

Minutes — September 15, 2026

Board of Trustees of the St. Ignace Public Library

Meeting called to order at 4:57 by President Jim Carnes.

Roll Call: Present: Jill Eyre, Ruth LaChapelle, Kim Nowack, Joe Power, Becky Simmons, Abby Ollila, Library Director. (Deanna Drazé arrived at 5:05).

Guest: Sherry Cece - Assistant City Clerk.

Employee Compensation Policy: The St. Ignace Public Library's employment compensation was discussed by Sherry Cece, Assistant City Clerk. Drazé made motion to table the decision on the policy until the October meeting. Motion supported by LaChapelle. Motion carried.

Minutes: August minutes reviewed. LaChapelle made the motion to approve. Motion was supported by Power. Motion carried.

Additions to the agenda: None.

Old Business:

- Investment Policy: Drazé made the motion to approve the investment policy with edits that are found in the addendum to these minutes. Simmons supported the motion. Motion passed.
- Animal Policy: LaChapelle made the motion to approve the animal policy as presented at the August meeting. Power supported the motion. Motion passed. Sherry was thanked for her assistance.

New Business:

- Director's Report Highlights:
 - *Circulation*: Circulation and visitors for August were only slightly lower than 2025.
 - *Collection Development*: Work is being done to make the collection more relevant and diverse.
 - *Community*:
 - Abby distributed the fall newsletter to area businesses and agencies.

HOURS:

Monday 10-7
Tuesday 10-5

Wednesday 10-7
Thursday 10-5

Friday 10-5
Saturday 10-3

A flyer version of newsletter will also be distributed to additional locations.

- Abby took part in Project Backpack on September 2 to increase awareness of library services to families. Bags were handed out to visitors that included a flyer featuring Fall 2026 library events, library stickers, pencils, “I love to read” bracelets, erasers, and bookmarks.

- *Administration:*

- Abby will be attending the UPRLC Conference in Marquette on Sept 21-23.
- Newsletters have been re-designed by Abby.
- Preparation is being done for the Sault Tribe 2% Allocation application, reviewing finances, and preparing for community Fall Fest.

- *Programming:*

- Children’s end of summer party on Aug 14 was well attended.
- All planned programming can be seen in our Fall 2026 newsletter.

- *Personnel:*

- Sarah has been planning children’s programming for Fall Quarter and assisting Abby with public outreach.
- Arthur is preparing his Technology Literacy courses.
- Chad has been assisting with Library Book Sale Prep along with regular duties.

- Financial Report:

- Budget is on track. New budget development will begin soon.
- Carnes made the motion to approve the payables. Motion supported by Power. Motion passed.

- Board Comments:

- Nowack attended the Superior Land Co-Op meeting although not a voting member.
- Snowplowing contract needs to be decided soon.
- There is a revised city personnel handbook coming out that can be used when we develop a library personnel handbook update.
- The Library Board needs to develop a repair list for the library so we can prioritize projects. What is the status of our remodel project?
- Personnel raises should be considered in the development of new budget.

Power made motion to adjourn. Motion supported by LaChapelle. Motion passed.

Respectfully submitted by Deanna Drazé—Oct 9, 2026.

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ADDENDUM TO THE MINUTES:

Corrections to the Investment Policy:

- Under Part 5: AUTHORIZED INSTRUMENTS — The first sentence should read: In accordance with Public Act 20 of the Public Act of 1943, the Library Board is authorized to invest the surplus funds of the St. Ignace Public Library as follows:
- Under Part 5: AUTHORIZED INSTRUMENTS — Under part B, second sentence should read: In addition, the Library Board by resolution may invest the funds of the Library in certificates of deposit or depository accounts in accordance with all of the following conditions:
- Under Part 5: AUTHORIZED INSTRUMENTS — On page 4, eliminate C (commercial paper...)
- The term Library Board should be used in all cases (not Board of Trustees or finance committee).
- Last Page: Change approval date to Sept 15, 2026.

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