

Negaunee Public Library Board

February 25, 2020

1. Call to order
2. Secretary's Report (Approval of the Minutes)
3. Public Comment
4. Financial Report
5. Communications
 - a. Marcia
6. Librarian's Report
7. Unfinished Business
 - a.
8. New Business
 - a. 2019 annual report
 - b.
9. Adjourn

Next meeting: March 17 or 10, 2020?

Officers:

President: Al Sundine

Vice President: Laura Jandron

Secretary: Jenny Jessee-Beck

Negaunee Public Library Board

Minutes of the meeting of January 14, 2020.

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

Absent: (exc.) J. Sandstrom

Meeting called to order at 10:20am by A. Sundine.

Minutes of the meeting of Dec. 10, 2019 read and approved.

Public Comment: None

Financial Report: All bills paid as of Jan. 1, 2020.

Orbit Tech., our annual copier contract, has remained the same.

Budget 2020 (informational) was received.

Communications: None

Librarian's Report: The Friends of the Library are holding their annual Valentine Tea and Booksale on Tuesday Feb. 11. It will be held from noon until 3 p.m.

J. Holman will be holding an interview for our substitute clerk position.

Unfinished Business: The board received a copy of the patron registration guidelines.

New Business: Election of Officers: Motion made by L. Jandron, 2nd by J. Beck to approve the following officers.

President-A. Sundine, V. President-L. Jandron, Secretary-J. Beck. Motion passed.

Meeting dates and times for 2020 were approved.

A. Sundine adjourned the meeting at 10:55am.

Respectfully submitted,

Laura Jandron, Secretary

Negaunee Public Library

Financial Report

February 18, 2020

All bills were paid through February 1, 2020.

Bills to be paid March 1, 2020:

Baker & Taylor	246.26
Charter/Spectrum	48.98 (monthly internet)
MicroMarketing	103.19
Taste of Home	34.98 (cookbook)

Negaunee Public Library Board

February 18, 2020

Librarian's Report

The Valentine's Tea and Book Sale was held last week. The weather has never been more beautiful for it, with mild temperatures and sunny skies. More than 100 people attended.

I attended the Upper Peninsula Region of Library Cooperation (UPRLC) executive board meeting last Thursday, as I am a voting member of the board. Topics included the budgets, the audit for the fiscal year which ended September 30, 2019, and committee reports.

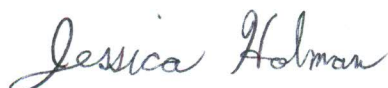
Shelley will be back from Florida next Monday. Ashley Kangas-Smith has been an excellent addition to the staff as substitute clerk. She is quick to pick up everything I teach her, and it is easy to see why Jan St. Germain at the Richmond Township Library speaks highly of her.

Tech Tutoring will return Wednesday, March 4, and run every other Wednesday from 4-5 p.m. Dory is hoping to recruit volunteers from her husband's workplace, 906 Technologies. She and Jacob will also offer tech assistance during these tutoring sessions.

Dory has also taken over the Junior Teen Advisory Group (J-TAG), revitalizing it. The middle school students have been making crafts each week, and having a good time. Participation is up.

I attended a UPRLC Databases Committee meeting via phone last month. A representative from RBDigital gave a presentation on what his company offers, in addition to the digital magazines some libraries already use (we do not). No decisions were made. While the offer of unlimited checkouts for downloadable audiobooks was an attractive feature, many popular titles would not be immediately available, and are limited to a certain set of publishers.

Respectfully submitted,



Jessica Holman, director

**Negaunee Public Library
2019 Annual Report**

Library Use

2,250	Hours Open	<i>up from 2018</i>
11,353	Library Visitors	<i>down</i>
1,061	Attended Children's Programs	<i>up</i>
2,194	Computer Use	<i>down</i>
3,134	WIFI Use	<i>up</i>

Circulation

5,428	Adult print material	<i>down</i>
2,845	Children's material	<i>down</i>
10	Books on cassette	<i>no change</i>
591	Music and Books on CD	<i>down</i>
13	Video tapes	<i>up</i>
510	DVD	<i>down</i>
4,477	Overdrive audio books, E-Books, and streaming video	<i>up significantly</i>
<hr/> 13,874	<hr/> Total Circulation	<hr/> <i>up</i>

Interlibrary Loans (ILL)

1,397	Borrowed from other libraries	<i>up</i>
1,285	Loaned to other libraries	<i>up</i>
<hr/> 2,682	<hr/> Total ILL	<hr/> <i>up</i>

Library Patrons

2,874	Active registered patrons	<i>up</i>
Includes:		
1,902	Residents of the City of Negaunee	66% of patrons <i>up</i>
629	Residents of Negaunee Township	22% of patrons <i>up</i>
343	Others	12% of patrons <i>up</i>

Library Hours:

M	10am-7pm
T	10am-7pm
W	10am-7pm
T	10am-6pm
F	10am-5pm
S	9am-noon

45 Hrs/week all year, thanks to a grant from the Community Foundation of Marquette County

Employees:

Jessica Holman	Library Director	40 hrs/wk June-Aug., 36 hrs/wk Sept.-May
Shelley Gould	Assistant Librarian	21 hrs/wk
Jacob Stine	Library Clerk	15 hrs/wk
Dorianne Shaffer	Grant-funded position	variable

Started June 6, 2019

Programming (only programs attended are counted):

Knitting Class	48 classes	244 attended	<i>down</i>
Next Chapter Book Club	29 meetings	122 attended	<i>down</i>
Writing program	2 meetings	2 attended	<i>down</i>
Tech Tutoring	9 sessions	20 attended	<i>new program</i>
General Programs	Valentine Tea and Book Sale, Feb 12 <i>Waiting for Wiig</i> screening, April 1 Troy Graham's writing workshop & concert, April 22 Book & Vinyl Sale, April 29 Nature Photography Workshop, July 2 Annual Pioneer Days Book Signing, July 10 Annual Pioneer Days Book Sale, July 11 Upcycling Book Workshop, August 17 Beginning genealogy workshop, Oct. 9 Advanced genealogy workshop, Oct. 11 Invent@NMU Inventor Chat, Oct. 16 Book & Media Sale, Dec. 9		

Adult Summer Reading Program

Children's Programming (only programs attended are counted):

Building Story times	7 programs	23 attended	<i>new program</i>
Reading Rugrats	14 programs	39 attended	<i>up</i>
Family Storytime	3 programs	29 attended	<i>new program</i>
Great Start Parent Coalition story & craft	4 programs	9 attended	<i>new program</i>
Junior Teen Advisory Group (J-TAG)	25 meetings	111 attended	<i>down</i>
Dungeons & Dragons (D&D)	11 sessions	59 attended	<i>new program</i>
Teen Advisory Group (TAG)	1 meeting	2 attended	<i>new program</i>
Summer Reading Program			
Finale party, July 30	48 attended		<i>up</i>
J-TAG finale party, July 31	13 attended		<i>up</i>
Special Programs:			
Pajama Party	14 attended		
Slime Party	15 attended		
Cameron Zvara, magician	43 attended		
Fancy Nancy Tea Party	63 attended		
Frozen storytime	81 attended		
Troy Graham, concert	56 attended		

PaleoJoe, paleontologist	37 attended	
Let's Get Moving at the Library!	3 attended	
Cupcake Wars	17 attended	
Moosewood Nature Center program	6 attended	
Police storytime & tour	92 attended	<i>highest attendance ever</i>
Fairy Tale Party	9 attended	
Halloween Party	45 attended	<i>down</i>

Special storytimes, tours, and outreach:

Daycare/Preschool visits	11 programs
Lakeview Open Houses	August 20 and 21
Negaunee MS Open House	August 21
High School classroom outreach	August 29
NMS 7 th grade visits	September 16
YMCA New Year's Eve party	December 28

Grants Received from:

Community Foundation of Marquette County	\$2,076.02	Summer Reading
Grow with Google: Libraries Lead with Digital Skills	\$1,000	Tech Tutoring
Grow with Google: Spotlight Award	\$3,000	Tech Tutoring