



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

Inspire. Include. Innovate. Ishpeming

Library Board Meeting
Thursday, August 20, 2026
7:00pm-8:00pm (ET)
Margaret Dundon Reading Room

AGENDA

1. Call to Order
 2. Roll Call
 3. Approval of Minutes from July 16, 2026 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
 - f. Library Millage (November 2026)
 6. Committee Reports
 - a. Sustainability Committee Report
 7. Communications
 8. Unfinished Business
 - a. Discuss Library Board Secretary change in availability
 - b. Second Reading Library Card Policy*
 - c. Second Reading Circulation Policy*
 9. New Business
 - a. Schedule overview and Q&A from Zosia Eppensteiner (Community Fund of Marquette) on Tousignant Endowment for September 17, 2026 meeting.
 - b. Waive replacement card fees for month of September (Library Card Sign-Up Month)*
 10. Public Participation (*limited to 5 minutes*)
 11. Date of next meeting: Thursday, September 17, 2026 at 7:00 pm in the Margaret Dundon Reading Room
 12. Adjournment*
- *Requires a vote

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

Ishpeming Carnegie Library Board Meeting Minutes
July 16, 2026

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

Minutes: Appreciation to Brooke Routhier for updating and maintaining Unfinished Business items. A motion was made by Elyse Bertucci and seconded by Paul Olson to approve the June 18, 2026 minutes. Motion approved

Public Participation: None

Librarian Report: Jesse Shirtz, Director presented the June 2026 Circulation Reports, Statistical and Programming Reports, Budget Report ending 6/30/2026, Calendar of Events, Unique Management statement, and Beanstalk Reports. The Director reported that June 2026 was the highest month of library attendance since June 2018 and that June alone had 80 fewer attendees than last year's entire summer program. Books & Badges with Ishpeming City Police Chief Chad Radabaugh had 178 attendees who all received books. The Library will soon be able to use texting and email to send patrons notifications such as overdue books, need to reregister, holds are available and other information. At the July 15, 2016 council meeting, the City voted to put a 2.1 millage request on the November ballot for Library operations including a .4 levy for Library capital expenditures for total Library 2.5 millage. The Director will contact the City for guidelines for employees and board members on how to answer questions for those seeking information on the millage. Concerns are what happens to Library funds if the millage fails and how to approach the townships. One of the mini split systems that was installed in 2023 has leaks in the outside unit. Library Clerk Arwen Luttenton-Hamel has left her position to travel to join the Peace Corps. We wish her good luck and happy experiences in her new adventure.

Committee Reports: Committee will work on finalizing Library Card Policy.

Communications: Kaylee Reno signed Book Bills as presented.

Unfinished Business: Amended Circulation Policy has not been approved by the board. Policy manual review, revision and updating is ongoing. Touseignant donation: list of potential projects that meet the standard of enhance and enrich including: table lights, e readers, more computers for patrons, picture rail, chairs with chargers, reading pod is still being developed and should prioritized in 2026. Annual distribution starts no later than 2028. The Children's room redesign (FOL will cover up to \$15,000 for the renovation plan). No update this month.

Capital Improvement items submitted for consideration to the City: No update this month.

1. Front steps/pillar deterioration repair
2. Children's room redesign and renovation. The heating work will allow this to proceed.
3. Computer replacement – budget annual capital replacement at 3 per year.
4. Glass floor repairs.
5. Tile floor repairs and carpeting replacement.
6. Roof replacement fund allocation in preparation for full replacement in 2034 to 2039.

New Business: Brooke Routhier, Board Secretary, has started a new job which requires her to work out of state along with working from Ishpeming. The Director will confirm with the City that she will be able to attend meetings using Zoom if she is out of state.

Public Participation: None.

Next Board meeting is Thursday, August 20, 2026 at 7:00 PM.

A motion was made by Darren Boldt and seconded by Kaylee Reno to adjourn at 7:41 PM. Motion carried.

Respectfully submitted,

Elyse Bertucci

JULY 2026



Monthly Progress Report

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

Programming

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

15	1,241
# Kids Programs	Attendance at Kids Programs
5	63
# Teen Programs	Attendance at Teen Programs
21	168
# Adult Programs	Attendance at Adult Programs
41	1,472
Total # Programs	Total Attendance

Highest Circulating Collections

Patrons checked out this percentage of the section this month



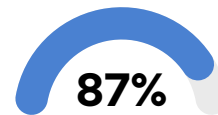
New Vox Books (128%)



Vox Books



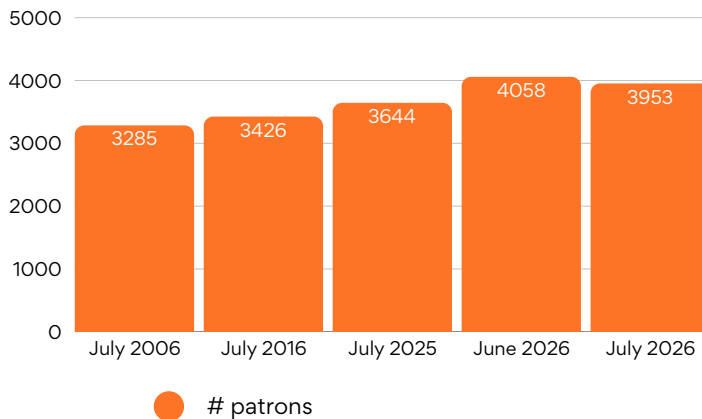
New Adult Fiction



New Kids Graphic Novels

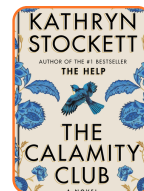
Visits to the Library

Visits to the library compared to last month and previous years



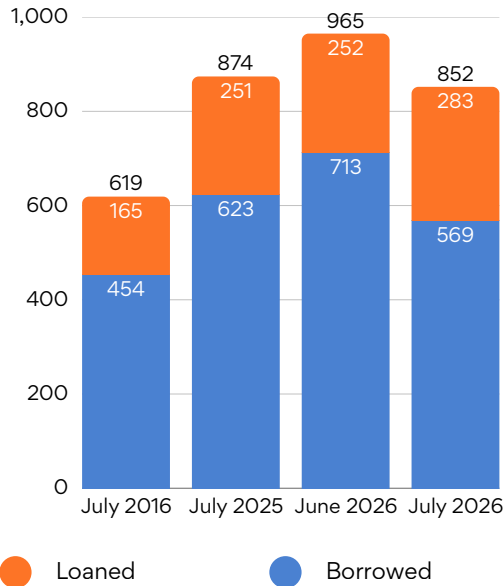
Most Popular Books

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



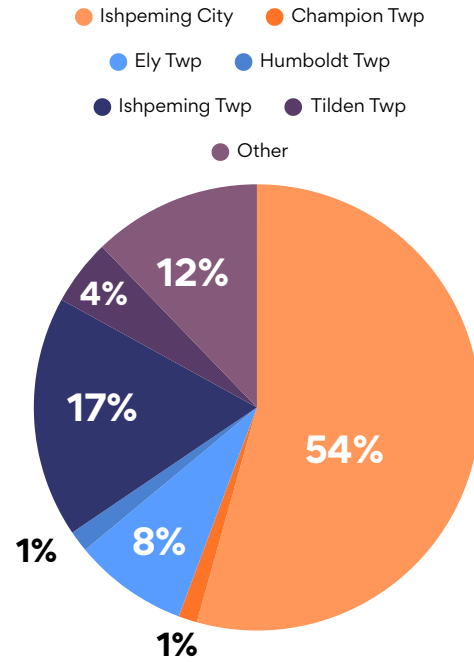
Inter-Library Loan

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

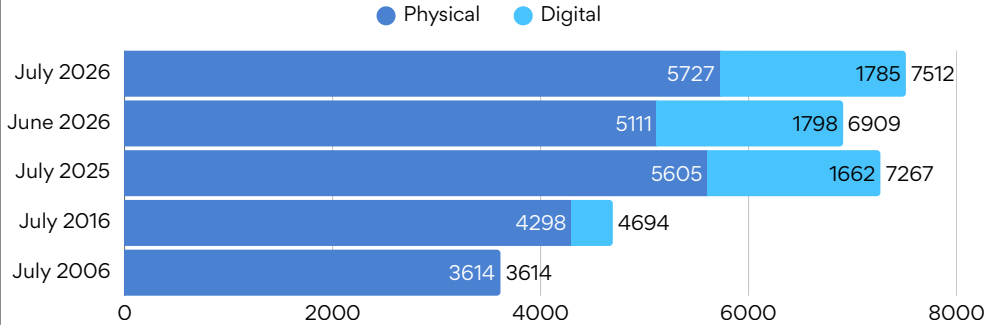


Library Cardholders

Percentage of cardholders by service area



Items Checked Out



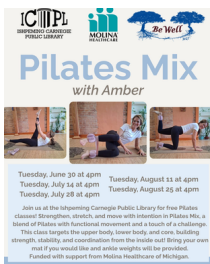
The number of physical and digital items checked out by our patrons

Percentage of total physical collection circulated:

12.48%

Upcoming Programs

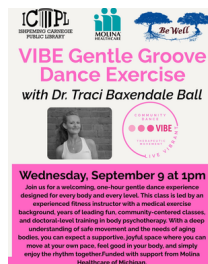
AUGUST
25



SEPTEMBER
2



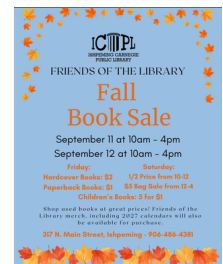
SEPTEMBER
9



SEPTEMBER
9



SEPTEMBER
11 & 12



July 2026 Statistical Report

July Circulation Stats

We circulated 7,512 items (5,727 physical items; 1,785 ebooks and eaudiobooks) in the month of July! (This is our highest recorded circulation on record for one month!).

- We had 63 new people register for library cards in the month of July!
- 569 items were borrowed on interlibrary loan.
- Collections that have the highest percentage of circulation:
 - NEWJAUDIO (new Vox books) - 128%
 - JAUDIO (Vox books) - 88%
 - NEWFIC (new adult fiction) - 88%
 - NEWJGRAPH (new graphic novels) - 87%
 - NEWJREADER (new easy readers) - 75%
 - NEWJEASY (new picture books) - 65%
 - JGRAPHIC (graphic novels) - 54% (this is really impressive for a section of 1,039 items)

July Programming Stats

41 programs were offered throughout the month of July with 1,472 attendees (4 more programs and 608 more attendees than July 2025).

- 15 programs for kids with 1,241 attendees
 - 104 people came for the Ann Arbor Hands-On Science Museum Presentation on July 1st
 - 110 people attended the Alex Thomas and Friends Puppet Show on July 21st
- 21 programs for adults with 168 attendees
 - 32 adults came to the Jack Deo local history presentation on July 1st
- 5 programs for teens with 63 attendees
 - Teens have been loving the Friday crafternoons!

Nicole Johnson

Librarian

Ishpeming Carnegie Public Library

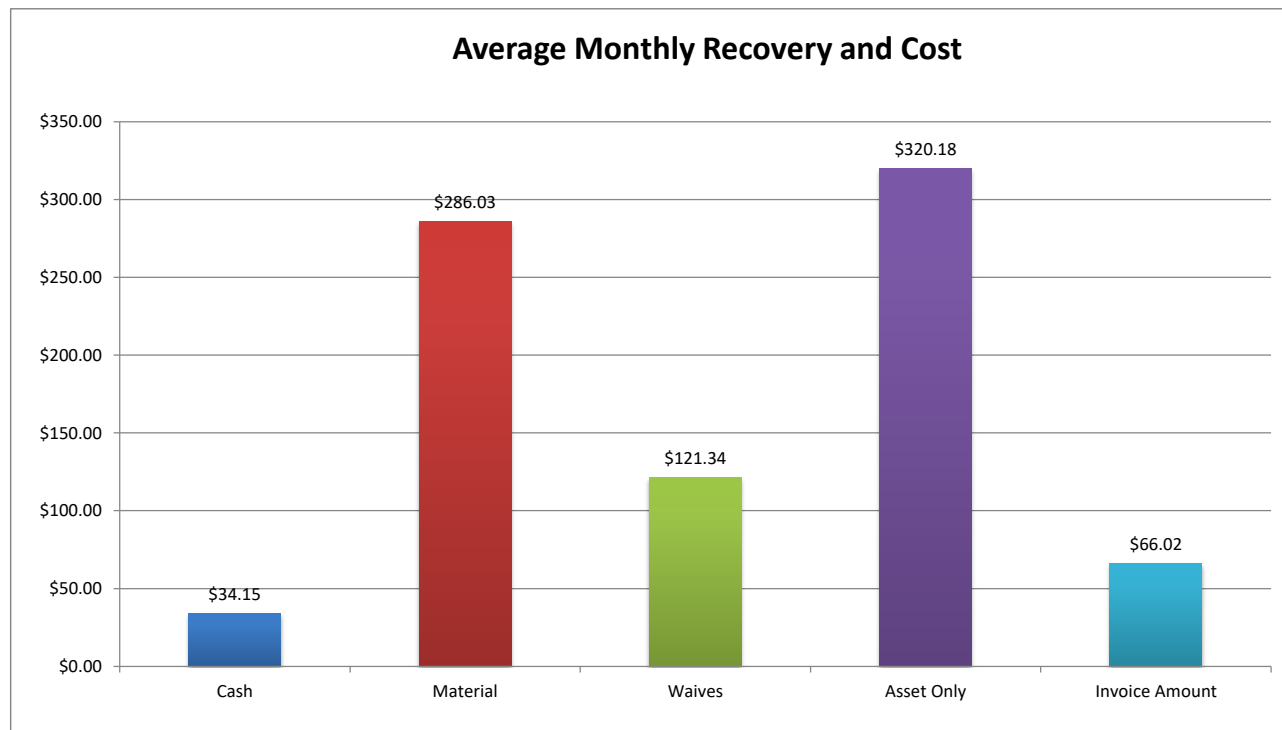
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Monthly Recovery Statistics: Ishpeming Carnegie Public Library

8/2025 Through 7/2026

Month	Cash	Material	Waives	Total	Assets Only	Invoice Amount
July-26	\$73.90	\$160.00	\$10.30	\$244.20	\$233.90	\$93.20
June-26	\$75.80	\$189.00	\$79.99	\$344.79	\$264.80	\$34.95
May-26	\$58.49	\$42.00	\$0.00	\$100.49	\$100.49	\$81.55
April-26	\$7.40	\$689.77	\$340.83	\$1,038.00	\$697.17	\$81.55
March-26	\$5.00	\$187.95	\$60.00	\$252.95	\$192.95	\$11.65
February-26	\$145.20	\$405.99	\$519.76	\$1,070.95	\$551.19	\$81.55
January-26	\$0.00	\$297.89	\$23.30	\$321.19	\$297.89	\$69.90
December-25	\$19.00	\$210.94	\$54.60	\$284.54	\$229.94	\$81.55
November-25	\$10.00	\$334.99	\$100.40	\$445.39	\$344.99	\$58.25
October-25	\$0.00	\$310.00	\$116.31	\$426.31	\$310.00	\$116.50
September-25	\$15.00	\$375.85	\$39.70	\$430.55	\$390.85	\$23.30
August-25	\$0.00	\$228.00	\$110.90	\$338.90	\$228.00	\$58.25
Total	\$409.79	\$3,432.38	\$1,456.09	\$5,298.26	\$3,842.17	\$792.20
Average	\$34.15	\$286.03	\$121.34	\$441.52	\$320.18	\$66.02
						Total ROI: \$7:1



Beanstack - August 2026						
Beanstack Monthly Registration & Participation Totals						
Month	New Accounts	New Readers	Completed Activities	Completed Activity Badges	Logged Books	Logged Minutes
July 2026	5	5	49	41	1,615	250,624
June 2026	32	32	77	74	1,909	71,950
May 2026	3	3	26	12	1,643	28,713
April 2026	1	1	22	16	1,222	32,158
March 2026	1	1	13	10	1,503	34,570
February 2026	6	6	45	39	1,545	52,636
January 2026	16	16	36	31	1,527	60,677
December 2025	4	4	2	1	1,127	31,606
November 2025	3	3	42	28	1,095	32,268
October 2025	0	0	50	47	1,325	36,956
September 2025	13	13	26	19	1,066	31,847
August 2025	46	46	967	663	992	179,807
July 2025	2	2	66	40	1,211	163,804
TOTAL:	132	132	1,421	1,021	17,780	1,007,616
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	52	7		6,161	24,205	0
Champion Township	3	0		159	551	0
Ely Township	14	1		495	4,623	0
Humboldt Township	0	0		0	0	0
Ishpeming Township	19	4		1,553	8,172	0
Tilden Township	8	1		140	1,040	0
Negaunee	21	3		1,194	5,283	0
Other	9	0		151	624	0
No Local Area	0	0		0	0	0
TOTAL:	126	16		9,853	44,498	0
*This challenge only counts books read, not minutes.						
2026 (year-long): Read It Your Way						
Local Area	Total Readers Enrolled (Challenge)	Total Completions		Total Earned Badges	Logged Books	Logged Minutes
City of Ishpeming	23	0		10,081	6,719	157,125
Champion Township	1	0		13	0	0
Ely Township	4	0		1,140	78	31,379
Humboldt Township	1	0		269	11	0
Ishpeming Township	2	0		543	42	23,951
Tilden Township	1	0		113	28	0
Negaunee	4	0		531	644	29,774
Other	2	0		740	70	11,469
No Local Area	0	0		0	0	0
TOTAL:	38	0		13,430	7,592	253,698

Beanstack - SRP 2026 (June 9 - August 8)

SRP 2026: Unearth A Story (Early Literacy)

Local Area	Total Readers Enrolled (Challenge)	Total Completions	Total Earned Badges	Logged Books*	Logged Minutes
City of Ishpeming	16	14	3,085	0	10,342
Champion Township	3	3	98	0	1,080
Ely Township	1	1	25	0	750
Humboldt Township	8	6	617	0	1,701
Ishpeming Township	6	4	96	0	952
Tilden Township	33	30	1,172	0	5,362
Negaunee	5	5	117	0	1,392
Other	1	1	14	0	0
No Local Area					
TOTAL:	73	64	5,224	0	21,579

*This challenge only counted minutes read, not books.

SRP 2026: Unearth A Story (Children's)

Local Area	Total Readers Enrolled (Challenge)	Total Completions	Total Earned Badges	Logged Books*	Logged Minutes
City of Ishpeming	35	35	6,955	0	56,216
Champion Township	2	2	232	0	9,438
Ely Township	8	8	598	0	5,760
Humboldt Township	2	2	414	0	12,864
Ishpeming Township	19	15	1,505	0	10,800
Tilden Township	4	4	319	0	4,320
Negaunee	50	48	4,097	0	45,031
Other	8	8	340	0	6,530
No Local Area	1	1	56	0	160
TOTAL:	129	123	14,516	0	151,119

*This challenge only counted minutes read, not books.

SRP 2026: Unearth A Story (Teen)

Local Area	Total Readers Enrolled (Challenge)	Total Completions	Total Earned Badges	Logged Books*	Logged Minutes
City of Ishpeming	5	5	376	0	8,813
Champion Township	0	0	0	0	0
Ely Township	2	2	115	0	1,500
Humboldt Township	0	0	0	0	0
Ishpeming Township	2	2	146	0	1,020
Tilden Township	1	1	80	0	720
Negaunee	5	5	493	0	3,600
Other	3	3	116	0	6,360
No Local Area	0	0	0	0	0
TOTAL:	18	18	1,326	0	22,013

*This challenge only counted minutes read, not books.

SRP 2026: Unearth A Story (Adult)						
Local Area	Total Readers Enrolled (Challenge)	Total Reviews	Total Earned Badges	Logged Books*	Logged Minutes	
City of Ishpeming	12	286	4,060	0	101,119	
Champion Township	1	0	13	0	457	
Ely Township	4	40	1,296	0	19,426	
Humboldt Township	1	25	211	0	0	
Ishpeming Township	6	15	668	0	9,030	
Tilden Township	1	8	113	0	3,100	
Negaunee	8	38	625	0	15,754	
Other	5	27	799	0	1,290	
No Local Area	0	0	0	0	0	
TOTAL:	38	439	7,785	0	150,176	
*This challenge only counted minutes read, not books.						
GRAND TOTAL:	Total Readers Enrolled (Challenge)	Total Completions	Total Reviews	Total Earned Badges	Logged Books	Logged Minutes
	258	644	439	28,851	0	344,887

Popcorn and a Movie for Adults

Wednesday, September 2 at 5pm

Adults are invited to join us for free popcorn and a movie! We will be showing the 2026 release, "Pressure" (PG-13) in our community room.

Book Club at the Ishpeming Senior Center

Thursday, September 3 at 1pm

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 "Martyr!" by Kaveh Akbar. Copies are available for checkout at the library. Newcomers are always welcome to attend.

Drop-In and Draw Club:

Paul Olson Instructs

Thursday, September 3 at 3pm

Join us for a drawing class with Paul Olson! For teens and adults. Located in the Ray Leverton Community Room. All supplies are provided and event is free.

Graphic Novel Book Club (Grades 4-7)

Thursday, September 3rd at 4pm - discussing

Marshmallow & Jordan by Alina Chau

Thursday, September 17th at 4pm

Join us for discussion and snacks. Copies of the book will be available to checkout at the library ahead of time.

Newcomers are always welcome to attend.

Tot Tuesday Preschool Storytime

Tuesday, September 8 at 11am

Tuesday, September 15 at 11am

Tuesday, September 22 at 11am

Tuesday, September 29 at 11am

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



VIBE Gentle Groove Dance Exercise with Dr. Traci Baxendale Ball

Wednesday, September 9 at 1pm

Join us for a welcoming, one-hour gentle dance experience designed for every body and every level. This class is led by an experienced fitness instructor with a medical exercise background, years of leading fun, community-centered classes, and doctoral-level training in body psychotherapy. With a deep understanding of safe movement and the needs of aging bodies, you can expect a supportive, joyful space where you can move at your own pace, feel good in your body, and simply enjoy the rhythm together.

Bingo for Adults

Wednesday, September 9 at 5:30pm

Adults are invited to join us for Bingo at the library! Join us for a few rounds of Bingo fun with the chance to win gift cards. Registration is required. Call the library at 906-486-4381 to register.

Friends of the Library Used Book Sale

Friday, September 11 at 10am-4pm

Saturday, September 12 at 10am-4pm

Shop our Friends of the Library Used Book Sale! Used books available at great prices.

Adult Book Club

Tuesday, September 15 at 2pm

Wednesday, September 16 at 6pm

Join us for adult book club! Copies of the *Cabin: Off the Grid Adventures with a Clueless Craftsman* by Patrick Hutchison are available for check out. Meetings are held at the Ishpeming Carnegie Public Library.

Circulating Digitization Kits - Instruction Session

Wednesday, September 16 at 5pm

Come learn about our new circulating digitization kits! We have new document and photo scanners, in addition to a slide and negative digitizer available for checkout.

This is your chance to learn more about this new equipment and try it out!

Crochet Club

Thursday, September 17 at 2pm

Wednesday, September 30 at 5pm

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.

Baby Play Day

Friday, September 18 at 10am

A special day for babies to play! Intended for littles under 2, this program will include a brief storytime with lots of cuddles, bounces and songs; then stay for a chance to play with infant-friendly toys and socialize with other babies and caregivers.

Adult Horror Book Club

Wednesday, September 23 at 6pm

Join us for adult horror book club! Copies of *The Haunting of Ashburn House* by Darcy Coates are available for check out. Meetings are held at the Ishpeming Carnegie Public Library.

LEGO CLUB

Thursday, September 24 at 4:30pm

Build with friends and attempt to complete Lego challenges.

Homeschool Hangout

Friday, September 25 10am-12pm

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

Silent Book Club at Velodrome Coffee in Ishpeming

Saturday, September 26 at Noon

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!



Library cards for the Ishpeming Carnegie Public Library are available for free to residents living within the City of Ishpeming and surrounding townships including: Champion, Ely, Humboldt, Ishpeming, and Tilden. Also, if you are a Negaunee resident with a Negaunee Library Card, you are eligible to sign up for an Ishpeming card as well.



It's back to school time! Start the school year right by setting goals, getting organized, and, of course, reading! Log your reading to earn badges throughout the challenge.

September Book Club Selections



Senior Center
Book Club



Adult
Book Club



Adult Horror
Book Club



Graphic Novel Book Club

8(a)(ii)

08/13/2026 05:02 PM
User: GRANT
DB: Ishpeming

REVENUE AND EXPENDITURE REPORT FOR CITY OF ISHPERING
PERIOD ENDING 07/31/2026

Page: 1/21

GL NUMBER	DESCRIPTION	2026	YTD BALANCE	ACTIVITY FOR	AVAILABLE	1 BDGT
		AMENDED BUDGET	07/31/2026 NORMAL (ABNORMAL)	MONTH 07/31/2026 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Revenues						
101-000-402.000	REAL PROPERTY TAX	1,859,380.62	1,840,686.44	0.00	18,694.18	98.99
101-000-434.000	SPECIFIC ORE TAX	0.00	9,702.76	0.00	(9,702.76)	100.00
101-000-438.000	PRE DENIALS	673.07	1,170.92	0.00	(497.85)	173.97
101-000-439.000	MARIJUANA TAX	60,000.00	0.00	0.00	60,000.00	0.00
101-000-440.000	LOCAL COMM. STABILIZATION TAX	36,000.00	36,873.50	0.00	(873.50)	102.43
101-000-441.000	PILT - HOUSING	39,000.00	41,235.55	0.00	(2,235.55)	105.73
101-000-447.000	TAX ADMINISTRATION FEE	110,000.00	43,448.41	3,517.92	66,551.59	39.50
101-000-455.000	CABLE FRANCHISE FEE	79,000.00	14,213.55	0.00	64,786.45	17.99
101-000-455.001	CABLE PEG FEE	1,814.40	843.20	0.00	971.20	46.47
101-000-460.000	PARKING PERMITS	798.67	1,192.00	0.00	(393.33)	149.25
101-000-462.000	SIDEWALK PERMIT FEE	66.67	50.00	0.00	16.67	75.00
101-000-464.000	EXCAVATION PERMIT FEE	800.00	700.00	100.00	100.00	87.50
101-000-477.000	FOOD TRUCK PERMIT FEE	133.33	300.00	0.00	(166.67)	225.01
101-000-479.000	MERS FORFEITURES	0.00	17,577.69	17,577.69	(17,577.69)	100.00
101-000-480.000	BURIAL PERMITS	8,666.67	5,200.00	1,300.00	3,466.67	60.00
101-000-480.001	BURIALS - NON-RES.	23,200.00	5,850.00	0.00	17,350.00	25.22
101-000-481.000	CREMAINS	4,666.67	1,500.00	750.00	3,166.67	32.14
101-000-481.001	CREMAINS - NON-RES.	12,666.67	4,500.00	1,000.00	8,166.67	35.53
101-000-483.000	GRAVESIDE & OTHER FEES	12,373.33	4,350.00	1,250.00	8,023.33	35.16
101-000-495.000	RENTAL CODE INSPECTION FEES	15,100.00	4,285.00	450.00	10,815.00	28.38
101-000-539.000	STATE GRANTS	70,683.33	89,399.69	23,290.05	(18,716.36)	126.48
101-000-539.301	STATE GRANTS - POLICE	4,000.00	0.00	0.00	4,000.00	0.00
101-000-545.000	ACT 302 POLICE TRAINING	2,316.67	2,319.60	0.00	(2.93)	100.13
101-000-577.000	STATE SHARED REVENUE	1,105,036.80	350,928.70	12.90	754,108.10	31.76
101-000-579.000	LIQUOR LICENSES	9,317.33	1,523.50	0.00	7,793.83	16.35
101-000-602.000	ANIMAL IMPOUND FEES	460.00	110.00	0.00	350.00	23.91
101-000-603.000	OUTDOOR LIQUOR APPLICATION FEE	0.00	25.00	0.00	(25.00)	100.00
101-000-608.000	ZONING APPEALS FEES	33.33	0.00	0.00	33.33	0.00
101-000-612.000	ZONING FEES	7,393.33	2,270.00	900.00	5,123.33	30.70
101-000-619.000	LIBRARY COPIER FEES	1,679.43	1,322.78	444.45	356.65	78.76
101-000-626.000	BELL HOSP POLICE SERVICES	24,999.96	12,499.98	2,083.33	12,499.98	50.00
101-000-627.000	SCHOOL RESOURCE OFFICER - IPS	87,500.00	42,734.66	0.00	44,765.34	48.84
101-000-644.000	SALE OF SCRAP IRON	92.82	3,604.83	870.00	(3,512.01)	3,893.68
101-000-646.000	SALE OF USED EQUIPMENT	135,000.00	135,969.00	969.00	(969.00)	100.72
101-000-648.000	CEMETERY LOTS	10,266.67	4,125.00	1,100.00	6,141.67	40.18
101-000-651.000	AL QUAAL USER FEES	19,746.67	15,945.00	1,800.00	3,801.67	80.75
101-000-651.001	AL QUAAL TUBE SLIDE	9,960.00	24,350.00	0.00	(14,390.00)	244.48
101-000-651.003	AL QUAAL CROSS COUNTRY SKI	1,544.00	1,799.00	0.00	(255.00)	116.52
101-000-651.007	CAMPING FEES	18,346.70	11,375.00	3,375.00	6,971.70	62.00
101-000-652.000	TRAIL EVENT FEES	1,675.87	1,186.43	0.00	489.44	70.79
101-000-653.000	BALLFIELD USER FEE	5,666.67	4,800.00	0.00	866.67	84.71
101-000-655.000	LAKE BANCROFT MEMORIAL BRICKS	266.67	280.00	100.00	(13.33)	105.00
101-000-656.000	LIBRARY BOOK FINES	1,777.60	1,014.22	307.89	763.38	57.06
101-000-657.000	PENAL FINES	32,792.76	24,127.30	2,876.18	8,665.46	73.58
101-000-658.000	ORDINANCE FINES	1,106.32	375.36	42.90	730.96	33.93
101-000-659.000	TOWNSHIP CONT-LIBRARY	9,487.33	9,771.95	0.00	(284.62)	103.00
101-000-661.001	POLICE SERVICE FEES - FINGER P	4,316.00	1,125.00	105.00	3,191.00	26.07
101-000-661.002	POLICE SERVICE FEES - ACCIDENT	776.33	520.00	20.00	256.33	66.98
101-000-661.004	POLICE SERVICE FEES - NSF CHEC	106.67	40.00	0.00	66.67	37.50
101-000-661.007	POLICE SERVICE FEES-PARKING FI	7,026.67	5,715.00	230.00	1,311.67	81.33
101-000-665.000	INVESTMENT INTEREST	42,077.27	21,378.52	0.00	20,698.75	50.81
101-000-667.000	LIBRARY RENTALS INCOME	304.67	163.00	43.50	141.67	53.50
101-000-668.000	MS/LS EQUIPMENT RENTAL REV	551,280.17	520,300.38	30,903.50	30,979.79	94.38
101-000-669.000	LEASE INCOME	2,048.99	1,561.84	0.00	487.15	76.22
101-000-674.000	CONTRIBUTIONS AND DONATIONS	9,065.36	3,169.91	44.90	5,895.45	34.97
101-000-676.000	REIMBURSEMENTS	23,298.27	30,473.76	147.25	(7,175.49)	130.80

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REVENUE AND EXPENDITURE REPORT FOR CITY OF ISHPEMING
 PERIOD ENDING 07/31/2026

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GL NUMBER	DESCRIPTION	2026	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDDT USED
		AMENDED BUDGET	07/31/2026 NORMAL (ABNORMAL)	MONTH 07/31/2026 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Revenues						
101-000-680.000	MISCELLANEOUS INCOME	3,229.79	168.87	0.00	3,060.92	5.23
101-000-694.000	CASH OVER/SHORT	4.61	(5.00)	0.00	9.61	(108.46)
101-000-699.208	TRANSFER IN - IOHT	33,000.00	0.00	0.00	33,000.00	0.00
TOTAL REVENUES		4,502,025.16	3,360,147.30	95,611.46	1,141,877.86	74.64
Expenditures						
101	CITY COUNCIL	27,147.54	17,373.05	5,456.37	9,774.49	63.99
172	CITY MANAGER	136,049.14	113,298.34	8,523.03	22,750.80	83.28
215	CITY CLERK	74,444.46	47,332.10	3,086.88	27,112.36	63.58
247	BOARD OF REVIEW	2,353.09	1,711.79	0.00	641.30	72.75
253	FINANCE DEPARTMENT	121,717.42	76,364.68	10,480.50	45,352.74	62.74
257	CITY ASSESSOR	39,816.24	12,702.43	29.03	27,113.81	31.90
262	ELECTIONS	24,260.14	7,860.23	1,423.91	16,399.91	32.40
265	CITY HALL & GROUNDS	81,581.26	44,811.46	5,284.35	36,769.80	54.93
266	CITY ATTORNEY	25,319.35	27,307.58	23,234.64	(1,988.23)	107.85
299	UNALLOCATED	647,887.04	621,194.25	36,011.38	26,692.79	95.88
301	POLICE	1,138,673.86	670,322.12	95,038.08	468,351.74	58.87
336	FIRE	157,199.80	100,420.04	36,206.40	56,779.76	63.88
371	RENTAL INSPECTION	37,908.98	21,660.59	3,421.28	16,246.39	57.14
441	DPM ADMINISTRATION	50,295.79	21,899.45	841.61	28,396.34	43.54
442	EQUIP. MAINT.	572,037.60	322,054.99	33,183.56	249,982.61	56.30
444	ALLEYS & SIDEWALKS	66,411.37	32,969.17	881.13	33,442.20	49.64
448	STREET LIGHTING	87,226.40	59,368.15	7,098.88	27,858.25	68.06
510	BRASSWIRE	8,400.00	4,380.56	4,143.73	4,019.44	52.15
567	CEMETERY	185,057.00	105,260.02	19,175.97	79,796.98	56.88
701	PLANNING COMMISSION	1,868.78	1,899.00	1,253.00	(30.22)	101.62
702	ZONING ADMIN.	82,405.07	49,457.29	6,874.84	32,947.78	60.02
703	ZONING BOARD OF APPEALS	0.00	390.00	0.00	(390.00)	100.00
728	ECONOMIC DEVELOPMENT	32,000.00	10,302.51	0.00	21,697.49	32.20
729	DDA ADMINISTRATION	2,345.37	5.27	0.00	2,340.10	0.22
757	AL QUAAAL	130,115.66	94,423.11	11,048.72	35,692.55	72.57
758	AL QUAAAL TUBE SLIDE	23,591.06	14,399.88	0.00	9,191.18	61.04
770	PARK MAINTENANCE	109,361.96	62,035.41	24,135.97	47,326.55	56.72
790	LIBRARY	326,332.53	194,725.31	25,748.60	131,607.22	59.67
965	TRANSFERS OUT	7,815.00	0.00	0.00	7,815.00	0.00
995	DEBT SERVICES	302,000.00	301,153.25	0.00	846.75	99.72
TOTAL EXPENDITURES		4,501,621.91	3,037,082.03	362,581.86	1,464,539.88	67.47
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		4,502,025.16	3,360,147.30	95,611.46	1,141,877.86	74.64
TOTAL EXPENDITURES		4,501,621.91	3,037,082.03	362,581.86	1,464,539.88	67.47
NET OF REVENUES & EXPENDITURES		403.25	323,065.27	(266,970.40)	(322,662.02)	0.115.38

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REVENUE AND EXPENDITURE REPORT FOR CITY OF ISHPERING
 PERIOD ENDING 07/31/2026

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GL NUMBER	DESCRIPTION	2026	YTD BALANCE	ACTIVITY FOR	AVAILABLE	B DGT
		AMENDED BUDGET	NORMAL (ABNORMAL)	MONTH 07/31/2026	BALANCE	
INCREASE (DECREASE) NORMAL (ABNORMAL) USED						
Fund 268 - CARNEGIE LIBRARY SPEC FD						
Revenues						
268-000-665.000	INTEREST EARNED	2,029.84	1,128.84	0.00	901.00	55.61
268-000-675.000	CONTRIBUTIONS	5,150.00	23,415.85	2,976.03	(18,265.85)	454.68
TOTAL REVENUES		7,179.84	24,544.69	2,976.03	(17,364.85)	341.86
Expenditures						
790	LIBRARY	5,150.00	8,575.79	58.09	(3,425.79)	166.52
TOTAL EXPENDITURES		5,150.00	8,575.79	58.09	(3,425.79)	166.52
Fund 268 - CARNEGIE LIBRARY SPEC FD:						
TOTAL REVENUES		7,179.84	24,544.69	2,976.03	(17,364.85)	341.86
TOTAL EXPENDITURES		5,150.00	8,575.79	58.09	(3,425.79)	166.52
NET OF REVENUES & EXPENDITURES		2,029.84	15,968.90	2,917.94	(13,939.06)	786.71

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REVENUE AND EXPENDITURE REPORT FOR CITY OF ISHPEMING
 PERIOD ENDING 07/31/2026

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GL NUMBER	DESCRIPTION	2026 AMENDED BUDGET	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
			07/31/2026 NORMAL (ABNORMAL)	MONTH 07/31/2026 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 271 - LIBRARY STATE AID						
Revenues						
271-000-566.000	STATE AID PAYMENTS	11,600.00	14,190.46	7,191.60	(2,590.46)	122.33
271-000-665.000	INTEREST EARNED	0.00	14.69	0.00	(14.69)	100.00
271-000-699.101	TRANSFER IN - GENERAL FUND	7,815.00	0.00	0.00	7,815.00	0.00
TOTAL REVENUES		19,415.00	14,205.15	7,191.60	5,209.85	73.17
Expenditures						
790	LIBRARY	19,415.00	9,266.24	0.00	10,148.76	47.73
TOTAL EXPENDITURES		19,415.00	9,266.24	0.00	10,148.76	47.73
Fund 271 - LIBRARY STATE AID:						
TOTAL REVENUES		19,415.00	14,205.15	7,191.60	5,209.85	73.17
TOTAL EXPENDITURES		19,415.00	9,266.24	0.00	10,148.76	47.73
NET OF REVENUES & EXPENDITURES		0.00	4,938.91	7,191.60	(4,938.91)	100.00

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REVENUE AND EXPENDITURE REPORT FOR CITY OF ISHPEMING
 PERIOD ENDING 07/31/2026

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GL NUMBER	DESCRIPTION	2026 AMENDED BUDGET	YTD BALANCE 07/31/2026 NORMAL (ABNORMAL)	ACTIVITY FOR	AVAILABLE	% BDGT USED
				MONTH 07/31/2026 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 401 - PUBLIC IMPROVEMENT FUND						
Revenues						
401-000-402.000	REAL PROPERTY TAXES	623,836.28	613,221.22	0.00	10,615.06	98.30
401-000-434.000	SPECIFIC ORE TAX	3,234.03	3,234.03	0.00	0.00	100.00
401-000-567.000	STATE GRANT	1,394,192.00	500,000.00	0.00	894,192.00	35.86
401-000-967.336	STATE GRANTS - FIRE	0.00	894,192.00	894,192.00	(894,192.00)	100.00
401-000-665.000	INTEREST EARNED	15,000.00	8,686.29	0.00	6,313.71	57.91
TOTAL REVENUES		2,036,262.31	2,019,333.54	894,192.00	16,928.77	99.17
Expenditures						
253	FINANCE DEPARTMENT	5,000.00	4,430.58	0.00	569.42	88.61
265	CITY HALL & GROUNDS	32,721.50	27,486.06	0.00	5,235.44	84.00
276	CEMETERY	0.00	722.66	0.00	(722.66)	100.00
301	POLICE	33,152.00	2,071.42	0.00	31,080.58	6.25
336	FIRE	953,200.00	920,047.74	1,428.35	33,152.26	96.52
441	DPW ADMINISTRATION	6,000.00	5,594.00	0.00	406.00	93.23
567	CEMETERY	0.00	33,544.00	33,544.00	(33,544.00)	100.00
704	NEIGHBORHOOD IMPROVEMENT	60,000.00	10,919.25	0.00	49,080.75	18.20
757	AL QUAAAL	30,000.00	6,095.57	0.00	23,904.43	20.32
790	LIBRARY	306,989.00	285,334.50	2,234.33	21,654.50	92.95
965	TRANSFERS OUT	151,000.00	6,000.00	0.00	145,000.00	3.97
995	DEBT SERVICES	85,700.00	43,515.00	0.00	42,185.00	50.78
TOTAL EXPENDITURES		1,663,762.50	1,345,760.78	37,206.68	318,001.72	80.89
Fund 401 - PUBLIC IMPROVEMENT FUND:						
TOTAL REVENUES		2,036,262.31	2,019,333.54	894,192.00	16,928.77	99.17
TOTAL EXPENDITURES		1,663,762.50	1,345,760.78	37,206.68	318,001.72	80.89
NET OF REVENUES & EXPENDITURES		372,499.81	673,572.76	856,985.32	(301,072.95)	180.82



Written Report for the August 20, 2026 Meeting

Jesse Shirtz, Library Director

Library Millage

- City Council voted to place a 2.5 mill proposal on the November 2026 ballot for library operations & capital expenditures. Ballot language is:

For continuing to provide current Library services, shall the City of Ishpeming, Marquette County, Michigan be authorized to levy up to an additional 2.1 mills (\$2.10 per \$1,000.00 taxable value) for Library operations and, concurrently, up to .4 mills (\$.40 per \$1,000 taxable value) for Library capital expenditures on all property assessed for taxes within the City of Ishpeming for a period of six (6) years (2026 – 2031, inclusive)? The combined new 2.5 mills will raise approximately \$399,527.30 in the first year.

Township Library Service

- Township statistical reports were recalculated with corrected patron residences. All letters, reports, etc. are with the city's attorney for approval prior to being sent to Township Supervisors.

Outreach

- Senior Center Book Club continues to meet at the Ishpeming Multi-Purpose Senior Center once per month.

Summer Reading 2026

- This year's Summer Reading Program, *Unearth A Story*, ran from June 9 through August 1, 2026. Donations/grants recorded through 8/17/2026 equal **\$8,047**.

Library Repairs

The replacement of the current steam heating system with a hot water system is complete!

Both air conditioning split units on the main floor have been having issues. The High School Room unit ceased functioning due to two leaks in the outdoor unit. These repairs will be covered under warranty. The second split unit in the Dundon Reading Room has begun leaking water. Prime was at the Library 8/17/2026 to look at both units and to begin repairs on the HS Room unit.

We had a week-long issue in July with our phones not making or receiving calls that, upon contacting our provider, were caused by destruction of fiber lines in Wisconsin when a tornado caused extensive damage. The issue has been resolved.



City of Ishpeming Information Regarding the Library Operating Millage Proposal

Dear Residents,

On Tuesday, November 3, 2026, City of Ishpeming voters will be asked to consider a Library Operating Millage Proposal that would provide funding for the continued operation, maintenance, and capital needs of the Ishpeming Carnegie Public Library.

The proposal language would authorize a total levy of 2.5 mills:

“For continuing to provide current Library services, shall the City of Ishpeming, Marquette County, Michigan be authorized to levy up to an additional 2.1 mills (\$2.10 per \$1,000.00 taxable value) for Library operations and, concurrently, up to .4 mills (\$.40 per \$1,000 taxable value) for Library capital expenditures on all property assessed for taxes within the City of Ishpeming for a period of six (6) years (2026 – 2031, inclusive)? The combined new 2.5 mills will raise approximately \$399,527.30 in the first year.”

For the average primary residence, the estimated cost would be approximately \$90.52 per year, or \$7.54 per month.

If the Proposal is Approved

If voters approve the proposal, the library's current level of operations is expected to continue. The funding would provide greater long-term financial stability by supporting:

- Current staffing levels.
- Existing library hours and public services.
- Collections, technology, and programming.
- Routine maintenance and preservation of the historic library building.
- The ability to plan for future capital improvements and ongoing facility needs.

Approval of the proposal would provide a dedicated funding source to help sustain library operations and maintain the facility for years to come.

Current Library Programs and Participation.

The City of Ishpeming has maintained a public library for 150 years and this is the first ballot proposal for dedicated funding for these services. The library continues to see increased use in all areas including visits, circulation, and programming. 34% of library cardholders signed up for a card in the last three years.

Also in the last three years:

- 97,247 people visited the library (26% of visits were to attend a program)
- 980 programs were offered for all ages, with 25,410 in attendance
- 165,536 physical items were checked out (58% were children's items), plus 50,407 digital items

The library also offers a Summer Reading Program, access to new releases, inter-library loan, a meeting room, public computer and wireless internet use, exam proctoring, technology help, puzzle swap, seed library, monthly digital reading challenges, and more.

If the Proposal is Not Approved

If the proposal is not approved, the library will see significant cuts to its operation. The existing funding sources are not sufficient to maintain current service levels.

As a result, the City and Library Board would likely need to consider measures such as:

- Reductions in hours or elimination of staff.
- Reduced public service hours, or closure.
- Reductions in and elimination of programs and other library services.
- Deferral of building maintenance and capital improvements.
- Limited ability to address future facility needs and preserve the library building.

Any operational or budget adjustments would be made through the normal public budgeting process and would depend on available funding.

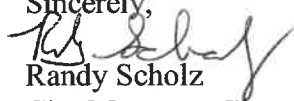
Reason for the Requested Funding

The City funds nearly 85% of the library's annual budget, with the remainder comprised of contract fees from surrounding townships for library service, State Aid, penal fines, etc. The City's General Fund Revenues are insufficient to fund services provided to residents at current levels, specifically the operation of the Ishpeming Carnegie Public Library. The City plans to balance its General Fund budget by increasing revenues or by decreasing and eliminating services. The ballot decision will leave the course of action taken by the city up to the residents.

Learn More

This letter is intended to provide residents with information about the Library Operating Millage Proposal so they can make an informed decision. The City of Ishpeming encourages all eligible voters to review the proposal, ask questions, and participate in the election on November 3, 2026. If you have any questions please contact Randy Scholz the Ishpeming City Manager.

Sincerely,



Randy Scholz

City Manager, City of Ishpeming

(906) 485-1091 ext. 203

citymanager@ishpemingcity.org

Library Millage Proposal

Visit the past. Discover your future.

ICMPL
ISHPEMING CARNEGIE
PUBLIC LIBRARY



The City of Ishpeming is requesting a 6-year millage at 2.5 mills.

- 2.1 mills for Library operations
- 0.4 mills for Library capital expenditures.

A YES vote supports the millage

Ishpeming Uses Its Library!

Over the last three years...



34%

of users signed up
for a library card



97K

people
visited the
library



165K

items checked
out



25K

attendees at
programs

If the Proposal Passes

- Current staffing levels
- Existing library hours and public services
- Collections, technology, and programming
- Routine maintenance and preservation of the historic library building
- The ability to plan for future capital improvements and ongoing facility needs

If the Proposal Fails

- Potential closure of the library
- Reduction in hours or elimination of staff
- Reduced public service hours, or closure
- Reductions in and elimination of programs and other library services
- Deferral of building maintenance and capital improvements
- Limited ability to address future facility needs and preserve library building

 **OTE on November 3, 2026**

Learn more at ishpeminglibrary.info/millage

ICPL Library Card Policy

Adopted by the Ishpeming Carnegie Public Library Board on _____

Library Card Policy

Ishpeming Carnegie Public Library (ICPL) cards are issued in order to identify eligible users and to determine the level of access to services and resources.

Library Card Types

Resident Cards: Anyone who lives in or is the legal owner of real or personal property in the City of Ishpeming or in a township that has contracted for library service qualifies for a Resident Card. Anyone who has a valid Negaunee Public Library (NPL) card, in good standing, is eligible for a Resident Card due to a reciprocal agreement for library service between ICPL and NPL.

Non-Resident Household Cards: A person who does not legally qualify for residency under any of the above definitions is considered a non-resident and may apply for a non-resident household card for an annual fee. The fee purchases library service for a duration of time for all residents in that household.

- a. Non-Resident Household Cards may be purchased in four (4) month, eight (8) month, or one (1) year increments for a household living at the same legal address.
- b. Non-Resident Cards will be issued to each person living at the same legal address. The fee is per household and does not change based on the number of family members in the household. Household members must be listed in the account.

Library Card Registration & Use

1. In order to obtain a free library card, the patron must present one (1) positive means of identification that includes a photo. Examples include a driver's license, federal passport, or a state identification card. If a person does not have a current form of identification, they will also need to provide a piece of mail confirming their address, etc.
2. With the exception of an emancipated minor, a parent or legal guardian with proof of identity and legal address must sign the ICPL registration form of any applicant under 18 years of age. The parent/legal guardian must have a library account in good standing before a minor's card is issued. The parent/legal guardian is responsible for the use of the minor's card including fines, damage, or lost item charges. The parent/legal guardian is responsible for determining upon registration whether an applicant under 18 years of age may use their library card to log onto patron computers with internet access. Library staff are not responsible and may not restrict what a minor checks out on their library card. A parent who chooses to restrict the materials their children select must accompany those children when they use the collection in order to impose those restrictions. The library does not have the right to operate *in loco parentis* (in place of the parent).

3. Educators and homeschooling parents who have a valid library card may request Teacher Privilege which grants an extended 5-week long checkout period. Teachers may also apply for a separate library card for classroom use.
4. All patrons who borrow materials must be registered to borrow materials.
5. An ICPL card can only be used by the patron (or designee) to whom the card was issued. Family members may pick up holds for patrons not able to come to the library.
6. ICPL cards are not transferable. Each patron may only have one active library card.
7. ICPL patrons are responsible for all materials borrowed on their card and agree to abide by library lending rules and policies.
8. A schedule of fees related to library use (non-resident fees, lost card fees, etc.) will be set annually by the City of Ishpeming and is available online or by request.
9. Patrons must report lost or stolen ICPL cards to the library immediately. ICPL is not responsible for fraudulent use of an ICPL card if the card is not reported lost or stolen to ICPL staff.
10. All patrons will be charged a fee to replace a lost library card.
11. Cards will be renewed or reissued when the account is in good standing. An account is in good standing when there is less than \$5.00 in fines and/or fees on the account.
12. ICPL staff reserves the right to require any patron to verify his/her identity upon request.
13. ICPL has contracted with a collection agency to assist in recovering non-returned library materials and unpaid fines. All unresolved library card accounts over \$35.00 will be turned over to Unique Management Services, Inc. and an additional referral fee will be added to the balance.
14. Library cards expire when there has been no activity on the account for three (3) five (5) years. Patrons with an expired library card may re-register as a new patron.

Suspension of Borrowing Privileges

ICPL borrowing privileges will be suspended for the following reasons:

1. When a patron has \$5.00 or more in fines and/or fees.
2. When a patron's card has expired.
3. When a patron has a bankruptcy case pending and has bills at the library.

CIRCULATION POLICY

Approved by the Ishpeming Carnegie Public Library Board on 18 August 2022

I. PURPOSE. The basic purpose of the Ishpeming Carnegie Public Library is four fold: 1. to

make materials widely available;

2. to provide maximum use of the materials collection;

3. to facilitate requests for materials; and

4. to provide a uniform policy for the retrieval of overdue materials.

II. ELIGIBILITY OF USE.

1. Any person with a current library card may obtain service and is eligible to borrow materials.

2. The use of the Library or its services may be denied for due cause, such as a failure to pay penalties, stealing, or destruction of Library property, disturbances of other patrons, or any other objectionable or illegal conduct on the Library premises for as long as the Librarian deems necessary. Any appeals of this ruling may be made in writing or in person to the Library Board.

III. LIBRARY CARD REGISTRATION.

1. There are three types of registration cards:

A. Youth (valid to the age of 18)

B. Adult

C. Temporary Resident

2. In order to obtain a free Library card, the patron must present one (1) positive means of identification that includes a photo. Examples include a driver's license, federal passport, or a state identification card. If a person does not have a current form of identification, they will also need to provide a piece of mail confirming their address, etc. Patrons under the age of 18 must have a parent or guardian sign the registration card.

3. Library cards expire when there has been no activity on an individual's account for over three (3) years. Upon expiration of the library card, the patron is asked to fill out a new registration card.

4. The library card issued to the patron must be presented each time material is borrowed. There is a replacement charge of two (\$2.00) dollars for lost or destroyed cards. Lost or destroyed cards should be reported promptly, as well as any address or phone change.

IV. LOAN PERIODS

1. Books:

A. Three (3) weeks for all not new nonfiction and fiction.

i. New children's and teen items will be shelved in new children's and teen sections for nine (9) months from purchase date or until space constraints require their removal to not new sections, in which case the oldest items will be moved first.

B. Two (2) weeks for fiction and non-fiction in new adult fiction and new adult non-fiction sections

i. Items will be shelved in new adult fiction and non-fiction sections for one (1) year from purchase date or until space constraints require their removal to not new sections, in which case the oldest items will be moved first.

C. Reference books do not circulate.

D. Books may be renewed unless they are on reserve for another patron.

E. Extended loans may be granted for a special need or to cover times when a patron will be out of town. The Librarian will determine which books or materials may be taken for extended loans and for how long.

2. Periodicals:

A. Current issues do not circulate.

3. Audio-Visual Materials: See separate sections.

4. All materials are renewable at the front desk, over the phone, or on-line, unless there is a hold on the item.

V. DVDs AND BLU-RAYS

In order to borrow DVDs or Blu-Rays, the borrower agrees to abide by the following rules: 1.

The borrower must be a cardholder of the Ishpeming Carnegie Public Library. 2.

There is a loan period of seven (7) days.

3. If returned in the outdoor book return DVDs and Blu-Rays must be placed in the media return slot due to possible damage to the item. If such action is not taken, the borrower is still responsible for the DVD or Blu-Ray until it reaches the front desk and for any damage done to the DVD or Blu-Ray in the drop box.

4. Loss or damage of a DVD or Blu-Ray will result in the billing of the borrower for the full replacement cost. Any physical damage to the cases or contents of any DVD or Blu-Ray that makes it inoperable in whole or in part will result in billing the borrower for the full replacement cost of the DVD or Blu-Ray.

5. The DVDs and Blu-Rays are protected by the copyright laws and may not be copied. 2 |

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6. The DVDs and Blu-Rays may not be borrowed by anyone who intends to use them for a public performance as set forth in the copyright law.

7. There is a rental fee per DVD and Blu-Ray to checkout. See the most recent City of Ishpeming Fee Schedule for cost.

VI. AUDIO MATERIALS

1. Music CDs and audiobooks will have a three (3) week circulation time period. They may be renewed.

2. There is no limit on the number of music CDs or audiobooks that may be checked out at one time.

3. If returned in the outdoor book return music CDs and audiobooks must be placed in the media return slot due to possible damage to the item. If such action is not taken, the borrower is still responsible for the item until it reaches the front desk and for any damage done to the item in the drop box.

4. Loss or total damage of audio materials will result in the borrower being billed for the partial (if applicable) or full replacement costs of such materials.

VII. OVERDUE NOTICES

1. One automated phone call at one and three weeks overdue to remind the patron of overdue materials.

2. Patrons with materials overdue for at least 30 days (then considered lost) will receive a bill in the mail for the replacement cost of the materials. A copy of the bill is kept on file at the Library.

3. Patron accounts with materials considered lost for two (2) weeks (at least 56 days overdue) and with a total replacement cost exceeding ~~\$25.00~~ \$35.00 are forwarded to Unique Management, our library-specific collections agency, who will conduct skip-tracing and attempt contact via written letters and phone calls prompting the patron to return the items or pay for their replacement.

4. When a patron claims he has returned a book or item, but the Library has no record of its return and cannot locate the book or item on its shelves, a member of the Library staff will explain to the patron that the Library's records show that the book or item has not been returned to the Library, but that the

staff will keep looking for it, and ask that the patron do the same. Ask if they could have loaned it to someone and/or to check in places such as under beds and car seats and in closets, etc., as materials do turn up in unusual places. Be sure to note in the patron's account "claimed returned" so any future contacts will be made with that knowledge. The patron should not be charged for the book or other item as long as he is convinced he returned it. He should be given the benefit of the doubt as it is possible that the error was made at the Library. Good will is more valuable than the book. If, however,

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the patron is a chronic offender, the Librarian can be more persistent, and if she believes the patron has not returned the book, a bill may be sent.

VIII. FINES

Any patron who borrows materials from the Ishpeming Carnegie Public Library is responsible for returning them in a timely manner and in good condition. If not, the patron will make restitution to the Library by paying for the materials.

1. The following fines will be charged for overdue materials:
 - A. Ten (10¢) cents per day per item
2. Overdue materials must be returned to the Library before any other materials may be checked out. Fines above \$5.00 must be paid before checking out more materials or to use public computers.
3. See the current City of Ishpeming Fee Schedule for damage and replacement fees.
4. Patrons who pay for lost library materials may have the cost of the materials refunded if they are returned at a later time in good condition.

IX. CONFIDENTIALITY

The Ishpeming Carnegie Public Library Board believes that library patron records are privileged and confidential information. Disclosure of these records, including names, addresses, and telephone numbers, would constitute an invasion of privacy pursuant to the Freedom of Information Act set forth in MCL §15.243(1)(a). Therefore, any person requesting such information will be denied access to library records under this policy.

Enclosed is a copy of the Library Privacy Act.

1. Patron Requests

A. A patron must give their name or library card number, either in person or on the telephone, before any information will be given about:

- a. Items checked out.
- b. Items overdue.
- c. Fine information.

d. Reserves information.

B. When speaking to a family member (including parents) and not to the patron, information about the material should be restricted so as to not reveal the content of the materials. Example: (1) A DVD borrowed is overdue and should be returned. (2) A book that had been reserved is now in and can be picked up.

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C. If information is requested by a person other than the patron, the staff should state that they are only permitted to discuss specific information with the patron, no one else.

2. Patron Information

A. Address, phone number, or any other personal information from a patron's record should not be given out.

B. If someone finds a library card, it should be returned to the Library. The Library will see that it is returned to the patron.

C. If someone finds a library card with other personal belongings and wants to return them, the Library is to take the person's phone number and will then contact the patron and have them contact the person who found the card.

