



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

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

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

Library Board of Trustees
April 27, 2015 - 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

- A) Township Joint Meeting Proposal
Library director will present a format and content ideas for proposed upcoming meeting.

NEW BUSINESS

- A) Policy Manual Review
Trustees will review revisions to the library policy manual prior to adoption by the City Council.

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

**CITY OF ESCANABA
LIBRARY BOARD OF TRUSTEES
MINUTES
March 23, 2015**

A meeting of the Escanaba Public Library Board of Trustees was held March 23, 2015 at 5:00 p.m. in Room C102 of the Escanaba City Hall/Library Complex, Escanaba, MI 49829.

PRESENT: Philip Lynch, Elizabeth Keller, Pat Baribeau, Janice Hallett, Neil Hivala, Carolyn Stacey, Library Director.

ABSENT: Priscilla Green

ALSO PRESENT: 3 Members of Public

PUBLIC COMMENT: None

APPROVAL/CORRECTIONS(S) TO MINUTES: Minutes of January 26, 2015 meeting were approved as written. There was no meeting in February.

APPROVAL/ADJUSTMENTS TO THE AGENDA: The agenda was accepted as written by consensus.

DIRECTOR'S REPORT

- o A grant has been submitted to the Community Foundation to fund two iPads and stands for teen use.
- o City departmental budgets for FY 2015-16 will go to the City Council on March 27th.
- o "Hot Reads for Cold Nights" has concluded. Over 1,074 entries were received and 105 book reviews posted. March programs and features included:
 - An Evening of Irish Music with the Bay Brass*
 - Delta County Historical Society Lecture – Escanaba's Golden Days with Charles Lindquist*
 - U.P. Poet Laureate Finalists Poetry Reading*
 - Friends of the Library Annual Booksale*
 - Great Start Family Reading Night*
 - Babies Storytime (4)*
 - Toddler Storytime (4)*
 - Saturday Storytime (4)*
 - AARP Tax Assistance Sessions (182)*
 - March Reading Month promotion with Escanaba Schools*
 - Display for Disabilities Awareness Month from Pathways*
- o Promotional activities are being planned for National Library Week (April 12 – 18)
- o The library has received a Michigan Notable Author grant for 2015. Author Monica McFawn is scheduled to visit the library on June 4th.
- o The library will participate in this year's Great Michigan Read, sponsored by the Michigan Humanities Council. The featured title is *Station Eleven* by Emily St. John Mandel. Programming will take place between August and May with a culminating event in April, 2016.

UNFINISHED BUSINESS: None

NEW BUSINESS: None

ANNOUNCEMENTS: None

ADJOURNMENT: 5:24 p.m. on consensus

Respectfully Submitted,

Approved

Carolyn Stacey, Library Director

Philip Lynch, Chair

Director's Report
Library Board of Trustees – Regular Meeting
April 27, 2015

Use Measure	March 14	March 16	% change
<i>Checkouts – Physical</i>	9662	9542	-1%
<i>Checkouts – Digital</i>	574	714	24%
<i>Holds Placed</i>	1172	1040	-11%
<i>Items Added</i>	852	1113	31%
<i>New Patrons Registered</i>	92	77	-16%
<i>Network Use</i>	1451	2125	46%
<i>Fines & Fees Paid</i>	\$1,139	\$1,115	-2%
<i>Average Daily Visits</i>	307	352	15%

Financials:

A comparison report has been provided for the library budget and the Bezold fund. All lines are current through February. Additional detail on the Bezold Trust is included with this packet.

Administration:

- The library accepted Merit's bid for Internet service for 2015-16 and entered into a one year contract for a 25Mbps connection. Application has been made to the Universal Service Fund for discounts on this service.
- Staff performance reviews are scheduled for April 27, 28, 30.
- Revised comment/suggestion forms and a brief customer service exit survey are in production.
- A major overhaul to the library's catalog is in progress and will be released by Superiorland Library Cooperative in early May.

Library Programs / Services:

- National Library Week Activities concluded April 18.
- The final Delta County Historical Society winter outreach lecture is scheduled for April 22nd at 7:00 p.m. in the Council Chambers.
- A Great Start Family Fun Night is scheduled for April 29th at the library.
- Michigan Notable Author Monica McFawn is scheduled to present a reading on June 4th.
- The Friends of the Library Ice Cream Social is scheduled for Wednesday, June 10th at 6:30 p.m.
- A writing workshop and handmade journal exhibit featuring Suzy Banks Baum is being planned in collaboration with the Bonifas for August 14th.
- Summer hours (closed Saturdays) go into effect Memorial Day weekend.

CITY OF ESCANABA
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING FEBRUARY 28, 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	251.88	.00	.00	649.05	.00
268-000-566-100	ST OF MICHIGAN LIBRARY FUNDING	12,874.00	.00	.00	15,866.00	.00	.00
268-000-569-200	STATE OF MICHIGAN - GRANT	.00	.00	.00	.00	1,015.00	.00
268-000-569-211	GRANTS	.00	75.00	.00	.00	.00	.00
268-000-569-212	SUPERIORLAND	.00	382.49	.00	.00	185.00	185.00
268-000-569-221	LIB OF MI FOUNDATION BOOK TOUR	.00	.00	.00	.00	100.00	.00
268-000-656-000	ORDINANCE/PENAL FINES-CO ALLO	124,758.00	99,090.37	.00	100,000.00	98,193.88	.00
268-000-658-000	FINES AND FEES	23,000.00	12,048.29	1,279.84	23,000.00	12,071.78	1,228.14
268-000-665-000	INTEREST EARNINGS	2,200.00	1,503.70	402.20	1,500.00	1,376.05	369.22
268-000-675-000	CONTRIB FROM PRIVATE SOURCES	.00	8,000.72	.00	.00	7,216.66	4,415.13
268-000-699-101	CONTRIBUTION FR GENERAL FUND	365,000.00	365,000.00	.00	371,000.00	371,000.00	.00
268-000-699-701	CONTRIBUTION FROM HEALTH/DENT	13,893.00	13,893.00	.00	.00	.00	.00
TOTAL REVENUE		541,725.00	500,245.45	1,682.04	511,366.00	491,807.42	6,197.49
TOTAL FUND REVENUE		541,725.00	500,245.45	1,682.04	511,366.00	491,807.42	6,197.49
<u>EXPENDITURES</u>							
<u>DEPARTMENT 000</u>							
268-000-702-000	SALARIES AND WAGES	263,652.00	154,642.82	18,955.38	270,103.00	154,104.09	17,801.82
268-000-703-000	SICK, HOLIDAY, VACATION	.00	21,259.13	1,538.82	.00	23,101.54	2,099.98
268-000-711-000	OVERTIME	.00	92.21	92.21	.00	.00	.00
268-000-712-000	OVERHEAD ON SALARIES & WAGES	60,356.00	39,377.54	4,638.53	67,721.00	41,642.15	5,360.97
268-000-713-000	LIFE & HOSPITAL INSURANCE	70,139.00	45,113.15	5,232.58	70,483.00	48,146.18	5,355.95
268-000-726-000	SUPPLIES-MISCELLANEOUS	600.00	28.97	.00	600.00	181.37	.00
268-000-727-000	OFFICE SUPPLIES	7,500.00	3,737.94	465.82	6,500.00	1,845.79	23.34
268-000-801-000	PROFESSIONAL SERVICES	27,796.00	16,606.55	3,894.61	29,597.00	16,791.44	3,872.08
268-000-850-000	TELEPHONES	4,720.00	2,100.72	9.94	3,720.00	2,257.06	105.64
268-000-860-000	TRAVEL EXPENSES, AUTO ALLOW.	500.00	.00	.00	500.00	98.92	.00
268-000-910-000	INSURANCE AND BONDS	450.00	219.77	.00	225.00	174.76	.00
268-000-932-000	REPAIRS/MAINT TO EQUIPMENT	1,344.00	1,493.99	.00	1,344.00	1,344.00	.00
268-000-942-000	RENTAL OF BUILDING OR OFFICES	34,819.00	23,212.64	2,901.58	51,996.00	34,664.00	4,333.00
268-000-943-000	RENTAL OF EQUIPMENT	1,732.00	502.44	36.00	1,000.00	459.46	27.00
268-000-958-000	MEMBERSHIP AND DUES	390.00	190.00	.00	225.00	198.00	.00
268-000-960-000	EDUCATION AND TRAINING	260.00	25.00	.00	260.00	.00	.00
268-000-977-000	CAPITAL OUTLAY-EQUIPMENT	1,000.00	927.62	.00	1,000.00	3,415.13	2,716.00
268-000-979-000	BOOKS, MAGAZINES, PERIODICALS	40,000.00	25,952.27	1,868.38	26,000.00	17,705.65	1,400.58
TOTAL DEPARTMENT 000		515,258.00	335,482.76	39,633.85	531,274.00	346,129.54	43,096.36

CITY OF ESCANABA
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 8 MONTHS ENDING FEBRUARY 28, 2015

FUND 268 - LIBRARY FUND

	--- PREVIOUS YEAR ---			--- CURRENT YEAR ---		
	AMENDED BUDGET	YTD ACTUAL	MONTH ACTUAL	AMENDED BUDGET	YTD ACTUAL	MONTH ACTUAL
TOTAL FUND EXPENDITURES	515,258.00	335,482.76	39,633.85	531,274.00	346,129.54	43,096.36
NET REVENUES OVER EXPENDITURE	26,467.00	164,762.69	(37,951.81)	(19,908.00)	145,677.88	(36,898.87)

P.D.

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CITY OF ESCANABA
 DETAIL REVENUES WITH COMPARISON TO BUDGET
 FOR THE 8 MONTHS ENDING FEBRUARY 28, 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	4,200.00	3,125.76	346.85	4,600.00	2,902.39	340.46
	TOTAL REVENUE	4,200.00	3,125.76	346.85	4,600.00	2,902.39	340.46
	TOTAL FUND REVENUE	4,200.00	3,125.76	346.85	4,600.00	2,902.39	340.46
<u>EXPENDITURES</u>							
703-000-979-000	BOOKS, MAGAZINES, PERIODICALS	10,000.00	2,838.70	96.96	10,000.00	1,278.80	53.26
	TOTAL FUND EXPENDITURES	10,000.00	2,838.70	96.96	10,000.00	1,278.80	53.26
	NET REVENUES OVER EXPENDITURE	(5,800.00)	287.06	249.89	(5,400.00)	1,623.59	287.20

Report Criteria:

- Actual Amounts
- Accounts With Balances Or Activity
- Summarize Payroll Detail
- Print Grand Totals
- Print Running Balance and Zero Balance At Fiscal Year End
- Print Transactions In Date Order
- Page and Total by FUND
- All Segments Tested for Total Breaks
- [Report].Account Number = "703000000000"-703999999999"

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
			01/31/2015 (01/15) Balance	703-000-003-101			258,610.60
02/28/2015	CA-CD	13	CDA Fund Allocation - Created: 02/05/15 10:00			53.26-	258,557.34
03/31/2015	CA	37	Cash Allocation - Created: 04/01/15 3:11 PM		209.67		258,767.01
			01/31/2015 (01/15) Balance	703-000-056-000			2,925.76
02/28/2015	JE	170	INTEREST EARNINGS		340.46		3,266.22
02/28/2015	JE	171	INTEREST ALLOCATION			209.67-	3,056.55
			01/31/2015 (01/15) Balance	703-000-084-709			35.87-
			01/31/2015 (01/15) Balance	703-000-201-000			.00
02/05/2015	CDA	106397	INGRAM LIBRARY SERVICES		53.26		53.26
02/28/2015	AP	199	Summary Transactions from AP System			53.26-	.00
			01/31/2015 (01/15) Balance	703-000-390-000			260,164.10-
			01/31/2015 (01/15) Balance	703-000-665-000			2,561.93-
02/28/2015	JE	170	INTEREST EARNINGS			340.46-	2,902.39-
YTD Encumbrance	.00	YTD Actual	-2,902.39 Total	-2,902.39	YTD Budget	-4,600.00 Unearned	1,697.61
			01/31/2015 (01/15) Balance	703-000-979-000			1,225.54
02/05/2015	AP	102	INGRAM LIBRARY SERVICES		53.26		1,278.80
YTD Encumbrance	.00	YTD Actual	1,278.80 Total	1,278.80	YTD Budget	10,000.00 Unexpended	8,721.20

Number of Transactions: 8 Number of Accounts: 7

Total BEZOLD TRUST FUND:

Number of Transactions: 8 Number of Accounts: 7

Grand Totals:

Debit	Credit	Proof
656.65	656.65-	.00
656.65	656.65-	.00

ing rules.

The bills were reintroduced in February after stalling out during last year's lame-duck session. Similar forms of the bills have been introduced since 2012.

Currently, Michigan law only protects smoking forms of the drug, but not edibles or topical applications, such as oils. Additionally, dispensaries that sell marijuana products — also called “provisioning centers” — are legally unprotected. This leaves patients who need those forms of the drug, including children, with few legal options.

All forms of the medicine should be equally protected, particularly as non-smoking forms of the drug are safer than many smokable forms, which are fully legal. And patients rely on these forms of the drug to treat serious and debilitating diseases.

Legalizing dispensaries would also clarify safe access points for those who need the medicine. Currently, patients are supposed to obtain medicine only from a qualified caregiver, who is restricted to working with no more than five patients.

Caregivers can be hard to find, and that system provides less regulation and fewer safety precautions than would a system of regulated, legal dispensaries.

Despite their foggy legal status, dispensaries are scattered around the state. Already 13 Michigan cities whose residents have approved local ordinances allowing recreational marijuana use have them, and in Detroit there are 180 centers. These centers should first and foremost serve the needs of medical marijuana patients, who have a legal right to the drug. And if a community decides it doesn't want a dispensary, the legislature rightly allows for it to opt out.

The Michigan Sheriffs Association came out strongly against the bills last year, citing a “profit motive” as a reason to prevent their passage, and also argued there isn't enough personnel to properly enforce new regulations and keep it away from children.

Surely the drug should be kept out of the hands of children, and fully regulating provisioning centers would go a long way to ensuring patients, kids, have access.

Further, there's no more profit motive for marijuana than there is for prescription drugs, which are generally abused to a greater extent, and are fatal.

Libraries not just about books

By Carolyn Stacey
Escanaba Public Library director

ESCANABA — “You are unlimited.” This message was printed on the back of the little tag attached to my teabag as I sat down in front of my computer to work one recent morning. Hearinging little proclamations like this seem to pop up everywhere these days: inside bottle caps or foil wrapped chocolates — seemingly designed to spur a revelation (or create brand loyalty), they tend either to annoy or amuse me.

In this case, the message was timely, having received it just as we were preparing for this year's National Library Week and pondering the theme, “Unlimited Possibilities @ Your Library.”

First sponsored in 1958, National Library Week is a national observance sponsored by the American Library Association (ALA) and libraries across the country each April. It

is a time to celebrate the contributions of our nation's libraries and librarians and to promote library use and support. All types of libraries — school, public, academic and special — participate.

For the local public library, it is a great time to remind people that libraries are not just about books. The modern library has evolved well beyond the hushed book repository concept. Especially in smaller and geographically isolated communities, libraries are gathering places, where people come to make connections — with information and ideas, yes — but also with one another.

Libraries encourage social and civic engagement and provide the resources that citizens need to be digitally literate in our world. As learning organizations in a knowledge-based economy, libraries can stimulate and feed a lifelong learning habit that can strengthen quality

of life. By maintaining local history resources, a good library can help a community stay connected to its unique identity while moving forward into the future.

In celebration of National Library Week, the library will highlight a different resource for each day of the week. Staff will be on hand to demonstrate online resources and provide tours of the physical collections. We are also featuring a display of photos and memorabilia from the Carnegie Library that will certainly spark memories for many people.

Themes this week include: **Mango Monday** Explore 64 different languages, specialty courses, and language learning through film **Tech Tuesday** Learn how to access free e-books, digital audiobooks, digital magazines and streaming video **Local History Day** Explore Escanaba's past

through our digital historical newspaper files dating back to 1869. Trace your family history with the library's Ancestry and Heritage Quest subscriptions

Children's Early Literacy Play with interactive storybooks online, try out the new iPads, learn how to find the best books for your child. **Lifelong Learning Day** Specialized subscription databases on popular topics (study guides, car repair, health and wellness) not available through Google.

National Library Week is a great time to visit the library and uncover your limitless potential. Come grab a cup of tea for yourself (and a hand-made treat; we have some master bakers on staff) and let us introduce you to the unlimited possibilities available through your library.

Carolyn Stacey is director of the Escanaba Public Library

How Big Money is buying off criticism

BERKELEY — Not long ago I was asked to speak to a religious congregation about widening inequality. Shortly before I began, the head of the congregation asked that I not advocate raising taxes on the wealthy. He said he didn't want to antagonize certain wealthy congregants on whose generosity the congregation depended.



Robert B. Reich

It's bad enough that big money is buying off politicians. It's also buying off nonprofits that used to be sources of investigation, information and social change, from criticizing big money.

Other sources of funding are drying up. Research grants are waning. Funds for social services of churches and community organizations

and undertake annual evaluations.

The Koch brothers now fund 350 programs at over 250 colleges and universities across America. You can bet that funding doesn't underwrite research on inequality and environmental justice.

David Koch's \$23 million of donations to public television earned him positions on the boards of two prominent public-broadcasting stations in

edge,” their statement said. Even though gift agreements by universities, museums and other nonprofits often bar donors from being involved in decisions about what's investigated or shown, such institutions don't want to bite hands that feed them.

This isn't a matter of ideology. Wealthy progressives can exert as much quiet influence over the agendas of nonprofits

APR 14 2015

vides an opportunity for members to be together and to celebrate their Scandinavian connection.

Anyone interested in membership is asked to call 789-9089.

Hope at the Inn moves to All Saints Sunday

GLADSTONE — The Delta County rotating homeless shelter, "Hope At the Inn," moves to All Saints Catholic Church at 715 Wiscotin Avenue in Gladstone on Sunday evening. Volunteers are needed to provide an evening meal, and staff the shelter shifts typically from 5:30-10:30 p.m., 10:30 p.m. to 3 a.m., and 3-8 a.m. each day.

To see where trained volunteers are needed, check www.HopeAtTheInn.org/ "Volunteer for a Shift," e-mail HopeAtTheInnDelta@gmail.com or Deb Tromby at 420-3083.

Legion 11th District meeting Saturday

MENOMINEE — The spring meeting of the American Legion Department of Michigan District 11 will be held on Saturday at the Menominee American Legion Post 146 starting at 11 a.m. (EST) or 10 a.m. (CST).

Nominations and election of officers for the upcoming year 2015-2016 will be held. For further information, contact the District Commander at 428-9918.

Michigan Parkinson's meeting Tuesday

ESCANABA — The Michigan Parkinson's meeting will be held Tuesday, April 14, at 3 p.m. at the MTEC Building on N. 30th St. in Escanaba. Guest speaker will be Carolyn from Superior Alliance to Independent Living (SAIL).

The meeting is open to the public. For more information, call Ellen at

'The scent of 'De Noc Cool Spree' is in the air

April 10, 2015

RIVERSIDE

ESCANABA — The smell of the library is the scent of independence, knowledge and recreation mixed together like fine cologne.

Let's call the Escanaba Public Library's special scent "De Noc Cool Spree."

Nobody forgets the smell of the school or public library. Let the odor of new books, ink, paper, newsprint and polished hardwood furniture take you back in time.

Do you remember walking up the steep, reddish quarry stone steps at the old Escanaba Carnegie Library?

You probably had your Mom's finger in one hand and a Beatrix Potter book (Peier Cottontail) in the other hand.

Essence of "De Noc Cool Spree" nipped at your nose as soon as you walked in the heavy front door of the Escanaba Library.

The ornate interior, tall columns,



Karen Rose Wiis

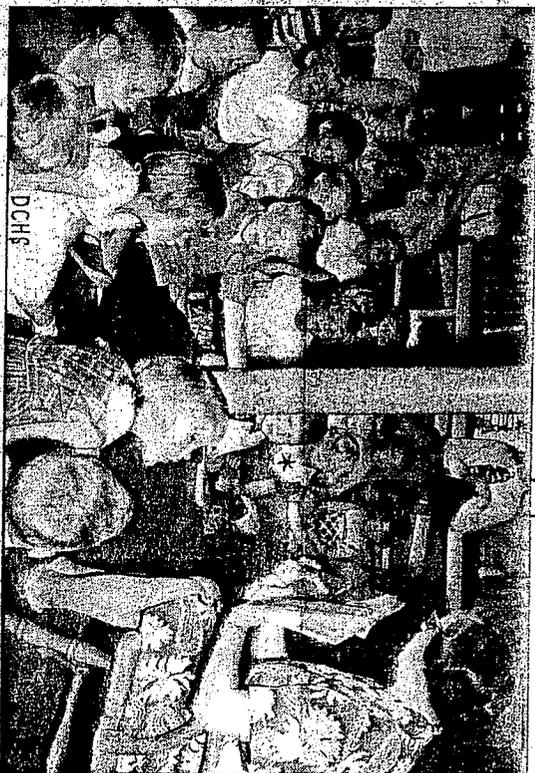
stately card catalog, and cupolaed roof commanded respect. Whether it was a good novel, story time, homework help or an out of town newspaper displayed on a stick, the library certainly had something for everybody.

How I loved the little cushioned benches in the basement "Children's Room" with the slanted desks tops to hold books.

For many years Thursday night was library night for us. We'd pile into my Aunt Nancy's old station wagon — brothers, sisters cousins and Mom — and off we'd go to fill up on books.

I don't know what made us feel more grown up, having our own cardboard library card with the little metal plate on it or being able to select our own books.

The "De Noc Cool Spree" perfume started out in June of 1903. That's when the Escanaba Public Library opened its doors at 201



Delta County Historical Archives photos of the "old" Escanaba Public Library.

South 7th Street, just a few blocks away from the Municipal Dock and Little Bay de Noc. A \$20,000 Carnegie Library grant constructed the familiar red sandstone building and as a department of the city of Escanaba the circulation of 2,516 books began.

And how that collection grew and changed over the years! Surrounding townships joined in support of the library. The scent of the library transformed over the decades — record albums, reference questions, reel-to-reel films, typewriters, copying machines, microfilm viewers, vertical files, art work — the library was a place for answers and fun.

I went from a library patron to a library employee. I do recall for just a few brief minutes wondering if working at a library was going to be too boring and dull.

Dull and boring doesn't exist at the library. No two days are alike. Always growing and changing to meet the patron's needs, the Escan-

aba Public Library moved to a new building in 1996.

The scent of "De Noc Cool Spree" unfurled like a flower to include computers, printers, digital newspapers and magazines, DVD's and magical digital downloads onto all sorts of devices.

Next week is National Library Week. Here in Escanaba we have much to celebrate about our library. No matter how much the sights, sounds and scents of our library have changed over the past 100 plus years, the important things remain the same. The Escanaba Public Library is a welcoming place and a helpful place to find independence, knowledge and recreation.

Visit the library and see what "scents" you can pick up.

Karen (Rose) Wiis is a lifelong resident of North Escanaba. Her folksy columns are published weekly in Lifestyles.



The old book return box.