ISHPEMING CARNEGIE
PUBLIC LIBRARY

Library Board Meeting
Thursday, May 19, 2022
7:00pm-8:00pm (ET)
Margaret Dundon Reading Room

AGENDA

1. Call to Order

2. Roll Call

3. Approval of Minutes from April 21, 2022 meeting

4. Public Participation

5. Librarian's Report
   a. Circulation
   b. Calendar of events
   c. Budget Report
   d. Book Bills
   e. Friends of the Library
   f. Sustainable Shelves
   g. Beanstack
   h. COVID-19

6. Communications

7. Unfinished Business

8. New Business

9. Public Participation

10. Date of next meeting: Thursday, June 16, 2022 at 7:00 pm

11. Adjournment

Ishpeming Carnegie Public Library

Board Minutes April 21, 2022

Present: Elyse Bertucci, Darren Boldt, Stacie Nardi, Paul Olson and Brooke Routhier. Jesse Shirtz, Library Director was present. City Council (not in attendance/Elizabeth Firby). Absent: None. Public: None.

Meeting called to order at 7:00 PM.

Motion by Elyse Bertucci seconded by Stacie Nardi, to approve the March 17, 2022 meeting minutes as presented. Motion passed.

Public Participation: Kelsey Boldt (librarian) regarding the letter to the board regarding the Library Covid-19 protocol. Nicole Johnson, library employee, in support of the barriers at the desks and information that area libraries are still using plexiglass barriers.

Librarian's Report: Jesse Shirtz, Library Director, presented the monthly library report for March. The library was closed for COVID for nearly a full year from March 14, 2020 through March 2, 2021.

Circulation: Increased in March as did attendance. More material is available for download checkouts through the cooperative. Computer use also increased in March. Unique Management continues to recover material.

Calendar of events: Take and Makes are being done weekly. Teen and Tween Book Clubs continue to meet via Zoom.

Budget report: Presented with invoice copies. The library posted time elapse videos of the incoming new books. Space for new books is one of the considerations for weeding the library collection.

Friends of the library: The decision to become a 501c3 nonprofit was made at the April meeting. A donation of was made to the library for the summer reading program.

Sustainable Shelves: A total of 2,176 books have been sent to the service (total credit so far is $220.55). This program was trialed for a year. Options for using this on a more a permanent option were discussed.

Beanstack: Information on accounts and activities was provided. The April theme is " Spring into Reading". May's focus is on Asian American literature.

Communications: none

Unfinished Business:

- COVID-19: Marquette county community level is "low" risk. There was a discussion on the Plexiglas barriers at the counter.
- In person programming was discussed which is following the Pandemic Reopening Plan.
- Pandemic Reopening Plan – Addendum. A motion was made by Elyse Bertucci and seconded by Brooke Routhier to keep the plexiglass barriers in place. Motion failed to pass. A motion was made by Brooke Routhier and seconded by Darren Boldt to add ", the front desk" additions to the Level 2 and Level 3 sections as highlighted in yellow on the draft. Motion passed.
- District Library/Library Cooperatives has selected a new Director which could allow for discussion of district libraries and township contracts to resume. No update this month.
- Children's room redesign: Rethinking Libraries provided a proposal for services. Additional proposals will be requested. The Friends of the Library has agreed to cover up to $15,000 for the renovation plan. No updates this month.

DRAFT

- The Friends of the Library started discussions for an endowment. They are moving forward with becoming a nonprofit.
- Adult outreach. City news letter or Facebook page would be options. Bookmarks for Libby could be distributed. No update this month.
- Senior Center facility library book check out option request. Discussions are on going within the library staff on options. No update this month.
- Donation letter request – A draft Independence Day donation letter was provided. The letter could also be available at the desk when the summer programming increases attendance. No update this month.

New Business:

Public Participation: None

Next meeting is May 19, 2022 7:00PM in person at the Library.

A motion was made by Elyse Bertucci and seconded by Darren Boldt at 9:07 PM to adjourn the meeting. Motion carried.

Respectfully submitted by,

Brooke Routhier

DRAFT

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PUBLIC LIBRARY

Monthly Report for the May 19, 2022 Meeting

Attendance
April 2022: 1,856 (-168)
March 2021: 2,024*

Circulation
April 2022: 5145 (-533)
4177 *checkouts*
968 downloadables
March 2021: 5678
4602 *checkouts*
1076 downloadables

Computer Usage (8 adult patron, 0 kid patron computers available for use.)
April 2022: not available ()
Computer logins: 213
WiFi connections (inc.): wi-fi #s not available
Webpage Visits (inc.): 1360

March 2021: 2170
Computer logins: 216
WiFi connections (inc.): 410
Webpage Visits (inc.): 1544

*Amended attendance total; excel formula issue previous month.

Patron Interlibrary Loans
April Borrowed: 527
April Loaned: 311

Library Cardholders (April): 5,382

Users registered in April: 21

Unique Management (April)
Recovered Material: $71.00
Recovered Cash: $13.10
Waived: $29.90
Total: $114.00

ISHPEMING CARNEGIE
PUBLIC LIBRARY

Township Statistics

+/- In comparison to the previous month.

Champion Township
Population: 250
Cardholders
April 2022: 186 (+2)
Checkouts
April 2022: 111 (+5)

Ely Township
Population: 1,900
Cardholders
April 2022: 297 (=)
Checkouts
April 2022: 171 (-65)

Humboldt Township
Population: 328
Cardholders
April 2022: 51 (=)
Checkouts
April 2022: 62 (+9)

Ishpeming Township
Population: 3,392
Cardholders
April 2022: 553 (=)
Checkouts
April 2022: 357 (+23)

Tilden Township
Population: 1,045
Cardholders
April 2022: 162 (=)
Checkouts
April 2022: 58 (-14)

Ishpeming City
Population: 6,140
Cardholders
April 2022: 3683 (+14)
Checkouts
April 2022: 1827 (-310)

Upcoming Events

Take & Makes: every Tuesday
May 12 at 7:00: Friends of the Library meeting
May 17 at 11:00: Tot Tuesday
May 17 at 2:00: ICPL Book Club for *Firekeeper's Daughter* by Angeline Boulley
May 18 at 6:00: ICPL Book Club for *Firekeeper's Daughter* by Angeline Boulley
May 19 at 7:00: Library Board Meeting
May 24 at 11:00: Tot Tuesday
May 25 at 5:30: Crochet Club
May 28 at 12:00: Tween Book Club (Zoom) for *Dress Coded* by Carrie Firestone & *A Kind of Spark* by Elle McNicoll
May 28 at 1:00: Teen Book Club (Zoom) for *A Snake Falls To Earth* by Darcie Little Badger
May 31 at 11:00: Tot Tuesday
June 9 at 7:00: Friends of the Library meeting
June 14: Summer Reading begins!
June 16 at 7:00: Library Board Meeting

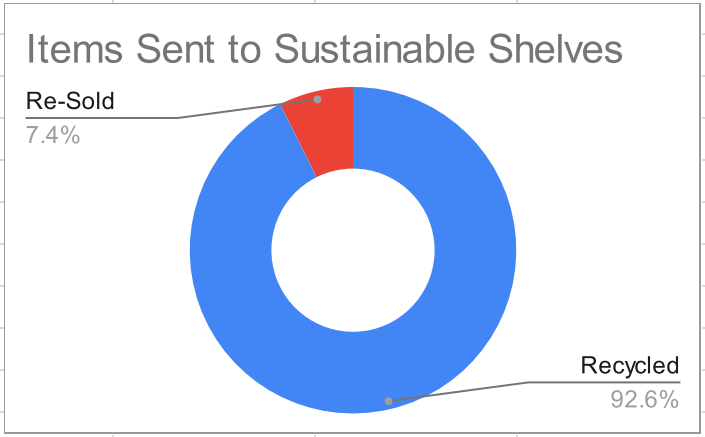
2022 Actual versus Budget YTD

Account Number	Account Title	YTD Actual	YTD Budget	Remaining Budget $	Remaining Budget %
975-000	Building Improvements	$ -	$ 1,000.00	$ 1,000.00	100.00%
982-006	Carpeting	$ -	$ 4,000.00	$ 4,000.00	100.00%
980-007	PC Workstations	$ 200.00	$ 200.00	$ -	0.00%
982-000	Books	$ 6,996.24	$ 20,000.00	$ 13,003.76	65.02%
982-001	Periodicals	$ 1,416.82	$ 2,500.00	$ 1,083.18	43.33%
982-002	DVDs	$ 661.38	$ 2,000.00	$ 1,338.62	66.93%
982-003	CDs	$ 1,133.46	$ 4,000.00	$ 2,866.54	71.66%
727-000	Office Supplies	$ 1,157.69	$ 3,015.00	$ 1,857.31	61.60%
727-001	Special Programs	$ 762.47	$ 2,000.00	$ 1,237.53	61.88%
740-000	Operating Supplies	$ 589.59	$ 1,100.00	$ 510.41	46.40%
775-000	Repair & Maintenance Su	$ 286.98	$ 520.00	$ 233.02	44.81%
801-000	Professional Services	$ 1,312.55	$ 3,950.00	$ 2,637.45	66.77%
860-000	Transportation & Meals	$ -	$ 500.00	$ 500.00	100.00%
930-000	Repairs & Maintenance	$ 882.27	$ 3,650.00	$ 2,767.73	75.83%
957-000	Training	$ 20.00	$ 500.00	$ 480.00	96.00%
566-000	State Aid	$ 7,952.00	$ 17,100.00	$ 9,148.00	53.50%
268	Special Funds	$ 1,124.00	$ 15,000.00	$ 13,876.00	92.51%
	TOTAL	**$ 24,495.45**	**$ 81,035.00**	**$ 56,539.55**	**69.77%**

2022 Monthly Expenses

Account	Account Title	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	2022
975-000	Building Improv	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
980-000	Computer	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
980-007	PC Workstation	$ 200.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 200.00
982-000	Books	$ 1,110.88	$ 1,905.08	$ 1,927.96	$ 2,007.90	$ 44.42	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 6,996.24
982-001	Periodicals	$ -	$ 634.83	$ 102.00	$ 289.99	$ 390.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 1,416.82
982-002	DVDs	$ 212.00	$ -	$ 218.86	$ 230.52	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 661.38
982-003	CDs	$ 226.96	$ 253.32	$ 181.72	$ 349.48	$ 121.98	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 1,133.46
727-000	Office Supplies	$ 783.00	$ -	$ 374.69	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 1,157.69
727-001	Special Progran	$ 531.05	$ 47.49	$ 156.94	$ 26.99	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 762.47
740-000	Operating Supp	$ 336.74	$ 202.90	$ 49.95	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 589.59
775-000	Repair & Mainte	$ 211.95	$ 25.01	$ 25.01	$ 25.01	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 286.98
801-000	Professional Se	$ 323.85	$ 338.95	$ 292.95	$ 345.15	$ 11.65	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 1,312.55
860-000	Transportation &	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
930-000	Repairs & Maint	$ 183.96	$ 340.77	$ 241.98	$ 115.56	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 882.27
957-000	Training	$ -	$ -	$ -	$ 20.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 20.00
566-000	State Aid	$ 1,583.84	$ 1,275.00	$ 324.04	$ 4,769.12	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 7,952.00
268	Special Funds	$ 1,124.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 1,124.00
	Total	**$ 6,828.23**	**$ 5,023.35**	**$ 3,896.10**	**$ 8,179.72**	**$ 568.05**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 24,495.45**

Sustainable Shelves				
List Date	**Total # books**	**# recycled**	**# re-sold**	**$ credit earned**
4/7/2021	15	15	0	$0.50
6/16/2021	91	80	11	$18.80
7/12/2021	175	152	23	$32.84
8/5/2021	133	109	24	$26.93
10/8/2021	111	97	14	17.52
11/9/2021	141	132	9	16.95
1/13/2022	178	156	22	19.37
2/10/2022	379	360	19	24.98
3/10/2022	521	489	32	40.08
4/11/2022	432	424	8	22.58
5/5/2022	281	262	19	34.98
TOTAL:	**2457**	**2276**	**181**	**$255.53**



Beanstack - April 2022

Beanstack Monthly Registration & Participation Totals

Month	New Accounts	New Readers	Completed Activities	Completed Activity Badges	Logged Books	Logged Minutes
May 2022*	0	0	0	0	350	6,066
April 2022	6	6	6	1	1,105	26,719
March 2022	10	10	21	11	810	20,323
February 2022	7	7	31	25	828	20,732
January 2022	1	1	31	11	1,263	21,134
December 2021	7	7	69	29	1,037	17,906
November 2021	2	2	55	34	1,176	34,164
October 2021	47	47	55	19	1,030	25,002
TOTAL:	**33**	**33**	**213**	**111**	**6,569**	**147,044**

*Partial month; report generated 4/18/2022

April 2022 Spring Into Reading Challenge: Local Area Participation Totals

Local Area	Total Readers Enrolled (Challenge)	Total Completions	Total Earned Badges	Logged Books*	Logged Minutes
City of Ishpeming	11	7	1,114	0	19,822
Ely Township	2	2	242	0	5,180
Humboldt Township	0	0	0	0	0
Ishpeming Township	2	1	15	0	873
Tilden Township	0	0	0	0	0
Negaunee	0	0	0	0	0
Other	2	1	186	0	898
No Local Area	0	0	0	0	0
TOTAL:	**17**	**11**	**1,557**	**0**	**26,773**

*This challenge only counted minutes read, not books.