

**CITY OF ESCANABA
LIBRARY BOARD OF TRUSTEES
MINUTES
FEBRUARY 26, 2024**

A meeting of the Escanaba Public Library Board of Trustees was held on February 26, 2024 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, Christina Economopoulos, Amy Reddinger, Carolyn Stacey

ABSENT: Gail Brazeau, Tyler Dubord

PUBLIC COMMENT: None

APPROVAL/CORRECTIONS(S) TO MINUTES: The minutes of the December 18, 2023 meeting were accepted on consensus.

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

DIRECTOR'S REPORT: Financials, use measures, programs, outreach, professional development, and regional / community activities were reviewed.

UNFINISHED BUSINESS:

NEW BUSINESS:

A) Contracts for Library Service – Approval

Trustees reviewed and discussed the final draft of the tiered library services contract, sample cover letter and supporting materials. *P. Green made a motion to approve the contract, C. Economopoulos seconded, motion carried.*

B) FY 2024-25 Library Budget – Review

The library director reviewed the budget narrative, revenue and expenditure line item descriptions and a copy of the submitted budget request. FY 2024-25 is expected to be a transition year, with the move to tiered contracts. No General Fund reduction is proposed at this time, although it is still possible between now and the budget hearing, scheduled for April 9th. Trustees will have another opportunity to comment on the budget at the March board meeting.

C) User Agreement – Library of Things

Trustees received information and procedures for the library's circulating collection of objects, including costs and fees for damaged or stolen items. Trustees agreed on consensus to include additional language referencing legal consequences for violations.

D) Trustee Training Opportunities

The library director shared copies of the slides from a webinar from the Library of Michigan entitled "Michigan Library Trustee 101." The director will view the webinar and select relevant sections for potential viewing at upcoming meetings. Trustees will also continue the practice of reviewing a section from the Michigan Library Trustees Manual at each meeting.

ANNOUNCEMENTS: The next meeting is scheduled for Monday, March 25th at 5:00 p.m.

ADJOURNMENT: The meeting was adjourned at 6:00p.m. on consensus.

Respectfully Submitted,


Carolyn Stacey, Library Director

Approved,


Lynn Soderberg, Chair