

NOTICE

WARREN PUBLIC LIBRARY COMMISSION
Warren Civic Center Library
Mark Twain Room
1 City Square, Suite 100
Warren, MI 48093

PLEASE TAKE NOTICE THAT there has been a change, there will be a regular, in-person meeting of the Warren Public Library Commission on **Thursday, November 9, 2023 at 6:00 p.m.**

CONTACT/ACCOMMODATIONS INFORMATION:

If you have any questions, concerns, or require disability-related accommodations for the meeting, please call the Library Administration Office at 586-574-4564.

**WARREN PUBLIC LIBRARY COMMISSION
REGULAR MEETING
WARREN CIVIC CENTER LIBRARY- MARK TWAIN ROOM
1 CITY SQUARE, SUITE 100
WARREN, MI 48093
November 9, 2023
6:00 p.m.**

1. Call to Order

2. Roll Call

3. Approval of Agenda

4. Approval of Minutes

– Regular Meeting of September 21, 2023

5. Financial Reports

- a. Monthly Line Item Budget Report
- b. Suburban Library Allocation Account
- c. Branch Income Report

6. Director's Report

a. Statistics/Output Measures

- Unique Management report

b. Current Projects

- State Aid Report opened, due in February 2024.
- ECO Master Disc repair machine purchased from ELM USA in the amount of \$14,195.00.
- Offer to Purchase received for 13723 Cowlier property in amount of \$72,000.00..
- Modular library project: 3 architectural firms submitted bids on BidNet.
- Curb Appeal Concepts, Inc. ordered electronic message center and is working with Great Lakes Power & Lighting Inc. to run electricity to EMC.
- RFP submitted on BidNet for janitorial services. Janitorial contract to be awarded to G&A Cleaning Inc. Du-All Cleaning will continue janitorial services through end of November 2023.

- RFP placed on BidNet for materials and equipment to be purchased for Improving Access to Information grant received from Library of Michigan.
- Burnette had roof leak in staff workroom repaired.
- Sun-Shade Window Tinting completed installation of window film at Busch library. Project completed early and branch reopened to public on September 23, 2023.
- Miller branch room conversion project has been completed.
- Painting of the Miller library project has been completed. Branch reopened to public on November 6, 2023. Planning for an Open House in January 2024.

c. Services

- Received check from SLC in amount of \$1,459.49 for ProPay credit card transactions for the months July to August 2023.

d. Staffing

- I. Brooks, library page, resigned from Civic Center branch.

e. Marketing/Outreach

- eNewsletter update: All programs listed in the eNewsletter for children, teens, and adults.
- Library Programs: double sided sheet (8.5" X 14") inserted in water bill, mailed to 45,600 residences in Warren.
- Outreach program focused on Warren residents; home delivery of materials to persons with disabilities and homebound.
- 3 staff members attended MLA annual conference in Kalamazoo, MI (reports attached).

f. Discussion items:

- Construction of City Hall Emergency Egress project located in Children's Garden. Soil samples taken for testing.
- Trinity Lutheran Church initiated shelter services November 1, 2023 and will remain open till April 1, 2024, if funding lasts.
- City Council voted to open warming center at Owen Jax.

7. Audience Participation

Members of the audience who would like to address the Library Commission this evening may do so under the audience portion. Patrons have 3 (three) minutes to speak.

8. Action Items

9. Friends of the Warren Public Library

10.S.L.C. Report

11.Commissioner's Comments

12.Next Meeting Date – January 18, 2024

13. Adjournment

WARREN PUBLIC LIBRARY COMMISSION

Regular Meeting

September 21, 2023

1. Call to Order:

The regular meeting was called to order at 6:00 PM by Frank Pasternak.

2. Roll Call:

Commissioners Present: Frank Pasternak, Don McIntosh, Annette Majka, and Zosia Ladak.

McIntosh moved to excuse Barnwell and Palmer, supported by Majka; motion carried.

Also Present: Oksana Urban, Warren Library Director and Laura Sullivan, City of Warren Attorney.

3. Approval of Agenda:

Majka moved to approve the agenda with the request to revise the completion of the Miller branch painting project from October 31, 2023 to November 4, 2023, supported by McIntosh; motion carried.

4. Approval of Minutes: Regular Meeting of May 18, 2023: Ladak moved to approve the Minutes of the Regular Meeting of May 18, 2023, supported by Majka; motion carried.

5. Financial Reports:

a) Monthly Line Item Budget Report: The Monthly Line Item Budget Reports of 6/30/2023 and 7/31/2023 were reviewed. It was noted that spending will be targeted to be spent by quarter to reduce the amount of expenditures remaining at the end of the fiscal year.

b) Suburban Library Allocation Account: The Suburban Library Allocation Account from August 9, 2023 and August 31, 2023 were reviewed. As of August 31, 2023 the balance in the account was \$54,014.19. It was noted that the next purchase of approximately 20 computers will be in May, 2024 which will be distributed to 4 of the branches.

c) Branch Income Reports: The Branch Income Report from July, 2022 through June, 2023 fiscal year was \$58,434.36. The Branch Income Report from July and August, 2023 was \$11,414.36. It was stated that the income from the copy machines are producing good income.

Majka moved to receive and file the Monthly Line Item Budget Reports, the Suburban Library Allocation Account, and the Branch Income Reports, supported by Ladak; motion carried.

6. Director's Report:

a. Statistics/Output Measures:

- Unique Management Report: The Unique Management Services Report, through 6/30/2023 was reviewed. Since 7/1/2015, 10,707 accounts have been submitted with a total recovery (including "waived" amounts) of \$359,675.12. Expenditures totaled \$94,442.95.

b. Current Projects:

- The Modular library project relocated to 13700 Sidonie, also is known as Underwood Park. A request for architectural firms was placed on BidNet which closes on September 20, 2023. Sixty companies have looked at the project, but not sure how many have placed bids.
- The new AV equipment has been installed in the Mark Twain Room and is being used. Even though the project is complete; administration is looking at adding a camera to the equipment.
- The 12 barrel chairs in the Civic Center, Main Reading area, has been reupholstered, completing the project.
- The Miller Branch has a 20'2" x 14'6" vacant room that is being converted into two study rooms. Regal Construction was awarded the project which is near completion.
- Painting of the Miller library was awarded to NorthStar Painting and is scheduled to be done between October 16 and November 4, 2023. Library Design has been contracted to move shelving away from the walls and pillars. An Open House is being planned for late fall. The Miller staff will be working at the other branches while the painting is being done.
- Curb Appeal Concepts, Inc. was contracted to install (EMC) marquee for the Miller library.
- Thirty six new rollaway chairs were purchased for the staff and patrons at the Miller library, replacing worn out chairs.

- Percussion Play instruments were purchased; a drum and xylophone, with a music book containing four songs; will be installed in the Children's garden at Civic Center, City Hall.
- Walk-up ballot boxes were installed at Burnette and Busch libraries.
- Sun-Shade Window Tinting was contracted to install window film at the Busch library on September 22-23, 2023. The library will be closed to the public during the installation.

c. Services:

- Checks were received from SLC in the amounts of \$1,696.08, \$1,890.11 and \$709.43 for ProPay credit card transactions for the months November 2022 to June 2023, totaling \$4,295.62. It was indicated the totals may be low as the amounts are still being totaled.
- The Miller branch closed early July 20, 2023 due to a power outage and reopened for service July 21, 2023.
- The Miller branch closed August 25, 2023 due to a power outage. Power was restored and the branch reopened for regular hours on August 26, 2023.
- Online access to the Macomb Daily, purchased and access started August 29, 2023. See: Databases on the library webpage.
- The Civic Center library will be closed for a staff in-service on September 9, 2023.
- New AP WiFi devices were installed at all library branches.

d. Staffing:

- Hired a Branch Librarian Substitute, T. Staller; Library Technician Substitute, A. Swierczynski, and library Pages: E. Swan, S.Laskar, C. Owens, and F. Raheem.
- A. Ali was hired as Office Assistant and is on six month probation at the Civic Center branch which started on June 28, 2023.
- Rotation of staff members will take place after the New Year. A current organizational chart was available.

e. Marketing/Outreach:

- eNewsletter update: All the programs listed in the eNewsletter are for children, teens, and adults. The eNewsletter goes out every month.
- Library programs: double sided 8.5" X 14" sheets are inserted in the Warren water bill mailings. This reaches 45,600 residences to provide more interest in available library programs. A more exact number of residences will be determined for the next meeting.

- The library Outreach program is delivering library materials to Warren residents with disabilities or are homebound.
- Giveaway seed packets program at the Civic Center and Burnette branches was well received by library patrons.
- Friday StoryTime at Licht Park (Common Road and Campbell) was well attended by patrons.
- Library of Michigan awarded WPL a grant Improving Access to Information in the amount of \$17,563.00 for preserving oral history of Warren and digitizing pertinent historical artifacts. Patrons interested in preserving their stories can receive kits to record their family history.
- The library applied for the Michigan Community Center Grant program which supports Gov. G. Whitmer’s economic vision of “lifting 100,000 families out of working poverty during the next five years.” It also supports the recommendation of the MI Poverty Task Force, whose goal is to address disparities that affect Michiganders abilities to afford necessities such as housing, child care, food, health care, and transportation. The funds requested are: \$501,104.00; Project cost: \$579,914.00.
- Summer Reading Club, “Read Beyond the Beaten Path” (statistics were available).
- Three staff member attended ALA annual conference in Chicago (reports were available).
- Two staff members attended Overdrive (Digipalooza) in Cleveland August 23, 2023 (reports were available).

f. Discussion Items

- Construction of City Hall Emergency Egress progress location in the Children’s Garden.
- Security Guard at the Busch library: Majka made a motion to hire a private security guard during critical hours of the day, supported by Ladak; motion passed.

Ladak moved to receive and file the Director’s Report, supported by Majka; motion carried.

7. Audience Participation:

- It was noted that the power outages are happening too frequently and it should be investigated so that corrective action can be taken.
- It was stated that the Birmingham Library has a “Human Library” program and it might be of interest to look into its possible application in the Warren Library.

8. Action Items:

- McIntosh made a motion to approve the library closure dates for 2024, supported by Majka; motion carried.
- Majka made a motion to approve the Library Commission Meeting Schedule for 2024 with the November date revised from November 14 to November 21, 2024, supported by Ladak; motion carried.

9. Friends of the Warren Public Library:

- It was noted that the Friends book store sale hours will be revised due to the Mound road construction project.

10. S.L.C. Report

- It was noted that the Fall Trustee and Director Networking event will be held at the Clinton-Macomb Public Library on Friday, September 29, 2023 at 9:30am. The guest speaker will be the State Librarian.

11. Commissioner's Comments:

- None

12. Next Meeting Date: November 9, 2023.

- 13. Adjournment:** McIntosh moved to adjourn the meeting at 7:28 PM, supported by Ladak; motion passed.

Donald J. McIntosh, Secretary

SUMMARY STATEMENT OF BUDGET, EXPENDITURES, AND ENCUMBRANCES

CITY OF WARREN-LIBRARY
 PERIOD 07/01/23 - 06/30/24
 as of 9/30/2023

	BUDGETED	CURRENT	YTD	YTD	YTD	YTD	%
		BUDGET	EXPENDITURE	ENCUMBERED	UNENCUMBERED	REMAINING	
9271 70300	113,605.00	113,605.00	25,679.53	0.00	87,925.47	77.40%	
9271 70600	1,491,091.00	1,491,091.00	334,695.71	0.00	1,156,395.29	77.55%	
9271 70714	300,000.00	300,000.00	40,010.34	0.00	259,989.66	86.66%	
9271 70900	20,000.00	20,000.00	0.00	0.00	20,000.00	100.00%	
9271 71000	15,500.00	15,500.00	0.00	0.00	15,500.00	100.00%	
9271 71302	26,500.00	26,500.00	22,000.00	0.00	4,500.00	16.98%	
9271 71303	8,400.00	8,400.00	8,050.00	0.00	350.00	4.17%	
9271 71500	158,537.00	158,537.00	34,118.62	0.00	124,418.38	78.48%	
9271 71900	465,290.00	465,290.00	80,291.69	0.00	384,998.31	82.74%	
9271 71904	182,696.00	182,696.00	45,675.00	0.00	137,021.00	75.00%	
9271 71905	26,977.00	26,977.00	6,175.05	0.00	20,801.95	77.11%	
9271 72100	2,328.00	2,328.00	502.68	0.00	1,825.32	78.41%	
9271 72101	43,755.00	43,755.00	20,884.10	0.00	22,870.90	52.27%	
9271 72200	53,228.00	53,228.00	4,443.27	0.00	48,784.73	91.65%	
9271 72201	343,668.00	343,668.00	85,917.00	0.00	257,751.00	75.00%	
9271 72401	171,579.00	171,579.00	37,869.27	0.00	133,709.73	77.93%	
9271 72700	97,600.00	97,600.00	5,537.60	37,512.92	54,549.48	55.89%	
9271 72702	20,000.00	20,000.00	1,131.62	11,453.03	7,415.35	37.08%	
9271 80100	328,700.00	328,700.00	48,827.61	70,924.72	208,947.67	63.57%	
9271 80117	219,000.00	219,000.00	43,893.05	0.00	175,106.95	79.96%	
9271 80130	69,000.00	69,000.00	0.00	0.00	69,000.00	100.00%	
9271 80200	3,000.00	3,000.00	11.97	200.00	2,788.03	92.93%	
9271 80301	800.00	800.00	0.00	0.00	800.00	100.00%	
9271 82201	16,100.00	16,100.00	2,411.71	0.00	13,688.29	85.02%	
9271 82202	101,000.00	101,000.00	12,938.51	0.00	88,061.49	87.19%	
9271 82207	22,000.00	22,000.00	0.00	0.00	22,000.00	100.00%	
9271 85300	30,000.00	30,000.00	2,892.24	0.00	27,107.76	93.36%	
9271 86100	200.00	200.00	0.00	0.00	200.00	100.00%	
9271 86300	3,000.00	3,000.00	164.40	0.00	2,835.60	94.52%	
9271 86400	15,000.00	15,000.00	1,947.17	471.00	12,581.83	83.88%	
9271 90200	100.00	100.00	0.00	0.00	100.00	100.00%	
9271 91000	48,700.00	48,700.00	12,177.00	0.00	36,523.00	75.00%	
9271 92000	220,000.00	220,000.00	49,180.40	0.00	170,819.60	77.65%	
9271 93000	86,291.00	86,291.00	1,036.31	52,138.69	33,116.00	38.38%	
9271 95000	277,100.00	277,100.00	69,276.00	0.00	207,824.00	75.00%	
9271 96470	107,289.00	107,289.00	37.21	0.00	107,251.79	99.97%	
9271 96471	0.00	0.00	0.00	0.00	0.00	0.00%	
9271 97400	183,230.00	183,230.00	(12,863.72)	23,000.00	173,093.72	94.47%	
9271 98000	67,000.00	67,000.00	0.00	24,089.00	42,911.00	64.05%	
9271 98100	0.00	0.00	0.00	0.00	0.00	0.00%	
9271 98200	315,000.00	315,000.00	31,369.93	50.00	283,580.07	90.03%	
9271 98500	2,000,000.00	2,000,000.00	0.00	0.00	2,000,000.00	100.00%	
9271 98501	0.00	0.00	0.00	0.00	0.00	0.00%	
TOTAL	7,653,264.00	7,653,264.00	1,016,281.27	219,839.36	6,417,143.37	83.85%	

SUMMARY STATEMENT OF BUDGET, EXPENDITURES, AND ENCUMBRANCES

CITY OF WARREN-LIBRARY
 PERIOD 07/01/23 - 06/30/24
 as of 10/31/2023

		BUDGETED	CURRENT	YTD	ENCUMBERED	YTD	UNENCUMBERED	%
			BUDGET	EXPENDITURE	ENCUMBERED	EXPENDITURE	UNENCUMBERED	REMAINING
9271	70300	113,605.00	113,605.00	34,384.45	0.00	79,220.55	69.73%	
9271	70600	1,491,091.00	1,491,091.00	448,238.73	0.00	1,042,852.27	69.94%	
9271	70714	300,000.00	300,000.00	54,173.84	0.00	245,826.16	81.94%	
9271	70900	20,000.00	20,000.00	0.00	0.00	20,000.00	100.00%	
9271	71000	15,500.00	15,500.00	2,468.17	0.00	13,031.83	84.08%	
9271	71302	26,500.00	26,500.00	22,000.00	0.00	4,500.00	16.98%	
9271	71303	8,400.00	8,400.00	8,050.00	0.00	350.00	4.17%	
9271	71500	158,537.00	158,537.00	45,033.83	0.00	113,503.17	71.59%	
9271	71900	465,290.00	465,290.00	109,191.79	0.00	356,098.21	76.53%	
9271	71904	182,696.00	182,696.00	60,900.00	0.00	121,796.00	66.67%	
9271	71905	26,977.00	26,977.00	8,153.59	0.00	18,823.41	69.78%	
9271	71906	2,328.00	2,328.00	680.64	0.00	1,647.36	70.76%	
9271	72100	43,755.00	43,755.00	22,128.64	0.00	21,626.36	49.43%	
9271	72101	53,228.00	53,228.00	10,089.23	0.00	43,138.77	81.05%	
9271	72200	343,668.00	343,668.00	114,556.00	0.00	229,112.00	66.67%	
9271	72201	171,579.00	171,579.00	49,808.83	0.00	121,770.17	70.97%	
9271	72401	0.00	0.00	0.00	0.00	0.00	0.00%	
9271	72700	97,600.00	97,600.00	10,813.53	38,775.18	48,011.29	49.19%	
9271	72702	20,000.00	20,000.00	1,707.27	10,933.35	7,359.38	36.80%	
9271	80100	328,700.00	328,700.00	63,735.28	57,117.05	207,847.67	63.23%	
9271	80117	219,000.00	219,000.00	86,105.16	0.00	132,894.84	60.68%	
9271	80130	69,000.00	69,000.00	0.00	0.00	69,000.00	100.00%	
9271	80200	3,000.00	3,000.00	11.97	200.00	2,788.03	92.93%	
9271	80301	800.00	800.00	0.00	0.00	800.00	100.00%	
9271	82201	16,100.00	16,100.00	4,695.44	0.00	11,404.56	70.84%	
9271	82202	101,000.00	101,000.00	23,299.01	0.00	77,700.99	76.93%	
9271	82207	22,000.00	22,000.00	0.00	0.00	22,000.00	100.00%	
9271	85300	30,000.00	30,000.00	3,163.89	1,049.68	25,786.43	85.95%	
9271	86100	200.00	200.00	0.00	0.00	200.00	100.00%	
9271	86300	3,000.00	3,000.00	164.40	0.00	2,835.60	94.52%	
9271	86400	15,000.00	15,000.00	2,503.17	664.00	11,832.83	78.89%	
9271	90200	100.00	100.00	0.00	0.00	100.00	100.00%	
9271	91000	48,700.00	48,700.00	16,236.00	0.00	32,464.00	66.66%	
9271	92000	220,000.00	220,000.00	66,315.26	0.00	153,684.74	69.86%	
9271	93000	86,291.00	86,291.00	6,829.02	47,354.77	32,107.21	37.21%	
9271	95000	277,100.00	277,100.00	92,368.00	0.00	184,732.00	66.67%	
9271	96470	107,289.00	107,289.00	99,816.55	0.00	7,472.45	6.96%	
9271	96471	0.00	0.00	0.00	0.00	0.00	0.00%	
9271	97400	183,230.00	183,230.00	10,136.28	60,964.00	112,129.72	61.20%	
9271	98000	67,000.00	67,000.00	0.00	24,089.00	42,911.00	64.05%	
9271	98100	0.00	0.00	0.00	0.00	0.00	0.00%	
9271	98200	315,000.00	315,000.00	57,520.24	317.97	257,161.79	81.64%	
9271	98500	2,000,000.00	2,000,000.00	0.00	0.00	2,000,000.00	100.00%	
9271	98501	0.00	0.00	0.00	0.00	0.00	0.00%	
	TOTAL	7,653,264.00	7,653,264.00	1,535,278.21	241,465.00	5,876,520.79	76.78%	

**SUBURBAN LIBRARY COOPERATIVE
CENTRALIZED PURCHASING EXPENSE FORM**

LIBRARY NAME: Warren Public Library
BALANCE AS OF : Oct 2, 2023

VENDOR	PURPOSE	AMOUNT
Motor City Aquarium Services: maintenance (invoice 3122)		\$ (260.00)
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
TOTAL EXPENSE REQUESTS		\$
NEW BALANCE AS OF :	Oct 3, 2023	\$ (260.00)
		\$ 36,691.25

PLEASE ATTACH INVOICES OR SUPPORTING DOCUMENTATION OF EXPENSE REQUESTS

DIRECTOR'S SIGNATURE *Sharon Wilson*
DATE 10/3/2023

**SUBURBAN LIBRARY COOPERATIVE
CENTRALIZED PURCHASING EXPENSE FORM**

LIBRARY NAME: Warren Public Library
BALANCE AS OF : Oct 3, 2023

VENDOR	PURPOSE	AMOUNT
Reimbursement for Library Commission Meeting Refreshments from UCC - (Oksana Urban)		\$ (42.67)
		\$
		\$
		\$
		\$
		\$
TOTAL EXPENSE REQUESTS		\$
NEW BALANCE AS OF : Oct 10, 2023		\$ (42.67)
PLEASE ATTACH INVOICES OR SUPPORTING DOCUMENTATION OF EXPENSE REQUESTS		\$ 59,818.91

DIRECTOR'S SIGNATURE *Oksana Urban*
DATE 10/10/2023

**SUBURBAN LIBRARY COOPERATIVE
CENTRALIZED PURCHASING EXPENSE FORM**

LIBRARY NAME Warren Public Library

BALANCE AS OF October 31, 2023

\$59,818.91

VENDOR	PURPOSE	AMOUNT
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
TOTAL EXPENSE REQUESTS		\$ _____
NEW BALANCE AS OF _____		\$ _____

PLEASE ATTACH INVOICES OR SUPPORTING DOCUMENTATION OF EXPENSE REQUESTS

DIRECTOR'S SIGNATURE _____

DATE _____

BRANCH INCOME REPORT

2023/2024 Fiscal Year

INCOME	July	August	September	October	November	December	TOTAL
Copy Machine	\$ 2,100.53	\$ 2,600.36	\$ 2,668.76				7,369.65
Video/DVD	\$ 93.81	\$ 100.00	\$ 131.25				325.06
Non-resident Fee	\$ 262.30	\$ 223.34	\$ 258.00				743.64
Fines	\$ 1,699.92	\$ 963.30	\$ 839.98				3,503.20
Lost Materials	\$ 1,248.11	\$ 598.04	\$ 232.29				2,078.44
Miscellaneous	\$ 420.35	\$ 450.15	\$ 678.30				1,548.80
Room Rental	\$ 2.00	\$ 80.00	\$ 200.00				282.00
Referral Fees	\$ 377.71	\$ 176.44	\$ 138.01				692.16

INCOME	January	February	March	April	May	June	TOTAL
Copy Machine							7,369.65
Video/DVD							325.06
Non-resident Fee							743.64
Fines							3,503.20
Lost Materials							2,078.44
Miscellaneous							1,548.80
Room Rental							282.00
Referral Fees							692.16

TOTAL REVENUE

16,542.95

UNIQUE MANAGEMENT SERVICES, INC.

2015 - 2023 Fiscal Years

	TOTALS	7/1/15-6/30/16	7/1/16-6/30/17	7/1/17-6/30/18	TOTAL
Accounts Submitted	7,070	733	566	501	8,870
Cash Recovered	92,735.44	13,468.21	11,149.21	8,863.82	126,216.68
Materials Recovered	79,174.95	12,574.39	9,399.06	9,072.92	110,221.32
Waived Amount*	26,246.35	3,713.20	2,420.28	3,101.64	35,481.47
Expenditures	63,124.35	6,560.35	4,065.70	3,203.40	76,953.80

	TOTALS	7/1/18-6/30/19	7/1/19-6/30/20	7/1/20-6/30/21	TOTAL
Accounts Submitted	8,870	447	297	388	10,002
Cash Recovered	126,216.68	8,335.96	4,885.58	8,204.81	147,643.03
Materials Recovered	110,221.32	5,955.13	4,805.46	8,436.61	129,418.52
Waived Amount*	35,481.47	2,686.17	1,197.50	3,105.39	42,470.53
Expenditures	76,953.80	3,669.50	3,158.75	3,424.60	87,206.65

	TOTALS	7/1/21-6/30/22	7/1/22-6/30/23	7/1/23-6/30/24	TOTAL
Accounts Submitted	10,002	207	408	116	10,733
Cash Recovered	147,643.03	8,451.74	5,100.81	1,812.30	163,007.88
Materials Recovered	129,418.52	3,995.44	9,717.18	3,802.64	146,933.78
Waived Amount*	42,470.53	1,606.91	5,390.80	998.75	50,466.99
Expenditures	87,206.65	2,106.90	4,202.40	1,194.80	94,710.75

*Waived amount reflects the \$5.00 processing fee that is cancelled once the patron returns the materials or pays for the lost item. Amounts as of 10/1/2023

Laura Kennedy

**Michigan Library Association Annual Conference
October 18-20, 2023, Kalamazoo, Michigan**

**Keynote: How Libraries Help Foster Authorship
Abra Berens, Author**

Abra Berens is a chef and an author. She has written three cookbooks: *Ruffage*, *Grist*, and *Pulp*. She grew up in a small town and spent a lot of time at the library as a kid. After working at restaurants and attending a garden-focused school in Ireland, she started a farm to table farm in northern Michigan. She was able to connect with the community through a column in the local paper, as well as by “leveraging the library’s resources” to help build her business. She emphasized how important libraries are as community spaces. Libraries provide a nonjudgmental space for the community to gather, share ideas, and find assistance – as well as providing traditional library services. Before shifting the focus to an audience driven Q&A, she was able to bring her discussion full circle by talking about her own experiences using the library as a kid and how important it was in helping her develop the ability to see the big picture.

**Connecting the Dots from Childhood to Adulthood
Rae Manela & Danielle Mazur, Novi Public Library**

The focus of this talk was about how to keep kids engaged past 1,000 Books Before Kindergarten and into adulthood. The Novi Public Library uses Beanstalk, which has a lot of build-in templates that helped them put together these programs. Originally they only had the 1,000 Books program and Summer Reading. In 2021 they expanded their reading challenges to include a winter reading challenge and in 2022 they added a Fall Back to School reading challenge. In 2023 they expanded the reading program for kids to include 500 Books Before Middle School (for students in kindergarten through 8th grade) and 100 Books Before Graduation (for students in 9th through 12th grade). They also created a year-long reading challenge for adults that includes different requirements each month. For the adult challenges they are currently drawing for prizes every quarter, but are going to change that model for next year’s challenge. One of the prizes that people can win are Friends Bucks which can be used at their friends’ store, which seems like an excellent idea. In order to increase participation in these events they have

used the library space for displays. They also collaborated with their parks and recreation department for a summer Read & Recreation program which included signs at local parks with QR codes that would reveal a word participants could check off on their virtual BINGO card. A final new program they have started is a Film Lovers Challenge. This also includes a BINGO card and participants can earn spots by watching movies and performing movie-related tasks. They have had over 300 adults participate in the new challenges. Over 130 teens have taken part in the 100 Books Before Graduation, and over 530 kids have signed up for the 500 Books Before Middle School. They have had over 40 people participate in their new film lovers challenge and nearly 150 people participated in the collaboration with parks and recreation.

Breaking Down Barriers: Hosting a Living Library
Holly Pelkey, Philip Croff, Sarah Rinsema-Sybega, Muskegon Area District Library

Based on the Danish [Human Library](#), Muskegon Area District Library wanted to create a living library with human books from the Muskegon area. The idea of a human library is to offer a safe space for people to talk about their lives and for others to learn from those human books. It's a way to bridge divides and open dialogues between people who may otherwise never meet. One issue they faced while planning for this project was not realizing how long the licensing process would take so when they were ready to hold the event they could not actually call it a Human Library, so they went with Living Library until their licensing came through. It does cost \$250 now to license a human library through the Human Library Organisation. The first step was to find people who were willing to become "human books". The original planned on having around twelve books. People interested in participating filled out an application and gave a brief description of their story. MADL was able to narrow down applicants to fifteen. Once they were selected, each book did some training through the Human Library Organisation. The participants included a suicide attempt survivor, someone with long Covid, a recovering alcoholic, and a tattooed librarian biker. Once the books were selected and trained they held an event which allowed members of the public to speak with the books and hear their stories. MADL also recorded the books' stories and you can watch the videos on their [website](#). This project was a success and MADL is working on recruiting their next set of books for another event.

Climate Action in Libraries

Jen Ferris (Saratoga Springs Public Library) and Lisa Kopp (Lindenhurst Memorial Library)

These presenters were from New York and talked about being inspired by Rebecca Smith Aldrich's work and the [Sustainable Libraries Initiative](#). They emphasized that climate action is a local issue. Overall, they talked about work they had done at their individual institutions, such as making sure you have a disaster recovery plan in place. They used examples of recent flooding events on the east coast that had led to flooding in several libraries. Once the damage was remediated these libraries had to look at how they were currently functioning and realize that climate change might bring more flooding to their area. They were forced to make decisions on how to restructure their spaces to mitigate more damage. This included either moving materials or even relocating mechanicals. Finding where your institution is vulnerable was also talked about so that you can be prepared for anything. Incorporating green building techniques and infrastructure into construction is another consideration. However, knowing that every library may not be able to include climate action as part of your building or renovations, you can think of areas where you can make an impact. One suggestion was looking at the supplies you use and prizes you give out. Maybe finding a sustainable option instead of a cheap toy that will be thrown away as soon as they get home is a better alternative. Programming is another place where libraries can spread the word about climate action. If you can't put solar panels on your library have a speaker come in to tell your patrons about the benefit of solar panels or about any programs in your community that help offset the cost of residential solar panels. They also mentioned [The Library of Local](#) which is a partnership in New York that provides "patrons a collection of books, tools, seeds, AV equipment, and other resources that equip local communities to take action on the climate crisis and advance ecological repair."

Lunch Keynote: Writing the Righteous Fight: Why "Controversial" Books Must Remain on Library Shelves

Ellen Hopkins, Author

As one of the most banned authors in the country, this talk focused mainly on book bans, but also on the importance of books about "controversial" topics. She spoke about her daughter's struggles with drugs and alcohol. These struggles became her book *Crank* about drug addiction. She read excerpts from letters she's received from people who have read the book and share at

least part of her story. She has also written about suicide in *Impulse* and has received feedback from fans thanking her for her work. Besides discussing how destructive book banning can be, she highlighted how taking away books does not take away the issues teens face.

Serving Patrons with Memory Loss
Meghan Mott, Clinton Macomb Public Library

Meghan Mott is the manager of outreach at CMPL and her session focused mainly on outreach she had done with senior living communities in the area. She noticed that the programs she generally does with seniors were not a great fit for people with memory issues, so she had to adapt her programs to better fit their needs. Where she may have had people keep a journal, she shifted that program to a note for her patrons with memory issues. They started a Memory Café which is an event that takes place in the community and allows people to socialize. They also do a [Timeslips](#) program. Timeslips is a storytelling program that allows for creative engagement. Before hosting these events staff was trained via the Timeslips website. The program CMPL's holds includes using photographs to help tell a story. Each participant is given the same picture and a facilitator writes everything they have to say about the photo on a whiteboard. Then a story is put together using everyone's contributions. They try to keep things uncomplicated and have learned how to steer conversations back to the story. They are also looking into providing training for friends and families of people with memory issues.

The First Amendment, Censorship and Spine Labels
Clare Membiela, Law Library Consultant (Library of Michigan) and Anne Seuryneck, Attorney

A main point that was made during this session was that there is no rating system in place for books and it would be very difficult to implement one. Who would be responsible for defining the standards? Who develops a uniform way to rate materials? Another interesting point that was discussed is that the First Amendment does not look at the subject matter of the materials. Public libraries have different rules than school libraries and should rely on their material collections policy to guide their decisions. They can then point to this policy if questioned about why they have certain items in their collection. Several cases were mentioned, including [Sund v. City of Wichita Falls](#). The focus of this suit is two books with LGBTQAI+ themes. The other case

mentioned was [Virden v. Crawford County](#), which focuses on a library moving material to a “restricted” or “adult only” area. The presenters emphasized that library boards or commissions know their policies and know the procedures for reconsideration and that libraries refer to their collection development policy when ordering materials since they can then use that to protect them from some challenges.

Cultivating Community: Libraries & Food Insecurity
Becca Hruscik, Melissa Gaus, and Margo Susnjar, Delta Township Library

This session was very informative and discussed how the Delta Township Library is helping deal with food insecurity issues in their community. The three presenters took on different roles in the projects and programs they initiated. Given that students who receive free lunch during the school year don't have access to that safety net during the summer, the library started a Blessing Backpacks program that allows people to pick up a backpack with food in it for the week. They also participate in the Meet Up and Eat Up program and have partnered with their local school district to facilitate. By providing these programs they saw card sign-ups and summer reading participation increase. They sought support from the local Rotary Club and mentioned that their events provided opportunities for teens in the area as well. They also started a seed library, which is open all year. The librarian in charge of this aspect created an index of all the seeds with information from the seed packets. This index is available on their website so that participants can look up important growing information on their own. Through a grant, they were able to purchase indoor growing pods that they used to grow lettuce. Besides providing opportunity to grow food all year, the pods are a conversation starter for patrons. They also were able to purchase some outdoor raised beds with mesh covers to stop deer from eating what they grow. They are small growing areas, but they have used one for a sensory garden for kids and the others to grow produce. They place all produce they grow and any donated items in their little free fridge. They also have several little free pantries around the area which they stock with nonperishable items.

Extra! Extra! Libraries Learning to Digitize Newspapers
Biz Gallo, Library of Michigan and Carrie Marsh, Central Michigan University

This session was very interesting and informative, but the biggest takeaway was that there is no need for the Warren Public Library to look into digitizing their microfilm. First, microfilm is the preservation standard for newspapers. Second, one of the criteria that a collection should meet is being a full run of the paper. Neither papers we have on microfilm are full runs. However, there was good information about copyright and how to determine if an item is under copyright or not. Generally, anything published before 1927 is in the public domain and fair use is not a free pass or defense. Another good tip from this session was to document everything when you're working on a project of this scope. Finally, they spoke about using outside vendors for digitization projects and mentioned that CMU does do that work, although they were very clear that they were not selling that and Carrie mentioned that she understood what they offer does not work for everyone.

Closing Keynote: Connecting the Dots Between Restorative Practices and Public Libraries
Stephen Jackson, Oak Park (IL) Public Library

The main outcome from this talk was all about relationships. As part of his presentation Mr. Jackson would point to the audience anytime he wanted to use the word "relationships". He told his own story of being incarcerated as a young man and how he was able to work in the library in prison, but never thought he would be able to work in one when he was released. Once out of prison he worked with the community, especially leading peace circles. Peace circles provide people with shared goals to have conversations in a safe space. Through this work he met the director of the Oak Park library and was eventually offered a job. Besides the importance of relationships, he spoke about the importance of prioritizing wellness in the library and being proactive. He also talked about using storytelling as a restorative practice as it allows people to find commonalities. He also gave an example of a time when the library was experiencing some issues with teens. His approach was to greet the teens at the door, learn their names, shake their hands as they entered, and treat them as part of the library. This enabled the teens to feel connected and engaged and reduced the issues they had seen prior to Mr. Jackson taking this approach. This was a very positive and inspiring talk.

Erin Delore

Michigan Library Association Annual Conference

October 20, 2023, Kalamazoo, Michigan

I spoke on a panel with five other teen library staff members from around the Metro-Detroit area about teen programming. We focused the panel on how to bring teens to the library, our successes in teen programs, and even our biggest fails. It was nice to collaborate on this project with library staff outside of Warren to really see how programming works at other libraries than our own. During our questions and answer portion after the panel, staff from other libraries throughout the state even shared their fails and successes. Through this process, I learned new ideas, tactics, shared my own, and made great professional connections.