

**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 4<sup>th</sup>. The Friends of the Library Ice Cream Social is scheduled for Wednesday, June 10<sup>th</sup> 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 14<sup>th</sup>. "Every Hero Has a Story" is the theme for the summer reading program taking place from June 8<sup>th</sup> – July 24<sup>th</sup>. 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