Ishpeming Carnegie Public Library

Board Minutes October 19, 2023

Present: Elyse Bertucci, Darren Boldt, Paul Olson, Kaylee Reno, and Brooke Routhier. Jesse Shirtz, Library Director and Elizabeth "Dizz" Firby City Council representative was present. Absent: none; Public: none.

Meeting called to order at 7:00 PM.

Motion by Elyse Bertucci and second by Darren Boldt to approve the September 21, 2023 meeting minutes as presented. Motion passed.

Public Participation: none.

Librarian's Report:

Jesse Shirtz, Library Director, presented the monthly library report for September. The circulation and other service numbers were compared on a year-over-year basis for the month. Circulation was up from September 2022. The door counter at the upper door remains failed but has been repaired and will be sent back. The Children's room counter is still functional. Adult outreach is continuing at the Senior Center and Bell Hospital. Township outreach and visits are ongoing. Program attendance has been very high. The DPW completed the repairs on the ramp plus bulb and ballast replacements. They also addressed a window crack and re-tarred around the stained glass window. Jesse is also taking a project management class. The library will be a Covid test distribution center. The Covid tests are free to the public. A Comic digital app will be rolled out.

- Circulation: Circulation and attendance were slightly down from August's record high.
- Calendar of events was included. A Dungeons and Dragons (D&D) Campaign will be held in November.
- Budget report: There is no budget report this month from the City. The library managed budget (old format) was presented and expenses are tracking with the budget. Presented with invoice copies.
- Book bills: Book invoices were reviewed and signed by the library board.
- Association of Friends of the Ishpeming Carnegie Public Library (FOL) is holding their holiday book sale in December.
- Sustainable Shelves: Model has been changed to exclude recycle – only books for resale will be accepted for credit.
- Beanstack: Information on accounts and activities was provided by age group.

Committee Reports: none.

Communications: none.

Unfinished Business:

- Tousignant donation: Information was provided from the donor fund agreement. A list of potential projects will be developed. Annual distributions no later than 2028.
- The Children's room redesign (Friends will cover up to $15,000 for the renovation plan). No update this month.
- Future Building maintenance/upgrades were discussed for potential 5 year planning:
    - Ramp – DPW completed the repairs.
      No other updates
    - Roof repair – recent leak from the drain. It was last cleaned in spring this year.
    - heating system repairs

    - Front steps deterioration
    - Tile repair
    - Ivy growing on west wall – does it need to be removed?
    - Picture rail for donated art display – more items would be able to be displayed
    - Interior design assistance for the YA reading area
    - potential beautification of the land immediately surrounding the library
- Policy manual review, revision and updating resumed.
- 2024 Library Budget. The proposed budget with the Children's Librarian increased to full time was discussed with City staff. There are cuts in the draft budget from the city for reading material which is a 16% decrease and in benefits.

New Business:

- First reading of the Holds Policy
- First reading of the Interlibrary Loan Policy

Public Participation: None

Next meeting is November 16, 2023 7:00PM in person at the Library.

A motion was made by Darren Boldt and seconded by Kaylee Reno at 8:25 PM to adjourn the meeting. Motion carried.

Respectfully submitted by,

Brooke Routhier