



**BALDWIN PUBLIC LIBRARY MINUTES,  
REGULAR MEETING  
August 21, 2023**

Call to Order and Roll Call:

The meeting was called to order by President Jennifer Wheeler at 7:30 p.m.

Library Board present: Melissa Mark, Frank Pisano, Karen Rock, Danielle Rumble, Jim Suhay, Jennifer Wheeler, and Student Representative Titus Smith III.

Absent and excused: None.

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

Friends of the Library liaison present: Ryndee Carney

Contract community representatives present: None.

Members of the public present: Two (one via Zoom; one in person).

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

Rumple read aloud the Library's Mission Statement.

1. General Public Comment Period: None.

2. Consent Agenda:

**Motion to approve the consent agenda.**

**1st** Suhay

**2nd** Rock

A roll call vote was taken.

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

Nays: None.

Absent and excused: None.

The motion was approved unanimously.

3. Board Reports and Special Announcements:

**President's report:** Wheeler thanked the community and staff members who participated in the Summer Reading program.

**Board comments:** Rock commended the Friends of the Library for their recent record donation to the library. She also noted that she will be staying in Chicago during the month of September for the birth of her first grandchild, but will be briefly returning home to attend the September 18 Board meeting.

**Staff Anniversaries:** Rock recognized the following staff anniversary: Sarah Dalmer (1 year of service), Paul Gillin (10 years), Mick Howey (6 years), Tony Lowe (18 years), Kathleen McBroom (6 years), Terry Meyer (11 years), Daniel Patton (6 years), and Kristen Tait (22 years).

**Upcoming events of interest:** Miller reported upcoming events at the Library, full details of which are on pages 82-83 of the August Board packet. The library will be closed September 2-4 for Labor Day weekend and September 22 for staff development day. Story Times begin again on September 5.

4. Board Committee Reports

**Finance Committee:**

Rumple reported that the Finance Committee met on August 14. Present were Pisano, Rumple, Craft, Miller, and Jim Cummins from Raymond James. Full minutes from this meeting are on pages 14-15 of the August Board packet. The next meeting of the Finance Committee will take place on Monday, September 11, 2023, at 4:00 p.m. in the Delos Board Room.

**Building Committee:**

Suhay reported that the Building Committee met on August 16. Present were Mark, Suhay, Craft, and Miller. Full minutes from this meeting are on page 20 of the August Board packet.

Wheeler confirmed that she would also attend the informational meeting about The Community House proposed renovations on September 11.

The next meeting of the Building Committee will take place on Wednesday, September 13, at 4:00 p.m. in the Jeanne Lloyd Room.

5. Library Report:

Craft and Miller presented highlights from the Library Report. Full details of this report are on pages 21-30 of the August Board packet.

Craft noted Downloadable Content was much higher from last year. She attributed this to a partnership with the MetroNet consortium's OverDrive Reciprocal Lending Agreement and also trialing cost-per-circulation titles, which enable wider access to in-demand materials.

City of Birmingham staff will further investigate a possible sewer line blockage to help determine the cause of water damage in the Youth Room on August 11.

Mark showed a New York Times article from August 20 about collectable, special edition hip-hop library cards at NYPL. The Board briefly discussed possibilities in creating themed BPL cards in the future. Titus Smith recommended partnering with local athletes and Detroit-area team mascots.

6. Liaisons

Friends: Ryndee Carney thanked staff for assisting with the pop-up sale on August 13. The sale brought in around \$900. The Friends plan to hold a pop-up sale on September 9. The Friends will hold their next board meeting on September 12.

Beverly Hills: There was no report.

Bloomfield Hills: There was no report.

Bingham Farms: There was no report.

7. Phase 3: Renovation Update:

Craft provided a Phase 3 renovation update. Full details of this report are found on pages 33-41 of the August Board packet. The central gallery is on track to open in early October. The front entrance ramp will need to be cut out, rather than dug out. Suhay noted ceilings will be lowered to 7' to conceal an HVAC protrusion. He wondered if the ceilings could be kept at 8' and the protrusion "bumped out." Craft replied that ceilings on the east side study rooms will have to be lower because of HVAC units in the ceiling. Craft stated that it would look more elegant if the interior of the study room ceilings are the same height throughout rather than having drywall formed around the differing duct heights; this was the recommendation of the architect.

8. New & Miscellaneous Business:

**2024 Calendar:**

Annually, a holiday calendar for the following year is proposed to the Library Board. The proposed 2024 holiday calendar can be found on page 75-76 of the August Board packet.

**Motion to approve the 2024 Library calendar as found on page 75 of the August 2023 Board Packet, changing the February Board meeting date to Monday, February 26, rather than Wednesday, February 21.**

**1st** Mark

**2nd** Rock

A voice vote was taken.

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

Nays: None.

Absent and excused: None.

The motion was approved unanimously.

**Fundraising:**

A memorandum pertaining to beginning fundraising efforts can be found on paged 77-78 of the August Board packet. Craft noted her local library sends annual end-of-year appeals for fundraising. BPL appealed for donations for Phase 2 Youth Room renovations, and hosted the Books & Bites fundraiser event in six different years to raise money. Prior to the COVID-19 pandemic, a Books & Bites fundraiser for 2020 was in early planning.

The Board decided to form an ad hoc committee to discuss this matter in detail.

**Motion to have two Library Board trustees and one individual from the Friends of the Library on an ad hoc committee for fundraising, and tasked the committee to find [a member of] the community that would like to participate.**

**1st** Pisano

**2nd** Rock

A voice vote was taken.

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

Nays: None.

Absent and excused: None.

The motion was approved unanimously.

9. Unfinished Business: None.

10. Items Removed from Consent Agenda: None.

11. Information Only: See pages 81-97 of the August 2023 Board packet.

12. Adjournment:

**Motion to adjourn the meeting.**

**1st** Rumple

**2nd** Mark

A voice vote was taken.

Yeas: Mark, Pisano, Rock, Rumple, Suhay, Wheeler.

Nays: None.

Absent and excused: None.

The motion was approved unanimously.

The motion was approved unanimously. The meeting was adjourned at 8:55 p.m. The next regular meeting is scheduled for Monday, September 18, 2023, at 7:30 p.m. in the Delos Board Room.

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Danielle Rumple, Secretary

Date