St. Ignace Public Library
Your Bridge to Knowledge

110 W. SPRUCE STREET
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stignacelibrary.org

Minutes — October 13, 2026

Board of Trustees of the St. Ignace Public Library

Meeting called to order at 4:55 by President Jim Carnes.

Roll Call: Present: Jim Carnes-President, Deanna Draze-Secretary, Jill Eyre, Ruth LaChapelle, Kim Nowack, Joe Power, Becky Simmons, Abby Ollila, Library Director.

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

Additions to the agenda: There was a discussion to discuss the fee schedule. Trustees wished to keep it the same.

Additions to the agenda: None.

Old Business:

- Employee Compensation Policy: Discussion of approving 72 hours PTO with no carry-over. PTO + medical would be included in the PTO. A policy "re-write" will be requested before a vote is taken in November.
- Building Maintenance: Board "work bee" discussed. Possible dates will be explored once a "work list" is determined. Work List should be separated out to what kind of (work/skills) are needed. o A mural competition to decorate the hallway was suggested by Power. Draze will talk with the arts council about feasibility of project.

New Business:

- Director's Report Highlights.
  - *Collection Development:* Work is being done to make the collection more relevant and diverse. Arthur completed an order of new DVDs. Abby is exploring options for a more visible display of DVDs.

- *Community*:
  - Abby, Becky Simmons, and Joe Power manned a Library Table for the City Fall Fest at Little Bear on Sept 26. There was a free-build Lego Table, spin-it-to-win-it prizes, free books, and a coloring page station.
  - 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 attended the UPRLC Conference in Marquette on Sept 21-23. She greatly valued the professional development sessions and the connections made with other librarians.
  - The Sault Tribe 2% Allocation application was submitted Sept 17. $3,500 for 2 desktop computers and new juvenile state reference books were requested. ▪ Our Laptop Catalog (located near the front entrance) was stolen. Police are preparing a report.
  - An ad for snowplowing bids was given to the St. Ignace News too appear 10/7, 10/14 and 10/21 at a total cost of $270.
- *Programming*:
  - Manhattan Shorts occurred on Sept 25 and Sept 27. 26 people attended.
  - Following popular demand, Lord of the Gourd returned for a carving session Oct 6.
- *Personnel*.
  - Sarah is continuing to weed children's collection, creating displays, and conducting story hours.
  - Arthur has resigned but will finish presenting his Technology Literacy courses.
  - Chad has finished weeding the DVD collection and is now beginning the nonfiction.

- <u>Mileage Rate</u>
  - LaChapelle made the motion to set the mileage reimbursement rate at 72.5 cents per mile. Motion supported by Power. Motion passed.
- <u>Financial Report.</u>
  - Finance report was reviewed. Amendments are presented below.
  - Payables were approved by signatures.
  - 2026 Budget Amendments.
  - Finance committee suggested budget adjustments. Carnes made motion to approve the Financial Report. LaChapelle supported the motion. Motion carried. Adjustments are listed in an Addendum following the minutes.

- 2027 Budget Draft
  - Eyre made the motion to approve the Budget draft. LaChappelle supported the motion. Motion carried.
- Board Comments:
  - Carnes stressed the importance of adhering to a budget without using the fund balance which should be used for major projects and emergencies. It should not be used for operations.
  - LaChapelle requested permission to pursue poison ivy removal.
  - A request has been made for zooming special programs. This will be explored.

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

Respectfully submitted by Deanna Draze—Nov 5, 2026

ADDENDUM TO THE MINUTES:

October 2026 Budget Adjustments Recommended:

Increases:

271-790-829 CONT SERV, ED. PROG: $1,800.00
271-790-899 MARKETING: $600.00
271-790-920 UTILITIES, ELECTRIC: $3,000
271-790-921 UTILITIES, NATURAL GAS: $600.00

TOTAL $6,000.00

Decreases:

271-790-955 eBooks: $(1,220)
271-790-958 LIBRARY OF THINGS: $(900.00)
271-790-963 AUDIO VISUAL, LIB: $(1,900)
271-790-977 CAPITAL OUTLAY EQUIP: $(1,980)

TOTAL $(6,000.00)