Ishpeming Carnegie Public Library

Board Minutes November 16, 2023

Present: Elyse Bertucci, Darren Boldt, Kaylee Reno, and Brooke Routhier. Jesse Shirtz, Library Director was present. Absent: Paul Olson; Public: none.

Meeting called to order at 7:02 PM.

Motion by Darren Boldt and second by Kaylee Reno to approve the October 19, 2023 meeting minutes as presented. Motion passed.

Public Participation: none.

Librarian's Report:

Jesse Shirtz, Library Director, presented the monthly library report for October. The circulation and other service numbers were compared on a year-over-year basis for the month. Circulation and was up from October 2022 and September of this year. 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. The last Township outreach visit for the year is scheduled for December. The DPW is investigating an area where the glass floor appears to be separating from the wall and a leak in the ceiling of the Loft. The library Covid test distribution has been well utilized. 300 tests were distributed in the first week.

- Circulation: Circulation was up and attendance slightly down from September.
- Calendar of events for November and December was included. A Dungeons and Dragons (D&D) Campaign was held in November. Tia Chi and permaculture programs are scheduled.
- Budget report: Budget information from the City was included this month. 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. No update this month.
- The Children's room redesign (Friends will cover up to $15,000 for the renovation plan). No update this month.
- Future Building maintenance/upgrades for potential 5 year planning:
    - 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 is ongoing.
- 2024 Library Budget. Budget process is ongoing with the City. There are several proposals under discussion by City staff. Some of the options under consideration remove the requested increase to full time for the Children's Librarian. There is also an option that would restore the library material to the level requested.
- A motion was made by Brooke Routhier and seconded by Elyse Bertucci to adopt the Holds Policy. Motion carried.
- A motion was made by Kaylee Reno and seconded by Darren Boldt to adoption the Interlibrary Loan Policy. Motion carried.

New Business:

- None

Public Participation: None

Next meeting is January 18, 2024 7:00PM in person at the Library.

A motion was made by Darren Boldt and seconded by Kaylee Reno at 8:02 PM to adjourn the meeting. Motion carried.

Respectfully submitted by,

Brooke Routhier