Ishpeming Carnegie Public Library

Board Minutes May 16, 2024

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

Meeting called to order at 7:00 PM.

Motion by Elyse Bertucci and seconded by Darren Boldt to approve the April 18, 2024 meeting minutes as presented. Motion passed.

Public Participation: none.

Librarian's Report:

Jesse Shirtz, Library Director, presented the monthly library report for April. Circulation, attendance and other service numbers continue to increase year over year. In April there were 28 programs with 1,194 attendees. Summer reading program theme is "Adventure Begins at Your Library" and the summer events are scheduled. Outreach continues with multiple school based events such as a Headstart class doing a walk to the library for a field trip. Unique Management continues to provide significant value. DPW continues to investigate an area where the glass floor appears to be separating. The Request for Proposals for replacing the steam heating system is in progress following comments from the DPW.

- Circulation: Attendance and circulation for April was up from previous years.
- Calendar of events for May was included which included an event for Mother's Day and a fraud awareness event with Embers bank. The Summer reading events were also provided. There are a lot of summer activities planned.
- Budget report: The March budget report was included again this month. For the first 3 months of the year, the library budget is at 25% spent indicating it is tracking to annual spend. The impact of the decrease of $2,700 in program funding and a decrease of $4,500 in circulating items is still being evaluated.
- Book bills: Book invoices were reviewed and signed by the library board.
- Friends of the Library: Association of Friends of the Ishpeming Carnegie Public Library (FOL) met last week and will hold their summer book sale on July 5.
- Sustainable Shelves: No update this month.
- Beanstack: Information on accounts and activities was provided by age group.

Presentations: None.

Committee Reports: none.

Communications:

- Multiple Summer reading program donations were received.

Unfinished Business:

- Tousignant donation: A list of potential projects was provided but is still being 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 (no update this month):
    - Roof repairs.

    - heating system repairs – RFP was 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 with no update this month. The Ray Leverton Community Room Policy suggested updates are on going following the first reading a few months ago. Upcoming policy review will include Code of Conduct for the Board, inclusion of wording clarifying that the library staff can not act as parents in directing what items children access, and revisit patron conduct policy.

New Business: None.

Public Participation: None

Next meeting is June 20, 2024 7:00 PM in person at the Library.

A motion was made by Brooke Routhier and seconded by Darren Boldt at 7:36 PM to adjourn the meeting. Motion carried.

Respectfully submitted by,

Brooke Routhier