

**CITY OF ESCANABA**  
**LIBRARY BOARD OF TRUSTEES**  
**MINUTES**  
August 28,2023

A meeting of the Escanaba Public Library Board of Trustees was held on August 28, 2023 at 5:00 p.m. in the City Council chambers. The meeting was called to order at 5:00p.m.

**PRESENT:** Lynn Soderberg, Priscilla Green, Gail Brazeau, Christina Economoplus, Carolyn Stacey

**ABSENT:** Kathleen Cibula, Tyler Dubord

**PUBLIC COMMENT:** None

**APPROVAL/CORRECTIONS(S) TO MINUTES:** The minutes of the June 28, 2023 meeting were accepted on consensus.

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

**DIRECTOR'S REPORT:** Financials and use measures were reviewed. Administration: \$74,023 was received in penal fines from the County for FY 2022-23, nearly meeting the \$75,000 projection. Technology upgrades include two new public internet computers, four new wifi access points and website revisions. Services: A collection of VOX 'Talking Books' for children has been received from the Library of Michigan. A demonstration was provided. The Great Lakes Digital Library collection now has nine partner libraries. Programs & Promotions: A Back-to School Scavenger Hunt is planned for September, sponsored by the Friends of the Library. The bookmobile will take part in the Labor Day parade and celebration on the Municipal Dock.

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:**

A) Summer Program Wrap-Up

The director distributed an Excel spreadsheet reviewing the types of summer programs with attendance figures. Results from program evaluations were also shared. The Live on the Lawn concert series was the highest rated program with the largest number of attendees, making up 78% of total adult program attendance. This program is fully funded by the Friends of the Library. The most popular children's events were professional magicians and entertainers. These programs were funded by a grant from Superiorland Library Cooperative and the Bezold Fund. Children participating in the summer reading program dropped considerably, with just 50 kids finishing. There was a lack of engagement with the survey/evaluation for the reading program with only two responses. The goal for next year will be to offer online options for recording reading, more professional programs, and more engagement with the reading portion of the program. Outreach services offered through the bookmobile have been well received. Staff continues to work on a few technical difficulties with the computer system.

B) Fiscal Year Use Measures

The director presented a comparison of activity and use measures from 2022-2023. All library use measures (with exception of holds) are up – 'traditional' use measures remain strong (physical checkouts and visits to library). There is a moderate increase in use of digital products.

C) Staff Development Day

The director requests approval to close the library on a Monday in October or November to have a professional development day for staff. Possible topics include incident/emergency training, customer service philosophy, Michigan e-library resources, team-building activities, and hands-on technology practice. The Friends have designated funds for a staff day. Additionally, the Superiorland Library Cooperative director can present a one-hour workshop entitled "Navigating Material Challenges for Library Trustees" for the board at an upcoming meeting. P. Green moved approval of closing the library on a Monday in October or

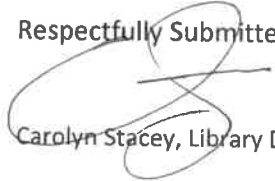
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November for staff training. L. Soderberg seconded. Motion carried. There was consensus that additional training on materials challenges, provided by Dillon Geshel of the Superiorland Library Cooperative would be useful.

**ANNOUNCEMENTS:** The next meeting is scheduled for Monday, September 25<sup>th</sup> at 5:00 p.m.

**ADJOURNMENT:** The meeting was adjourned at 5:47p.m. on consensus.

Respectfully Submitted,

  
Carolyn Stacey, Library Director

Approved,

  
Lynn Soderberg, Chair