



LIBRARY BOARD OF TRUSTEES
MEETING AGENDA
Meetings: 4th Monday of the month

Elizabeth Keller, Chair
Neil Hivala, Vice-Chair
Priscilla Green, Trustee
Janice Hallett, Trustee
Patricia Baribeau, Council Liaison
Carolyn Stacey, Library Director

City Hall 400 Ludington, Rm. 101 - Escanaba, MI 49829

Library Board of Trustees
February 22, 2016 - 5:00 p.m.

CALL TO ORDER
ROLL CALL
PUBLIC COMMENT
APPROVAL/CORRECTION(S) TO MINUTES
APPROVAL/ADJUSTMENTS TO THE AGENDA

DIRECTOR'S REPORT
The director updates the Board on monthly use measures, financials, administration projects, library services and activities.

CORRESPONDENCE

UNFINISHED BUSINESS

NEW BUSINESS

- A) Library Hours Survey
Review of current public survey regarding open hours
- B) Library Strategic Plan 2014-2019
The Board will conduct a review of the progress and status of items in the library's strategic plan.
- C) Fiscal Year 2016-1017 Library Budget
The Board will receive an overview of conditions going into FY 16-17 and review the City budget calendar.

ANNOUNCEMENTS

ADJOURNMENT

The City of Escanaba will provide all necessary, reasonable aids and services, such as signers for the hearing impaired and audiotapes of printed materials being considered at the meeting to individuals with disabilities at the meeting/hearing upon five days notice to the City of Escanaba. Individuals with disabilities requiring auxiliary aids or services should contact the City of Escanaba by writing or calling at (906) 786-9402.

Respectfully Submitted,

Carolyn Stacey, Library Director

1-2-2016

**CITY OF ESCANABA
LIBRARY BOARD OF TRUSTEES
MINUTES**

November 23, 2015

A meeting of the Escanaba Public Library Board of Trustees was held November 23, 2015 at 5:10 p.m. in Room C102 of the Escanaba City Hall/Library Complex, Escanaba, MI 49829.

PRESENT: Elizabeth Keller, Pat Baribeau, Priscilla Green, Neil Hivala, Carolyn Stacey, Library Director

ABSENT: Janice Hallett

ALSO PRESENT: Member of the public

PUBLIC COMMENT: None

APPROVAL/CORRECTIONS(S) TO MINUTES: Minutes of August 24, 2015 meeting were approved as written.

APPROVAL/ADJUSTMENTS TO THE AGENDA. The agenda was accepted on consensus.

DIRECTOR'S REPORT

Financials: A comparison report was provided for the library budget and the Bezold fund.

Use Measures: Statistics comparing October 2014 and October 2015 were provided. N. Hivala requested that the director's report include statistics from several years.

Administration: Three painters returned bids for the wallpaper removal and painting project. Bid closing was November 12th. The successful contract will be approved at the December 3, 2015 City Council meeting. The library's main server will be replaced in December, funded by the Friends of the Library. Three additional shelving units will be added to the audiobook section and additional shelves installed within existing units to accommodate more books in the fiction section. The shelves will be funded by the Friends of the Library. The library's web site is being re-designed in cooperation with Superiorland Library Cooperative. The Friends of the Library have established a fund with the Community Foundation of Delta County. The Board expressed appreciation for the Friends of the Library and requested that the Director send a letter to the Friends thanking them for their support. It was also suggested that the President of the Friends visit a Board meeting to answer questions and provide information on Friends activities.

Library Programs / Services: A selection of cross-stitch Santas will be featured in the display case for December. 32 people registered for the library's "Altered Book Art Ornament" workshops scheduled for Nov. 17 and 19. Programs in the planning stage include an author talk with Marquette-based John Fortunato, the "Hot Reads for Cold Nights" reading program, "Money-Smart Week" and the Great Michigan Read. The Friends will hold a book sale in conjunction with the annual Santa Story hour on Saturday, December 19th from 1:00 – 3:00 in the City Hall foyer. The Children's Department is planning participation in the City's Annual Christmas Parade on December 4th at 7:00 p.m.

UNFINISHED BUSINESS:

City of Escanaba – Public Participation & Master Plan Revision. An update was provided on the City's planning process. The plan will be a priority in the upcoming year. There will be more opportunity for Board and citizen input.

NEW BUSINESS:

2016 Schedule Library Board of Trustees. The calendar for the Library Board of Trustees for 2016 was approved on motion of P. Green, second of E. Keller, unanimous.

Membership in United for Libraries. A technical glitch prohibited the director from demonstrating the new online training provided by the Library of Michigan. Log-in details will be emailed to the Board so that Trustees can explore the resource on their own time.

ANNOUNCEMENTS

ADJOURNMENT: 5:45 p.m. on consensus

Respectfully Submitted,

Approved

Carolyn Stacey, Library Director

Elizabeth Keller, Chair

**Director's report
Escanaba Public Library
Board of Trustees – Regular Meeting
February 22, 2016**

Use Measures:

An Excel spreadsheet showing use measures over a span of years has been included with this packet.

Financials:

A comparison report has been provided for the library budget and the Bezold fund. All lines are current through December.

Administration:

- The library server and twelve public workstations will be upgraded On February 18, thanks to a major donation from the Friends of the Library.
- Wall paper replacement and re-painting is currently taking place in the library. To date, public open hours have not been affected.
- Planning is in progress for a staff in-service that would feature technology updates, safety training, customer service and teamwork.
- The library's annual report for FY 2015-16 has been submitted to the Library of Michigan. Statistics can be shared with the board.
- The director attended a meeting at UPCAP to explore creating a new senior networking group to share information on programs and services to seniors.
- The director will participate in the Harwood Institute for Public Innovation March 14-16 in Lansing.
- The director is registered for the Rural Libraries Conference on May 4. Stipend for attendance is provided by the Superiorland Library Cooperative.

Library Programs / Services

- A program calendar for February through April is included with the board packet.
- Programs in development include after-school STEM activities for grade school children and Friends sponsored student book clubs.
- Great Michigan Read programs still in the planning stages include Shakespearean scenes performed by actors from Players de Noc, a public talk on preparing for a pandemic and an author Q&A with Emily St. John Mandel via Skype.
- Financial literacy activities are being developed in cooperation with area credit unions for Money Smart Week in February and will include a storytime for young children about money and some "virtual reality" classes for teens on spending choices. The Library of Michigan is co-sponsoring the week and will supply free picture books for preschoolers.
- An application to participate in the Michigan Notable Author program will be submitted and planning is in progress for a collaborative program with the Bonifas featuring writer and artist Suzi Banks Baum.
- Tax assistance sessions are being provided through AARP in February and March for low income and seniors

CITY OF ESCANABA
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2015

FUND 268 - LIBRARY FUND

	----- PREVIOUS YEAR -----			----- CURRENT YEAR -----		
	AMENDED BUDGET	YTD ACTUAL	MONTH ACTUAL	AMENDED BUDGET	YTD ACTUAL	MONTH ACTUAL
<u>REVENUE</u>						
268-000-437-002 RENAISSANCE ZONE REIMBURSEME	.00	649.05	.00	.00	786.80	.00
268-000-528-000 FEDERAL REVENUE GRANT	.00	.00	.00	.00	(100.00)	.00
268-000-566-100 ST OF MICHIGAN LIBRARY FUNDING	15,866.00	.00	.00	15,500.00	.00	.00
268-000-569-200 STATE OF MICHIGAN - GRANT	.00	1,015.00	1,015.00	.00	.00	.00
268-000-569-221 LIB OF MI FOUNDATION BOOK TOUR	.00	100.00	.00	.00	100.00	.00
268-000-656-000 ORDINANCE/PENAL FINES-CO ALLO	100,000.00	98,193.88	.00	100,000.00	99,429.93	.00
268-000-658-000 FINES AND FEES	23,000.00	9,268.91	1,212.59	18,000.00	9,121.45	1,892.19
268-000-665-000 INTEREST EARNINGS	1,500.00	538.18	(6.27)	1,750.00	551.44	(30.47)
268-000-675-000 CONTRIB FROM PRIVATE SOURCES	.00	2,801.53	2,801.53	.00	.00	.00
268-000-675-001 CONTRIBUTIONS-FRIENDS	.00	.00	.00	.00	2,393.55	.00
268-000-675-002 CONTRIBUTIONS- COMMUNITY FUND	.00	.00	.00	.00	3,051.16	.00
268-000-699-101 CONTRIBUTION FR GENERAL FUND	371,000.00	371,000.00	371,000.00	400,000.00	400,000.00	400,000.00
TOTAL REVENUE	511,366.00	483,566.55	376,022.85	535,250.00	515,334.33	401,861.72
TOTAL FUND REVENUE	511,366.00	483,566.55	376,022.85	535,250.00	515,334.33	401,861.72
<u>EXPENDITURES</u>						
<u>DEPARTMENT 000</u>						
268-000-702-000 SALARIES AND WAGES	270,103.00	116,135.33	19,373.87	274,671.00	121,404.16	20,493.41
268-000-703-000 SICK, HOLIDAY, VACATION	.00	18,763.12	3,490.98	.00	16,261.08	3,107.85
268-000-712-000 OVERHEAD ON SALARIES & WAGES	67,721.00	30,893.60	5,617.00	75,047.00	38,184.07	6,252.37
268-000-713-000 LIFE & HOSPITAL INSURANCE	70,483.00	35,803.33	5,359.91	73,345.00	33,212.89	5,099.23
268-000-726-000 SUPPLIES-MISCELLANEOUS	600.00	181.37	.00	600.00	441.50	.00
268-000-727-000 OFFICE SUPPLIES	6,500.00	1,560.37	610.65	6,500.00	4,031.36	1,617.36
268-000-801-000 PROFESSIONAL SERVICES	29,597.00	12,079.86	1,310.03	29,615.00	12,247.06	98.45
268-000-850-000 TELEPHONES	3,720.00	2,046.05	1,623.07	2,800.00	806.87	259.39
268-000-860-000 TRAVEL EXPENSES, AUTO ALLOW.	500.00	98.92	.00	500.00	75.90	.00
268-000-910-000 INSURANCE AND BONDS	225.00	174.76	.00	225.00	192.92	.00
268-000-932-000 REPAIRS/MAINT TO EQUIPMENT	1,344.00	1,344.00	.00	1,344.00	1,344.00	.00
268-000-942-000 RENTAL OF BUILDING OR OFFICES	51,996.00	25,998.00	4,333.00	51,996.00	25,998.00	4,333.00
268-000-943-000 RENTAL OF EQUIPMENT	1,000.00	286.11	27.00	1,000.00	259.52	27.00
268-000-958-000 MEMBERSHIP AND DUES	225.00	198.00	.00	233.00	205.00	.00
268-000-960-000 EDUCATION AND TRAINING	260.00	.00	.00	200.00	40.00	.00
268-000-977-000 CAPITAL OUTLAY-EQUIPMENT	1,000.00	.00	.00	1,000.00	1,681.51	.00
268-000-979-000 BOOKS, MAGAZINES, PERIODICALS	26,000.00	14,661.94	6,144.93	40,000.00	12,782.73	544.90
TOTAL DEPARTMENT 000	531,274.00	260,224.76	47,890.44	559,076.00	269,168.57	41,832.96
TOTAL FUND EXPENDITURES	531,274.00	260,224.76	47,890.44	559,076.00	269,168.57	41,832.96

CITY OF ESCANABA
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 6 MONTHS ENDING DECEMBER 31, 2015

FUND 268 - LIBRARY FUND

	--- PREVIOUS YEAR ---			--- CURRENT YEAR ---		
	AMENDED BUDGET	YTD ACTUAL	MONTH ACTUAL	AMENDED BUDGET	YTD ACTUAL	MONTH ACTUAL
NET REVENUES OVER EXPENDITURE	(19,908.00)	223,341.79	328,132.41	(23,826.00)	246,165.76	360,028.76

CITY OF ESCANABA
 DETAIL REVENUES WITH COMPARISON TO BUDGET
 FOR THE 6 MONTHS ENDING DECEMBER 31, 2015

FUND 703 - BEZOLD TRUST FUND

		---- PREVIOUS YEAR ----			---- CURRENT YEAR ----		
		AMENDED BUDGET	YTD ACTUAL	MONTH ACTUAL	AMENDED BUDGET	YTD ACTUAL	MONTH ACTUAL
<u>REVENUE</u>							
703-000-665-000	INTEREST EARNINGS	4,600.00	2,189.73	380.99	4,350.00	2,181.68	462.55
	TOTAL REVENUE	4,600.00	2,189.73	380.99	4,350.00	2,181.68	462.55
	TOTAL FUND REVENUE	4,600.00	2,189.73	380.99	4,350.00	2,181.68	462.55
<u>EXPENDITURES</u>							
703-000-801-000	PROFESSIONAL SERVICES	.00	.00	.00	10,000.00	.00	.00
703-000-979-000	BOOKS, MAGAZINES, PERIODICALS	10,000.00	784.41	217.46	.00	2,229.78	.00
		10,000.00	784.41	217.46	10,000.00	2,229.78	.00
	TOTAL FUND EXPENDITURES	10,000.00	784.41	217.46	10,000.00	2,229.78	.00
	NET REVENUES OVER EXPENDITURE	(5,400.00)	1,405.32	163.53	(5,650.00)	(48.10)	462.55

Checkouts--Physical	8,509	7,696	6,619	7,816	9,723	8,807	8,164	7,990	7,642	7,442	7,975	6,724	-16%
Checkouts--Digital													
Network Use			933	1,233	1,337	1,466	1,395	1,330	959	1,131	2,052	1,215	-5%
Holds Activity	518	545	568	682	897	1,074	938	1,025	793	822	859	638	-41%
Items Added			576	668	451	747	490	454	323	444	316	420	-26%
New Patrons	83	69	59	45	68	48	56	62	59	45	39	58	33%
Fines & Fees	\$1,217	\$1,041	\$1,278	\$1,073	\$1,396	\$1,397	\$1,267	\$1,148	\$929	\$791	\$1,256	\$1,003	49%
Avg. Daily Visits	296	290	296	259	282	291	281	281	275	246	252	261	-20%
Reference Questions				456									4%
Prog Att - Children's				188	185	162	170	141	196	137	190	240	26%
Prog Att - Adult				12		28	0	19	0	12	4		-100%
Gate Count	7,386	6,949	7,248	6,487	7,321	7,278	7,015	6,743	6,593	6,157	6,559	6,777	3%
Days Open		24	23	25	26	25	25	24	24	25	26	24	
Hours Open				209	220	212	228	199	199	204	214	217	
Checkouts--Physical	Jan 05	Jan 06	Jan 07	Jan 08	Jan 09	Jan 10	Jan 11	Jan 12	Jan 13	Jan 14	Jan 15	Jan 16	
Checkouts--Digital	10,528	10,705	10,225	10,764	10,503	10,106	8,952	10,081	9,860	9,300	8,652	7,077	-18%
Network Use			1,176	1,360	1,639	1,707	1,696	1,412	1,194	1,261	1,194	1,128	5%
Holds Activity	678	894	935	1,145	1,215	1,197	1,192	1,240	1,079	984	1,079	883	-35%
Items Added			585	695	613	503	471	514	462	446	332	359	-26%
New Patrons	126	143	130	109	134	142	93	117	82	71	81	56	8%
Fines & Fees	\$1,687	\$1,489	\$1,593	\$1,606	\$1,799	\$1,662	\$1,413	\$1,522	\$1,558	\$1,005	\$1,289.96	\$1,022.88	-31%
Avg. Daily Visits	375	376	363	330	350	347	343	325	312	283	279	290	-21%
Reference Questions				442									4%
Prog Att - Children's				175	170	130	270	337	211	254	288	234	-19%
Prog Att - Adult				0		11	87	74	62	54	3	4	33%
Gate Count	9,009	9,406	9,171	8,573	8,756	8,675	7,895	8,119	8,122	7,358	7,247	6,094	-16%
Days Open		25	27	26	25	25	23	25	26	26	26	25	
Hours Open				236	223	223	209	214	208	225	220	213	
Checkouts--Physical	Feb 05	Feb 06	Feb 07	Feb 08	Feb 09	Feb 10	Feb 11	Feb 12	Feb 13	Feb 14	Feb 15	Feb 16	
Checkouts--Digital	10,334	9,654	9,200	10,131	9,731	9,354	9,269	9,841	8,318	8,370	8,043		-4%
Network Use			988	1,336	1,632	1,546	1,528	1,301	940	1,156	630		41%
Holds Activity	632	881	713	1,034	1,131	1,038	1,001	1,173	973	1,069	966		4%
Items Added			651	619	425	594	518	1,012	895	461	966		-100%
New Patrons	155	91	101	88	125	84	97	104	141	65	48		-7%
Fines & Fees	\$1,735	\$1,226	\$1,284	\$1,407	\$1,355	\$1,364	\$1,558	\$1,493	\$1,185	\$1,131	\$1,077.74		89%
Avg. Daily Visits	399	366	380	335	376	365	399	334	323	301	311		-26%
Reference Questions				418									-5%
Prog Att - Children's				171	286	253	260	218	230	150	210		3%
Prog Att - Adult				8		14	81	90	48	110	183		40%
Gate Count	9,185	8,410	8,737	8,044	8,657	8,405	9,171	8,017	7,435	6,918	6,834		975%
Days Open		23	23	24	23	23	23	24	23	23	23		-1%
Hours Open				223	206	206	206	204	198	198	198		

Annual Summary of Library Usage

	2005-2006	2006-2007	2007-2008	2008-2009	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	% Change
Patrons											
Total Patrons	11,926	11,187	11,239	10,355	10,137	10,045	10,210	10,182	9,942	9,347	-6%
Resident Patrons	11,252	10,589	10,638	9,778	9,536	9,428	9,561	9,236	9,164	8,703	-5%
Nonresident Patrons	674	598	601	577	601	617	620	946	778	644	-21%
New Patrons	1,617	1,257	1,194	1,287	1,267	1,177	1,148	1,107	976	881	-11%
Avg. Daily Visits	365	364	353	365	377	374	341	339	315	334	6%
Total Annual Visits*	103,855	103,536	100,294	103,521	107,791	105,033	97,443	96,667	90,058	92,165	2%
Items											
Checkouts--Physical	114,482	114,113	123,248	127,657	124,413	122,328	120,508	115,141	109,094	105,876	-3%
Checkouts--Digital											
Items Added	7,312	7,095	7,401	7,611	1,134	2,418	3,462	4,097	6,207	7,281	15%
Total Volumes**	69,422	72,364	74,689	77,080	79,712	81,683	83,942	85,548	85,877	78,639	4%
Network Use***	11,500	13,537	16,125	19,411	21,597	20,991	17,584	14,575	15,922	20,034	-9%
Fines & Fees	\$16,240.89	\$16,972.38	\$17,252.32	\$18,109.30	\$18,067.17	\$17,731.98	\$16,155	\$15,806	\$13,443	\$13,356	-1%
Days Open	287	286	267	286	288	285	288	285	289	289	1%
Total Annual Hours		2,388	2,664	2,597	2,603	2,595	2,506	2,504	2,543	2,532	0%
Holds											
Pill Loaned	2,163	2,577	3,769	4,600	4,597	4,075	3,716	3,313	3,456	3,891	11%
Pill Borrowed	3,368	3,493	3,924	4,569	4,568	4,536	4,671	4,761	3,984	4,232	6%
MeiCat Loaned****	156	275	611	748	833	779	838	589	625	852	27%
MeiCat Borrowed****	183	595	666	668	823	1,035	1,085	738	538	458	-17%
Total Loaned	2,319	2,852	4,380	5,348	5,430	4,854	4,554	3,902	4,081	4,743	14%
Total Borrowed	3,551	4,088	4,580	5,237	5,391	5,571	5,756	5,499	4,522	4,690	4%
In-house Holds	1,939	2,069	2,803	2,761	3,257	3,345	3,474	2,793	2,779	2,419	-15%
Total Hold Activity	7,809	9,009	11,763	13,346	14,078	13,770	13,784	12,194	11,382	11,852	4%

*Total Annual Visits: Gate Counter not working from Dec. 2006 - June 2007. Those months were averaged based on past years' data.

**Total Volumes = SIRSI "Escanaba Count by Location" report

***Network Use: Computer upgrade in May/June 2013 caused some data loss.

****MeiCat service began February 2006

FEBRUARY 2016

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3 Toddler Time 10:30 a.m. Story Room Adult Coloring Club 12-2pm	4	5 Library Babies 10:30 a.m. Story Room	6
7	8	9	10 Toddler Time 10:30 a.m. Story Room Adult Coloring Club 12 - 2pm	11	12 Library Babies 10:30 a.m. Story Room	13
14	15	16	17 Historical Society Lecture - 7pm Council Chambers Coloring Club 12-2pm	18	19 Library Babies 10:30 a.m. Story Room	20
21	22 Library Board Meeting 5:00 p.m. Room C101	23 Altered Book Art 6:00 p.m. Council Chambers	24 Adult Coloring Club 12 - 2pm	25	26	27
28	29					
<p>Notes: Promotions: Black History Month WALLPAPER AND PAINTING PROJECT THIS MONTH IN LIBRARY</p> <p>© 2013 Vertex42 LLC. Free to Print.</p> <p>Academic Calendar Template by Vertex42.com</p>						

Escanaba Public Library Events Calendar

MARCH 2016

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4	5
6	7	8	9 Friends of the Library 6:00 p.m. Room C101	10 Altered Book Art 6:00 p.m. City Hall Conference Room	11 Library: Babies 10:30 a.m. Story Room	12
13	14	15	16 Historical Society Lecture 7pm Council Chambers	17	18 Library: Babies 10:30 a.m. Story Room	19
20	21	22 Rachel May Author Talk 6:30 p.m. Tentative	23	24	25	26
27	28 Library Board Meeting 5:00 p.m. Room C101	29	30	31		
<p>Notes: Promotions: Teen Tech Week - March 6-12, 2016: http://teentechweek.ning.com Women's History Month</p>						
<p>© 2013 Vertex42 LLC. Free to Print. Academic Calendar Template by Vertex42.com</p>						

Escanaba Public Library Events Calendar

APRIL 2016

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5	6	7	8 Library Babies 10:30 a.m. Story Room	9
10 Volunteer Appreciation National Library Week	11 Station Eleven Pandemic Presentation Tentative 6:30 pm	12	13 Toddler Time 10:30 a.m. Story Room Station Eleven Book Discussion 6:30 pm	14 Food of the Apocalypse with the Great Foodini 6:30 p.m.	15 Library Babies 10:30 a.m. Story Room	16
17	18	19 Station Eleven Player's performance Bonifas Art Center 6:30 p.m.	20 Toddler Time 10:30 a.m. Story Room Historical Society Lecture - 7pm	21	22 Library Babies 10:30 a.m. Story Room	23
24	25 Library Board Meeting 5:00 p.m. Room C101	26	27 Money Smart Adult 6:30 p.m.	28	29 Library Babies 10:30 Story Room	30 Money Smart Storyhour 1:30 p.m.
<p>Notes: National Library Week - April 10-16, 2016: http://www.ala.org/nlw - The 2016 theme is Libraries Transform. Money Smart Week® - April 23-30, 2016: http://www.ala.org/offices/money-smart-week National Poetry Month © 2013 Vertex42 LLC. Free to Print. Academic Calendar Template by Vertex42.com</p>						



Open Hours Survey – 2016

The library is considering some adjustments to our open hours. We are gathering information about when people use the library so we can attempt to make the schedule as convenient and responsive to our users as possible.

1. Are you a cardholder with the Escanaba Public Library?

Yes

No

2. Which category below includes your age?

18 or younger

19-39

40-59

60 or older

3. What time of day do you typically visit this library? (check all that apply)

10:00 a.m. – 1:00 p.m.

1:00 p.m. – 4:00 p.m.

4:00 p.m. – 8:00 p.m.

4. What day(s) of the week do you typically visit this library? (check all that apply)

Monday

Tuesday

Wednesday

Thursday

Friday

Saturday

(please see other side)

5. If the library was open on Saturdays in summer, would you use it?

About as often as I do now

More often

I would not visit the library on Saturdays in summer

6. If the library opened at 9:00 a.m. instead of 10:00 a.m., Monday – Friday year-round, would you:

Regularly visit the library more often

Occasionally use the extra morning hour

Make no change in my use of the library

7. If the library closed at 5:00 p.m. instead of 3:00 p.m. on Saturdays, would you:

Regularly visit the library more often

Occasionally use the extra afternoon hours

Make no change in my use of the library

8. If the library could make one change to its open hours schedule, which would you choose:

Keep the library open on Saturdays in summer (Memorial Day to Labor Day)

Keep the library open until 5pm on Saturday during the school year, but continue to close Saturdays in summer

Open the library at 9:00 a.m. instead of 10:00 a.m. Monday – Friday, year-round

Other

9. If you have other comments about the library's open hours, please note them here:

CITY OF ESCANABA
2016-17 Budget Calendar

- December 31st (Thur)-** Budget papers to department heads; operating budgets due 1/22/16.
- January 8th (Fri)-** Publish notice of first Public Hearing for the 2016-17 City budgets at the 1/21/16 regular Council meeting.
- January 21st (Thur)-** (Regular Council Meeting) First Public Hearing for citizen input into the 2016-17 City budgets.
- January 22rd (Fri)-** Departmental operating budgets due.
- January 27th (Wed)-** City Council Budget Work Session
- February 12th (Fri)-** Publish notice of second Public Hearing for the 2016-17 City budgets at the 2/18/16 regular Council meeting.
- February 15th (Mon)-** First draft of budget requests to City Manager.
- February 18th (Thur)-** (Regular Council Meeting) Second Public Hearing for citizen input into the 2016-17 City budgets.
- March 11th (Fri)-** Publish notice of third Public Hearing for the 2016-17 City budgets at the 3/17/16 regular Council meeting.
- March 17th (Thur)-** (Regular Council Meeting) Third Public Hearing for citizen input into the 2016-17 City budgets.
- March 25th (Fri)-** Council receives tentative copy of the City budgets.
- April 11th (Mon)-** Budget work session open to the public.
- April 12th (Tues)-** Budget work session open to the public.
- April 13th (Weds)-** Budget work session, if required, open to the public.
- April 21th (Thur)-** (Regular Council Meeting) Council passes resolution to set May 5th as the fourth Public Hearing on the 2016-17 City budgets.
- April 22nd (Fri)-** Budgets are revised, based on the work sessions, and are made available to the public.
- April 25th (Mon)-** Publish notice of Public Hearings on budgets.
- May 5th (Thur)-** (Regular Council Meeting) Public Hearing on 2016-17 City budgets.

May 9th (Mon)-

Publish notice of final hearing and adoption of 2016-17 City budgets. This notice must be at least 6 days prior to the budget adoption and must contain language to the effect that the tax rate will be a subject at this meeting, assuming that the City does **not** intend to roll back the millage by the bae tax reduction fraction.

May 19st (Thur)-

Public Hearing and adoption of City budgets. First reading of the Appropriations Ordinance, including the millage rate, and first reading of the Tax Levy Ordinance, with second reading and adoption set for the May 26th special meeting. First reading of Utility Ordinances, with second reading and adoption set for the Monday, June 6th special meeting.

May 26th (Thur)-

(Special Council Meeting) Second reading and adoption of the Tax Levy Ordinance and the Appropriations Ordinance.

June 6th (Mon)-

(Special Council Meeting) Second reading and adoption of the Utility Ordinances.