

Negaunee Public Library Board

February 21, 2017

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. Library Board name change (no longer Cable!)
 - b. Valentine's Tea & Book Sale – update
 - c. Clerk hiring update
 - d.
8. New Business
 - a. Temporary library cards online – discuss option
 - b. Essential oils class
 - c. Library long-range planning
 - d.
9. Adjourn

Next meeting: March 21, 2017

Officers:

President: Al Sundine

Vice President: Jeanne Sandstrom

Secretary: Laura Jandron

Negaunee Public Library Board

Minutes of the January 17, 2017 meeting:

Members present: L. Jandron, L. Perucco, J. Sandstrom, A. Sundine, J. Holman, Director. We also welcomed a new board member, Dave Nelson. Meeting called to order by A. Sundine at 10:15am. Minutes of the previous meeting were read and approved.

Public Comment: None

Financial Report: All bills paid as of Jan. 1, 2017. Monthly report received from J. Holman.

Communications: None

Librarian's Report: Received from J. Holman. We also have a part-time position in our library that needs to be filled. This will be for 12 hours a week.

Unfinished Business: The library rules were updated. A motion made by L. Perucco, 2nd by Jeanne S. to approve. Motion passed.

New Business: Donna has accepted another position and has resigned as our library clerk.

Computer de-construction-Jean from Superiorland will be working with students to take apart, learn more about the workings of computers. She will be using 8 of our old computers that are in the basement. This will be for students ages 10 and up, and will be in March. There will be flyers out to advertise the class.

The Friends of the Library Valentine Tea posters are ready for those who wish to hand them out to business places.

Meeting adjourned at 10:40am.

Respectfully submitted,

Laura Jandron, Secretary
Laura Jandron, Secretary

Negaunee Public Library

Financial Report

February 21, 2017

All bills were paid February 1, 2017.

Bills to be paid March 1, 2017:

| | |
|---|------------------------------------|
| Baker & Taylor | 72.93 |
| Library of Michigan | 35.00 (workshop) |
| McNaughton Books | 89.25 |
| MicroMarketing | 84.99 (audiobooks) |
| Orbit Technology | 375.00 (annual copier maintenance) |
| Taste of Home | 32.98 (cookbook) |
| Upper Peninsula Region of Library Cooperation | 40.00 (annual membership) |

Negaunee Public Library Board

February 21, 2017

Librarian's Report

Jessica attended an automated library services (ALS) meeting at the Superiorland Library Cooperative on Feb. 2. The cooperative is pursuing a federal Library Services and Technology Act (LSTA) grant, administrated through the Library of Michigan, to improve access to information via technology. If the cooperative is awarded the grant, it will hire an outreach coordinator and a technology trainer, and offer hands-on equipment demonstration, among other services. The grants winners will be announced this spring.

Jean Montgomery, technology and network administrator, gave technology demonstrations with a new Mobilecirc application at the meeting (this application has been installed on the Negaunee Public Library's laptop for outreach). An online temporary patron registration option was also discussed – see New Business (a) on today's agenda.

The Friends of the Negaunee Public Library held their eighth annual Valentine's Tea and Book Sale on Tuesday, Feb. 14. It was well-attended, with many people coming before the tea officially started. TV6 interviewed Jessica about the event for the evening news.

Interviews for the library clerk position have been held. A decision will likely be made today.

There will be an all-day workshop for the "Every Child Ready to Read" program Friday, March 24, in Marquette. Jessica has registered to attend this early literacy workshop offered by the Library of Michigan. The library should be reimbursed for this training through the Superiorland Library Cooperative.

The library annual report is attached.

Respectfully submitted,


Jessica Holman, director

**Negaunee Public Library
2016 Annual Report**

Library Use

| | |
|--------|------------------------------|
| 2211 | Hours Open |
| 12,630 | Library Visitors |
| 926 | Attended Children's Programs |
| 3,083 | Computer Use |
| 3,063 | WIFI Use |

Circulation

| | |
|--------|-----------------------------------|
| 5,737 | Adult print material |
| 4,040 | Children material |
| 34 | Books on cassette |
| 939 | Music and Books on CD |
| 5 | Video tapes |
| 489 | DVD |
| 2,010 | Overdrive audio books and E-Books |
| <hr/> | |
| 13,254 | Total Circulation |

Interlibrary Loans (ILL)

| | |
|-------|-------------------------------|
| 1,140 | Borrowed from other libraries |
| 1,151 | Loaned to other libraries |
| <hr/> | |
| 2,291 | Total ILL |

Library Patrons

| | | |
|-----------|-----------------------------------|----------------|
| 2,435 | Active registered patrons | |
| Includes: | | |
| 1,690 | Residents of the City of Negaunee | 69% of patrons |
| 467 | Residents of Negaunee Township | 20% of patrons |
| 278 | Others | 11% of patrons |

Library Hours:

| | |
|---|-----------------------------|
| M | 10am-7pm |
| T | 10am-7pm |
| W | 10am-7pm |
| T | 10am-6pm |
| F | 10am-5pm |
| S | 9am-noon (except June-Aug.) |

45 Hrs/week Jan. 01-May 31, 2014
 42 Hrs/week June 01-Aug. 31, 2014
 45 Hrs/Week Sept. 01-Dec. 31, 2014

Employees

| | | |
|------------------------|---------------------|--|
| Jessica Holman | Library Director | 40 hrs/wk June-Aug., 36 hrs/wk Sept.-May |
| Shelley Gould | Assistant Librarian | 21 hrs/wk |
| Denise Elliott | Library Clerk | 12 hrs/wk Sept.-May, 10 hrs/wk June-Aug. |
| Departed July 14, 2016 | | |
| Donna Campbell | Library Clerk | 12 hrs/wk Sept.-May, 10 hrs/wk June-Aug. |
| Started July 12, 2016 | | |

Programming

| | | |
|------------------------------|---|--------------|
| Knitting Class | 52 Classes | 297 Attended |
| General Programs | Valentine Tea and Book Sale, Feb 9 Annual Pioneer Days Book Sale, July 8 | |
| Writers' Klatch | 7 programs | 18 attended |
| Book Signings | 3 programs | 19 attended |
| Geri-Fit Demonstration | 1 program | 2 attended |
| Adult Summer Reading Program | | |

Children's Programming

| | | |
|-------------------------|----------------------|-------------|
| Story times | 22 programs | |
| Reading Rugsrats | 41 programs | |
| Let's Get Moving | 5 programs | |
| Storytime at the Market | 14 programs | |
| Summer Reading Program | | |
| Finale party, August 9 | | 21 attended |
| Special Programs | Money Smart Week | 18 attended |
| | Queen Elsa storytime | 76 attended |
| | Gretchen Preston | 5 attended |
| | Larry Buege | 21 attended |

Special storytimes, tours, and outreach

| | |
|-------------------------|-------------|
| Little Friends visits | 14 programs |
| Reading Day at the Mall | March 19 |
| Lakeview Open House | August 30 |

Test Site only!!!!

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 Training Account

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Library Page Links

[Library Home Page](#)

There's an App for that

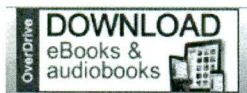


[Click to find apps!](#)

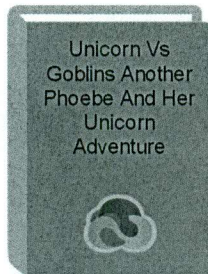
[Browse These Collections](#)

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New Teen Books



Title: Unicorn Vs Goblins Another Phoebe and Her Unicorn Adventure
Published: 2016
ISBN: 9781518209826



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Training Account

All Fields

Search

Advanced Search

Online Registration

First Name: *

Middle Name: *

Last Name: *

Name Suffix:

Birth Date (M/D/YY): *

Address: *

City: *

State/Province: *

Postal Code: *

Phone Number: *

Email Address: *

Re-enter Email Address: *

Pin: *

Re-enter Pin: *

Register

Cancel

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Essential Oils 101: Enhancing the vegan lifestyle on March 11th



Where: Negaunee Public Library

When: Saturday, March 11, 2017 at 10am to 11:30am

Please join us for Essential Oils 101- Enhancing the Vegan Lifestyle! Learn how to live chemical free and support your health with essential oils from plants.

In this class, you will learn:

- *The Science of Essential Oils
- *How to use Essential Oils to support your body systems
- *How to use Essential Oils as an alternative to toxic chemicals

Each participant will get materials to bring home, including vegan recipes for food and natural DIY household products. You will also get to take a sample home!

All welcome.

Disclaimer:

The information given during this class is not meant to diagnose, treat, cure, or prevent any disease. The information represents what I, an independant distributor of Essential Oils, have chosen to do to take charge of my own personal health and that of my family. Statements made during this class have not been evaluated by the Food and Drug Administration. Products that I talk about during this class are not intended to diagnose, treat, cure or prevent any disease. If you are pregnant, nursing, taking medication, or have a medical condition, consult your physician before using these products.

Information I am sharing is meant for educational and informational purposes only, and to motivate you to make your own health care and dietary decisions based upon your own research and in partnership with your health care provider. It should not be relied upon to determine dietary changes, a medical diagnosis or courses of treatment.

Join this event on Facebook at: www.facebook.com/NorthernVegans