Ishpeming Carnegie Public Library

Board Minutes June 20, 2024

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

Meeting called to order at 7:00 PM.

Motion by Darren Boldt and seconded by Kaylee Reno to approve the May 16, 2024 meeting minutes as presented. Motion passed.

Public Participation: none.

Librarian's Report:

Jesse Shirtz, Library Director, presented the monthly library report for May. Circulation and attendance were slightly down in May compared to April; but were higher than the previous two Mays. In May there were 34 programs with 875 attendees. There were multiple school events at the library. The Teen Book Fair was well attended. Summer reading program theme is "Adventure Begins at Your Library" and the summer events schedule was provided. There are many events scheduled for the Summer Reading Program. A grant was received for the Summer Reading Program from Dollar General Literacy Grant program Outreach continues with multiple school based events and the Senior Center Book Club. Unique Management continues to provide significant value.

- Circulation: Attendance and circulation for May was up from previous years.
- Calendar of events for the Summer reading events was provided.
- Budget report: The budget information was provided and is tracking well on percent 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) are planning on planting flowers in the floor boxes. They may attend an upcoming meeting to discuss the stairs and pillars. Their summer book sale is scheduled for July 5.
- Sustainable Shelves: some books were sent in for credit.
- Beanstack: Information on accounts and activities was provided by age group. There are a lot of activities for badges and drawings.

Presentations: None.

Committee Reports: Finance Committee

- First meeting was held on 6/20 at 6PM. The draft budget was discussed.
- The following items will be provided to the City for Capital Project requests with priority as listed.
    - Roof repairs – submitted as a Capital request as highest priority
    - heating system repairs – submitted 2nd priority Capital request
    - Front steps/pillar deterioration repair – submitted 3nd priority Capital request
    - Flooring: Tile and glass floor repairs and carpeting replacement - 4nd priority Capital request

Communications:

- Dillon Geshel, SLC Director, communication on township contracts.

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: Several items are to be submitted as part of the 2025 budget for Capital.
    - Roof repairs – submitted as a Capital request as highest priority
    - heating system repairs – submitted 2nd priority Capital request
    - Front steps/pillar deterioration repair – submitted 3nd priority Capital request
    - Tile and glass floor repairs and carpeting replacement - 4nd priority Capital request
    - 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 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:

- Elect Library Board Officers
    - Motion by Brooke Routhier and seconded by Elyse Bertucci to appoint Paul Olson as President. Motion passed.
    - Motion by Elyse Bertucci and seconded by Darren Boldt to appoint Brooke Routhier as Secretary. Motion passed.
    - Motion by Kaylee Reno and seconded by Darren Boldt to appoint Elyse Bertucci as Vice President. Motion passed

- First Reading of Code of Trustee Ethics. Discussed wording for clarifying that the library staff can not act as parents in directing what items children access.

Public Participation: None

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

A motion was made by Brooke Routhier and seconded by Elyse Bertucci at 8:15 PM to adjourn the meeting. Motion carried.

Respectfully submitted by,

Brooke Routhier