

**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 29th 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 25-26th 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 9th 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 8th 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 Hallett nominated Neil Hivala to continue as Vice-Chair, Kathy Mason seconded, motion passed.


ANNOUNCEMENTS: The next meeting will be Monday, August 27th at 5:00 p.m.

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

Respectfully Submitted,


Carolyn Stacey, Library Director

Approved


Elizabeth Keller, Chair