ISHPEMING CARNEGIE
PUBLIC LIBRARY

Enriching our community through access to information and opportunities in a welcoming and inspiring environment.

Inspire. Include. Innovate. Ishpeming

Library Board Meeting
Thursday, February 22, 2024
7:00pm-8:00pm (ET)
Margaret Dundon Reading Room

AGENDA

1. Call to Order

2. Roll Call

3. Approval of Minutes from January 18, 2024 meeting

4. Public Participation *(limited to 5 minutes)*

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

6. Committee Reports

7. Communications
   a. Request for letter of support for Mather parking structure

8. Unfinished Business
   a. Review changes to Sustainable Shelves memo to be sent to City Council

9. New Business

10. Public Participation *(limited to 5 minutes)*

11. Date of next meeting: Thursday, March 21, 2024 at 7:00 pm in Ray Leverton Community Room

12. Adjournment

Ishpeming Carnegie Public Library

Board Minutes January 18, 2024

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

Meeting called to order at 7:05 PM.

Motion by Darren Boldt and second by Kaylee Reno to approve the November 16, 2023 meeting minutes as presented. Motion passed.

Public Participation: none.

Librarian's Report:

Jesse Shirtz, Library Director, presented the monthly library report for November and December. The circulation and other service numbers were compared on a year-over-year basis for both months. A total of 583 new library cards were issued in 2023 increasing total cards to over 6,000. The upper door counter is back to fully functional. Adult outreach is continuing at the Senior Center and the book club there is very popular. All five service area Townships were visited in 2023 as outreach. The DPW continues to investigate an area where the glass floor appears to be separating from the wall. A leak in the ceiling of the Loft has been repaired with flashing replacement. A Request for Proposals is being drafted for replacement of the steam heating system. The Library Director's office radiator had to be removed and repaired off site. The library Covid test distribution continues to be well utilized with over 500 tests distributed.

- Circulation: Circulation and attendance for both November and December were up from the previous year.
- Calendar of events for January was included. Composting with Partridge Creek is scheduled in January and the puzzle swap is very popular.
- Budget report: The 2024 budget included increasing the Children's Librarian hours to full time. The budget included contract increases in wages and benefits. Remaining items were similar to the 2023 budget with the exception of a decrease of $2,700 in program funding and a decrease of $4,500 in circulating items.
- Book bills: Book invoices were reviewed and signed by the library board.
- Association of Friends of the Ishpeming Carnegie Public Library (FOL) held their holiday book sale in December. They are making a donation toward programs at the library.
- Sustainable Shelves: Model has been changed to exclude recycle – only books for resale will be accepted for credit. A recommendation to city council to handle the recycle items is included on the agenda as new business.
- 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 was provided but is still being 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.

DRAFT

- 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 – RFP being drafted for replacement of the steam heating system.
    - 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. The Ray Leverton Community Room Policy suggested updates are under new business.

New Business:

- 2023 Annual Report. Draft was provided for review.
- Recommendation to City Council on Surplus Items/Sustainable Shelves. A motion was made by Darren Boldt and seconded by Brooke Routhier to support the recommendation to council to provide recyclable books that are not eligible for re-sale to the Marquette County Solid Waste Management Authority for recycling. Motion carried.
- First reading of the Ray Leverton Community Room Policy.

Public Participation: None

Next meeting is February 15, 2024 7:00PM in person at the Library.

A motion was made by Brooke Routhier and seconded by Kaylee Reno at 8:19 PM to adjourn the meeting. Motion carried.

Respectfully submitted by,

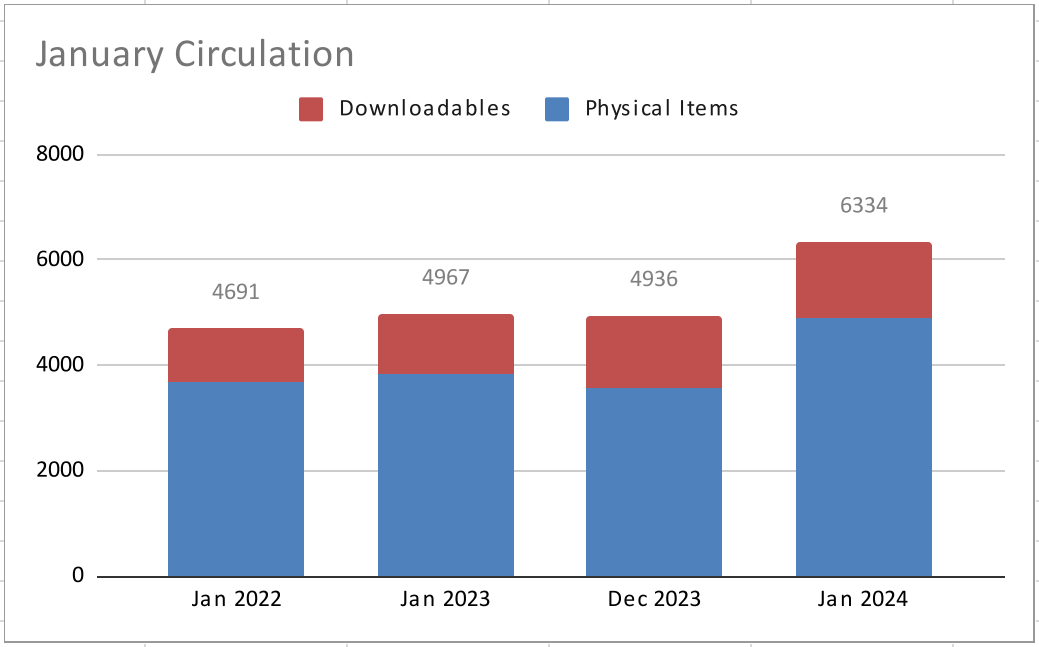
Brooke Routhier

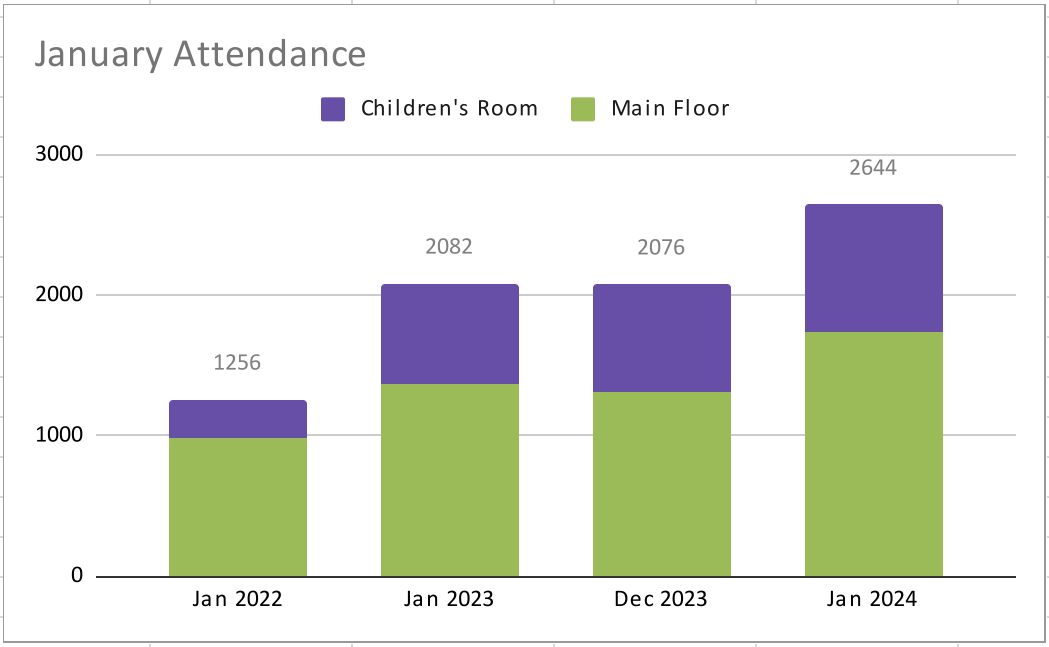
DRAFT

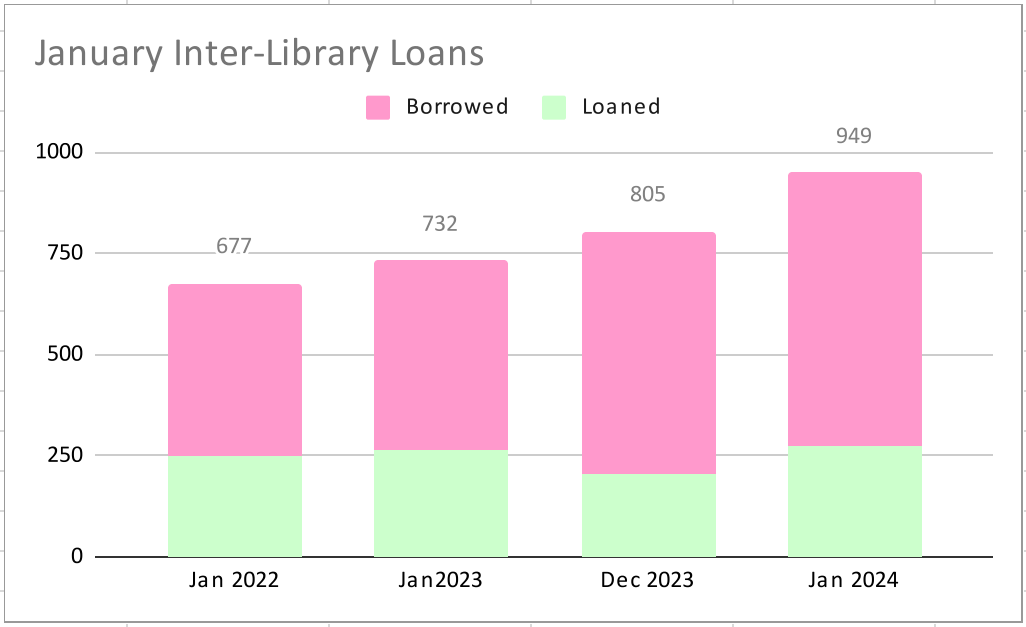
Ishpeming Carnegie Public Library

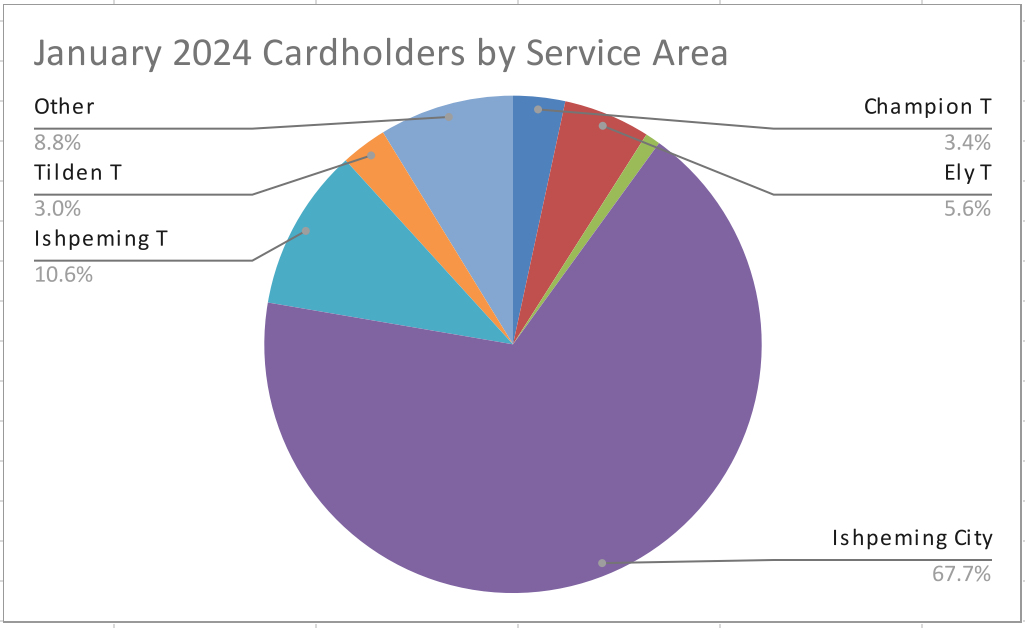
Monthly Report

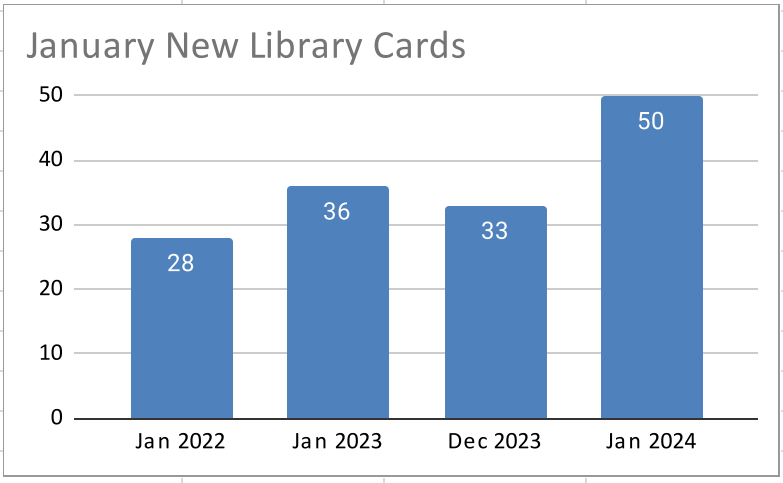
February 2024

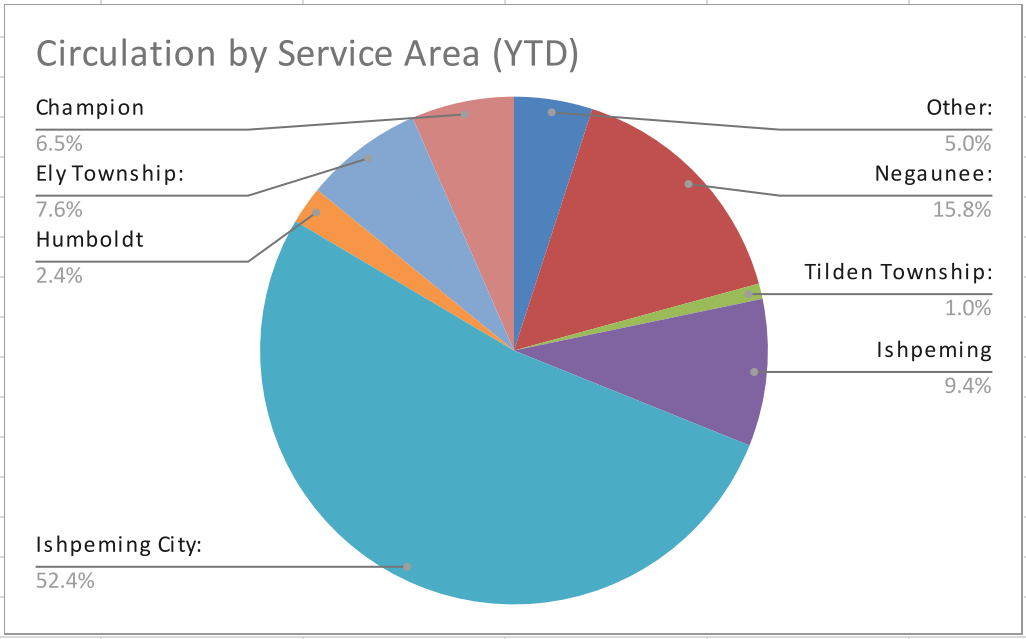





January Inter-Library Loans
Borrowed
Loaned
1000
750
500
250
0
677
732
805
949
Jan 2022
Jan2023
Dec 2023
Jan 2024


January 2024 Cardholders by Service Area
Other
8.8%
Tilden T
3.0%
Ishpeming T
10.6%
Champion T
3.4%
Ely T
5.6%
Ishpeming City
67.7%


January New Library Cards
50
40
30
20
10
0
28
36
33
50
Jan 2022
Jan 2023
Dec 2023
Jan 2024


Circulation by Service Area (YTD)
Champion
6.5%
Ely Township:
7.6%
Humboldt
2.4%
Ishpeming City:
52.4%
Other:
5.0%
Negaunee:
15.8%
Tilden Township:
1.0%
Ishpeming
9.4%

January 2024 Statistical Report

We circulated 6,334 items (4,891 physical items; 1,443 ebooks and eaudiobooks) in the month of January (1,367 more items than January 2023).

- We had 50 new people register for library cards in the month of January.
- 674 items were borrowed on interlibrary loan (204 more than January 2023)
- Collections that have the highest percentage of circulation:
    - NEWJEASY - 114.84%
    - NEWJAUDIO (VOX books) - 106.76%
    - NEWFIC - 100.24%
    - NEWJGRAPH - 84.38%
    - NEWJREADER - 74.67%

The Winter Reading Challenge was a success!

- 80 people participated (40 adults, 40 kids)
- 270 reviews were submitted
- 63,514 minutes read

Nicole Johnson

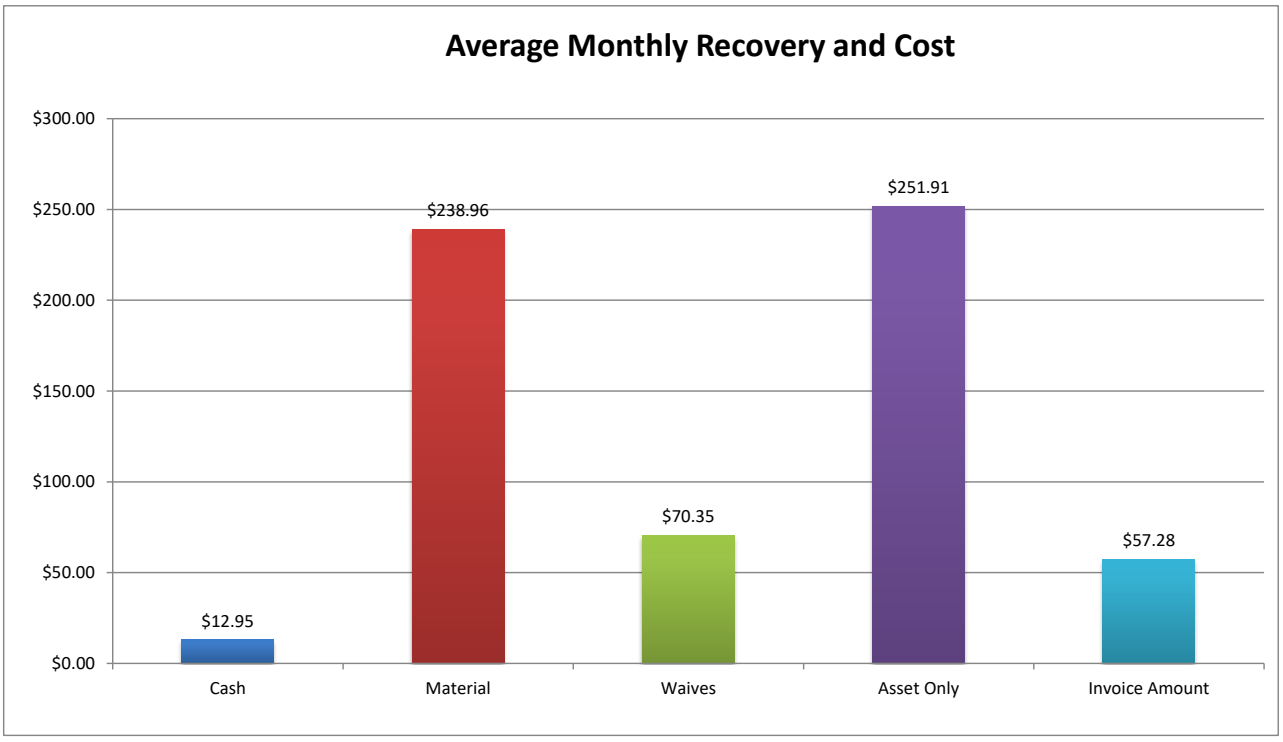
Librarian

UNIQUE

Monthly Recovery Statistics: Ishpeming Carnegie Public Library

2/2023 Through 1/2024

Month	Cash	Material	Waives	Total	Assets Only	Invoice Amount
January-24	$33.95	$503.64	$35.70	$573.29	**$537.59**	$69.90
December-23	$15.00	$123.91	$0.00	$138.91	**$138.91**	$81.55
November-23	$19.40	$349.98	$88.20	$457.58	**$369.38**	$58.25
October-23	$0.00	$115.89	$70.33	$186.22	**$115.89**	$81.55
September-23	$0.00	$342.07	$112.62	$454.69	**$342.07**	$46.60
August-23	$0.00	$324.81	$117.30	$442.11	**$324.81**	$104.85
July-23	$0.00	$160.93	$29.20	$190.13	**$160.93**	$46.60
June-23	$4.00	$151.95	$78.60	$234.55	**$155.95**	$46.60
May-23	$20.00	$25.00	$0.00	$45.00	**$45.00**	$34.95
April-23	$0.00	$301.69	$35.00	$336.69	**$301.69**	$46.60
March-23	$28.00	$233.93	$113.80	$375.73	**$261.93**	$0.00
February-23	$35.00	$233.76	$163.50	$432.26	**$268.76**	$69.90
Total	$155.35	$2,867.56	$844.25	$3,867.16	**$3,022.91**	$687.35
Average	$12.95	$238.96	$70.35	$322.26	**$251.91**	$57.28
					Total ROI: $6:1	



ISHPEMING CARNEGIE PUBLIC LIBRARY

MARCH 2024 EVENTS

Check out our lineup of programs at the Ishpeming Carnegie Public Library!

All events are free and open to the public!

TUES – 9AM – 5PM
WEDS – 9AM – 7PM
THURS – 9AM – 7PM
FRI – 9AM – 5PM
SAT – 10AM – 4PM
SUN & MON – CLOSED

Homeschool Hangout

Friday, March 1 at 10am - 12pm
Friday, March 22 from 10am - 12pm
Homeschooling families are invited to visit the library and hangout with both old and new homeschooling friends. During your visit network with library staff and learn about library resources that are available for your family, share ideas for future programs, and sign up for library cards.

Tot Tuesday Preschool Storytime

Tuesday, March 5 at 11am
Tuesday, March 12 at 11am
No storytime on March 19th or 26th
Join us for stories, songs, movement activities followed by an optional craft and playtime. Perfect for toddlers and preschoolers.

Life Drawing with Paul Olson

Saturday, March 2 at 11am - 1pm
Saturday, March 9 at 11am - 1pm
Saturday, March 16 at 11am - 1pm
Local artist, Paul Olson will lead a class on life drawing. Basic drawing materials are provided, but students are welcome to bring their own. This is a "drop in" class– there is no registration. No experience is necessary. Intended for ages 12+. Held in the Ray Leverton Community Room.

Crochet Club

Wednesday, March 6 at 5:30pm
Wednesday, March 14 at 2pm
Gather together with fellow crafters to socialize while you work on a project of your choice. Beginning supplies and instruction will be provided to learn how to crochet.

Book Club at the Ishpeming Senior Center

Thursday, March 7 at 11am at the Senior Center
The Ishpeming Carnegie Public Library is hosting a monthly book club at the Ishpeming Senior Center (121 Greenwood St., Ishpeming)! This month's selection is *Vera Wong's Unsolicited Advice for Murderers* by Jesse Q. Sutanto. Copies are available for checkout at the library. Newcomers are always welcome to attend.
April Book: *The Last Green Valley* by Mark Sullivan

Beekeeping with Partridge Creek Farm

Thursday, March 7 at 5:30pm-7pm
Join us to learn about beekeeping from our friends at Partridge Creek Farm. PCF will be here to discuss beekeeping and talk about the beekeeping internship that they offer, where you can get hands on experience learning how to keep bees. This presentation will be held in the Ray Leverton Room of the Ishpeming Carnegie Public Library.

Quarterly Classics Book Club

Tuesday, March 12 at 2pm
Join us for quarterly classics book club. Copies of Emma by Jane Austen are available for check out at the circulation desk. Meetings will be held at the ICPL.

Create a Junk Journal with Hope-Dreams Art

Wednesday, March 13 at 5:30pm
Ages 13+
Create a "junk" journal at the library with Kitty from Hope-Dreams Art. This will be a guided craft program and all supplies will be provided. For teens and adults. Registration is required–please call the library at 906-486-4381 to register.

West End Spring Playgroup

Thursday, March 14 at 10am - 12pm
Thursday, March 21 at 10am - 12pm
Thursday, March 28th at 10am - 12pm
Families and caregivers with young children are invited to attend for free play and snacks. This program is brought to you through a partnership with Great Start. For more information contact Great Start Parent Liason, Taylor Meinhold, at tmeinhold@greatstartma.org.

Graphic Novel Book Club (Grades 4-8)

Thursday, March 14 at 4pm
Graphic Novel Book Club is now meeting at a new time after school! Join us for discussion and snacks. Our March book club pick is *Keeper of the Lost Cities* by Shannon Messenger! Copies of the book will be available for check out. Meetings are held at the Ishpeming Carnegie Public Library.

ISHPEMING CARNEGIE PUBLIC LIBRARY

MARCH 2024 EVENTS

TUES – 9AM – 5PM
WEDS – 9AM – 7PM
THURS – 9AM – 7PM
FRI – 9AM – 5PM
SAT – 10AM – 4PM
SUN & MON – CLOSED

Afternoon Movie: Super Mario Bros.

Friday, March 15 at 1pm

There's early school dismissal for both Ishpeming and N.I.C.E. Schools and we are showing 2023's "Super Mario Bros" (PG)! Bring your own snacks or drink. Popcorn and water will be provided!

Teen Book Fair

Friday, March 15 at 1pm - 5pm

Teens and YA book lovers are invited to visit the Ishpeming Carnegie Public Library to browse a selection of new young adult books and choose 2 free books to keep! This is a drop-in event from 1-5pm on March 15th. Located in the Margaret Dundon Reading Room.

Young Adult Book Club

Saturday, March 16 at 3pm

Join us for young adult book club. Copies of *All the Dead Lie Down* by Kyrie McCauley are available for check out at the circulation desk.

Adult Book Club

Tuesday, March 19 at 2pm
Wednesday, March 20 at 6pm

Join us for adult book club! Copies of *Anatomy of a Murder* by Robert Traver are available for check out. Meetings are held at the library.

Adult Fantasy Book Club

Thursday, March 21st at 6pm

The Ishpeming Carnegie Public Library is hosting a monthly adult fantasy book club at the library! This month's selection is *Godkiller* by Hannah Kaner. Copies are available for checkout at the library. Newcomers are always welcome to attend.

Tai Chi Class

Friday, March 22 at 2pm

Certified instructor Irina Tarbeeva will lead an hour-long Tai Chi class for beginning and intermediate levels of practice. If you've never tried Tai Chi before, this is the class for you! This class is for adults. Call the library at 906-486-4381 to register.

Introduction to Coiled Basketry

Saturday, March 23 at 12pm - 2pm
EVENT FULL

This class will give attendees an introduction to coiled basketry techniques taught by a local basket maker. Keep an eye out for future events like this!

Adult Horror Book Club

Wednesday, March 27 at 6pm

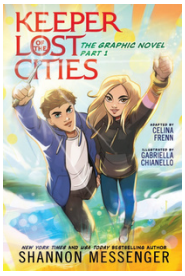
The Ishpeming Carnegie Public Library is hosting a monthly horror book club at the library! This month's selection is *How to Sell a Haunted House* by Grady Hendrix. Copies are available for checkout at the library. Newcomers are always welcome to attend.

Garden Planning & Seed Starting Workshop

Thursday, March 28 at 5:30pm

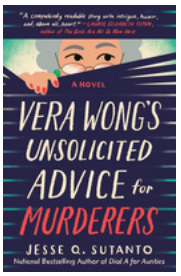
The Ishpeming Carnegie Public Library in collaboration with Partridge Creek Farm will be hosting a workshop for gardeners of all levels on seed starting and garden planning!

March Book Club Selections

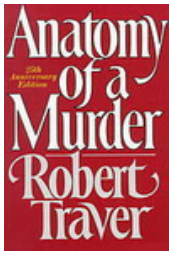


Graphic Novel Book Club (Grades 4-8)

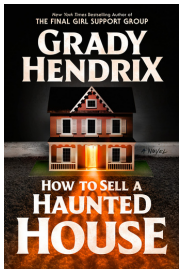
Young Adult Book Club



Senior Center Book Club



Adult Book Club



Adult Horror Book Club

Adult Fantasy Book Club

GL NUMBER	DESCRIPTION	2024 AMENDED BUDGET	YTD BALANCE 01/31/2024 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 01/31/2024 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 101 - GENERAL FUND						
Account Type: Revenue						
101-000-402.000	REAL PROPERTY TAX	1,687,940.00	921,764.82	921,764.82	766,175.18	54.61
101-000-434.000	SPECIFIC ORE TAX	12,000.00	0.00	0.00	12,000.00	0.00
101-000-441.000	PILT - HOUSING	27,200.00	0.00	0.00	27,200.00	0.00
101-000-441.001	PILT - HOUSING - PHELPS/LAKESHORE HEIGHT	5,900.00	0.00	0.00	5,900.00	0.00
101-000-445.000	PENALTIES/INTEREST ON TAXES	1,200.00	0.00	0.00	1,200.00	0.00
101-000-447.000	TAX ADMINISTRATION FEE	74,000.00	16,748.25	16,748.25	57,251.75	22.63
101-000-451.000	BUSINESS LICENSES/PERMITS	150.00	0.00	0.00	150.00	0.00
101-000-455.000	CABLE FRANCHISE FEE	84,000.00	0.00	0.00	84,000.00	0.00
101-000-455.001	CABLE PEG FEE	1,200.00	0.00	0.00	1,200.00	0.00
101-000-460.000	PARKING PERMITS	3,100.00	509.00	509.00	2,591.00	16.42
101-000-462.000	SIDEWALK PERMIT FEE	500.00	0.00	0.00	500.00	0.00
101-000-464.000	EXCAVATION PERMIT FEE	1,500.00	0.00	0.00	1,500.00	0.00
101-000-477.000	FOOD TRUCK PERMIT FEE	400.00	0.00	0.00	400.00	0.00
101-000-478.000	ANIMAL LICENSE	50.00	0.00	0.00	50.00	0.00
101-000-480.000	BURIAL PERMITS	13,600.00	0.00	0.00	13,600.00	0.00
101-000-480.001	BURIALS - NON-RES.	18,000.00	0.00	0.00	18,000.00	0.00
101-000-481.000	CREMAINS	5,500.00	0.00	0.00	5,500.00	0.00
101-000-481.001	CREMAINS - NON-RES.	16,000.00	0.00	0.00	16,000.00	0.00
101-000-483.000	GRAVESIDE & OTHER FEES	10,000.00	0.00	0.00	10,000.00	0.00
101-000-485.000	COLUMBARIUM	10,000.00	0.00	0.00	10,000.00	0.00
101-000-495.000	RENTAL CODE INSPECTION FEES	15,000.00	425.00	425.00	14,575.00	2.83
101-000-497.000	SPECIAL EVENT FEES	50.00	0.00	0.00	50.00	0.00
101-000-545.000	ACT 302 POLICE TRAINING	1,700.00	0.00	0.00	1,700.00	0.00
101-000-577.000	STATE SHARED REVENUE	1,035,000.00	0.00	0.00	1,035,000.00	0.00
101-000-579.000	LIQUOR LICENSES	7,200.00	0.00	0.00	7,200.00	0.00
101-000-602.000	ANIMAL IMPOUND FEES	1,000.00	35.00	35.00	965.00	3.50
101-000-603.000	OUTDOOR LIQUOR APPLICATION FEE	100.00	0.00	0.00	100.00	0.00
101-000-608.000	ZONING APPEALS FEES	60.00	0.00	0.00	60.00	0.00
101-000-612.000	ZONING FEES	3,000.00	160.00	160.00	2,840.00	5.33
101-000-613.000	NEZ APPLICATION FEES	30.00	0.00	0.00	30.00	0.00
101-000-619.000	LIBRARY COPIER FEES	1,250.00	0.00	0.00	1,250.00	0.00
101-000-626.000	BELL HOSP POLICE SERVICES	25,000.00	2,083.33	2,083.33	22,916.67	8.33
101-000-627.000	SCHOOL RESOURCE OFFICER - IPS	83,000.00	0.00	0.00	83,000.00	0.00
101-000-644.000	SALE OF SCRAP IRON	0.00	45.50	45.50	(45.50)	100.00
101-000-648.000	CEMETERY LOTS	15,000.00	550.00	550.00	14,450.00	3.67
101-000-651.000	AL QUAAL USER FEES	20,000.00	863.00	863.00	19,137.00	4.32
101-000-651.003	AL QUAAL CROSS COUNTRY SKI	6,000.00	0.00	0.00	6,000.00	0.00
101-000-652.000	TRAIL EVENT FEES	2,500.00	0.00	0.00	2,500.00	0.00
101-000-653.000	BALLFIELD USER FEE	4,250.00	0.00	0.00	4,250.00	0.00
101-000-655.000	LAKE BANCROFT MEMORIAL BRICKS	500.00	0.00	0.00	500.00	0.00
101-000-656.000	LIBRARY BOOK FINES	1,000.00	0.00	0.00	1,000.00	0.00
101-000-657.000	PENAL FINES	29,000.00	0.00	0.00	29,000.00	0.00
101-000-658.000	ORDINANCE FINES	500.00	0.00	0.00	500.00	0.00
101-000-659.000	TOWNSHIP CONT-LIBRARY	9,225.00	0.00	0.00	9,225.00	0.00
101-000-661.000	POLICE SERVICE FEES - PBT'S	2,000.00	0.00	0.00	2,000.00	0.00
101-000-661.001	POLICE SERVICE FEES - FINGER P	1,200.00	970.00	970.00	230.00	80.83
101-000-661.002	POLICE SERVICE FEES - ACCIDENT	1,000.00	143.90	143.90	856.10	14.39
101-000-661.004	POLICE SERVICE FEES - NSF CHEC	120.00	0.00	0.00	120.00	0.00
101-000-661.007	POLICE SERVICE FEES-PARKING FI	9,000.00	2,050.00	2,050.00	6,950.00	22.78
101-000-662.000	FIRE SERVICE FEES	200.00	0.00	0.00	200.00	0.00
101-000-665.000	INVESTMENT INTEREST	12,900.00	2.26	2.26	12,897.74	0.02
101-000-667.000	LIBRARY RENTALS INCOME	300.00	0.00	0.00	300.00	0.00
101-000-669.000	LEASE INCOME	2,000.00	0.00	0.00	2,000.00	0.00
101-000-674.000	CONTRIBUTIONS AND DONATIONS	6,200.00	0.00	0.00	6,200.00	0.00
101-000-676.000	REIMBURSEMENTS	33,000.00	0.00	0.00	33,000.00	0.00
101-000-680.000	MISCELLANEOUS INCOME	18,000.00	0.00	0.00	18,000.00	0.00

GL NUMBER	DESCRIPTION	2024 AMENDED BUDGET	YTD BALANCE 01/31/2024 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 01/31/2024 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 101 - GENERAL FUND						
101-770-719.000	POST EMPLOYMENT HEALTH PLAN	618.00	33.15	33.15	584.85	5.36
101-770-721.000	CLOTHING ALLOWANCE	0.00	3.27	3.27	(3.27)	100.00
101-770-726.000	ACCRUED LEAVE RESERVE	0.00	2.14	2.14	(2.14)	100.00
101-770-727.000	OFFICE SUPPLIES	515.00	0.00	0.00	515.00	0.00
101-770-740.000	OPERATING SUPPLIES	7,000.00	1,595.02	1,595.02	5,404.98	22.79
101-770-775.000	REPAIR/MAINT. SUPPLIES	1,236.00	0.00	0.00	1,236.00	0.00
101-770-920.000	UTILITIES - ELECTRICITY	5,000.00	273.50	273.50	4,726.50	5.47
101-770-921.000	UTILITIES - WATER/SEWER	1,236.00	268.22	268.22	967.78	21.70
101-770-922.000	UTILITIES - NATURAL GAS	515.00	82.38	82.38	432.62	16.00
101-770-930.000	REPAIRS & MAINTENANCE	8,000.00	0.00	0.00	8,000.00	0.00
101-770-945.000	VEHICLE RENTALS	14,000.00	418.71	418.71	13,581.29	2.99
101-790-702.000	SALARIES	157,600.00	11,770.18	11,770.18	145,829.82	7.47
101-790-707.000	PART-TIME SALARIES	34,500.00	2,412.69	2,412.69	32,087.31	6.99
101-790-708.000	UNEMPLOYMENT COMPENSATION	31.00	9.32	9.32	21.68	30.06
101-790-709.000	FICA	14,700.00	1,174.28	1,174.28	13,525.72	7.99
101-790-712.000	INSURANCE OPT-OUT	4,800.00	800.00	800.00	4,000.00	16.67
101-790-713.000	OVERTIME	1,200.00	0.00	0.00	1,200.00	0.00
101-790-714.000	LONGEVITY PAY	941.00	0.00	0.00	941.00	0.00
101-790-716.000	RETIREMENT- DEFINED BENEFIT	13,147.00	1,083.16	1,083.16	12,063.84	8.24
101-790-717.000	MERS - DC	3,773.00	341.62	341.62	3,431.38	9.05
101-790-719.000	POST EMPLOYMENT HEALTH PLAN	2,000.00	212.28	212.28	1,787.72	10.61
101-790-721.000	CLOTHING ALLOWANCE	309.00	327.00	327.00	(18.00)	105.83
101-790-726.000	ACCRUED LEAVE RESERVE	333.00	253.71	253.71	79.29	76.19
101-790-727.000	OFFICE SUPPLIES	3,000.00	0.00	0.00	3,000.00	0.00
101-790-727.001	OFFICE SUPPLIES-SPEC PROG	2,000.00	250.00	250.00	1,750.00	12.50
101-790-740.000	OPERATING SUPPLIES	1,300.00	0.00	0.00	1,300.00	0.00
101-790-775.000	REPAIR/MAINT. SUPPLIES	520.00	25.01	25.01	494.99	4.81
101-790-801.000	PROFESSIONAL SERVICES	3,500.00	0.00	0.00	3,500.00	0.00
101-790-850.000	COMMUNICATIONS	1,442.00	200.58	200.58	1,241.42	13.91
101-790-920.000	UTILITIES - ELECTRICITY	6,900.00	567.99	567.99	6,332.01	8.23
101-790-921.000	UTILITIES - WATER/SEWER	1,000.00	90.98	90.98	909.02	9.10
101-790-922.000	UTILITIES - NATURAL GAS	6,800.00	581.43	581.43	6,218.57	8.55
101-790-930.000	REPAIRS & MAINTENANCE	4,120.00	1,078.41	1,078.41	3,041.59	26.18
101-790-945.000	VEHICLE RENTALS	400.00	41.04	41.04	358.96	10.26
101-790-957.000	TRAINING	500.00	0.00	0.00	500.00	0.00
101-790-980.000	OFFICE EQUIPMENT	567.00	0.00	0.00	567.00	0.00
101-790-982.000	BOOKS	0.00	152.75	152.75	(152.75)	100.00
101-790-982.001	PERIODICALS	0.00	157.99	157.99	(157.99)	100.00
101-965-999.271	TRANSFERS OUT-LIBRARY ST AID	3,000.00	0.00	0.00	3,000.00	0.00
101-995-995.000	INTEREST EXPENSE	105,500.00	0.00	0.00	105,500.00	0.00
101-995-997.000	BOND PRINCIPAL	246,000.00	0.00	0.00	246,000.00	0.00
Total Expenditure:		3,606,071.00	340,644.79	340,644.79	3,265,426.21	9.45
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		3,523,428.00	946,350.06	946,350.06	2,577,077.94	26.86
TOTAL EXPENDITURES		3,606,071.00	340,644.79	340,644.79	3,265,426.21	9.45
NET OF REVENUES & EXPENDITURES		(82,643.00)	605,705.27	605,705.27	(688,348.27)	732.92

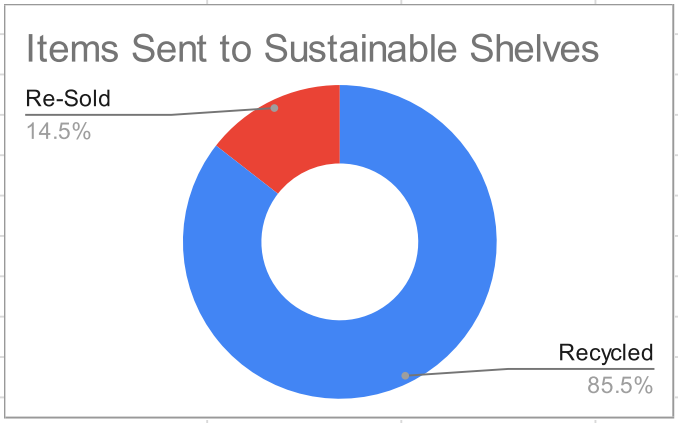
GL NUMBER	DESCRIPTION	2024 AMENDED BUDGET	YTD BALANCE 01/31/2024 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 01/31/2024 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 268 - CARNEGIE LIBRARY SPEC FD						
Account Type: Revenue						
268-000-675.000	CONTRIBUTIONS	20,000.00	0.00	0.00	20,000.00	0.00
Total Revenue:		20,000.00	0.00	0.00	20,000.00	0.00
Account Type: Expenditure						
268-790-727.000	OFFICE SUPPLIES	2,700.00	1,239.90	1,239.90	1,460.10	45.92
268-790-801.000	PROFESSIONAL SERVICES	15,000.00	0.00	0.00	15,000.00	0.00
Total Expenditure:		17,700.00	1,239.90	1,239.90	16,460.10	7.01
Fund 268 - CARNEGIE LIBRARY SPEC FD:						
TOTAL REVENUES		20,000.00	0.00	0.00	20,000.00	0.00
TOTAL EXPENDITURES		17,700.00	1,239.90	1,239.90	16,460.10	7.01
NET OF REVENUES & EXPENDITURES		2,300.00	(1,239.90)	(1,239.90)	3,539.90	53.91

PERIOD ENDING 01/31/2024

GL NUMBER	DESCRIPTION	2024 AMENDED BUDGET	YTD BALANCE 01/31/2024 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 01/31/2024 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 271 - LIBRARY STATE AID						
Account Type: Revenue						
271-000-566.000	STATE AID PAYMENTS	14,000.00	0.00	0.00	14,000.00	0.00
271-000-699.101	TRANSFER IN - GENERAL FUND	3,000.00	0.00	0.00	3,000.00	0.00
Total Revenue:		17,000.00	0.00	0.00	17,000.00	0.00
Account Type: Expenditure						
271-790-965.000	LIBRARY SYSTEM	18,850.00	0.00	0.00	18,850.00	0.00
Total Expenditure:		18,850.00	0.00	0.00	18,850.00	0.00
Fund 271 - LIBRARY STATE AID:						
TOTAL REVENUES		17,000.00	0.00	0.00	17,000.00	0.00
TOTAL EXPENDITURES		18,850.00	0.00	0.00	18,850.00	0.00
NET OF REVENUES & EXPENDITURES		(1,850.00)	0.00	0.00	(1,850.00)	0.00

GL NUMBER	DESCRIPTION	2024 AMENDED BUDGET	YTD BALANCE 01/31/2024 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 01/31/2024 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 401 - PUBLIC IMPROVEMENT FUND						
Account Type: Revenue						
401-000-402.000	REAL PROPERTY TAXES	562,626.00	307,238.88	307,238.88	255,387.12	54.61
401-000-434.000	SPECIFIC ORE TAX	3,000.00	0.00	0.00	3,000.00	0.00
Total Revenue:		565,626.00	307,238.88	307,238.88	258,387.12	54.32
Account Type: Expenditure						
401-215-980.000	EQUIPMENT	6,000.00	1,774.42	1,774.42	4,225.58	29.57
401-265-976.001	BLDG. IMPROVEMENTS-CITY HALL	300,000.00	0.00	0.00	300,000.00	0.00
401-276-801.000	PROFESSIONAL SERVICES	15,000.00	0.00	0.00	15,000.00	0.00
401-301-975.000	BUILDING IMPROVEMENTS	12,000.00	0.00	0.00	12,000.00	0.00
401-301-980.001	COMPUTER	5,500.00	0.00	0.00	5,500.00	0.00
401-301-981.000	CAPITAL OUTLAY - VEHICLES	0.00	616.95	616.95	(616.95)	100.00
401-301-982.000	EQUIPMENT	2,000.00	0.00	0.00	2,000.00	0.00
401-336-984.000	EQUIPMENT - HOSE, ETC.	3,000.00	0.00	0.00	3,000.00	0.00
401-336-984.015	BUNKER PANTS	12,000.00	0.00	0.00	12,000.00	0.00
401-336-984.016	EQUIPEMENT	5,000.00	0.00	0.00	5,000.00	0.00
401-567-974.001	LAND IMPROVEMENTS	46,000.00	0.00	0.00	46,000.00	0.00
401-567-976.000	COLUMBARIUM	60,000.00	0.00	0.00	60,000.00	0.00
401-567-980.005	COMPUTER UPGRADE	1,500.00	0.00	0.00	1,500.00	0.00
401-729-976.000	RIDING MOWER	23,000.00	0.00	0.00	23,000.00	0.00
401-757-974.001	LAND IMPROVEMENTS	40,000.00	0.00	0.00	40,000.00	0.00
401-757-975.003	BUILDING IMPROVEMENTS	160,000.00	0.00	0.00	160,000.00	0.00
401-790-980.007	COMPUTER WORKSTATION	0.00	243.14	243.14	(243.14)	100.00
401-790-982.000	BOOKS	17,500.00	0.00	0.00	17,500.00	0.00
401-790-982.001	PERIODICALS	1,800.00	0.00	0.00	1,800.00	0.00
401-790-982.002	VIDEO CASSETTES	1,500.00	0.00	0.00	1,500.00	0.00
401-790-982.003	RECORDS/AUDIO CASSETTES	3,200.00	0.00	0.00	3,200.00	0.00
401-965-999.203	TRANSFER OUT - LOCAL STREETS	300,000.00	0.00	0.00	300,000.00	0.00
401-965-999.214	TRANSFER OUT - SENIOR CTR BLDG MAINT	6,000.00	5,999.28	5,999.28	0.72	99.99
401-965-999.247	TRANSFER OUT - BUILDING AUTHOR	145,000.00	0.00	0.00	145,000.00	0.00
401-995-995.000	BOND INTEREST	6,200.00	0.00	0.00	6,200.00	0.00
401-995-997.000	BOND PAYMENT	39,400.00	0.00	0.00	39,400.00	0.00
Total Expenditure:		1,211,600.00	8,633.79	8,633.79	1,202,966.21	0.71
Fund 401 - PUBLIC IMPROVEMENT FUND:						
TOTAL REVENUES		565,626.00	307,238.88	307,238.88	258,387.12	54.32
TOTAL EXPENDITURES		1,211,600.00	8,633.79	8,633.79	1,202,966.21	0.71
NET OF REVENUES & EXPENDITURES		(645,974.00)	298,605.09	298,605.09	(944,579.09)	46.23

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
6/9/2022	520	503	17	$28.14
8/3/2022	118	106	12	$2.72
10/6/2022	180	156	24	$10.63
3/9/2023	211	96	115	$52.40
4/5/2023	161	115	46	$15.20
5/11/2023	113	98	15	$9.94
7/17/2023	384		45	$17.91
9/19/2023	156		16	$5.21
11/14/2023	124		39	$8.71
12/8/2023	228		57	$11.81
1/15/2024	203		31	$8.84
TOTAL:	**4652**	**3350**	**567**	**$427.04**



*No longer accepting books for recycling (beg. June 2023)

ISHPEMING CARNEGIE
PUBLIC LIBRARY

MEMO
To: City Council
From: Ishpeming Carnegie Public Library Board
Date: 2/19/2024
Subject: Request consideration for changing location of recycling for surplus library books

Background: In order to keep our collection relevant and useful to the community the library adds and removes items on a continuous basis, according to our selection and weeding policies. Because weeded items (items removed from the collection) are considered surplus property by the City we then must follow certain steps that other public libraries do not: we provide a list of at least 100 titles to Council to be declared surplus and place them on bid (or an equivalent process). Following the final step the items are disposed of responsibly.

In the past, weeded items were placed on bid for up to 7 days. To do so we had to store the items until we amassed enough to justify a bid (usually at least 500), display them in a space for up to 7 days while collecting bids, locate the bid-on items, contact the winners, hold the items for up to another 7 days to be collected, and recycle the remainder. The last in-person bid we held saw six items sold for $1.50 total. It cost us much more in space and staff time to coordinate the entire bid process.

Luckily, beginning in April 2021 the City Council approved the library's participation in the Sustainable Shelves program as an equivalent to a bid. The Sustainable Shelves program determines if an item has value and can be re-sold or does not have value and can be recycled. They would indicate which items from a submitted list fell into which category, staff would separate the items and ship them to Sustainable Shelves to be resold or recycled. It is free to participate and the library receives credit from our book vendor, Baker & Taylor, towards purchases of new books for any items re-sold. Since April 2021 we have received $427.04 for the sale of 567 books and they have recycled 3,350 on our behalf.

We have been notified that the Sustainable Shelves program will no longer recycle books for participating libraries. Because this is a change to what was formerly considered an equivalent of a bid, the Library Board would like to confirm our ability to continue participating in the Sustainable Shelves program for books removed from the collection.

Recommendation: It is the Library Board's recommendation that in lieu of shipping the recyclable books (as we have in the past), we instead provide them to the Marquette County Solid Waste Management Authority for recycling. All other processes would remain, only a change in recycle location would occur by Council Action.

Encl: email from Marquette County Solid Waste Management Authority (1)

Approved / Disapproved

Beanstack - February 2024

Beanstack Monthly Registration & Participation Totals

Month	New Accounts	New Readers	Completed Activities	Completed Activity Badges	Logged Books	Logged Minutes
January 2024	23	23	39	22	2,215	60,663
December 2023	11	11	2	2	1,918	27,158
November 2023	0	0	9	3	2,271	24,621
October 2023	2	2	36	24	2,074	28,165
September 2023	4	4	19	12	2,019	26,961
August 2023	32	32	2	1	2,524	86,793
July 2023	1	1	99	76	1,887	132,246
June 2023	102	102	97	86	2,391	92,356
May 2023	5	5	11	5	2,138	24,449
April 2023	13	13	27	15	2,115	22,647
March 2023	6	6	12	9	2,336	16,205
February 2023	7	7	50	18	2,048	16,827
January 2023	12	12	81	52	1,504	22,114
TOTAL:	**218**	**218**	**484**	**325**	**27,440**	**581,205**

1000 Books Before Kindergarten: Local Area Participation Totals (since January 2023)

Local Area	Total Readers Enrolled (Challenge)	Total Completions	Total Earned Badges	Logged Books	Logged Minutes*
City of Ishpeming	32	4	3,036	10,317	0
Champion Township	1	0	80	502	0
Ely Township	8	0	209	1,937	0
Humboldt Township	0	0	0	0	0
Ishpeming Township	8	1	739	4,327	0
Tilden Township	2	1	135	1,324	0
Negaunee	16	0	278	1,365	0
Other	3	0	4	26	0
No Local Area	0	0	0	0	0
TOTAL:	**70**	**6**	**4,481**	**19,798**	**0**

*This challenge only counted books read, not minutes.

January 2024: Winter Reading Challenge, Where We Come From

Local Area	Total Readers Enrolled (Challenge)	Total Completions	Total Earned Badges	Logged Books*	Logged Minutes
City of Ishpeming	29	1	5,279	0	38,245
Champion Township	1	0	80	0	0
Ely Township	10	2	1,009	0	7,160
Humboldt Township	2	0	197	0	638
Ishpeming Township	7	2	536	0	6,534
Tilden Township	0	0	0	0	0
Negaunee	8	1	127	0	3,578

Other	2	1		18	0	1,635
No Local Area	1	1		18	0	7,920
TOTAL:	**60**	**8**		**7,264**	**0**	**65,710**
*This challenge only counted minutes read, not books.						

January 18 - November 28, 2024: Smokey Bear Reading Challenge

Local Area	Total Readers Enrolled (Challenge)	Total Completions		Total Earned Badges	Logged Books	Logged Minutes*
City of Ishpeming	12	0		4,577	584	0
Champion Township	0	0		0	0	0
Ely Township	2	1		209	12	0
Humboldt Township	0	0		0	0	0
Ishpeming Township	3	0		464	192	0
Tilden Township	0	0		0	0	0
Negaunee	2	0		85	42	0
Other	0	0		0	0	0
No Local Area	0	0		0	0	0
TOTAL:	**19**	**1**		**5,335**	**830**	**0**
*This challenge only counted books read, not minutes.						

2024 (year-long): The Great Escape

Local Area	Total Readers Enrolled (Challenge)	Total Completions		Total Earned Badges	Logged Books	Logged Minutes*
City of Ishpeming	24	5		5,075	1,089	0
Champion Township	0	0		0	0	0
Ely Township	6	0		930	37	0
Humboldt Township	2	0		197	53	0
Ishpeming Township	6	2		567	324	0
Tilden Township	0	0		0	0	0
Negaunee	1	0		80	26	0
Other	0	0		0	0	0
No Local Area	0	0		0	0	0
TOTAL:	**39**	**7**		**6,849**	**1,529**	**0**
*This challenge only counted books read, not minutes.						

ISHPEMING CARNEGIE
PUBLIC LIBRARY

Written Report for the February 22, 2024 Meeting

Jesse Shirtz, Library Director

Outreach

Nicole continues to hold the Senior Center Book Club at the Ishpeming Senior Center. This club meets monthly and features a different book than the ICPL Adult Book Club held at the library. Throughout the month of March Heather will be visiting four off-site preschools for storytimes, as well as welcoming all Birchview Elementary students over a two-day period.

Policy Manual

The Ray Leverton Community Room Policy, as well as the RLCR Application, require further research and will be on a future agenda.

Library Repairs

DPW are investigating an area where the glass floor appears to be separating from the wall (no update). I have written an RFP to replace the steam heating system for the library and am waiting for feedback/expertise from our DPW General Foreman before it goes before the City Manager for approval (no update).

Beginning Friday, January 26 staff became aware of a concerning sewer smell seeming to emanate from the public bathroom under the stairs (the original downstairs bathroom). The Ishpeming Fire Department was called to determine if the odor was caused by something dangerous (it was not). A few programs were impacted early on: We canceled the 1/30 Tot Tuesday Storytime and moved both meditation classes to the Apiary Life Studio in the Gossard Building (the business location of the instructor).

DPW investigated multiple times, replumbed a sewer vent that had become frozen between the ceiling and the roof of the building, put a camera down the sewer line, but were ultimately unsuccessful in locating the cause. Prime has been investigating since. They have performed a smoke test, disconnected the toilet and capped the sewer line, fixed loose plumbing in the wall under the sink, but the smell persists. They are scheduled to return Thursday, February 22 to remove additional drywall to investigate further. Our DPW Foreman and City Manager are updated regularly and the CM has approved these measures.

Upcoming Events

February 17 - March 16: Life Drawing is back! Our very own Board President, Paul Olson, had a great turnout for the first class; we think it was the biggest group we've ever had for the program (15).

ISHPEMING CARNEGIE
PUBLIC LIBRARY

March: Eclipse glasses distribution will begin in early March in preparation for the Total Solar Eclipse on April 8, 2024.

MDHHS Library OTC COVID-19 Test Distribution Program

This voluntary program aims to increase access to at-home COVID-19 test kits for individuals, families, and communities who may otherwise struggle with access to healthcare resources, be hesitant to visit a COVID-19 testing location or may lack the funds necessary to purchase at-home test kits for themselves or their families.

We have distributed 566 test kits since mid-October.

Noteworthy News

The Great Lakes Great Books Award co-chairs (Jesse & Heather) will be announcing the winners and new nominees in a Facebook live event (on the Michigan Great Lakes Great Books Award page) on Saturday, March 16 at 3:00 p.m. ET. Several staff members are on the committee, as well as local and downstate librarians and teachers. The winners are elected by Michigan students through a popular vote.

2023 Annual Report

The library's 2023 Annual Report will be presented for adoption at the Annual Meeting in March, as required by the Library Board Bylaws.

Sustainable Shelves

Additional recommendations for format were provided by the City Manager. If there are no further changes needed per the Library Board, then no additional action is needed and the memo will be placed on an upcoming City Council agenda.

Library Board Training

Superiorland Library Cooperative Director, Dillon Geshel, will attend our March 21, 2024 Library Board meeting to provide a refresher on handling contentious board meetings and materials challenges. This meeting will be held in the Ray Leverton Community Room to accommodate technology needs for the presentation.