



Alpena County George N. Fletcher Public Library

211 N. First Avenue
Alpena, Michigan 49707-2893
Phone: 989-356-6188
Fax: 989-358-0123
www.alpenalibrary.org

Board of Trustees Meeting Wednesday, April 17, 2024 4:00 pm AGENDA

*Action Needed

1. Call to Order
2. Approval of Agenda
3. Review and Approval of Minutes March 20, 2024 Board Meeting and Minutes April 3, 2024 Special Board Meeting
4. Financial Reports
5. Review and Approval of Bills
6. Director's Report and Leadership Team Report
7. Friends of the Library Report
8. Public Comment
9. Old Business
 - a. Millage
10. New Business
 - a. Presentation-Clare Membiela, Library Law Consultant, Library of Michigan
 - b. Book Challenge Appeal
 - c. Community Foundation Funds for Bookbike*
11. Board Comments
12. Adjournment

Next Board Meeting: May 15, 2024

**Minutes of the Regular Meeting of the
Alpena County George N. Fletcher Public Library
Board of Trustees**

Call to Order: A meeting of the Alpena County Library Board of Trustees was called to order on Wednesday, March 20, 2024, at 4:00 pm. by President Joseph Garber.

Present:

Board of Trustees: Joseph Garber, Dustin Budd, Michelle Cornish, Lauren Mantlo

Staff: Debra Greenacre, Jessica Luther, Beth DeCaire

Excused: Quintin Meek

Approval of Agenda: There were no additions to the agenda.

Review and Approval of Minutes: It was moved by Cornish with support from Mantlo to accept the minutes from the February 28, 2024, regular meeting. The motion passed.

Financial Reports: The Financial Reports were reviewed. Garber directed it to be filed as presented subject to final audit.

Review and Approval of Bills: It was moved by Budd and supported by Cornish that both sets of bills as presented be approved. The motion passed.

Director and Leadership Team Report: The written report was reviewed. Greenacre added that she has hired a Marketing and Programming Coordinator.

Friends of the Library Report: Luther reported that the Friends are working on setting up their bookstore and developing additional fundraising ideas.

Public Comment:

Traci Collins, Wilson Township, stated that she would appreciate knowing who the presiding officer of the meeting is. She shared her concerns with the draft of the collection development policy.

Diane Bauer, Alpena, stated she thinks the timeline for the reconsideration process is not long enough for the person requesting the reconsideration. She added that she could not find the form on the website and thinks the received requests should be made available to the public.

Dr. Donald Spaeth, Ossineke, asked that the library set age-appropriate standards for the circulation and location of library materials, adding that exposure to sexual content at a young age can warp a child's mind. He shared a folder of a signed petition demanding that the library board enforce age-appropriate standards in library materials, demanding community input in what those standards are, implementation of those standards, and accountability of library staff to follow those standards. Those signing the petition

state that the support of the operation of the library will be directly influenced by the Board's response to these demands.

Prezza Morrison, Alpena, expressed concerns about the age-appropriateness of books in the library collection and that adults need to be the moral guide of children to protect them while their frontal lobes are developing.

Nonnie Muller, Alpena, expressed concerns about the age-appropriateness of library materials and referenced a selection of Supreme Court cases about schools and school libraries.

Lily Marshall, Alpena, shared that the National Institute for Health advocates for comprehensive sexual education and not limiting access to this information and that it has been known to reduce teen pregnancy, increase abstinence among teens, and reduces instances of bullying and suicide. She stated that restricting teen's access to books with sexual content and LGBTQ+ characters and not books with violence or the military is insulting.

Warren Hoffman, Ossineke, spoke in support of setting community-based age-appropriate standards and book selections should be based on what is appropriate for the community.

Mark Hunter, Alpena, thinks that the responses to the material requests should be tailored to each book and longer explanations of why the book was selected should be included. He added that the American Library Association is not the only direction the library can go in.

Mark Collins, Lachine, relayed the story of a twin experiment conducted by Dr. John Money.

Michelle Smith, Ossineke, wished to remind the board that the citizens of Alpena County fund the library and that they need to listen to the voice of the community.

Adrian MacArthur, no residence given, asked if the library isn't willing to censor the books, why there are sections in the library at all. He added that the library could be defunded if the board doesn't do as this group of people ask.

Old Business:

- A. Collection Development Policy:** Budd expressed concerns about the policy and its references to the American Library Association and the Library Bill of Rights. Garber reminded the board that questions regarding the policy were to have been addressed in advance of the meeting and directed that a committee be formed to address Budd's concerns. The policy committee will include Budd, Mantlo, Greenacre, and any additional staff deemed appropriate by Greenacre.
- B. Millage:** Mantlo raised concerns about the separation of the millage requests resulting in less funding. It was moved by Budd with support from Mantlo to request a .7462 mil renewal and a .1538 mil new request. The motion passed. Greenacre will have the ballot language drawn up by the attorney for board approval at a special meeting.

New Business:

- A. Resolution for Bond Payment:** A resolution was presented authorizing the Alpena County Treasurer to transfer \$154,500 from the Library General Fund to the Building Authority for the May 1, 2024, bond payment. It was moved by Cornish with support from Mantlo to approve the resolution. The motion passed. A signed copy of the resolution is attached to the minutes.

Board Comment:

Mantlo expressed appreciation for the public attending the meeting and making their concerns known. She also expressed her appreciation for the work of the library staff. Budd echoed her appreciation for the community participation.

Cornish thanked the public for attending and let them know that the board is taking their concerns seriously. She added that it is a difficult situation and there are many factors to weigh since the library serves everyone in the community. She encouraged those in attendance to pick up a welcome packet at the main desk to acquaint themselves with all of the services the library offers.

Garber agreed with Cornish's statements and added that a decision on the appeal to move *All Boys Aren't Blue* to the Adult Collection will be made at the April meeting. He explained that if the millage does not pass in August the Library would likely close at the end of 2024 due a lack of funding and that the bond payments would still need to be made regardless of whether the library is open.

Adjournment: Garber declared the meeting adjourned at 5:13 pm. The next regular meeting will be Wednesday, April 17, 2024, at 4:00 pm.

Respectfully submitted,

Michelle Cornish
Secretary

Jessica Luther
Recording Secretary

**Minutes of a Special Meeting of the
Alpena County George N. Fletcher Public Library
Board of Trustees**

Call to Order: A special meeting of the Alpena County Library Board of Trustees was called to order on Wednesday, April 3, 2024, at 4:31 pm. by President Joseph Garber.

Present:

Board of Trustees: Joseph Garber, Dustin Budd, Lauren Mantlo, Quintin Meek

Staff: Jessica Luther

Excused: Michelle Cornish

Approval of Agenda: There were no additions to the agenda.

Old Business:

- A. Millage: Resolution to Approve Library Ballot Language** It was moved by Meek with support from Budd to adopt a resolution to approve the ballot language for the millage request of .90 mill, of which .7462 mill is a renewal of the millage that expired in 2023 and .1538 mill is new additional millage for a period of 10 years. The motion passed. A copy of the signed resolution is attached.

Other: Budd asked for clarification on the role Clare Membiela, Library of Michigan Library Law Consultant, will be serving at the April 17th meeting. Meek encouraged the other members to use Membiela's presence to understand the Board's legal responsibilities and have a thorough discussion about the demands made by the group presenting the petition and the request to move *All Boys Aren't Blue*. Mantlo asked Luther to send Membiela the minutes from the past meetings and the petition. Garber added that he has the signed petitions at his home office. He has instructed Luther to draft a communication plan with assistance from Brian Mortimore of Kent District Library and Val Meyerson of Petoskey Library.

Garber acknowledged the correspondence to the Board received from Julie Byrnes and Carol Bobolts.

Adjournment: Garber declared the meeting adjourned at 4:58 pm. The next regular meeting will be Wednesday, April 17, 2024, at 4:00 pm.

Respectfully submitted,

Michelle Cornish
Secretary

Jessica Luther
Recording Secretary

Alpena County Library
Profit & Loss Budget Performance
January through March 2024

	Jan - Mar 24	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
403.000 · Millage	1,095,808.52	1,098,014.00	-2,205.48	99.8%
566.006 · Director's Salary Reimbursement	1,208.72	5,000.00	-3,791.28	24.2%
573.000 · Local Comm. Stabilize Share Tax	25,504.98	70,000.00	-44,495.02	36.4%
574.000 · State Aid	0.00	29,314.00	-29,314.00	0.0%
581.004 · Olive Steele Fund	0.00	700.00	-700.00	0.0%
581.005 · Superiorland Library Co-op	0.00	600.00	-600.00	0.0%
581.006 · Gifts/Grants-Designated	5,641.83	5,000.00	641.83	112.8%
581.007 · Gifts/Grants-Undesignated	39.45	5,000.00	-4,960.55	0.8%
602.000 · Author Income	1,850.28	15,000.00	-13,149.72	12.3%
607.002 · Photocopy Fees	1,554.10	4,500.00	-2,945.90	34.5%
607.003 · Out of District Fees	267.44	1,500.00	-1,232.56	17.8%
642.002 · Merchandise Sales	58.00	50.00	8.00	116.0%
658.000 · Book Fines	65.00	100.00	-35.00	65.0%
658.001 · Penal Fines	0.00	100,000.00	-100,000.00	0.0%
658.002 · ILL-MelCat	5.23	250.00	-244.77	2.1%
658.004 · Book/Video Material Replacement	39.51	300.00	-260.49	13.2%
665.000 · Interest on Investments	2,046.25	1,000.00	1,046.25	204.6%
667.000 · Conference Room Rental	221.97	100.00	121.97	222.0%
674.001 · Library Improvement Fund	7,975.00	10,000.00	-2,025.00	79.8%
674.004 · Friends of the Library	5,352.67	5,000.00	352.67	107.1%
674.005 · READ for Adults Program	0.00	400.00	-400.00	0.0%
674.007 · Special Collections- Income	45.00	15,000.00	-14,955.00	0.3%
674.200 · Cook Endowment Fund	0.00	5,000.00	-5,000.00	0.0%
676.000 · Miscellaneous	166.98	500.00	-333.02	33.4%
Total Income	1,147,850.93	1,372,328.00	-224,477.07	83.6%
Gross Profit	1,147,850.93	1,372,328.00	-224,477.07	83.6%
Expense				
701.000 · Salaries/Per Diem	141,633.06	631,060.00	-489,426.94	22.4%
710.000 · Social Security/Medicare	10,532.59	49,000.00	-38,467.41	21.5%
710.001 · Retirement/MERS	26,472.39	109,000.00	-82,527.61	24.3%
710.002 · Hospitalization	22,402.37	105,040.00	-82,637.63	21.3%
710.003 · "In Lieu of..." Hospitalization	3,000.00	10,500.00	-7,500.00	28.6%
710.005 · Life Insurance	336.52	1,500.00	-1,163.48	22.4%
710.006 · Workers Compensation	43.00	1,100.00	-1,057.00	3.9%
727.000 · Office Supplies	2,093.35	7,800.00	-5,706.65	26.8%
727.001 · Postage	273.44	1,200.00	-926.56	22.8%
728.000 · Special Collections- Expense	638.38	3,000.00	-2,361.62	21.3%
728.001 · Cook Endowment - Expense	500.00	5,000.00	-4,500.00	10.0%
730.000 · Book Collection	4,958.44	40,000.00	-35,041.56	12.4%
731.000 · Databases	2,134.74	6,000.00	-3,865.26	35.6%
731.001 · E- Media Services	2,850.00	2,850.00	0.00	100.0%
731.002 · Periodicals	3,084.55	3,500.00	-415.45	88.1%
731.003 · Audio/Visual	1,229.52	6,000.00	-4,770.48	20.5%
731.004 · Technology Hardware	784.84	3,000.00	-2,215.16	26.2%
731.005 · Technology Software	529.34	3,000.00	-2,470.66	17.6%
732.000 · Equipment	1,319.00	2,000.00	-681.00	66.0%
735.006 · Gifts/Grants Designated	593.64	5,000.00	-4,406.36	11.9%
801.000 · UPRLC/SIRSI fees	4,050.98	33,000.00	-28,949.02	12.3%
801.001 · RIDES	0.00	5,000.00	-5,000.00	0.0%
801.002 · ILL (Interlibrary Loans)	106.99	400.00	-293.01	26.7%
801.003 · Unique Mgmt.	29.55	200.00	-170.45	14.8%
801.101 · County Settlements	88.95	392.00	-303.05	22.7%
802.000 · Professional Services	638.08	4,000.00	-3,361.92	16.0%
802.001 · Audit/Financial Oversight	0.00	6,500.00	-6,500.00	0.0%
803.000 · Authors	5,100.00	15,000.00	-9,900.00	34.0%
805.000 · Training	30.00	3,000.00	-2,970.00	1.0%
816.000 · County Admin Overhead	1,031.25	4,161.00	-3,129.75	24.8%
850.000 · Communications	5,586.64	14,000.00	-8,413.36	39.9%
860.000 · Travel	0.00	2,000.00	-2,000.00	0.0%
920.000 · Utilities	9,701.88	37,000.00	-27,298.12	26.2%
930.000 · Repair/Maintenance-General	1,160.93	3,500.00	-2,339.07	33.2%
930.001 · Repair/Maintenance-HVAC	0.00	21,000.00	-21,000.00	0.0%

3:32 PM
 04/10/24
 Accrual Basis

Alpena County Library Profit & Loss Budget Performance January through March 2024

	Jan - Mar 24	Budget	\$ Over Budget	% of Budget
930.002 · Repair/Maintenance-Supplies	1,032.36	5,500.00	-4,467.64	18.8%
955.000 · Friends of the Library Expenses	6,550.07	5,000.00	1,550.07	131.0%
956.002 · Programs Expense	32.57	12,000.00	-11,967.43	0.3%
965.000 · READ for Adults	488.60	1,300.00	-811.40	37.6%
969.001 · Copy Machine Expense	2,853.69	12,000.00	-9,146.31	23.8%
969.002 · Insurance	749.60	7,000.00	-6,250.40	10.7%
969.003 · Kathy Currier Condo Assoc Exp	0.00	1,700.00	-1,700.00	0.0%
969.004 · Public Relations/Print	110.00	1,000.00	-890.00	11.0%
991.000 · Debt Service - Principal	0.00	125,000.00	-125,000.00	0.0%
992.000 · Debt Service - Interest	0.00	57,125.00	-57,125.00	0.0%
Total Expense	264,751.31	1,372,328.00	-1,107,576.69	19.3%
Net Ordinary Income	883,099.62	0.00	883,099.62	100.0%
Net Income	883,099.62	0.00	883,099.62	100.0%

Alpena County Library
Balance Sheet
As of March 31, 2024

	Mar 31, 24
ASSETS	
Current Assets	
Checking/Savings	
001.000 · Library cash in bank	1,500.00
004.000 · Petty Cash on hand	200.00
007.000 · Library payroll	1,500.00
016.000 · Cash with County	1,200,664.24
Total Checking/Savings	1,203,864.24
Other Current Assets	
019.000 · Taxes receivable	876,147.68
021.000 · Beneficial Interest - CFNEM	180,338.00
084.000 · Due from other fund	158,763.50
Total Other Current Assets	1,215,249.18
Total Current Assets	2,419,113.42
TOTAL ASSETS	2,419,113.42
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
202.001 · Accrued expenses	19,230.63
257.000 · Accrued wages	11,540.00
339.000 · Deferred Revenue - Grants	10,151.00
360.000 · Deferred revenue	1,034,911.79
Total Other Current Liabilities	1,075,833.42
Total Current Liabilities	1,075,833.42
Total Liabilities	1,075,833.42
Equity	
375.000 · Restricted-Special Collections	1,936.00
399.000 · Unrestrict (retained earnings)	458,244.38
Net Income	883,099.62
Total Equity	1,343,280.00
TOTAL LIABILITIES & EQUITY	2,419,113.42

Fund 721 LIBRARY PENAL FINE FUND

GL Number	Description	Balance
*** Assets ***		
721-000-002.000	SAVINGS	89,696.17
Total Assets		89,696.17
*** Liabilities ***		
721-000-272.000	UNDIST INT INC	111.54
721-000-273.000	UNDISTRIB FINES	89,584.63
Total Liabilities		89,696.17
*** Fund Balance ***		
Total Fund Balance		0.00
Beginning Fund Balance		0.00
Net of Revenues VS Expenditures		0.00
Ending Fund Balance		0.00
Total Liabilities And Fund Balance		89,696.17

Alpena County Library Fund

Fund Statement

October 01, 2023 through March 31, 2024

Fund Balance

Beginning Balance	\$186,101.83
 Revenue	
Contributions	\$50.00
Interfund Transfers-Spendable	\$3,190.00
Investment Gains/Losses	\$24,977.26
TOTAL REVENUE	\$28,217.26
 Expenses	
Administrative Fees	\$1,577.70
TOTAL EXPENSES	\$1,577.70
 Assets	
Assets-Investments	\$212,741.39
TOTAL ASSETS	\$212,741.39
 Grants Payable	 \$0.00
Total Spendable Assets	\$212,741.39

Any amount may be requested from the “Spendable Balance” at any time during the year.

A request must be submitted in writing to the Community Foundation for Northeast Michigan.

Email requests are acceptable. Requests for distributions need to include basic details about the purpose of the request along with the appropriate signatures and/or supporting documentation (board minutes, etc.).

If you have any questions, please contact our office.



PO Box 495 ▶ 100 N Ripley, Ste F ▶ Alpena

T: 989.354.6881 ▶ Toll-Free: 877.354.6881 ▶ Fax: 989.356.3319

www.cfnem.org

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Alpena County George N. Fletcher Library Fund

Fund Statement

October 01, 2023 through March 31, 2024

Fund Balance

Beginning Balance	\$6,433.53
Revenue	
Investment Gains/Losses	\$859.56
TOTAL REVENUE	\$859.56
Expenses	
Administrative Fees	\$40.43
TOTAL EXPENSES	\$40.43
Assets	
Assets-Investments.....	\$7,252.66
TOTAL ASSETS	\$7,252.66
Grants Payable	\$0.00
Spendable Balance	\$0.00
Total Assets	\$7,252.66

Any amount may be requested from the “Spendable Balance” at any time during the year.
 A request must be submitted in writing to the Community Foundation for Northeast Michigan.
 Email requests are acceptable. Requests for distributions need to include basic details about the purpose of the request along with the appropriate signatures and/or supporting documentation (board minutes, etc.).

If you have any questions, please contact our office.



Alpena County Library Vendor Balance Detail

As of April 10, 2024

	Date	Num	Split	Amount
Alpena Supply Co	04/09/2024	S100594397.001	930.000 · Repair/Maintenance-General	4.76
	04/09/2024	S100594528.001	930.000 · Repair/Maintenance-General	3.12
	04/10/2024	S100597443.001	930.000 · Repair/Maintenance-General	66.18
	04/10/2024	S100597794.001	930.000 · Repair/Maintenance-General	1.07
Amazon Capital Services	04/09/2024	13GQ-G9XG-4DV6	-SPLIT-	1,509.65
City of Alpena #4210	04/09/2024	12/11/23-03/11/24	920.000 · Utilities	176.66
City of Alpena #5673	04/09/2024	12/11/23-03/11/24	920.000 · Utilities	148.66
Design Team Media Consultants	04/09/2024	15403	731.004 · Technnology Hardware	199.00
DTE Energy #1	04/10/2024	03/08/24-04/08/24	920.000 · Utilities	998.80
DTE Energy #6	04/10/2024	03/08/24-04/08/24	920.000 · Utilities	241.57
Eagle Supply Co.	04/09/2024	128485	930.002 · Repair/Maintenance-Supplies	453.30
Foster, Swift, Collins & Smith, P.C.	04/09/2024	881093	802.000 · Professional Services	367.50
Frontier	04/09/2024	03/2024	850.000 · Communications	270.05
Gary Brandt	04/09/2024	04/27/2024	956.002 · Programs Expense	300.00
GFL Environmental	04/09/2024	0065410071	930.000 · Repair/Maintenance-General	64.11
Gladstone School/Public Library	04/09/2024	30291001051597	801.002 · ILL (Interlibrary Loans)	15.00
Great Lakes Elevator	04/09/2024	10304	930.000 · Repair/Maintenance-General	472.50
Harry Lyon	04/09/2024	416065	930.000 · Repair/Maintenance-General	100.00
Hartford	04/09/2024	136463173167	710.005 · Life Insurance	100.24
Ingram Library Services	04/09/2024	80761842-81177787	730.000 · Book Collection	1,503.25
Katherine R. Willson	04/09/2024	06/11/2024	956.002 · Programs Expense	200.00
MERS Mich. Employ. Retire. Serv.	04/09/2024	00153477-1	710.001 · Retirement/MERS	8,431.73

Alpena County Library
Vendor Balance Detail
As of April 10, 2024

	Date	Num	Split	Amount
Michigan Library Assoc.	04/09/2024	18203	802.000 · Professional Services	1,008.00
MicroMarketing LLC	04/09/2024	947865-2	731.003 · Audio/Visual	0.12
	04/09/2024	949039	731.003 · Audio/Visual	71.23
	04/09/2024	950110	731.003 · Audio/Visual	13.99
Nicolet National Bank - MC	04/09/2024	03/31/2024	-SPLIT-	984.30
Petty Cash/Christina Markowski	04/10/2024	2531-2532	-SPLIT-	66.58
Summit Fire Protection	04/09/2024	121035430	930.000 · Repair/Maintenance-General	148.00
T-Mobile	04/09/2024	02/21/24-03/20/24	850.000 · Communications	190.48
U.S. Bank Equipment Finance	04/10/2024	526793112	969.001 · Copy Machine Expense	951.23
UPRLC, Inc.	04/09/2024	4757	801.000 · UPRLC/SIRSI fees	4,050.98
	04/09/2024	4770	727.000 · Office Supplies	45.02
TOTAL				<u>\$ 23,157.08</u>

Corporate Account Name: ALPENA COUNTY LIBRARY
Account Name: ALPENA COUNTY LIBRARY

Corporate Number: 169921
Account Ending In: 4130

Corporate Account Summary

Previous Account Balance	\$879.80	Statement Closing Date	03/31/2024
Payments and Credits	\$922.17	Days This Period	31
Purchases and Debits	\$1,026.67	Credit Limit	\$10,000.00
Cash Advances	\$0.00	Available Credit	\$9,015.00
Fees	\$0.00	Cash Limit	\$3,000.00
Finance Charges	\$0.00	Available Cash	\$3,000.00
New Ending Balance	\$984.30		
Total Amount of Disputes		Payment Due Date	04/26/2024
	\$0.00	Payment Amount Due	\$30.00

Questions? View your account information online at www.nicoletbank.com or call our Customer Service Center toll free at 1-877-864-6525 or 1-800-369-0226.

Send Billing Inquiries and Correspondence to:
P.O. Box 2087, Omaha, NE 68103-2087

Mail Payments to: P. O. Box 1300, Green Bay, WI 54305.

Important Information

THANK YOU FOR CHOOSING NICOLET NATIONAL BANK FOR YOUR CREDIT CARD NEEDS.

727.000 - 20.87
727.001 - 108.40
731.005 - 144.99
735.006 - 478.01
850.000 - 65.00
930.002 - 56.25
956.002 - 110.78

984.30 Total

RECEIVED
Acct.# 4.9.21 DE

Nicolet National Bank
P.O. Box 1300
Green Bay WI 54305-1300



Account Ending In 4130
Payment Due Date 04/26/2024
New Balance \$984.30
Minimum Payment Due \$30.00

Make Check Payable To: \$ 984.30

ALPENA COUNTY LIBRARY
211 N FIRST AVE
ALPENA MI 49707-2809

00011366
0112

Nicolet National Bank
P.O. Box 1300
Green Bay WI 54305-1300



Account Name: ALPENA COUNTY LIBRARY

Account Number Ending In: 4130

Corporate Account Activity

ALPENA COUNTY LIBRARY Card Ending In 4130				
Post Date	Tran Date	Reference Number	Transaction Description	\$Amount
03/21	03/21	F866100F2000PI082	PAYMENT BRANCH THANK YOU GREEN BAY WI	879.80-
Total Activity				879.80-
Total Fees This Period				0.00
03/31	03/31		Interest Charge on Purchases	0.00
03/31	03/31		Interest Charge on Cash Advances	0.00
Total Interest This Period				0.00

Cardholder Account Activity

DEBRA GREENACRE Card Ending In 4148					Total Amount	\$984.30
Post Date	Tran Date	Reference Number	Transaction Description		\$Amount	
03/20	03/20	5270715F109FS16ZP	THE HOME DEPOT #2760 ALPENA MI CREDIT		42.37-	
03/01	03/01	7541823ED5MB11S77	EIG*CONSTANTCONTACT.CO WALTHAM MA	850.000	55.00	
03/07	03/07	5543286EK5XNAS9JL	MEIJER # 282 ALPENA MI	950.000	24.36	
03/08	03/08	5543286EL5XZY0SBT	MEIJER # 282 ALPENA MI	950.000	18.08	
03/08	03/08	2524780EM00K7V5NZ	JJS STEAK & PIZZA HOUS ALPENA MI	950.000	68.34	
03/13	03/13	5270715ES09FN8P8Z	THE HOME DEPOT #2760 ALPENA MI	727.000	20.87	
03/14	03/14	7270363ES5N8N0B0T	INMOTIONHOSTING.COM LOS ANGELES CA	731.000	109.99	
03/18	03/18	8211755EY0002WZZD	HUMBLEFAX RIDGEWOOD NJ	850.000	10.00	
03/19	03/19	0230537F000JLA84T	USPS PO 2502100156 ALPENA MI	727.001	108.40	
03/19	03/19	5270715F009FV44TM	THE HOME DEPOT #2760 ALPENA MI		42.37	
03/20	03/20	5270715F109FS17AP	THE HOME DEPOT #2760 ALPENA MI	930.002	15.86	
03/25	03/25	5543286F562RFW45X	WALMART.COM 800-925-6278 AR	735.006-478.0	482.49	
03/25	03/25	0543684F6BLKN7RV9	WM SUPERCENTER #2358 ALPENA MI	930.002-4.48	19.08	
03/25	03/25	5270715F609FV44AH	THE HOME DEPOT #2760 ALPENA MI	930.002	16.83	
03/26	03/26	8270393F7Q0GMQ55L	PAYPAL *SARKAINSIGH 35314369001 GB	731.005	35.00	

Finance Charges

Type of Balance	Annual Percentage Rate (APR)	Balance Subject To Interest Rate	Interest Charge
Purchases	13.40% (v)	\$0.00	\$0.00
Cash Advance	28.40% (v)	\$0.00	\$0.00
Balance Transfer	13.40% (v)	\$0.00	\$0.00

(v) = variable rate

Account Name: ALPENA COUNTY LIBRARY

Account Number Ending In: 4130

2024 Total Year-to-Date

Total fees charged in 2024	\$0.00
Total interest charged in 2024	\$0.00

BCHD970B 1176 0002 106 DHJ 07 20240331 8661/8000/NM06
00011366 50806818.5 PG 2 OF 2 0-0 1-2





Alpena County George N. Fletcher Public Library

211 N. First Avenue
Alpena, Michigan 49707-2893
Phone: 989-356-6188
Fax: 989-358-0123
www.alpenalibrary.org

Director's Report March 14-April 9

Administrative

Signed checks and all paperwork for bills, payroll, deposits
Emailed bookbike company for a quote
Emailed Library Attorney for Millage Ballot Language and Resolution
Emailed Board approved Bond Resolution to County Treasurer
Scheduled Millage Presentation for Kiwanis meeting in June
Board Reports
Many day-to-day conversations and interactions with staff regarding everything library

Meetings

March 19-Met with Beth and AFLAC Representative
March 21-Leadership Team
April 9-County Commissioners' Meeting
Several individual staff meetings

Personnel

Hired Marketing and Programming Coordinator

Programs and Services

Check out our newsletter for monthly events

Leadership Team Report-April 17, 2024

Jessica, Assistant Director

Interviews with the Alpena News and True North Radio Network re: material challenges

Hired Marketing and Programming Coordinator and prepared onboarding materials

Created graphics for Dr. Tom concert and READ tutor recruitment

Beth, Business Manager

Payroll and Bills-everything Financial

Goal setting meeting with Debra

Research with Well-Being Committee members on creating a more comfortable breakroom

Don, Special Collections Department

Presented Women Who Shaped Alpena-52 attendees

Attended partnership meeting with NOAA for programming

Redesigned department trifold-pending logo and mission statement

Autumn, Youth Services

Hosted Miss Sunrise Side Storytime, Teen Murder Mystery Dinner and Family Yoga

Created promotional materials for youth programs

Starting a weekly storytime in April, every Thursday 10am-11am

Nancy, Technology

Completed building-wide technology inventory

Presented to the Association of Lifelong Learners group about the MakerLab

Opening the MakerLab the first Saturday of the month starting in April

Tina, Public Services

Hosted pre-eclipse party on April 6

Sent out requests for seed donations for the Seed Library and received multiple donations

Did a tour of the Library for Light of Hope Clubhouse

Meg, Technical Processing

Ordered, Processed/Cataloged all new materials

Ordered new items for Library of Things

Helped cover circulation desk several days and processed transits when needed

Matt, Facilities

Took out the electronic soap dispensers in the men's bathroom on the first floor as someone has stolen the battery pack several times

Took apart and repaired the drinking water and bottle station on the first floor

READ Board Report
April 9, 2024

To: Debra Greenacre and the
Board of Alpena County George N. Fletcher Public Library
From: READ Adult Literacy Program
Leslie Kirchoff and Pat Garant

Tutors

Active tutors: 18
Inactive tutors: 7

Students:

Currently receiving services: 18
Tutoring Hours: February 2024: 142.5

Book Circulation:

Returned: 18
Checked Out: 21

- Presented information about the READ Program to the Association of Lifelong Learners at Alpena Community College. There were 9 people in attendance who were each provided with an information packet highlighting library programs and events in addition to the READ Program. Nancy Mousseau also presented information about the library's Makerspace program. Several people expressed an interest in a future fieldtrip to the Makerlab.
- Looking forward to the first monthly "Words & Music" program, with pianist Tom Ferguson, aka Dr. Tom. He will be offering lunchtime music once per month, every second Wednesday. This month he will feature the music of Johnny Mercer.
- Participated in a webinar explaining how to teach patrons of the library to use Libby.
- Have received requests for ESL tutors for 6 new learners who have recently moved to Alpena.

MONTHLY CIRCULATION REPORT**TO: Alpena County Library Board****FROM: Director - Alpena County Library****March 2024**

Monthly Circulation:	2023	2024
Materials Lent	6,646	5,584
Hotspots		13
E-media Materials	1206	1088
E-Magazines	104	300
Kanopy	329	414
Total Monthly Circulations	8,285	7,399
Number of Days Open	27	25

Inventory Totals:	2023	2024
Books	56362	54128
Temporary Titles (Magazines)	1860	1731
A/V AV-Equip. (CD/BKCD/Toys) Misc.	1803	1496
Videos & DVD	2823	3087
Internet, Microform, E-book, Unknown	2823	2381
Total	65,671	62,823

Library Cards:	2023	2024
Total # of Library Card Holders	8,749	9,153

Interlibrary Loans/SIRSI Holds:	2023	2024
# of ILL Requests made (OCLC/MelCat)	142	219
# of ILL Requests filled by ACL	162	98
SIRSI Holds made by Alpena Users (lending)	788	577
SIRSI Requests filled from ACL (borrowed)	673	540

Internet Usage:	2023	2024
Public Computers Usage	757	929
Wifi Usage		4414
Year to Date	2,247	12760

Information Services:	2023	2024
# of Information Transactions	8	241
Special Collections Transactions	87	70
Year to Date	252	765

Additions	Additions	Additions
Books (Books, Paperbacks & LP)	579	170
A/V (CD/BKCD)	10	8
Objects/Toys/Library Things	2	4
DVD	3	33
Magazines	58	53
TOTAL	652	268
Large Conference Room Uses:	Programs	Attendance
General		
Ages 0-5	4	52
Ages 6-11	4	19
Ages 12-18	3	22
Adult	3	78
Public Uses	8	231
TOTALS	22	402
Small Conference Room Uses:	Programs	Attendance
General	8	40
Ages 0-5	2	11
Ages 6-11		
Ages 12-18	2	10
Adult	1	10
Public Uses	12	50
Technical (individual) Help	16	14
Total	33	95
Outreach Programming		
Library Visits		5097
New Cards Issued		109
Special collections use		87
Social Media Stats		
Facebook		
Post Reach: 16,500 (# of people who saw a post at least once)		
Post Engagements: 1000 (# of Likes, Comments, and Shares)		
Total Page Follows: 3900		
Instagram		
Total Posts: 29		

Total Stories:				
Accounts Reached: 387 (# of people who saw a post at least once)				
Content Interactions: 129 (# of Likes, Comments, and Shares)				
Page Followers: 1200				
Patron Area	# Checkouts			
Alpena-City	2877			
Alpena-Twn	1328			
Greene-Twn	63			
Long-Rapid	137			
MapleRidge	156			
Ossineke	264			
Other	166			
Sanborn	99			
Wellington	24			
Wilson	135			



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At a regular meeting of the Board of the Alpena County George N. Fletcher Public Library held on the 17th day of April 2024 at 4 PM Eastern time at the Alpena County George N. Fletcher Public Library in Alpena, Michigan there were:

Present:

Absent:

The following preamble and resolution is offered by _____ and seconded by _____.

The Library Board of the Alpena County George N. Fletcher Public Library hereby requests The Community Foundation for Northeast Michigan to disburse \$3,190 from the Library Fund that was donated on Giving Tuesday, November 28, 2023 for the purpose of a Library book bike.

YES:

NO:

The Resolution was declared adopted.

The undersigned, being the duly qualified Director of the Alpena County George N. Fletcher Public Library, certifies that the foregoing is a true and complete copy of a resolution duly adopted by this Board at a regular meeting held on the 17th day of April 2024, at which a quorum was present and remained throughout and that an original thereof is on file in the records of this Board. I further certify the meeting was conducted, and public notice was given, pursuant to and in full compliance with Act No. 267, Public Acts of Michigan, 1976, as amended, and that minutes of such meeting were kept and will be or have been made available as required thereby.

Debra Greenacre, Library Director

DATED: April 17, 2024