000-971.0100	Machinery & Equipment	-\$35,000
271.0-790.000-972.0000	Furniture	-\$16,000
271.0-790.000-977.0000	Building Improvements	\$15,000
271.0-790.000-987.0500	Books: Adult	\$60,000
271.0-790.000-987.0700	Books: Youth	\$60,000
TOTAL CHANGE IN EXPENSES		\$256,881

1st Pisano

2nd Friedman

A voice vote was taken.

Yeas: Friedman, Graham, Pisano, Rock, Rumple.

Nays: None.

Absent and excused: Wheeler.

The motion was approved unanimously.

Building Committee:

Rock reported that the Building Committee met at 3:00 p.m. on June 15. Present were Rumple, Graham, Rock, Craft, and Miller. The next meeting of the Building Committee will be held on Tuesday, June 30, 2026 at 4:00 p.m.

During a heavy rain the morning of June 14, a water leak over the Youth Services office was discovered in a spot that has had repeated leaks over the last six years. A small amount of library materials were damaged and there is discoloration in the ceiling from water. City Maintenance Coordinator John Galik is working with the roofing installer to have the roof repaired and the interior refinished, with the 2024 roof still covered under warranty.

Per an update from the City on May 18, the City will be issuing an RFP and covering the replacement cost of the loading dock. As of June 15, the RFP has not yet been issued. The project may have to take place in Spring 2027 if the RFP is not issued soon. The Board asked that the proposed snowmelt mats for the loading dock lower stairway will be installed in Fall 2026 if there are no objections by the Building Department.

MCD Architects viewed the Idea Lab space, created a drawing of the current space, and developed an updated space plan. MCD looked at expanding the room and removing the central utility closet, but the work would more than double the estimated \$50,000 budget for the project. The Building Committee members recommend that modifications should be modest and stay within the initial budget. Board members Pisano and Friedman agreed.

Policy Committee:

Friedman reported the Policy Committee has reviewed and made draft edits to the Idea Lab User Agreement and the Library Card Policy based on feedback from staff. The Committee recommends the Board approve these changes as shown on pages 30-40 of the June Board packet.

Motion to adopt the proposed changes to the Idea Lab User Agreement as found on pages 35-37 of the June Board packet.

1st Rock

2nd Graham

A voice vote was taken.

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

Nays: None.

Absent and excused: Wheeler.

The motion was approved unanimously.

Motion to adopt the proposed changes to the Library Card Policy as found on pages 38-40 of the June Board packet.

1st Pisano

2nd Friedman

A voice vote was taken.

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

Nays: None.

Absent and excused: Wheeler.

The motion was approved unanimously.

5. Library Report:

Craft and Miller presented highlights as shown in the Library Report. Miller will provide a full Q4 Statistical Dashboard report in July. Full details of the complete report, including programs and services updates, are on pages 41-51 of the June Board packet.

6. Liaisons

Beverly Hills: There was no report.

Bloomfield Hills: There was no report.

Bingham Farms: There was no report.

New & Miscellaneous Business:

Discussion of proposed Tuition Assistance Program

Craft reviewed the first draft of the proposed Tuition Assistance Program and invited Board discussion and suggestions:

Interest in the program should be expressed prior to enrollment. Reimbursement for graduate programs should apply to the A+ through B- range, as a C+ or lower does not meet the minimum expectations for graduate-level work. The Library attorney should draft a disclosure outlining the payback mechanism for staff engaged in the reimbursement program who resign or are terminated before a 12 month period. Craft noted other libraries with tuition reimbursement build their budget around anticipated needs each year.

Craft will use suggestions from this discussion to make edits to the current draft policy for approval at the July meeting.

7. Unfinished Business:

Student Board Representative Update

Miller and Teen Services librarians previously discussed Teen Advisory Board (TAB) member updates to the Library Board. TAB members were excited for the opportunity to provide feedback on their engagement with the library. They will designate 3-4 rotating representatives, each with a back-up representative, to provide a report each Board meeting through the school year. Miller will propose that TAB presents a verbal report to the Board in October 2026.

8. Items Removed from Consent Agenda: None.

9. Information Only: See pages 61-65 of the June Board packet.

10. Adjournment:

Motion to adjourn the meeting.

1st Rock

2nd Pisano

A voice vote was taken.

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

Nays: None.

Absent and excused: Wheeler

The motion was approved unanimously.

The meeting was adjourned at 8:42 p.m. The next regular meeting is scheduled for Monday, July 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

Page: 1/2

Check Number	Vendor #	Vendor	Amount
	008309	ABSOLUTE LOCKSMITHS	110.00
	006638	ACTION MAT & TOWEL RENTAL, INC	35.36
	000902	CENGAGE LEARNING INC	32.48
	000605	CINTAS CORPORATION	292.92
	000575	DEMCO, INC	488.09
	010156	FOLLETT CONTENT SOLUTIONS LLC	61.88
	001090	INGRAM LIBRARY SERVICES	19,789.09
	009857	JACLYN MILLER	116.55
	008827	KANOPY, INC	493.00
	004904	KONICA MINOLTA BUSINESS SOLUTIONS	9,800.00
	003527	LOWER HURON SUPPLY CO INC	394.57
	009085	MGSE SECURITY LLC	180.00
	007927	MICHELLE HOLLO	673.75
	002013	MIDWEST TAPE	10,660.76
	000673	NEW YORK TIMES, THE	2,704.10
	009478	ODP BUSINESS SOLUTIONS, LLC	86.44
	006785	OVERDRIVE, INC.	24,553.20
	MISC	PIONEER VALLEY EDUCATIONAL PRESS	398.70
	009612	PLAYAWAY PRODUCTS LLC	1,837.72
	000797	THE LIBRARY NETWORK	2,498.11
	MISC	UNIQUE CEMENT CONSTRUCTION CO., INC	10,479.00
	MISC	UOVO LLC	1,050.17
16149	001194	NELSON BROTHERS SEWER	379.00
16222	009920	CORPORATE DINING CONCEPTS	279.00
16223	009840	THOMAS S. KLISE COMPANY, INC	145.42
16245	010278	KAJEET INC	8,530.14
16253	008336	NBS COMMERCIAL INTERIORS	1,736.00
16263	005861	UNIQUE MGMT SERVICE, INC	92.70
16286	009024	D.M. BURR GROUP	4,964.66
16297	006666	GRID 4 COMMUNICATIONS INC.	248.42
16310	002013	MIDWEST TAPE	354.84
16312	008336	NBS COMMERCIAL INTERIORS	4,900.00
309643	009202	AQUARIUM DESIGN INC	337.00
309664	MISC	DENISE RICE	100.00
309698	009060	ROSEMARY ISBELL	116.58
309731	002675	RESERVE ACCOUNT	4,000.00
309746	007408	T-MOBILE	836.32
309756	009863	US BANK EQUIPMENT FINANCE	69.93
309764	009026	WELLS FARGO VENDOR FIN SERV	72.02
309798	004493	ELITE IMAGING SYSTEMS, INC	1,747.38
309802	000726	GUARDIAN ALARM	356.62
309815	009533	LIBRARY IDEAS, LLC	1,711.78
309825	009478	ODP BUSINESS SOLUTIONS, LLC	257.01
309853	006638	ACTION MAT & TOWEL RENTAL, INC	70.72
309900	MISC	EMILIA LAYDEN	15.10
309901	MISC	ERIN MATHIAS	32.00
309904	010156	FOLLETT CONTENT SOLUTIONS LLC	476.49
309921	MISC	KATHLEEN MEYERS	9.70

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

Page: 2/2

Check Number	Vendor #	Vendor	Amount
309923	004904	KONICA MINOLTA BUSINESS SOLUTIONS	2,287.97
309927	009533	LIBRARY IDEAS, LLC	54.95
309928	000797	THE LIBRARY NETWORK	890.17
309937	006349	MIDWEST COLLABORATIVE FOR LIBRARY S	125.00
309961	MISC	SENTRY AIR SYSTEMS INC	1,506.93
309976	009026	WELLS FARGO VENDOR FIN SERV	840.49
309980	MISC	Yael ROSEN	9.89
309988	006759	AT&T	682.94
310000	003904	CAPITAL ONE BANK	12,202.97
310012	000179	DTE ENERGY	11,295.81
310015	008164	GARY EISELE	50.03
310022	MISC	FELICITY JACKSON	87.51
310023	010156	FOLLETT CONTENT SOLUTIONS LLC	2,197.85
310024	010086	FOSTER, SWIFT, COLLINS & SMITH PC	694.20
310027	000249	GA BUSINESS PURCHASER LLC	71.98
310038	009085	MGSE SECURITY LLC	350.00
310048	006432	ELISABETH PHOU	38.72
Total:			151,962.13

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

July 2026 Finance Committee Report

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

- There was no Public Comment.
- Craft reported on the FY 2025-26 budget report after twelve months.
 - Installation of server equipment was delayed until August so that money will not be spent in FY25-26
- Miller reported the June Trust expenditures with Friends of the Library funds.
 - Balances are strong and include last month's gift from the Friends.
- Pisano noted, by phone, that the City's Retirement Board and Investment meetings have been postponed until September.
- The Lower Level RFP came in higher than the budgeted amount, so some areas of the project will be cut/adjusted to bring it in line with the allocation.

The next meeting will be held on Monday, August 10, 2026 at 4:00 p.m. in the Delos Board Room.

FINANCIAL REPORT: June 2026

This report references the Revenue and Expense Report 2025-26, found on the following page. At 100% of the way through fiscal year 2025-2026, the Library has spent 95.0% of its budget and received 99.5% of its revenue. By this point of the year, the Library was budgeted to have spent 100% of its budget and to have received 100% of its revenue.

Two pay periods were recorded in the month.

Vendor payments in excess of \$75,000:

	\$ -
Total vendor payments in excess of \$75,000	\$ -
Balance of vendor payments less than \$75,000	\$ 151,962.13
Total vendor payments	\$ 151,962.13

City of Birmingham allocations:

Payroll Period Ending 06/06/26	\$ 135,496.22
Payroll Period Ending 06/20/26	\$ 113,310.72
Workmen Comp and Term Employee Unvested Adjustments	\$ (7,406.32)
Fixed Past Retirement Health Care Cost (acct 711.0004)	\$ 389.67
Retirement Cost (acct 711.0010)	\$ 8,757.00
Total Payroll	\$ 250,547.29

BS&A Software Charge (acct 811.0000)	\$ 445.00
Administrative Services (acct. 813.0000)	\$ 16,666.67
MML Insurance Premium (acct. 960.0400)	\$ 556.67
Total City of Birmingham allocations	\$ 268,215.63

Reconciling adjustments:

Refunds, Voids, Escheats (Fines, Bags, Room Rentals, Magazines etc.)	\$ (421.97)
Audit Fees	\$170.43
Credit Card Fees	\$ 6,288.00
City of Birmingham Parking	\$ 1,569.05
Water Bill	\$ 7,605.51
Total Recon Adjustments	\$ 427,783.27

BALDWIN PUBLIC LIBRARY
REVENUE AND EXPENSE REPORT 2025-26
June 2026
AMENDED

	AMENDED 2025-2026 Budget	Current Month Budget June 2026	Current Month Actual June 2026	Variance For 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	12th Month of the year 100.00%	% Received/ Spent Prior Y-T-D
REVENUES											
TAXES	\$4,682,554	\$390,213	(\$578)	(\$390,791)	\$4,682,554	\$4,681,976	(\$578)	100.0%	\$4,492,269		107.6%
PROVISION FOR TAX LOSS	(\$15,000)	(\$1,250)	(\$2,262)	(\$1,012)	(\$15,000)	(\$4,558)	\$10,442	30.4%	(\$14,917)		745.9%
COUNTY AND STATE REVENUE	\$98,200	\$8,183	\$0	(\$8,183)	\$98,200	\$28,565	(\$69,635)	29.1%	\$105,500		105.5%
GRANTS	\$9,600	\$800	\$0	(\$800)	\$9,600	\$9,600	\$0	100.0%	\$3,450		21.6%
COMMUNITY CONTRACTS	\$1,144,863	\$95,405	\$251,983	\$156,578	\$1,144,863	\$1,142,478	(\$2,385)	99.8%	\$1,124,360		106.8%
PATRON USE REVENUE	\$39,000	\$3,250	\$3,110	(\$140)	\$39,000	\$40,129	\$1,129	102.9%	\$41,414		116.0%
INVESTMENT INCOME	\$100,000	\$8,333	(\$118)	(\$8,452)	\$100,000	\$128,562	\$28,562	128.6%	\$133,465		166.8%
OTHER REVENUE	\$50	\$4	\$0	(\$4)	\$50	\$49	(\$1)	0.0%	\$143		0.1%
TOTAL REVENUE	\$6,059,267	\$504,939	\$252,134.06	(\$252,805)	\$6,059,267	\$ 6,026,801.68	(\$32,465)	99.5%	\$5,885,684.70		102.9%
EXPENSES											
PERSONNEL SERVICES	\$3,490,384	\$290,865	\$250,547	(\$40,318)	\$3,490,384	\$3,297,815	(\$192,569)	94.5%	\$3,137,870		105.9%
SUPPLIES	\$175,450	\$14,621	\$12,987	(\$1,634)	\$175,450	\$166,827	(\$8,623)	95.1%	\$135,186		90.0%
CONTRACTED SERVICES	\$512,030	\$42,669	\$42,520	(\$149)	\$512,030	\$491,940	(\$20,090)	96.1%	\$350,102		111.6%
TECHNOLOGY & MAINTENANCE	\$118,000	\$9,833	\$3,432	(\$6,402)	\$118,000	\$115,002	(\$2,998)	97.5%	\$60,460		34.7%
UTILITIES	\$128,200	\$10,683	\$12,865	\$2,182	\$128,200	\$127,066	(\$1,134)	99.1%	\$124,582		105.9%
OTHER CHARGES	\$104,430	\$8,703	\$24,325	\$15,622	\$104,430	\$112,907	\$8,477	108.1%	\$161,334		139.7%
BUILDING IMPROVEMENTS & FURNISHING	\$134,000	\$11,167	\$0	(\$11,167)	\$134,000	\$97,498	(\$36,502)	72.8%	\$132,778		3.7%
COLLECTIONS	\$887,000	\$73,917	\$81,108	\$7,191	\$887,000	\$865,536	(\$21,464)	97.6%	\$699,644		106.0%
TOTAL EXPENSES	\$5,549,494	\$462,458	\$427,783.27	(\$34,675)	\$5,549,494	\$5,274,591.02	(\$274,903)	95.0%	\$ 4,801,956.06		59.6%
VARIANCE	\$509,773	\$42,481	(\$175,649)	(\$218,130)	\$509,773	\$752,210.66	\$242,438				
FUND BALANCE-BEGINNING OF YEAR						\$1,483,003.40					
FUND BALANCE-CURRENT						\$2,235,214.06					

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.

June 15, 2026 Building Committee Report

The Baldwin Public Library Board's Building Committee met on Monday, June 15, 2026 at 3:00 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: work is expected to be done in the next two weeks.
 - The Marshall Fredericks Otter Sculpture was installed on June 8, 2026. A permanent plaque will be ordered and placed on the pedestal. A reception with Franziska Schoenfeld, the donor, and her family will be held on Monday, July 20 at 7:00pm ahead of the July Board Meeting.
 - The City has received the plan for replacement of the library's loading dock and will be issuing an RFP, which is currently awaiting approval by City attorneys (per an update on May 18). Replacement will take approximately 4 weeks once the winning company is selected. The City of Birmingham is covering the replacement cost. As of June 12, the RFP has not yet been issued.
 - Claudia Ireland Room lighting – Baldwin's electrician will be adding overhead lighting to the perimeter shelving in the room to better illuminate the space. The cost is \$21,984. Lead time at ordering was 8-12 weeks; anticipated arrival is sometime in July
- FY26-27 Projects
 - Idea Lab Expansion – MCD Architects viewed the Idea Lab space, created a drawing of the current space, and has developed an updated space plan.
 - MCD looked at expanding the room, but the gains were minimal, and so we thought that it might be good to see what we can do with less significant demolition and reconstruction (and cost).
 - MCD does not believe that there is a cost-effective way to modify the existing utility closet so that it contributes in any way to the improvement of the space.
 - MCD estimates that expanding the footprint and removing the utility closet would add at least \$50,000 to the initial project estimate of \$50,000.
 - Lower Level Updates – [RFP for Lower Level Updates](#) was issued May 6. Submissions are due Tuesday, June 23 at 3:00 p.m.

- Lower Level Furniture – We received a drawing of the proposed lower level office furniture layout from ISCG. ISCG provided initial pricing, which comes in at \$50,000 and is within the set furniture budget.
 - Loading dock staff staircase – MCD Architects viewed the staircase and recommended adding heated mats to each step to melt the snow rather than covering the staircase with an awning. Craft is waiting for an update from the City about the feasibility of using the proposed snow melt mats for the stairs to the lower level from the loading dock, which will require the installation of two outlets.
 - Soundproofing measures – Craft will work with vendors to acquire quotes for the three different products recommended for three different spaces.
 - Youth Room ceiling leak - On Sunday morning, staff discovered a leak in the roof over the youth offices. They worked quickly to remove library materials and items from four affected desks, several carts, and a shelving unit of books. The ceiling, light fixture and carpet in the space were all affected by the leak. The flat roof is under warranty and John Galik, the city maintenance coordinator is working with the installer to have the roof repaired and the interior refinished.
- The next meeting of the Building Committee will be held on June 30 at 4:00 p.m.

June 30, 2026 Building Committee Report

The Baldwin Public Library Board's Building Committee met on Tuesday, June 30, 2026 at 4:00 p.m. in the Director's Alcove. Present were Danielle Rumple, Karen Rock, Pam Graham, Rebekah Craft, and Jaclyn Miller.

- There was no Public Comment.
- Old Business
 - Youth Terrace paving: Work started June 29 and will be completed on June 30.
 - The Marshall Fredericks Otter Sculpture: A reception with Dr. Franziska Schoenfeld, the donor, and her family will be held on Monday, July 20 at 7:00pm ahead of the July Board Meeting.
 - The City has received the plan for replacement of the library's loading dock and will be issuing an RFP. (UPDATE: The RFP was issued on June 30 and bids were due July 16).
 - Claudia Ireland Room lighting – Baldwin's electrician will be adding overhead lighting to the perimeter shelving in the room to better illuminate the space. The cost is \$21,984. (Work began on July 6 and was completed on July 15).
- FY26-27 Projects
 - Idea Lab Expansion – The project has been scaled back to update the space plan, remove a single door, add a sink, and update the ventilation system.
 - Staff will talk with ISCG about purchasing furniture for the perimeter of the room
 - Lower Level Furniture – We received a drawing of the proposed lower level office furniture layout from ISCG. ISCG provided initial pricing, which comes in at \$50,000 and is within the set furniture budget.
 - Loading dock staff staircase – MCD Architects viewed the staircase and recommended adding heated mats to each step to melt the snow rather than covering the staircase with an awning. (UPDATE: The consulting engineer on the Loading Dock project also suggested heated stair mats. He will be looking into the best product for our staircase and we will be able to install them by winter 2025).
 - Soundproofing measures – Craft will work with vendors to acquire quotes for the three different products recommended for three different spaces.
 - Youth Room ceiling leak - On Sunday morning, staff discovered a leak in the roof over the youth offices. They worked quickly to remove library materials

and items from four affected desks, several carts, and a shelving unit of books. The ceiling, light fixture and carpet in the space were all affected by the leak. The flat roof is under warranty and John Galik, the city maintenance coordinator worked with the roofing company to have better sealing done around and higher on the footings/braces of a rooftop AC unit. Once we experience a heavy rain to test that material, we will have ceiling and light repairs completed.

- Review bid submissions for the Lower Level Updates RFP
 - Discussion ensued and Craft will reach out with follow up questions for clarification on some of the listed estimates and to see if/how they can get closer to the budgeted amount of \$130,000.
- The next meeting of the Building Committee will take place on August 14 at 11:00 a.m.

June 2026 Outreach Committee Meeting Report

The Outreach Committee met on Monday, June 29, 2026 at 1:00 p.m. in the Delos Board Room at the Baldwin Public Library. Present were Wendy Friedman, Pam Graham, Rebekah Craft, and Jaclyn Miller

- There was no Public Comment.
- Old Business
 - Student Representative: as decided at the May Board Meeting, the TAB students will be working on their first update to the board for October.
 - 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.
 - The name of the person filling the expanded Outreach Librarian position will be announced this week, and the staff member will assume their new responsibilities on July 20.
- New Business
 - Craft coordinated delivery dates to All Seasons
 - Miller will take the book bike to the Hot Wheels on Midvale event at Next on August 11, weather permitting
 - Miller or Kosciuk will attend and present storytime on October 17 at a local neighborhood event.
 - Baldwin staff will staff the kids craft tent the Birmingham Farmer's Market on July 26
 - The committee discussed possibilities for reaching out to local businesses to remind them that their staff members are eligible for BPL Cards. Friedman asked for the Library Card Eligibility bookmarks for each board member, which Miller will provide at the July Board Meeting.
- The next meeting of the Outreach Committee will be held on Friday, July 24, 2026 at 1:00 p.m. in the Delos Board Room at the Library.

LIBRARY REPORT

Statistical Dashboard

Collections & Services

Facility

Marketing & Communications

Personnel & Organization

Financial

Expenditures from FOBPL Donations

Statistical Dashboard - June 2026

	Current Month	This month last year	Current FYTD	Previous FYTD	FY 25-26 Q4 Target	Better/ (Worse) Target	Off Target Cautionary On Target	
Financials								
Revenues	\$ 252,134	\$ 92,827	\$ 6,026,802	\$ 5,781,697				
Expenses	\$ 427,783	\$ 392,124	\$ 5,274,591	\$ 4,714,021				
Circulation								
Print Checkouts & Renewals*	31,106	30,226	345,866	347,398		345,866	On Target Off Target	
A/V Checkouts & Renewals	5,228	5,287	62,078	62,837		62,078		
e-Materials Checkouts	16,920	16,981	195,109	193,767	190,000	5,109		
Total Circulation	53,254	52,738	603,796	605,105	615,000	(11,204)		
% of Circ by Residents**	89.2%	90.7%	89.7%	90.9%	92.0%	-2%		
% of Circ by Non-Residents	10.8%	9.3%	10.3%	9.1%	8.0%	2%		
Cardholders								
New Cardholders	267	***includes ~7500 patrons w/expiration date pushed						
Active Cardholders (1 year)	13,422	from 3/16/20 to 3/16/23 and who have not renewed						
Cardholders (3 years)***	23,827	cards; 3/26 stats will have significant drop						
Other Statistics								
In Person Visits	21,420	21,493	247,612	246,859	225,000	22,612	On Target	
Study Room Use	398	439	5,099	5,521		5,099	On Target	
Rental Room Bookings	29	35	459	463				
Internal Room Bookings	64	58	730	735				
Idea Lab Visits	2,410	1,231	18,303	11,262				
MeL & ILL Items borrowed	1,514	634	9,163	8,629				
MeL & ILL Items loaned	734	634	8,025	8,356				
Self-Check Usage	63.7%	62.0%	60.3%	58.1%				
Wireless Sessions	3,032	2,976	33,548	31,139	30,000	3,548	On Target	
Public Computer Usage	676	685	7,893	6,960				
Database Sessions	16,961	5,492	134,548	69,025	72,000	62,548	On Target	
Library Volunteer Hours	20		93		75	18	On Target	
Friends Volunteer Hours	45		719		450	269	On Target	
Website Hits/Pageviews	33,874	28,708	365,713	319,442	320,000	45,713	On Target	
Program Attendance								
Program Attendance for Adults	412	262	4,068	3,744				
# of Programs for Adults	25	19	238	223				
Program Attendance for Teens	1,020	290	3,432	2,761				
# of Programs for Teens	16	9	134	101				
Program Attendance for Youth	2,906	2,409	24,301	24,456				
# of Programs for Youth	57	51	811	779				
Computer Classes Attendance	35	29	385	612				
# of Computer Programs	7	6	70	78				
# of Idea Lab Programs	5	2	20					
Idea Lab Program Attendance	63		276					
Online Video Views	87	22	937	1,667				
Total Program Attendance	4,460	3,012	33,123	33,240	31,000	2,123		On Target
Total # of Programs	105	85	1,253	1,181	1,000	253		On Target
Outreach Attendance	2,050	1,230	6,423	7,902				
# of Outreach Programs	23	19	165	184				

*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



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

- Added a Simple Signs story time in addition to the Adaptive Adventures story time.
- Increased the number of programs for students in grades K to 3 based on interest and past attendance patterns.
- Improved phone technology infrastructure by adding a redundant server in June 2026 in case of outages.

LIBRARY FACILITY



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

- Reviewed existing Study Room Policy, compared it to other library policies, and determined current setup is most ideal for our usage patterns. We will look at adding a text-based reservation system for periods of high use.
- The Youth Room Terrace was replaced with an exposed aggregate concrete Terrace and path with steps to the Martin Street sidewalk.
- Network security testing was completed on June 17, 2026. Depth Security was very impressed with our protocols and we passed the inspection.
- Window washing was completed in June 2026.
- RFP for Lower Level Updates was issued in April and staff and Building Committee members are reviewing submitted bids.



MARKETING & COMMUNICATIONS



Goal 3: Improve marketing and visibility of the Library

- Baldwin staff and Board members attended and participated in the Birmingham DPS Open House, Birmingham Hometown Parade, Beverly Hills Memorial Day Parade, Pembroke STEAM Night, Birmingham Youth Assistance Touch a Truck, and several visits to promote Summer Reading to all public school students in grades K to 11.
- Hired Baldwin's first Outreach Librarian, a newly expanded full-time position.
- Created a basic instructional guide for Baldwin's app to enable staff to better provide patron support.

PERSONNEL & ORGANIZATION



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

- Kristen Tait, Brandon Bolek-Toubeaux, Sam Hollo, and Cameron Rooney-Crawford attended the Innovative Users Group conference in Chicago and presented on Baldwin's automated weeding program
- H Jennings, Beverly Banks, Alyssa Mandell, and Josh Campeau attended American Library Association Annual Conference in Chicago in June.
- Stephanie Klimmek hosted several Beanstack training courses for staff ahead of the Summer Reading program launch.
- Staff regularly participate in the monthly Ryan Dowd Homeless Training modules.
- Library Intern Felicity Jackson is participating in the first cohort of Michigan's Next Chapter Library Interns for the summer of 2026.

CURRENT & FUTURE FINANCIAL NEEDS



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

- Increased funding for library collections by 10% for the FY2026-27.
- Made provisions to add a full-time Outreach Librarian to improve Baldwin's visibility in the community.
- Drafted Tuition Assistance Program for staff with anticipated availability in Fall 2026.

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: July 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

At the end of the 2025-26 fiscal year:

Financials

The numbers shown in the financial section of the dashboard are not final. The FY 2025-26 budget should be finalized by September.

Circulation (Off Target)

Circulation for the year was slightly lower than last year and is below our target. While A/V and e-materials stayed steady, print circulation is down from last year. This is likely attributed to the sudden and unexpected shutdown in December 2025 of the largest book vendor we used to order new material. This occurrence in the busiest time of the publishing year meant we had to cancel and reorder items from other vendors. These vendors were struggling to meet demand as libraries across the country turned to them for fulfillment. We saw an increase in holds on new, in-demand items for nearly a full season. With any luck, we will not have this same problem in 2026-27.

Technology Statistics:

- *Database Sessions* (On Target): The Library's database usage was 47% higher than the annual goal. We continue to monitor usage and eliminate under-used products, and redirecting the resources to expanding popular options. The popularity of NYT All Access has been extraordinarily high, with that resource outperforming everything else.
- *Downloadable Content* (On Target): The Library's downloadable content usage remains extremely popular. We were able to allocate additional funding to the ebooks budget to meet demand. E-material usage was about 2.5% higher than last year, and our staff continue to evaluate various checkout models offered to help mitigate long waiting lists.
- *Website Pageviews* (On Target): Website pageviews for the year are on target and up in total over last year. One of the goals of the new website launched in September 2025 was to make searching for information easier and faster, and with the home page search bar we were able to offer that at the beginning of your visit to our online home. We also reformatted the databases page and made the e-materials easier to find by type.

Visitors (On Target):

The number of people entering the library is up from last year, if down ever so slightly this month compared to June 2025. Program attendance and Idea Lab visitors are both up this year over last, and all public spaces, aside from the Youth Terrace, have had unrestricted access this FY, so people have been undeterred in visiting the building.

Program Attendance (On Target):

Program attendance tracking changed this year to exclude Idea Lab visits but for part of the year included attendance at their programs. Factoring that in, attendance remained fairly steady. It was our pleasure to host 33,123 guests at 1,253 programs this year, across age groups and interests; online, in person and out in the community. Staff continue to seek out engaging and informative presenters, as well as develop and share fun, timely, crowd-friendly programs for participants.

Taking a look at our social media results for the year we:

- Gained 143 net follows on Facebook and saw a slight increase in content interactions over previous years. People continue to respond most often when they see staff members in our posts.
- Gained 333 followers on Instagram and saw an increase in content interactions.
- Gained 79 followers on TikTok. Due to the time-intensive nature of creating video content, we post here less often than anywhere else, but engagement is good.

Collections & Services

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

Baffling Bill Magic Show

Baffling Bill and Gus the Bunny continued their tradition of wowing attendees each summer with their interactive magic show. Youth Librarian Syntha Green welcomed 107 participants on June 23 to this perennial favorite event.



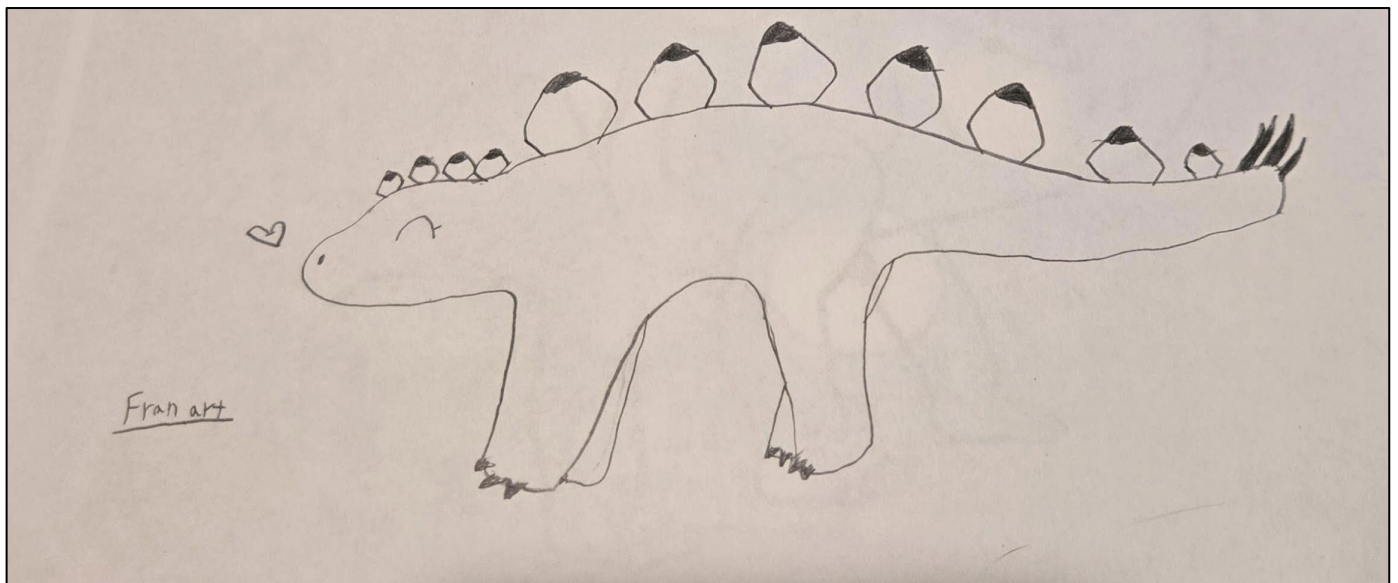
Dino Day

On July 14, Youth Librarians Josh and Rosemary hosted a fun afternoon of dinosaur themed crafts and activities, including the chance to have your photo taken with dinos!



Dino Drawing

As part of the Youth Summer Reading Challenge, participants are invited to share their favorite dinosaur, along with a drawing, with the Youth Librarians to earn a point. This Stegosaurus came to us by email from Francesca:



Dinosaur Gardens

MSU Extension Master Gardener Grazyna Cumming joined us at our teen dinosaur garden program on Thursday, June 18. She provided helpful information about succulents and how to care for them.



Donny the Dino Show

Richard Paul was back on June 16 to share the "Donny the Dino" show with attendees of all ages. He combined prehistoric-themed magic, colorful puppetry, lively music, and comedy to create an unforgettable journey back to the age of dinosaurs.



Lego Speed Challenge

Youth Librarian Josh Campeau hosted 24 Lego enthusiasts for a speed building challenge on July 1.



Life Size Clue

Teen Librarian Haylie May hosted 18 participants in a live action game of Clue on June 17.



Summer Reading Challenge Update

As of July 10, the halfway point of the Summer Reading Challenge, statistics are:

- Adult Summer Reading: 162 participants, 471 books read, 11 completions
- Teen Summer Reading: 100 participants, 58,156 minutes read, 24 completions.
- Youth Summer Reading: 432 participants, 15,143 days of reading, 70 completions.

Facility

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

Security Testing of Network – Results

Over the course of the week of June 8, we had in depth testing on the security of our wired and wireless network. The testing company detected one high and five medium security incidents, which is very good. The high incident has already been remediated and the mediums are in progress. We were told that our wireless security was some of the strongest they have seen. This testing should be repeated every couple of years to make sure that we stay on top of our security protocols.

Lighting, Claudia Ireland Room

The lighting upgrade in the Claudia Ireland Room, off the Grand Hall, was completed on July 15.



Youth Terrace Paving

The Youth Terrace paving project was completed on June 30. The paver terrace was removed and replaced with an exposed aggregate paved path and steps to the Martin Street sidewalk.

Sprinkler and landscaping repairs were completed on July 15 and the Youth Terrace will reopen for use on July 20.



Window Washing

The crew from NBS was here on June 17 to clean the interior and exterior of the windows, building wide. The windows will be cleaned again in November.

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.
- On July 14, City Attorney Tracy Gaudenzi noted that she drafted updates to the City Library Agreement and that she is waiting to have City Manager Jana Ecker review the edits. Once reviewed, parties from the City and Library will meet to further discuss negotiations. The City and Library last met on April 21, 2026.
- The Otter and Siberian Ram sculptures have been included in the Fredericks Artwork walking tour pamphlet created by the Birmingham Museum staff. The document can be seen in the Information Only section of the packet.

Beverly Hills

- Miller submitted information to the Village of Beverly Hills for inclusion in its weekly email and monthly newsletter.
- The Beverly Hills Parks Dept replaced the Story Book Trail posts this month. The new design is intended to help prevent the pages from blowing away.

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 to request the book and join the next discussion.

Fox 2 Local Segment

Rebekah [appeared on Fox 2](#) on Sunday, July 5 to talk about popular books and summer reading activities.



Friends of the Baldwin Public Library

The Friends Board held their regular monthly meeting on Tuesday, July 14. They reviewed future marketing plans and further discussed a new method for scheduling volunteers to help keep the bookshop stocked and the book cellar organized.

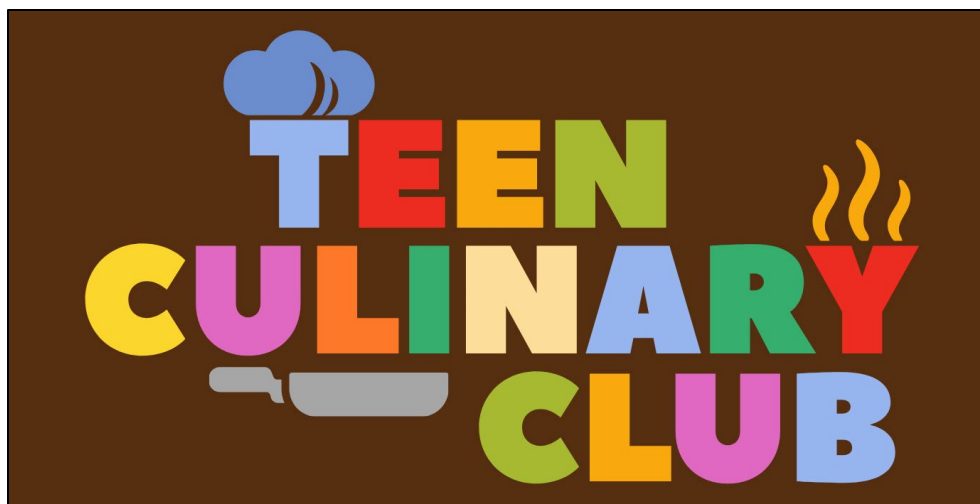
Marketing

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

- Promotional posters and fliers for Youth programs
- Promotional fliers and posters for Teen programs
- Summer Reading promotional materials

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

ALA 2026 Annual Conference Reports

- **Beverly Banks, Substitute Librarian.** Beverly received a Library of Michigan Continuing Education Stipend to attend ALA. Her full report with key takeaways and photos as submitted to LOM is included in the Information Only section of this packet, and was shared with staff.

I tried to attend a variety of these events, but the agenda was so extensive that it was hard to get to everything that I wanted to experience. Sessions of note were:

- o Banned Books Week Oct. 4-10- Moderated by the Chairperson of Banned Books Week
 - o From Shelves to Safety: Empowering Library Staff with Tools for De-escalation and Crisis Response
 - o AI Assisted Metadata Creation
 - o Ethical AI in Libraries: A Critical Look at the Promise and Potential
 - o Creating a Tactile map for an Inaccessible Library
 - o Phone it In
-
- **Josh Campeau, Youth Services:**
This was my first time attending the ALA annual conference and it feels big, both in terms of how much is going on and in terms of how many authors are present. A big highlight

for me was getting to meet so many cool authors and I even went to a few book signings, including one for my favorite author, T.J. Klune (Author of The House by the Cerulean Sea).

The best panel I attended was on ways to be inclusive in children's services. Some of the things mentioned in this panel I feel we already do, but there were some good takeaways. The panelists suggested ways to include diverse picture books during story time and that you should always make sure to choose language that celebrates diversity and shows value in individuals. I also liked the idea of choosing more diverse names for rhymes and changing up which pronouns you use.

Having this conference over four days was tiring, but a worthwhile experience. I enjoyed seeing just how many librarians from across the country participate and how much the vendors support the conference through their sponsorship and author events.

- **H Jennings, Adult Services:**

I attended a number of very exciting and interesting sessions at ALA. This was my first time attending ALA and it was definitely a memorable experience. I spoke with a few vendors regarding streaming services for the library. I had hoped to speak with a digital service provider for language learning services but unfortunately only Mango was represented.

Most conferences tend to have a presentation focus and this year's focus seemed to be AI. I chose not to attend any presentations regarding AI. I went to a number of author panels which were very informative and interesting. The three presentations I found most interesting were:

- Libraries as Dementia - Capable Hubs: Advancing Brain Health Through Design, Training, and Community Partnerships (I think this presentation will be useful for contacts and opportunities in our upcoming Aging Well series).
- Teen Science Cafes: Exploring the importance of Youth Led Youth Programming is something I hope to see us develop over the next year. It's an initiative focused on teen led programming that combines teen interests with local industry to promote science and STEM learning.
- Design for All: How Universal Access Enhances Every Library User's Experience had useful information for the IDEA Task Force. Much of the work is the type of thing we've already started doing but seeing that we are working within the ideal for providing access was welcome information.

I also had the opportunity to meet librarians and authors from around the country, and visit the Chicago Public Library Branch at the newly opened Obama Presidential Center.



(clockwise from top left: at the CPL Obama Pres. Center Adult Reading Room; with Maia Kobabe, author/illustrator of *Gender Queer*; with CPL Staff; meeting an illustrator of the Marvel *Moon Girl and Devil Dinosaur* series)

- **Alyssa Mandell, Youth Services** (received a Library of Michigan CE Stipend)

I learned a lot and met a lot of authors, illustrators, vendors, and a few celebrities at ALA this summer! ALA is the American Library Association and they have a conference every year in a location in the United States. This year it was hosted in Chicago, Illinois, which was such a fun location surrounded by historical buildings and museums.

ALA felt like a librarian's version of San Diego Comic Con with the amount of star power and freebies. I saw Doug Salati, Jon Klassen, and X. Fang describe their art process for picture books while poking fun at each other. I saw LeVar Burton and learned about his life. I learned from George M. Johnson about the weight of being a most banned author. I saw a presentation of the new products from Library Design in the Chicago Field Museum and visited the Pokemon exhibit afterwards. I saw Raina Telgemeier emcee a chess match between Steve Sheinkin and Thien Pham to promote the book "Mind Vs. Machine". I tried out new Playaway and Tonies products to see which ones would be a good fit for our collections. I learned how many organizations offer free resources for librarians including; Girls Who Code, Nerds for Literacy, and Pokemon.

On the way home I stopped by the Barack Obama Presidential Center and visited the new branch of the Chicago Public Library housed at the center. There was so much to do at the conference that it was hard to pick what sessions to attend and what vendors to stop at. For the educational sessions I will highlight a few of my favorites below.

- **In Queer Kidlit Joy: Positive Representation in the Face of Censorship**, a panel of children's authors shared the importance of showing LGBTQIA+ joy and loving their life in their stories, not just the challenges. The panelist added how important it is for all children to have access to LGBTQIA+ books because it shows other identities exist and are being represented in positive terms. Additionally, the most negativity is heard about being different in middle school from children and the adults in their lives. As children learn about their world they need to see ALL the possibilities of identities and encourage children to be whomever they want to be. The panel realized most of them didn't read a LGBTQIA+ book until they were adults. Two of the panelists talked about the intersectionality of being Black and LGBTQIA+ and how more often their books are banned. They also shared a list of suggested LGBTQIA+ books for kids to have access to.
- **In Ethical AI in Libraries: A Critical Look at the Promise and Potential**, a panel of librarians and technology experts discussed potential, consequences, and concerns of Artificial Intelligence. Patron privacy is a big ethical concern when it comes to using AI. When evaluating AI tools you need to look at the amount of data collected, how it is used, and who has access to it. Additionally, most tools we use are adding AI to their systems and how it is very important to read the fine print of changes that can invade patron privacy. They said how individual libraries can't make changes but if we ban together we can make demands to our vendors of data transparency and protecting patron privacy. They emphasized we are stronger as a group with sharing resources to keep our patrons safe. The New York Public Library has done a lot of work already reaching out to their community to

see what they needed in regards to AI. They encouraged us to check out their resources. The panel also brought up the digital divide and how at minimum we need to be adding AI to our digital literacy classes. Right now it is less about libraries adopting AI tools and more about focusing on giving patrons agency on understanding how to use AI tools safely.

- **In Welcoming Every Child: Cultivating Inclusivity in Your Library and Growing Your Own Skills**, a panel of children's librarians and educators talked about the importance of being inclusive in your library spaces. Everyone has biases and our brains are hardwired to form stereotypes. Research found the best way to combat biases is to create positive intergroup experiences. We do this by bringing people together to do a fun activity where everyone feels valued and safe. The panel also gave many program ideas to achieve this along with how to adapt our programs for all access levels. You will make mistakes and intent does not equal impact. Apologize and make a plan to do better. Lastly, with everything feeling so big, the panel reminded us that it is often the small moments that can have the biggest impact on others.

Overall I had an AMAZING time at ALA! I brought many resources, book recommendations, and promotional materials home with me that I have shared with my coworkers. I also learned a lot, connected with many different people, and am inspired to take my work to another level.



All Staff Meetings

An All Staff meeting was held on June 16. The next All Staff meeting will be held on July 21. Recordings of each meeting are sent to all staff.

Staff Anniversaries

Rebekah Craft, Director, reached 11 years of service on July 6.

Amber Davis, Substitute Librarian, will reach 2 years of service on July 31.

Kim Goodrich, Substitute Librarian, will 2 years of service on July 31.

Volunteer Hours

20 Library volunteer hours and 45 Friends volunteer hours were utilized in the month of June.

Staffing Changes

- Congratulations to Substitute Librarian **Jill Beckwell** who resigned from Baldwin after being selected for a full time position at Rochester Hills Public Library. We appreciate her efforts during her time with us and wish her the best in her new role!
- We also bid farewell to Substitute Librarian **Carolyn Wheeler**, who worked her final shift with us on June 16. Carolyn was a great help with her keen eye for proofreading and excellent book recommendations.
- **David Dapkus** has been promoted to Library Assistant III in Technical Services and will start in his new role on Monday, June 22. He will be the primary contact for Acquisitions and trained as a backup system administrator for Polaris.
- **Kindra Morgan** has been promoted to Library Assistant II in Technical Services. She will continue working on the Information Desk until Friday July 3, and will start her new role the week of July 6.
- **Jen Hassell** has been selected to assume the recently posted Outreach Librarian responsibilities and will begin her new role on July 20. Jen and Jaclyn will work together to transition contacts and establish some goals for the first year. Jen will also be invited to the Outreach Committee meetings.

Next Chapter Intern Program

In June, we welcomed our summer Next Chapter Library Intern, **Felicity Jackson**, a rising junior at Mercy High School. She was recently nominated for the Sutton Foster Awards, a statewide celebration of high school musical theatre in Michigan. In addition to her involvement in theater, she works as a lifeguard at Pine Lake Country Club. Her interests include reading, singing, performing, creative writing, swimming, and robotics, and she is looking forward to spending the summer with us.

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.

Continuing Education Stipends

Beverly Banks and Alyssa Mandell both received \$1,600 stipends to attend the American Library Association Annual Conference in Chicago in June.

Baldwin Public Library: Friends Funds	
June 2026 Expenditures	
Adult Services	
Presenter fees: Bald Eagle, Avian Experience	\$ 750.00
Program Snacks	\$ 23.98
Rock Painting Program Supplies	\$ 409.35
SRP Prize cards: Starbucks, Beyond, Shock	\$ 1,000.00
Ice Cream Truck at Summer Reading Kickoff	\$ 502.00
Books Unshelved	\$ 107.10
Prizes for Summer Reading Kickoff	\$ 194.91
<i>Total</i>	<i>\$ 2,987.34</i>
Teen Services	
Teen Scene Décor/Storage	\$ 56.88
Food: PB & Snacks, TAB, Pizza & Pages, Study Night, D&D	\$ 547.99
Supplies: D&D, Dinosaur Gardens, Life Size Clue, Volunteers	\$ 329.36
Book Club Books	\$ 70.00
Books Unboxed supplies	\$ 162.68
Presenter Fee: D&D, Rock Painting, Escape Room	\$ 428.00
Prizes: Summer Reading Grand Prizes, Kickoff	\$ 208.43
<i>Total</i>	<i>\$ 1,803.34</i>
Youth Services	
Supplies: Huntrix Camp, Dino Day, Craft	\$ 439.30
Kids Library Society supplies	\$ 8.98
Cricut	\$ 95.88
Presenter Fees: Cookie Decorating	\$ 450.00
Summer Reading Prizes	\$ 914.00
Book Club	\$ 19.85
<i>Total</i>	<i>\$ 1,928.01</i>
Idea Lab	
Grinder for laser cuts	\$ 43.99
<i>Total</i>	<i>\$ 43.99</i>
Outreach & Equipment	
<i>Total</i>	<i>\$ -</i>
Total Expenditures	\$ 6,762.68
June 2026 Balances	
Adult Services	\$ 4,733.55
Teen Services	\$ 9,402.48
Youth Services	\$ 5,937.94
Idea Lab	\$ 2,863.20
Outreach & Equipment	\$ 8,895.82
Total Balance	\$ 31,832.99
June In-Library Book & Button Sale Cash Donations	\$758.71
Submitted by Jaclyn Miller for July 13, 2026	

NEW BUSINESS

MEMORANDUM

DATE: July 17, 2026
TO: Baldwin Public Library Board of Directors
FROM: Rebekah Craft, Library Director
SUBJECT: Selection of Construction Company for Lower Level Updates

INTRODUCTION

The Library's Lower Level was last renovated in 2008. Since then, the spaces have had significant wear and tear. We identified several items that need to be updated or adjusted, including restroom partitions, carpet, paint, a new storage closet, and ceiling tiles.

We developed scope of work and then issued a full RFP on the Michigan Intergovernmental Trade Network on May 6, 2026 for. We received 6 responses by our due date of June 23, 2026.

BACKGROUND

Baldwin's RFP resulted in the following bid submissions:

Vendor	Price
Metro Elite	\$149,334
Sachse	\$160,000
PCI One Source	\$163,770
Sterling Construction	\$175,975
SFV Services	\$191,480
ICGM Group	\$247,000

After careful review and grading of each submission, the Library's Building Committee narrowed the finalists down to Sachse and PCI One Source. Both companies have extensive experience with municipal buildings, including libraries, and have completed several projects in Birmingham, MI. Plus, both companies offered the lowest prices and shortest timelines for construction work of all submitted bids.

However, because the quotes for the initial specified work came in approximately \$30,000 higher than budgeted, I followed up with the two finalists to value engineer the project to

reduce fees. I made the follow adjustments to the project and both companies came back with an updated bid:

- Remove ceiling tiles in the Rotary Donor Room, Technical Services Office, Adult Staff Office
- Use existing backstock of carpet tiles as part of the project
- Use a standard door in the new Rotary Donor Room storage closet

	Sachse	PCI One Source
Corridor	\$ 18,905.00	\$ 31,942.41
Family Restroom	\$ 9,092.00	\$ 5,936.83
Rotary Donor Room	\$ 27,175.00	\$ 25,682.25
Adult Services Office	\$ 13,375.00	\$ 3,514.87
Technical Services Office	\$ 18,875.00	\$ 10,410.75
Women's Restroom	\$ 3,052.00	\$ 3,530.58
Men's Restroom	\$ 2,787.00	\$ 2,530.58
Misc Patching	\$ 14,000.00	\$ 1,875.00
Project Mgmt & Supervision	\$ 11,750.00	\$ 16,600.00
Protection	\$ 5,854.00	\$ 11,275.00
Rubbish and waste removal	Incl. in above	\$ 1,950.00
CM Fee	\$ 5,463.00	\$ 7,781.65
Insurance Fee	\$ 3,472.00	\$ 1,540.92
SUM OF ABOVE	\$ 133,800.00	\$ 124,570.84

These changes reduced the bid amount to:

	Sachse	PCI One Source
Initial Bid Price	\$160,000	\$163,770.02
Value Engineering	-\$26,200	-\$39,199.18
Adjusted Bid Price	\$133,800	\$124,570.84

LEGAL REVIEW

The library's attorney reviewed the contract in the initial RFP and will review the updated contract from the selected vendor before the Library Board President and Library Director sign the final contract for services.

SUMMARY

The library's budget for FY2026-27 includes \$130,000 for Lower Level updates. Both bids come in close to this amount, with the PCI One Source bid being \$5,430 lower and the Sachse bid being \$3,800 higher.

ATTACHMENTS

- Bid Comparison chart with linked proposals
- Sachse's updated bid
- PCI One Source's updated bid

SUGGESTED BOARD ACTION

To select _____ to complete Lower Level Updates, in the total amount of \$_____, to be paid out of account 971.0000 (Building Improvements).

Baldwin Public Library RFP for Lower Level Updates

	Metro Elite	Sachse	PCI One Source
Corridor	\$ 28,982.00	\$ 21,205.00	\$ 42,570.85
Family Restroom	\$ 6,965.00	\$ 9,092.00	\$ 5,936.83
Rotary Donor Room	\$ 31,887.00	\$ 36,505.00	\$ 23,424.41
Adult Services Office	\$ 9,701.00	\$ 16,005.00	\$ 7,807.59
Technical Services Office	\$ 23,689.00	\$ 26,535.00	\$ 29,346.61
Women's Restroom	\$ 2,219.00	\$ 3,052.00	\$ 3,530.58
Men's Restroom	\$ 2,199.00	\$ 2,787.00	\$ 2,530.58
Misc Patching	\$ 5,000.00	\$ 18,280.00	\$ 1,875.00
Project Mgmt & Supervision	\$ 10,400.00	\$ 11,751.00	\$ 24,200.00
Protection	\$ 3,500.00	\$ 5,854.00	\$ 11,275.00
Rubbish and waste removal	\$ 2,000.00	Incl. in above	\$ 1,950.00
CM Fee	\$ 15,942.00	\$ 5,463.00	\$ 7,781.65
Insurance Fee	\$ 6,850.00	\$ 3,472.00	\$ 1,540.92
SUM OF ABOVE	\$ 149,334.00	\$ 160,001.00	\$ 163,770.02
WRITTEN BID AMOUNT	\$ 149,334.00	\$ 160,000.00	\$ 163,770.02
Difference	\$ -	\$ (1.00)	\$ -
Include cost of work without tax	No tax included	No tax included	No tax included
Include Firm name, address, city, state, zip code, telephone number, and fax number. The Contractor shall also provide the name, address, telephone number and e-mail address of an individual in the Contractor's organization to whom notices and inquiries by the Library should be directed as part of its proposal.	Metro Elite Contracting, LLC 1111 Bellevue Street, Ste 220 Detroit, MI 48207 PRIMARY CONTACT: James Robinson, Managing Principal Phone: 313-488-5327 jrobinson@metroelitecontracting.c	Sachse Construction 3663 Woodward Avenue, Suite 500 Detroit, MI 48201 PRIMARY CONTACT: Todd Sachse, CEO 313-481-8240 tsachse@sachse.net	PCI One Source Contracting 21717 Republic Ave. Oak Park, MI 48237 PRIMARY CONTACT: Tyler Wilson 248-542-2570 twilson@pcionesource.com
Ability to provide services as outlined.	Yes	Yes	Yes

Related experience with similar projects, Contractor background, and personnel qualifications.	JIMA Studio — Detroit, MI Piston Automotive Group — Redford, MI Core (LP) Fitness — Rochester Hills, MI Hazel Park Community Center — Hazel Park, MI Ann Arbor Water Treatment Plant — Ann Arbor, MI The Hayes Institute — Commercial Tenant Buildout Ypsilanti, MI	St Clair Shores Public Library Renovation WSU Nursing School Classroom Renovation RH Gallery, 370 Brown St, Fred Lavery Porsche Dealership, Sweetgreen, Design Within Reach in Birmingham	Autolive - Auburn Hills, MI Credit Acceptance Corporation - Southfield, MI Truven Health - Ann Arbor, MI Baldwin Public Library - Phase 3
	10 out of 10	9 out of 10	8 out of 10
	Yes, 12/7/26-3/15/27	Yes, 1/4/27-2/2/27	Yes, 11/3/26-12/18/26
	Yes	Yes	Yes
	Yes	Yes	Yes
Written Plan & Schedule	Attachment B - Bidder's Agreement		
	Attachment C - Cost Proposal		
	Attachment D - Iran Sanctions Act		
57 Description of completed projects that demonstrate the firm's ability to complete projects of similar scope, size, and purpose, and in a timely manner, and within budget.	Included	Included	Included
Provide a description of the firm, including resumes and professional qualifications of the principals involved in administering the project.	Company overview and 3 resumes included	Company overview and 6 resumes included	Company overview and 1 resume included
		Yes, included qualified list of trade partners for demolition, masonry, carpentry, roofing, doors/frames/hardware, glass & glazing, drywall, tiling, flooring, painting, fire suppression, plumbing, hvac, electrical	Full service company with the following in-house services: Demolition, Carpentry, Drywall, Ceilings, Doors & Frames, Painting, Wallcovering, Carpet, Millwork, Acoustical panels, Furniture
Provide a list of sub-contractors and their qualifications, if applicable.	N/A		

Provide three (3) client references from past projects, including current phone numbers. At least two (2) of the client references should be for projects of similar nature and scope in the Contractor's proposal.	3 References: City of Hazel Park, City of Ann Arbor, Piston Automotive	3 References: City of Birmingham, St. Clair Shores Public Library, Wayne State University	4 References: Neumann/Smith Architecture, WeWork Detroit, Detroit Achievement, Credit Acceptance
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Baldwin Public Library RFP for Lower Level Updates

	Sterling Construction	SFV Services	ICGM Group
Corridor	\$ 24,500.00	\$ 42,500.00	\$ 42,000.00
Family Restroom	\$ 8,750.00	\$ 10,000.00	\$ 18,000.00
Rotary Donor Room	\$ 28,500.00	\$ 27,000.00	\$ 43,000.00
Adult Services Office	\$ 19,500.00	\$ 20,000.00	\$ 20,000.00
Technical Services Office	\$ 26,500.00	\$ 15,000.00	\$ 25,000.00
Women's Restroom	\$ 9,250.00	\$ 4,000.00	\$ 15,000.00
Men's Restroom	\$ 7,250.00	\$ 4,000.00	\$ 12,000.00
Misc Patching	\$ 4,500.00	\$ 12,000.00	\$ 5,000.00
Project Mgmt & Supervision	\$ 14,000.00	\$ 15,000.00	\$ 18,000.00
Protection	\$ 4,750.00	\$ 3,000.00	\$ 5,000.00
Rubbish and waste removal	\$ 65,000.00	\$ 3,500.00	\$ 8,000.00
CM Fee	\$ 15,225.00	\$ 33,480.00	\$ 25,000.00
Insurance Fee	\$ 7,000.00	\$ 2,000.00	\$ 11,000.00
SUM OF ABOVE	\$ 234,725.00	\$ 191,480.00	\$ 247,000.00
WRITTEN BID AMOUNT	\$ 175,975.00	\$ 191,480.00	\$ 247,000.00
Difference	\$ (58,750.00)	\$ -	\$ -
Include cost of work without tax	No tax included	No tax included	No tax included
Include Firm name, address, city, state, zip code, telephone number, and fax number. The Contractor shall also provide the name, address, telephone number and e-mail address of an individual in the Contractor's organization to whom notices and inquiries by the Library should be directed as part of its proposal.	Sterling Construction 13311 Stark Road Livonia, MI 48150 PRIMARY CONTACT: Ryan McKiddy estimating@sterlingconst.com 248-870-9338	SFV Services One Towne Square #1470 Southfield, MI 48076 Josh Rosen, CEO Josh.r@sfvservices.com 800-630-1021	ICGM Group 2550 Pacific Ave. Suite 700 Dallas, TX 75226 PRIMARY CONTACT: Manuel L. Fumane, Managing Partner 214-838-1444 info@icgmgroup.com
Ability to provide services as outlined.	Yes	Yes	Yes

Related experience with similar projects, Contractor background, and personnel qualifications.	No civic/government experience. Projects included Ivybrook Academy - Ann Arbor, Paris Baguette - Montrose, CA, Huffv Headquarters - Miamisburg, OH, Fit Body Boot Camp - Caledonia, MI, and Cabinets to Go & Lumber Liquidators - Grand Rapids, MI	No civic/government experience. Projects included Maple Lane Valley Condos Greenbrook Park Homes Charring Square Apartments	137th SOW Building 1001 Renovation - Oklahoma City, OK Hafer Park Restroom Renovation - Edmond, OK Oklahoma City VA Clinic Renovation - Oklahoma City, OK	
Overall costs.	7 out of 10	6 out of 10	5 out of 10	
Written Plan & Schedule	Yes, 8 weeks	Yes, 8/10/26-9/25-26. But outside the window requested in RFP	Yes, 70 days	
Attachment B - Bidder's Agreement	Yes	Yes	Yes	
Attachment C - Cost Proposal	Yes, but addition error	Yes	Yes	
Attachment D - Iran Sanctions Act	Yes	Yes	Yes	
57 Description of completed projects that demonstrate the firm's ability to complete projects of similar scope, size, and purpose, and in a timely manner, and within budget.	Included	Included	Included	
	Company overview and 3 resumes included	Company overview and summary qualifications of 4 involved staff members included.	Company overview and summary qualifications of 6 involved staff members included.	
Provide a description of the firm, including resumes and professional qualifications of the principals involved in administering the project.		Will be using subcontractors for flooring, painting, carpentry/framing, demo, ceiling systems, restroom partitions but did not list specific companies	Yes, included Blue Star Inc for selective demolition, Falcon Carpet Services for carpet, TD Painting and Wall Covering for painting	
	None listed, question skipped			
Provide a list of sub-contractors and their qualifications, if applicable.				

Provide three (3) client references from past projects, including current phone numbers. At least two (2) of the client references should be for projects of similar nature and scope in the Contractor's proposal.	3 References: Maple Lane Valley Condos Greenbrook Park Homes Charring Square Apartments	3 References: Edible Brands, ARCO/North Management, Renewable Energy Installation Network	6 References: Oklahoma City VA Clinic Renovation, FAA HVAC Replacement Project, 137th SOW Building 1001 Renovation, Hafer Park Restroom Renovation, Kansas Soldiers' Home Halsey Hall Bariatric Room & Shower Renovation, Dove Science Academy NW OKC Gymnasium
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ATTACHMENT C - COST PROPOSAL
For Baldwin Public Library Lower Level Updates

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

COST PROPOSAL	
ITEM	COST
Corridor	\$ 31,942.41
Family Restroom	\$ 5,936.83
Rotary Donor Room	\$ 25,682.25
Adult Services Office	\$ 3,514.87
Technical Services Office	\$ 10,410.75
Women's Restroom	\$ 3,530.58
Men's Restroom	\$ 2,530.58
Miscellaneous Patching Allowance	\$ 1,875.00
Project Management & Supervision	\$ 16,600.00
Protection, cleaning supplies and equipment	\$ 11,275.00
Rubbish and waste removal	\$ 1,950.00
Construction Management Fee	\$ 7,781.65
Insurance Fee	\$ 1,540.92
TOTAL BID AMOUNT	\$ 124,570.84

Firm Name PCI Industries, Inc.

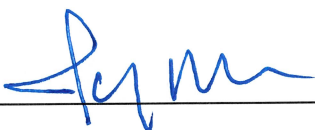
Authorized Signature _____ Date 07/10/2026

ATTACHMENT C - COST PROPOSAL
For Baldwin Public Library Lower Level Updates

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

COST PROPOSAL	
ITEM	COST
Corridor	\$ 18,905
Family Restroom	\$ 9,092
Rotary Donor Room	\$ 27,175
Adult Services Office	\$ 13,375
Technical Services Office	\$ 18,875
Women's Restroom	\$ 3,052
Men's Restroom	\$ 2,787
Miscellaneous Patching Allowance	\$ 14,000
Project Management & Supervision	\$ 11,751
Protection, cleaning supplies and equipment	\$ 5,854
Rubbish and waste removal	\$ Included in Protection, cleaning supplies, equipment
Construction Management Fee	\$ 5,463
Insurance Fee	\$ 3,472
TOTAL BID AMOUNT	\$ 133,800

Firm Name Sachse Construction and Development Company, LLC

Authorized Signature  Date 7/15/2026

Proposal Includes Addendum #1 and Addendum #2



Baldwin Public Library Value Management Log

#	Description	Proposed VM Value	Value Accepted
1	Use of flooring material attic stock (Corridor)	(\$1,800)	(\$1,800)
2	Rotary/Donor Room closet door: 3' wide hollow metal door and frame with standard low cost commercial hardware ILO 4' wide custom door with hidden frame and high cost hardware	(\$2,800)	(\$2,800)
3	Toilet Partition: The addendum 1 product (Bobrick HPL in standard color) is already the lowest cost option	[no savings]	[no savings]
4	Delete insulation from closet walls in Rotary Room	(\$100)	(\$100)
5	Delete ceiling tile scope from Rotary Room	(\$6,430)	(\$6,430)
6	Delete ceiling tile scope from Adult Services Room (except rework at demo'd closet and cassette)	(\$2,630)	(\$2,630)
7	Delete ceiling tile scope from Technical Services Office	(\$7,660)	(\$7,660)
8	Corner guards: changed product, still stainless steel (Corridor)	(\$500)	(\$500)
9	Reduce patching price - and patching no longer an allowance	(\$4,280)	(\$4,280)
Sub Total Of Items Above		\$ (26,200)	\$ (26,200)
Total Project Cost		\$ 160,000	
Less Accepted		\$	133,800
Less Accepted and Pending			
Less Accepted, Pending, and Rejected			

Prepared for:

Baldwin Public Library Lower-Level Updates
Birmingham MI
07.15.26

General Notes:

1. We guarantee 100% customer satisfaction, or we will refund 10% of our Management Fee.
2. Proposal based on Scope of Work write up prepared by Baldwin Public Library dated 5/6/26 and includes Addendums #1 dated 5/20/26 and Addendum #2 dated 5/21/26. It also includes savings from scope reductions listed on the attached Value Management Log.
3. Proposal is based on a construction duration of 4 weeks.
4. Proposal is based upon a mutually acceptable form of fixed price agreement.
5. Proposal is based upon the use of Open Shop labor.
6. Proposal is based on performing work during normal working hours, unless noted otherwise.
7. Proposal is based on costs being subject to change after 30 days of this proposal.
8. Proposal is based upon the Contract Sum and Project Schedule being equitably adjusted by Change Order for any additional costs or time realized by any matters outside of Contractor's control or changes in laws, including but not limited to any taxes, tariffs, treaties or executive orders, enacted after the date of Bid.

Clarifications & Assumptions:

1. Construction commencement and duration shall be coordinated with approval fabrication and delivery of materials.
2. Work will not commence until receipt of appropriate permits from the AHJ/ AHJs.
3. Proposal is based on the construction area being clean and free of debris, having free and clear access to the work area, and all work to be performed by others shall be completed prior to, or after Contractor's work is complete.
4. 100% Payment and Performance bond included.
5. The bid form listed a patching allowance – this proposal includes all patching not as an allowance but as a fixed cost.

Exclusions:

1. Any materials not identified in the specifications or drawings.
2. Utility consumption charges.
3. Bonding requirements by the city or any third-party, inclusive of the Owner.
4. Liquidated and consequential damages.
5. Builders Risk Insurance ("BRI"). Including any temporary facilities required by policy provider
6. Owner project contingency.
7. Overtime / premium time or shift time.
8. Hazardous material testing or environmental surveys.
9. Removal or abatement of contaminated or hazardous material, including but not limited to, asbestos, mold, lead or soil.

10. Michigan EGLE has recently begun enforcing a requirement for an Asbestos survey that is required under the National Emissions Standard for Hazardous Air Pollutants (NESHAP). The cost for inspections, surveys, reports, or other similar efforts are not included.
11. Correction of any existing code violation not shown on drawings.
12. Fireproofing or patching of any existing fireproofing.
13. Final keying or coring.
14. FF&E, Signage, Artwork / Graphics.
15. Engineered drawings including delegated design.
16. Building permit (Assumed by owner)
17. Parking fee for dumpster.

OLD BUSINESS

MEMORANDUM

DATE: July 17, 2026
TO: Baldwin Public Library Board of Directors
FROM: Rebekah Craft, Library Director
SUBJECT: Proposed Tuition Assistance Program

INTRODUCTION

In March 2026, the Library Board voted to allocate money toward a forthcoming Tuition Assistance Program. At the time it was approved in the FY26-27 budget, I noted that the Board would have the opportunity to discuss and approve the proposed plan before making it available for staff members to use. An initial plan was presented to the Board at the June 2026 meeting and Board members were invited to share feedback.

ADJUSTMENTS TO PROGRAM

Based on feedback shared at the June 2026 Board Meeting, the following changes have been made to the Tuition Assistance Program:

- Adjusted the grade requirements for Graduate and Undergraduate programs
- Developed Tuition Assistance Program Application for employees to fill out to participate in the program
- Developed Tuition Assistance Reimbursement Form for participants to fill out after completing the course to receive financial reimbursement for tuition and fees paid
- Lengthened the amount of time an employee must remain employed at BPL after receiving tuition assistance from nine months to twelve months.

FISCAL IMPACT

During the March 2026 Budget Hearing, the Library Board approved allocating \$15,000 in the FY26-27 budget toward a new Tuition Assistance Program.

Due to the cost of tuition for different degree levels, we are proposing an annual allocation of \$3,500 per year for graduate level tuition assistance and \$1,750 per year for undergraduate level tuition assistance. While this would not cover the entire cost of a degree, it will offer a significant benefit to interested and eligible staff.

ATTACHMENTS

- Updated Tuition Assistance Program guidelines
- Tuition Assistance Program Application
- Tuition Assistance Reimbursement Form

SUGGESTED BOARD ACTION

To approve and adopt the Tuition Assistance Program.

Tuition Assistance Program

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

This program is offered to encourage employee self-improvement, thereby increasing the participant's ability to contribute to the Baldwin Public Library (BPL) by pursuing courses of study related to their work.

The scope of the program does not include special seminars or "short courses" of a few days' duration, which will continue to be considered on an individual and departmental training basis as staff training.

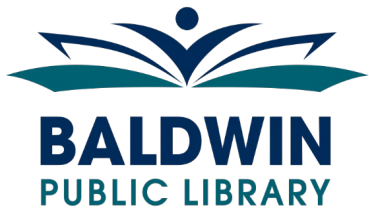
The following provisions are established to govern the administration of BPL's Tuition Assistance Program.

1. As funds for Tuition Assistance are limited, priority shall be governed by the time and date that completed applications are received. Approval and reimbursement for Tuition Assistance is contingent upon the availability of funds, the employee's successful completion of the course, and adherence to policies and procedures.
2. **Employees must submit the Application for Tuition Assistance form to the Library Director to receive permission to participate in the program. This form should be submitted prior to taking any course.**
3. All permanent employees who are regularly scheduled for 20 or more hours per week and have worked at BPL for at least 12 months are eligible to participate in this program.
4. The maximum reimbursable amount per employee is \$3,500 per fiscal year for graduate level tuition and \$1,750 per fiscal year for undergraduate level tuition. Each fiscal year, the Library Director will determine the number of employees who may participate in the tuition reimbursement program, based on budget availability.
5. All payments under this program are on a reimbursement basis. Documentation of fees paid must be submitted prior to reimbursement. Reimbursement for tuition and required textbooks shall be according to the following schedules:

Degree Level	Grade (Letter or numerical equivalent)	Reimbursement Percent
Graduate	A to B-	100%
Graduate	C+ and below	0%
Undergraduate	A to B-	100%
Undergraduate	C+ to C	75%
Undergraduate	C- and below	0%

6. Reimbursement shall be made only for course work completed at accredited educational institutions.
7. BPL will use the prevailing IRS guidelines to process payments.
8. In the event the employee terminates employment with BPL, or is terminated due to a violation of the Staff Rules of Conduct as listed in the Employee Handbook, within **twelve (12)** months from the last day of the semester during which the class was taken, the employee must reimburse 100% of the tuition assistance funds received from the Library.
9. Applications will be approved only for course work directly related to the employee's present job or directly related to a promotional position.
10. Within sixty (60) days of course completion, employees must submit the Tuition Assistance Form along with documentation of successful completion of the program/course and receipts for all expenses being reimbursed. The employee shall be considered as having completed a class when the concluded the term for which the school quotes the tuition fee. The last day of the semester during which the class is taken will determine the fiscal year to which the tuition payment is credited.
11. Expenses covered in this program include tuition and textbooks. Lab fees, parking, mileage, etc. shall not be a part of the Tuition Assistance Program.
12. The applicant shall attend classes on their own time and will not be paid their BPL hourly rate to attend class.
13. Continuation of this program will be at the sole option of the Library Board and Library Director.

It is recognized that in an area as broad as Tuition Assistance, this policy may not cover all eventualities. The Library Director shall be the final authority in judging whether reimbursement shall be made.



Application for Tuition Assistance

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

This application must be approved by the Library Director PRIOR to taking any course. Please attach descriptions of the course you will be completing. Upon successful completion of the course, fill out the "Tuition Reimbursement Form" and return your report card and payment receipts for all submitted expenses to the Library Director for reimbursement.

Name: _____ Job Title: _____

Name of school: _____

Major/Degree being pursued: _____

Start date: _____ Anticipated end date: _____

What is the long-term goal this course will help you reach?

Course Title	Credit Hours	Cost	Fees	Total cost/fees
Totals				

I understand that if this request is approved, reimbursement will be contingent upon successful completion of the course. Successful completion requires graduate students to receive a B- or higher for 100% reimbursement and undergraduate students to receive an A to B- for 100% reimbursement or a C+ to C for 75% reimbursement. I further understand that if I leave the employment of the Baldwin Public Library within one (1) year of the last day of the semester during which the class was taken, I am responsible for reimbursing Baldwin Public Library for 100% of the cost paid to me for tuition assistance.

Employee Signature

Date

Manager/Supervisor Signature

Date

APPROVED

Library Director Signature

Date

Tuition Assistance Reimbursement Form

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

Complete this form once you have completed your approved course. You **MUST** attach documentation of successful completion of the program/course along with receipts for all expenses being reimbursed. Graduate students must receive a B- or higher to be eligible for 100% reimbursement. Undergraduate students must receive an A to B- for 100% reimbursement or a C+ to C for 75% reimbursement.

Name: _____ Job Title: _____

Name of school: _____

Major/Degree being pursued: _____

Date of Completion: _____

Please list all completed courses, along with any applicable costs and fees.

Course Title	Credit Hours	Cost	Fees	Total cost/fees
Totals				

I understand that I leave the employment of the Baldwin Public Library within one (1) year of the last day of the semester during which the course was taken, I am responsible for reimbursing Baldwin Public Library for 100% of the cost paid to me for tuition assistance.

Employee Signature

Date

Documentation of successful completion attached: _____ Yes _____ No

Receipts for all expenses attached: _____ Yes _____ No

Total reimbursement amount: _____

Date of reimbursement: _____

Library Director Signature

Date

INFORMATION ONLY

Upcoming Events of Interest

Paint by Number: Grades 1 to 5

Thursday, July 23, 2026, 3:00pm – 4:00pm

Unearth some messy painting clothes for this painting program using numbered sections and their corresponding colors to create beautiful works of art. Registration required.

Mandala Rock Painting: Grades 7 to 12

Thursday, July 23, 2026, 7:00pm – 8:00pm

Unearth your creativity with this relaxing rock painting workshop led by an instructor from the Anton Art Center. All supplies are provided.

Baby Paleontologist: Ages 3 & Under

Friday, July 24, 2026, 10:00am – 10:45am

Babies will explore a variety of dinosaur-themed sensory activities. Wear clothing that can get messy. Registration required.

Idea Lab Event: The Cartridge Hospital

Saturday, July 25, 2026, 10:00am – 5:00pm

Learn to repair your classic video game equipment: open cartridges, clean contacts, replace dead save batteries, plus the basics of console care. Then, relax and enjoy some classic video games! Stop by any time between 10am and 5pm! Ages 14+

The Bald Eagle's Comeback in Michigan

Monday, July 27, 2026, 7:00pm – 8:00pm

Wildlife veterinarian and photographer Dr. Carl Palazzolo joins us to celebrate the comeback of our national symbol, the bald eagle, in Michigan. Dr. Carl will discuss bald eagle behavior, as well as the medical treatment in rehabilitating ones that are injured. His slideshow will showcase the majesty of the bald eagle through his photography. Dr. Carl's newly released book will be available to purchase at a cash discount.

Eagle Encounter Live at Baldwin

Monday, July 27, 2026, 8:00pm – 8:30pm

The majestic bald eagle, with its snow-colored head and tail, is a regal symbol of freedom, strength, and survival. Now thanks to Francie Krawcke from the Michigan Avian Experience you have the opportunity to meet one of these glorious birds live at the library. Francie will MC the encounter and answer any questions that you may have.

DIY Dinosaur Neon Signs: Grades 6-8

Wednesday, July 29, 2026, 7:00pm – 8:00pm

Unearth a new prehistoric decoration for your room with us! In this program we will be assembling a LED dinosaur sign using craft supplies and simple electronics.

Adult Battle of the Books**Thursday, August 6, 2026, 7:00pm – 8:00pm**

Wrap up your Summer Reading Challenge with our annual Adult Battle of the Books! Your team, of up to five adults (18+), will read five books that we've chosen covering a variety of genres and styles. The titles are listed below and limited copies are available at BPL in a variety of formats. Join us on Thursday, August 6th at 7:00 p.m. to compete with other teams by answering trivia questions based on the books. The Battle registration form will open on May 1st at 9:30 a.m. and remain open until all spots are full. Book themed spirit wear or costumes are encouraged but not required. Snacks will be provided and prizes will be given!

After-Hours Laser Tag for Teens: Grades 7-12**Friday, August 7, 2026, 7:00pm – 9:00pm**

Celebrate the end of Summer Reading with laser tag in the library after we close. Grab your friends and get your game face on! Pizza and ice cream will be provided. Registration required.

A Leap from the Clouds: Michigan's Early Aeronauts**Monday, August 10, 2026, 7:00pm – 8:00pm**

Michigan's early aeronautic pioneers daringly mixed entertainment and engineering. Whether they were acrobatic balloonists like the Herrguth Brothers or pilots like Donald "The Birdman" McGee, these aeronaut "professors" put their experiments to the test in front of captivated crowds in the late 1800s and early 1900s. Jillian Reese, curator of exhibits at the Michigan History Center, is here to enlighten us on this 19th century crazy that swept the state. Registration required.

Story Time Battle at Barnum Park: Dinosaurs vs. Sharks**Thursday, August 13, 2026, 10:30am – 11:00am**

All ages with grown up(s). This program takes place at Barnum Park. Head east from the parking lot, on the other side of the berm. Meet at the circle area off of George Street, at the southeast corner of the park. Two librarians will battle it out through stories, songs, and activities. Who will win? Vote for your favorite at the end of the program. No registration required. In case of inclement weather, the story time will take place in the lower level of the Library.

1 Freedom of the Human Spirit (1964)

Shain Park, Birmingham
Cast bronze; recast 1983

The original sculpture was created for the 1964 New York World's Fair to reflect the theme of space exploration and is owned by New York's Flushing Meadows-Corona Park. In 1983, Fredericks sought permission for an unusual full-size second casting of the monument commissioned by the City of Birmingham to honor its 50th anniversary. Fredericks said of the work, "the thought that we can free ourselves from earth, from the material forces which try to restrain and hamper us, is a happy, encouraging and inspiring one, and I sincerely hope that my work will convey this message."

**2 Peace Memorial (1951)
(aka "War Memorial")**

Shain Park, Birmingham
Cast bronze on Indiana limestone

Fredericks served in the Air Force during World War II as Lieutenant Colonel and after the war completed several commissions recognizing American veterans,

including the **Great Seal of the**

United States for the former Veteran's Memorial Building (currently the Ford/UAW National Programs Center) in Detroit.

Fredericks created a variation of that work for Seaholm High School in 1952 as a memorial to peace. It was moved to City Hall in the 1990s and then Shain Park in 2010. Despite his original intent, it is commonly referred to as Fredericks "War Memorial."



3 Baboon with Baby Chimp (1996)

4 Baboon Playing a Mandolin (1996)

The Community House
380 Bates Street, Birmingham
Children's Garden facing Merrill Street
Cast bronze on granite bases



The baboon was a favorite whimsical motif of Fredericks. These two works originated in 1939 and were popular as smaller castings as well as larger pieces. (A version of Baboon Playing a Mandolin was created for Cranbrook's St. Dunstan's Theater and called **Baboon of the Theater Playing a Ham.**) These pieces were donated by the Fredericks family to The Community House and are now owned by the City of Birmingham.

5 Siberian Ram (1941)

Merrill-Bates Plaza, Baldwin Public Library
300 W. Merrill, Birmingham
Carved limestone



This sculpture (originally commissioned for the Birmingham-Bloomfield Bank) was donated by Fidelity Bank in 1966. Other versions of the work include a 1941 piece for the Henry Ford estate and a bronze casting located inside the Renaissance Center in Detroit.

6 Otter (original design 1937)

Grand Hall, Baldwin Public Library
Cast bronze



Otter is a casting of one of four native animals (rabbit, otter, grouse, and hawk) that Fredericks used in the prize winning 1937 design for the Levi Barbour Memorial Fountain at Belle Isle that launched his career. Otter inspired donor and friend Franziska Schoenfeld to write children's book, *The Impatient Otter: A Tribute to Marshall M. Fredericks in Honor of his 90th Birthday* (Cranbrook Press, 1994).

7

Guardian Angel (original design 1939)

St. James Episcopal
Church Columbarium
355 W. Maple Rd.
Birmingham
(During business hours)
Cast bronze



The iconography of this work depicts an angel holding a dove beside a mother and child. Fredericks designed this work thirty years before it was finally cast as a memorial tribute to the donor's daughter.

8

Peace, Arising from the Flames of War (1964)

Saroki Architecture
430 N. Old Woodward
Birmingham
(During business hours)
Cast bronze



This work is a maquette (small scale model) of the central figure of Fredericks' *Fountain of Eternal Life* completed in 1964 for the Cleveland War Memorial.

Research and design: Birmingham Museum

Contributions: Marcy Heller Fisher, Birmingham Public Arts Board

Photos: Birmingham Museum, Marcy Fisher, City of Birmingham

Sources:

<https://www.marshallfredericks.net/cf.html>
<https://americanart.si.edu/artlist/marshall-fredericks-7119>
https://en.wikipedia.org/wiki/Marshall_Fredericks
<https://www.flickr.com/photos/marshallfredericks/albums/72157628015891879/>

MARSHALL MAYNARD FREDERICKS (1908

-1998) was a prominent twentieth century figurative sculptor. He studied with noted sculptor **Carl Milles** and taught at

Cranbrook schools during the 1930s, at which time he began creating master works for civic and private settings in the

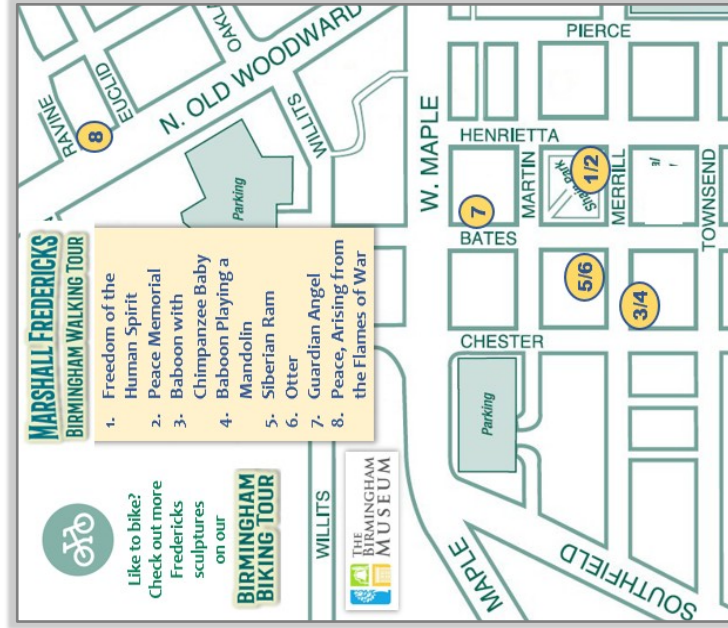
Midwest. Probably his most famous sculpture is *The Spirit of Detroit* (1958), but other notable works can be found in Michigan, Ohio, and Washington, D.C.



THE SCULPTURES OF MARSHALL FREDERICKS



BIRMINGHAM WALKING TOUR



Fredericks and his wife **Rosalind Cooke** raised five children at their home on Quarton Lake. Fredericks was also a philanthropist and donated numerous works displayed throughout the Birmingham community. The Marshall Fredericks Museum in Saginaw contains a significant collection of his work and archives, but Birmingham's residents and visitors can visit many of his important works in and around Birmingham.

The Smithsonian Institution has noted that "his allegorical figures pull the viewers' attention upward and outward, glorifying the public spaces that people ordinarily take for granted."



THE
BIRMINGHAM
MUSEUM

556 W. Maple
Birmingham, MI 48009
248-530-1928

© Birmingham Museum
museum@bhamgov.org

ALA Annual Conference, June 26-28, 2026, Chicago, Ill.

Beverly Banks, MLIS Librarian, Baldwin Public Library



Alyssa, Josh, and Beverly hanging out in the Exhibition Hall with big smiles!

Types of events: Learning Sessions, Main Stage speakers, Huddles, Poster speakers, Author signings, and more.

I tried to attend a variety of these events, but the agenda was so extensive that it was hard to get to everything that I wanted to experience. Here are a few highlights:

Session title- **Banned Books Week Oct. 4-10- Moderated by the Chairperson of Banned Books Week**

Key takeaways:

- Theme Let Books Be
- Bannedbooksweek.org
- Started in 1982 to counter the idea that you can't ban a book because you don't like it
- Genre with the most ban requests is YA
- If Library is not having a banned books display can display books in whatever display would be appropriate such as YA Romance or Halloween Books
- The website is a great resource for materials, free downloadables

Session Title: **From Shelves to Safety: Empowering Library Staff with Tools for Deescalation and Crisis Response**

Key Takeaways:

- Create training that will role play how to respond in scenarios
- Have a system of color coded check-ins such as Red= angry, fearful, threatened, Yellow=uncomfortable, unsure, Green= at ease, relaxed ex. I am feeling green right now.
- Assess situations in terms of spectrum from a. In Crisis- b.Struggling- c.Surviving-d.Thriving
- Tactics for deescalation include: conversation, distance, validate feelings, present yourself as ally, provide choices, allow time for decisions, remember end goal
- Bystander intervention strategies: a.. Direct-speak directly against negative action b. Distract- create excuse to remove colleague from situation c. delegate- tell someone to do something d. Document- create a written report e. Delay if you can't act immediately
- After incident- check in with colleagues



H and I with the Staff of Obama Library



Karyn Parsons, author and me

Session Title- **AI Assisted Metadata Creation**

Key Takeaways:

- This session discussed a pilot study by the University of Illinois in which the researchers used a variety of AI text generation tools to create alt text for images from a variety of sources mostly old books
- Why? Because of the Americans with Disabilities Act, they needed to improve access to their digital collections with additional text describing the images
- Test involved 7 model AI text generating tools including Google's Deepmind, Alibaba's Cloud, Meta's Llama
- Results - Pro AI generated text can be produced in milliseconds and can make collections more accessible
- Results- Negative AI not trained to interpret library materials so they often misinterpret what is there. Also, new hardware and computers may need to be purchased to support the software
- Study showed that AI generated some extremely illogical text for some images such as repeating words thousands of times and in some cases adding symbols where words should go to describe image
- Humans need to monitor every result for errors as the system is not reliable enough to be left unattended. Don't trust AI for accurate information.

“Today’s problems stem from yesterday’s solutions.” Peter Senge The Fifth Discipline

Ethical AI in Libraries: A Critical Look at the Promise and Potential

Key takeaways:

- Ethical issues involved with generative AI are environmental impact, cultural bias, bias in the training data, thwarting or dealing with plagiarism and the theft of intellectual property
- Form committee to critically evaluate AI before it is implemented
- Make sure the AI is aligned with professional and institutional values
- Understand the environmental impact of using generative AI



• Dr. Brandy McNeil, Deputy Director NYPL- AI Ethics panelist

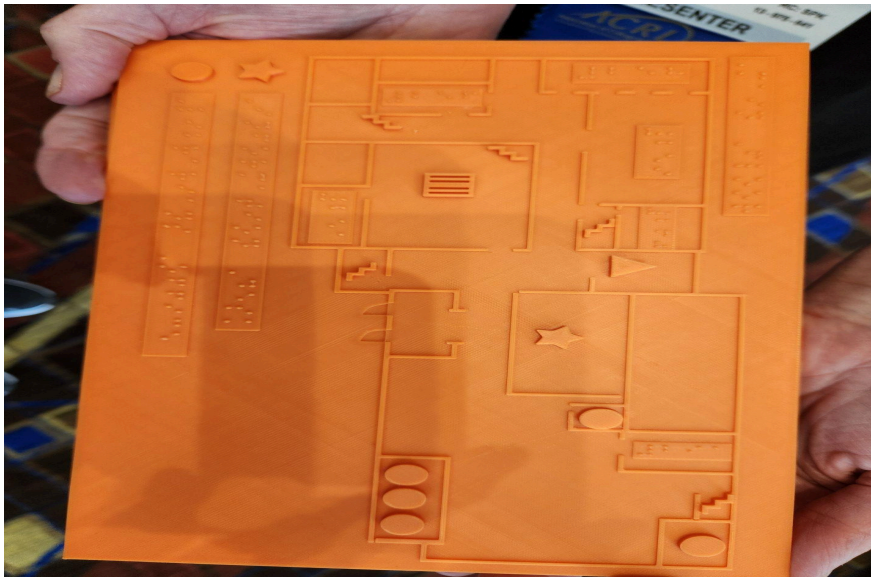
The single biggest failure of leadership is to treat adaptive challenges as tech problems.

Ron Heifetz, Leadership on the Line

Session Title: **Creating a Tactile map for an Inaccessible Library**

Key takeaways:

- Maps that are 3D can be helpful to patrons with visual impairments
- Idea Lab can create these maps to be kept around the library (Circ desk, adult)
- Small plate like maps with raised surfaces to indicate locations



Session Title: **Phone it In**

Key takeaways:

- Use Google Voice to create the phone line
- Create a phone story time service
- Spooky stories for Halloween
- Bedtime stories for small kids
- Patrons could record a story as guest readers



**Barrington
PUBLIC LIBRARY**



phone it in

how to easily set up a dial-a-story
program at your library

Siobhan Egan, MLIS & Patrick Elliot, MLIS



Contact Us

SIOBHAN EGAN
Community Engagement Librarian
Barrington Public Library
segan@barringtonlibrary.org

PATRICK ELLIOT
Technology Coordinator
Barrington Public Library
pelliot@barringtonlibrary.org

1 What is Dial-a-Story?

A prerecorded story, poem, or motivational message that anyone with a phone can call in to listen to.

Why Dial-a-Story?
Dial-in programs are accessible virtual programs that allow people to participate by phone, making them ideal for those who may not have access to a computer or smartphone. These programs can help your library connect with and serve a broader audience.

2 Barrington Public Library's Programs:

DIAL-A-POEM

Started in April 2021, a new poem is uploaded once a week to celebrate National Poetry Month. Poems are read by BPL staff and patrons.

Statistics:

- 2021: 6 poems, 68 listens
- 2022: 5 poems, 124 listens
- 2023: 5 poems, 159 listens
- 2024: 5 poems, 221 listens
- 2025: 4 poems, 1278 listens
- 2026: 4 poems, 397 listens

401-433-9509

**dial-a-
SPOOKY
story**

Started in October 2022, a new spooky story is uploaded once a week. Stories are read by BPL staff and hosted by Count Bookula.

Statistics:

- 2022: 5 stories, 394 listens
- 2023: 5 stories, 101 listens
- 2024: 5 stories, 358 listens
- 2025: 5 stories, 770 listens

401-433-9509

3 Create your own Dial-a-Story Program

Anatomy of a Dial-a-Story

- Intro
 - Draws the person in
 - Could use music
 - Set expectation
- Story
 - Clearly read
 - Original or public domain
 - Enhance with sound effects
- Outro
 - Invite caller to call back

BONUS: Create a host!

COUNT BOOKULA

Record

RECORDING RECOMMENDATIONS

Just starting:

- Built-in microphone
- Voice Recorder App (iOS/Android)
- Handheld Recorder
- Digital/Tape Recorder

Stepping Up Your Game:

- Microphone
- Snowball (Logitech Blue/ICE)
- Handheld (Goos. Shure SM58, Great Neuman BCM 705)
- Buy (or make!) a pop filter
 - Buy Amazon (\$5-\$15)
 - DIY: Nylon leggings over bent metal coat hanger or soft, clean socks over microphone

Edit

EDITING SOFTWARE RECOMMENDATIONS

- Audacity (Windows/ Linux)
- GarageBand (Mac/iOS)

FREE SOUND EFFECTS:

- Pixabay
- FreeSound

Note any copyright license restrictions!

Google Voice

We use Google Voice to host our Dial-in audio content because it is free to set up and lets you choose your own number. Your account must be linked to a real number.

How to use Google Voice:

- 3 minute recording limit
- Can save up to 10 greetings and choose which one is currently live
- Upload all program-related audio ahead of time and toggle on when needed
- Record a default greeting for when programs are not active

The MOST Important Thing:

- Log in and make an outgoing call from your Google Voice number periodically as Google will forfeit your number if inactive

Listen to a Poem

Scan QR code for a curated playlist of our favorite poems

Suggested Listening:

- Patrick's Pick: "Big Sur" by Esme DeVault
- Siobhan's Pick: "Don't Go Into the Library" by Alberto Rios read by Hugo

Listen to a Spooky Story

Scan QR code for a curated playlist of our spookiest tales

Suggested Listening:

- Patrick's Pick: "Under the Bed" read by Tanya
- Siobhan's Pick: "Late Shift" read by Pat

Publish

Follow these steps to send your pre-recorded audio to Google Voice:

Install a "virtual" microphone:

- These tools treat the audio you play on your computer as a microphone input
- Download and install BlackHole Audio (Mac) or VB-Audio Cable (Windows)

Adjust Sound Settings:

- Navigate to your device's audio settings and set audio output & input as the virtual microphone.

"Record" in Google Voice:

- Go to Settings > Voicemail > Record a Greeting and tap record button in Google Voice. Play your pre-recorded audio. Tap "stop" once audio is finished.

Main Stage Speakers:

- **Rachel Maddow, Journalist**, Maddow kicked off the conference after several local guests spoke including, the Chicago Mayor, Governor of Illinois and several others. Her message on the importance of libraries providing a push back to

censorship and a place where the community can find information that is factual as well as a third space was inspiring.

- **Levar Burton**, Actor, Burton was truly inspiring with the thread that connected his work from *Roots*, the TV series to *Reading Rainbow*, the acclaimed reading series to *Star Trek* is a parallel journey for many Americans. H was able to ask Mr. Burton questions and he spent time giving thoughtful answers that had our team so proud to be part of the Baldwin group and that H was a proxy for us all at that moment!
- **Dr. Jill Biden**, First Lady. Dr. Biden shared her past work as a Community College Instructor and how libraries play an important role in our society.
- **Kimberlee Crenshaw**, Dr. Crenshaw is the creator of Critical Race Theory and discussed how her work has been politicized and the desire for others to use her college course as an excuse to reduce Black History programs in public schools.



SECOND FRONT PAGE

3A/ BIRMINGHAM-BLOOMFIELD EAGLE • JUNE 17, 2026

SIMPLE SIGNS STORY TIME

AMERICAN SIGN LANGUAGE STORY TIME
HELPS KIDS AND PARENTS COMMUNICATE

BY MARY GENSON

mgenson@candgnews.com

BIRMINGHAM — The Baldwin Public Library will be holding a story time that integrates American Sign Language into its programming.

Simple Signs Story Time is designed for ages 5 and under 10:30-11 a.m. July 2.

"This is something new that we're doing," Baldwin Public Library librarian Susan Dion said. "It's a story time with simple American Sign Language signs, so it really will enhance the experience of the child."

The library regularly holds different types of story times

See STORY TIME on page 20A

Shutterstock image

20A

Story time

from page 3A

throughout the year. During the Simple Signs Story Time, participants will have the opportunity to learn signs that can help them better communicate.

Baldwin Public Library librarian Caroline Salucci, who will be leading the program, said she has been working on teaching her son sign language. This has inspired her to help other parents learn how to implement sign language at home.

"I just wanted to show parents that this is something that they could easily do," Salucci said. "Being a parent is just kind of overwhelming, and I just want to do my part to help make things easier."

Salucci has about 14 years of story time experience, but this is the first one where she will incorporate sign language throughout the entire program. She has been informally introducing sign language during other story times.

For example, when she is reading "The Very Hungry Caterpillar," she will show the kids the sign for "butterfly" or "eat."

In addition to reading at Baldwin Public Library Storytimes, participants will typically be guided through a structured program of activities, songs and movement.

Registration is required and now open for the story time. Caregivers must attend the story time as well. Simple Signs Storytime will be held at 300 West Merrill St. in Birmingham, in the Rotary/Donor Room, on the lower level. For more information, visit baldwinlib.org.

Teen Culinary Club makes green tea and Spam musubi

BIRMINGHAM — The Baldwin Public Library Teen Culinary Club will learn how to make green tea and Spam musubi 4:30-5:30 p.m. July 22. Parents and younger siblings can not attend teen programming, according to the library's online event listing. Contact teen@baldwinlib.org with questions, or to specify food allergies or dietary restrictions.

Marshall Fredericks sculpture given to library

July 9, 2026

The Birmingham Baldwin Public Library (BPL) has announced receipt of a donation of a bronze cast Otter sculpture made by renowned artist Marshall M. Fredericks, donated in June by Dr. Franziska Schoenfeld.

The sculpture, purchased directly from Fredericks in 1993 by Drs. Robert and Franziska Schoenfeld, was affectionately known as "Otto" by their family. Dr. Schoenfeld chose BPL as the recipient of this gift with the hope that library visitors would enjoy seeing the sculpture, which brought her family so much joy, every time they came to the building, library officials said. Because of the appeal to all ages, the otter was installed at the entrance to the Grand Hall near the center of the library. With this placement, "Otto" becomes part of a collection of artworks scattered across the City of Birmingham for public enjoyment.

In addition to the sculpture, Dr. Schoenfeld also donated a copy of the children's book, *The Impatient Otter*, which she wrote, and which was illustrated by Ann Kelly. Inspired by her own children's love of Otto, the story imagines what happens when the sculpture comes to life, to the delight of the Fredericks children. A copy of the book will remain on display with "Otto" for visitors to read through at any time.

The Marshall M. Fredericks Otter sculpture was originally created along with a Rabbit, Grouse, and Hawk and is one of four animals surrounding the Gazelle Fountain in the Levi L. Barbour Memorial fountain in the Anna Scripps Whitcomb Conservatory Rose Garden on Belle Isle in Detroit, Michigan. A version of the sculpture is also in the Frederik Meijer Gardens in Grand Rapids and the Marshall Fredericks Museum at Saginaw Valley State University.

The sculpture will be officially received and the Schoenfeld family will be thanked at an open reception in the Baldwin Public Library's Grand Hall on Monday, July 20, at 7 p.m. Members of the public are invited to attend.

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, June 15, 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 June 15, 2026 minutes | p. 87 |
| B. Acceptance of the June 2026 receipts of \$22,852.67 | p. 94 |
| C. Approval of the June 2026 disbursements of \$8,543.93 | p. 95 |

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, August 16, 2026

Motion: To adjourn the July 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
June 15, 2026**

1. Call to Order

The meeting was called to order by President Danielle Rumble at 8:42 p.m.

Library Board present: Wendy Friedman, Pam Graham, Frank Pisano, Karen Rock, Danielle Rumble.

Absent and excused: Jennifer Wheeler.

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.

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 May 18, 2026 minutes

B. Acceptance of the May 2026 receipts of \$3,478.53

C. Approval of the May 2026 disbursements of \$24,252.47

1st Pisano

2nd Friedman

A roll call vote was taken.

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

Nays: None.

Absent and excused: Wheeler.

The motion was approved unanimously.

3. New and Miscellaneous Business: None.

4. Adjournment:

Motion: To adjourn the meeting.

1st Pisano

2nd Rock

A voice vote was taken.

Yeas: Friedman, Pisano, Rock, Wheeler.

Nays: None.

Absent and excused: Graham, Rumble.

The motion was approved unanimously.

The meeting was adjourned at 8:45 p.m. The next Trust Meeting will be held on Monday, July 20, 2026, following the regular meeting in the Rotary Tribute & Donor Room.

Wendy Friedman, Secretary

Date

DRAFT

Baldwin Public Library Trust: June 2026

June receipts totaled \$23,852.67. June disbursements totaled \$8,543.93

The current value of the Trust is \$2,395,925.19, divided up in the following way:

	<i>June 2025 - EOY</i>	June 2026
Total endowment investments*	\$ 1,175,624.57	\$ 1,290,491.52
Endowment funds distributed for use	\$ 206,593.83	\$ 217,608.53
Total endowment funds	\$ 1,382,218.40	\$ 1,508,100.05
General spendable funds	\$ 586,790.38	\$ 688,078.22
Building fund	\$ 132,466.59	\$ 152,877.03
Restricted funds**	\$ 40,987.12	\$ 45,390.25
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
Total non-endowment funds	\$ 783,461.74	\$ 909,563.15
Total endowment funds	\$ 1,382,218.40	\$ 1,508,100.05
Total non-endowment funds	\$ 783,461.74	\$ 909,563.15
Total of all Trust funds	\$ 2,165,680.14	\$ 2,417,663.20

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

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

Baldwin Public Library Trust
Endowment Funds Portfolio Performance Benchmarks
As of June 30, 2026

<u>Index</u>	<u>2026: YTD</u>	<u>2025: Entire Year</u>
S&P 500-Equity Benchmark	9.55%	16.39%
U.S. Aggregate-Bond Benchmark	0.48%	-0.20%
Blended Return of Both Benchmarks* (S&P 500: 75% and U.S. Aggregate: 25%)	7.28%	12.24%
Baldwin Endowment Funds' Portfolio	7.51%	9.73%
Endowment Funds' Performance Compared to Blended Return of Benchmarks	0.23%	-2.51%

*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 June 30, 2026, the breakdown was as follows:

Raymond James Endowment Funds Account	\$1,304,323.51
Raymond James Building Mutual Funds Account	\$634,499.04
Huntington Bank Checking Account	\$4,429.48
Huntington Bank Money Market Account	<u>\$474,411.17</u>
Total	\$ 2,417,663.20

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

[illegible]

[illegible]

**BALDWIN PUBLIC LIBRARY TRUST
ENDOWMENT FUNDS BY DESIGNATION
JUNE 30, 2026**

		Prior Month Balance	Current Month Revenue	Year to Date Revenue	Current Month Expense	Year to Date Expense	Transfer In	Transfer Out	Change in Investment Value	Ending Balance 06/30/26
12e										
Gift & Tribute Funds	Purpose	05/31/26		Revenue	Expense	Expense	In	Out	Value	
General Spendable Funds		\$691,271.58	\$2,162.50	\$35,786.64	\$10.00	\$1,773.92			(\$5,345.86)	\$688,078.22
Restricted Funds:										
Building Fund		\$154,565.20	\$0.00	\$0.00	\$0.00	\$0.00			(\$1,688.16)	\$152,877.03
Van Dragt Fund		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				\$0.00
Memorials/Tributes		\$10,490.65	\$0.17	\$201.73	\$0.00	\$376.64				\$10,490.82
Covid Project		\$516.43	\$0.00	\$0.00	\$0.00	\$0.00				\$516.43
Restricted Fund - Idea Lab/MAF		\$2,500.00	\$50.00	\$2,500.00	\$0.00	\$0.00				\$2,550.00
Friends	Adult Services Programs	\$6,020.89	\$1,700.00	\$7,000.00	\$2,987.34	\$10,966.58				\$4,733.55
	Young Adult Programs	\$5,005.82	\$6,200.00	\$8,700.00	\$1,803.34	\$11,228.27				\$9,402.48
	Youth Services Programs	\$4,915.95	\$2,950.00	\$7,700.00	\$1,928.01	\$8,082.48				\$5,937.94
	Idea Lab Program Supplies	\$407.19	\$2,500.00	\$2,000.00	\$43.99	\$3,187.97				\$2,863.20
	Outreach & Equipment	\$595.82	\$8,300.00	\$2,500.00	\$0.00	\$7,294.15				\$8,895.82
	Sub-total Restricted	\$185,017.95	\$21,700.17	\$30,601.73	\$6,762.68	\$41,136.09	\$0.00	\$0.00	(\$1,688.16)	\$198,267.27
Rotary Room Fund	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
Ileane Thal Reference Desk		\$6,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,000.00
Miranda Burnett Reference Desk		\$9,385.65	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$9,385.65
Total Gift and Tribute Funds		\$899,507.18	\$23,862.67	\$66,388.37	\$6,772.68	\$42,910.01	\$0.00	\$0.00	(\$7,034.02)	\$909,563.15
Endowment Funds										
Endowment Budgeted Funds	General Funds	\$61,365.55	\$0.00	\$171.92	\$252.90	\$9,055.24				\$61,112.65
	Adult Large Print	\$3,263.30	\$0.00	\$0.00	\$365.09	\$3,027.59				\$2,898.21
	Adult Services Department	\$36,018.54	\$0.00	\$0.00	\$0.00	\$2,722.53				\$36,018.54
	Adult Audio Visual	\$712.29	\$0.00	\$0.00	\$0.00	\$730.12				\$712.29
	Adult Reference	\$74,610.06	\$0.00	\$0.00	\$0.00	\$0.00				\$74,610.06
	Adult Programs	\$16,298.23	\$0.00	\$0.00	\$419.95	\$7,865.29				\$15,878.28
	Architecture	\$1,032.10	\$0.00	\$0.00	\$9.15	\$884.47				\$1,022.95
	Youth Services Department	\$7,549.48	\$0.00	\$0.00	\$241.96	\$5,696.50				\$7,307.52
	Youth Programs (Nix)	\$501.99	\$0.00	\$0.00	\$0.00	\$680.26				\$501.99
	Professional Development	\$14,563.19	\$0.00	\$0.00	\$462.20	\$14,734.89				\$14,100.99
	Staff Appreciation	\$2,003.88	\$0.00	\$200.00	\$30.00	\$1,464.38				\$1,973.88
	Koschik Building Fund	\$1,471.17	\$0.00	\$0.00	\$0.00	\$1,259.18				\$1,471.17
	Sub-total	\$219,389.78	\$0.00	\$371.92	\$1,781.25	\$48,120.45	\$0.00	\$0.00	\$0.00	\$217,608.53
Total Endowment Investments	All Funds	\$1,277,028.23	\$0.00	\$3,089.56	\$0.00	\$0.00	\$0.00	\$0.00	\$13,463.29	\$1,290,491.52
Total Endowment Funds		\$1,496,418.01	\$0.00	\$3,461.48	\$1,781.25	\$48,120.45	\$0.00	\$0.00	\$13,463.29	\$1,508,100.05
Total All Trust Funds		\$2,395,925.19	\$23,862.67	\$69,849.85	\$8,553.93	\$91,030.46	\$0.00	\$0.00	\$6,429.27	\$2,417,663.20

TRUST RECEIPTS
June-26

12f_

Trust Money Mkt General Funds:

Tim Bassett	\$	9.31	
Rackeline Hoff in Memory of John Brice	\$	25.00	
Rebekah Craft	\$	30.00	
The Pisano Family in Memory of Jeffrey Boes	\$	75.00	
Kathryn Bergeron	\$	97.03	
Walter J. Kirchberger	\$	1,000.00	
Money Market Interest Income	\$	926.16	\$ 2,162.50

Friends of BPL:

- Adult Programs	\$	1,700.00	
- Teen Programs	\$	6,200.00	
- Youth Programs	\$	2,950.00	
- Idea Lab Program Supplies	\$	2,500.00	
- Outreach and Equipment	\$	8,300.00	

Trust Money Mkt Restricted Funds:

Eve Pickman in Memory of Vern Benson (Idea Lab)	\$	50.00	
			\$ 50.00

Memorial Book Fund:

Checking Account Interest	\$	0.17	\$ 0.17
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Trust Money Mkt Endowment Fund:

\$ -

Total Receipts at Huntington Bank

\$ 23,862.67 \$ 2,212.67

Raymond James

Huntington Bank to Raymond James)			\$0.00
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Total Trust Receipts (Before Bank Fees)

\$23,862.67 \$23,862.67

Monthly Banking Fee on Money Market Account

\$ (10.00) \$ (10.00)

Total Trust Receipts (Net)

\$23,852.67 \$2,202.67

06/30/2026 12:10 PM
User: 2540
DB: Birmingham

CHECK REGISTER FOR CITY OF BIRMINGHAM
CHECK DATE FROM 06/01/2026 - 06/30/2026

Page: 1/1

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank LIBRY BALDWIN PUBLIC LIBRARY TRUST					
06/18/2026	LIBRY	6531	004867	BALDWIN PUBLIC LIBRARY TRUST	42.20
06/18/2026	LIBRY	6532	000902	CENGAGE LEARNING INC	123.20
06/18/2026	LIBRY	6533	004269	CENTER POINT LARGE PRINT	118.88
06/18/2026	LIBRY	6534	004604	GORDON FOOD	29.37
06/18/2026	LIBRY	6535	001090	INGRAM LIBRARY SERVICES	119.25
06/18/2026	LIBRY	6536	MISC	JONATHON CARPUS	100.00
06/30/2026	LIBRY	6537	MISC	ANTON ART CENTER	140.00
06/30/2026	LIBRY	6538	MISC	BRIAN CHRISTOPHER KEMP	100.00
06/30/2026	LIBRY	6539	MISC	CARL PALAZZOLO	150.00
06/30/2026	LIBRY	6540	000902	CENGAGE LEARNING INC	32.80
06/30/2026	LIBRY	6541	004269	CENTER POINT LARGE PRINT	90.21
06/30/2026	LIBRY	6542	MISC	CUPS OF LOVE, LLC	450.00
06/30/2026	LIBRY	6543	MISC	ESCAPE ROOM NOVI	228.00
06/30/2026	LIBRY	6544	009315	FIRST NATIONAL BANK OF OMAHA	4,549.67
06/30/2026	LIBRY	6545	009315	VOID	0.00 V
06/30/2026	LIBRY	6546	009315	VOID	0.00 V
06/30/2026	LIBRY	6547	004604	GORDON FOOD	233.11
06/30/2026	LIBRY	6548	009060	ROSEMARY ISBELL	8.98
06/30/2026	LIBRY	6549	MISC	LET MARY COOK	300.00
06/30/2026	LIBRY	6550	MISC	MICHIGAN AVIAN EXPERIENCE	600.00
06/30/2026	LIBRY	6551	009478	ODP BUSINESS SOLUTIONS, LLC	82.40
06/30/2026	LIBRY	6552	010156	FOLLETT CONTENT SOLUTIONS LLC	131.86
06/30/2026	LIBRY	6553	000757	SCHOLASTIC INC	914.00

LIBRY TOTALS:

Total of 23 Checks:	8,543.93
Less 2 Void Checks:	0.00
Total of 21 Disbursements:	8,543.93