

**CITY OF ESCANABA**  
**LIBRARY BOARD OF TRUSTEES**  
**MINUTES**  
March 27, 2023

A meeting of the Escanaba Public Library Board of Trustees was held on March 27, 2023 at 5:00 p.m. in the City Council chambers. The meeting was called to order at 5:00 p.m.

**PRESENT:** Tammy Wiles, Lynn Soderberg, Kathleen Cibula, Priscilla Green, Carolyn Stacey

**ABSENT:** Christina Economopolus, Tyler Dubord

**PUBLIC COMMENT:** None

**APPROVAL/CORRECTIONS(S) TO MINUTES:** The minutes of the February 2023 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.

**UNFINISHED BUSINESS:**

A) FY 23-24 Library Budget: Administration distributed a copy of the budget that was submitted and discussed the budgetary conditions going into FY 23-24 which have resulted in a deficit of \$56,414: a 32% drop in penal fines for FY 22-23; an anticipated decline of 22% FY 23-23 penal fines; no new revenues and no fund balance from which to draw. Short-term solutions proposed to Council at the April budget hearing will include leaving part-time positions vacant (30 staff hours), dropping two full-time staff down to 32 hours per week, cutting 20% from the materials budget and dropping public open hours from 51 to 46. A draft schedule was distributed. Changes potentially leading to longer term solutions were discussed, including tiered service area contracts and potential re-establishment to open up new options for millage.

**NEW BUSINESS:**

A) Library Fees: Trustees reviewed comparisons of non-resident and other fees in Michigan libraries for the purpose of determining an equitable user fee for contract municipalities. The majority of Michigan public libraries receive income from contract municipalities beyond penal fines and State aid. Escanaba is in the minority in this regard. Escanaba is on the low end of non-resident user fees, but in-line with the average for Superiorland or regional libraries.

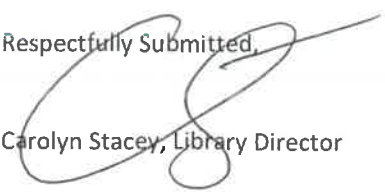
B) Defining Service Levels

Trustees discussed setting basic and optional service levels for updated contract municipality agreements in the new fiscal year. With this model, library cardholders in townships contributing penal fines only would receive a basic level of service with no charge and have the option of accessing additional services with a fee. *P. Green made a motion that a user fee, to be determined, apply for optional services in FY 23-24. K. Cibula seconded, motion passed unanimously.*

**ANNOUNCEMENTS:** The next Board of Trustees meeting is scheduled for Monday, April 24th at 5:00 p.m.

**ADJOURNMENT:** The meeting was adjourned at 5:55 p.m. on consensus.

Respectfully Submitted,

  
Carolyn Stacey, Library Director

Approved,

  
Tammy Wiles, Chair