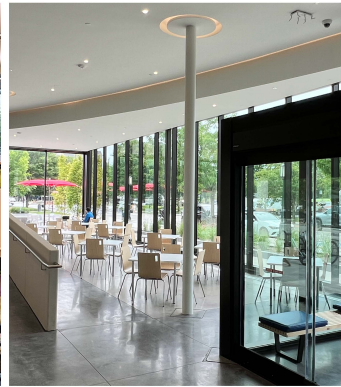


BALDWIN PUBLIC LIBRARY BOARD OF DIRECTORS



# LIBRARY BOARD MEETING

SEPTEMBER 16, 2024

Karen Rock  
PRESIDENT

Danielle Rumpel  
VICE PRESIDENT

Melissa Mark  
SECRETARY

Wendy Friedman

Frank Pisano

Jennifer Wheeler

Rebekah Craft  
LIBRARY  
DIRECTOR



LEARN. CONNECT. DISCOVER.

# MISSION

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

# VISION

The Baldwin Public Library will be an essential part of the community and the first choice for access to cultural, recreational, and learning opportunities.

# CORE VALUES

WE ARE COMMITTED TO:

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

ADOPTED APRIL 2022

# BALDWIN PUBLIC LIBRARY BOARD OF DIRECTORS

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

465 Pilgrim Ave.  
Birmingham, MI 48009 Home:  
(248) 540-9203  
e-mail: kgrock13@gmail.com

Term expires 2027

Personnel Committee,  
Policy Committee

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

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

Term expires 2025

Finance Committee

**Mark, Melissa**  
**SECRETARY**

635 Puritan Ave.  
Birmingham, MI 48009  
(248) 644-8451  
e-mail: weir527@gmail.com

Term expires 2025

Building Committee,  
Outreach Committee

**Friedman, Wendy**

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

Term expires 2027

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 2025

Finance Committee,  
Building 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

**Walter, Kate**  
**STUDENT REPRESENTATIVE**

e-mail: katewalter350@gmail.com

Term expires February 2025



LEARN. CONNECT. DISCOVER.

# AGENDA



# Baldwin Public Library Board Meeting

Monday, September 16, 2024 at 7:30 p.m.

Rotary/Donor Rooms

## *Agenda*

The full Board packet is available online at [www.baldwinlib.org](http://www.baldwinlib.org) on the Friday preceding the meeting.

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

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

### I. General Public Comment Period

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

### II. Consent Agenda

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

- A. Approval of August 19, 2024 Board Meeting Minutes p. 7
- B. Approval of August 2024 vendor payments in the amount of \$88,143.53, including payments in excess of \$75,000. p. 11
- C. Approval of total expenses in the amount of \$346,534.76 p. 15

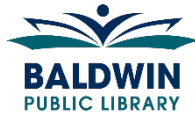
### III. Board Reports and Special Announcements

- A. President's report
- B. Board comments
- C. Staff anniversaries (Danielle Rumble) p. 32
- D. Upcoming events of interest (Jaclyn Miller) p. 38

- IV. Board Committee Reports
  - A. Finance – Danielle Rumble p. 14  
 The next meeting of the Finance Committee will be held on Monday, October 14 at 4:00 p.m.
  - B. Building – Frank Pisano p. 17  
 The next Building Committee will take place on Monday, October 7 at 4:00 p.m.
  
- V. Library Report – Rebekah Craft and Jaclyn Miller p. 19
  
- VI. Liaisons
  - A. Report from Friends of the Baldwin Public Library (Ryndee Carney) p. 34
  - B. Beverly Hills (Andrew Drummond, Beverly Hills Village Council)
  - C. Bloomfield Hills (Susan McCarthy, Bloomfield Hills City Commission)
  - D. Bingham Farms (Kathy Mechigian, Bingham Farms Village Council)
  
- VII. New & Miscellaneous Business
  
- VIII. Unfinished Business
  
- IX. Items removed from the Consent Agenda
  
- X. Information Only
  - A. Upcoming events of interest p. 38
  - B. Baldwin Public Library Grand Opening Celebration program p. 40
  - C. Baldwin Staff Development Day schedule for Friday, September 20, 2024 p. 42
  - D. Birmingham Bloomfield Eagle article “Baldwin Public Library open house to showcase renovations” p. 44
  
- XII. Adjournment  
 The next regular meeting of the Library Board will take place on Monday, October 21, 2024 at 7:30 p.m.  
***Motion:*** *To adjourn the September 16, 2024 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) 644-5115 (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) 644-5115 (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  
August 19, 2024**

Call to Order and Roll Call:

The meeting was called to order by President Karen Rock at 7:30 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: No.

Contract community representatives present: None.

Members of the public present: Two.

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

Mark read aloud the Library's Mission Statement.

1. General Public Comment Period:

1. New entrance is wonderful
2. Apologized for missing previous meetings, happy to see everyone

2. Consent Agenda:

**Motion to approve the consent agenda.**

**A. Approval of July 15, 2024 Board Meeting Minutes**

**B. Approval of July 2024 vendor payments in the amount of \$210,837.65, including payments in excess of \$75,000.**

**C. Approval of total expenses in the amount of \$396,476.23**

**1st** Pisano

**2nd** Friedman

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 commented that the new area is open, airy, light, and very welcoming. She looks forward to the open house on September 15.

**Board comments:** Mark thanked Stratton and others who helped implement perennial garden beds in the southwest corner. Wheeler noted the BCS PTA has already used the atrium as a meeting space.

**Staff Anniversaries:** Rumble recognized the following staff anniversaries: Sarah Dalmer (2 years of service), Paul Gillin (11 years), Mick Howey (7 years), Tony Lowe (19 years), Terry Meyer (12 years), Daniel Patton (7 years), Kristen Tait (23 years), Peter VanGelderren (1 year).

**Upcoming events of interest:** Miller reported upcoming events at the Library, full details of which are on pages 56-57 of the August Board packet.

#### 4. Board Committee Reports

##### **Finance Committee:**

Rumble reported that the Finance Committee met on August 12. Present were Pisano, Rumble, Craft, Miller, and Jim Cummins and Connor Brannagan of Raymond James. Full minutes from this meeting are on page 14 of the August Board packet. The next meeting of the Finance Committee will take place on Monday, September 9, 2024 at 4:00 p.m. in the Delos Board Room.

Penal fines received are about the same as last year, but not as high as pre-COVID years. Investment income is much higher than last year, due to the recent sale of bonds.

##### **Building Committee:**

Pisano reported that the Building Committee met last on August 12. Present were Mark, Pisano, and Craft. Full minutes from this meeting are on page 18 of the August Board packet. The next meeting of the Building Committee will take place on Wednesday, September 4, 2024 at 4:00 p.m. in the Delos Board Room.

Additional coverage of bird deterrent film could be put up by October, or after May, depending on installer availability. Increasing coverage in the temporary trial area will give the public a better idea of what full coverage would look like, and the durability of the film can be tested through all seasons before deciding to apply it to all windows. Craft noted positive feedback received from the community on the current test area.

##### **Outreach Committee:**

Mark reported that the Outreach Committee met last on August 6. Present were Friedman, Mark, Craft, and Miller. Full minutes from this meeting are on page 20 of the August Board packet. The next meeting of the Building Committee will take place on Tuesday, September 24, 2024 at 11:00 a.m. in the Delos Board Room.

If there are suggestions for non-profit organizations who could benefit from participating in the upcoming non-profit fair, Mark requests that information be sent to Craft or Miller.

The Outreach Committee also discussed purchasing marketing freebies to hand out at outreach events, such as wallet-size magnifiers, stickers, and pens.

#### 5. Library Report:

Craft and Miller presented highlights from the Library Report. Full details of the complete report are on pages 21-44 of the August Board packet. A full recap of the Summer Reading program will be provided in the September Board packet. The Phase 3 renovation open house and ribbon cutting will take place on Sunday, September 15 from 1:00 p.m. to 3:00 p.m.

Craft gave an update on the distribution of free period products in all library restroom stalls after 4 months. Pisano mentioned several concerns he had over placing period products in the men's restrooms. Craft and the remaining board members spoke in defense of leaving the products in the restrooms.



The Library of Things will be implemented after a shelf is modified next week, and will reside between the Adult Services reference desk and the Idea Lab.

Miller reviewed Strategic Plan updates. In reference to the Strategic Plan Personnel & Organization update, Mark suggested identifying and exploring staff who are above average in skills and abilities that can be shared and taught as a way to develop future library programming and activities.

6. Liaisons

Friends: There was no report.

Beverly Hills: There was no report.

Bloomfield Hills: There was no report.

Bingham Farms: Kathy Mechigian sent an update to be read, as she could not attend. Bingham Farms Village Council passed their 2024-2025 budget. They are encouraging residents to attend the Library's Phase 3 open house on September 15. The Bingham Farms Village Council will welcome three new trustees next November – Jim Miller, Eric McAlexander, and Mike DeRonne.

7. New & Miscellaneous Business:

**2025 Calendar:**

There was discussion around scheduling Board meetings when there is a conflict, and whether the rescheduled date should fall on the following Wednesday or Monday. The Board deliberated and decided to approve the 2025 calendar as recommended on page 49 of the August Board packet.

**Motion to approve the 2025 Library calendar as found on page 49 of the August 2024 Board packet.**

**1st** Wheeler

**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.

**Electronic Device, Network, and Internet Use Policy:**

Rock reviewed the recommended changes to this policy, as found on pages 52-53 of the August Board packet.

**Motion to adopt the changes to the Electronic Device, Network, and Internet Use Policy on pages 52-53.**

**1st** Pisano

**2nd** Rumble

A roll call vote was taken.

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

Nays: None.

Absent and excused: None.

The motion was approved unanimously.

8. Unfinished Business: None.

9. Items Removed from Consent Agenda: None.
10. Information Only: See pages 55-103 of the August Board packet.
11. Adjournment:

**Motion to adjourn the meeting.**

**1st** Rumble  
**2nd** Wheeler

A voice 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 8:36 p.m. The next regular meeting is scheduled for Monday, September 16, 2024, at 7:30 p.m. in the Rotary & Donor Room.

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Melissa Mark, Secretary

Date

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

Check Number	Vendor #	Vendor	Amount
	000843	BAKER & TAYLOR BOOKS	167.65
	009535	BIRMINGHAM PAPERS	624.00
	000902	CENGAGE LEARNING INC	70.37
	000575	DEMCO, INC	733.69
	000585	FARMINGTON COMM. LIBRARY	583.03
	001090	INGRAM LIBRARY SERVICES	15,721.80
	008827	KANOPY, INC	342.55
	000795	LIBRARY DESIGN ASSOCIATES, INC.	250.00
	000287	LIGHTING SUPPLY COMPANY	113.59
	003527	LOWER HURON SUPPLY CO INC	593.78
	007927	MICHELLE HOLLO	455.00
	002013	MIDWEST TAPE	10,442.50
	006785	OVERDRIVE, INC.	18,065.37
	007823	PITNEY BOWES GLOBAL FINANCIAL	479.25
	009612	PLAYAWAY PRODUCTS LLC	353.94
	MISC	ST. CLAIR COUNTY LIBRARY	15.55
	009840	THOMAS S. KLISE COMPANY, INC	843.91
	000158	VERIZON WIRELESS	104.54
11395	008336	NBS COMMERCIAL INTERIORS	792.00
11422	009024	D.M. BURR GROUP	4,819.00
11440	002013	MIDWEST TAPE	148.31
11455	005861	UNIQUE MGMT SERVICE, INC	61.80
11488	002013	MIDWEST TAPE	179.86
11490	001194	NELSON BROTHERS SEWER	335.00
11503	004692	TRANSPARENT WINDOW CLEANING	2,000.00
299434	009202	AQUARIUM DESIGN INC	240.00
299478	000249	GA BUSINESS PURCHASER LLC	569.28
299505	MISC	NOVI PUBLIC LIBRARY	14.00
299519	000746	ROCHESTER HILLS PUBLIC LIBRARY	35.94
299533	009863	US BANK EQUIPMENT FINANCE	69.93
299542	006638	ACTION MAT & TOWEL RENTAL, INC	40.00
299558	000902	CENGAGE LEARNING INC	538.22
299570	004493	ELITE IMAGING SYSTEMS, INC	892.30
299603	000678	OCLC, INC.	3,587.05
299648	000843	BAKER & TAYLOR BOOKS	581.72
299670	009920	CORPORATE DINING CONCEPTS	279.00
299675	000179	DTE ENERGY	10,323.14
299708	006666	GRID 4 COMMUNICATIONS INC.	229.65
299712	MISC	HAYLIE MAY	17.15
299719	MISC	JULIA GALLIKER	15.98
299724	004904	KONICA MINOLTA BUSINESS SOLUTIONS	2,346.45
299762	002675	RESERVE ACCOUNT	5,000.00
299791	009026	WELLS FARGO VENDOR FIN SERV	768.47
299801	006759	AT&T	597.06
299808	003904	CAPITAL ONE BANK	2,451.38
299811	000902	CENGAGE LEARNING INC	32.79
299814	000575	DEMCO, INC	289.15
299817	008164	GARY EISELE	99.83

**Register of Claims**

Baldwin Public Library

300 W. Merrill Street  
Birmingham, MI 48009

Check Number	Vendor #	Vendor	Amount
299824	008945	H JENNINGS	203.68
299827	MISC	LIVONIA PUBLIC LIBRARY	18.98
299834	009612	PLAYAWAY PRODUCTS LLC	605.89
Total:			88,143.53

**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



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## September 2024 Finance Committee Report

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The Baldwin Public Library Board's Finance Committee met on Monday, September 9, 2024 at 4:00 p.m. in the Delos Board Room. Present were Frank Pisano, Danielle Rumble, Rebekah Craft, and Jaclyn Miller

- Public comment - none
- Craft reported on the FY 2023-24 budget report after two months.
  - The City of Birmingham summer taxes were received in August. Quarterly payments from Beverly Hills and Bingham were also received.
  - We received our second State Aid payment
  - Vending use is good
  - We are waiting on the final invoice from PCI Dailey
- Miller reported on the August Friends of the Library expenditures.
- Pisano reported that he attended one meeting – Investment Committee; no changes.

The next meeting will be held on Monday, October 14, 2024 at 4:00 p.m. in the Delos Board Room.

## FINANCIAL REPORT: August 2024

This report references the Revenue and Expense Report 2024-25, found on the following page. At 16.7% of the way through fiscal year 2024-2025, the Library has spent 14.9% of its budget and received 82.6% of its revenue. By this point of the year, the Library was budgeted to have spent 16.7% of its budget and to have received 16.7% 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	\$	88,143.53
<b>Total vendor payments</b>	<b>\$</b>	<b>88,143.53</b>

**City of Birmingham allocations:**

Payroll Period Ending 08/03/24	\$	128,435.63
Payroll Period Ending 08/17/24	\$	105,592.08
Fixed Past Retirement Health Care Cost (acct 711.0004)	\$	1,979.17
Retirement Cost (acct 711.0010)	\$	8,040.17
<b>Total Payroll</b>	<b>\$</b>	<b>244,047.05</b>

BS&A Software Charge (acct 811.0000)	\$	351.67
Administrative Services (acct. 813.0000)	\$	8,740.83
MML Insurance Premium (acct. 960.0400)	\$	535.00
<b>Total City of Birmingham allocations</b>	<b>\$</b>	<b>253,674.55</b>

**Reconciling adjustments:**

Refunds (Fines, Bags, Room Rentals, Magazines etc.)	\$	(44.97)
City Adjustments to Prior Fiscal Year		
Credit Card Fees	\$	195.65
Water Bill		
City of Birmingham Parking	\$	4,566.00
<b>Total Recon Adjustments</b>	<b>\$</b>	<b>4,716.68</b>

<b>Total expenses for the month</b>	<b>\$</b>	<b>346,534.76</b>
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BALDWIN PUBLIC LIBRARY  
REVENUE AND EXPENSE REPORT 2024-25  
August 2024

	2024-2025 Budget	Current Month Budget August 2024	Current Month Actual August 2024	Variance For Month	Y-T-D Budget 2024-2025	Y-T-D Actual 2024-2025	Variance For Y-T-D	% Received/ Spent	Prior year Y-T-D 2023-2024	% Received/ Spent Prior Y-T-D
<b>REVENUES</b>										
TAXES	\$4,497,490	\$374,791	\$4,492,575	\$4,117,784	\$749,582	\$4,492,575	\$3,742,993	99.9%	\$4,174,572	100.0%
PROVISION FOR TAX LOSS	(\$15,000)	(\$1,250)	\$0	\$1,250	(\$2,500)	\$0	\$2,500	0.0%	(\$145)	7.3%
COUNTY AND STATE REVENUE	\$95,000	\$7,917	\$19,639	\$11,723	\$15,833	\$19,639	\$3,806	20.7%	\$0	0.0%
GRANTS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.0%	\$0	0.0%
COMMUNITY CONTRACTS	\$1,084,860	\$90,405	\$187,801	\$97,396	\$180,810	\$187,801	\$6,991	17.3%	\$178,811	17.0%
PATRON USE REVENUE	\$32,500	\$2,708	\$3,812	\$1,103	\$5,417	\$6,784	\$1,367	20.9%	\$5,683	15.9%
INVESTMENT INCOME	\$5,000	\$417	(\$25)	(\$442)	\$833	(\$25)	(\$858)	-0.5%	\$5,781	7.2%
OTHER REVENUE	\$0	\$0	\$25	\$25	\$0	\$25	\$25	0.0%	\$24	0.0%
<b>TOTAL REVENUE</b>	<b>\$5,695,850</b>	<b>\$474,988</b>	<b>\$4,703,827</b>	<b>\$4,228,839</b>	<b>\$949,975</b>	<b>\$4,706,798.55</b>	<b>\$3,756,824</b>	<b>82.6%</b>	<b>\$4,364,725.59</b>	<b>76.6%</b>
<b>EXPENSES</b>										
PERSONNEL SERVICES	\$3,164,800	\$263,733	\$244,047	(\$19,686)	\$527,467	\$422,330	(\$105,136)	13.3%	\$392,346	13.2%
SUPPLIES	\$164,000	\$13,667	\$8,714	(\$4,953)	\$27,333	\$27,831	\$497	17.0%	\$21,897	14.6%
CONTRACTED SERVICES	\$346,760	\$28,897	\$25,622	(\$3,275)	\$57,793	\$118,967.34	\$61,174	34.3%	\$48,287	15.4%
TECHNOLOGY & MAINTENANCE	\$158,000	\$13,167	\$2,388	(\$10,778)	\$26,333	\$7,799	(\$18,534)	4.9%	\$100,212	57.5%
UTILITIES	\$134,980	\$11,248	\$10,323	(\$925)	\$22,497	\$20,941	(\$1,555)	15.5%	\$23,018	19.6%
OTHER CHARGES	\$110,100	\$9,175	\$5,556	(\$3,619)	\$18,350	\$13,180	(\$5,170)	12.0%	\$18,910	16.4%
BUILDING IMPROVEMENTS & FURNISHING	\$179,000	\$14,917	\$0	(\$14,917)	\$29,833	\$15,206	(\$14,627)	8.5%	\$195,096	5.5%
COLLECTIONS	\$727,000	\$60,583	\$49,884	(\$10,699)	\$121,167	\$116,755	(\$4,411)	16.1%	\$93,100	14.1%
<b>TOTAL EXPENSES</b>	<b>\$4,984,640</b>	<b>\$415,387</b>	<b>\$346,534.76</b>	<b>(\$68,852)</b>	<b>\$830,773</b>	<b>\$743,010.99</b>	<b>(\$87,762)</b>	<b>14.9%</b>	<b>\$892,866.19</b>	<b>19.7%</b>
<b>VARIANCE</b>	<b>\$715,210</b>	<b>\$59,601</b>	<b>\$4,357,292</b>	<b>\$4,297,691</b>	<b>\$119,202</b>	<b>\$3,963,788</b>	<b>\$3,844,586</b>			
<b>FUND BALANCE-BEGINNING OF YEAR</b>						<b>\$676,199.98</b>				
<b>FUND BALANCE-CURRENT</b>						<b>\$4,639,987.54</b>				

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.

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## September 2024 Building Committee Report

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The Baldwin Public Library Board's Building Committee met on Wednesday, September 4 at 4:00 p.m. in the Board Room. Present were Missy Mark, Frank Pisano, Rebekah Craft, and Jaclyn Miller.

- Public Comment - none
- Phase 3 update
  - PCI Dailey working on final punch list items
  - Epoxy was installed 8/22-23
  - Wendy Popko will install the full mural on September 8 after hours
  - Temporary ramp will be removed on September 5
  - Great Oaks will begin landscape repair week of September 9
  - September 15 Open House preparations are progressing
  - Outdoor book return door repair in progress – Jeff and Kristen are managing this repair
- Staff Lounge
  - Chairs for the staff lounge arrived on September 5
  - Craft and Miller have selected ISCG to install carpet in the staff lounge. They had the lowest bid at \$1,300.
- DPS has replaced the damaged boxwood hedge on Martin
- Teen Scene Update – Adult Services staff are weeding the non-fiction collection and Access Services staff are shifting items to make a larger designated spot for Teen items. Elisabeth and Haylie have begun compiling a furniture wish list.
  - Currently, Youth items are housed on empty shelves in the Birkerts area, so this project will be on hold until we can move those collections back to the Youth Room
- Water damage in Youth Room
  - After the water entered the building on August 27, Belfor came out to extract water from the carpet and run fans and dehumidifiers.
  - Roof holes were patched on August 28 and 29
  - Insurance claim filed with Michigan Municipal League and the deductible will be paid by the City of Birmingham.
  - The space is drying out nicely and the only water we are collecting now is from the dehumidifier
  - Ceiling will need to be removed and replaced
  - Youth room items have been temporarily shelved around the building (hallway, Grand Hall, Birkerts, spare carts, etc.)
- Installation of new Youth Room roof

- John Galik is gathering 3 quotes for an emergency roof replacement
- Water seepage issue in maintenance closet – An initial repair has been made. We are now waiting to see if the repair has fixed the problem in its entirety. Staff continue to monitor the water collecting from the pipe.
- 20 wheeling and foldable tables for Rotary Donor Room are on order and will be delivered in late September.
- Window film – Craft has contacted NGS several times about coming a second time to apply additional decals.
- Two new chairs were placed near the Information Desk that are a higher height, after a request from a patron who noted our current furniture is not friendly to those who have had hip surgery.
- The Idea Lab will have some plumbing work done on 9/5 to fix a leaky pipe.
- The next meet will be held on Monday, October 7 at 4pm in the Delos Board Room



## LIBRARY REPORT

Statistical Dashboard

Programs & Services

Facility

Diversity & Equity

Community Outreach & Partnerships

Personnel & Organization

Financial

Expenditures from FOBPL Donations

# Statistical Dashboard

**August 2024**

	<b>Current Month</b>	<b>This month last year</b>	<b>Current FYTD</b>	<b>Previous FYTD</b>	<b>FY 24-25 Q1 Target</b>
<b>Financials</b>					
Revenues	\$ 4,703,827	\$ 202,061	\$ 4,706,799	\$ 203,913	
Expenses	\$ 346,535	\$ 535,412	\$ 743,011	\$ 1,001,688	
<b>Circulation</b>					
Circ (Charges & Renewals)	54,270	52,429	109,517	110,183	<b>117,500</b>
Self-Check Usage	23.9%	23.4%	24.6%	21.8%	
% of Circ by Residents*	91.0%	91.1%	91.0%	91.6%	<b>92.0%</b>
% of Circ by Non-Residents	9.0%	8.9%	9.0%	8.5%	<b>8.0%</b>
<b>Interlibrary Loans</b>					
Items borrowed	922	750	1,720	1,404	
Items loaned	747	869	1,551	1,661	
<b>Technology Usage</b>					
Database Sessions	2,236	7,893	7,701	17,935	<b>8,750</b>
Downloadable Content	15,336	13,756	30,770	27,738	<b>37,500</b>
Public Computer Usage	731	611	1,421	1,197	
Wireless Sessions	2,389	6,023	4,591	12,181	<b>13,500</b>
<b>Program Attendance</b>					
Program Attendance for Adults	226	172	463	376	
# of Programs for Adults	13	11	26	21	
Program Attendance for Teens	230	114	333	231	
# of Programs for Teens	8	6	14	11	
Program Attendance for Youth	663	1,067	3,830	3,696	
# of Programs for Youth	26	26	91	72	
Computer Classes Attendance	58	41	140	85	
# of Computer Programs	5	7	12	12	
Online Video Views	58	37	89	37	
Idea Lab Visits	112	127	379	223	
<b>Total Program Attendance</b>	<b>1,347</b>	<b>1,558</b>	<b>5,234</b>	<b>4,648</b>	<b>6,500</b>
<b>Total # of Programs</b>	<b>52</b>	<b>50</b>	<b>143</b>	<b>116</b>	<b>250</b>
<b>Outreach Attendance</b>	325	433	<b>839</b>	791	
<b># of Outreach Programs</b>	10	4	<b>12</b>	6	
<b>Visitors</b>	<b>21,521</b>	<b>19,589</b>	<b>44,352</b>	<b>35,769</b>	<b>40,000</b>
<b>Volunteer Hours</b>	<b>86</b>	<b>160</b>	<b>258</b>	<b>311</b>	<b>300</b>
<b>Social Media</b>					
Website Hits/Pageviews	27,804	20,627	61,400	40,920	<b>16,250</b>
e-Newsletter Subscribers	-9	-18	10,742	10998	<b>11000</b>
Facebook Page Followers	8	20	3,525	3336	<b>4200</b>
TikTok Followers^	2	71	1,029	779	
Instagram Followers	12	33	2,419	2237	<b>3000</b>

\*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

^As of December 2022

Visitors incl. Terrace Door as of 4/2023

~WIFI stats have changed with new equipment installation

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## Key Metrics & Strategic Plan Status Report

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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.

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## Programs & Services

*Strategic goal: Adapt programs and services to meet the needs of the changing population*

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### *Oakland County Water Commissioner Q&A*

On August 21, Jim Nash from Oakland County met with 34 attendees to discuss environmental sustainability, green building, and regional cooperation.



### *Summer Reading Report*

#### **Baldwin Public Library – Youth Summer Reading 2024**

This past summer, BPL’s Youth Services department hosted a successful Summer Reading Program for children from birth through those entering 6th grade with a total of 544 registered readers. This summer’s theme was “Adventure Awaits at Your Library.” The majority of participants resided within Baldwin’s four communities, but residents from other communities participated as well. The breakdown of participants by community is shown in the table below.

Youth Services staff visited elementary schools in the Birmingham Public School District for Summer Reading outreach visits. At each visit, students and teachers heard about our Summer Reading events as well as the Summer Reading Challenge.

This year, participants earned one point for every hour they read and for every activity they completed. They earned a free book at ten points and a second free book at twenty points. Participants earned one ticket per point to put into the Grand Prize drawing. We had 5 winners and prizes included a Cuddle Bug Basket, Stellar Science Basket, Squishes Basket, and more. We had 146 children finish the program this year and we gave away 347 prize books. 134 children, 25% of participants, finished the Summer Reading program which is a 4% increase from last year. The books and grand prizes are sponsored by the Friends of the Baldwin Public Library. Participants read for 176,933 minutes this summer.

BPL Youth Librarians continued to offer programs in a variety of mediums for all ages over the summer. We hosted 109 programs for youth with attendance totaling 5,880. Programs included book clubs, Books Unboxed, Story Time Battles at Barnum Park, the Stuffed Animal Sleepover, Paw Patrol Party, Baffling Bill, Super Magical Unicorn Party, and more!

We want to thank The Friends of the Baldwin Public Library for their support of Youth Summer Reading. Thank you Friends!

<b>Community</b>	<b>Participants</b>
<b>Birmingham</b>	265
<b>Beverly Hills</b>	97
<b>Bloomfield Hills</b>	26
<b>Bingham Farms</b>	8
<b>Southfield</b>	19
<b>Troy</b>	23
<b>West Bloomfield</b>	7
<b>Bloomfield Township</b>	47
<b>Royal Oak</b>	11
<b>Franklin</b>	15
<b>Other</b>	26

### **Baldwin Public Library – Teen Summer Reading 2024**

Elisabeth Phou and Faith Whitted visited Seaholm High School, Groves High School, Berkshire Middle School, and Derby Middle School to promote the program before the end of the school year. Birmingham Covington School’s media center was under construction, so unfortunately we could not present there this year, but we did bring flyers. We had a successful outdoor in-person kick-off event at the Library on the last day of school. Once again the ice cream truck we hired brought a lot of people to the library. Our prize wheel was also very popular. Our programs throughout the summer were all in-person and well received.

A total of 124 teens registered for this year’s program on Beanstack. The majority of participants resided within Baldwin’s four communities, but residents from other communities participated as well. The breakdown of participants by community is shown in the table below.

Community	Participants
<b>Birmingham</b>	39
<b>Beverly Hills</b>	40
<b>Bloomfield Hills</b>	9
<b>Bingham Farms</b>	0
<b>Southfield</b>	4
<b>Troy</b>	10
<b>West Bloomfield</b>	2
<b>Bloomfield Township</b>	12
<b>Royal Oak</b>	5
<b>Other</b>	3

The top 5 most logged books were:

- *Darkness of Dragons* by Tui T. Sutherland
- *The Midnight Library* by Matt Haig
- *Pride and Prejudice* by Jane Austen
- *The Girl Who Drank the Moon* by Kelly Barnhill
- *Unwind* by Neal Shusterman

Summer programs included a Taylor Swift party, an escape room with Escape Room Novi, a Super Smash Bros tournament, Chocolate Olympics, and multiple Dungeons and Dragons sessions run by Sinjin Green, Austin DeWalt, and Hannah Stoloff. Our most popular teen program was the Studio Ghibli movie marathon. We set up a fancy ramen noodle bar and watched two movies. We continued to do our monthly book club, Pizza and Pages, and subscription book service, Books Unboxed. We finished our summer programs with an after-hours Nerf night, run by Tip Top Entertainment.

Of the 124 registered teens, 45 completed the entire challenge. A total of 946 badges were earned, 100 book reviews were written, and over 1,926 hours of reading were logged.

The challenge was completed by earning 20 points. Once teens reached 10 points they came in to pick out a young adult book of their choice. The Library purchased gift cards to Beyond Juice, Starbucks, Eli Tea, and Brooklyn Pizza to give away as prizes to those who reached 25 points. We also did a weekly drawing, and eight teens won a \$5 gift card to Dairy Deluxe. At the end of the summer, we did a grand prize drawing and chose three big winners. The prizes were gift cards to Books-A-Million, The Reptarium, and TreeRunner Adventure Park. Each prize was worth \$100.

As always, huge thanks goes to the Friends of the Library who supported Teen Summer Reading through programs, supplies, prizes, and giveaway books.

### **Baldwin Public Library – Adult Summer Reading 2024**

Baldwin’s 2024 Adult Summer Reading Challenge was met with great enthusiasm from the



community. There were 153 new registrations, almost 400 completed activities and 1,085 books read. Registration was about the same as 2023.

Summer programming saw fantastic attendance. NEXT Popular book club reads had 23 attendees in August alone. In June we hosted local author Curtis Chin with over 40 people attending virtually. July’s highlight program was the Olive Oil and Vinegar tasting with Monger’s Provisions with an attendance of 48 and the public showed up in August to meet their local county Water Commissioner, Jim Nash with 34 attendees. Technology classes have been seeing strong attendance with the AI Tools program bringing in 20 attendees (some participating virtually and some coming into the library to participate). Our Thursday Night / History Night events continue to draw community interest. A new program this year was the Adult Battle of the Books for the Adult Summer Reading Finale. Battle participants had a fantastic time and have been clear about wanting to have another “Battle” next year. Baldwin’s most popular adult book of summer 2024 was *The Women* by Kristin Hannah.

As always, great thanks go to the Friends of the Baldwin Public Library for their continued enthusiastic support of our library staff and the programming their support allows us to continue to provide to the community. This year with the Friends support we provided gift certificates to the Friends’ Bookshop, commemorative summer reading pint glasses and three grand prize winner were awarded Birmingham Bucks gift cards to support local area businesses.

<b>Community</b>	<b>Participants</b>
<b>Birmingham</b>	82
<b>Beverly Hills</b>	37
<b>Bloomfield Hills</b>	5
<b>Bingham Farms</b>	1
<b>Troy</b>	8
<b>West Bloomfield</b>	1
<b>Bloomfield Township</b>	9
<b>Royal Oak</b>	7
<b>Other</b>	15

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## Facility

*Strategic goal: Create a welcoming, safe, and accessible building that meets the needs of our staff and users.*

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### *Water Damage during August 27 Storm*

The Youth Department experienced severe water damage after the roof was punctured during the thunderstorm on August 27. Staff worked quickly to remove items from the shelves and add water collection vessels to the floor. Rebekah Craft immediately reached out to Belfor who utilized water extractors and installed dehumidifiers, fans, and air scrubbers to dry out the space.

The repairs will be made using an insurance claim and all expenses will be paid by the City of Birmingham.



City Maintenance Coordinator John Galik is in the process of getting quotes for roof replacement. Belfor has removed the damaged ceiling in the Youth Room. Our electrician removed 4 damaged light fixtures that were holding 3 gallons of water and were growing algae inside. We are making arrangements to purchase new light fixtures and temporarily relocate the 1980 stained glass artwork so that the ceiling above it can be replaced. Belfor will return to replace the ceiling once the new roof is installed and properly sealed.

Youth and Access Services staff members have worked tirelessly under difficult conditions to relocate the collection to various parts of the building and to adjust programming schedules and reference desk shifts due to the closure of 75% of the space. Patrons have been extremely patient and empathetic with staff members who have had to deal with water related closures in the Youth Room every August since 2022.





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## **Diversity and Equity**

*Strategic goal: Provide and promote equitable and inclusive resources and opportunities for all populations*

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### *IDEA (Inclusion, Diversity, Equity, Access) Task Force*

The group continues to meet monthly to accomplish the goals set forth by the Library Board. The Committee is working together to implement action items from the 2022-2025 Strategic Plan Action Plan.

The next “Working on Knowing Each Other” (WOKE) Book Club will be held in September when they will meet to discuss *Cemetery Boys* by Aiden Thomas.

### *Project READY*

The Youth Department will resume this curriculum in August.

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## **Community Outreach and Partnerships**

*Strategic goal: Develop and strengthen BPL connections within the community.*

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### *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.

We took the book bike to three events in the City on the weekend of September 6-8. Our first event was Movie Night in the Park on Friday. On Saturday, we were invited to bring the bike to a neighborhood picnic. And we attended the Farmers Market KidsZone on Sunday. It was a the busiest stretch we’ve had with the book bike - 3 rides in 3 days with no malfunctions! Susan Dion and several Baldwin Boosters made crafts with families at the Market despite the chilly weather and blustery winds, and two new Friends of the BPL board members talked with Market shoppers about the group and their advocacy efforts.



### *Beverly Hills*

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

### *Bingham Farms*

Miller submits monthly Board Meeting updates to the Library Liaison. Rebekah Craft attended the August 26 Bingham Farms Village Council meeting to give an update on the library to council members.

### *City of Bloomfield Hills*

Miller submits monthly Board Meeting updates to the Library Liaison. Rebekah Craft will attend the October 8 Commission meeting to give an update on the library to commissioners.

### *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. Jaclyn Miller moderates the Library's non-fiction book club, which meets virtually on the second Tuesday



of every month at 10:00 a.m. Contact [Rebekah.craft@baldwinlib.org](mailto:Rebekah.craft@baldwinlib.org) to request the book and join the next discussion.

### *Birmingham Public Schools*

Elisabeth Phou, Haylie May, Patricia Henricks and Stuart Sturton all spent some time at the high schools during orientation week to sign up students for Library cards. During their visits across 4 days they registered over 100 students.

### *Friends of the Baldwin Public Library*

The board met on September 10. They discussed their next steps as they are experiencing some additional changes to officers and roles. The book sale on Saturday, September 7 generated \$560, and they received just over \$50 in donations at the Farmers Market on Sunday, September 8. Their next book sale will be October 26 & 27, and they'll hold another 4<sup>th</sup> Saturday sale on November 23.

### *Marketing*

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

- *Learn.Connect.Discover* newsletter drafts
- Youth Program posters and fliers
- Story Book Trail posters
- Open House Invitation
- A new promotional trifold draft

### *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.

### *Birmingham UK Television Show*

Jeff Jimison has been invited to the UK from September 20 to 26 as part of the television show, "Joe Lycett's United States of Birmingham." During his visit, he will participate in a Birmingham, UK parade celebrating the "International Day of Birmingham," which celebrates all of the friendships made with the Birmingham of North America. Each hour-long episode will air on Sky, a British streaming service.

*Ritto, Japan Delegate Visits Baldwin*

Shion Moritani, Birmingham's delegate from its sister city Ritto, Japan, visited Baldwin on Monday, September 9, after the City Commission meeting. Alyssa Gudenburr gave Shion a tour of the library. Shion was especially impressed with the Idea Lab and Baldwin's aquarium.





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## **Personnel and Organization**

*Strategic goal: Train, empower, and equip members of the organization to best support users and each other.*

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### *Staff Communications*

An All Staff meeting was held August 20. We continue to meet monthly, after the Library Board meeting, to share updates with all attendees. Our next all staff meeting will be held during Staff Development Day on September 20. Recordings of each meeting are sent to all staff.

### *Staff Development Day*

Baldwin will be closed on Friday, September 20 for Staff Development Day. The full schedule of training can be found in the Information Only section of this month's Board packet. Going forward, Staff Development trainings days will be held every 18 months and our next day is scheduled for March 2026.

### *Staff Anniversaries*

**Diana Ancog**, Page, reached 3 years of service on September 18.

**Beverly Banks**, Circulation Assistant and Substitute Librarian, reached 3 years of service on September 18.

**Brandon Bolek-Toubeaux**, Assistant Head of Access Services, reached 23 years of service on September 18.

**Ethan Cronkite**, Adult Services Librarian II, will reach 3 years of service on September 29.

**David Dapkus**, Access Services Assistant II, reached 7 years of service on September 14.

**Alyssa Gudenburr**, Youth Librarian, will reach 2 years of service on September 19.

**Patricia Henricks**, Reference Assistant, reached 7 years of service on September 1.

**Jessica Hoeck**, Circulation Assistant, reached 7 years of service on September 5.

**Jeff Jimison**, Idea Lab Supervisor, reached 7 years of service on September 8.

**Haylie May**, Teen Services Librarian, reached 3 years of service on September 18

**Vicki Sower**, Adult Services Librarian, reached 17 years of service on September 5.

**Lynn Szykiel**, Mobile Circulation Assistant, reached 5 years of service on September 15.

### *Staffing Changes*

**Morgan Kosciuk** was promoted to Youth Services Intern effective Tuesday, September 3. Morgan started off as a page in January 2020 and became the first Youth Reference Assistant in the fall of 2022. In the meantime, Morgan has earned their Bachelors in Elementary Education and is starting their Masters of Library and Information Science at Wayne State this fall. Morgan has excelled as a Reference Assistant with their kind demeanor, willingness to

always lend a helping hand, and great attention to detail and we are confident they will do a great job as they navigate collection development and programming.

After 11 years, Circulation Assistant **Dennis Kabel** has resigned. Dennis started as a page and then moved to the Circulation Desk in 2014. We will miss his calm demeanor and rapport with children, but wish all the best for him and his wife Anne (who was herself a librarian at Baldwin).

Additionally, we're bidding farewell to **Liz Volpe** after nearly 20 years in the Circulation Department. Liz is moving to Pennsylvania to be closer to and spend more time with her children and grandchildren. We will miss her reading recommendations and infectious laugh.

**Julia Wehr** resigned from BPL effective August 19, in order to return to her hometown in Iowa. In her farewell email to staff, she noted "Baldwin is truly a special place and I've thoroughly enjoyed my (much too abbreviated) time here. You have all been so kind and welcoming from day one; I will miss working here tremendously." We wish Julia the best in her next endeavor.

Due in part to the above departures, we are pleased to welcome 3 new Library Assistant I staffers - **Theresa Anderson, Brandy Dziengel, and Louis Hatfield**. All three will be wrapping up their training and will begin working independent shifts at that Information Desk in the coming weeks.

#### *Volunteer Hours*

86 volunteer hours were utilized in the month of August.

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## **Financial Stability**

*Strategic goal: Maintain and improve financial health.*

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

<b>Baldwin Public Library: Friends Funds</b>	
<b>August 2024 Expenditures</b>	
<b>Adult Services</b>	
Book Club refreshments	\$ 45.96
Adult Battle of the Books snacks	\$ 12.49
Seed Library	\$ 119.96
Summer Reading Prizes - Bakehouse, Yiftee	\$ 385.00
Grim Paradise Program refreshments	\$ 24.47
Total	\$ 587.88
<b>Teen Services</b>	
Pizza - Book Club & Nerf Night	\$ 190.44
Book Club Books	\$ 162.20
Studio Ghibli program	\$ 29.17
Nerf Night Ice Cream	\$ 51.44
Program supplies - PHOU reimbursement	\$ 32.50
Summer Reading Prizes - gift cards	\$ 200.00
Total	\$ 665.75
<b>Youth Services</b>	
Book Club supplies	\$ 61.82
Summer Reading Prizes - Books, Baskets	\$ 538.07
Filament for Beyond the Book	\$ 20.97
Program supplies - Lego, Sleepover, Tiles	\$ 113.45
KLS end of summer party	\$ 125.58
Total	\$ 859.89
<b>Idea Lab</b>	
Label Makers & Tape	\$ 203.77
Data tape reader	\$ 509.32
Bag screenprinting program supplies	\$ 399.45
SCSI converter	\$ 34.20
Raspberry Pi Console	\$ 149.00
UPS for Banatron 2.0	\$ 334.95
Winter Program Supplies - notebook pgm	\$ 214.59
Down with the thickness program supplies	\$ 127.24
Vinyl Cutter (half) + supplies	\$ 2,349.43
Speaker Kit program	\$ 58.99
Total	\$ 4,380.94
<b>Outreach &amp; Equipment</b>	
Fall Newsletter print and mail	\$ 3,274.16
Bike repair	\$ 25.00
Total	\$ 3,299.16
<b>Total Expenditures</b>	
	<b>\$ 9,793.62</b>
<b>August 2024 Balances</b>	
Adult Services	\$ 9,566.91
Teen Services	\$ 1,551.36
Youth Services	\$ 1,886.91
Idea Lab	\$ (337.72)
Outreach & Equipment	\$ 3,347.58

<b>Total Balance</b>	<b>\$ 16,015.04</b>
<b>August In-Library Book &amp; Button Sale Cash Donations</b>	
Submitted by Jaclyn Miller for September 9, 2024	\$ 1,306.82



**INFORMATION ONLY**

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## Upcoming Events of Interest

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**Baldwin Public Library will be closed on Friday, September 20 for staff training. The Library will reopen on Saturday, September 21 at 9:30 a.m.**

### **Talk Like a Pirate Day: Grades 1 to 3**

*Thursday, September 19 — 4:30 p.m. to 5:30 p.m.*

Registration opens one month before the program. Grades 1 to 3. Caregivers must stay in the building during the program. Ahoy, mateys! Celebrate Talk Like a Pirate Day by making your own treasure map, pirate name, pirate flag, and more. Registration required.

### **Book Scavengers: Grades K to 1**

*Wednesday, September 25 — 4:30 p.m. to 5:30 p.m.*

Registration opens one month before the program. Grades K to 1. Caregivers must stay in the building during the program. Enjoy a scavenger hunt, stories, and activities at this program designed to encourage a love of books and reading. Registration required.

### **Adobe Photoshop: An Introduction**

*Wednesday, September 25 — 7:00 p.m. to 8:15 p.m.*

Learn the basics of Photoshop in this single session class.

### **Pop-Tart Taste Test Challenge for Teens**

*Thursday, September 26 — 7:00 p.m. to 8:00 p.m.*

Take a blind taste-test of the many flavors of Pop-Tarts that are available. You will attempt to identify the flavors and then vote for your favorites.

### **Manhattan Short Film Festival**

*Friday, September 27, Saturday, September 28, OR Sunday, September 29 — 1:00 p.m. to 4:00 p.m.*

Back by popular demand! View and vote on the Finalists' Films in the 27th annual MANHATTAN SHORT FILM FESTIVAL.

### **Lost At Sea: A World War II Tale of Courage and Faith**

*Monday, October 7 — 7:00 p.m. to 8:00 p.m.*

While conducting a government mission during WWII, famed aviator and race car driver Eddie Rickenbacker's, along with seven companions, B-17 was forced to crash land on the ocean's surface hundreds of miles from land. Join local author John Wutovits for their tale of courage and faith while adrift for 24 days with little fresh water or food on the Pacific.

John is a military expert and an authority on the Pacific Theater of World War II. He has written numerous books including *Hell from the Heavens*, which is currently being adapted into a feature film, and his latest *Lost at Sea: Eddie Rickenbacker's Twenty-Four Days Adrift on the Pacific--A World War II Tale of Courage and Faith*.

### **The Rise and Fall of Light Rail in Birmingham**

*Thursday, October 10 — 7:00 p.m. to 8:00 p.m.*

Trolley transportation was a marvel for short trips around Birmingham or longer ones from Detroit to Flint, for both personal and commercial travel. So, what caused the demise of the Detroit United Railway (DUR)? Presented by Justin Koch from the Birmingham Museum.

### **Amigurumi Workshop for Teens**

*Saturday, October 12 and 19— 3:00 p.m. to 4:30 p.m.*

Amigurumi is the Japanese art of knitting or crocheting small, stuffed yarn creatures. In the first class, the instructor will go over the basics of crochet and you will learn the techniques. In the second class, you will crochet a cute bat. Registration is required and attendance at both sessions is highly recommended.

### **UFO Disclosure Right Now?**

*Monday, October 14 — 7:00 p.m. to 8:00 p.m.*

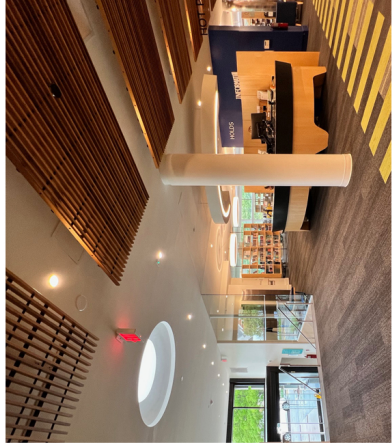
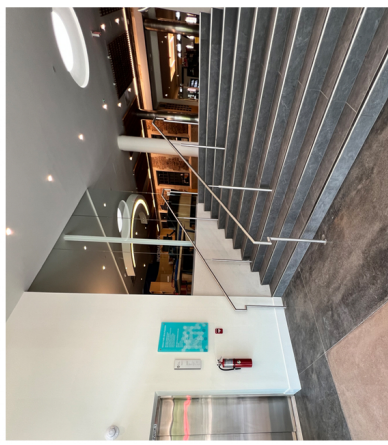
Is our Government about to reveal that the UFO/UAP phenomenon represents an intelligent but non-human phenomenon? There has been more speculation about this now than at any other point in our nation's history. Pentagon reports, Congressional hearings, and whistleblowers have been keeping the UFO topic perpetually in the news cycle. What have they already revealed and where's this all heading? Come see what the big picture currently looks like with Bill Konkolesky, Michigan State Director of the Mutual UFO Network. Registration is required.

### **Infusions: A Global Tea Journey**

*Wednesday, October 16 — 7:00 p.m. to 8:15 p.m.*

Come explore a variety of teas and enjoy an evening of delightful flavors under the guidance of Howard Davis from Harney & Sons Tea Company. Registration required. Attend in person only.





LEARN  
CONNECT  
DISCOVER

# GRAND OPENING

## *Celebration*



### LIBRARY BOARD

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## Front Entrance Expansion & Access Services Renovation

**ARCHITECT:** MCD Architects

**CONSTRUCTION MANAGER:** PCI Dailey

**BUILDING MANAGEMENT:** City of Birmingham

**MURALIST:** Wendy Popko

The 2024 expansion of the Front Entrance by approximately 2,000 square feet, resulted in a street-level front entrance with an indoor ramp, passenger elevator, and improved stairs. The large atrium features floor-to-ceiling natural light and a 13' tall Nanawall with operable doors to let the outside in and allow for new types of programming. New furniture, flooring and lighting complement the prior renovations to the Adult Services area and Youth Room. An outdoor plaza features a prominent planter for Marshall Fredericks' Siberian Ram sculpture, native plantings, a snow melt system, and ample shade and seating for visitors. Energy-efficient, glare-reducing glass from floor to ceiling was installed to brighten the space and create a welcoming entrance. The 3,000 square foot interior renovation includes the relocation of the materials handling system to be adjacent to the front door, a new information desk and holds shelf, four glass-enclosed study rooms, and a dedicated sale area for the Friends of the Baldwin Public Library.

### THE IMPROVEMENTS AND EXPANSION MARK BALDWIN'S COMMITMENT TO:

- Serve everyone in our community by providing an accessible street-level entrance
- Satisfy the needs and requests of patrons and staff collected through a variety of forums
- Increase the value that the Library delivers to residents, businesses, and visitors of all ages
- Ensure Birmingham remains competitive against other communities who have invested heavily in their libraries
- Strengthen Birmingham's civic center by providing an exterior that complements the existing building, Shain Park, The Community House, and the city campus

# GRAND OPENING

of the

BALDWIN PUBLIC LIBRARY

Front Entrance Expansion & Access Services Renovation

Sunday, September 15, 2024 at 1:30 PM

Library Board President Karen Rock

WELCOME & OPENING REMARKS

Steven Schneemann, Principal, MCD Architects

State Representative Natalie Price

TRIBUTE PRESENTATION

Rebekah Craft, Library Director

CLOSING REMARKS

Ribbon Cutting

## Baldwin Public Library 2024 Staff Development Day: 9/20/2024

**8:30 a.m.**     [Rotary Room](#): Breakfast & welcome comments from Rebekah

**9:00 a.m.**     Departmental Meetings

**10:30 a.m.**   [Rotary Room](#): DEI training in Beanstack

**11:00 a.m.**   [Rotary Room](#): snack break

**11:15 a.m.**    BREAKOUT SESSION 1

<i><b>Session 1 Topics</b></i>	<i><b>Leader</b></i>	<i><b>Location</b></i>
eBooks refresher	Bart	<a href="#">Grand Hall Sci Fi Side</a>
Ingram Purchasing Refresher	Brandon	<a href="#">Jeanne Lloyd Room</a>
HR Benefits for FT employees	HR	<a href="#">Board Room</a>
Toy Collection & Library of Things	Alyssa, Jen, Ethan	<a href="#">Birkerts study tables</a>
Book Bike Training	Jaclyn	<a href="#">Plaza</a>
New door, lights, Nanawall training	Rebekah	<a href="#">Vestibule</a>

**11:30 a.m.**    BREAKOUT SESSION 2

<i><b>Session 2 Topics</b></i>	<i><b>Leader</b></i>	<i><b>Location</b></i>
eBooks refresher	Bart	<a href="#">Grand Hall Sci Fi Side</a>
Home Delivery Service	Lisa	<a href="#">YS/AS Office</a>
HR Benefits for FT employees	HR	<a href="#">Board Room</a>
Toy Collection & Library of Things	Alyssa, Jen, Ethan	<a href="#">Birkerts study tables</a>
Using Public Computers	Jamie	<a href="#">Birkerts Public Computers</a>
Building Tour	Rebekah	<a href="#">Meet at Info Desk</a>

**11:45 a.m.**    BREAKOUT SESSION 3

<i><b>Session 3 Topics</b></i>	<i><b>Leader</b></i>	<i><b>Location</b></i>
eBooks refresher	Bart	<a href="#">Grand Hall Sci Fi Side</a>
Home Delivery Service	Lisa	<a href="#">YS/AS Office</a>
Ingram Purchasing Refresher	Brandon	<a href="#">Jeanne Lloyd Room</a>
New door, lights, Nanawall training	Kristen	<a href="#">Vestibule</a>
Building Tour	Rebekah	<a href="#">Meet at Info Desk</a>

**12:00 p.m.** [Atrium](#): Lunch

**1:00 p.m.** [Rotary Room](#): AED training with the Birmingham Fire Department

**2:00 p.m.** Discussion Group Session 1

<b><i>Discussion Group Session 1 Topics</i></b>	<b><i>Leader</i></b>	<b><i>Location</i></b>
Deescalating an angry patron	Jamie	<a href="#">Board Room</a>
Providing backup to coworkers during a patron conflict	Cameron	<a href="#">Grand Hall - Sci Fi side</a>
Programming brainstorming	Syntha	<a href="#">Grams Discovery Room</a>
Combatting disinformation with patrons	Ethan	<a href="#">Grand Hall - Mystery side</a>
Advocating for the library in the community	Jaclyn	<a href="#">Atrium</a>
Things to make my job/this library more enjoyable	Mary	<a href="#">Jeanne Lloyd Room</a>
AI and its uses and implications in the library	Kristen	<a href="#">Birkerts Study Tables</a>
City Hall Tour	Rebekah	<a href="#">Meet in vestibule</a>

**2:30 p.m.** [Atrium](#): Staff group photo, followed by a snack break

**3:00 p.m.** Discussion Group Session 2

<b><i>Discussion Group Session 2 Topics</i></b>	<b><i>Leader</i></b>	<b><i>Location</i></b>
Deescalating an angry patron	H	<a href="#">Board Room</a>
Providing backup to coworkers during a patron conflict	Mick	<a href="#">Grand Hall - Sci Fi side</a>
Programming brainstorming	Elisabeth	<a href="#">Grams Discovery Room</a>
Combatting disinformation with patrons	Rosemary	<a href="#">Grand Hall - Mystery side</a>
Advocating for the library in the community	Stephanie	<a href="#">Atrium</a>
Things to make my job/this library more enjoyable	Robert	<a href="#">Jeanne Lloyd Room</a>
AI and its uses and implications in the library	Brandon	<a href="#">Birkerts Study Tables</a>
Idea Lab Tour	Sarah	<a href="#">Idea Lab</a>

**3:30 p.m.** [Rotary Room](#): Share highlights from each discussion group session

**3:50 p.m.** [Rotary Room](#): Baldwin Jeopardy!, with your host Jaclyn Trebek

**4:20 p.m.** [Rotary Room](#): Clean up, reset rooms

**4:30 p.m.** Staff Development Day ends



## **Baldwin Public Library open house to showcase renovations**

Published September 10, 2024 – by Mary Genson

<https://www.bridgemi.com/michigan-government/alpena-county-moves-fire-library-officials-over-sexually-themed-youth-books>



A new glass wall opens up to the patio of the newly renovated Baldwin Public Library. (Photo provided by the Baldwin Public Library)

**BIRMINGHAM** — For the better part of the last decade, Baldwin Public Library has been renovating its space.

The renovations were split into three phases. Phase one was the adult services renovation, which was completed in 2017. Phase two was the youth room expansion and renovation, completed in September 2020. Phase three was the circulation, lobby and public entrance renovation, which was completed this summer.

The total cost of the expansion was \$4.1 million. A combination of the library's voter-approved millage and donations made to the library's trust funded this project.

"It is so fun to see everyone's reaction. Everyone is very excited about it," Baldwin Public Library Director Rebekah Craft said.

Through the project, the front entrance was expanded by 2,000 feet, and 3,000 square feet of interior space was renovated. Other elements that were added were accessibility features, a dedicated sale area for the Friends of the Baldwin Public Library, new study rooms, an outdoor terrace and gardens, The Bookend Cafe and collaboration space, and more.

Increased accessibility was a major part of the project, officials said. Once visitors are inside they can now use an interior ramp, staircase or elevator to get to the main floor.

While the library had a ramp before, it was not as accessible as the one they recently installed. The old ramp was built in 1980 and was compliant with the guidelines for time; however, Craft said there were some issues. It was a little too steep, there was no landing spot in the middle for people who needed a break and there were pinch points where it was not as wide.

Craft said she had previously heard from people who have relatives who use a wheelchair, and they were not able to use the library because of the lack of accessibility.

Now the library also has a passenger elevator that holds up to three people.

Melissa Mark, Baldwin library board member and building committee member, said the welcoming entrance is one of the highlights of this project.

"A ground-level entrance with doors that open as you approach is worth a lot when you are carrying heavy books and kids," Mark said.

Kristen Tait, Baldwin's head of access services, said she is most excited about the natural light that is now welcomed into the building.

"All of the renovations have really been focused on bringing light into the library and really transformed the space from what it used to be," Tait said.

The Baldwin Public Library now has a floor-to-ceiling glass wall that folds into itself, providing access to the patio from the interior of the building. The wall faces Shain Park, giving a nice view for staff and visitors of the library.

"It's going to allow us to be part of the park and downtown, more than just being a building that's kind of separate from everything," Tait said.

A ribbon cutting and grand opening for the Baldwin Public Library's recent renovations will be held 1-3 p.m. Sunday, Sept. 15. At 1:30 p.m., the ribbon cutting and public remarks will take place. There will be light refreshments available. The library is located at 300 W. Merrill St.



# 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, September 16, 2024

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 August 19, 2024 minutes p. 49
- B. Acceptance of the August 2024 receipts of \$2,247.09 p. 56
- C. Approval of the August 2024 disbursements of \$33,203.16 p. 57

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, October 21, 2024.

**Motion:** To adjourn the September 16, 2024 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) 644-5115 (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) 644-5115 (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  
August 19, 2024**

**1. Call to Order**

The meeting was called to order by President Karen Rock at 8:37 p.m.

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

Absent and excused: None.

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 July 15, 2024 minutes**

**B. Acceptance of the July 2024 receipts of \$1,779.58**

**C. Approval of the July 2024 disbursements of \$8,394.48**

1st Pisano

2nd Rumble

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. New and Miscellaneous Business: Pisano noted the constructive meeting with Jim Cummins and Connor Brannagan from Raymond James on August 12 regarding Trust performance. The switch to an ambassador account will charge less fees to the Trust. There is also potential to reorient investments within the portfolio for more positive returns.**

**4. Adjournment:**

**Motion: To adjourn the meeting.**

1st Rumble

2nd Wheeler

A voice 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 8:41 p.m. The next Trust Meeting will be held on Monday, September 16, 2024, following the regular meeting in the Rotary Tribute & Donor Room.

---

Melissa Mark, Secretary

Date

DRAFT

## Baldwin Public Library Trust: August 2024

August receipts totaled \$2,247.09. August disbursements totaled \$33,203.16.

The current value of the Trust is \$2,113,082.74, divided up in the following way:

	<b>June 2024 - EOY</b>	<b>August 2024</b>
Total endowment investments*	\$ 1,130,701.05	\$ 1,193,291.88
Endowment funds distributed for use	\$ 218,537.84	\$ 209,407.91
<hr/> Total endowment funds	<hr/> \$ 1,349,238.89	<hr/> \$ 1,402,699.79
 General spendable funds	 \$ 514,855.26	 \$ 531,406.09
Van Dragt fund	\$ 16,663.66	\$ 8,149.55
Building fund	\$ 118,787.20	\$ 121,521.15
Restricted funds**	\$ 37,762.23	\$ 26,088.50
Naming rights for Rotary Tribute Room	\$ 9,337.89	\$ 7,832.00
Naming rights for Burnett Reference Desk	\$ 9,385.65	\$ 9,385.65
Naming rights for Thal Reference Desk	\$ 6,000.00	\$ 6,000.00
<hr/> Total non-endowment funds	<hr/> \$ 712,791.89	<hr/> \$ 710,382.94
 Total endowment funds	 \$ 1,349,238.89	 \$ 1,402,699.79
Total non-endowment funds	712,791.89	\$ 710,382.94
<hr/> Total of all Trust funds	<hr/> \$ 2,062,030.78	<hr/> \$ 2,113,082.73

\* The principal of the endowment funds is \$879,079.04.

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

As of August 31, the amount of money in the Trust that is undesignated stands at \$717,415.92

**Baldwin Public Library Trust**  
**Endowment Funds Portfolio Performance Benchmarks**  
**As of August 31, 2024**

<u>Index</u>	<u>2024: YTD</u>	<u>2023: Entire Year</u>
S&P 500-Equity Benchmark	12.88%	24.23%
U.S. Aggregate-Bond Benchmark	3.07%	5.53%
Blended Return of Both Benchmarks* <i>(S&amp;P 500: 75% and U.S. Aggregate: 25%)</i>	10.43%	19.57%
Baldwin Endowment Funds' Portfolio	10.97%	9.80%
<b>Endowment Funds' Performance Compared to Blended Return of Benchmarks</b>	<b>0.54%</b>	<b>-9.76%</b>

\*Since November 2017, the blended return has been calculated according to the Baldwin Endowment Funds' allocation of 75% equities and 25% fixed income, cash, and cash alternatives.

As of April 2020, this report was renamed "Endowment Funds Portfolio Performance Benchmarks," instead of "Portfolio Performance Benchmarks." The new title is more accurate, for it states clearly that the comparison between benchmarks and the Baldwin Trust's performance pertains only to the BPL Trust Endowment Funds Account at Raymond James. It does not take into account the BPL Trust General Funds Account at Raymond James or the Trust's Huntington Bank checking and money market accounts. The breakdown of the Trust's various accounts is shown on the "Balances by Financial Institutions Report," which follows this report in the Board packet. As of August 31, 2024, the breakdown was as follows:

Raymond James Endowment Funds Account	\$1,207,123.88
Raymond James Building Mutual Funds Account	\$501,766.21
Huntington Bank Checking Account	\$4,225.53
Huntington Bank Money Market Account	<u>\$399,967.12</u>
<b>Total</b>	<b>\$ 2,113,087.74</b>

Our Huntington Bank checking account and money market account have no stock or bond investments at all, and are non-volatile. All of the funds donated for the Library's Youth Room expansion and renovation are in our Huntington Bank money market account and are therefore safe from market fluctuation.

**BALDWIN PUBLIC LIBRARY TRUST  
BALANCES BY FINANCIAL INSTITUTIONS AUGUST 31, 2024**

Investment and Cash Report											
12_c	Prior Month Balance 07/31/24	Current Month Revenue	Year to Date Revenue	Current Month Expenses	Year to Date Expenses	Transfer In	Transfer Out	Change in Investment Value	Ending Balance 08/31/24		
<b>Huntington Bank Checking:</b>											
Endowment Money	\$0.00	\$0.00	\$0.00	\$4,485.06	\$9,129.93	\$4,485.06			\$0.00		
Van Dragt Fund	\$0.00	\$0.00	\$0.00	\$8,514.11	\$8,514.11	\$8,514.11			\$0.00		
Restricted Funds - Memorials and Friends	\$4,225.53	\$0.15	\$0.47	\$8,543.64	\$12,008.22	\$8,543.64			\$4,225.53		
Restricted Funds - Building	\$0.00	\$0.00	\$0.00	\$0.00	\$1,499.07	\$0.00			\$0.00		
Restricted Funds - Covid and MAF Idea Lab	\$0.00	\$0.00	\$0.00	\$1,249.98	(\$34.02)	\$1,249.98			\$0.00		
Subtotal - Restricted Funds	\$4,225.53								\$4,225.53		
General Spendable Funds	\$0.00	\$0.00	\$0.00	\$2,005.89	\$2,065.85	\$2,005.89			\$0.00		
<b>TOTAL</b>	\$4,225.53	\$0.15	\$0.47	\$24,798.68	\$33,183.16	\$24,798.68	\$0.00		\$4,225.53		
<b>Huntington Bank Money Market:</b>											
Endowment Budgeted Funds	\$215,398.86	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$4,485.06)		\$210,913.80		
Endowment Investment Funds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00		
Building Fund	\$1,499.75	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$1,499.75		
Van Dragt Fund	\$16,663.66	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$8,514.11)		\$8,149.55		
Restricted Funds	\$38,975.83	\$300.00	\$300.00	\$0.00	\$0.00	\$0.00	(\$8,543.64)		\$30,732.19		
Restricted Fund - Covid	\$516.43	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$516.43		
Restricted Fund - Idea Lab MAF	\$1,249.98	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$1,249.98)		\$0.00		
General Spendable Funds	\$148,224.35	\$1,946.94	\$3,726.20	\$10.00	\$20.00	\$0.00	(\$2,005.89)		\$148,155.40		
<b>TOTAL</b>	\$422,528.86	\$2,246.94	\$4,026.20	\$10.00	\$20.00	\$0.00	(\$24,798.68)		\$399,967.12		
<b>Raymond James &amp; Associates:</b>											
Endowment Fund Investments	\$1,177,542.44	\$0.00	\$0.00			\$0.00	\$0.00	\$21,906.98	\$1,199,449.42		
Endowment Cash	\$7,672.84	\$0.00	\$0.00			\$0.00	\$0.00	\$1.62	\$7,674.46		
Sub-total Endowment Funds	\$1,185,215.28	\$0.00	\$0.00			\$0.00	\$0.00	\$21,908.60	\$1,207,123.88		
General Spendable Funds Cash	\$1,092.07	\$0.00	\$0.00			\$0.00	\$0.00	\$0.22	\$1,092.29		
General Spendable Mutual Funds	\$372,876.48	\$0.00	\$0.00			\$0.00	\$0.00	\$7,587.00	\$380,463.49		
General Spendable Building Mutual Funds	\$117,814.54	\$0.00	\$0.00			\$0.00	\$0.00	\$2,395.90	\$120,210.44		
Sub-total General Spendable Funds	\$491,783.09	\$0.00	\$0.00			\$0.00	\$0.00	\$9,983.12	\$501,766.21		
<b>TOTAL</b>	\$1,676,998.37	\$0.00	\$0.00			\$0.00	\$0.00	\$31,891.72	\$1,708,890.09		
<b>Total All Funds</b>	\$2,103,752.61	\$2,247.09	\$4,026.67	\$24,808.68	\$33,203.16	\$24,798.68	(\$24,798.68)	\$31,891.72	\$2,113,082.74		

**BALDWIN PUBLIC LIBRARY TRUST  
ENDOWMENT BY INDIVIDUAL FUND  
AUGUST 31, 2024**

12d	FUND NAME	PRINCIPAL AMOUNT OF FUND	PURPOSE	VALUE AS OF JULY 1, 2024	2024/25 DONATIONS	EARNINGS INCOME OUT	CHANGE IN VALUE		CURRENT VALUE OF ENDOWMENT INVESTMENTS
							JULY 1, 2024 to JUNE 30, 2025	62,590.83	
401	Frances Balfour	\$10,000.00	Adult Reading	\$13,252.14			\$711.99	\$13,964.13	
402	Gladys E. Brooks	\$41,437.86	Large Print Books/Senior Citizens Programs	\$54,913.32			\$2,950.33	\$57,863.66	
403	Jane Cameron	\$68,770.00	Baldwin Public Library	\$86,978.61			\$4,896.36	\$91,874.96	
404	Jane Martin Clark	\$5,000.00	Baldwin Public Library	\$6,626.07			\$355.99	\$6,982.06	
405	Jan Coil	\$10,500.00	Baldwin Public Library	\$13,791.80			\$747.59	\$14,539.39	
406	Aubrey & Grace Flood	\$5,000.00	Youth Services	\$6,626.07			\$355.99	\$6,982.06	
407	Paul R. Francis	\$10,000.00	Staff Appreciation	\$12,450.66			\$711.99	\$13,162.65	
408	Friends of the Library	\$32,000.00	Library Collections	\$42,407.14			\$2,278.37	\$44,685.50	
409	Priscilla Goodell	\$113,718.00	Baldwin Public Library	\$150,701.28			\$8,096.61	\$158,797.89	
410	Emmelene Hornac	\$50,000.00	Youth Services & Adult Reading	\$66,260.76			\$3,559.95	\$69,820.71	
411	H. G. Johnston	\$6,350.00	Reference Collection	\$8,363.90			\$452.11	\$8,816.01	
412	Bob & Jean Kelly	\$10,508.00	Youth Services Programs	\$13,322.77			\$748.16	\$14,070.93	
413	William Keman, Jr.	\$25,000.00	Library Collections	\$33,130.40			\$1,779.97	\$34,910.38	
414	Merle L. Rominger	\$250,890.00	Reference Collection	\$332,403.09			\$17,863.12	\$350,266.20	
415	Rosso Family Foundation	\$10,000.00	Baldwin Public Library	\$13,252.16			\$711.99	\$13,964.15	
416	Marion G. Sweeney	\$11,700.00	Youth Services	\$14,462.93			\$833.03	\$15,295.96	
417	Stephen Vartanian	\$10,000.00	Audio Visual Material	\$13,252.16			\$711.99	\$13,964.15	
419	Clarice G. Taylor	\$59,852.76	Professional Development	\$81,514.09			\$4,261.46	\$85,775.54	
421	Eric & Julie Gheen	\$10,000.00	Adult Reading Print Books	\$12,429.08			\$711.99	\$13,141.07	
422	Ileane Thal	\$39,998.98	Baldwin Public Library	\$47,571.48			\$2,847.89	\$50,419.37	
423	Judith Nix	\$15,207.48	Adult & Youth Programs	\$18,370.39			\$1,082.76	\$19,453.15	
424	MAF-Rae Dumke	\$10,000.00	Architecture Books	\$12,474.55			\$711.99	\$13,186.54	
425	Linne Underdown Hage Forester	\$34,509.96	Professional Development	\$35,987.60			\$2,457.07	\$38,444.68	
426	Richard & Mary Henne Book Fund	\$10,000.00	Adult Reading Print Books	\$10,166.46			\$711.99	\$10,878.45	
427	Douglas R. Koschik	\$18,554.00	Building Improvements	\$18,830.97			\$1,321.03	\$20,152.00	
428	Gerald "Jerry" Dreer	\$10,100.00		\$11,161.15			\$719.11	\$11,880.26	
		\$879,097.04		\$1,130,701.05	\$0.00	\$0.00	\$62,590.83	\$1,193,291.88	

**BALDWIN PUBLIC LIBRARY TRUST  
ENDOWMENT FUNDS BY DESIGNATION  
AUGUST 31, 2024**

12e	Purpose	Prior Month Balance 07/31/24	Current Month Revenue	Year to Date Revenue	Current Month Expense	Year to Date Expense	Transfer In	Transfer Out	Change in Investment Value	Ending Balance 08/31/24
	<b>Gift &amp; Tribute Funds</b>									
	<b>General Spendable Funds</b>									
		\$522,381.98	\$1,946.94	\$3,726.20	\$510.00	\$579.96			\$7,587.17	\$531,406.09
	<b>Restricted Funds:</b>									
	Building Fund	\$119,125.21	\$0.00	\$0.00	\$0.00	\$1,499.07			\$2,395.95	\$121,521.15
	Van Dragt Fund	\$16,663.66	\$0.00	\$0.00	\$8,514.11	\$8,514.11				\$8,149.55
	Memorials/Tributes	\$9,530.07	\$300.15	\$300.47	\$0.00	\$0.00				\$9,830.22
	Covid Project	\$516.43	\$0.00	\$0.00	\$0.00	\$0.00				\$516.43
	Restricted Fund - Idea Lab MAF	\$1,249.98	\$0.00	\$0.00	\$1,249.98	(\$34.02)				\$0.00
	Friends	\$10,654.79	\$0.00	\$0.00	\$587.88	\$1,951.37				\$10,066.91
	Young Adult Programs	\$2,217.11	\$0.00	\$0.00	\$665.75	\$1,690.07				\$1,551.36
	Youth Services Programs	\$2,746.80	\$0.00	\$0.00	\$859.89	\$1,460.61				\$1,886.91
	Idea Lab Program Supplies	\$2,020.05	\$0.00	\$0.00	\$3,130.96	\$3,607.01				(\$1,110.91)
	Outreach & Equipment	\$6,646.74	\$0.00	\$0.00	\$3,299.16	\$3,299.16				\$3,347.58
	<b>Sub-total Restricted</b>	\$171,370.84	\$300.15	\$300.47	\$18,307.73	\$21,987.38	\$0.00	\$0.00	\$2,395.95	\$155,759.20
	<b>Rotary Room Fund</b>									
	Naming Rights-Principal	\$7,832.00	\$0.00	\$0.00	\$0.00	\$0.00			\$0.00	\$7,832.00
	Maintenance Funds	\$1,505.89	\$0.00	\$0.00	\$1,505.89	\$1,505.89			\$0.00	\$0.00
	Ileane Thal Reference Desk	\$6,000.00	\$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	\$9,385.65
	<b>Total Gift and Tribute Funds</b>	\$718,476.36	\$2,247.09	\$4,026.67	\$20,323.62	\$24,073.23	\$0.00	\$0.00	\$9,983.12	\$710,382.95
	<b>Endowment Funds</b>									
	<b>Endowment Budgeted Funds</b>									
	General Funds	\$68,464.68	\$0.00	\$0.00	\$970.37	\$1,534.47				\$67,494.31
	Adult Large Print	\$1,998.00	\$0.00	\$0.00	\$0.00	\$55.94				\$1,998.00
	Adult Services Department	\$33,682.40	\$0.00	\$0.00	\$407.54	\$940.49				\$33,274.86
	Adult Audio Visual	\$561.34	\$0.00	\$0.00	\$123.66	\$123.66				\$437.68
	Adult Reference	\$49,170.06	\$0.00	\$0.00	\$0.00	\$0.00				\$49,170.06
	Adult Programs	\$22,124.66	\$0.00	\$0.00	\$1,282.49	\$2,726.69				\$20,842.17
	Architecture	\$3,046.87	\$0.00	\$0.00	\$1,222.72	\$2,627.44				\$1,824.15
	Youth Services Department	\$8,670.26	\$0.00	\$0.00	\$448.28	\$772.24				\$8,221.98
	Youth Programs (Nix)	\$922.00	\$0.00	\$0.00	\$0.00	\$0.00				\$922.00
	Professional Development	\$21,714.06	\$0.00	\$0.00	\$20.00	\$339.00				\$21,694.06
	Staff Appreciation	\$2,553.70	\$0.00	\$0.00	\$10.00	\$10.00				\$2,543.70
	Koschik Building Fund	\$984.94	\$0.00	\$0.00	\$0.00	\$0.00				\$984.94
	<b>Sub-total</b>	\$213,892.97	\$0.00	\$0.00	\$4,485.06	\$9,129.93	\$0.00	\$0.00	\$0.00	\$209,407.91
	<b>Total Endowment Investments</b>	\$1,171,363.28	\$0.00	\$600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$21,908.60	\$1,193,291.88
	<b>Total Endowment Funds</b>	\$1,385,276.25	\$0.00	\$600.00	\$4,485.06	\$9,129.93	\$0.00	\$0.00	\$21,908.60	\$1,402,699.79
	<b>Total All Trust Funds</b>	\$2,103,752.61	\$2,247.09	\$4,626.67	\$24,808.68	\$33,203.16	\$0.00	\$0.00	\$31,891.72	\$2,113,082.74



**TRUST RECEIPTS**  
**August-24**

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**Trust Money Mkt General Funds:**

American Structurepoint, Inc. in Memory of Mary McCormack	\$	150.00
Sheila and John Brice in Memory of Armando Delicato	\$	50.00

Money Market Interest Income	\$	1,746.94	\$	<u>1,946.94</u>
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**Friends of BPL:**

\$ -

**Trust Money Mkt Restricted Funds:**

\$ -

**Memorial/Book Fund:**

Richard and Joan Rowan in Memory of Nancy Wind	\$	200.00		
Kay and Donald Heise in Memory of Nancy Wind	\$	100.00		
Checking Account Interest	\$	0.15	\$	<u>300.15</u>

**Trust Money Mkt Endowment Fund:**

\$ -

<b>Total Receipts at Huntington Bank</b>	<b>\$</b>	<b><u>2,247.09</u></b>	<b>\$</b>	<b><u>2,247.09</u></b>
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**Raymond James**

\$0.00

<b>Total Trust Receipts (Before Bank Fees)</b>	<b><u>\$2,247.09</u></b>	<b><u>\$2,247.09</u></b>
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<b>Monthly Banking Fee on Money Market Account</b>	<b>\$</b>	<b><u>(10.00)</u></b>	<b>\$</b>	<b><u>(10.00)</u></b>
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<b>Total Trust Receipts (Net)</b>	<b><u>\$2,237.09</u></b>	<b><u>\$2,237.09</u></b>
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Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank LIBRY BALDWIN PUBLIC LIBRARY TRUST					
08/01/2024	LIBRY	6174	004867	BALDWIN PUBLIC LIBRARY TRUST	22.46
08/01/2024	LIBRY	6175	004604	GORDON FOOD	45.96
08/01/2024	LIBRY	6176	006432	ELISABETH PHOU	32.50
08/01/2024	LIBRY	6177	MISC	TWO CLEAN FOR WORDS	500.00
08/29/2024	LIBRY	6178	000843	BAKER & TAYLOR BOOKS	194.28
08/29/2024	LIBRY	6179	009319	COMPTON PRESS INDUSTRIES LLC	3,274.16
08/29/2024	LIBRY	6180	000575	DEMCO, INC	244.49
08/29/2024	LIBRY	6181	MISC	DIMITRI KAPATAIS	400.00
08/29/2024	LIBRY	6182	007403	SUSAN DION	49.36
08/29/2024	LIBRY	6183	009315	FIRST NATIONAL BANK OF OMAHA	17,955.08
08/29/2024	LIBRY	6184	009315	VOID	0.00 V
08/29/2024	LIBRY	6185	009315	VOID	0.00 V
08/29/2024	LIBRY	6186	009315	VOID	0.00 V
08/29/2024	LIBRY	6187	001090	INGRAM LIBRARY SERVICES	1,508.21
08/29/2024	LIBRY	6188	009060	ROSEMARY ISBELL	24.60
08/29/2024	LIBRY	6189	000757	SCHOLASTIC INC	547.58

LIBRY TOTALS:

Total of 16 Checks:	24,798.68
Less 3 Void Checks:	0.00
Total of 13 Disbursements:	24,798.68