



LIBRARY BOARD OF TRUSTEES
MEETING AGENDA
Meetings: 4th 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
September 24, 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

A). Renaissance Zone: Director will provide information on renaissance zone revenues in follow-up to August meeting.

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**

August 27, 2018

A meeting of the Escanaba Public Library Board of Trustees was held August 27, 2018 at 5:00 p.m. in Room C102 of the Escanaba City Hall/Library Complex, Escanaba, MI 49829.

PRESENT: Elizabeth Keller, Neil Hivala, Tammy Wiles, Kathy Mason, Carolyn Stacey, Library Director.

ABSENT: Janice Hallett, Peggy O'Connell Schumann

PUBLIC COMMENT: None

APPROVAL/CORRECTIONS(S) TO MINUTES: The minutes of June 25, 2018 were accepted on consensus.

APPROVAL/ADJUSTMENTS TO THE AGENDA: The agenda was accepted on consensus, with the addition of the item "UPRLC Annual Meeting" at the request of the director.

DIRECTOR'S REPORT:

Use Measures: Reviewed.

Financials: Reports current through June were reviewed. Note, Penal fines received were 18% higher than anticipated. Library director will provide some clarification on Renaissance Zone revenues at the next meeting.

Administration: Library director commented on the high volume of traffic and activity in the library over the summer. Bringing new staff up-to-speed and managing children's programs has been the focus of operations since June. Director will provide a list of library staff for the Board and work on staff profiles for the library's web page, per Board suggestion. Early planning has started for a new strategic planning process for 2019. Escanaba is hosting the annual meeting of the Upper Peninsula Region of Library Cooperation on Sept 25-26th. The agenda is included with this board packet. Pending board approval, library will host reception at 6pm on 25th (closing to public at 5pm). The Board is invited. Escanaba hosted a regional meeting for the purpose of gathering feedback for the annual plan of service for the Marquette Cooperative (Superiorland). A vacancy exists for Escanaba on the Superiorland Board. Please see Carolyn if interested.

Library Programs/Services: 21 people attended the Hale & Hearty Concert on August 2nd. Local Author Fair attendance on August 9th was 45 people. Evaluations were positive. Children's staff and volunteers participated in the Daily Press Back-to-School Open House (reaching an estimated 403 people). The Friends of the Library Open House is scheduled for September 8th from 11 – 1. The library will participate in an American Library Association campaign promoting September as National Library Card Sign-up Month. Upcoming displays include a collaboration with DCHS and Escanaba Schools to feature historical school-related items in September, observance of Family History Month in October and a local display of artifacts from the Heritage Center in Hannahville for November in recognition of Native American Heritage Month. Other promotions on the calendar include: Banned Books Week in September, Teen Read Week in October and National Novel Writing Month for November. An additional workstation dedicated to genealogy and local history resources has been added in the microfilm room. A station dedicated to digital newspaper and magazine viewing has been installed.

Friends of the Library: The Friends staffed a booth at the Waterfront Art Fair in August. Recent Friend's purchases for the library include a computer workstation dedicated to the use of Ancestry and local history/genealogy.

UNFINISHED BUSINESS: None

NEW BUSINESS:

UPRLC Annual Meeting. Escanaba is hosting the annual meeting of the Upper Peninsula Region of Library Cooperation on September 25th and 26th. 75 member libraries from the regional cooperative are expected. Sessions will take place at Bay College on the 26th. Hosting communities typically provide a networking reception the evening prior to the main meeting. The library director has proposed closing the library to the public at 5pm on Tuesday, September 25th for this purpose. Neil Hivala made a motion in support of closing the library to provide a networking reception for visiting libraries at 5pm on September 25th. Kathy Mason seconded. Motion carried.

ANNOUNCEMENTS: The next meeting will be Monday, September 24 at 5:00 p.m.

ADJOURNMENT: The meeting was adjourned at 5:45p.m.

Respectfully Submitted,

Carolyn Stacey, Library Director

Approved

Elizabeth Keller, Chair

CITY OF ESCANABA
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2018

FUND 268 - LIBRARY FUND

	----- PREVIOUS YEAR -----			----- CURRENT YEAR -----		
	AMENDED BUDGET	YTD ACTUAL	MONTH ACTUAL	AMENDED BUDGET	YTD ACTUAL	MONTH ACTUAL
REVENUE						
268-000-568-100 ST OF MICHIGAN LIBRARY FUNDING	15,500.00	(8,505.96)	(8,505.96)	17,000.00	.00	.00
268-000-568-212 SUPERIORLAND	.00	750.00	750.00	.00	750.00	750.00
268-000-658-000 ORDINANCE/PENAL FINES-CO ALLO	100,000.00	.00	.00	100,000.00	118,549.10	118,549.10
268-000-658-000 FINES AND FEES	18,000.00	1,557.44	1,557.44	18,000.00	2,416.49	2,416.49
268-000-666-000 INTEREST EARNINGS	1,750.00	87.32	87.32	1,750.00	.00	.00
268-000-675-000 CONTRIB FROM PRIVATE SOURCES	.00	40.00	40.00	.00	10,000.00	10,000.00
268-000-699-101 CONTRIBUTION FR GENERAL FUND	400,000.00	.00	.00	400,000.00	.00	.00
TOTAL REVENUE	535,250.00	(6,071.20)	(6,071.20)	536,750.00	131,715.59	131,715.59
TOTAL FUND REVENUE	535,250.00	(6,071.20)	(6,071.20)	536,750.00	131,715.59	131,715.59
EXPENDITURES						
DEPARTMENT 000						
268-000-702-000 SALARIES AND WAGES	286,531.00	18,573.43	18,573.43	292,254.00	21,256.02	21,256.02
268-000-703-000 SICK, HOLIDAY, VACATION	.00	4,643.24	4,643.24	.00	2,969.85	2,969.85
268-000-712-000 OVERHEAD ON SALARIES & WAGES	74,453.00	6,152.55	6,152.55	78,271.00	6,809.83	6,809.83
268-000-713-000 LIFE & HOSPITAL INSURANCE	73,920.00	7,495.27	7,495.27	73,268.00	5,582.40	5,582.40
268-000-726-000 SUPPLIES-MISCELLANEOUS	600.00	.00	.00	600.00	37.61	37.61
268-000-727-000 OFFICE SUPPLIES	6,500.00	19.62	19.62	6,500.00	263.94	263.94
268-000-801-000 PROFESSIONAL SERVICES	30,465.00	(1,642.69)	(1,642.69)	32,121.00	7,792.22	7,792.22
268-000-850-000 TELEPHONES	3,250.00	48.98	48.98	3,300.00	50.44	50.44
268-000-860-000 TRAVEL EXPENSES, AUTO ALLOW.	500.00	.00	.00	500.00	.00	.00
268-000-910-000 INSURANCE AND BONDS	225.00	.00	.00	225.00	.00	.00
268-000-932-000 REPAIRS/MAINT TO EQUIPMENT	1,344.00	.00	.00	.00	.00	.00
268-000-942-000 RENTAL OF BUILDING OR OFFICES	51,998.00	4,333.00	4,333.00	51,998.00	.00	.00
268-000-943-000 RENTAL OF EQUIPMENT	1,900.00	98.00	98.00	1,176.00	98.00	98.00
268-000-958-000 MEMBERSHIP AND DUES	245.00	.00	.00	250.00	213.00	213.00
268-000-960-000 EDUCATION AND TRAINING	200.00	.00	.00	200.00	.00	.00
268-000-977-000 CAPITAL OUTLAY-EQUIPMENT	1,000.00	.00	.00	5,000.00	.00	.00
268-000-979-000 BOOKS, MAGAZINES, PERIODICALS	40,000.00	950.00	950.00	40,000.00	2,342.25	2,342.25
TOTAL DEPARTMENT 000	573,129.00	40,671.40	40,671.40	585,661.00	47,415.56	47,415.56
TOTAL FUND EXPENDITURES	573,129.00	40,671.40	40,671.40	585,661.00	47,415.56	47,415.56
NET REVENUES OVER EXPENDITURE	(37,879.00)	(46,742.60)	(46,742.60)	(48,911.00)	84,300.03	84,300.03

CITY OF ESCANABA - ESCANABA PUBLIC LIBRARY

Comparison of Budget to Actual-Fiscal Year 2018-19

As Of **7/31/18**

UNAUDITED

	ACCOUNT DESCRIPTION	2018/19 BUDGET	UNAUDITED THRU 07/31/2018	COMPARISON TO BUDGET	ACTUAL THRU 07/31/2017
Revenues					
437 -002	Renaissance Zone Reimb	0	0.00	0.00	0.00
528	Federal Grant Revenue	0	0.00	0.00	0.00
566 -100	State of MI Library Funding	17,000	0.00	(17,000.00)	(8,505.96)
569 -XXX	Misc. Grants	0	0.00	0.00	0.00
569 -212	Superiorland	0	750.00	750.00	750.00
656	Ordinance/Penal Fines - County Allocation	100,000	118,549.10	18,549.10	0.00
658	Fines and Fees	18,000	2,418.49	(15,583.51)	1,557.44
665	Interest Earnings	1,750	0.00	(1,750.00)	87.32
675	Contributions from Private Sources	0	10,000.00	10,000.00	40.00
694	Miscellaneous	0	0.00	0.00	0.00
698	Gain/(Loss) on Investments	0	0.00	0.00	0.00
699 -101	Contribution from General Fund	<u>400,000</u>	<u>0.00</u>	<u>(400,000.00)</u>	<u>0.00</u>
	TOTAL REVENUES	536,750	131,715.59	(405,034.41)	(6,071.20)
Expenditures					
702	Salaries and Wages	292,254	24,225.87	268,028.13	23,216.67
712	Overhead on Salaries and Wages	78,271	6,809.83	71,461.17	6,152.55
713	Life & Hospital Insurance	73,268	5,582.40	67,685.80	7,495.27
726	Supplies(Misc)	600	37.61	562.39	0.00
727	Office Overhead/Supplies	6,500	263.94	6,236.06	19.62
801	Professional Services	32,121	7,792.22	24,328.78	(1,642.69)
850	Telephones	3,300	50.44	3,249.56	48.98
860	Travel Expenses, Auto Allow	500	0.00	500.00	0.00
900	Printing and Publishing	0	0.00	0.00	0.00
910	Insurance & Bonds	225	0.00	225.00	0.00
932	Repairs/Maintenance of Equipment	0	0.00	0.00	0.00
942	Rental of Building or Offices	51,996	0.00	51,996.00	4,333.00
943	Rental of Equipment	1,176	98.00	1,078.00	98.00
958	Membership and Dues	250	213.00	37.00	0.00
960	Education and Training	200	0.00	200.00	0.00
977	Capital Outlay-Equipment	5,000	0.00	5,000.00	0.00
979	Books, Magazines & Periodicals	<u>40,000</u>	<u>2,342.25</u>	<u>37,657.75</u>	<u>950.00</u>
	TOTAL EXPENDITURES	585,661.00	47,415.56	538,245.44	40,671.40
	EXCESS(DEFICIT) OF REVENUES OVER EXPENDITURES	(48,911.00)	84,300.03	133,211.03	(46,742.60)
	BEGINNING FUND BALANCE-7/1/17		215,290.93	May change when audit is done	
	FUND BALANCE	7/31/18	299,590.96		

CITY OF ESCANABA
DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2019

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	4,500.00	2,910.43	2,910.43	4,500.00	.00	.00
703-000-698-000 GAIN ON SALE OF INVESTMENTS	.00	(2,047.38)	(2,047.38)	.00	.00	.00
TOTAL REVENUE	4,500.00	863.05	863.05	4,500.00	.00	.00
TOTAL FUND REVENUE	4,500.00	863.05	863.05	4,500.00	.00	.00
<u>EXPENDITURES</u>						
703-000-979-000 BOOKS, MAGAZINES, PERIODICALS	10,000.00	3,105.41	3,105.41	10,000.00	83.57	83.57
	10,000.00	3,105.41	3,105.41	10,000.00	83.57	83.57
TOTAL FUND EXPENDITURES	10,000.00	3,105.41	3,105.41	10,000.00	83.57	83.57
NET REVENUES OVER EXPENDITURE	(5,500.00)	(2,242.36)	(2,242.36)	(5,500.00)	(83.57)	(83.57)

MICHIGAN RENAISSANCE ZONE ACT (EXCERPT)
Act 376 of 1996

125.2692 Reimbursement to intermediate school districts, local school districts, community college districts, public libraries, and school aid fund; reimbursement subject to appropriation.

Sec. 12. (1) Except as otherwise provided in subsection (6), this state shall reimburse intermediate school districts each year for all tax revenue lost as the result of the exemption of property under this act, based on the property's taxable value in that year, from taxes levied under section 625a of the revised school code, 1976 PA 451, MCL 380.625a; from taxes levied for area vocational-technical program operating purposes under section 681 of the revised school code, 1976 PA 451, MCL 380.681; and from taxes levied for special education operating purposes under section 1724a of the revised school code, 1976 PA 451, MCL 380.1724a.

(2) Except as otherwise provided in subsection (6), this state shall reimburse local school districts each year for all tax revenue lost as the result of the exemption of property under this act from taxes levied under section 1211 of the revised school code, 1976 PA 451, MCL 380.1211, based on the property's taxable value in that year.

(3) Except as otherwise provided in subsection (6), this state shall reimburse a community college district and a public library each year for all tax revenue lost as a result of the exemption of property under this act, based on the property's taxable value in that year, from taxes levied or collected under the general property tax act, 1893 PA 206, MCL 211.1 to 211.155.

(4) Intermediate school districts, community college districts, and public libraries eligible for reimbursement under subsections (1) and (3) shall report to and on a date determined by the department of treasury all revenue lost for which reimbursement under subsections (1) and (3) is claimed. A local school district eligible for reimbursement under subsection (2) shall report each year on a date determined by the department of treasury all revenue lost for which reimbursement under subsection (2) is claimed.

(5) Except as otherwise provided in subsection (6), this state shall reimburse the school aid fund for all revenues lost as the result of the establishment of renaissance zones. Foundation allowances calculated under section 20 of the state school aid act of 1979, 1979 PA 94, MCL 388.1620, shall not be reduced as a result of lost revenues arising from this act.

(6) The reimbursements described in this section are subject to an appropriation as provided by law. For fiscal year 2009-2010 only, if the amount appropriated is less than the amount required for payments to all entities described in this section, payments shall be prorated.

History: 1996, Act 376, Imd. Eff. July 17, 1996;—Am. 2002, Act 745, Imd. Eff. Dec. 30, 2002;—Am. 2010, Act 83, Imd. Eff. May 21, 2010.

Compiler's note: For transfer of Michigan strategic fund from department of management and budget to department of labor and economic growth, see E.R.O. No. 2003-1, compiled at MCL 445.2011.



MICHIGAN SENATE

REPUBLICAN CAUCUS



Hansen restores state funding to area libraries

Posted April 17, 2013 ·

State Sen. Goeff Hansen announced Wednesday that he's secured nearly \$5 million to fully reimburse libraries for property tax revenue forgone in tax-exempt Renaissance Zones across Michigan.

The intent of the state's Renaissance Zone Act, adopted in 1996, was to provide local governments with a tool to spur economic growth as well as job creation and retention. Michigan Renaissance Zones are regions of the state designated as virtually tax free for any business or resident who moves into a zone for a period of up to 15 years.

The act specifies that the state must reimburse public libraries located within a Renaissance Zone for all revenue that was foregone due to this tax exemption. Renaissance Zone reimbursement payments to libraries ceased during debate on the fiscal year 2011 state budget.

"One of my top priorities this year has been to provide the necessary funding to fulfill the state's obligation of reimbursing our libraries that are located within Renaissance Zones," said Hansen, R-Hart. "Our libraries are an important community resource and the state must ensure they remain operational and accessible."

In the 34th state Senate District, seven libraries affected by the elimination of the Renaissance Zone reimbursement lost a total of more than \$120,000 in local revenue that would otherwise have been collected. For fiscal year 2013, the Hart Area District Library, located within an Agriculture Processing Renaissance Zone, saw a reduction of \$62,000 in revenue as a result of this lost state reimbursement, which represents 20 percent of their current operating budget.

"I will continue to advocate on behalf of this funding as the budget process moves forward," said Hansen. "This funding should be restored because area residents depend on the essential services provided by our local libraries."

The Senate education budget includes this funding and it is now before the full Senate Appropriations Committee for consideration.



Carolyn Stacey

Subject: FW: Renaissance Zone Definition

From: Melissa Becotte - Controller [<mailto:mbecotte@escanaba.org>]
Sent: Thursday, September 13, 2018 8:41 AM
To: Carolyn Stacey
Subject: Re: Renaissance Zone Definition

This is off the Delta County EDA website:

Airport Industrial Park (Renaissance Zone) includes industrial land available for sale and long-term lease (up to 99 years), with tax savings phased out for 15 years. Taxes abated include Michigan Business Tax, state or city income tax, general property tax, and industrial facilities tax. Tax relief will be phased out in 25% increments over the last two years of the program.

Hope that helps!

Melissa Becotte
City of Escanaba Controller
P.O. Box 948 Escanaba, MI 49829
906-789-7300

002927

STATE OF MICHIGAN REMITTANCE ADVICE

INVOICE NUMBER	INVOICE DATE	INVOICE DESCRIPTION	REF. DOC.	CURRENT DOC.	AMOUNT
31L 313 LIBRARY GRANTS	09/21/16	FY2016 Library Renaissance Zon		VZL60958	\$ 1,041.98
WARRANT AMOUNT				\$	1,041.98

NON-NEGOTIABLE

NON-NEGOTIABLE

NON-NEGOTIABLE

1416 - 268-000-~~569-210~~ 437-002

NON-NEGOTIABLE

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NON-NEGOTIABLE

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RICK SNYDER, GOVERNOR

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STATE OF MICHIGAN

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VENDOR NO.	MC	AGENCY	BANK ID.	ACCTG.

09/23/2016

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724

ONE THOUS. FORTY-ONE & 98/100 ***** DOLLARS

*****1,041.98

002927

PAY TO THE ORDER OF:

CITY OF ESCANABA
CITY TREASURER
410 LUDINGTON STREET
ESCANABA MI 49829



Security features included. Details on back.

N.A. Khouri
N.A. KHOURI, STATE TREASURER

STATE TREASURER'S WARRANT
LANSING, MICHIGAN 48901

⑈ 253577337 ⑈ ⑆ 072400706 ⑆ 000 ⑈

BANNING BOOKS

SILENCES STORIES

**SPEAK
OUT!**



**THIS LIBRARY
CELEBRATES**

BANNED BOOKS WEEK

**SEPTEMBER 23 - 29
#BANNEDBOOKSWEEK**

Reading with Raptors

Saturday September 22nd at 1PM

Escanaba Public Library Children's Area



Join us as we soar to new heights learning about birds of prey with the Chocolate Raptors. Families will enjoy a story and live falcon demonstrations, plus a snack and free book for each family of children 8 years old and under.

Contact Laurie at lmold@dsisd.net or 906-786-9300 ext 111 with questions.

No registration required.



Growing U.P.



Pete Griffin

"Storytelling Ranger"

**Wednesday
October 10
6:30 p.m.**



400 Ludington St.
Escanaba, MI 49829

For more information
906-789-7323
www.escanabalibrary.org

The Escanaba Public Library is proud to bring back storyteller Pete Griffin - The Storytelling Ranger!

Join us at the library for an evening of warmth and laughter with Yooper and former Forest Ranger Pete Griffin who will share personal stories about life's lessons that incorporate natural history, leadership and learning. These humorous and poignant stories are all part of how Pete measures growing up.

About Pete

Pete began working as a US Forest Service wildlife biologist and his career took him from Michigan to Minnesota and Alaska. He has been entertaining audiences on the Disney and Princes Cruise Lines on Alaska cruises since 2011 telling humorous, poignant, and timely stories. He has also been featured at the National Storytelling Festival and at Timpanogos.

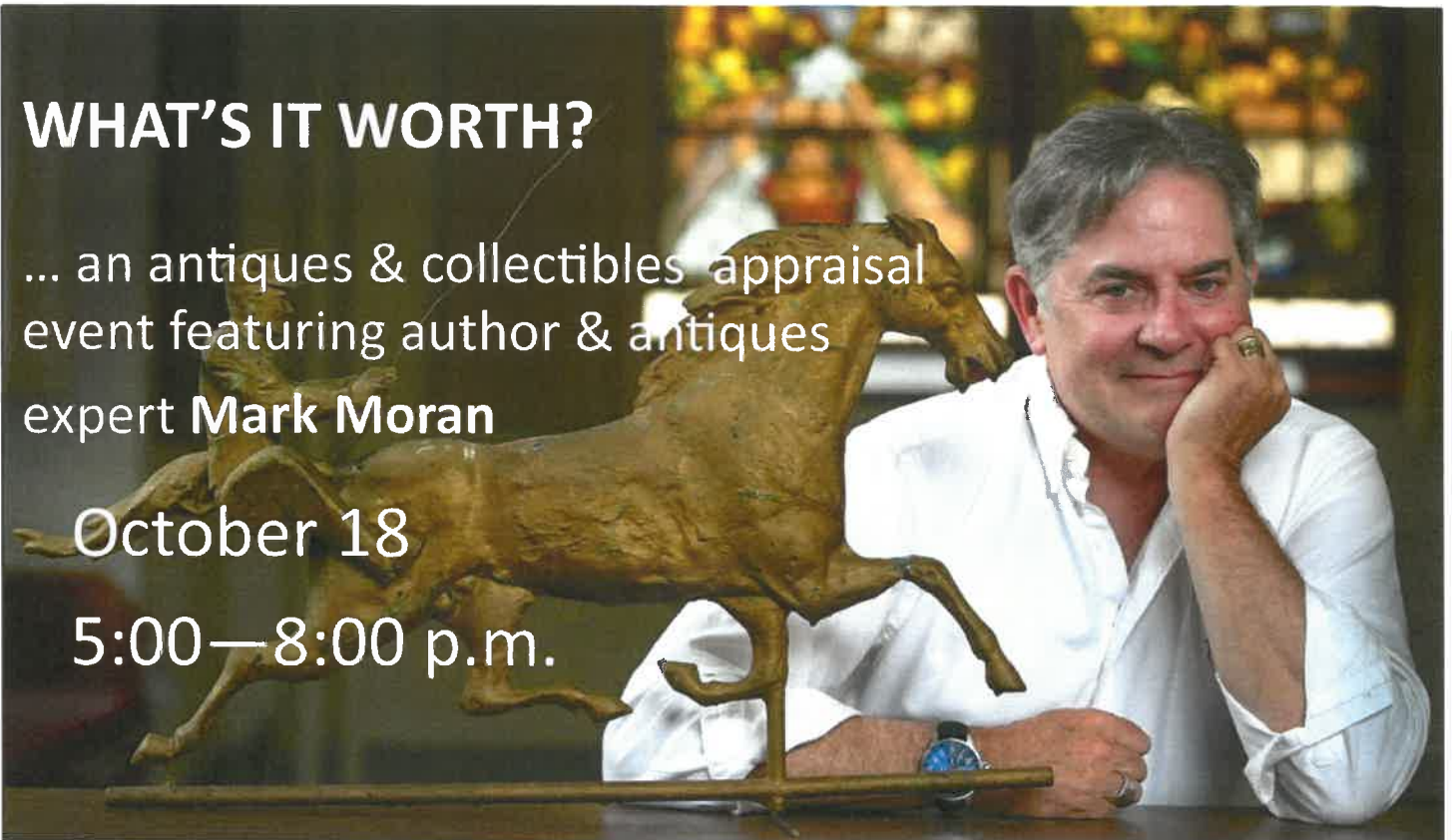
This program is FREE and there is no registration required.

WHAT'S IT WORTH?

... an antiques & collectibles appraisal event featuring author & antiques expert **Mark Moran**

October 18

5:00—8:00 p.m.



Categories of objects for appraisal may include:

Fine art, Furniture, Ceramics, Glassware, vintage photographs, advertising, folk art, assorted toys, metalware, clocks, costume jewelry, musical instruments, books and sports memorabilia.

Excluded items:

All weapons, including knives and swords, traps (like leg-hold), Nazi memorabilia, coins and paper money, fine jewelry, including precious gems, and Beanie Babies.

About Mark Moran

He is the author or co-author of more than 25 books on antiques and collectibles including three editions of the 800-page annual *Warman's Antiques & Collectibles*. He has bought and sold antiques for more than 30 years, specializing in vintage folk art, Americana, and fine art.

**Limited appraisals available
Pre-registration is required
Begins October 1
Call 906-789-7323**

Opinions of value are informal and may not be used for insurance or charitable donations, which require a certified appraisal.

Home visits available /Call 715-281-5060 /
moranm1953@gmail.com for details!

Supported by the Friends of the Escanaba Public Library



400 Ludington Street Escanaba, Michigan 49829

906-789-7323 / escanabalibrary.org

