Ishpeming Carnegie Public Library

Board Minutes August 15, 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 June 20, 2024 meeting minutes as presented. Motion passed.

Public Participation: none.

Librarian's Report:

Jesse Shirtz, Library Director, presented the monthly library report for June and July. There were 24 programs in June with 888 attendees and 30 programs in July with 777 attendees. Interlibrary loan count was the highest month count recorded. Summer reading was very successful with 60 total programs, 1,238 children/teen attendees and 560 adult attendees. Outreach continues with the Senior Center Book Club and storytimes at Township parks. The Library Clerk is out on maternity leave until mid-November. A temporary part-time clerk has been hired to fill the absence. Unique Management continues to provide significant value. Roof repairs were approved by City Council.

- Circulation: Attendance and circulation for June and July was up from previous years.
- Calendar of events for September was provided with some more events to be added. Adult craft events are very well attended. September is library card sign up month.
- Budget report: The budget information was provided and is tracking roughly 7% over compared to a straight budget by month comparison. This is a normal pattern with higher material purchases in the beginning of the year.
- 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) had their book sale during the 4th of July events in town.
- Sustainable Shelves: some books were sent in for credit.
- Beanstack: Information on accounts and activities was provided by age group.

Presentations: None.

Committee Reports: Finance Committee

- Second meeting was held on 8/15 at 6PM. The draft budget was discussed and is expected for board review in September. Future consideration could be given to another position with very limited part time hours that can provide additional staffing hours when needed, such as vacations or leaves.

Communications:

- Dillon Geshel, SLC Director, communication on township contracts was revisited with some additional information on Township ROI. Discussed how to best illustrate the value the library provides the township and support the city in increasing the financial participation.

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 – repairs are being made this year. A Capital request should still be submitted for future full repair. The repairs this year should provide 10-15 more years of service.
    - Heating system repairs
    - Front steps/pillar deterioration repair
    - Tile and glass floor repairs and carpeting replacement
- Policy manual review, revision and updating is ongoing. Upcoming policy review will include revisiting patron conduct policy and Ray Leverton room use policy.
- Second Reading of Board Ethics and Responsibility Policy. Clarified wording in first amendment and appearance of conflict of interest, and support of staff. Motion by Kaylee Reno and seconded by Darren Boldt to approve as amended. Motion passed.

New Business:

- None

Public Participation: None

Next meeting is September 19, 2024 7:00 PM in person at the Library.

A motion was made by Brooke Routhier and seconded by Elyse Bertucci at 8:33 PM to adjourn the meeting. Motion carried.

Respectfully submitted by,

Brooke Routhier