Ishpeming Carnegie Public Library

Board Minutes September 19, 2024

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

Meeting called to order at 7:02 PM.

Motion by Brooke Routhier and seconded by Kaylee Reno to approve the August 15, 2024 meeting minutes as presented. Motion passed.

Public Participation: none.

Librarian's Report:

Jesse Shirtz, Library Director, presented a more visually formatted monthly report as well as the written monthly library report for August. There were 20 programs in August with 166 attendees. A new Senior Center outreach program is being started for people that are unable to attend book clubs in person. Outreach continues with the Senior Center Book Club and storytimes at Township parks. A total of 54 new library cards were issued. Unique Management continues to provide significant value. Roof repair works was completed but required follow up repairs. A Request For Proposals (RFP) for replacing the heating system has been submitted to the interim City Manager for approval.

- Circulation: Attendance in August was up from previous years. 10.86% of the library total collection was in circulation.
- Calendar of events for October was provided with some more events to be added.
- Budget report: The budget information was provided.
- 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 are donating $895 to fall adult programs including a Fall Lyceum on local ski jumping.
- Sustainable Shelves: some books were sent in for credit.
- Beanstack: Information on accounts and activities was provided by age group. Reading challenges have been increased to meet the great response to increasing reading time.

Presentations: None.

Committee Reports:

- Finance Committee
  - The budget is presented for board review following several Finance Committee meetings.

Communications: None

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.
- Capital Improvement items were requested by the City. Items proposed for submittal:
  - Heating system replacement
  - Children's room renovation
  - Front steps/pillar deterioration repair

    - Computer replacement
    - Tile and glass floor repairs and carpeting replacement
    - Roof replacement fund allocation in preparation for full replacement in 2034 to 2039. The repairs completed this year should provide 10-15 more years of service.
- Policy manual review, revision and updating is ongoing. Upcoming policy review will include revisiting patron conduct policy and Ray Leverton room use policy.
- A motion was made by Elyse Bertucci and seconded by Brooke Routhier to approve the 2025 requested Budget and Capital Improvements. Motion carried.

New Business:

- Wish list programs are available through online business such as Amazon. This could be an option for donations to be made for Library needs.

Public Participation: None

Next meeting is October 17, 2024 7:00 PM in person at the Library.

A motion was made by Brooke Routhier and seconded by Kaylee Reno at 8:24 PM to adjourn the meeting. Motion carried.

Respectfully submitted by,

Brooke Routhier