

BALDWIN PUBLIC LIBRARY BOARD OF DIRECTORS



LIBRARY BOARD MEETING

JANUARY 22, 2025

Danielle Rumple
PRESIDENT

Melissa Mark
VICE PRESIDENT

Jennifer Wheeler
SECRETARY

Wendy Friedman

Frank Pisano

Karen Rock

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

Rumple, Danielle
PRESIDENT

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

Term expires 2025

Finance Committee

Mark, Melissa
VICE PRESIDENT

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

Term expires 2025

Building Committee,
Outreach Committee

Wheeler, Jennifer
SECRETARY

1665 Holland St.
Birmingham, MI 48009
Cell: (248) 808-4495
e-mail: jennybwheeler@gmail.com

Term expires 2027

Personnel Committee,
Policy 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

Rock, Karen

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

Wednesday, January 22, 2025 at 7:30 p.m.

Rotary/Donor Rooms

Agenda

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

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

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

I. General Public Comment Period

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

II. Consent Agenda

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

- A. Approval of December 16, 2024 Board Meeting Minutes p. 7
- B. Approval of December 2024 vendor payments in the amount of \$255,984.14, including payments in excess of \$75,000. p. 10
- C. Approval of total expenses in the amount of \$370,743.05 p. 19
- D. Approval of Engagement Agreement with Anne M. Seuryneck, Foster Swift Collins & Smith PC p. 12

III. Board Reports and Special Announcements

- A. President's report
- B. Board comments
- C. Staff anniversaries (Melissa Mark) p. 31
- D. Upcoming events of interest (Jaclyn Miller) p. 40

IV. Board Committee Reports	
A. Finance – Frank Pisano	p. 18
The next meeting of the Finance Committee will be held on Monday, February 10, 2025 at 4:00 p.m.	
B. Building – Wendy Friedman	p. 21
The next meeting of the Building Committee will be held on Monday, February 10, 2025 at 3:00 p.m.	
C. Outreach - Melissa Mark	
Report on the Outreach Committee meeting held on Tuesday, January 21, 2025.	
D. Policy – Jennifer Wheeler	
The next meeting of the Policy Committee will take place on Tuesday, February 4 at 11:00 a.m.	
V. Library Report – Rebekah Craft and Jaclyn Miller	p. 23
VI. Liaisons	
A. Report from Friends of the Baldwin Public Library (Ryndee Carney)	p. 33
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	
A. Proposed Welcome Statement	p. 36
Suggested motion: To adopt the “Welcome Statement,” drafted by the IDEA Task Force, and post it on the library’s website.	
VIII. Unfinished Business	
IX. Items removed from the Consent Agenda	
X. Information Only	
A. Upcoming events of interest	p. 40
B. Oakland County Times article “Baldwin Public Library in Birmingham Board Seeks Student Representative”	p. 42
C. Birmingham-Bloomfield Eagle article “Xbox, cornhole and more now rentable at Baldwin Public Library”	p. 44
D. MCD Design Happy Holidays Card featuring Baldwin Public Library addition	p. 46

XI. Closed Session

Closed session under Section 8(h) of the Open Meetings Act to discuss a confidential written legal opinion.

XII. Adjournment

The next regular meeting of the Library Board will take place on Monday, February 24, 2025 at 7:30 p.m.

Motion: *To adjourn the January 22, 2025 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
December 16, 2024**

Call to Order and Roll Call:

The meeting was called to order by President Danielle Rumble at 7:30 p.m.

Library Board present: Wendy Friedman, Melissa Mark, Frank Pisano, Karen Rock, Danielle Rumble, and Jennifer Wheeler.

Absent and excused: None.

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

Friends of the Library liaison present: None.

Contract community representatives present: None.

Members of the public present: Three (two in-person, one via Zoom).

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

Mark read aloud the Library's Mission Statement.

1. General Public Comment Period: None provided.
2. Consent Agenda:
Motion to approve the consent agenda.
 - A. Approval of November 18, 2024 Board Meeting Minutes**
 - B. Approval of November 2024 vendor payments in the amount of \$120,284.35, including payments in excess of \$75,000.**
 - C. Approval of total expenses in the amount of \$376,187.92**

1st Pisano
2nd Rock
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. Review of FY2023-24 Audit by Plante Moran, with Philip Femminineo and Spencer Tawa:
Tawa and Femminineo reviewed the "Baldwin Public Library Board of Directors Presentation" found on pages 42-48 of the December Board packet. The library received an "unmodified opinion," which is the cleanest statement that can be given.
4. Board Reports and Special Announcements:

President's report: Rumble thanked the staff for their work at the Birmingham Winter Market in the Kinder Haus and then reported 2025 subcommittee assignments:

- Finance: Pisano and Rumble
- Building: Pisano and Friedman
- Outreach: Mark and Friedman

Policy: Mark and Wheeler
Personnel: Wheeler and Rock
Strategic Planning: Rock and Rumble

Board comments: Wheeler thanked staff for their efforts.

Staff Anniversaries: Mark recognized the following staff anniversaries: Mary MacMillan (10 years of service), Emma Moskovitz (2 years), Adam Redmond (1 year), and Jennifer Rohrer-Walbert (2 years).

Upcoming events of interest: Miller reported upcoming events at the Library, full details of which are on pages 30-31 of the December Board packet.

5. Board Committee Reports

Finance Committee:

Pisano reported that the Finance Committee met on December 9. Present were Pisano, Rumble, Craft, and Miller. Full minutes from this meeting are on page 14 of the December Board packet. The next meeting of the Finance Committee will take place on Monday, January 13, 2024 at 4:00 p.m. in the Rotary Tribute & Donor Room.

Building Committee:

Mark reported that the Building Committee met on December 9. Present were Mark, Pisano, Craft, and Miller. Full minutes from this meeting are on pages 17-18 of the December Board packet. The next meeting of the Building Committee has been tentatively scheduled for Monday, January 13, 2024 at 3:00 p.m. in the Rotary Tribute & Donor Room.

6. Library Report:

Craft and Miller presented highlights from the Library Report. Full details of the complete report are on pages 19-30 of the December Board packet.

The Friends of the Library Board will resume meetings in January and will review the Library wish list. The Friends' Book Shop made \$857 in the month of November.

Applications for Student Representative to the Board are now being accepted from resident high school juniors.

The City of Birmingham's Long Range Planning meeting will be held on January 25. The City Budget Hearing will be held on April 26.

7. Liaisons

Friends: There was no report.

Beverly Hills: There was no report.

Bloomfield Hills: There was no report.

Bingham Farms: There was no report.

8. New & Miscellaneous Business: None.

9. Unfinished Business: None.

10. Items Removed from Consent Agenda: None.
11. Information Only: See pages 29-48 of the December Board packet.
12. Adjournment:

Motion to adjourn the meeting.

1st Wheeler

2nd Mark

A voice call vote was taken.

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

Nays: None.

Absent and excused: None.

The motion was approved unanimously.

The meeting was adjourned at 8:06 p.m. The next regular meeting is scheduled for Wednesday, January 22, 2024, at 7:30 p.m. in the Rotary & Donor Room.

Jennifer Wheeler, Secretary

Date

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

Check Number	Vendor #	Vendor	Amount
	006638	ACTION MAT & TOWEL RENTAL, INC	106.08
	009440	ALLIANCE ENTERTAINMENT, LLC	1,027.57
	MISC	ANN ARBOR DISTRICT LIBRARY	17.99
	006782	BIBLIOTHECA, LLC	1,785.00
	000433	BRODART COMPANY	117.88
	003904	CAPITAL ONE BANK	6,461.61
	000902	CENGAGE LEARNING INC	59.97
	000605	CINTAS CORPORATION	259.90
	000627	CONSUMERS ENERGY	1,038.00
	000575	DEMCO, INC	325.86
	008777	DESIGN INDUSTRY, LLC	3,375.76
	MISC	DOW JONES & COMPANY INC.	1,285.00
	000179	DTE ENERGY	6,292.87
	008164	GARY EISELE	59.63
	006666	GRID 4 COMMUNICATIONS INC.	228.01
	003530	INFORMATION TODAY INC	333.03
	001090	INGRAM LIBRARY SERVICES	8,320.53
	MISC	ISCG	263.80
	008827	KANOPY, INC	444.55
	003527	LOWER HURON SUPPLY CO INC	285.19
	MISC	MARISSA WOLFE	4.00
	007927	MICHELLE HOLLO	805.00
	006349	MIDWEST COLLABORATIVE	5,744.68
	002013	MIDWEST TAPE	11,965.09
	008336	NBS COMMERCIAL INTERIORS	1,310.00
	006723	NEWMIND GROUP, INC	6,048.00
	009478	ODP BUSINESS SOLUTIONS, LLC	165.72
	006785	OVERDRIVE, INC.	15,312.45
	009612	PLAYAWAY PRODUCTS LLC	149.98
	002675	RESERVE ACCOUNT	5,000.00
	000746	ROCHESTER HILLS PUBLIC LIBRARY	10.99
	006347	SOUTHERN COMPUTER WAREHOUSE	2,066.22
	009840	THOMAS S. KLISE COMPANY, INC	281.22
	000158	VERIZON WIRELESS	103.47
	009026	WELLS FARGO VENDOR FIN SERV	768.47
12292	009920	CORPORATE DINING CONCEPTS	279.00
12295	009024	D.M. BURR GROUP	4,891.29
12317	000795	LIBRARY DESIGN ASSOCIATES, INC.	445.00
12318	003527	LOWER HURON SUPPLY CO INC	845.08
12319	002013	MIDWEST TAPE	980.41
12328	005861	UNIQUE MGMT SERVICE, INC	82.40
301324	009202	AQUARIUM DESIGN INC	240.00
301402	000801	POSTMASTER	350.00
301409	007408	T-MOBILE	686.46
301410	009979	TEOMA SYSTEMS	5,960.00
301443	000843	BAKER & TAYLOR BOOKS	12.99
301460	004269	CENTER POINT LARGE PRINT	143.35
301463	009319	COMPTON PRESS INDUSTRIES 90 LLC	3,274.16

Register of Claims

Baldwin Public Library

300 W. Merrill Street
Birmingham, MI 48009

Check Number	Vendor #	Vendor	Amount
301481	004493	ELITE IMAGING SYSTEMS, INC	727.88
301482	008338	ELM USA, INC.	236.43
301488	MISC	GEOFFREY BENNETT	26.95
301492	000249	GA BUSINESS PURCHASER LLC	324.64
301514	004904	KONICA MINOLTA BUSINESS SOLUTIONS	2,521.45
301515	MISC	LAURA LENA ROSE	36.02
301526	006349	MIDWEST COLLABORATIVE	120.00
301534	009612	PLAYAWAY PRODUCTS LLC	744.68
301546	MISC	SARA ALEXANDER	19.24
301561	009863	US BANK EQUIPMENT FINANCE	69.93
Total:			104,840.88

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

Lansing

313 S. Washington Square
Lansing MI 48933

Detroit

333 W. Fort Street – Suite 1400
Detroit MI 48226

Walter S. Foster

1878-1961

Richard B. Foster
1908-1996

Theodore W. Swift
1928-2000

John L. Collins
1926-2001

Webb A. Smith - *Retired*

Charles A. Janssen

Charles E. Barbieri

Scott L. Mandel

Michael D. Sanders

Brent A. Titus

Brian G. Goodenough

Matt G. Hrebec

Deanna Swisher

Thomas R. Meagher

Douglas A. Mielock

Scott A. Chernich

Paul J. Millenbach

Dirk H. Beckwith

Brian J. Renaud

Lynwood P. VandenBosch

Lawrence Korolewicz

James B. Doezema

Anne M. Seurnyck

Michael D. Homier

Scott H. Hogan

Benjamin J. Price

Michael R. Blum

Jonathan J. David

Andrew C. Vredenburg

Julie I. Fershtman

Todd W. Hoppe

Jennifer B. Van Regenmorter

Thomas R. TerMaat

Frederick D. Dilley

David R. Russell

Joel C. Farrar

Laura J. Genovick

Karl W. Butterer, Jr.

Mindi M. Johnson

Ray H. Littleton, II

Jack L. Van Coevering

Anna K. Gibson

Nicholas M. Oertel

Alicia W. Birach

Adam A. Fadly

Michael J. Liddane

Ryan E. Lamb

Clifford L. Hammond

Matthew S. Fedor

Andrea Badalucco

Stefania Gismondi

Southfield

28411 Northwestern Highway – Suite 500
Southfield MI 48034

Holland

151 Central Avenue – Suite 260
Holland MI 49423

Leslie A. Abdo

Julie L. Hamlet

Michael C. Zahrt

Mark T. Koerner

Warren H. Krueger, III

Taylor A. Gast

Thomas K. Dillon

Robert A. Hamor

Jacquelyn A. Dupler

Dora A. Brantley

James F. Anderton, V

Sara L. Cunningham

Michael A. Cassar

Alexander S. Rusek

Steven J. Tjapkes

Erica E.L. Huddas

Jennifer L. Montasir

Bryan Cermak

Mikhail Murshak

Grand Rapids

1700 E. Beltline NE – Suite 200
Grand Rapids MI 49525

Keith T. Brown

Mallory E. Reader

Benjamin M. Williams

Reed K. Powers

Dina D. Kashat

Danielle N. Romano

Lindsey M. Mead

Destiny R. Hughes

Nathan J. Wood

Samantha L. Diamond

McKenna S. Rivers

Melanie A. Assad

Matthew C. Murray

Mackenzie M. Almæssian

Patrick E. Quinn

James A. Ryan

Charles R. Sarchet

Writer's Direct Phone: 616.726.2240

Fax: 517.367.7196

Reply To: Grand Rapids

Email: ASeurnyck@fosterswift.com

January 16, 2025

Rebekah Craft, Director
Baldwin Public Library
300 W. Merrill Street
Birmingham, MI 48009

Re: 2025 - Engagement Agreement

Dear Ms. Craft:

We are pleased that Baldwin Public Library (the "Library") has decided to engage Foster Swift (the "Firm") to assist the Library with any matter assigned to us by the Library. It is customary in the legal profession to initiate a relationship between an attorney and client through an Engagement Letter ("Engagement Letter"). This Engagement Letter will serve as an agreement about the nature and scope of our relationship with the Library.

Our representation of the Library will commence, and we will serve as the Library's attorney, when we are in receipt of a signed copy of this Engagement Letter approved by the Library. This signed Engagement Letter acknowledges the Library's understanding of the details of our representation and confirms the scope of the work.

Our services to the Library will be billed on the basis of hourly rates for the time incurred. Hourly rates differ between attorneys and subject matter. For example, my standard hourly rate is \$550 per hour. However, we are sensitive to governmental budgets and offer our municipal clients a substantial reduction for public work.

The hourly rate for our Library services provided to the Library will be capped at \$255 per hour beginning January 1, 2025, meaning that regardless of the attorney working on a particular matter, the Library will never be billed more than \$255 per hour. However, employee benefits services will be capped at \$285

Rebekah Craft, Director

January 16, 2025

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per hour. If the Library should need other specialty services, we can discuss the rates for that work at that time.

The hourly rate for legal services we provide to the Library will remain in effect until December 31, 2025, after which the Firm may adjust its rate annually, but not by more than 5% unless otherwise agreed to by the Library and the Firm. The Library will also be billed for photocopies and other out-of-pocket expenses by the Firm on the Library's behalf. The costs and attorney fees will be billed monthly. **Our invoices will be sent by e-mail, unless you direct us to send them in some other fashion.** If an invoice is not timely paid, a late charge may be added to any portion not paid within thirty (30) days. The late charge will be computed at the rate of .58% per month (7% annual) starting thirty (30) days after the date of the invoice.

Based on the information you have provided, the Firm believes that its representation of the Library complies with the Michigan Rules of Professional Conduct. However, if we determine that a conflict of interest arises during this engagement, the Firm may take appropriate steps to remedy the conflict, including withdrawal.

Our responsibility in representing the Library is, of course, to do so in a manner that is consistent with the customary professional practices and requirements for handling the Library's legal matters. In turn, we will need the Library's full and timely cooperation. This will likely include providing us with various materials relating to the matters for which the Library is utilizing our services. Further, the Library agrees that our work may be authorized and directed by any individual, officer or agent of the Library, unless the Library advises us to the contrary in writing.

The Firm will pursue the Library's legal matters conscientiously and without delay, but with regard for the Firm's workload and the nature of the legal system. The Firm will keep the Library reasonably informed about the status of this matter and welcomes requests for information.

We intend to establish a mutually rewarding and enduring relationship with the Library as its legal counsel. Nevertheless, the Library is free to terminate our services at any time by written notice to us to that effect.

We may also terminate our services to the Library, by written notice to the Library to that effect, if the Library unreasonably fails to cooperate with us, if our monthly statements are not paid in a timely manner, or if we determine that our continued representation of the Library would violate the rules of professional responsibility applicable to lawyers or would otherwise be impractical.

If the Library terminates our representation, the Firm will return to the Library any original materials in the Firm's files that belong to the Library. The Firm will dispose of its files (including the Firm's work product) related to Library matters as it sees fit.


Rebekah Craft, Director
January 16, 2025
Page 3

This engagement letter is intended to govern all of the legal services that we may render to the Library unless and until the Firm and the Library mutually agree in writing to a different arrangement with respect to providing our legal services to the Library.

Should you have any questions, please do not hesitate to call us. If the Library agrees with the above, please execute this engagement letter at the bottom on behalf of the Library. We look forward to serving Baldwin Public Library.

Sincerely,

FOSTER SWIFT COLLINS & SMITH PC



Anne M. Seuryneck

AMS/als

AGREED:

Baldwin Public Library

By: _____

Its: _____

Dated: _____

Email Address for Invoices:

Rebekah Craft, Director

January 16, 2025

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Additional Terms of Engagement

Scope of Engagement:

Our engagement is on behalf of the parties expressly named in our agreement. As way of example, our representation of an entity does not include a representation of the interests of the individuals that are directors, shareholders, or officers of that entity.

Cooperation:

You agree to disclose fully, accurately, and truthfully to us all facts that may be relevant to the matter or that we may otherwise request to keep us apprised of developments relating to the matter. You agree to cooperate fully with us in all matters related to the preparation and presentation of your claims. We will be relying on the completeness and accuracy of the information you provide when we perform our services.

No Promise or Guarantee of Results:

You agree that we have made no promises or guarantees regarding the outcome of your case. Either at the beginning or during the course of our representation, we may express our opinions or beliefs concerning the matter or various courses of action and the results that might be anticipated. Any such statement made by any attorney, employee, or agent of our firm is intended to be an expression of opinion only, based on information available to us at the time, and must not be construed by you as a promise or guarantee of any particular result. In addition, the advice and communications we render on your behalf are not intended to be disseminated to or relied on by any other parties without our prior written consent.

Consultations with Internal and Outside Counsel to the Firm:

We represent a large number of clients on a wide variety of complex matters. In the course of our representation, we may consult with the firm's internal counsel with expertise in legal ethics issues and in the past have considered such consultations to be attorney-client privileged. Recent court rulings have indicated that in some circumstances such consultations may not be deemed privileged. Our firm believes that expert advice and analysis regarding legal ethics issues would positively benefit our clients.

You agree that if we determine during the course of the representation that it is either necessary or appropriate to consult with our firm's internal counsel or outside counsel to the firm, we have your consent to do so and that our representation of you shall not, thereby, waive any attorney-client privilege.

Rebekah Craft, Director

January 16, 2025

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E-mail Policy:

Our firm's attorneys, employees, and agents may utilize e-mail for communications in this matter unless you notify us, in writing, not to use this means of communication. Unless you request in writing that we encrypt out-going e-mail and we have agreed in writing to reasonable and mutually acceptable protocols, documents sent to you by e-mail will not be encrypted.

Our firm expends reasonable efforts to exclude any virus or other defect that might affect any computer or IT system from our e-mails and electronic documents. We do not accept liability for any loss or damage resulting from the use of commercial software, or the receipt or use of electronic communications from us containing a virus or defect that was not created by us.

Circular 230 Notices:

Congress has passed legislation imposing reporting requirements and penalties, which the IRS has implemented by amending Circular 230 and setting forth various rules about written tax advice. As a result, you may notice that we will often have a Circular 230 statement on written communications about reliance on what you receive.

Attorney's Lien:

All payments by way of recovery, award, judgment, or settlement to you from third parties shall be made jointly payable to you and us. If you obtain a monetary judgment or award, we shall have a lien on the proceeds to the extent of any of our unpaid fees, disbursements, or other charges.

Relationship Term:

When we have completed the specific professional legal services agreed to in this engagement, our attorney-client relationship shall end, regardless of the date you are billed or pay for our services.

Any agreement to provide non-professional services (facilities use, file storage, copies of old client files) does not revive the attorney-client relationship. The newsletters, e-mails, or other publications that we may occasionally send to you containing general updates on areas of the law of interest to you do not revive an attorney-client relationship.

Future Representation:

If our attorney-client relationship has ended, we have no obligation to represent you in connection with related matters unless we have agreed to do so in writing in our engagement agreement. Regardless of whether we are representing you in other matters, we have no duty to accept new engagements from you unless mutually agreed.

BOARD COMMITTEE REPORTS

Finance Committee

Building Committee

January 2025 Finance Committee Report

The Baldwin Public Library Board's Finance Committee met on Monday, January 13, 2025, at 4:00 p.m. in the Rotary Donor Room. Present were Frank Pisano, Danielle Rumble, Rebekah Craft, and Jaclyn Miller.

- Public Comment - none
- Craft: FY 2024-25 budget after six months – tracking well
 - December had 2.5 payrolls
 - Water bill is back on track
- Craft presented the preliminary FY2025-26 Budget. The initial FY 2025-26 budget is due to the City on January 17. Rebekah and Jaclyn will meet with the City on February 6 to go over the budget. The final budget will be presented to the Library Board at their March 17, 2025 meeting.
 - As part of the Long Range Planning session, Craft will highlight several larger projects we hope to do at the library in FY25/26 and FY 26/27, including glass coatings to reduce bird strikes, lower level updates and a whole building generator
- Miller shared expenditures with Friends of the Baldwin Public Library donations
- Pisano did not attend any meetings attended.

The next meeting of the Finance Committee will be held on Monday, February 10 at 4:00 p.m.

FINANCIAL REPORT: December 2024

This report references the Revenue and Expense Report 2024-25, found on the following page. At 50.0% of the way through fiscal year 2024-2025, the Library has spent 48.4% of its budget and received 88.1% of its revenue. By this point of the year, the Library was budgeted to have spent 50.0% of its budget and to have received 50.0% 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	\$	104,840.88
Total vendor payments	\$	104,840.88

City of Birmingham allocations:

Special Partial Payroll Period Ending 12/05/24	\$	6,760.32
Payroll Period Ending 12/07/24	\$	123,958.96
Payroll Period Ending 12/21/24	\$	105,618.02
Fixed Past Retirement Health Care Cost (acct 711.0004)	\$	1,979.17
Retirement Cost (acct 711.0010)	\$	8,040.17
Total Payroll	\$	246,356.64

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
Total City of Birmingham allocations	\$	255,984.14

Reconciling adjustments:

Refunds and Voids (Fines, Bags, Room Rentals, Magazines etc.)	\$	(86.21)
Water Bill	\$	5,340.24
Credit Card Fees		
City of Birmingham Parking	\$	4,664.00
Total Recon Adjustments	\$	9,918.03

Total expenses for the month	\$	370,743.05
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BALDWIN PUBLIC LIBRARY
REVENUE AND EXPENSE REPORT 2024-25
December 2024

	2024-2025 Budget	Current Month Budget December 2024	Current Month Actual December 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	6th Month of the year 50.00%	% Received/ Spent Prior Y-T-D
REVENUES											
TAXES	\$4,497,490	\$374,791	\$0	(\$374,791)	\$2,248,745	\$4,492,575	\$2,243,830	99.9%	\$4,174,572		100.0%
PROVISION FOR TAX LOSS	(\$15,000)	(\$1,250)	\$0	\$1,250	(\$7,500)	(\$751)	\$6,749	5.0%	(\$1,294)		64.7%
COUNTY AND STATE REVENUE	\$95,000	\$7,917	\$0	(\$7,917)	\$47,500	\$7,011	(\$40,489)	7.4%	\$8,558		8.6%
GRANTS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.0%	\$0		0.0%
COMMUNITY CONTRACTS	\$1,084,860	\$90,405	\$0	(\$90,405)	\$542,430	\$461,352	(\$81,078)	42.5%	\$440,876		41.9%
PATRON USE REVENUE	\$32,500	\$2,708	\$2,818	\$110	\$16,250	\$20,261	\$4,011	62.3%	\$19,458		54.5%
INVESTMENT INCOME	\$5,000	\$417	(\$205)	(\$622)	\$2,500	\$38,343	\$35,843	766.9%	\$58,079		72.6%
OTHER REVENUE	\$0	\$0	\$0	\$0	\$0	\$66	\$66	0.0%	\$163		0.1%
TOTAL REVENUE	\$5,699,850	\$474,988	\$2,612.72	(\$472,375)	\$2,849,925	\$5,018,857.43	\$2,168,932	88.1%	\$4,700,412.44		82.2%
EXPENSES											
PERSONNEL SERVICES	\$3,164,800	\$263,733	\$246,357	(\$17,377)	\$1,582,400	\$1,493,988	(\$88,412)	47.2%	\$1,386,499		46.8%
SUPPLIES	\$164,000	\$13,667	\$21,731	\$8,064	\$82,000	\$69,286	(\$12,714)	42.2%	\$72,079		48.0%
CONTRACTED SERVICES	\$346,760	\$28,897	\$30,301	\$1,405	\$173,380	\$172,779	(\$601)	49.8%	\$153,476		48.9%
TECHNOLOGY & MAINTENANCE	\$158,000	\$13,167	\$11,70	(\$11,996)	\$79,000	\$110,936	\$31,936	70.2%	\$109,117		62.6%
UTILITIES	\$134,980	\$11,248	\$12,671	\$1,423	\$67,490	\$72,579	\$5,089	53.8%	\$52,251		44.4%
OTHER CHARGES	\$110,100	\$9,175	\$9,432	\$257	\$55,050	\$40,567	(\$14,483)	36.8%	\$54,925		47.6%
BUILDING IMPROVEMENTS & FURNISHING	\$179,000	\$14,917	\$445	(\$14,472)	\$89,500	\$91,178	\$1,678	50.9%	\$1,971,493		55.3%
COLLECTIONS	\$727,000	\$60,583	\$48,636	(\$11,947)	\$363,500	\$362,561	(\$939)	49.9%	\$378,901		57.4%
TOTAL EXPENSES	\$4,984,640	\$415,387	\$370,743.05	(\$44,644)	\$2,492,320	\$2,413,874.49	(\$78,446)	48.4%	\$4,178,741.34		51.8%
VARIANCE	\$715,210	\$59,601	(\$368,130)	(\$427,731)	\$357,605	\$2,604,982.94	\$2,247,378				
FUND BALANCE-BEGINNING OF YEAR											
						\$399,274.76					
FUND BALANCE-CURRENT											
						\$3,004,257.70					

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.

January 2025 Building Committee Report

The Baldwin Public Library Board's Building Committee met on Monday, January 13, 2025, at 3:00 p.m. in the Rotary Donor Room. Present were Wendy Friedman, Frank Pisano, Rebekah Craft and Jaclyn Miller.

- Phase 3 update
 - Kristen and Jaclyn are working on a warranty claim for the indoor materials return slot, which had a separation of metal pieces.
 - PCI Dailey is finishing up several punch list items in the next few weeks:
 - Fix caulk at exterior diffuser to left of front door to have a smooth finish.
 - Provide banding at new limestone at plaza on lowest band.
 - Two cleanouts at entry landscaping grass bed to be cut down.
- Water damage in Youth Room
 - All repairs to the room have been made, except for three small light fixture caps, which our electrician is ordering.
 - Bulletin board was reinstalled on January 7.
- Feather Friendly installation – installation has been delayed until spring 2025 when temperatures will be above 50 degrees.
- Teen Scene
 - LDA removed shelves and shifted units on February 7 at a total cost of \$1,846.
 - Library staff are reshelving Adult non-fiction items that were shifted and Teen scene items that were displaced.
 - Once materials are in their final location, we will determine the additional items we need to purchase for the space.
 - We repurposed soft seating and study tables from other areas of the Library
 - We received a quote to turn four unused maple end panels into new study counters along the windows. The cost came in at \$4,900 for four counter sections, but we may only use two counters.
- Dishwasher in staff lounge – a repairman has been out twice to fix it to no avail.
 - Evaluating a new one for purchase
- Temperature management in the Idea Lab. We included money in this year's budget to improve ventilation and temperature control in the Idea Lab. Rebekah will solicit quotes for a mini-split system.
- Grand Hall wall signage will be added to identify collections and will be produced in the Idea Lab.
- Snow Crash Nebula artwork installation was completed on Friday, January 10

The next meeting will be on Monday, February 10, 2025 at 3:00 p.m.

LIBRARY REPORT

Statistical Dashboard

Programs & Services

Facility

Diversity & Equity

Community Outreach & Partnerships

Personnel & Organization

Financial

Expenditures from FOBPL Donations

Statistical Dashboard

December 2024						Better/ (Worse) Target	Off Target Cautionary On Target
	Current Month	This month last year	Current FYTD	Previous FYTD	FY 24-25 Q2 Target		
Financials							
Revenues	\$ 2,613	\$ 160,488	\$ 5,018,857	\$ 4,690,870			
Expenses	\$ 370,743	\$ 726,576	\$ 2,413,874	\$ 4,178,620			
Circulation							
Circ (Charges & Renewals)	47,441	47,074	298,643	301,634	235,000	63,643	On Target
Self-Check Usage	56.5%	17.4%	57.1%	20.1%			
% of Circ by Residents*	90.9%	91.0%	91.0%	91.2%	92.0%	-1%	
% of Circ by Non-Residents	9.1%	9.0%	9.0%	10.6%	8.0%	1%	
Interlibrary Loans							
Items borrowed	622	635	4,507	4,064			
Items loaned	697	623	4,279	4,533			
Technology Usage							
Database Sessions	5,291	4,903	33,166	40,099	17,500	15,666	On Target
Downloadable Content	16,048	14,899	91,876	85,149	75,000	16,876	On Target
Public Computer Usage	446	418	3,424	3,407			
Wireless Sessions	2,454	4,480	14,886	31,361	27,000	(12,114)	Off target
Program Attendance							
Program Attendance for Adults	85	69	1,662	1,069			
# of Programs for Adults	7	5	86	70			
Program Attendance for Teens	108	42	678	550			
# of Programs for Teens	9	4	40	32			
Program Attendance for Youth	1,169	560	10,012	10,542			
# of Programs for Youth	52	30	337	252			
Computer Classes Attendance	0	0	300	198			
# of Computer Programs	0	0	34	29			
Online Video Views	164	150	372	316			
Idea Lab Visits	1,614	279	3,358	1,054			
Total Program Attendance	3,140	1,100	16,382	13,729	13,000	3,382	On Target
Total # of Programs	68	39	497	383	500	(3)	On Target
Outreach Attendance	311	212	2,201	4,259			
# of Outreach Programs	13	9	57	26			
Visitors	17,630	16,419	124,829	106,381	80,000	44,829	On Target
Volunteer Hours	70	125	625	636	600	25	On Target
Social Media							
Website Hits/Pageviews	24,837	20,969	175,473	121,111	32,500	142,973	On Target
e-Newsletter Subscribers	(37)	(25)	10,620	10,919	11,000		Off Target
Facebook Page Followers	6	13	3,564	3,399	4,200	(636)	Off Target
TikTok Followers^	0	26	1,037	596			
Instagram Followers	43	13	2,483	22,989	3,000	(517)	Off Target

*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

Key Metrics & Strategic Plan Status Report

As the 2022-2025 Strategic Plan expires in February, we plan to provide the final update at the February meeting. The Goal Champions (GC) for each of the 6 Strategic Goals have been working to fill in the action items and timelines for their sections of the plan. Many of our targets are ongoing, or will repeat regularly, and the GCs are engaging with the appropriate staff members to find out who and how those action items can best be implemented.

Key Metrics Explanation: October-December 2024 (Q2)

On Target = Met or exceeded goal, or no more than 0.1% below goal

Cautionary = 0.1% to 3% beneath goal

Off Target = More than 3% beneath goal

- **Financials:** are tracking as expected
- **Circulation:**
 - Remains on target. Circulation was up slightly compared to this month last year, slightly below the YTD, likely due to a slower recovery from the Youth Room being partially inaccessible from the end of August until the end of October.
- **Technology Statistics:**
 - Database sessions are better than this month last year, but down slightly for the year. We continue to promote databases regularly.
 - Downloadable content usage is up about 18% over our quarterly goal, and 7% over FY23-24.
 - Wi-fi sessions are lower than last year, and for the quarter we are “off target” as we are still adjusting for the counts from new equipment, so a yearly comparison is inaccurate.
- **Program Attendance:**
 - Attendance is back on target and up over last year and slightly over the quarterly goal.
 - The number of programs we offer remains steady and is on par with the quarterly goal.
- **Visitors:**
 - The number of in person visitors remains consistent and higher than anticipated, despite limited access to the Youth Department in the first month of the quarter. With in person programming continuing to increase, and full use of the addition, more and more people seem to be finding their way into the Library.
- **Volunteer Hours:**
 - Total volunteer hours for the second quarter down from this time last year, but are on target. Hours continue to vary as volunteers work with the Teen department and with the Friends.
- **Social Media:**
 - Newsletter subscribers went down very slightly and are cautionary. We anticipate this to remain steady as new users sign up and existing users change their newsletter preferences.
 - Facebook, Instagram and TikTok users are all even or up in numbers over this time last year but are slightly behind the quarterly goal.

Programs & Services

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

25 Books in 52 Weeks 2024 Challenge Winners

In 2024 we introduced our first ever year-long reading challenge via Beanstack, inviting readers of all ages to track their progress from January 1-December 31, 2024. Over the course of the challenge, 336 people took part in logging their progress, with 97 completing the challenge of 25 or more books. In total, participants read 10,237 books and wrote 52 reviews for the program. Congratulations to our winners Jacob W., Yu S., and Fahd H! The 2025 Challenge opened on January 1, 2025 and will remain underway through December 31.

Database and E-resource Updates

We recently renewed **Gale Courses, Gale Legal Forms, Gale World History in Context and Gale US History in Context**, along with online access to the **Morningstar/The Investment Center, Bookflix, Mango Languages, Wall Street Journal, ValueLine, OverDrive Magazines, Washington Post. and New York Times**. We also renewed our agreement with **Beanstack**, which is the vendor we use for tracking all our reading challenges.

After careful consideration, we did not renew our **Tumblebooks** subscription. Patron usage of this service has been extremely low to non-existent.

Retro Expo

At the end of November, the Idea Lab staffed hosted their Retro Expo to highlight vintage technology. One fun thing they were able to do was use a GameBoy to allow folks to take selfies and pictures, some of which are seen here.



Stacy McNulty Author Visit

In cooperation with Birmingham Public Schools, Stephanie Klimmek hosted middle grade author Stacy McNulty at the Library on December 12. Students had a chance to meet Stacy during a number of school visits, and we were happy to offer an opportunity for anyone else while she was in town. Attendees were treated to a discussion on perseverance in writing.



Teen Study Night

On Saturday, January 11, Elisabeth Phou, Haylie May and Shoshana Loomer kept the library open late for high school students to have extra study time as some of their semesters approach the end. Working alongside them were 6 therapy dogs plus a number of teen volunteers. About 100 people took advantage of the extra time, which Elisabeth believes may be the largest after-hours study group we've ever hosted!



Facility

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

New Security Cameras

As planned for FY2024-25, additional security cameras were added to our system on Monday, January 13. The new cameras offer us coverage in the addition, the Grand Hall, and the remodeled Information Desk and Sorter Room areas. These new camera additions complete the security camera installation and upgrade that began in October 2024.

Diversity and Equity

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

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.

Project READY

The Youth Department continues to meet monthly to work through this curriculum.

Community Outreach and Partnerships

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

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.
- BPL served as a collection point for the BFD Toys for Tots drive in December.
- Craft will present an update to the City Commission at their long-range planning meeting on Saturday, January 25, 2025. She plans to touch on the following suggested improvements to the library:
 - FY26-27 – requesting an extra \$300,000 for capital improvements, including solar panels, bird strike glass deterrents, lower level carpeting, and lower level restroom partitions.

- FY27-27 – requesting an additional \$450,000 for capital improvements, including a new full building generator.

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.

City of Bloomfield Hills

Miller submits monthly Board Meeting updates to the Library Liaison.

We are now offering holds delivery to the City of Bloomfield Hills office for residents of the City. Find more information at www.baldwinlib.org/holds-delivery. We purchased a new, larger bookshelf to be able to offer a wider selection of books for residents of the City. We will offer holds delivery service to other locations once we complete a preliminary test of this service at the City of Bloomfield Hills.



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 to request the book and join the next discussion.

Rebekah worked with staff at Next to support a grant for cultural programming based on the continent of Africa. Next was awarded the grant and Rebekah created two posters for display in the lobby at Next to highlight the series. Baldwin staff will also be creating a small display of related materials to be highlighted during the cultural series.

Friends of the Baldwin Public Library

The Friends met on January 7. During the meeting, they voted to approve \$23,500 worth of wish list requests for the Library in the first half of 2025, including support for new programming for middle schoolers, and daytime adult programming. They also discussed their 2025 book sales, landing on major sale weekends on April 26-27 and November 15-16, and holding pop-up sales during the year as inventory management requires. Lobby sales continue to generate steady cash and Venmo sales each month.

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
- Promotional fliers for new Teen programs
- 25/52 Reading Challenge banner and badges
- New MetroNet Logo
- Dia de los Muertos holiday spine label for YS
- New Library Card Design



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.

MeL Annual Report

Staff for the Michigan eLibrary, which allows libraries to share materials across all participating locations, reported that in 2024 more than 1 million items were requested by patrons throughout the state of Michigan. January 2024 was the busiest month, with patrons placing a whopping

105,811 MeLCat requests! Altogether in 2024, more than 980,000 items were loaned out to patrons all over Michigan.

The top 5 most requested titles via MeLCat were:

- Remarkably Bright Creatures by Shelby Van Pelt
- Lessons in Chemistry by Bonnie Garmus
- The Heaven & Earth Grocery Store by James McBride
- The Women by Kristin Hannah
- West with Giraffes by Lynda Rutledge

Of note, in 2025, MeL is celebrating its 20th anniversary!

Michigan Activity Pass

The Michigan Activity Pass (MAP) program is a TLN initiative which allows library card holders to “borrow” passes which are good for free or discounted admission to over 400 attractions across the state. The annual statistics were released and BPL card holders opted to use 128 passes this year to do fun things all over Michigan. Rochester Hills Public Library users had the highest utilization with 701 passes, and collectively, library users saved on admission costs 20,010 times in 2024. The MAP program is available for use at no cost to libraries. Visit Miactivitypass.org

Student Representative to the Board

Three applications were received for this position. Jaclyn Miller will be meeting with each candidate for interviews prior to the February meeting.

Personnel and Organization

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

Staff Communications

An All Staff meeting was held on December 17. The next All Staff meeting will be held on January 28. Recordings of each meeting are sent to all staff.

Staff Anniversaries

Jaclyn Miller, Associate Director, reached 4 years of service on January 6.

Caroline Salucci, Youth Services Librarian, reached 20 years of service on January 4.

Volunteer Hours

70 volunteer hours were utilized in the month of December.

Financial Stability

Strategic goal: Maintain and improve financial health.

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

Robert Stratton submitted Baldwin's Detroit Suburban Libraries Round Table Annual Report.

Craft presented a proposal to the Cable Board on January 15, and was awarded a \$22,435 grant for a new library website and virtual tour. The new website is planned for rollout in June 2025.

Baldwin Public Library: Friends Funds	
December 2024 Expenditures	
Adult Services	
Teen Cookbook & Writers Clubs	\$ 76.20
Third Tues Book Club	\$ 27.38
Friday Flicks, January	\$ 87.89
Page to Screen Book Club	\$ 67.79
Mending with Felt Program Supplies	\$ 207.15
Making a Mix Tape Program Supplies	\$ 98.59
Total	\$ 565.00
Teen Services	
Pizza and Pages Books	\$ 36.36
Pizza and Pages & TAB pizza	\$ 86.97
Cozy Writing Club snacks	\$ 57.67
Books Unboxed	\$ 147.92
Total	\$ 328.92
Youth Services	
Book Explorers	\$ 17.54
Winter Fun Fest supplies	\$ 27.17
Winter Watercolor supplies	\$ 50.17
Mini Golf supplies	\$ 144.40
Kids Library Society	\$ 65.81
Youth Prize Books	\$ 5.99
Total	\$ 311.08
Idea Lab	
Total	\$ -
Outreach & Equipment	
Total	\$ -
Total Expenditures	\$ 1,205.00
December 2024 Balances	
Adult Services	\$ 5,912.29
Teen Services	\$ (391.80)
Youth Services	\$ 402.70
Idea Lab	\$ (661.95)
Outreach & Equipment	\$ 2,671.01
Total Balance	\$ 7,932.25
December In-Library Book & Button Sale Cash Donations	\$1,008.74
Submitted by Jaclyn Miller for January 13, 2024	

NEW BUSINESS

MEMORANDUM

DATE: January 17, 2025
TO: Baldwin Public Library Board of Directors
FROM: Rebekah Craft, Library Director
SUBJECT: Adoption of Baldwin Public Library Welcome Statement

INTRODUCTION

The IDEA Task Force has worked together to draft a statement to welcome patrons to our library. The Task Force respectfully asks the Library Board to review this statement, offer feedback, and decide whether or not this type of statement should be adopted and posted on our website.

BACKGROUND

In 2020, the Library Board drafted an Anti-Racism Statement and approved it at the June 2020 Board Meeting. Since that time, this statement has been posted on the library's home page.

The Anti-Racism statement is a valuable statement that was posted after the killing of George Floyd. While the IDEA Task Force is supportive of the statement, the group wanted to update the statement and make it more universal in tone.

Here is the proposed Welcome Statement:

The Baldwin Public Library values the individual contributions of everyone who uses our library and recognizes that each person is a whole individual with complex lives, feelings, and experiences. We are committed to creating an inclusive space that welcomes and respects all people. Through our diverse programming, expansive collection, and ongoing staff training, we strive to reflect and celebrate every person who uses our library.

Our staff members are dedicated to:

- Championing free and open access to information
- Eliminating racial and social equity barriers in library programs, services, policies and practices
- Ensuring that we are reaching and engaging disenfranchised people in the community and helping them express their voice
- Removing barriers to our library users in order to create a welcoming, accessible, and inclusive space

Over the past few months, members of the Task Force have worked together to draft a new statement, share it with staff, and receive staff feedback. The following staff members have signed on in agreement of the proposed Welcome Statement:

1. Rebekah Craft, Task Force member
2. Jaclyn Miller, Task Force member
3. H Jennings, Task Force member

4. Jeff Jimison, Task Force member
5. Rosemary Isbell, Task Force member
6. Josh Campeau, Task Force member
7. Austin DeWalt
8. Carri Gvozdich
9. Cameron Crawford
10. Morgan Kosciuk
11. Jen Hassell
12. Jamie Richards
13. Lindsey Block
14. Peter VanGelderren
15. Susan Dion
16. Sarah Dalmer
17. Haylie May
18. Adam Redmond
19. Debra Gantz
20. Elisabeth Phou
21. Cyndi Summers
22. Lynn Szykiel
23. Keegan Sulecki
24. Mick Howey
25. Julie Beckwell
26. Theresa Hart
27. Michele Turner
28. Victoria Sower
29. Debra Gantz
30. Kristen Tait
31. Carolyn Wheeler
32. Stuart J. Sturton
33. Sheila Sweeting
34. Stephanie Klimmek

SUMMARY

It is the hope of the IDEA Task Force that the Library Board will consider this proposed statement, provide comments or feedback, and, if agreeable, allow library staff to post this on our website to welcome patrons to the library.

SUGGESTED BOARD ACTION

To adopt the "Welcome Statement," drafted by the IDEA Task Force, and post it on the library's website.

INFORMATION ONLY

Upcoming Events of Interest

Idea Lab Event: Make Your Own Refillable Leather Journal!

Wednesday, January 22 from 7:00pm - 8:00pm

Sometimes called a “traveler’s journal”, these are the ultimate notebooks! And now you can make your own in The Idea Lab. Use the die cutting machine to cut a leather cover, use leatherworking tools to polish, finish and punch. Fold laser-cut paper inserts, and add accessories, decorations and more! And when your journal fills up, you simply replace the pages with a fresh insert. Super cool! Registration required.

Mini Tealight Lanterns: Grades K to 3

Thursday, January 23 from 4:30pm - 5:30pm

Registration opens one month before the program. Grades K to 3 with grown up(s). Caregivers must stay with children during this program. Caregivers and children work together to build a mini tealight lantern to take home. Registration required.

New! Teen Culinary Club

Monday, January 27 from 6:30pm - 7:30pm

Teen Culinary Club is for grades 7 to 12. Prepare a dish from the book "As Cooked on TikTok" and share it with fellow food lovers. Upon registration, please select a specific recipe from the book. A loanable copy of the cookbook is available at the library, and we are happy to request a book for you through the MeL system. A reference copy is available at the Adult Services desk for making copies of the recipe. Those who register by December 27 will be entered in a drawing to win a copy of the cookbook.

Ceramic Painting: Grades K to 2

Thursday, January 30 from 4:30pm - 5:30pm

Registration opens one month before the program. Grades K to 2. Caregivers must stay in the building during this program. Unleash your creativity as we paint miniature figurines. Wear clothes you don't mind getting paint on, just in case. Registration required.

Make a Mixtape

Thursday, January 30 from 7:00pm - 8:00pm

Does anything show your affection more than creating a mixtape for a loved one? Come with a 60 minute tracklist in mind. We'll design and decorate a cassette, liner notes, and case together and then teach you how to add your tracks from home. Details will be provided upon registration.

When Detroit Played the Numbers

Monday, February 3 from 7:00pm - 8:00pm

Detroit entrepreneurs created a thriving - if illegal - lottery system to support themselves and uplift their communities. The Numbers game became a community resource and institution of solidarity for the Black communities of Detroit’s Black Bottom and Paradise Valley neighborhoods through times of racial disenfranchisement and labor instability. Dr. Felicia George joins us to tell the true story of “When Detroit Played the Numbers. Registration required. Hybrid event. Attend in person (with an IN-PERSON ticket) or virtually (with a VIRTUAL ticket).

Diamond Painting: Grades 3 to 6

Thursday, February 6 from 7:00pm - 8:00pm

Registration opens one month before the program.

Grades 3 to 6. Join us for diamond painting! Select your design and apply tiny rhinestones to create a sparkling mosaic style sticker. Caregivers must stay in the building during the program if the participant is ten years old or younger. Registration required.

Snow Crash Nebula Live DJ Event

Saturday, February 8 from 7:00pm - 12:00am

Join us in the atrium to experience the energy of curated DJ and live synth & drum machine performance sets from Detroit techno community creatives inspired by the Michael Andrews' Snow Crash Nebula art installation in Baldwin's Youth Room. Beer and Wine Cash bar. Register online for this ticketed event. \$10 fee. 21 and older.

End-of-Life Options in Michigan

Monday February 10 from 7:00pm - 8:00pm

Through this interactive presentation, Compassion and Choices members will detail the medical landscape in Michigan today, explain advanced directives and why everyone should complete theirs, review dementia's nuances and explain medical-aid-in-dying. Presenters will guide participants through slightly humorous, thoughtful interactive questions and show a brief movie clip. Our Michigan Action Team members are trained to present clear, accurate information about end-of-life autonomy and equally important, clarify any preconceived misconceptions. We foster a comfortable atmosphere that promotes open dialogue for the audience. Relevant handouts are available as well as the opportunity to chat with our presenters. The presentation covers many relevant topics to empower each individual to think about and choose an end-of-life care plan that's best for them without coercion or undue influence.

Snow Crash Nebula - From Library Architecture to Art to Music

Tuesday, February 11 from 7:00pm - 8:00pm

A discussion of the creativity and inspirations behind the Snow Crash Nebula art installation created for the Baldwin Public Library with Detroit-based artist Michael C Andrews and the derivative, vinyl techno album it inspired with Detroit-based techno artists who participated in the project. An in person and virtual event.

C.S.A.s What do they do? How do they work?

Wednesday, February 12 from 7:00pm - 8:00pm

The team from Beaverland Farms in Detroit's Brightmoor neighborhood will be coming to Baldwin to talk about Community Supported Agriculture. What is it? How does it work? What are some best practices when working with an independent farmer?

Indoor Snow Day: Grades K to 3

Thursday, February 20 from 3:00pm - 4:00pm

Registration opens one month before the program. Grades K to 3 with grown up(s). Caregivers must stay with children. Have fun with snow themed activities. Make snowman crafts, play games, and more, all while staying warm indoors. Registration required.



Baldwin Public Library in Birmingham Board Seeks Student Representative

December 15, 2024 – Baldwin Public Library

<https://oaklandcounty115.com/2024/12/15/baldwin-public-library-in-birmingham-board-seeks-student-representative/>



Baldwin Public Library in Birmingham Board Seeks Student Representative

(Baldwin Library, Dec. 15, 2024)

BIRMINGHAM, MI – City of Birmingham, Village of Beverly Hills, Village of Bingham Farms, or the City of Bloomfield Hills to apply for the position of Student Representative to the Baldwin Public Library Board. This is an excellent opportunity for students to develop leadership skills and instill an ethic of community service, as well as encourage citizen participation in local government. In addition, the Board appreciates the additional perspective on Library planning and services.

This one-year term lasts from February 24, 2025 to February 22, 2026. Representatives are expected to attend at least ten of twelve Library Board meetings held on the third Monday of every month at 7:30 pm in the Library. Exceptions to this schedule fall on Monday, February 24, 2025 and Wednesday, January 21, 2026, due to holidays. Packets for each Board meeting are available on the Library’s website the Friday prior to the meeting.

The commitment to this position requires that the BPL Student Representative review the monthly agenda, minutes, and reports prior to the meeting, which can be found at <http://www.baldwinlib.org/staff-board>. In addition to participating in Board meetings, the

Student Representative will also assist with a service project or coordinate and implement a teen program during the year, alongside Library Staff.

To find application details, visit www.baldwinlib.org/volunteer. The completed application, essay, and two letters of recommendation are due by January 9, 2025 to Jaclyn Miller at the Baldwin Public Library, 300 West Merrill, Birmingham, MI 48009 or via email to Jaclyn.Miller@baldwinlib.org.

“The Baldwin Public Library student representative has an opportunity to participate and engage with the Library’s board of trustees at monthly meetings. The Board appreciates having a student representative and welcomes their fresh insights and suggestions related to various aspects of the Library. Serving on a board is a valuable opportunity for students to gain firsthand experience in public service and volunteerism. The Board values a student perspective as we work together to make Baldwin Public Library a place for everyone to learn, connect and discover” said Library Board President Danielle Rumble.

The Baldwin Public Library is located in downtown Birmingham at 300 W. Merrill Street. The Library’s hours are 9:30 a.m. to 9:00 p.m., Monday through Thursday, 9:30 a.m. to 5:30 p.m. Friday and Saturday and 12:00 p.m. to 5:00 p.m. on Sunday. The Library’s website www.baldwinlib.org has information on how to register for a Library Card and access all of the Library’s services.

Xbox, cornhole and more now rentable at Baldwin Public Library

December 17, 2024 – by Mary Genson

<https://www.candgnews.com/news/xbox-cornhole-and-more-now--rentable-at-baldwin-public-library-7267>



Giant Connect 4 is among the many entertaining games available to rent from the Library of Things (Photo by Liz Carnegie)

BIRMINGHAM — Cardholders at the Baldwin Public Library can now rent out tools, electronics and more in their new Library of Things.

Located between the Adult Reference Desk and the Idea Lab, the Library of Things recently became available to the community.

Within minutes of being open, it was already being used. Librarian Ethan Cronkite, who coordinated the Library of Things alongside librarian Jen Hassell, said the first items rented out were video game consoles.

For years, the library has had popular video games available for people to check out. However, Cronkite said they often had people express that they wish they could rent out a game, but they do not own any hardware to do so.

“We thought a good kind of idea to kind of launch the Library of Things and familiarize people with the idea would be to have things like that available to help people enjoy our existing collections,” Cronkite said.

The community can now rent out the library’s Xbox, PlayStation and Nintendo consoles, in addition to renting games to play. Cronkite said they have proven to be very popular so far.

Other electronics that the library is renting out are record players. The library has a large collection of vinyl records, which people who did not previously own a record player could not listen to at home. Now, they can rent out a record player to take home along with a record from their favorite artist.

While it is not the ideal time of year for these items, the Library of Things also has several outdoor games. Among the games are cornhole and giant Jenga. Cronkite said they envision people renting these out for family reunions, birthday parties or any other outdoor event.

One of the more unique offerings in the Library of Things is the memory kits for seniors. These include activities for seniors to exercise their memory.

“The whole goal for the Library of Things is to offer things that you might want to just use once or twice, either because it’s something you don’t want to store in your house or you just need it for a specific project,” Library Director Rebekah Craft said.

Just like the library’s books, these items are free to rent out with a library card. Anyone checking out an item from the Library of Things is required to sign a waiver in case anything gets damaged or lost.

The Library of Things is made up of new items that the library purchased to be included in it. Craft said these items were purchased with money that was set aside in their budget and trust funds.

In addition to the Library of Things, people can also rent toys from the library’s extensive toy collection of about 200 different toys in the youth room. This option could be useful to a grandparent whose grandchildren are coming into town, or if a parent wants their child to try out a toy before they buy it.

While not necessarily part of the Library of Things, the library also offers an “internet to-go kit,” which comes with a Chromebook and a hot spot.

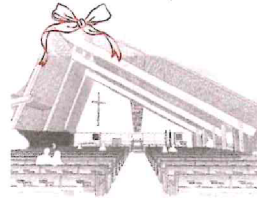
Learn more about the Baldwin Public Library, 300 W. Merrill St. in Birmingham, and its Library of Things by visiting baldwinlib.org or by calling (248) 647-1700.



Baldwin Public Library



Romulus Public Library

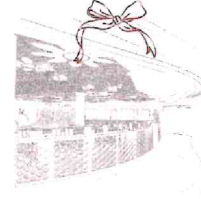


St. Paul's Ev. Lutheran Church

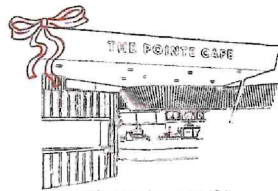


Bacon Memorial Library

CRAFTING
SPACES
Designed
FOR YOU



Redford Township District Library



The Pointe Café



Oak Pointe Church Milford



Warner Mansion Event Center



May this season bring you joy,
and may our shared work continue
to be a lasting gift to those we serve.

Each project represents the heart
of our mission—to create spaces
that inspire, bring light, and connection
to your community.

Thank you for being part
of this journey with us. We look forward to
another year of partnership,
bringing new 'gifts' to the communities we serve.

Happy Holidays!
Your friends at MCD Architects

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

Wednesday, January 22, 2025

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 December 16, 2024 minutes p. 49
- B. Acceptance of the December 2024 receipts of \$7,326.26 p. 56
- C. Approval of the December 2024 disbursements of \$7,226.62 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, February 24, 2025

Motion: To adjourn the January 22, 2025 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
December 16, 2024**

1. Call to Order

The meeting was called to order by President Danielle Rumble at 8:06 p.m.

Library Board present: Wendy Friedman, Frank Pisano, Melissa Mark, Karen Rock, Danielle Rumble, and Jennifer Wheeler.

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: One.

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 November 18, 2024 minutes

B. Acceptance of the November 2024 receipts of \$11,658.81

C. Approval of the November 2024 disbursements of \$6,756.26

1st Rock

2nd Pisano

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:

Approval of Liquor License application for Snow Crash Nebula Live DJ event:

See the memorandum on page 61 of the December Board packet for full details about this proposed event. Trustees confirmed an estimated event cost of around \$1000, in addition to the cost of food, which ticket sales will help cover. Two plain-clothed City of Birmingham police will be hired to work security for the event. Several trustees recommended raising the ticket price from \$5 to at least \$10. The event will be advertised on RA Guide to Detroit and possibly the Metro Times. A "Last Call" announcement 30 minutes before the end of the event was also recommended. The Birmingham noise violation ordinance is enforced after 10:00 p.m. and musicians will be asked to turn down the music if it becomes a nuisance to neighbors.

Motion to approve application from Baldwin Public Library Trust for a Special License to serve alcohol on Saturday, February 8, 2025 to be located at Baldwin Public Library, 300 W. Merrill,

Birmingham, MI 48009.

1st Pisano

2nd Mark

A voice vote was taken.

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

Nays: None.

Absent and excused: None.

The motion was approved unanimously.

Books & Bites Fundraiser:

See the memorandum on page 65 of the December Board packet for full details about this proposed event. The fundraiser would be held on a Friday in either September or October 2025. Friedman volunteered to participate in the ad hoc committee. Mark recommended that the ad hoc committee meets in early January to determine a date and theme.

Motion to approve the establishment of an ad hoc Books & Bites Fundraising Committee whose main goal will be to host a library fundraiser in the fall of 2025.

1st Pisano

2nd Rock

A voice vote was taken.

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

Nays: None.

Absent and excused: None.

The motion was approved unanimously.

4. Adjournment:

Motion: To adjourn the meeting.

1st Mark

2nd Friedman

A voice vote was taken.

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

Nays: None.

Absent and excused: Wheeler.

The motion was approved unanimously. The meeting was adjourned at 8:38 p.m. The next Trust Meeting will be held on Wednesday, January 22, 2024, following the regular meeting in the Rotary Tribute & Donor Room.

Jennifer Wheeler, Secretary

Date

Baldwin Public Library Trust: December 2024

December receipts totaled \$7,326.26. December disbursements totaled \$7,226.62.

The current value of the Trust is \$2,096,246.26, divided up in the following way:

	June 2024 - EOY	December 2024
Total endowment investments*	\$ 1,130,701.05	\$ 1,201,409.35
Endowment funds distributed for use	\$ 218,537.84	\$ 180,545.86
<hr/> Total endowment funds	<hr/> \$ 1,349,238.89	<hr/> \$ 1,381,955.21
General spendable funds	\$ 514,855.26	\$ 550,014.77
Van Dragt fund	\$ 16,663.66	\$ -
Building fund	\$ 118,787.20	\$ 122,977.00
Restricted funds**	\$ 37,762.23	\$ 18,081.63
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/> \$ 714,291.05
Total endowment funds	\$ 1,349,238.89	\$ 1,381,955.21
Total non-endowment funds	712,791.89	\$ 714,291.05
<hr/> Total of all Trust funds	<hr/> \$ 2,062,030.78	<hr/> \$ 2,096,246.26

* The principal of the endowment funds is \$889,697.04.

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

As of December 31, the amount of money in the Trust that is undesignated stands at \$723,434.23.

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

<u>Index</u>	<u>2024: YTD</u>	<u>2023: Entire Year</u>
S&P 500-Equity Benchmark	23.31%	24.23%
U.S. Aggregate-Bond Benchmark	-0.13%	5.53%
Blended Return of Both Benchmarks* <i>(S&P 500: 75% and U.S. Aggregate: 25%)</i>	17.45%	19.57%
Baldwin Endowment Funds' Portfolio	10.81%	9.80%
Endowment Funds' Performance Compared to Blended Return of Benchmarks	-6.64%	-9.76%

*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 December 31, 2024, the breakdown was as follows:

Raymond James Endowment Funds Account	\$1,215,241.35
Raymond James Building Mutual Funds Account	\$509,915.56
Huntington Bank Checking Account	\$4,226.45
Huntington Bank Money Market Account	<u>\$366,862.90</u>
Total	\$ 2,096,246.26

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

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

Investment and Cash Report											
12_c	Prior Month Balance 11/30/24	Current Month Revenue	Year to Date Revenue	Current Month Expenses	Year to Date Expenses	Transfer In	Transfer Out	Change in Investment Value	Ending Balance 11/30/24		
Huntington Bank Checking:											
Endowment Money	\$0.00	\$0.00	\$0.00	\$6,011.62	\$39,500.30	\$6,011.62			\$0.00		
Van Dragt Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$16,663.66	\$0.00			\$0.00		
Restricted Funds - Memorials and Friends	\$4,226.27	\$0.18	\$1.39	\$1,205.00	\$20,091.01	\$1,205.00			\$4,226.45		
Restricted Funds - Building	\$0.00	\$0.00	\$0.00	\$0.00	\$1,999.07	\$0.00			\$0.00		
Restricted Funds - Covid and MAF Idea Lab	\$0.00	\$0.00	\$0.00	\$0.00	(\$34.02)	\$0.00			\$0.00		
Subtotal - Restricted Funds	\$4,226.27								\$4,226.45		
General Spendable Funds	\$0.00	\$0.00	\$0.00	\$0.00	\$186.31	\$0.00			\$0.00		
TOTAL	\$4,226.27	\$0.18	\$1.39	\$7,216.62	\$78,406.33	\$7,216.62	\$0.00		\$4,226.45		
Huntington Bank Money Market:											
Endowment Budgeted Funds	\$186,557.48	\$0.00	\$2.43	\$0.00	\$0.00	\$0.00	(\$6,011.62)		\$180,545.86		
Endowment Investment Funds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00		
Building Fund	\$999.75	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$999.75		
Van Dragt Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00		
Restricted Funds	\$23,929.40	\$0.00	\$375.00	\$0.00	\$0.00	\$0.00	(\$1,205.00)		\$22,724.40		
Restricted Fund - Covid	\$516.43	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$516.43		
Restricted Fund - Idea Lab MAF	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00		
General Spendable Funds	\$154,760.38	\$7,326.08	\$15,807.72	\$10.00	\$60.00	\$0.00	\$0.00		\$162,076.46		
TOTAL	\$366,763.44	\$7,326.08	\$16,185.15	\$10.00	\$60.00	\$0.00	(\$7,216.62)		\$366,862.90		
Raymond James & Associates:											
Endowment Fund Investments	\$1,252,820.75	\$0.00	\$0.00			\$0.00	\$0.00	(\$56,160.96)	\$1,196,659.79		
Endowment Cash	\$17,715.84	\$0.00	\$10,600.00			\$0.00	\$0.00	\$865.72	\$18,581.56		
Sub-total Endowment Funds	\$1,270,536.59	\$0.00	\$10,600.00			\$0.00	\$0.00	(\$55,295.24)	\$1,215,241.35		
General Spendable Funds Cash	\$452.54	\$0.00	\$0.00			\$0.00	\$0.00	\$0.07	\$452.61		
General Spendable Mutual Funds	\$394,058.37	\$0.00	\$0.00			\$0.00	\$0.00	(\$6,915.22)	\$387,143.15		
General Spendable Building Mutual Funds	\$124,503.56	\$0.00	\$0.00			\$0.00	\$0.00	(\$2,183.75)	\$122,319.80		
Sub-total General Spendable Funds	\$519,014.46	\$0.00	\$0.00			\$0.00	\$0.00	(\$9,098.90)	\$509,915.56		
TOTAL	\$1,789,551.05	\$0.00	\$10,600.00			\$0.00	\$0.00	(\$64,394.14)	\$1,725,156.91		
Total All Funds	\$2,160,540.76	\$7,326.26	\$26,786.54	\$7,226.62	\$78,466.33	\$7,216.62	(\$7,216.62)	(\$64,394.14)	\$2,096,246.26		

**BALDWIN PUBLIC LIBRARY TRUST
ENDOWMENT BY INDIVIDUAL FUND
DECEMBER 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	60,108.30	
401	Frances Balfour	\$10,000.00	Adult Reading	\$13,252.14			\$675.60	\$13,927.75	
402	Gladys E. Brooks	\$41,437.86	Large Print Books/Senior Citizens Programs	\$54,913.32			\$2,799.56	\$57,712.88	
403	Jane Cameron	\$68,770.00	Baldwin Public Library	\$86,978.61			\$4,646.13	\$91,624.74	
404	Jane Martin Clark	\$5,000.00	Baldwin Public Library	\$6,626.07			\$337.80	\$6,963.87	
405	Jan Coil	\$10,500.00	Baldwin Public Library	\$13,791.80			\$709.38	\$14,501.18	
406	Aubrey & Grace Flood	\$5,000.00	Youth Services	\$6,626.07			\$337.80	\$6,963.87	
407	Paul R. Francis	\$10,000.00	Staff Appreciation	\$12,450.66			\$675.60	\$13,126.27	
408	Friends of the Library	\$32,000.00	Library Collections	\$42,407.14			\$2,161.93	\$44,569.07	
409	Priscilla Goodell	\$113,718.00	Baldwin Public Library	\$150,701.28			\$7,682.84	\$158,384.12	
410	Emmelene Hornac	\$50,000.00	Youth Services & Adult Reading	\$66,260.76			\$3,378.02	\$69,638.78	
411	H. G. Johnston	\$6,350.00	Reference Collection	\$8,363.90			\$429.01	\$8,792.91	
412	Bob & Jean Kelly	\$10,508.00	Youth Services Programs	\$13,322.77			\$709.92	\$14,032.70	
413	William Keman, Jr.	\$25,000.00	Library Collections	\$33,130.40			\$1,689.01	\$34,819.41	
414	Merle L. Rominger	\$250,890.00	Reference Collection	\$332,403.09			\$16,950.23	\$349,353.32	
415	Rosso Family Foundation	\$10,000.00	Baldwin Public Library	\$13,252.16			\$675.60	\$13,927.77	
416	Marion G. Sweeney	\$11,700.00	Youth Services	\$14,462.93			\$790.46	\$15,253.39	
417	Stephen Vartanian	\$10,000.00	Audio Visual Material	\$13,252.16			\$675.60	\$13,927.77	
419	Clarice G. Taylor	\$59,852.76	Professional Development	\$81,514.09			\$4,043.68	\$85,557.76	
421	Eric & Julie Gheen	\$10,000.00	Adult Reading Print Books	\$12,429.08			\$675.60	\$13,104.69	
422	Ileane Thal	\$49,998.98	Baldwin Public Library	\$47,571.48	\$10,000.00		\$3,377.95	\$60,949.43	
423	Judith Nix	\$15,207.48	Adult & Youth Programs	\$18,370.39			\$1,027.42	\$19,397.82	
424	MAF-Rae Dumke	\$10,000.00	Architecture Books	\$12,474.55			\$675.60	\$13,150.16	
425	Linne Underdown Hage Forester	\$35,109.96	Professional Development	\$35,987.60	\$600.00		\$2,372.04	\$38,959.64	
426	Richard & Mary Henne Book Fund	\$10,000.00	Adult Reading Print Books	\$10,166.46			\$675.60	\$10,842.07	
427	Douglas R. Koschik	\$18,554.00	Building Improvements	\$18,830.97			\$1,253.52	\$20,084.49	
428	Gerald "Jerry" Dreer	\$10,100.00		\$11,161.15			\$682.36	\$11,843.51	
		\$889,697.04		\$1,130,701.05	\$10,600.00	\$0.00	\$60,108.30	\$1,201,409.35	

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

		Prior Month Balance 11/30/24	Current Month Revenue	Year to Date Revenue	Current Month Expense	Year to Date Expense	Transfer In	Transfer Out	Change in Investment Value	Ending Balance 11/30/24
12e										
Gift & Tribute Funds	Purpose									
General Spendable Funds		\$549,613.85	\$7,326.08	\$15,807.72	\$10.00	\$246.31			(\$6,915.16)	\$550,014.77
Restricted Funds:										
Building Fund		\$125,160.73	\$0.00	\$0.00	\$0.00	\$1,999.07			(\$2,183.74)	\$122,977.00
Van Dragt Fund		\$0.00	\$0.00	\$0.00	\$0.00	\$16,663.66				\$0.00
Memorials/Tributes		\$9,905.96	\$0.18	\$376.39	\$0.00	\$0.00				\$9,906.14
Covid Project		\$516.43	\$0.00	\$0.00	\$0.00	\$0.00				\$516.43
Restricted Fund - Idea Lab MAF		\$0.00	\$0.00	\$0.00	\$0.00	(\$34.02)				\$0.00
Friends	Adult Services Programs	\$6,977.29	\$0.00	\$0.00	\$565.00	\$5,605.99				\$6,412.29
	Young Adult Programs	(\$62.88)	\$0.00	\$0.00	\$328.92	\$3,633.23				(\$391.80)
	Youth Services Programs	\$713.78	\$0.00	\$0.00	\$311.08	\$2,944.82				\$402.70
	Idea Lab Program Supplies	(\$1,435.14)	\$0.00	\$0.00	\$0.00	\$3,931.24				(\$1,435.14)
	Outreach & Equipment	\$2,671.01	\$0.00	\$0.00	\$0.00	\$3,975.73				\$2,671.01
	Sub-total Restricted	\$144,447.18	\$0.18	\$376.39	\$1,205.00	\$38,719.72	\$0.00	\$0.00	(\$2,183.74)	\$141,058.63
Rotary Room Fund	Naming Rights-Principal	\$7,832.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$7,832.00
	Maintenance Funds	\$0.00	\$0.00	\$0.00	\$0.00	\$1,505.89	\$0.00	\$0.00	\$0.00	\$0.00
Ileane Thal Reference Desk		\$6,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,000.00
Miranda Burnett Reference Desk		\$9,385.65	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$9,385.65
Total Gift and Tribute Funds		\$717,278.69	\$7,326.26	\$16,184.11	\$1,215.00	\$40,471.92	\$0.00	\$0.00	(\$9,098.90)	\$714,291.05
Endowment Funds										
Endowment Budgeted Funds	General Funds	\$55,036.35	\$0.00	\$0.00	\$3,594.13	\$17,586.56				\$51,442.22
	Adult Large Print	\$1,402.68	\$0.00	\$0.00	\$490.06	\$1,141.32				\$912.62
	Adult Services Department	\$31,605.88	\$0.00	\$0.00	\$816.96	\$3,426.43				\$30,788.92
	Adult Audio Visual	\$421.97	\$0.00	\$0.00	\$84.64	\$224.01				\$337.33
	Adult Reference	\$49,170.06	\$0.00	\$0.00	\$0.00	\$0.00				\$49,170.06
	Adult Programs	\$18,981.38	\$0.00	\$0.00	\$349.04	\$4,936.52				\$18,632.34
	Architecture	\$1,356.40	\$0.00	\$0.00	\$310.93	\$3,406.12				\$1,045.47
	Youth Services Department	\$6,809.89	\$0.00	\$0.00	\$275.93	\$2,460.26				\$6,533.96
	Youth Programs (Nix)	\$286.61	\$0.00	\$0.00	\$0.00	\$635.39				\$286.61
	Professional Development	\$18,521.27	\$0.00	\$2.43	\$20.00	\$3,534.22				\$18,501.27
	Staff Appreciation	\$2,178.04	\$0.00	\$0.00	\$0.00	\$375.66				\$2,178.04
	Koschik Building Fund	\$786.95	\$0.00	\$0.00	\$69.93	\$267.92				\$717.02
	Sub-total	\$186,557.48	\$0.00	\$2.43	\$6,011.62	\$37,994.41	\$0.00	\$0.00	\$0.00	\$180,545.86
Total Endowment Investments	All Funds	\$1,256,704.59	\$0.00	\$10,600.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$55,295.24)	\$1,201,409.35
Total Endowment Funds		\$1,443,262.07	\$0.00	\$10,602.43	\$6,011.62	\$37,994.41	\$0.00	\$0.00	(\$55,295.24)	\$1,381,955.21
Total All Trust Funds		\$2,160,540.76	\$7,326.26	\$26,786.54	\$7,226.62	\$78,466.33	\$0.00	\$0.00	(\$64,394.14)	\$2,096,246.26

**TRUST RECEIPTS
December-24**

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Trust Money Mkt General Funds:

Elena Alaoui	\$	0.98	
Valerie Mendell	\$	24.01	
PEO Sisterhood Chapter CG	\$	35.00	
Valerie Mendell in Loving Memory of Brenden Isabell	\$	46.55	
Robert and Christine Erlandson	\$	200.00	
Therese and Pat Costello	\$	489.56	
David and Linda Underdown	\$	1,000.00	
Anonymous	\$	4,262.77	
Money Market Interest Income	\$	1,267.21	\$ 7,326.08
			\$ 7,326.08

Friends of BPL:

\$ -

Trust Money Mkt Restricted Funds:

\$ -

Memorial Book Fund:

Checking Account Interest	\$	0.18	\$	0.18
				\$ 0.18

Trust Money Mkt Endowment Fund:

\$ -

Total Receipts at Huntington Bank

\$ 7,326.26 \$ 7,326.26

Raymond James

\$0.00

Total Trust Receipts (Before Bank Fees)

\$7,326.26 \$7,326.26

Monthly Banking Fee on Money Market Account

\$ (10.00) \$ (10.00)

Total Trust Receipts (Net)

\$7,316.26 \$7,316.26

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank LIBRY BALDWIN PUBLIC LIBRARY TRUST					
12/20/2024	LIBRY	6254	000843	BAKER & TAYLOR BOOKS	18.73
12/20/2024	LIBRY	6255	000902	CENGAGE LEARNING INC	307.10
12/20/2024	LIBRY	6256	004604	GORDON FOOD	85.05
12/20/2024	LIBRY	6257	001090	INGRAM LIBRARY SERVICES	1,293.45
12/30/2024	LIBRY	6258	000902	CENGAGE LEARNING INC	29.59
12/30/2024	LIBRY	6259	007403	SUSAN DION	17.54
12/30/2024	LIBRY	6260	MISC	FELICIA B. GEORGE	250.00
12/30/2024	LIBRY	6261	009315	FIRST NATIONAL BANK OF OMAHA	5,053.04
12/30/2024	LIBRY	6262	009315	VOID	0.00
12/30/2024	LIBRY	6263	001090	INGRAM LIBRARY SERVICES	146.15
12/30/2024	LIBRY	6264	009060	ROSEMARY ISBELL	15.97

LIBRY TOTALS:

Total of 11 Checks:	7,216.62
Less 1 Void Checks:	0.00
Total of 10 Disbursements:	7,216.62