

**CITY OF ESCANABA**  
**LIBRARY BOARD OF TRUSTEES**  
**MINUTES**  
November 28, 2022

A meeting of the Escanaba Public Library Board of Trustees was held on November 28, 2022 at 5:00 p.m. in the City Council chambers. The meeting was called to order at 5:04 p.m.

**PRESENT:** Tammy Wiles, Kathleen Cibula, Lynn Soderberg, Christina Economopolus, Tyler Dubord, Carolyn Stacey

**ABSENT:** Priscilla Green

**PUBLIC COMMENT:** None

**APPROVAL/CORRECTIONS(S) TO MINUTES:** The minutes of the October 24<sup>th</sup> meeting were accepted on consensus.

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

**DIRECTOR'S REPORT:** The following documents were reviewed:

Financials and Use Measures

Current Projects & Priorities

December Public Service Announcements – Programs/Promotions

Connected Nation Flyer

**UNFINISHED BUSINESS:**

A) Mobile Outreach Vehicle – Project Update

Actions taken by the library director since the last board meeting:

- o Notified Farber of decision to stay with the HVAC system that was spec'd with vehicle.
- o Reached out to the State Library to discuss ramifications if project misses deadline (grant coordinator is on extended leave).
- o Received call from Farber; 'Pro-Aire' has declared bankruptcy. Original system no longer available. Farber provided two additional options to choose from: partial Pro-Aire system with rooftop AC unit or an engine driven generator option with rooftop AC.
- o Consulted with Public Works and determined to go with generator option; this is a system DPW can understand and maintain. Additionally, this eliminates the concern of obsolete parts and repair problems.
- o Revised project budget at grant administrator's request to address the possibility of not receiving the vehicle by deadline.

Currently, the vehicle is still expected by December 30<sup>th</sup>. If it has not been received by December 26<sup>th</sup>, a waiver will be requested from the State Librarian.

**NEW BUSINESS:** None

**ANNOUNCEMENTS:** The December board meeting will be cancelled due to lack of a quorum. The next Board of Trustees meeting is scheduled for Monday, January 23<sup>rd</sup> at 5:00 p.m.

**ADJOURNMENT:** The meeting was adjourned at 5:27 p.m. on consensus.

Respectfully Submitted,

  
Carolyn Stacey, Library Director

Approved,

  
Tammy Wiles, Chair