

**Negaunee Public Library Board**

**10:15 a.m., February 15, 2022**

**Negaunee Public Library Children's Section**

1. Call to order
2. Secretary's Report
3. Public Comment
4. Financial Report
5. Communications
6. Librarian's Report
7. Unfinished Business
  - a.
8. New Business
  - a. 2021 Annual report
  - b. Kanopy progress report
  - c. Negaunee Township contract
  - d.
9. Adjourn

Next meeting: March 15, 2022

Officers:

President: Al Sundine

Vice President: Laura Jandron

Secretary: Eyre Becker

**Negaunee Public Library Board**  
**Minutes for December 21, 2021**

Members present via Zoom: E. Becker, L. Jandron, A. Sundine, M. Sylvester and J. Holman, Library Director.

Meeting called to order at 10:15 a.m. by Pres. A. Sundine. Minutes of the meeting on November 9, 2021, as submitted by Eyre Becker were approved.

Public Comment: None.

Financial Report: All bills were paid as of December 1, 2021. Addition to report: \$30 for Jim Harrison Anthology.

Communication: None

Librarian's Report: Librarian's report was provided in the board packet. J. Holman reported that the new video streaming service, Kanopy, will begin January 1, 2022. Andrea Ingmier, Leslie Warren, Kia Jane Richmond and Jessica Holman were interviewed by WNMU TV/Radio's "Media Meet" to discuss "battling banned books. The library is to be closed 12/24/21-12/27/21 and again 12/31/21-1/3/22.

Unfinished Business:

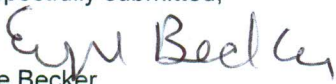
1. The Jeanna Sandstrom plaque is finished with a partial dedication and photo shoot scheduled for 12/28/21. L. Jandron and J. Holman will attend. A full dedication and celebration will occur in the spring of 2022. Friends of the Library contributed \$20 for the wood burning.

New Business:

1. Negaunee Public Library employee, S.Gould, was verbally assaulted and harassed via phone on 12/8/21. An unruly citizen phoned multiple times and eventually arrived on the premises. S. Gould had notified the police department and locked herself in the library. Officers met the man in the lobby of City Hall and escorted him off the premises where he proceeded to take license plate information of City Hall employees. Multiple reports were lodged from both Library and City Hall staff to City Manager, Nate Heffron and the Negaunee Police Department. Both the City Hall and Library will be closed for staff safety.
  - a. The possibility of reopening in January has been tabled.
2. The 2022 NPLB dates will be: 1/18/22, 2/15/22, 3/15/22, 4/19/22, 5/17/22, 6/21/22, 7/19/22, 8/16/22, 9/20/22, 10/18/22, 11/15/22 and 12/20/22

The meeting was adjourned at 10:48

Respectfully submitted,

  
Eyre Becker

Negaunee Public Library Board Secretary

## Negaunee Public Library

### Financial Report

February 15, 2022

All bills were paid through February 1, 2022.

Bills to be paid March 1, 2022:

Baker & Taylor	348.78 (books)
Charter/Spectrum	48.98 (monthly internet)
Coast-to-Coast Solutions	116.00 (marketing materials)
MicroMarketing	68.79 (audiobooks)
Superiorland Library Cooperative	475.00 (Overdrive annual fee) pending Kanopy bill – about \$25

**Negaunee Public Library Board**

**February 15, 2022**

**Librarian's Report**

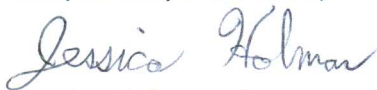
Shelley is currently walking on the beach in Florida. Jacob and I are running the library, along with help from Debbie Hatcher, from the city clerk's office, on Thursdays. Debbie is a wonderful substitute librarian – friendly, smart, and a quick study. She is an invaluable resource to the city, and we are thankful to have her step in during Shelley's leave of absence.

A new Dungeons & Dragons campaign has begun on Tuesdays, and it is full already with eight youth involved. The Monday morning storytimes that live-stream on Facebook have also been very popular lately, possibly because the Peter White Public Library canceled all of its youth programs in January and the first half of February, due to the high rate of COVID-19 cases in our area. For example, we had 23 "engagements" on Monday, February 7, meaning 23 different computers, phones, and tablets tuned in for at least part of the program.

The libraries that participate in Great Lakes Digital Libraries, our Overdrive/Libby collection, have opted to use their American Recovery Plan Act of 2021 (ARPA) funds to grow their digital collections. As part of this, the Negaunee Public Library has an exciting allocation of \$2,125 to spend on the digital collection. While these audiobooks and ebooks will be shared with all Great Lakes Digital Libraries participants, our patrons will have priority on checking out any materials we select to order with these funds.

The city manager and I are tentatively planning to go back to appointments for the library and city hall on March 1. Hopefully COVID-19 cases will continue to decrease. I also do not want to reopen while Shelley is gone, because if I were to get sick, the library would have to close.

Respectfully submitted,



Jessica Holman, director



**Negaunee Public Library  
2021 Annual Report**

The library has offered curbside services all year. It was open for computer services beginning June 14, and open for browsing beginning July 20, but returned to offering only curbside services as COVID-19 cases climbed locally as of September 14.

**Library Use**

2250	Hours Open	<i>up from 2020</i>
5078	Library Visitors	<i>down</i>
1366	Attended Children's Programs (total)	<i>down slightly</i>
2310	Physical Visitors (in library or curbside)	<i>down</i>
1359	Virtual Program Attendees	<i>down slightly</i>
40	Computer Use	<i>down</i>
2076	WIFI Use	<i>estimate due to server issues</i>

**Circulation**

2508	Adult print material	<i>down</i>
1433	Children's material	<i>up</i>
1	Books on cassette	<i>down</i>
204	Music and Books on CD	<i>down slightly</i>
19	Video tapes	<i>up</i>
299	DVD	<i>down</i>
5500	Overdrive audio books, E-Books, and streaming video	<i>up</i>
<hr/>		
9964	Total Circulation	<i>down</i>

**Interlibrary Loans (ILL)**

1178	Borrowed from other libraries	<i>up</i>
1421	Loaned to other libraries	<i>up significantly</i>
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2598	Total ILL	<i>up</i>

**Library Patrons**

3021	Active registered patrons	<i>up</i>
Includes:		
1,975	Residents of the City of Negaunee	65% of patrons, 43% of city <i>up</i>
685	Residents of Negaunee Township	23% of patrons, 21% of township <i>up</i>
361	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

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
Ashley Smith	Substitute	as needed

Programming (only programs attended are counted):

Knitting Class	20 classes (all virtual)	
	92	down

*The knitters have been meeting independently and are no longer considered a library program, as staff are not involved.*

General Programs

Friends of the Library sales – May, June, July	attendance counts unavailable
Troy Graham’s outdoor/streaming concert	10 in-person, 20 virtual

Adult Summer Reading Program

91 entries in prize drawings	up
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Children’s Programming (only programs attended are counted):

Dungeons & Dragons (D&D)	62 sessions (all virtual)		
	365 attended	up	
All-Ages Online Storytime	40 programs	476 attended	up
Once Upon a Live-Stream	26 programs	204 attended	down

*Once Upon a Live-Stream was discontinued in July, as the library reopened.*

Summer Reading Program

Children participated	63	up
Teens participated	1	no change

Special storytimes, tours, and outreach:

- Negaunee summer school library tours
- Lakeview Elementary School open house
- Negaunee Middle School open house

Grants Received from:

CARES Act Grant	\$2706
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# Kanopy

January 1-31, 2022

Patron	Regular Play Credits at \$2.00	Regular Play Credits at \$4.00	Kids Play Credits	Kids Titles Played	Series Play Credits	Series Titles Played
A	1	0	0	0	0	0
B	0	0	0	5	0	0
C	1	0	0	4	0	0
D	3	0	0	22	0	0
E	0	0	0	2	0	0
F	1	2	0	0	0	0
G	0	0	0	2	0	0
H	1	0	0	0	0	0
I	2	0	0	0	0	0
J	1	0	0	0	0	0
K	0	1	0	0	0	0
<b>Total</b>	<b>10</b>	<b>3</b>	<b>0</b>	<b>35</b>	<b>0</b>	<b>0</b>