



**BALDWIN PUBLIC LIBRARY MINUTES,
REGULAR MEETING
July 15, 2024**

Call to Order and Roll Call:

The meeting was called to order by President Karen Rock at 7:32 p.m.

Library Board present: Wendy Friedman, Melissa Mark, Frank Pisano, Karen Rock, Danielle Rumble, Jennifer Wheeler, and, via Zoom, Student Representative Kate Walter.

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, President

Contract community representatives present: Andrew Drummond, Beverly Hills Village Council.

Members of the public present: Three.

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

Mark read aloud the Library's Mission Statement.

1. General Public Comment Period: A staff member expressed their disappointment in the Pride flag/pin decision made at the last meeting, and hopes this discussion can be reopened in relation to the library's value of inclusivity.

2. Consent Agenda:

Motion to approve the consent agenda.

A. Approval of June 24, 2024 Board Meeting Minutes

B. Approval of June 2024 vendor payments in the amount of \$173,129.56, including payments in excess of \$75,000.

C. Approval of total expenses in the amount of \$422,811.74

1st Rumble

2nd Mark

A roll call vote was taken.

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

Nays: None.

Absent and excused: None.

The motion was approved unanimously.

3. Board Reports and Special Announcements:

President's report: Rock thanked everyone involved in the renovation reopening on July 9, especially Craft and Miller.

Board comments: Pisano echoed Rock's comments, and acknowledged staff's hard work and dedication to Phase 3.

Staff Anniversaries: Rumble recognized the following staff anniversaries: Rebekah Craft (9 years of service).

Upcoming events of interest: Miller reported upcoming events at the Library, full details of which are on pages 86-87 of the July Board packet.

4. Board Committee Reports

Finance Committee:

Rumple reported that the Finance Committee met on July 8. Present were Pisano, Rumple, Craft, and Miller. Full minutes from this meeting are on page 16 of the July Board packet. The next meeting of the Finance Committee will take place on Monday, August 12, 2024 at 4:00 p.m. in the Delos Board Room.

Building Committee:

Pisano reported that the Building Committee met last on July 8. Present were Mark, Pisano, Craft, and Miller. Full minutes from this meeting may be found on page 19 of the July Board packet. The next meeting of the Building Committee will take place on Monday, August 12, 2024 at 3:00 p.m. in the Delos Board Room.

Outreach Committee:

The Outreach Committee will meet next on August 6 at 11:00 a.m. in the Delos Board Room.

5. Library Report:

Craft and Miller presented highlights from the Library Report. Full details of the complete report are on pages 21-31 of the July Board packet. Miller provided the quarterly Statistics Dashboard report for 2023-2024 fiscal year-to-year comparisons. While targets were set based on construction impact, metrics generally have surpassed or met targets compared to the previous fiscal year.

6. Liaisons

Friends: Ryndee noted the FOL fiscal year ends on August 31. Revenue is ahead of last year in memberships and gifts, however, book and media sales are down by approximately \$7,000. The lobby sale space is consistently bringing in around or above \$1,000 a month. Spring and Fall sales have not performed as strongly as in the past, and the FOL Board will review different ideas for regular sales. The next 4th Saturday Sale will be on July 27, from 10:00 a.m. to 2:00 p.m., with all items priced at \$1.

Beverly Hills: Andrew Drummond commented that the Phase 3 renovation space looks great.

Bloomfield Hills: There was no report.

Bingham Farms: There was no report.

7. Phase 3: Renovation Update:

Craft provided a Phase 3 renovation update, complete details of which can be found on pages 33-48 of the July Board packet. The space is now open to the public.

Several punch list items remain, as noted on pages 53 and 63 of the July Board packet. The Martin St. temporary ramp will remain in place for a few weeks more. The renovated Merrill entrance will close for one to two days while epoxy fill is applied to all grout lines in the café and vestibule. The temporary Martin St. entrance ramp will be taken down after this task is completed. Some patrons have indicated disappointment the new space is not a staffed café. The sound level from the space is high due to the hard surfaces, and the architects and staff will

explore options to dampen the noise. The Popko mural does not have an exact date for installation, but is in progress. Staff are adjusting to the new space and innovating solutions for how to best utilize it.

8. New & Miscellaneous Business:

Library of Michigan Trustee Training:

Clare Membiela is offering to Michigan libraries a refresher presentation Trustee training. This would be via Zoom or in person. The Board can put this training on the agenda during a regular meeting, or a separate special meeting can be held and publicly noticed. If via Zoom, the Board would still be required to meet in person, and Membiela would appear virtually. Craft would coordinate dates between the Board and Membiela.

Motion to have Clare Membiela do a [Trustee training] presentation in person on a date [the Board of Trustees] can all agree on, [which] would be publicly noticed.

1st Rock
2nd Friedman

A voice vote was taken.

Yeas: Friedman, Mark, Pisano, Rock, Rumble, 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 85-114 of the July Board packet.

12. Adjournment:

Motion to adjourn the meeting.

1st Rumble
2nd Wheeler

A roll call vote was taken.

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

Nays: None.

Absent and excused: None.

The motion was approved unanimously.

The meeting was adjourned at 8:17 p.m. The next regular meeting is scheduled for Monday, August 19, 2024, at 7:30 p.m. in the Rotary & Donor Room.

Melissa Mark, Secretary

Date