



LIBRARY BOARD OF TRUSTEES  
**MEETING AGENDA**  
Meetings: 4<sup>th</sup> Monday of the month

Elizabeth Keller, Chair  
Neil Hivala, Vice-Chair  
Janice Hallett, Trustee  
Kathy Mason, Trustee  
Tammy Wiles, Trustee  
Peggy Schumann, Council Liaison  
Carolyn Stacey, Library Director

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

Library Board of Trustees  
**August 27, 2018**

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**

**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**

June 25, 2018

A meeting of the Escanaba Public Library Board of Trustees was held June 25, 2018 at 5:00 p.m. in Room C102 of the Escanaba City Hall/Library Complex, Escanaba, MI 49829.

**PRESENT:** Elizabeth Keller, Janice Hallett, Kathy Mason, Carolyn Stacey, Library Director.

**ABSENT:** Tammy Wiles, Neil Hivala, Peggy O'Connell Schumann

**PUBLIC COMMENT:** None

**APPROVAL/CORRECTIONS(S) TO MINUTES:** The minutes of May 21, 2018 were accepted on consensus.

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

**DIRECTOR'S REPORT:**

**Use Measures:** Reviewed.

**Financials:** Reports current through April were reviewed.

**Administration:** The agenda for Staff Development Day on Friday, June 29<sup>th</sup> includes technology training provided by staff of the Superiorland Library Cooperative, a session on serving mentally ill and in-crisis patrons in the library provided by Jonas Beaversluis of Pathways and some team-building activities.

Director is currently reviewing all position descriptions and the organizational chart.

Annual Meeting of UPRLC is September 25-26<sup>th</sup> in Escanaba. The Library will be hosting a reception.

The director is involved in regional advisory board meetings to create a Plan for service for Superiorland Library Cooperative this summer.

**Library Programs / Services:** Planning is in progress for a Local Author Fair that will be held on August 9<sup>th</sup> at 5:30. Other programs include a series with MSU Extensions on preserving the harvest.

Children's summer reading program is off to a good start. 105 attended children's entertainer, Tom Pease. There are 160 kids registered so far. The library is working with the ISD and schools to host "literacy camp" at the library this summer to include sessions for parents and kids once per month in June, July and August. 75 attended their first session. There will be changes for public workstation management coming with start of the new fiscal year. Staff is evaluating how computers are used in the library and want to make the card catalog and library resources remain accessible. Additionally, a dedicated station for viewing digital magazines and is under consideration.

**Friends of the Library:** The Annual Ice Cream Social and Booksale was held in the library, due to weather. Attendance was good. The Friends received recognition for celebrating 30 years.

The Friends are planning to participate in the Waterfront Art Fair and are making plans for the Back-to-School Open House, scheduled for Saturday, September 8<sup>th</sup> from 11 – 1p.m.

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:**

A). Election of Officers

The annual election of officers was conducted. Kathy Mason nominated Elizabeth Keller to continue as Chair, Jane Hallet seconded, motion passed. Jan Hallet nominated Neil Hivala to continue as Vice-Chair, Kathy Mason seconded, motion passed.

**ANNOUNCEMENTS:** The next meeting will be Monday, August 27<sup>th</sup> at 5:00 p.m.

**ADJOURNMENT:** The meeting was adjourned at 5:32p.m.

Respectfully Submitted,

Approved

Carolyn Stacey, Library Director

Elizabeth Keller, Chair

Friends of the Library  
Back to School

# OPEN HOUSE

Storytelling

Musical Activities

Healthy Lunches - Demos and Sampling

Make it, Take it Table

Lego Club

Free books!

Drawings and Give-aways

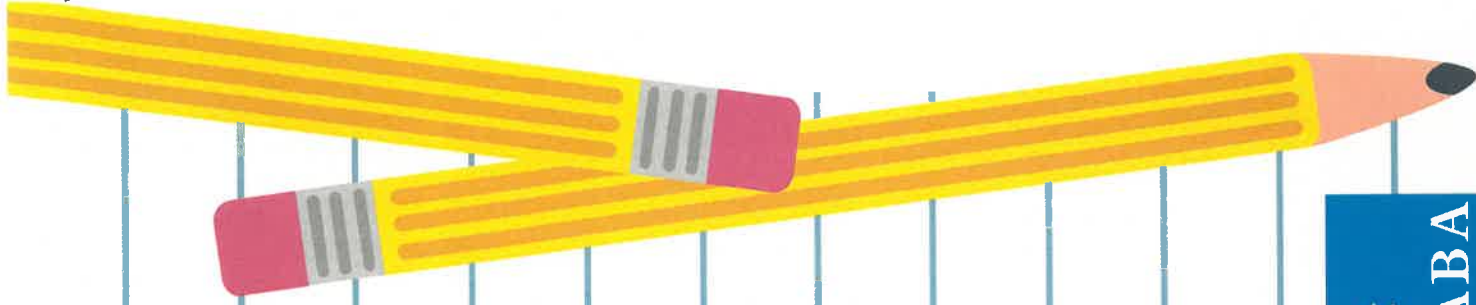
Enter to win a Chromebook!

SEPTEMBER 8TH 11 - 1



400 LUDINGTON STREET

906-789-7323





# Fall Youth Programs

ESCANABA PUBLIC LIBRARY

## **FAMILY GAMES**

**First Saturday from 1:00 - 3:00pm**

*Drop in for some good old-fashioned fun with board games. Use the library's selection or bring in your favorite. All ages are welcome!*

## **LEGO CLUB**

**Second Saturday from 10:30 a.m. - Noon**

*Theme-based interactive adventure for children and parents to enjoy together. Bring your Legos and your imagination. Drawings for prizes at each session. No registration required.*

## **SATURDAY STORY HOUR**

**Third Saturday from 1:30-2:30pm**

*Children ages 4 and up are invited to this library classic, featuring stories, songs, special guests and activities on a theme. Free event. No registration required.*

## **TODDLER TIME**

**Wednesdays - 10:30 a.m.**

*Stories, songs, movement, puppets, finger plays and a simple craft for children age 2-4 with a parent or caregiver. Registration required. Call 789-7328 to sign up.*

## **LAPSIT**

**Fridays - 10:30 a.m.**

*Songs, rhymes, bouncing and clapping activities combined with short picture books, socializing and playtime. For babies 3 - 23 months with a parent or caregiver. Registration required. Call 789-7328 to sign up.*



**Programs begin in October.** Watch [www.escanabalibrary.org](http://www.escanabalibrary.org) and our Facebook page for announcement of other special programs.



400 LUDINGTON STREET  
DOWNTOWN ESCANABA







# ESCANABA

## PUBLIC LIBRARY

### SEPTEMBER & OCTOBER EVENTS



**Friends of the Escanaba Public Library's Back to School Open House**  
Celebrate the beginning of a new school year at the EPL with our Back to School Open House! We will be telling stories, making music, learning how to make healthy snacks and school lunches and giving away fantastic prizes. This event is free and no registration is required!  
SEPTEMBER 8TH 11 A.M.-1 P.M.



**The Art of Pickling** - As the growing season comes to an end, stop in to our free Pickling class and learn from the pros at MSU Extensions as they walk you through all the steps you'll need to take in order to create the perfectly pickled vegetable.  
SEPTEMBER 20TH FROM 6 PM -7 PM





**Growing U.P. with Storyteller Peter Griffin**- Join us as we welcome back the Storytelling Ranger to the EPL. Peter has entertained audiences on cruise lines since 2011 with his humorous, poignant and timely stories about his time as a Park Ranger and will be telling similar tales, along with tales about growing up in the U.P. at this free event.  
OCTOBER 10TH FROM 6:30 PM- 7:30 PM  
Sponsored by the Friends of the Escanaba Library



**What's It Worth with Mark Moran**- An antiques and collectibles appraisal event featuring author & antiques expert Mark Moran. Limited appraisals are available. Pre-registration is required and begins on **October 1st**. Please call the Library (906-789-7323) for more information on the event.  
OCTOBER 18TH FROM 5 PM - 8 PM  
Sponsored by the Friends of the Escanaba Library



For more information: 906-789-7333 /  
 [www.escanabalibrary.org](http://www.escanabalibrary.org)   
400 Ludington St., downtown Escanaba, MI 49829

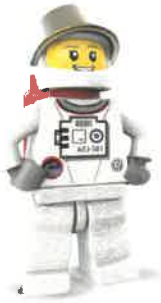


# Lego Club

Presented by



- **Who** – Parents and Children who like to imagine, create and build with Legos.
- **What** – Lego Club is a monthly theme based hour-long creative adventure designed to encourage parent/child constructive building and interaction.
- **When** – 10:30 AM on the 2<sup>nd</sup> Saturday of each month.



June 9<sup>th</sup> – Super Heroes / **BLOCK PARTY**

July 14<sup>th</sup> – Outdoor Adventure

August 11<sup>th</sup> – Sports

September 8<sup>th</sup> – Movies

October 13<sup>th</sup> – Police Officers and Fire Fighters

November 10<sup>th</sup> – Things that are fast

December 8<sup>th</sup> – Cartoons

January 12<sup>th</sup> – Out of this world!

- **Where** – Escanaba Public Library/City Council Chambers.  
400 Ludington Street, Escanaba.
- **Why** – To support and encourage imagination, sharing and building.

- \* At the end of each **Lego Club** there will be a drawing for Lego prizes.
- \* Please bring one box of Legos per child or one, one-gallon zip lock bag of Legos per child. A small sample of Legos will be available if needed.
- \* For more information contact the Escanaba Public Library at **906.789.7328** or visit [www.escanabalibrary.org](http://www.escanabalibrary.org).

Generously Sponsored by:



Community Foundation  
of the Upper Peninsula



Youth Advisory Committee

Rotary

Escanaba MI - Club 2642



Escanaba Kiwanis

## Pre-conference Community Engagement Roundtable

Join David Volta of MCLS for a Community Engagement Roundtable from 10:30am-12:30pm. This discussion is free to attend and will take place in the Bay College Library Conference Room. Watch for more information, including RSVP details for this exciting discussion, from MCLS later this summer.

## 2018 AGENDA

### TUESDAY

1:30-2:00 Registration and Networking  
2:00-4:00 Dr. Michael Stephens Keynote—*Library as Classroom*—This session asks: *What does the library as creative classroom look like? Emerging technologies are changing the way we live and learn, and libraries can play a key role in this future.*  
4:30-8:00 Networking Reception—Meet at Ludington Park for an optional waterfront walk before the Escanaba Public Library reception at 6pm.

### WEDNESDAY

8:30-2:15 Vendors Available  
8:30-9:00 Registration and Networking Breakfast Welcome—*Marc Boucher, UPRLC Chair*  
9:15-9:45 UPRLC Business Meeting  
10:00-10:45 Breakout #1  
*Formula For Success—Dr. Michael Stephens* An interactive discussion about the skills, mindset and support we need in our libraries and user communities to be successful.  
*Social Media Best Practices—Joe Hamlin* A discussion of the Library of Michigan's Social Media team's best practices. How to build a team, what and when to post and more.  
*What's New with Mel.org—Shannon White* Hear about the new Mel database resources that will come available on October 1, 2018, as well as those that will be discontinued.  
*TEdX—You Can Do It!*—*Marc Boucher* Lessons learned from hosting two TEDx talks. What is it? Why should my library host them? Gain the confidence to host your own TEDx talk.  
10:45-11:15 Vendor Break/Move to Breakout

11:15-12:00 Breakout #2

*MCLS Update—Randy Dykhuus* This session will provide an update about activities and plans at MCLS.

## 2018 AGENDA

### WEDNESDAY CONTINUED

De-stressing in the Workplace—*Jeremy Morelock* A presentation on dealing with stress at work through mindful meditation.  
*Creating an eBook in Smashwords—Shawn Andary* Find out how easy it is to publish your own eBook, and learn how it can be added to the great Lakes Digital Library.  
*Using Library Data—Joe Hamlin* A how-to on using library data to assist with planning, informing your community and promoting your library.

12:00-1:00 Lunch and Networking  
1:00-2:00 Author Fred Stonehouse Keynote—The author's presentation, *Attack—Great Lakes!*, will discuss the history of military history on the Great Lakes, especially the War Plan CRIMSON.

### 2:15-3:00 Breakout #3

*UPRLC and SLC: Connection and Collaboration—Shawn Andary, and Marc Boucher* Background information on UPRLC, SLC, and NMLN will be briefly discussed. Learn how they work together and exciting possibilities for future collaborations.  
*MERS Supplemental Retirement Programs—Tammy Marier* Overview of MERS programs available for employers; allows employees to save funds for post-employment use.  
*Graphic Design with Canva—Dillon Gestel* Learn about Canva, a free web application that simplifies the design of presentations, social media graphics and more.  
*Building Adult Skills in Computing: A Library Based Tutoring Program for Older Adults—Kelly Steelman & Charles Wallace* BASIC is a library based tutoring program for older adults. Learn about their tutoring approach and resources.

### 3:15-4:00 Breakout #4

*Programs, Grants and Capacity Building: Michigan Humanities Opportunities at Your Library—Katie Wiltenauer* Learn how your library can apply for grants for programming, host traveling exhibits, or take part in a statewide reading program.  
*Apply Times! Creating a Virtual Tour of Your Library—Nancy Mousseau* A simple audio-video tour app has engaged the Alpena community in a profound way. Learn the practical steps to get started.  
*Using What You Probably Already Have in New Ways—Montique Gray* This presentation will include six ideas that use existing technology to add a new service or program.

4:05-4:30 Closing/Prize Drawings  
4:30-4:45 Executive Council Meeting

## KEYNOTE SPEAKERS



Dr. Michael Stephens is an associate professor in the School of Information at San Jose State University. His teaching focuses on information communities, evolving library services, and reflective practice for librarians. Since 2010, Dr. Stephens has written the monthly column "Office Hours" for *Library Journal* exploring the issues, ideas, and emerging trends in libraries and LIS education.

On Tuesday, Dr. Stephens will give the opening keynote, *Libraries as Classroom*. On Wednesday, join Dr. Stephens for his breakout session *Formula for Success*.

Frederick Stonehouse has authored over thirty books on maritime history, many of them focusing on the Great Lakes. His books *The Wreck of the Edmund Fitzgerald* and *Great Lakes Lighthouse Tales* are regional best sellers.



Join us on Wednesday at 1pm for his presentation *Attack—Great Lakes!* to learn about his forthcoming book about the history of military activity on the great lakes, especially the infamous War Plan CRIMSON.

### Questions?

Contact UPRLC—Pam Malmsten  
(906) 228-7697 ext. 111 [pamm@uproc.lib.mi.us](mailto:pamm@uproc.lib.mi.us)

The Magnuson Grand is offering UPRLC attendees a discounted rate for September 25-26th. Contact the hotel directly for reservations.

Magnuson Grand (\$85/night)  
2635 Ludington Street  
Escanaba, MI  
(906) 786-0602