



Enriching our community through access to information and opportunities in a welcoming and inspiring environment.

Inspire. Include. Innovate. Ishpeming

Library Board Meeting
Thursday, May 15, 2025
7:00pm-8:00pm (ET)
Margaret Dundon Reading Room

AGENDA

1. Call to Order
2. Roll Call
3. Approval of Minutes from April 17, 2025 meeting
4. Public Participation *(limited to 5 minutes)*
5. Librarian's Report
 - a. Circulation
 - b. Calendar of events
 - c. Budget Report
 - d. Book Bills
 - e. Friends of the Library
 - i. Matching United for Libraries and Penguin Random House Grants to U.S. Rural and Small Libraries: \$500
 - f. Sustainable Shelves
 - g. Beanstack
6. Committee Reports
 - a. Schedule next meeting of Sustainability Committee
7. Communications
 - a. United for Libraries and Penguin Random House Grants to U.S. Rural and Small Libraries (received): \$500
 - b. Dollar General Literacy Foundation Summer Reading Grant (received): \$3,000
 - c. Total monetary donations for SRP 2025 (not including grants): \$7,900
8. Unfinished Business
 - a. 3rd Reading of Meeting Room Policy
9. New Business
 - a. First Reading of Code of Conduct
10. Public Participation *(limited to 5 minutes)*
11. Date of next meeting: Thursday, June 19, 2025 at 7:00 pm in the Margaret Dundon Reading Room
 - a. election of Board Officers will be on June agenda
12. Adjournment
*Requires a vote

Ishpeming Carnegie Library Board Meeting Minutes
April 17, 2025

Elyse Bertucci, Vice President called meeting to order at 7pm. Present: Elyse Bertucci, Darren Boldt, and Kaylee Reno. Absent and excused was Paul Olson and Brooke Routhier. Also present: Jesse Shirtz, Library Director.

Minutes: A motion was made by Kaylee Ronn and seconded by Elyse Bertucci to approve the March 20, 2025 minutes. Motion approved

Public Presentation: None

Librarian Report: Jesse Shirtz, Director presented the March 2025 Monthly Progress and Statistical Reports, April & May Calendar of Events, Unique Management, Sustainable Shelves, & Beanstalk Reports. She has not received YTD Budget Reports from the City. Book Bills were presented to Darren Boldt for signature. Jesse has updated monthly reports to include number of programs and program participants. NMU's Anthropology program was very popular and more will be arranged. Jess, along with Nicole Johnson, is working on a grant for small rural libraries to purchase books by and about Indigenous people. The Friends of the Library will provide matching funds (\$500). The Summer Reading program will be finalized by May and has been receiving generous donations from community organizations and businesses. At this time, there are no updates to what effect funding cuts will have on library services specifically inter-library loan programs both state wide and local. Concerns are that the cost of postage will have a negative impact and the loss of funding may cause the programs to end. Superiorland Cooperative Library director, Dillion Geshel, has resigned. Jess will update the board as they seek a new director. New ceiling fans have been installed in the main rooms. The fans will help cool and heat the library with quiet operations and the style fits well into the design of the building.

Committee Reports: None. To be scheduled: Sustainability Committee meeting.

Communications: None.

Unfinished Business: Ray Leverton Community Room Policy has been sent to the City for their review. Also, waiting for final plans for replacing or repairing furnace and heat system.

New Business: None.

Public Participation: None.

Next Board meeting is May 15, 2025 at 7:00 PM.

Darren Boldt will not be able to attend meeting in May 2025. A motion was made by Darren Boldt and seconded by Kaylee Reno to adjourn at 8:08 PM. Motion carried.

Respectfully submitted,
Elyse Bertucci

APRIL 2025



Monthly Progress Report

VISIT [HTTPS://ISHPEINGLIBRARY.INFO](https://ishpeinglibrary.info) FOR PAST ANNUAL STATISTICAL REPORTS & UPCOMING PROGRAMS

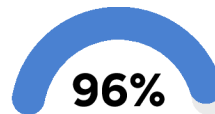
Programming

Number of, and attendance at, programs for adults & youth

19	932
# Kids Programs	Attendance at Kids Programs
3	27
# Teen Programs	Attendance at Teen Programs
22	175
# Adult Programs	Attendance at Adult Programs
44	1,134
Total # Programs	Total Attendance

Highest Circulating Collections

Patrons checked out this percentage of the section this month



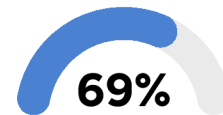
New Adult Fiction



New Vox Books



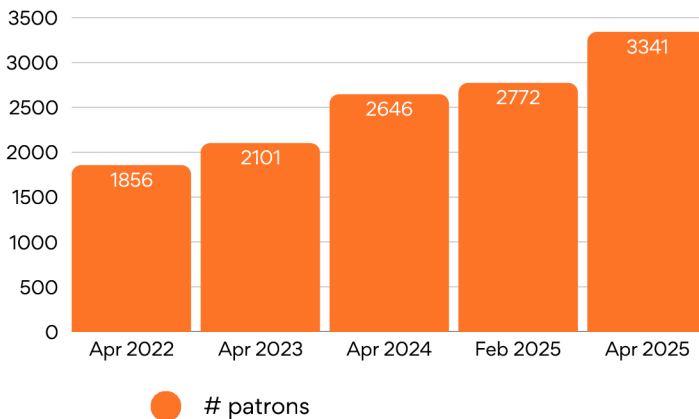
New Picture Books



Vox Books

Visits to the Library

Visits to the library compared to last month and previous years



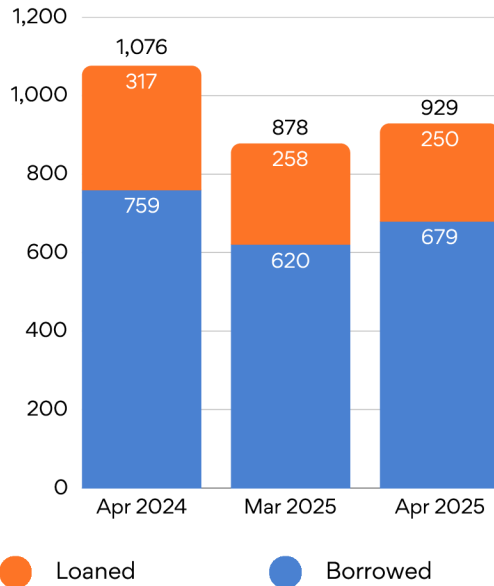
Most Popular Books

The most checked-out books for Adult Fiction & Non-Fiction, YA, and Kids



Inter-Library Loan

The number of physical items loaned to and borrowed from other libraries

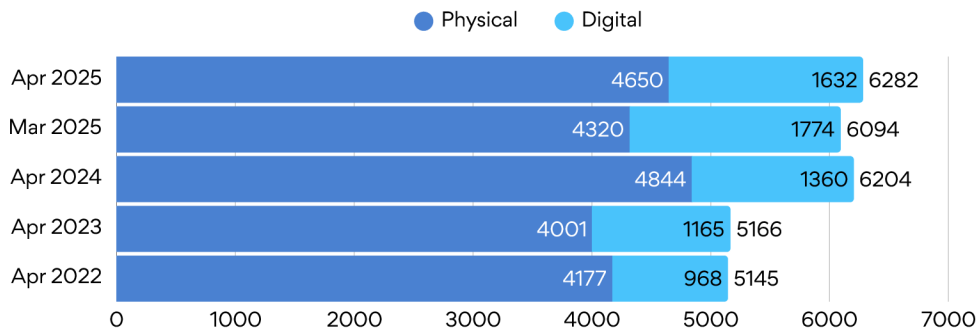


Library Cardholders

Percentage of cardholders by service area



Items Checked Out



The number of physical and digital items checked out by our patrons

Percentage of total physical collection circulated:

10.39%

Upcoming Programs

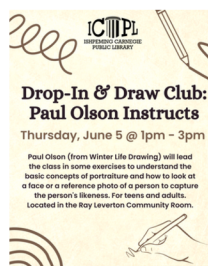
MAY
21 & 28



JUNE
4



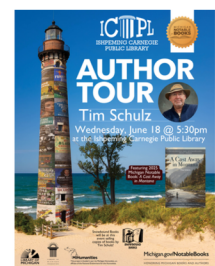
JUNE
5



JUNE
10



JUNE
18



April 2025 Statistical Report

April Circulation Stats

We circulated 6,282 items (4,350 physical items; 1,632 ebooks and eaudiobooks) in the month of April.

- We had 47 new people register for library cards in the month of April.
- 679 items were borrowed on interlibrary loan.
- Collections that have the highest percentage of circulation:
 - NEWFIC (new adult fiction) - 96%
 - NEWJADUO (Vox books) - 79%
 - NEWJEASY (new picture books) - 70%
 - JAUDIO (Vox books) - 69%
 - NEWJGRAPH (new children's graphic novels) - 64%

April Programming Stats

44 programs were offered throughout the month of April with 1,134 attendees.

- 19 programs for kids with 932 attendees
 - Tot Tuesday on April 1st had 86 attendees.
 - Anthropology Kids Day with NMU had 83 attendees.
 - 129 kids participated in a scavenger hunt in the children's room throughout the month.
- 22 programs for adults with 175 attendees
 - PCF Gardening Workshop on April 3 had 18 attendees.
 - 13 blankets were collected for Project Linus.
- 3 programs for teens with 27 attendees
 - Graphic Novel Book Club on April 17 had 10 attendees and Bookworms Book Club had 9!

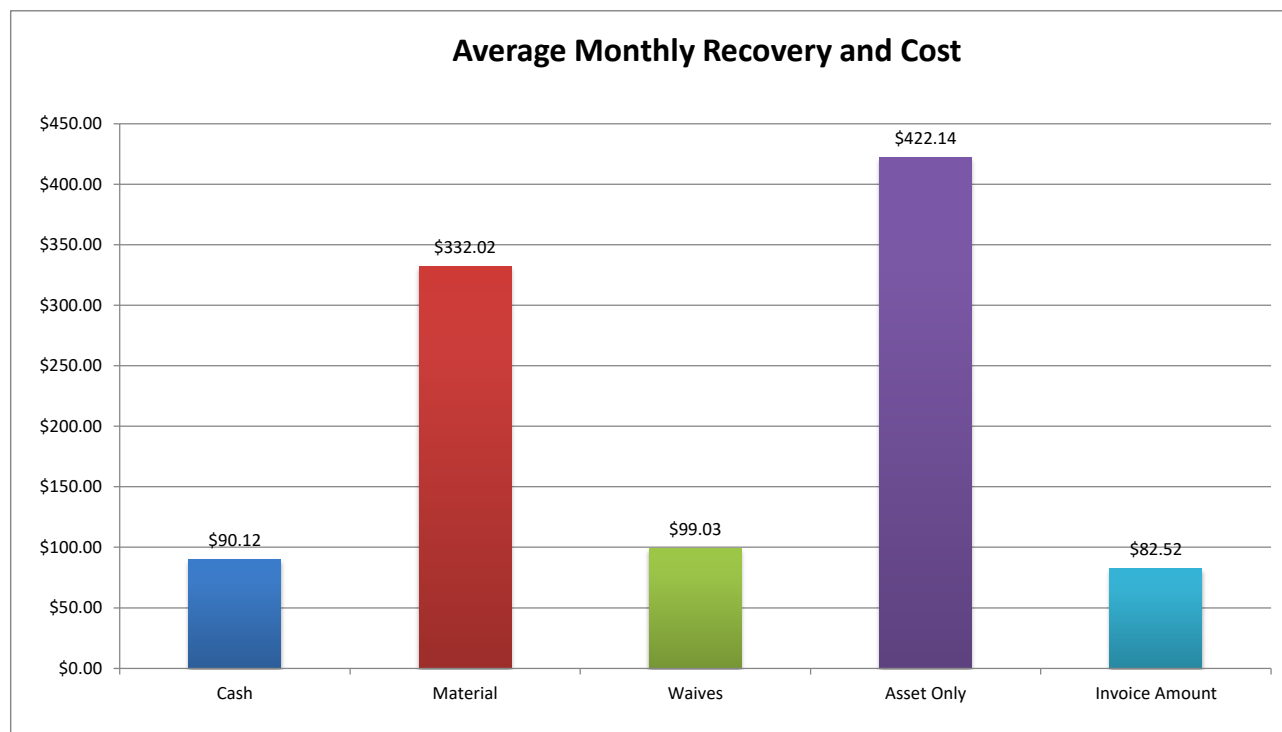
Nicole Johnson
Librarian



Monthly Recovery Statistics: Ishpeming Carnegie Public Library

5/2024 Through 4/2025

Month	Cash	Material	Waives	Total	Assets Only	Invoice Amount
April-25	\$121.99	\$406.96	\$144.40	\$673.35	\$528.95	\$46.60
March-25	\$10.00	\$1,016.83	\$110.90	\$1,137.73	\$1,026.83	\$46.60
February-25	\$56.70	\$337.91	\$148.79	\$543.40	\$394.61	\$93.20
January-25	\$136.53	\$420.96	\$253.01	\$810.50	\$557.49	\$116.50
December-24	\$67.00	\$262.99	\$0.00	\$329.99	\$329.99	\$58.25
November-24	\$86.20	\$204.99	\$10.00	\$301.19	\$291.19	\$104.85
October-24	\$331.80	\$253.94	\$53.10	\$638.84	\$585.74	\$69.90
September-24	\$34.00	\$337.87	\$99.94	\$471.81	\$371.87	\$58.25
August-24	\$62.45	\$262.90	\$63.30	\$388.65	\$325.35	\$93.20
July-24	\$74.80	\$269.89	\$111.40	\$456.09	\$344.69	\$186.40
June-24	\$0.00	\$208.95	\$121.00	\$329.95	\$208.95	\$93.20
May-24	\$100.00	\$0.00	\$72.50	\$172.50	\$100.00	\$23.30
Total	\$1,081.47	\$3,984.19	\$1,188.34	\$6,254.00	\$5,065.66	\$990.25
Average	\$90.12	\$332.02	\$99.03	\$521.17	\$422.14	\$82.52
						Total ROI: \$6:1



Book Club at the Ishpeming Senior Center

Thursday, May 1 at 11am at the Ishpeming Senior Center

The Ishpeming Carnegie Public Library is hosting a monthly book club at the Ishpeming Senior Center (121 Greenwood St., Ishpeming)! This month's selection is *The Connellys of County Down* by Tracey Lange. Copies are available for checkout at the library. Newcomers are always welcome to attend.

Drop-In & Draw Club

Thursday, May 1 at 1pm - 3pm

Join us on the first Thursday of each month from 1pm-3pm for a time to gather together and draw with others. This is a casual group where you will bring your own supplies and project to work on. During certain club days, there will be special instructors--stay tuned for more info on that. For teens and adults. Located in the Ray Leverton Community Room

Graphic Novel Book Club (Grades 4-7)

Thursday, May 1st at 4pm - "Continental Drifter" by Kathy MacLeod

Thursday, May 15 at 4pm - "Wildflower Emily" by Lydia Corry

Join us to discuss the book and have snacks. Copies of the book will be available to checkout at the library. Newcomers are always welcome to attend.

Garden Planning Workshop Series (3 of 4)

Thursday, May 1 at 5:30-7pm

The Ishpeming Carnegie Public Library is hosting part 3 of our Get Ready to Garden series with Partridge Creek Farm! This part will focus on tips and tricks for prepping your planting spaces, including how to build a rain catch barrel and save on water.

Walking Together: Finding Common Ground Traveling Exhibit

Tuesday, May 6th - Saturday, May 31st

The Walking Together: Finding Common Ground Traveling Exhibit Project was developed by the Episcopal Diocese of Northern Michigan to uncover, acknowledge and document the truth about Indigenous experiences in the MI Native American Boarding Schools. The exhibit will be located on the main floor of the Ishpeming Library throughout the month of May.

Tot Tuesday Preschool Storytime

Tuesday, May 6 at 11am

Tuesday, May 13 at 11am

Tuesday, May 20 at 11am

Tuesday, May 27 at 11am

Join us for stories, songs, and movement activities followed by an optional craft and playtime. Perfect for toddlers and preschoolers.

Author Presentation: Adam Rex

Wednesday, May 7 at 5:30pm

This year's featured author for the Young Author's Conference, Adam Rex, will be here to present to children and families about his books and what it's like to be an author followed by a Meet and Greet! Snowbound Books will be here with books available for purchase.

"A Cloud Over the Land" Presentation

Thursday, May 8 at 5:30pm

As the tribal historian of the Burt Lake Band of Ottawa and Chippewa Indians, Deborah Richmond brings a wealth of knowledge and dedication to preserving the rich cultural heritage of her community. Together with historian and author Rick Wiles, the Burt Lake Band recently published a book, "A Cloud over the Land," about a historic and tragic event in the band's history - the Burt Lake Burnout of 1900. In this presentation, Richmond will discuss the difficult story of how the Native American village at Burt Lake in Brutus, Michigan, was mercilessly reduced to ashes, rendering families homeless and stripping them of their ancestral lands, by a wealthy land developer and the local sheriff.

Friends of the Library Monthly Meeting

Thursday, May 8 at 7pm

The Friends of the Library meet the second Thursday of the month at 7:00 PM at the library for their monthly meeting. New members are welcome to attend and join!



Homeschool Hangout

Friday, May 9th from 10am-12pm - *Lego: Build the Change with Miss Heather*

Friday, May 23rd from 10am-12pm - *Partridge Creek Farms: Learn About Our Local Food System*

Special guest speakers/events will begin at 10:30am
Homeschooling families are invited to visit the library and hangout with both old and new homeschooling friends.

Afternoon Movie

Friday, May 9th at 1pm: "Boss Baby: Family Business" (2021, PG)

Friday, May 16th at 1pm : "Luca" (2021, PG)

Children and families are invited to join us for free popcorn and a movie! Afternoon children's movies are shown on the half days and PD days for the local public schools.

Project Linus: Fiber Artists Meetup

Friday, May 9 at 2pm

Calling all fibers artists including knitters, crocheters, quilters, and other fiber crafters! Gather together to work on blankets for Project Linus, an organization that donates homemade blankets to children in need. Bring your own project to work on for the cause. Also, yarn will be provided to make blankets to donate.

Books n' Blooms

Saturday, May 10 at 11am - 3pm

Join us for our second annual Books n' Blooms here at the Ishpeming Carnegie Public Library, in collaboration with Hope-Dreams Art! There will be events happening throughout the library to celebrate spring, gardening, plants, flowers, and more during Mother's Day Weekend!

Program Lineup:

- Flower Painting Class with Hope-Dreams Art from 11am-12pm (the only event that requires registration-call the library at 906-486-4381 to register)
- Craft for Kids: Seed Bombs from 11am-1pm
- How to Gift Plants Presentation from 12:30pm-1pm
- Spring Foraging Presentation from 1:15pm-2:15pm
- Planty Poetry Workshop from 2:30pm-3:30pm

Italian Lessons: Casual Conversation

Wednesday, May 14 at 4pm

Wednesday, May 21 at 4pm

Wednesday, May 28 at 4pm

Marilena Corradino will be at the library to teach Italian in a casual conversation format. This class is perfect for beginners or those who want to practice speaking Italian with others.

Native American Boarding School Presentation

Wednesday, May 14 at 6pm

Tom Biron will be at the Ishpeming Carnegie Public Library to discuss his experiences as a Survivor of the Native American Boarding School System.

Yoopers Planners

Thursday, May 15 at 5pm

Join us for glamorous planning to organize the chaos with Lisa from Amethyst&Co. This will be a monthly program held at the Ishpeming Carnegie Public Library! Bring your own planner or a simple planner will be provided to you. New sticker sheets available each month. Lisa will also have a "pop-up" shop of additional stickers available for purchase. Learn about the planner hobby and ways of organizing your months and days. For adults and teens. Registration required. Call the library at 906-486-4381 to register.

Bookworms (Grades 4-8)

Thursday, May 15 at 5pm

Our tween book club will meet in the Children's Room on May 15, 2025 for *The Iron Trial* by Holly Black & Cassandra Clare. Bookworms will read children's and middle grade books published for grades 4-8. Members will choose upcoming books at each meeting and copies will be available for checkout at the library. We hope to see you there!



NMU Center for Forensic Science: Body Donation Program

Saturday, May 17 at 11am

Please join us for an informational presentation on the NMU Center for Forensic Science Body Donation Program. This presentation will provide the audience with information on the program, what they would be donating to, and how to donate.

Adult Book Club

Tuesday, May 20 at 2pm

Wednesday, May 21 at 6pm

Join us for adult book club! Copies of *The Briar Club* by Kate Quinn are available for check out. Meetings are held at the Ishpeming Carnegie Public Library.

Crochet Club

Thursday, May 22 at 2pm

Thursday, May 29 at 2pm

Gather together with fellow crafters to socialize while you work on a project of your choice. Beginning supplies and instruction will be provided if you'd like to learn how to crochet! This event is for kids, teens, and adults.

Adult Horror Book Club

Wednesday, May 28 at 6pm

Join us for adult horror book club! Copies of *Jurassic Park* by Michael Crichton are available for check out. Meetings are held at the Ishpeming Carnegie Public Library.

Silent Book Club at Velodrome Coffee in Ishpeming

Saturday, May 31 at Noon

Velodrome Coffee, 105 S. Main St. Ishpeming
Join us for silent book club at Velodrome Coffee in Ishpeming hosted by the Ishpeming Carnegie Public Library! Bring your own book of choice to read silently for 1 hour with fellow bookworms, followed by time to socialize and talk about books!

TRY OUR NEW MOBILE APP!



We are thrilled to announce that we have a new mobile app for our library! This app makes it so much easier to navigate our online catalog, place holds on materials, and check on your account from anywhere! To access the app, search for "Superiorland Library Co-op" in the app store, download the app, and login with your library card number and PIN (which is the four-digit year you were born). If you have any questions, please give us a call at 906-486-4381. We are so excited about this new app for our patrons!



AANHPI Month is celebrated each year from May 1 to May 31. During this month, we take a moment to recognize the voices of Asian Americans, Native Hawaiians, and Pacific Islanders through reading. Log your reading to earn badges throughout the month.



May Book Club Selections



Senior Center
Book Club/
Connected at Home



Adult
Book Club



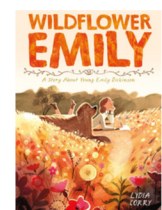
Adult Horror
Book Club



Bookworms
(Grades 4-8)



Graphic Novel Book Club
(Grades 4-7)



PERIOD ENDING 03/31/2025

GL NUMBER	DESCRIPTION	2025	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	03/31/2025 NORMAL (ABNORMAL)	MONTH 03/31/2025 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Dept 790 - LIBRARY						
101-790-702.000	SALARIES	169,932.45	37,001.56	12,983.02	132,930.89	21.77
101-790-707.000	PART-TIME SALARIES	37,199.68	6,811.49	2,561.06	30,388.19	18.31
101-790-708.000	UNEMPLOYMENT COMPENSATION	33.43	19.91	3.67	13.52	59.56
101-790-709.000	FICA	15,850.30	3,415.54	1,203.67	12,434.76	21.55
101-790-712.000	INSURANCE OPT-OUT	5,175.61	1,079.99	400.00	4,095.62	20.87
101-790-713.000	OVERTIME	1,293.90	0.00	0.00	1,293.90	0.00
101-790-714.000	LONGEVITY PAY	1,014.63	0.00	0.00	1,014.63	0.00
101-790-716.000	RETIREMENT- DEFINED BENEFIT	14,175.77	5,547.19	2,128.54	8,628.58	39.13
101-790-717.000	MERS - DC	4,068.24	1,208.22	423.94	2,860.02	29.70
101-790-719.000	POST EMPLOYMENT HEALTH PLAN	2,156.50	598.49	210.00	1,558.01	27.75
101-790-721.000	CLOTHING ALLOWANCE	333.18	327.00	0.00	6.18	98.15
101-790-726.000	ACCRUED LEAVE RESERVE	359.06	25.85	0.00	333.21	7.20
101-790-727.000	OFFICE SUPPLIES	3,234.75	971.80	0.00	2,262.95	30.04
101-790-727.001	OFFICE SUPPLIES-SPEC PROG	2,156.50	259.19	0.00	1,897.31	12.02
101-790-740.000	OPERATING SUPPLIES	1,401.73	1,882.99	272.45	(481.26)	134.33
101-790-775.000	REPAIR/MAINT. SUPPLIES	560.69	150.74	100.72	409.95	26.88
101-790-801.000	PROFESSIONAL SERVICES	3,773.88	601.95	0.00	3,171.93	15.95
101-790-850.000	COMMUNICATIONS	1,554.84	525.42	525.42	1,029.42	33.79
101-790-920.000	UTILITIES - ELECTRICITY	7,439.94	2,113.99	639.34	5,325.95	28.41
101-790-921.000	UTILITIES - WATER/SEWER	1,078.25	382.12	95.53	696.13	35.44
101-790-922.000	UTILITIES - NATURAL GAS	7,332.11	2,181.06	676.95	5,151.05	29.75
101-790-930.000	REPAIRS & MAINTENANCE	4,442.40	378.55	0.00	4,063.85	8.52
101-790-945.000	VEHICLE RENTALS	431.30	0.00	0.00	431.30	0.00
101-790-957.000	TRAINING	539.13	0.00	0.00	539.13	0.00
101-790-980.000	OFFICE EQUIPMENT	611.37	0.00	0.00	611.37	0.00
101-790-982.000	BOOKS	0.00	9.00	0.00	(9.00)	100.00
Net - Dept 790 - LIBRARY		(286,149.64)	(65,492.05)	(22,224.31)	(220,657.59)	
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		286,149.64	65,492.05	22,224.31	220,657.59	22.89
NET OF REVENUES & EXPENDITURES		(286,149.64)	(65,492.05)	(22,224.31)	(220,657.59)	22.89

GL NUMBER	DESCRIPTION	2025	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	03/31/2025	MONTH	03/31/2025	NORMAL	(ABNORMAL) BALANCE	
Fund 268 - CARNEGIE LIBRARY SPEC FD								
Dept 790 - LIBRARY								
268-790-727.000	OFFICE SUPPLIES	3,050.85	0.00		0.00		3,050.85	0.00
268-790-801.000	PROFESSIONAL SERVICES	16,949.15	0.00		0.00		16,949.15	0.00
Net - Dept 790 - LIBRARY		(20,000.00)	0.00		0.00		(20,000.00)	
Fund 268 - CARNEGIE LIBRARY SPEC FD:								
TOTAL REVENUES		0.00	0.00		0.00		0.00	0.00
TOTAL EXPENDITURES		20,000.00	0.00		0.00		20,000.00	0.00
NET OF REVENUES & EXPENDITURES		(20,000.00)	0.00		0.00		(20,000.00)	0.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF ISHPEMING
PERIOD ENDING 03/31/2025

GL NUMBER	DESCRIPTION	2025 AMENDED BUDGET	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
			03/31/2025	MONTH	03/31/2025	BALANCE		
			NORMAL (ABNORMAL)	INCREASE	(DECREASE)	NORMAL	(ABNORMAL)	
Fund 271 - LIBRARY STATE AID								
Dept 790 - LIBRARY								
271-790-965.000	LIBRARY SYSTEM	18,850.00	3,299.12		0.00		15,550.88	17.50
Net - Dept 790 - LIBRARY		(18,850.00)	(3,299.12)		0.00		(15,550.88)	
Fund 271 - LIBRARY STATE AID:								
TOTAL REVENUES		0.00	0.00		0.00		0.00	0.00
TOTAL EXPENDITURES		18,850.00	3,299.12		0.00		15,550.88	17.50
NET OF REVENUES & EXPENDITURES		(18,850.00)	(3,299.12)		0.00		(15,550.88)	17.50

PERIOD ENDING 03/31/2025

GL NUMBER	DESCRIPTION	2025 AMENDED BUDGET	YTD BALANCE 03/31/2025 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 03/31/2025 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 401 - PUBLIC IMPROVEMENT FUND						
Dept 790 - LIBRARY						
401-790-982.000	BOOKS	22,750.00	4,825.51	2,105.97	17,924.49	21.21
401-790-982.001	PERIODICALS	2,340.00	279.00	0.00	2,061.00	11.92
401-790-982.002	VIDEO CASSETTES	1,950.00	253.40	0.00	1,696.60	12.99
401-790-982.003	RECORDS/AUDIO CASSETTES	4,160.00	403.04	294.30	3,756.96	9.69
Net - Dept 790 - LIBRARY		(31,200.00)	(5,760.95)	(2,400.27)	(25,439.05)	
Fund 401 - PUBLIC IMPROVEMENT FUND:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		31,200.00	5,760.95	2,400.27	25,439.05	18.46
NET OF REVENUES & EXPENDITURES		(31,200.00)	(5,760.95)	(2,400.27)	(25,439.05)	18.46
TOTAL REVENUES - ALL FUNDS		0.00	0.00	0.00	0.00	100.00
TOTAL EXPENDITURES - ALL FUNDS		356,199.64	74,552.12	24,624.58	281,647.52	20.93
NET OF REVENUES & EXPENDITURES		(356,199.64)	(74,552.12)	(24,624.58)	(281,647.52)	20.93

PERIOD ENDING 04/30/2025

GL NUMBER	DESCRIPTION	2025	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED	
		AMENDED BUDGET	04/30/2025	MONTH 04/30/2025	BALANCE		
		NORMAL	(ABNORMAL)	INCREASE	(DECREASE)	NORMAL	(ABNORMAL)
Fund 101 - GENERAL FUND							
Dept 790 - LIBRARY							
101-790-702.000	SALARIES	169,932.45	50,970.35	13,968.79		118,962.10	29.99
101-790-707.000	PART-TIME SALARIES	37,199.68	9,308.26	2,496.77		27,891.42	25.02
101-790-708.000	UNEMPLOYMENT COMPENSATION	33.43	21.66	1.75		11.77	64.79
101-790-709.000	FICA	15,850.30	4,688.27	1,272.73		11,162.03	29.58
101-790-712.000	INSURANCE OPT-OUT	5,175.61	1,479.99	400.00		3,695.62	28.60
101-790-713.000	OVERTIME	1,293.90	0.00	0.00		1,293.90	0.00
101-790-714.000	LONGEVITY PAY	1,014.63	0.00	0.00		1,014.63	0.00
101-790-716.000	RETIREMENT- DEFINED BENEFIT	14,175.77	7,723.64	2,176.45		6,452.13	54.48
101-790-717.000	MERS - DC	4,068.24	1,728.92	520.70		2,339.32	42.50
101-790-719.000	POST EMPLOYMENT HEALTH PLAN	2,156.50	822.64	224.15		1,333.86	38.15
101-790-721.000	CLOTHING ALLOWANCE	333.18	327.00	0.00		6.18	98.15
101-790-726.000	ACCRUED LEAVE RESERVE	359.06	25.85	0.00		333.21	7.20
101-790-727.000	OFFICE SUPPLIES	3,234.75	2,125.35	1,153.55		1,109.40	65.70
101-790-727.001	OFFICE SUPPLIES-SPEC PROG	2,156.50	885.36	626.17		1,271.14	41.06
101-790-740.000	OPERATING SUPPLIES	1,401.73	2,718.35	835.36		(1,316.62)	193.93
101-790-775.000	REPAIR/MAINT. SUPPLIES	560.69	200.76	50.02		359.93	35.81
101-790-801.000	PROFESSIONAL SERVICES	3,773.88	1,605.75	1,003.80		2,168.13	42.55
101-790-850.000	COMMUNICATIONS	1,554.84	776.25	250.83		778.59	49.92
101-790-920.000	UTILITIES - ELECTRICITY	7,439.94	2,113.99	0.00		5,325.95	28.41
101-790-921.000	UTILITIES - WATER/SEWER	1,078.25	382.12	0.00		696.13	35.44
101-790-922.000	UTILITIES - NATURAL GAS	7,332.11	2,181.06	0.00		5,151.05	29.75
101-790-930.000	REPAIRS & MAINTENANCE	4,442.40	703.55	325.00		3,738.85	15.84
101-790-945.000	VEHICLE RENTALS	431.30	0.00	0.00		431.30	0.00
101-790-957.000	TRAINING	539.13	60.00	60.00		479.13	11.13
101-790-980.000	OFFICE EQUIPMENT	611.37	0.00	0.00		611.37	0.00
101-790-982.000	BOOKS	0.00	43.11	34.11		(43.11)	100.00
Net - Dept 790 - LIBRARY		(286,149.64)	(90,892.23)	(25,400.18)		(195,257.41)	
Fund 101 - GENERAL FUND:							
TOTAL REVENUES		0.00	0.00	0.00		0.00	0.00
TOTAL EXPENDITURES		286,149.64	90,892.23	25,400.18		195,257.41	31.76
NET OF REVENUES & EXPENDITURES		(286,149.64)	(90,892.23)	(25,400.18)		(195,257.41)	31.76

GL NUMBER	DESCRIPTION	2025 AMENDED BUDGET	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
			04/30/2025	MONTH 04/30/2025	BALANCE	
			NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	
Fund 268 - CARNEGIE LIBRARY SPEC FD						
Dept 790 - LIBRARY						
268-790-727.000	OFFICE SUPPLIES	3,050.85	776.65	776.65	2,274.20	25.46
268-790-801.000	PROFESSIONAL SERVICES	16,949.15	0.00	0.00	16,949.15	0.00
Net - Dept 790 - LIBRARY		(20,000.00)	(776.65)	(776.65)	(19,223.35)	
Fund 268 - CARNEGIE LIBRARY SPEC FD:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		20,000.00	776.65	776.65	19,223.35	3.88
NET OF REVENUES & EXPENDITURES		(20,000.00)	(776.65)	(776.65)	(19,223.35)	3.88

GL NUMBER	DESCRIPTION	2025 AMENDED BUDGET	YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDGT USED
			NORMAL	(ABNORMAL)	MONTH 04/30/2025	INCREASE (DECREASE)	NORMAL	(ABNORMAL)	
Fund 271 - LIBRARY STATE AID									
Dept 790 - LIBRARY									
271-790-965.000	LIBRARY SYSTEM	18,850.00		8,890.07		5,590.95		9,959.93	47.16
Net - Dept 790 - LIBRARY		(18,850.00)		(8,890.07)		(5,590.95)		(9,959.93)	
Fund 271 - LIBRARY STATE AID:									
TOTAL REVENUES		0.00		0.00		0.00		0.00	0.00
TOTAL EXPENDITURES		18,850.00		8,890.07		5,590.95		9,959.93	47.16
NET OF REVENUES & EXPENDITURES		(18,850.00)		(8,890.07)		(5,590.95)		(9,959.93)	47.16

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REVENUE AND EXPENDITURE REPORT FOR CITY OF ISHPEMING

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PERIOD ENDING 04/30/2025

GL NUMBER	DESCRIPTION	2025 AMENDED BUDGET	YTD BALANCE 04/30/2025 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 04/30/2025 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 401 - PUBLIC IMPROVEMENT FUND						
Dept 790 - LIBRARY						
401-790-982.000	BOOKS	22,750.00	7,208.47	2,382.96	15,541.53	31.69
401-790-982.001	PERIODICALS	2,340.00	279.00	0.00	2,061.00	11.92
401-790-982.002	VIDEO CASSETTES	1,950.00	483.83	230.43	1,466.17	24.81
401-790-982.003	RECORDS/AUDIO CASSETTES	4,160.00	820.44	417.40	3,339.56	19.72
Net - Dept 790 - LIBRARY		(31,200.00)	(8,791.74)	(3,030.79)	(22,408.26)	
Fund 401 - PUBLIC IMPROVEMENT FUND:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		31,200.00	8,791.74	3,030.79	22,408.26	28.18
NET OF REVENUES & EXPENDITURES		(31,200.00)	(8,791.74)	(3,030.79)	(22,408.26)	28.18
TOTAL REVENUES - ALL FUNDS		0.00	0.00	0.00	0.00	100.00
TOTAL EXPENDITURES - ALL FUNDS		356,199.64	109,350.69	34,798.57	246,848.95	30.70
NET OF REVENUES & EXPENDITURES		(356,199.64)	(109,350.69)	(34,798.57)	(246,848.95)	30.70

Sustainable Shelves				
List Date	Total # books	# recycled	# re-sold	\$ credit earned
4/7/2021	15	15	0	\$0.50
6/16/2021	91	80	11	\$18.80
7/12/2021	175	152	23	\$32.84
8/5/2021	133	109	24	\$26.93
10/8/2021	111	97	14	\$17.52
11/9/2021	141	132	9	\$16.95
1/13/2022	178	156	22	\$19.37
2/10/2022	379	360	19	\$24.98
3/10/2022	521	489	32	\$40.08
4/11/2022	432	424	8	\$22.58
5/5/2022	281	262	19	\$34.98
6/9/2022	520	503	17	\$28.14
8/3/2022	118	106	12	\$2.72
10/6/2022	180	156	24	\$10.63
3/9/2023	211	96	115	\$52.40
4/5/2023	161	115	46	\$15.20
5/11/2023	113	98	15	\$9.94
7/17/2023	384		45	\$17.91
9/19/2023	156		16	\$5.21
11/14/2023	124		39	\$8.71
12/8/2023	228		57	\$11.81
1/15/2024	203		31	\$8.84
6/6/2024	201		7	13.66
8/10/2024	190		10	15.1
10/10/2024	343		19	27.84
2/24/2025	154		12	11.78
TOTAL:	5743	3350	646	\$495.42

Beanstack - April 2025						
Beanstack Monthly Registration & Participation Totals						
Month	New Accounts	New Readers	Completed Activities	Completed Activity Badges	Logged Books	Logged Minutes
April 2025	7	7	13	11	921	28,600
March 2025	1	1	0	0	691	27,047
February 2025	4	4	29	16	860	37,338
January 2025	6	6	51	19	1,000	67,084
December 2024	10	10	15	7	1,098	22,713
November 2024	5	5	1	1	1,028	16,831
October 2024	22	22	5	5	1,171	21,307
September 2024	1	1	6	5	1,198	18,663
August 2024	35	35	386	359	1,184	241,055
July 2024	20	20	401	572	1,500	125,272
June 2024	56	56	280	246	1,638	85,246
May 2024	6	6	8	8	1,227	26,802
April 2024	0	0	0	0	1,524	25,690
TOTAL:	173	173	1,195	1,249	15,040	743,648
1000 Books Before Kindergarten: Local Area Participation Totals (since January 2023)						
Local Area	Total Readers Enrolled (Challenge)	Total Completions		Total Earned Badges	Logged Books	Logged Minutes*
City of Ishpeming	46	6		4,768	16,957	0
Champion Township	1	0		102	526	0
Ely Township	10	0		277	2,512	0
Humboldt Township	0	0		0	0	0
Ishpeming Township	13	2		1,147	5,501	0
Tilden Township	7	2		241	2,011	0
Negaunee	18	2		786	3,957	0
Other	4	0		52	147	0
No Local Area	0	0		0	0	0
TOTAL:	99	12		7,373	31,611	0
*This challenge only counts books read, not minutes.						
2025 (year-long): Your Next Chapter						
Local Area	Total Readers Enrolled (Challenge)	Total Completions		Total Earned Badges	Logged Books*	Logged Minutes
City of Ishpeming	13	3		7,050	0	61,245
Champion Township	0	0		0	0	0
Ely Township	3	1		1,137	0	22,740
Humboldt Township	0	0		0	0	0
Ishpeming Township	2	1		254	0	15,259
Tilden Township	0	0		0	0	0

Negaunee	3	1	327	0	24,386
Other	3	1	420	0	10,998
No Local Area	0	0	0	0	0
TOTAL:	24	7	9,188	0	134,628

*This challenge only counts minutes read, not books.

April 2025: Spring Into Reading

Local Area	Total Readers Enrolled (Challenge)	Total Completions	Total Earned Badges	Logged Books*	Logged Minutes
City of Ishpeming	10	8	6,538	0	9,796
Champion Township	0	0	0	0	0
Ely Township	2	2	593	0	7,085
Humboldt Township	0	0	0	0	0
Ishpeming Township	2	1	296	0	1,837
Tilden Township	0	0	0	0	0
Negaunee	1	1	166	0	4,731
Other	1	1	328	0	1,730
No Local Area	0	0	0	0	0
TOTAL:	16	13	7,921	0	25,179

*This challenge only counted minutes read, not books.



Written Report for the May 15, 2025 Meeting

Jesse Shirtz, Library Director

Outreach

This year's Young Authors presentation took place Wednesday, May 7 featuring children's author and illustrator Adam Rex. Each year we partner with Young Authors and Snowbound Books to host a presentation with the year's author and to offer books for purchase and personalization. We had 103 in attendance.

This month the 2nd graders from NICE will have field trips here and Heather will visit Hematykes and Family Night at Aspen Ridge.

The Senior Center Book Club continues to meet at the Ishpeming Multi-Purpose Senior Center once per month, with the Connected At Home phone-based book club also meeting once per month for the same book. Silent Book Club meets once per month at Velodrome in Ishpeming for a relaxed reading and socializing hour.

Summer Reading 2025

This year's theme is *Color Our World*. The program will run from June 10 through August 9. Thus far we have received \$7,900 in monetary donations, and items listed below also towards our summer reading program. Our programming lineup is set and we are finalizing the brochure and flyers.

Donor list:

Donor	Amount	Items/Notes
Association of Friends of the Ishpeming Carnegie Public Library	\$1,500.00	
Diane Brown	\$1,500.00	
Little Caesar's		1-10 pizzas to be donated at a program date TBD
Read My Lips		4 \$15 gift cards
Velodrome Coffee (Ishpeming)		gift basket with coffee & merch
Bell Auxiliary	\$2,000.00	
Gauthier Insurance	\$50.00	
Cattron's Lumber	\$50.00	
R. L. Balconi Co.	\$100.00	
Congress Pizzas	\$100.00	
Kiwanis Club of Ishpeming	\$250.00	
Dave's Collision Center	\$50.00	
TruNorth	\$50.00	
Northern Veterinary Associates	\$50.00	



ISHPEMING CARNEGIE
PUBLIC LIBRARY

River Rock Lanes and Banquet Center		two free games of bowling for every child who completes the program
Casselman & Henderson, PC	\$150.00	
Tricor, LLC	\$50.00	
Upper Peninsula Health Plan, LLC	\$500.00	
David Leverton	\$100.00	PayPal
UPPCO	\$200.00	
Rotary Club of Ishpeming	\$250.00	
UPEA (UP Engineers & Architects)	\$100.00	
First Bank	\$250.00	
SERVPRO (Bonetti & Gay, Inc.)	\$200.00	
Holli Forest Products	\$50.00	
Ishpeming Rock & Mineral Club	\$100.00	
UP Home, Health & Hospice	\$250.00	

Michigan Pizza Hut		300 free personal pan pizza certificates
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Grants

We are now able to announce that our library is the recipient of an in-kind book donation grant from United for Libraries and Penguin Random House! Nicole and Kay Tupala (President of our Friends group) worked together to apply for the Grants to Small and Rural Libraries. The \$500 grant will be used to update our nonfiction history and culture of North America section for adults. Also, our Friends of the Library group pledged an additional \$500 worth of proceeds from their next book sale for this project. Those funds will be used to purchase more titles for both youth and adults.

We also recently learned that we have received a Dollar General Literacy Fund Summer Reading Grant for \$3,000. It will be divided into \$1,000 to update 700 & 800 Dewey classifications in the juvenile non-fiction section (emphasis on art books), \$1,000 for Vox/Wonderbooks, and \$1,000 for summer reading promotional materials (brochures, logs, stickers), with the remainder for SRP supplies.

As members of the SLC co-op we will also benefit from their receipt of two Michigan Humanities grants; one each for performers who will visit our library: Kevin Kammeraad and Ben Traverse. We will be reimbursed about \$255 of the cost (\$675) to host these performers.

Policy Manual

317 N. Main Street, Ishpeming, MI 49849 906.486.4381 ishpeminglibrary.info



I am waiting for confirmation/clarification from the city on the need for an indemnification clause for the Meeting Room Policy if there is not a signed contract involved. A third reading is on the agenda for this meeting for discussion purposes. A first reading of a Code of Conduct is also on this agenda.

Library Repairs

A walkthrough for the RFP for the library heating system replacement took place Monday, February 10. Submissions were due March 5, 2025. No update.

IMLS Funding Cuts Update

Background: An executive order to eliminate the federal Institute of Museum and Library Services (IMLS) was issued on Friday, March 14, 2025. While ICPL does not receive funding directly from IMLS this elimination will have direct impacts on the services we are able to offer our residents. The most devastating change will be the loss of the MeLCat Catalog and state-wide inter-library loan delivery service.

In 2024 our library borrowed 2,261 items through MeLCat, which made up 26% of our total items borrowed. As a state, one million items were shared through the service last year.

The American Library Association with AFSCME, 21 attorneys general (including Michigan), and a group of publishers (4 of the big 5, plus Sourcebooks) are separately suing the federal administration to retain the statutory requirements of IMLS, which they state includes the grants to states program. The grants to states program is what Michigan uses to fund the Michigan eLibrary and MeLCat.

Because of how the fiscal year falls and that IMLS historically reimburses the costs of MeL and MeLCat, those programs are funded through 9/30/2025. However, three states (CA, CT, WA) have had their grants rescinded. There is ongoing discussion of seeking a replacement for the lost IMLS funds (~\$5 million) necessary to fund MeLCat from the state budget.

March 14: An executive order to eliminate the federal Institute of Museum and Library Services (IMLS) issued

April 24: The Library of Michigan received notification from IMLS of partial awards for next year's LSTA funding - "50% - and also asked for assurances that dollars are not used in ways that conflict with a range of recent Executive Orders."

May 2: The U.S. District Court for the District of Columbia granted a temporary restraining order to block the Trump Administration's dismantling of the IMLS in response to a lawsuit filed by the American Library Association (ALA) and the



American Federation of State, County and Municipal Employees (AFSCME). This was issued days before the mass layoff of nearly all IMLS employees was set to take effect on May 4.

May 2: President Trump released an outline for his fiscal year 2026 budget, which calls for the elimination of IMLS.

May 6: A Judge issued a preliminary injunction and denied a stay from the Trump administration regarding the lawsuit filed by 21 attorneys general (including Michigan) to halt the dismantling of the IMLS.

May 7: The Library of Michigan received a message from IMLS staff that stated they intend to distribute full funding to them for FY26 (after the last update in which they indicated the Library of Michigan would receive at least 50%).

MDHHS Library OTC COVID-19 Test Distribution Program

This voluntary program aims to increase access to at-home COVID-19 test kits for free. We have distributed 1,106 test kits (2,212 tests) since October 2023.



Ray Leverton Community Room Policy

Approved by the Ishpeming Carnegie Public Library Board on XXXXX

Policy Statement

Ishpeming Carnegie Public Library (ICPL) provides the Ray Leverton Community Room (RLCR) to support community programming. Community members, groups, organizations, and businesses are able to use the RLCR for non-commercial use during regular operating hours.

The RLCR is open to all members of the community under the following manner, place, and time restrictions. Failure to comply with this policy may result in fees being assessed or loss of room use privilege.

How can the Ray Leverton Community Room be used, and by whom?

RLCR can be used by members of our community. Events taking place at ICPL are limited to civic, cultural, and educational purposes only.

Permitted in RLCR:

- Board, committee, and organizational meetings.
- Staff training events held by area businesses or organizations.
- Events sponsored by area groups or organizations.
- Informal meetings such as book groups and sewing circles.
- Modest admission fees can be charged to participants attending an event held in the RLCR. Fees can be used to cover the costs of food, supplies, or presenter fees. Admission fees must not be charged to raise funds or to make a profit. Organizers of the event are welcome to put out a donation box for their organization.
- RLCR is available to elected officials and other local governmental employees if the use directly represents/serves the constituents in ICPL's service area. Examples include: political forums, town hall meetings, meet the candidates and/or debates are allowed provided all interested parties and candidates are invited to attend and the event is sponsored by a non-partisan group.

Prohibited from taking place in library rooms:

- Events with a stated or implied purpose of selling a product/service, soliciting new customers, promoting commercial ventures, or other commercial use.
- Religious services.
- All fundraising events (except for the Friends of ICPL).
- Social ceremonies/events, including but is not limited to: weddings, funerals, baby showers, bridal showers, birthday parties, or any other event that is being held for family

and friends and is not an event open to the public.

- Use by elected officials or candidates as office space, campaigning/rallies, or to announce candidacy. Political signage is prohibited at all events and on library grounds.

Guidelines for Use

- Ishpeming Carnegie Public Library programs take precedence over all other events. All other applications for use are accepted on a first-come, first-served basis.
- RLCR is available during regular Library business hours only and is not available on days when the Library is closed.
- Groups using the rooms must leave the building by closing time. Any group staying 15 minutes past closing may lose room reservation privilege.
- RLCR users may furnish their own refreshments (no alcohol or open flames allowed).
- Rooms should be cleaned before vacated. This includes throwing away trash and wiping down conference tables, and any surfaces that are soiled. A cleaning kit will be available for use.
- Groups wishing to show films or use other copyrighted materials are responsible for all necessary licensing. The Library's film licensing contracts do not cover outside groups using RLCR.
- Patrons using RLCR are expected to observe all Library policies and behavior guidelines. See Patron Code of Conduct for more information.
- A group must not use the library's name for any purpose other than to indicate the meeting location. The library's logo should not be used in publicity nor should the library be used for a group's contact for registration or information.
- Furniture and equipment from the Library may not be moved to or from the RLCR.
- Equipment, supplies, etc. cannot be stored in the Library meeting rooms before or after use for a scheduled meeting. It is the responsibility of the individual/organization to remove such items immediately after the scheduled event. Items left behind will be placed in lost/found and will be handled accordingly.
- Exits from the RLCR and building must remain clear and unlocked. Room arrangements must ensure that open aisles and clear access to the exits are always maintained.
- The library reserves the right for staff members to enter a room at any time.

Drop-in Use

Drop-in use is permitted when there are no reservations.

- Those interested in using a room without reservations must verify availability with staff at the front desk.
- Users must ask before changing the room setup when using it as a drop-in.
- Drop-in users may be asked to leave a room if staff need to set up for an event taking place later in the day, or if there is a last-minute change to schedule.

Rooms available and reservation limits

The Ray Leverton Community Room is located on the lower level of the library. Use by reservation or drop-in. Limited setup options are available to those making reservations. If any

furniture is moved, it should be returned to the initial setup before the room is vacated.
Limit of one (1) reservation a week.

No other library space may be reserved by outside organizations including: the lobby, display cases, parking areas, reading rooms, Children's Room, and grounds.

Integrated Technology

- Wi-Fi is available throughout the library, including in the RLCR.
- There is also integrated technology that is available for use in RLCR.
 - Overhead projector (HDMI & serial port hookup; Lightning converter)
 - Pull-down screen
 - Windows Laptop
 - Blu-ray player
 - Surround sound speakers
- Staff are not able to provide onsite technical support during your event. Those reserving rooms who plan to use personal equipment with the library's integrated technology during their event are required to test out the equipment prior to the event.
- The library has equipment that works well with our integrated technology. This equipment must be reserved ahead of time. Patrons who are unsure of their technical skills are encouraged to use library equipment rather than bringing in their own.

Reservations

- Reservations are required to hold the room.
- Reservations must be made at least **two business days** prior to the start of an event.
- Reservations may be made up to two months in advance.
- Individuals or organizations may not schedule on behalf of other individuals or organizations, nor may they transfer their reservation for a scheduled event to another.
- Reservations may be made in person at the library or by calling the front desk at 906-486-4381.

Cancellations/Rescheduling and No-Shows

- Groups who need to cancel or reschedule a reservation and do so two business days before the event, may have the opportunity to reschedule date/time.
- An individual or organization that fails to show for a scheduled event will forfeit use of the facility 30 minutes after the scheduled start time of the event.
- If the Library experiences an unforeseen closure due to inclement weather, building safety issue, utility outage, or other unplanned closures, room reservations will be rescheduled.

Room Setup and Equipment Rental

Room setup and equipment requests must be made at least two business days before the event. Last-minute changes cannot be guaranteed.

Penalties

The facility and library-provided equipment must be left in the same condition they were prior to the meeting. The applicant accepts all responsibility for the cost to repair, replace, or clean any soiled or damaged facilities or equipment.

Failure to comply with this policy may result in forfeiture of meeting room privileges as determined by the Library Director. A group or applicant whose meeting room privileges have been suspended may have the decision reviewed by the Library Board.

ICPL Disclaimer

Permission to use the Ray Leverton Community Room does not mean the library endorses the policies or viewpoints that may be expressed, or advertised, by a person, group, or entity.

CITY OF ISHPEMING PARKS RESERVATION PERMIT

DATE OF RESERVATION:	TIME OF ACTIVITY
NAME OF PARK AND/OR BUILDING:	
GROUP NAME:	
ADDRESS:	
PHONE NUMBER:	EMAIL:
NUMBER IN GROUP:	
TYPE OF ACTIVITY:	
NAME OF PERSON IN CHARGE:	
NAME OF INSURANCE COMPANY AND AMOUNT:	
CLEANUP BOND: \$	USER FEE CHARGE: \$
(REFUNDABLE WHEN CLEANED & SATISFACTORY CONDITION)	
TOTAL DUE: \$ 0	

PARK RULES:

- | | | |
|--|-----------------------------|--------------|
| 1. NO ALCOHOLIC BEVERAGES OR SMOKING ALLOWED | DPW OFFICE (7am-3pm M-F) | 906-486-9371 |
| 2. AREA MUST BE CLEANED | KALEB RUNDMAN (after hours) | 906-360-9476 |
| 3. NO EXCESSIVE NOISE | | |
| 4. ELECTRICITY PROVIDED IN MOST AREAS (USE PROPER CARE) | | |
| 5. NO FIRES UNLESS PLACED IN PROPER EQUIPMENT; NO GROUND FIRES | | |
| 6. RESTROOMS CHECKED AND CLEANED | | |

BUILDING RULES:

1. NO ALCOHOLIC BEVERAGES OR SMOKING ALLOWED
2. NO DISHES, POTS OR PANS TO BE TAKEN FROM KITCHEN
3. FLOORS SWEEPED, ALL TRASH CANS EMPTIED
4. ALL DECORATIONS MUST BE REMOVED
5. CUSTODIAN WILL OPEN AND CLOSE AT RESERVED TIMES
6. PROVIDE YOUR OWN SOAP AND DISH TOWELS

PLEASE SUBMIT PAYMENT AND PERMIT TWO WEEKS PRIOR TO YOUR RENTAL. REMIT TO:
 CITY OF ISHPEMING
 100 E. DIVISION ST.
 ISHPEMING, MI 49849

SHALL COMPLY WITH ORD. NO. 2-900, AN ORDINANCE REGULATING CONDUCT IN PUBLIC PARKS COVENANT TO INDEMNIFY, DEFEND, AND HOLD HARMLESS:

In consideration of issuance of the above permit, the undersigned agrees to defend, indemnify and hold harmless the City of Ishpeming, and its officers, agents, employees, and Councilmembers (collectively referred to herein as the "City"), from every claim, demand, suit, loss, cost, or expense which may be asserted, claimed, or recovered against or from the City, by any person, firm or corporation, by reason of any damage, injury, or death which arises out of or is incident to or in any way connected with the use of any City property or the undertaking of any activity authorized by this permit. This Covenant shall bind the undersigned irrespective of any actual or claimed comparative negligence, or active negligence on the part of the City, third parties, or the agents, servants, employees or factors of any of them, and the undersigned waives any such claims that it may have for contribution or otherwise against the City.

KATHY HAKALA	4.11.2025
SIGNATURE OF APPLICANT	DATE
PERMIT ISSUED BY CEMETERY/PARKS DEPARTMENT	DATE



Code of Conduct Policy

Approved by the Ishpeming Carnegie Public Library Board on XXXXX

Policy Statement

The Ishpeming Carnegie Public Library is committed to providing high quality service to all library users through appropriate and usefully organized resources; equitable service policies; equitable access (a person's right to use a library should not be denied or abridged because of origin, age, background, or views); and accurate, unbiased, and courteous responses to all requests.

This code extends to the users of the library themselves. All share a responsibility as well to honor a highly principled code of conduct toward fellow library users and toward the employees and volunteers providing these vital services to the community.

Our library seeks to serve its function as a place of education, information, recreation and quiet reflection within the community while also functioning as a workplace for library employees. Activities and behaviors that are disruptive, that unreasonably interfere with another patron's use and enjoyment of the library, and that are detrimental to the health, safety and welfare of patrons and staff and to the efficient operations of the library for the benefit of its patrons are not permitted. The following code of conduct has been adopted for the comfort and protection of the rights of all those using and working at the Ishpeming Carnegie Public Library.

Levels of Enforcement. Without limitation, various prohibited activities and behaviors are delineated in the attached table. Any library staff member is authorized to issue informal warnings regarding such conduct. The executive director or delegated library supervisors are authorized to enforce this code and will do so in a reasonable, courteous but firm manner in one of two ways.

A. Progressive Enforcement. Certain activities and behaviors will be subject to progressive enforcement as follows:

- 1) Warning
- 2) Expulsion from all library grounds for remainder of day

- 3) Suspension from all library grounds for one month
- 4) Suspension for one year and/or permanent ban from all library grounds

B. Immediate Suspension and/or Permanent Ban. Certain activities and behaviors constitute contact with and enforcement by the Police Department or otherwise constitute an immediate and more serious threat to the welfare of the library staff and its patrons, and for which the executive director and/or delegated library supervisors are authorized to immediately impose a suspension of one month, one year or permanent ban of an individual from all library grounds.

Reporting Conduct. Any patron or staff member who witnesses or is a victim of such conduct should immediately inform staff so that this policy can be enforced by a library supervisor or, if necessary, so the police can be called. In some cases, witnesses or victims will be asked by library staff for detailed accounts and personally identifiable information, or need to be available for interviews with the police department.

Notice and Appeal. Notice of suspension from the premises (No Trespass Notice) shall be delivered to that person by personal service or by United States Mail. Notice of permanent ban shall be in the form of a written stay-away notice and shall be delivered to that person by personal service or by mail addressed to that person's last known address. Failure to abide by such notice of suspension or permanent ban shall constitute trespass. Appeals of suspension may be made to the executive director who is authorized to reverse, modify, impose temporary restrictions, or affirm the original decision.

Prohibited Conduct includes but is not limited to the following:

Progressive Enforcement
Disruptive talking or other noise inconsistent with the intended use of the area
Running, pushing, shoving or throwing
Abusive or foul language
Misuse of library furnishings, elevator, equipment or materials
Sleeping on floor, furniture or grounds
Uncovered drinks. Food at a computer.
Smoking or using tobacco products, including e-cigarettes outside of the library in a designated non-smoking area. Littering by not using designated means of disposal of butts.
Entering the library barefooted or without a shirt, or being otherwise attired so as to be disruptive to the library environment
Demonstrations, solicitations or petitions, except in designated areas and approved by the executive director
Excessive public display of affection
Congregating or otherwise hindering passage in aisles, exits, entrances, stairs or high traffic areas
Abuse of computer procedures and privileges including using another patron's card for access
Leaving personal belongings unattended
Littering, bringing in articles with a foul odor, or items that cannot be placed immediately beside oneself and would impede the use of the library by others
Staring or uninvited conversations to the point of annoyance
Offensive bodily hygiene so as to constitute a nuisance to others
Using audible devices without headphones or with headphones set at a volume that disturbs others
Using cell phones and other communication devices in a manner that disturbs others
Neglecting to provide proper supervision of children. Also see library Unattended Child Policy.
Bringing pets or animals, other than service animals necessary for disabilities, into the library, except as authorized. The library complies with ADA requirements that state service animals must be harnessed, leashed, or tethered, unless these devices interfere with the service animal's work or the individual's disability prevents using these devices. In that case, the individual must maintain control of the animal through voice, signal, or other effective controls. Service animals must be housebroken and well behaved. Unwarranted and unprovoked violent behavior, such as uncontrolled barking, growling at other customers, jumping on other people, or running away from the owner are examples of unacceptable behavior.
Roller skating, skate boarding on library property, parking bicycles in non-designated areas

Prohibited Conduct includes but is not limited to the following:

Immediate Suspension and/or Permanent Ban
Engaging in any activity in violation of Federal, State, local or other applicable law
Fighting, physical threats or abuse to self or others
Threatening language

Destructive abuse of Library furnishings, equipment or materials
Being under the influence of alcohol/illegal drugs or selling, using, or possessing same
Intentionally causing a false fire alarm
Smoking, vaping of any kind, and using tobacco products is prohibited within the library and on library property. Tobacco is defined as any product derived from, smoked, or containing products of tobacco. This includes, but is not limited to cigarettes (cloves, bidis, kreteks), chewing tobacco (spit, spitless, smokeless, chew, snuff, and snus), cigars and cigarillos, hookah and hookah-smoked products, pipes, blunts, smokeless tobacco, and similar products. Electronic cigarettes or e-cigarettes (vaping) are prohibited with or without the use of tobacco. The use of any product simulating the previously mentioned products is also prohibited.
Bringing firearms or other weapons onto library property. Under the provisions of the Kansas Personal and Family Protection Act (Senate Substitute for House Bill 2052), licensed citizens may carry concealed handguns. Concealed handguns must be under the control of the owner at all times.
Theft and/or attempted theft of library property or the property of patrons and staff
Engaging in sexual activity, offensive touching or indecent exposure
Photographing others without their consent or as authorized
Destructive or illegal use of computers and/or Internet
Trespassing in nonpublic areas
Use of restrooms for bathing or laundry purposes
Stalking or intimidation
Panhandling
Being in the library without permission of an authorized library employee before or after library operating hours
Trespassing after previous suspension or ban