

**CITY OF ESCANABA**  
**LIBRARY BOARD OF TRUSTEES**  
**MINUTES**  
January 23, 2023

A meeting of the Escanaba Public Library Board of Trustees was held on January 23, 2023 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, Priscilla Green, Carolyn Stacey

**ABSENT:** Tyler Dubord

**PUBLIC COMMENT:** None

**APPROVAL/CORRECTIONS(S) TO MINUTES:** The minutes of the November 2022 meeting were accepted on consensus.

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

**DIRECTOR'S REPORT:**

Financial reports and use measures were reviewed.

**ADMINISTRATION:** FY 23-24 Budget – Due 1/23, ARPA Grant Final Reports – Due 1/30, 2/28, Annual State Aid Report – Due 2/1. Other activities include two staff evaluations, trouble-shooting network performance issues, the website revision project and training relative to First Amendment issues.

**SERVICES:** Up North Michigan Consortium is the 6<sup>th</sup> addition to the partner network for digital downloads, bringing the collection to over 250,000 items. Superiorland Library Cooperative is offering group subscription rates for Hoopla, a streaming platform for music, movies and digital books. Staff is currently evaluating whether to add this service. AARP Tax Assistance sessions will begin in early February. To date, 214 are registered.

**PROGRAMS & PROMOTIONS:** February PSAs & the 2023 Live on the Lawn Schedule were shared. The Connected Nation classes are filled to capacity. 25 *New Year, New Me* teen promotional kits have been distributed. A Homeschooler's Book Group has been added to the children's room activities. The summer reading theme is "All Together Now." Performers booked to date include Magician Cameron Zvara and Children's Entertainer, Joel Tacey. The Michigan Science Center is also a possibility.

**PROFESSIONAL DEVELOPMENT:**

Public Library Impact and Response Session – Online, 12/20/22 & 1/17/23

Webinar: Find the First Amendment with Clare Membiela, Library of Michigan, 1/12/23

**FRIENDS UPDATES:** The Friends are partnering with Kiwanis to place new Little Free Libraries in multiple locations. The group recently funded 3 new public internet workstations to replace aging machines, committed to sponsorship of the 2023 Live on the Lawn events, funding the web page revision project, staff development day and migration to UPLINK.

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:**

A) **FY 23-24 Budget Preparation.** Trustees reviewed the budget calendar and revenue/ expenditure charts and received information on budgetary conditions. Departments have been but on notice to expect reductions. Discussion continues on longer-term solutions, including new service area contracts and potential re-structuring.

B) **Outreach Services Planning Committee**

The library director is forming a committee to plan the roll out of the new bookmobile and outreach services. This group will meet bi-weekly for approximately three months to plan unveiling events and discuss the scope of services. Christina Economopolus volunteered to represent the Library Board of Trustees on the committee. Meetings will begin in March.

**ANNOUNCEMENTS:** The next Board of Trustees meeting is scheduled for Monday, February 27<sup>th</sup> at 5:00 p.m.

**ADJOURNMENT:** The meeting was adjourned at 5:41p.m. on consensus.

Respectfully Submitted,

  
Carolyn Stacey, Library Director

Approved,

  
Tammy Wiles, Chair