ISHPEMING CARNEGIE
PUBLIC LIBRARY

Library Board Meeting
Rescheduled Thursday, January 27, 2022
7:00pm-8:00pm (ET)
Margaret Dundon Reading Room

AGENDA

1. Call to Order

2. Roll Call

3. Approval of Minutes from December 2, 2021 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
   a. Children's Room renovation update
      i. Waiting for response from City Attorney
      ii. Friends agreed to $ limit
   b. People/door counter update
      i. Door counter ordered

8. New Business
   a. Discuss resuming in-person programming for youth

9. Public Participation

10. Date of next meeting: Thursday, February 17, 2022 at 7:00 pm

11. Adjournment

Ishpeming Carnegie Public Library

Board Minutes December 2, 2021

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

Meeting called to order at 7:01 PM.

Motion by Stacie Nardi seconded by Paul Olson, to approve the October 21, 2021meeting minutes as presented. Motion passed.

Public Participation: None

Librarian's Report: Jesse Shirtz, Library Director, presented the monthly library report. The library was closed for COVID for nearly a full year from March 14, 2020 through March 2, 2021. Library hours were extended as of May 4, 2021. Circulation and computer use all increased in October.

Beanstack: Program was launched in October. Statistics were provided with over 25,000 minutes read in October and 34,000 in November.

Circulation: increased again in October with school starting.

Calendar of events: Adult book club has moved indoors distanced and masked. Velodrome coffee shop events were held in November. Teen and Tween Book Clubs continue to meet via Zoom.

Budget report: Presented with invoice copies. The library budget was submitted, and the city has provided 2022 budgets to the city council. We are still waiting for funding assignment for the cost of the elevator, boiler cost, and now AC repairs as all were unbudgeted.

Friends of the library: No meetings were held since the last Library Board meeting. They are currently evaluating options for the President and Vice President positions.

Sustainable Shelves: Weeded or donated book service. This service is continuing to provide a good value to the library (total credit so far is $113.54).

COVID-19: See new business

Communications: none.

Unfinished Business:

- 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
- Friends of the Library are funding a redesign of the Children's room. Rethinking Libraries provided a proposal for services. There is a range of prices and travel costs need to be considered. Requesting a budget from the Friends could be used as the guide. No update this month.
- The door counter is still not working and manual counts are being done. Replacement of similar is $600 each. Non battery ones (need electrical connection) and would provide time based data would be about $1,200 each.
- The Friends of the Library started discussions for an endowment. The first step would be establishing an appropriate status for the group such as an incorporated nonprofit. Community funds would provide 4.5% of the endowment annually.
- Adult outreach – Some Take Aways (similar to the Take and Make) for adult have been provided and have been popular. City new letter or Facebook page would be options.

- Senior Center facility library book check out option request. No update at this time.
- SLC Board of Directors now allows library staff to be on the board for the cooperative. They meet four times a year in person in Marquette. They have reached out for board member interest. To be tabled until full library board member attendance.
- Donation letter request – an annual letter that can be tie to a highlight time such as 4th of July. The letter could also be available at the desk when the summer programming increases attendance. Suggest noting it is an "annual request".

New Business:

Covid 19 - Update on the language Pandemic Reopening Plan – Addendum. The language on mask request statements were discussed. Motion by Paul Olson seconded by Stacie Nardi, to approve the amended language. Motion passed.

A request has been sent to City Council to allocate the approved part time line item to increase the part time salaries in addition to increased hours. This will be discussed with city staff and council. The wages for part time library employees are over $2.00 per hour below area library wages.

Public Participation: none

Next meeting is January 20, 2021 7:00PM in person at the Library.

A motion was made by Paul Olson and seconded by Stacie Nardi at 7:42 PM to adjourn meeting. Motion carried.

Respectfully submitted by,

Brooke Routhier

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Monthly Report for the Re-Scheduled January 27, 2022 Meeting

Library closed to the public due to COVID-19 March 14, 2020 - March 2, 2021.

Attendance
December 2021: 1126 (-222)
November 2021: 1348 (-198)
October 2021: 1546

Circulation
December 2021: 3705 (-567)
3170 *checkouts*
535 downloadables
November 2021: 4272 (-646)
3623 *checkouts*
649 downloadables
October 2021: 4918
4232 checkouts
686 downloadables

Computer Usage (8 adult patron, 1 kid patron computers available for use.)
December 2021: 1590 (-163)
Computer logins: 154
WiFi connections (inc.): 201
Webpage Visits (inc.): 1235

November 2021: 1753 (-134)
Computer logins: 173
WiFi connections (inc.): 267
Webpage Visits (inc.): 1313

October 2021: 1887
Computer logins: 198
WiFi connections (inc.): 291
Webpage Visits (inc.): 1398

Patron Interlibrary Loans
December Borrowed: 424
December Loaned: 248
November Borrowed: 437
November Loaned: 223

Library Cardholders Dec.: 5301
Library Cardholders Nov.: 5290
Library Cardholders Oct.: 5236
Users registered in December: **20**
Users registered in November: 28
Users registered in October: 38

Unique Management (Dec)
Recovered Material: $112.95
Recovered Cash: $77.88
Waived: $17.41
Total: $208.24

Unique Management (Nov)
Recovered Material: $83.98
Recovered Cash: $0.00
Waived: $20.05
Total: $104.03

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Township Statistics

+/- In comparison to the previous month.

Champion Township
Population: 297
Cardholders
December 2021: 181 (=)
Checkouts
December 2021: 155 (-6)

Ely Township
Population: 1,952
Cardholders
December 2021: 293 (-1)
Checkouts
December 2021: 244 (+30)

Humboldt Township
Population: 464
Cardholders
December 2021: 53 (=)
Checkouts
December 2021: 48 (-3)

Ishpeming Township
Population: 3,513
Cardholders
December 2021: 542 (+1)
Checkouts
December 2021: 255 (-63)

Tilden Township
Population: 1,013
Cardholders
December 2021: 161 (+1)
Checkouts
December 2021: 95 (+25)

Ishpeming City
Population: 6,470
Cardholders
December 2021: 3634 (+3)
Checkouts
December 2021: 1270 (-335)

Upcoming Events

January 27, 2022 at 7:00: Re-scheduled Library Board Meeting
February 1-28, 2022: For the Love of Reading Challenge on Beanstack (all ages)
February 1: Take and Make: Send a Card to a Friend Kit
February 8: Take and Make: "Love You to Pieces" Craft
February 12 at 1:00: Virtual Cooking Program for Kids with Chef Jyl of "A Curious Kitchen"
February 12 at 1:00: Teen Book Club, *Dragon Hoops* by Gene Luen Yang on Zoom
February 15: Take and Make: Random Acts of Kindness Kit
February 15 at 2:00: ICPL Book Club, *Circe* by Madeline Miller
February 16 at 6:00: ICPL Book Club, *Circe* by Madeline Miller
February 17 at 7:00: Library Board Meeting
February 19 at 12:30: Tween Book Club, *Absolutely Truly* by Heather Vogel Frederick & *A Soft Place to Land* by Janae Marks on Zoom
February 22: Take and Make: Paper Pokeball Craft

2021 Actual versus Budget YTD

Account Number	Account Title	YTD Actual	YTD Budget	Remaining Budget $	Remaining Budget %
975-000	Building Improvements	$ -	$ -	$ -	-
980-000	Computer	$ -	$ -	$ -	-
980-007	PC Workstations	$ -	$ -	$ -	-
982-000	Books	$ 17,364.58	$ 17,600.00	$ 235.42	1.34%
982-001	Periodicals	$ 2,127.45	$ 2,440.00	$ 312.55	12.81%
982-002	DVDs	$ 2,620.30	$ 2,930.00	$ 309.70	10.57%
982-003	CDs	$ 3,464.83	$ 3,420.00	$ (44.83)	-1.31%
727-000	Office Supplies	$ 2,901.28	$ 3,015.00	$ 113.72	3.77%
727-001	Special Programs	$ 1,668.34	$ 1,670.00	$ 1.66	0.10%
740-000	Operating Supplies	$ 1,074.71	$ 1,100.00	$ 25.29	2.30%
775-000	Repair & Maintenance Su	$ 354.04	$ 520.00	$ 165.96	31.92%
801-000	Professional Services	$ 3,970.33	$ 3,950.00	$ (20.33)	-0.51%
860-000	Transportation & Meals	$ -	$ -	$ -	-
930-000	Repairs & Maintenance	$ 6,412.87	$ 3,650.00	$ (2,762.87)	-75.70%
956-000	Miscellaneous	$ -	$ -	$ -	-
566-000	State Aid	$ 15,924.34	$ 16,500.00	$ 575.66	3.49%
268	Special Funds	$ 8,121.97	$ 10,000.00	$ 1,878.03	18.78%
	TOTAL	**$ 66,005.04**	**$ 66,795.00**	**$ 789.96**	**1.18%**

2021 Monthly Expenses

Account	Account Title	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	2021
975-000	Building Improv	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
980-000	Computer	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
980-007	PC Workstation	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
982-000	Books	$ 1,988.36	$ 1,467.84	$ 1,943.74	$ 1,556.84	$ 386.91	$ 1,664.28	$ 2,342.34	$ (154.70)	$ 1,332.96	$ 2,102.79	$ 1,076.46	$ 1,656.76	$ 17,364.58
982-001	Periodicals	$ -	$ 49.50	$ 539.88	$ 421.94	$ 618.00	$ 340.14	$ -	$ -	$ 157.99	$ -	$ -	$ -	$ 2,127.45
982-002	DVDs	$ -	$ -	$ -	$ -	$ 330.80	$ -	$ 173.93	$ -	$ 602.38	$ -	$ 1,322.89	$ 190.30	$ 2,620.30
982-003	CDs	$ 34.99	$ 69.98	$ 64.98	$ 669.16	$ 402.71	$ 90.94	$ 292.48	$ 269.72	$ 154.93	$ 285.92	$ 308.94	$ 820.08	$ 3,464.83
727-000	Office Supplies	$ 46.88	$ 124.60	$ 358.54	$ 414.73	$ 65.08	$ 69.99	$ 504.60	$ 201.71	$ -	$ 554.95	$ 289.00	$ 271.20	$ 2,901.28
727-001	Special Progran	$ 50.00	$ 17.30	$ 254.63	$ -	$ -	$ -	$ -	$ 935.00	$ 228.33	$ 60.23	$ 78.92	$ 43.93	$ 1,668.34
740-000	Operating Supp	$ 92.28	$ 529.85	$ 99.19	$ 7.28	$ 16.49	$ 65.51	$ -	$ -	$ 264.11	$ -	$ -	$ -	$ 1,074.71
775-000	Repair & Mainte	$ 25.01	$ 25.01	$ 25.01	$ 25.01	$ 25.01	$ 103.94	$ 25.01	$ 25.01	$ 25.01	$ 25.01	$ 25.01	$ -	$ 354.04
801-000	Professional Se	$ 211.00	$ 616.65	$ 432.93	$ 211.95	$ 211.00	$ 269.85	$ 241.35	$ 229.30	$ 161.90	$ 268.20	$ 312.40	$ 803.80	$ 3,970.33
860-000	Transportation &	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
930-000	Repairs & Maint	$ 1,335.86	$ 2,244.31	$ 91.98	$ 91.98	$ 116.98	$ 116.98	$ 44.21	$ 1,281.21	$ 66.98	$ 91.98	$ 116.98	$ 813.42	$ 6,412.87
956-000	Miscellaneous	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
566-000	State Aid	$ -	$ -	$ 3,092.20	$ 2,978.24	$ -	$ 4,441.29	$ -	$ 2,973.84	$ 338.58	$ 1,883.36	$ 216.83	$ -	$ 15,924.34
268	Special Funds	$ -	$ -	$ -	$ 201.19	$ 2,820.73	$ 347.74	$ 2,219.74	$ 716.85	$ 642.48	$ 420.00	$ 753.24	$ -	$ 8,121.97
	Total	**$ 3,784.38**	**$ 5,145.04**	**$ 6,903.08**	**$ 6,578.32**	**$ 4,993.71**	**$ 7,510.66**	**$ 5,843.66**	**$ 6,477.94**	**$ 3,975.65**	**$ 5,692.44**	**$ 4,500.67**	**$ 4,599.49**	**$ 66,005.04**

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	
	844	**741**	**103**	**$132.91**	**TOTAL**

Beanstack Monthly Registration & Participation Totals						
Month	**New Accounts**	**New Readers**	**Completed Activities**	**Completed Activity Badges**	**Logged Books**	**Logged Minutes**
January 2022*	0	0	31	11	1,014	16,696
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	**56**	**56**	**210**	**93**	**4,257**	**93,768**
*This is a partial count; the month is not over yet.						