

Negaunee Public Library Board

December 15, 2015

1. Call to order
2. Secretary's Report (Approval of the Minutes)
3. Public Comment
4. Financial Report
5. Communications
6. Librarian's Report
7. Unfinished Business
 - a. Reading RUGRATS (infant/toddler storytime) expansion
 - b. Writing evenings
 - c.
8. New Business
 - a. Approval of 2016 meeting dates
 - b. Election of officers
9. Adjourn

Next meeting: January 19, 2016

Officers:

President: Al Sundine

Vice President: Jeanne Sandstrom

Secretary: Laura Jandron

Negaunee Public Library Board

Minutes of the Nov. 17, 2015, meeting.

Members present: L. Jandron, L. Perucco, J. Sandstrom, A. Sundine. J. Holman, Library Director.

Meeting called to order at 10:20 a.m. by Pres. A. Sundine. Minutes of the meeting of Oct. 20, 2015 were approved as corrected.

Public Comment: None.

Financial Report: All bills paid as of Nov. 1, 2015. The financial report was handed out by J. Holman.

Communications: None.

Librarian's Report: Librarian's report handed out by J. Holman. Reading the report, it is very encouraging to see all the positive activity going on in our library. This does a lot to enhance the image of our library, and encourage many more library users.

Unfinished Business: We are waiting for the official report on our budget items from the city.

New Business: We have received six free copies of the book chosen for the "Great Michigan Read," plus we already have one copy of our own. There will be participation surveys, bookmarks, etc. for this event.

On Dec. 3, in preparation for the holiday season, we will be looking forward to the decorating of the library Christmas trees by the Friends of the Library.

The meeting was adjourned at 10:40 a.m.

Respectfully submitted,

Laura Jandron, Secretary

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Negaunee Public Library

Financial Report

December 15, 2015

All bills were paid December 1, 2015.

Bills to be paid January 1, 2016:

Baker & Taylor	196.07
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McNaughton Books	89.25
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City of Negaunee

GENERAL FUND 2016 BUDGET

738	Library	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	2015 BUDGET	06/30/15 ACTUAL	2015 EST TOTAL	2016 DEPT REQUEST	2016 MGR RECOMMENDS	COUNCILL APPROVES
702.000	Personal Services	39,909	42,045	40,443	41,000	19,112	43,000	43,000	43,000	43,000
704.000	Part-Time Salaries	4,371	3,904	4,055	4,500	2,559	4,500	4,500	4,500	4,500
713.000	Social Security	3,668	3,712	3,532	3,700	1,697	4,000	4,000	4,000	4,000
718.000	Sick Leave	2,318	1,174	379	1,500	254	1,500	1,500	1,500	1,500
723.000	Personal/Vacation	1,464	1,722	1,240	1,250	261	2,000	2,000	2,000	2,000
727.000	Office Supplies	551	542	593	600	301	600	800	800	800
850.000	Communications	11,290	11,587	12,325	13,000	7,921	13,000	13,000	13,000	13,000
864.000	Training, Travel	20	25	25	200	547	547	50	50	50
875.001	Pension	13,259	9,165	5,044	12,000	0	12,000	12,000	12,000	12,000
920.000	Lights, Water	1,980	1,980	1,980	2,000	825	2,000	2,000	2,000	2,000
956.000	Dues, Membership, Subscr.	1,579	1,258	1,578	1,600	1,178	1,600	1,600	1,600	1,600
970.000	Capital Outlay	0	0	2,632	2,300	190	2,300	1,600 1	1,600	1,600
978.000	New Books	4,848	5,070	4,804	5,000	3,188	5,000	5,000	5,000	5,000
	TOTAL LIBRARY	85,257	82,184	78,630	88,650	38,033	92,047	91,050	91,050	91,050

1. Public Computer \$1300, \$300 in case of emergency

City of Negaunee

271 LIBRARY STATE AID 2016 BUDGET

		2012	2013	2014	2015	6/30/15	2015 EST	2016 DEPT	2016 MGR	COUNCIL
	REVENUES	ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	TOTAL	REQUEST	RECOMMENDS	APPROVES
566.000	State Library Grant	3,429	3,821	4,512	4,520	2,233	4,520	4,973	4,973	4,973
660.000	Donations	1,426	1,260	1,371	1,500	676	1,100	1,000	1,000	1,000
665.000	Interest on Investment:	9	1	12	14	5	0			
	TOTAL REVENUES	4,864	5,082	5,895	6,034	2,914	5,620	5,973	5,973	5,973

City of Negaunee

271 LIBRARY STATE AID 2016 BUDGET

		2012	2013	2014	2015	6/30/15	2015 EST	2016 DEPT	2016 MGR	COUNCIL
	EXPENDITURES	ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	TOTAL	REQUEST	RECOMMENDS	APPROVES
956.000	Dues, Memberships, & St	1,686	1,910	2,256	2,260	1,116	2,260	2,487	2,487	2,487
978.000	New Books	1,168	1,722	2,127	2,240	977	2,240	2,486	2,486	2,486
980.002	Donation Expense	1,028	1,159	718	15	593	593	500	500	500
	TOTAL EXPENDITURES	3,882	4,791	5,101	4,515	2,686	5,093	5,473	5,473	5,473

Negaunee Public Library Board

December 15, 2015

Librarian's Report

The library's writing sessions last month were well-attended. One of the aspiring writers intends to self-publish her stories at some point. Another writer continues to come in to use the library computers to work on his piece. The program brought in some new people to the library, and returning patrons increased their frequency of visits. It could be worthwhile to continue a writing evening throughout the year.

Coach Tonya M. Allen will continue offering her "Let's Get Moving at the Library!" program in the coming year. Attendance is growing, and her programs at this library and the Ishpeming Carnegie Public Library have helped advertise her business.

Suzanne Dees, outgoing director of the Superiorland Library Cooperative, and her 40 years of dedication to library services, were celebrated at the Peter White Public Library on Tuesday, December 8. Jessica attended the luncheon. Pam Christensen has resigned as director of the Peter White Public Library to take the position at Superiorland.

The library will be closed in observance of Christmas, December 24-27, and in observance of New Year's, December 31-January 3, 2016.

Respectfully submitted,



Jessica Holman, director

NEGAUNEE PUBLIC LIBRARY BOARD

Meetings are held at 10:15 a.m. on the third Tuesday of each month in the Michigan Room of the Negaunee Public Library, 319 W. Case St., Negaunee, MI, 49866. Phone: (906) 475-7700 ext. 18.

2016 Meeting Dates

January 19, 2016

February 16, 2016

March 15, 2016

April 19, 2016

May 17, 2016

June 21, 2016

July 19, 2016

August 16, 2016

September 20, 2016

October 18, 2016

November 15, 2016

December 20, 2016