



**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