Ishpeming Carnegie Public Library

Board Minutes January 16, 2025

Present: Darren Boldt, Elyse Bertucci, and Brooke Routhier. Jesse Shirtz, Library Director was present. Absent, Paul Olson and Kaylee Reno; Public: none. New Council liaison for the Library board is Jason Chapman.

Meeting called to order at 7:03 PM.

Motion by Darren Boldt and seconded by Brooke Routhier to approve the November 21, 2024 meeting minutes as presented. Motion passed.

Public Participation: none.

Librarian's Report:

Jesse Shirtz, Library Director, presented a monthly visual graphic report as well as the written monthly library report for November and December 2024. There were multiple children's and adult programs in both months that were well attended. The annual report is being developed. The 2023 State Aid Report has been submitted. Unique Management continues to provide significant value and returns many items back to the library. A new app is being developed by our library co-op that will be available soon and should help people manage their library loans.

- Circulation: Attendance in November and December were both higher than the previous years and are back to pre-Covid numbers with roughly 11% of the library material in circulation.
- Calendar of events for January was provided. A winter reading challenge is underway. Weekly tweens "Open book" has been consistently popular.
- Budget report: The budget information was provided. The library budget in the general fund was over for 2024 due to the unbudgeted roof leak repairs and a higher than budgeted benefit rate. The material purchase budget was fully spent.
- 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) hosted a Holiday book sale on December 6 and 7th. The FOL is also working with the library on a matching grant.
- 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:
    - Heating system replacement - A Request For Proposals (RFP) for design of a heating system to replace the steam boiler has been approved for issuing out.

  No update on Capital Items below

    - 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. Updates are in progress.
- Library cost distribution review by Finance Committee – no update.

New Business: None.

Public Participation: None

Next meeting is February 20, 2025 7:00 PM in person at the Library.

A motion was made by Brooke Routhier and seconded by Darren Boldt at 8:20 PM to adjourn the meeting. Motion carried.

Respectfully submitted by,

Brooke Routhier