Ishpeming Carnegie Public Library

Board Minutes November 21, 2024

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

Meeting called to order at 7:12 PM.

Motion by Paul Olson and seconded by Darren Boldt to approve the October 17, 2024 meeting minutes as presented. Motion passed.

Public Participation: none.

Librarian's Report:

Jesse Shirtz, Library Director, presented a visual graphic monthly report as well as the written monthly library report for October. There were 15 childrens programs with 701 attendees and 16 adult programs with 153 attendees in October. Unique Management continues to provide significant value and returns many items back to the library. Covid test distribution was popular with 937 test kits distributed since October 2023 but is being suspended at this time. A Request For Proposals (RFP) for replacing the heating system has been approved for issuing out. Volunteers from Honor Credit Union came and did a Library cleaning. A new app is being developed by our library co-op that will be available soon and should help people manage their library loans with the app.

- Circulation: Attendance in October was higher than the previous October. Circulation was 6,019 items.
- Calendar of events for December was provided. A Spread Kindness event funded through the Literacy Legacy Fund of Michigan is planned.
- Budget report: The budget information was provided. The library budget is on track for full spend by year end for budgeted items. The unbudgeted repairs due to the roof leaks will move the budget over the total for 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) will be hosting a Holiday book sale on December 6 and 7th. The Lyceum on local ski jumping was very popular.
- Sustainable Shelves: no items to update this month.
- Beanstack: Information on accounts and activities was provided by age group.

Presentations: None.

Committee Reports: None.

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 submitted for consideration to the City: (no updates this month)
    - 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. No update this month.

New Business:

- Virtual trustee roundtable overview: Round table information was informative. Discussions ranged from library issues to quorum. The discussion also covered library area cost distribution. Recommendation that the Financee committee meet to discuss the numbers and make recommendations to the board.

Public Participation: None

Next meeting is January 16, 2025 (Darren's birthday!) 7:00 PM in person at the Library.

A motion was made by Brooke Routhier and seconded by Darren Boldt at 7:39 PM to adjourn the meeting. Motion carried.

Respectfully submitted by,

Brooke Routhier