

CITY OF ESCANABA
LIBRARY BOARD OF TRUSTEES
MINUTES
April 28, 2014

A meeting of the Escanaba Public Library Board of Trustees was held March 28, 2014 at 5:03 p.m. in Room C102 of the Escanaba City Hall/Library Complex, Escanaba, MI 49829.

PRESENT: Priscilla Green, Janice Hallett, Elizabeth Keller, Neil Hivala, Carolyn Stacey, Library Director.

ABSENT: Phil Lynch, Pat Baribeau

PUBLIC COMMENT: None

ANNOUNCEMENTS: None

APPROVAL/CORRECTIONS(S) TO MINUTES: Minutes of the March 24 2014 meeting were accepted on consensus.

APPROVAL/ADJUSTMENTS TO THE AGENDA:

The agenda was approved as submitted by consensus.

CORRESPONDENCE: None

DIRECTOR'S REPORT

1) Monthly Statistics

Library use is up notably this month, with circulation 9% higher than last March and digital collection use up 44%. Computer network use up by 37% and program attendance up by 24%

2) Financials

3) Administration

The director is scheduled to attend the Rural Libraries Conference on Mackinac Island from April 30 – May 1st. A stipend to attend is provided by Superiorland Library Cooperative.

The director attended a segment of an online workshop at Bay College on handling "Active Shooter" situations in public libraries. All full-time staff have received refresher training on CPR and First Aid through Escanaba Public Safety. Library summer hours (closed Saturdays) will go into effect on Memorial Day weekend. Effective May 1, Internet users will be able to extend their computing time by 15-minute increments (up to 2), provided there is at least one open computer.

4) Library Programs & Services

35 people attended Jazz Appreciation Night with Phil Lynch in the library on April 15.

125 people attended the April Historical Society outreach lecture on April 16.

The Friends of the Library sponsored National Library Week contests and prizes. Comments received from the "Like" the library contest are included with the board packet.

Program review for Spring/Summer:

Great Michigan Read featuring Annie's Ghosts – April 24th, 6:30

Michigan Notable Author, Matt Bell – May 22nd, 6:30

Ice Cream Social with City Band – June 11th, 6:30

Singer/Storyteller Kitty Donohoe – June 26th, 6:30

Storyteller Pete Griffin – July 17th, 6:30

UNFINISHED BUSINESS:

1) Library Budget, Fiscal Year 2014-15

Administration reviewed revenue and expenditure lines with attention to lines that have been reduced. Expenditures for books and materials was reduced by 35% from the requested amount and funds for technology reduced by 80%. The budget for FY 2014-15 will be on the agenda for public comment at the next two City Council meetings: May 1st at 7:00 p.m. and May 15th at 7:00 p.m. The budget will be adopted on May 15th.

NEW BUSINESS:

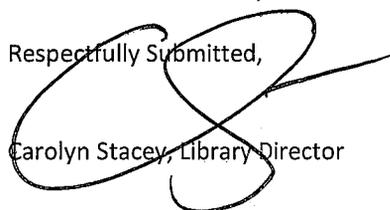
2) County Contribution Request

The City Council's recent request to the Delta County Board of Commissioners for a \$50,000 contribution to the library is slated to appear on the County Board agenda for May 6, 2014. City administration has requested that the library director present the library's strategic plan at that meeting for Commissioner input as well. Following discussion, E. Keller made a motion to state that the board's position is that it is inappropriate to relate the strategic plan to a dollar amount and to present a plan to the County that has not yet been adopted by the City. Second by N. Hivala/unanimous.

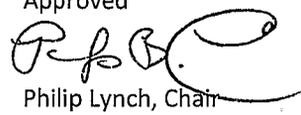
ANNOUNCEMENTS: The next meeting of the Library Board of Trustees will be May 19, 2014 at 5:00 p.m..

ADJOURNMENT: 5:42 p.m. on consensus

Respectfully Submitted,


Carolyn Stacey, Library Director

Approved


Philip Lynch, Chair