



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
June 22, 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

NEW BUSINESS

- A) Officer Elections
- B) Library Wish List

Discussion of facility upgrades and items including furnishings and equipment, to include on a library wish list for potential donors.

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**

May 18, 2015

A meeting of the Escanaba Public Library Board of Trustees was held May 18, 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, Priscilla Green, Janice Hallett, Neil Hivala, Carolyn Stacey, Library Director.

ALSO PRESENT: Steve Rose, Cornell Township Supervisor, and members of the public (6)

PUBLIC COMMENT: None

APPROVAL/CORRECTIONS(S) TO MINUTES: Minutes of April 27, 2015 meeting were approved as written.

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

DIRECTOR'S REPORT

Library Use Measures: It was noted that digital checkouts are up by 18% from last year and network use increased by 34%.

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

Administration: The library's recent grant application to the Community Foundation was successful. \$2,000 will be granted to purchase two iPads and apps targeted to a teen audience. Library administration is surveying regional libraries regarding summer schedules. The Friends of the Library recently held their annual meeting. A list of the services and activities sponsored by the Friends during 2014-15 is included with this packet.

Library Programs / Services: The library will participate in the Michigan Activity Pass (MAP) program this summer. Through MAP, patrons can use their library card to check out a free pass to regional museums, parks and other attractions. 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 series of book related crafting programs is in the planning stages for July. A writing workshop and handmade journal exhibit featuring Suzy Banks Baum is being planned in collaboration with the Bonifas for August 14th. "Every Hero Has a Story" is the theme for the summer reading program taking place from June 8th – July 24th. Weekly Wednesday programs, contests and clubs for all ages will be offered, as well as a reading incentive program.

UNFINISHED BUSINESS:

A) Township Joint Meeting

The library director distributed a library fact sheet and township use statistics and provided a review of the summer programs for children and families at the library. Township residents are encouraged to take advantage of the activities at the library this summer. Township Association President, Steve Rose, commented on the variety of programs offered and indicated he would announce them at the next Township Association meeting.

B) Policy Manual Review

Updated language was added to the library's Internet Acceptable Use Policy and the Safe Use & Conduct Policy. *P. Green moved acceptance of the policy changes, seconded by E. Keller, unanimous.*

NEW BUSINESS:

A) Library Summer Hours

54% of respondents in the library's 2013 strategic planning survey requested Saturday open hours in summer and the plan contains a goal of investigating the feasibility of this change. Trustees opened a discussion on the topic as a first step. The director distributed a chart comparing the summer open hours schedules of libraries throughout the U.P. It was noted that of the ten libraries included in the study, only two libraries (Class I and Class III) close in the summer, one with a corresponding reduction in staff hours. Class V libraries close on Sundays in summer. *N. Hivala moved to support continued study of the issue, P. Green seconded. Unanimous.*

ANNOUNCEMENTS: Chairman Lynch thanked the members of the public in attendance for their interest in the library.

ADJOURNMENT: 5:37 p.m. on consensus

Respectfully Submitted,

Approved

Carolyn Stacey, Library Director

Philip Lynch, Chair

BOOKED for the summer

A FREE series of Altered Book Art Classes for Teens & Adults

Thursday, July 23rd 12:30—2:00 p.m.

Found Word Poetry Collage

Experience found word poetry with Maggie Miller. You will create a poem using a page of text from a book, then enhance it with color, images, drawing or painting to turn it into a piece of art!

Thursday, July 30th 12:30—2:00 p.m.

Folded Book Art

Honor an old book by giving it new life. Turn a book into a piece of art by folding the pages to create a word or picture. Tammy George will show you how to follow a pattern and get you started on a basic design. You will receive tips on techniques to get you ready for a more challenging project.

Thursday, August 6th, 12:30—2:00 p.m.

Postcard Travel Journal

Create your own unique travel journal for postcards you mail to yourself while traveling. Maggie Miller will help you create the covers of your journal and learn techniques for inserting brochures, maps, photos, ticket stubs and other memorabilia to make a one-of-a-kind keepsake to hold your memories from a special trip.

Thursday, August 13th, 12:30—2:00 p.m.

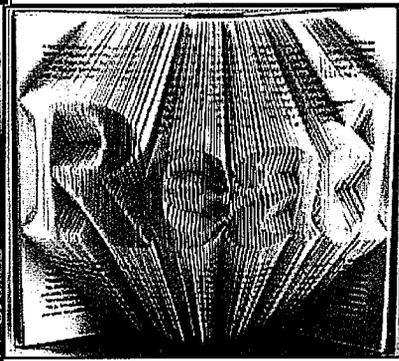
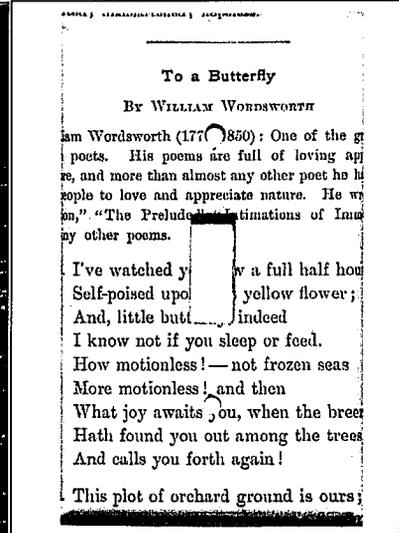
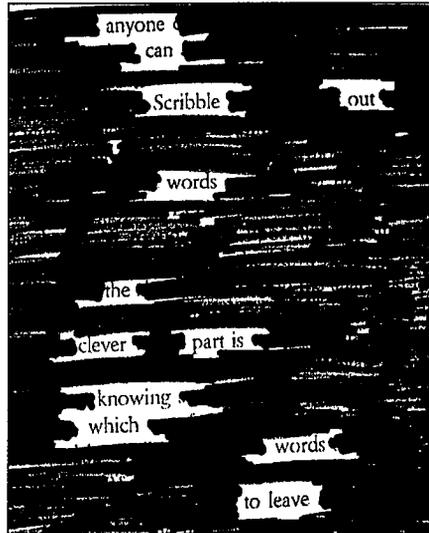
Literary Light switch

"Illuminate" your light switches by adding a literary note to this otherwise ordinary and boring home décor. Monique will show you how to select the best text or image and help you create this one-of-a-kind wall light switch plate. Great for gift-giving or shaking it up at home.

Thursday, August 20th, 12:30—2:00 p.m.

This is What a Daily Writing Practice Looks Like

Author, artist and teacher Suzi Banks Baum will discuss what makes and sustains a daily writing practice in a conversation with the audience. Her hand bound Coptic-stitch books filled with her own hand painted and vintage papers, collages, and small paintings will be featured.



FREE CLASSES

All materials will be supplied.
Space is limited—Call 789-7323 to register today



400 Ludington Street
Escanaba, Michigan 49829
906-789-7323
www.escanabapubliclibrary.org

Sponsored by the Friends of the Escanaba Public Library