



119 Nagonaba St. Northport, MI 49670
www.leelanautownshiplibrary.org

**Leelanau Township Library Meeting of the Board of Trustees
Monday June 10, 2024 7-9 pm in the Library and on Zoom**

Meeting ID: 482 391 5571

- 1. Call to Order**
- 2. Approval of May Minutes**
- 3. Public Comment**
- 4. Directors Report**
- 5. Financial Report**
- 6. Old Business**
 - 1. Strategic Planning - Survey Process**
 - 2.**
- 7. New Business**
 - 1. Change in personnel policy**
 - 2. Mailing for survey**
 - 3.**
- 8. Public comment**
- 9. Adjournment**

Next meeting: July 15, 2024 at 7pm

DRAFT Leelanau Township Library Board of Trustees Meeting Minutes for May 20, 2024

Present: Mark Morton, Rick Gans, Jamie Scripps, Mary Robertson, Dale Lersch

via Zoom: Patty Noftz

Members absent: Amanda Kruk

Staff Present: Julie Alpers-Preneta, director

Friends Present: Silvia Gans

Public Present:

1. Call to order by Mark Morton. Called to order at 7:03pm
2. Approval of April Minutes.
 - a. Mary moved to approve, Rick Gans seconded. Unanimous approval followed. There was also approval of the meeting minutes for the special meeting on May 6th 2024. Mary moved to approve. Rick Gans seconded. Unanimous approval followed.
3. Public Comment
 - a. No comment
4. Directors Report.
 - a. Julie read Director's Report for April 2024 and mentioned she started a new format this month
 - b. April was poetry month and had good attendance. The art in honor of Mary Crowgey is on the wall.
 - c. Rick mentioned that the numbers of attendance are more than just the additional Monday hours. Specifically, the programs have great attendance.
 - d. There was a discussion on the success of the event with William Kent Kreuger. The event cost around \$8,000 total. There will be a conversation with the Friends of the Library, who sponsored the event, in June on whether another big event in the future is going to be planned.
5. Financial Report
 - a. Julie reviewed financial reports
 - b. Julie pointed out the CDs and savings on the balance sheet. Rick and Mark deferred to the auditors to confirm some items.
 - c. Julie pointed out a 20% increase in visitors, as well as an increase in digital items and circulation compared to the previous fiscal year
 - d. Rick moved to approve the finance reports. Mary seconded. Unanimous approval followed.
 - e. Some other items were noted including a misunderstanding with the township that they believed the library owed them money for bills, as well as confirming Julie is maintaining a binder of official meeting minutes that are approved and signed.

6. Old Business

1. Strategic Planning

Rick summarized the kick off meeting. There is quite a bit of 'homework' for Julie to complete. There will be 2 site visits, the first for the board and the second as a retreat. A survey is being created now that will go out to the board and staff which will be reviewed with any additional questions. Then a survey will be given to the public, both via paper copies and an online option. The schedule is very tight as there is a very short window with all of the stakeholders. Rick led the board through a set of questions to unanimously answer that will go towards strategic planning..

2. Director Evaluation

This was completed during a closed session.

7. New Business - none

8. Public Comment

- o Patty mentioned the reservation pickup by patrons as there are older clientele. Or the idea of self checkout as another great idea. This could also be expanded by having boxes for after hours or by the beach. Patty mentioned that she does not see 4 computers as not enough and that the staff entrance is not adequate as it is very accessible and there is no privacy for Julie and the staff. Patty also mentioned no adequate room for new books.

9. Adjournment

- a. The board moved into closed session at 8:29pm
- b. Next meeting scheduled for June 17th, 2024 at 7:00pm

Notes recorded by Alana Osumi

Minutes submitted by Amanda Kruk, secretary

DRAFT Leelanau Township Library Board of Trustees Strategic Planning Kick-Off
Special Meeting Minutes May 15, 2024

This meeting was held via Zoom and was for informational purposes only

Present: Mark Morton, Rick Gans, Amanda Kruk, Dale Lersch

Absent: Mary Robertson, Jamie Scripps

Staff Present: Julie Alpers-Preneta, director

ReThinking Libraries: Janet Nelson, Rob Cullin

I. Introductions


- A. Team all introduced themselves
- B. Janet explained she will be our lead and will be on-site in July.
- C. Rob will be managing off-site until our retreat later in the process.
- D. discussion about data capturing, demographics (summer vs. winter population)

II. Discussion/Explanation of documents

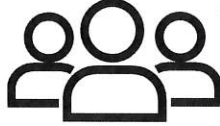
- A. Janet and Rob went through and explained all of the documents— including checklists, analysis, prompts, etc. – that had been sent to the board.
- B. Janet would like us to give her dates for her first on-site visit. Discussed week of July 20, perhaps a Tuesday-Thursday visit. July 23 is an FOLTL event that might be a good time and place for what ReThinking called “an interception” where they grab data from folks during an event using visual voting. They described visual voting as placing a large paper/chart with categories written upon, giving attendees to the event stickers to place in the category areas that they find most pressing needs or of most importance, etc. A way for us to collect data/take a survey.
- C. Early to mid-July is the hope for having documents completed and submitted to ReThinking. The board assured Julie that it is their intention to provide support to her in filling out forms and getting the documents all in order.
- D. Plan to discuss further and fill out the facility analysis document at the next regular meeting.
- E. Strategic retreat will likely be around September, but some members had late summer conflicts and the exact timing will be decided later.



Visitors

2023		2024
<hr/>		<hr/>
1164		1325

Programs

Offered		Attendance
16		57

Circulation

2023		2024
<hr/>		<hr/>

678 Adults 686

301 Children 257

450 Libby 473

n/a Hoopla 30

 = New Card Holders 9

Collection Development

Added		Weeded
132		23

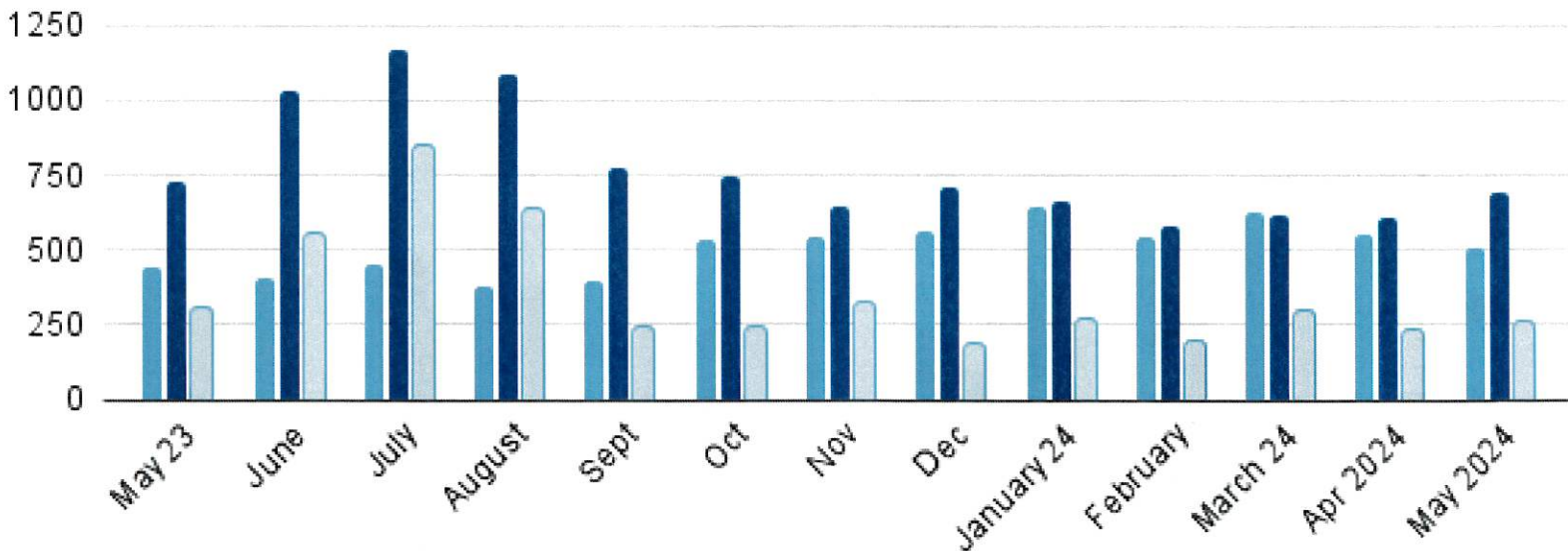
Borrowed		Loaned
144		47



Notary Services 2

2023-2024 Circulation

Digital Adult Children



What's happening at the Leelanau Township Library

Our anchor event in May 2024 was Leelanau Reads featuring William Kent Krueger. There was a bonus book group on May 8 to discuss the featured title - *The River We Remember*. We had around 300 people, from Leelanau County and beyond, join us at the auditorium at Northport Public School where Kent was interviewed on stage by local author Aaron Stander. We have had only positive feedback from attendees and are looking forward to what Leelanau Reads 2025 will look like.

There is new Art in the Corner by Northport artist James Thatcher. Stop in and appreciate his drawings through July.

Elizabeth Bradfield brought two Heartland Hospice End of Life presentations on May 2 (*Advance Directives*) and May 16 (*Getting your affairs in order*) Heartland Hospice will be back in the fall for two more programs.

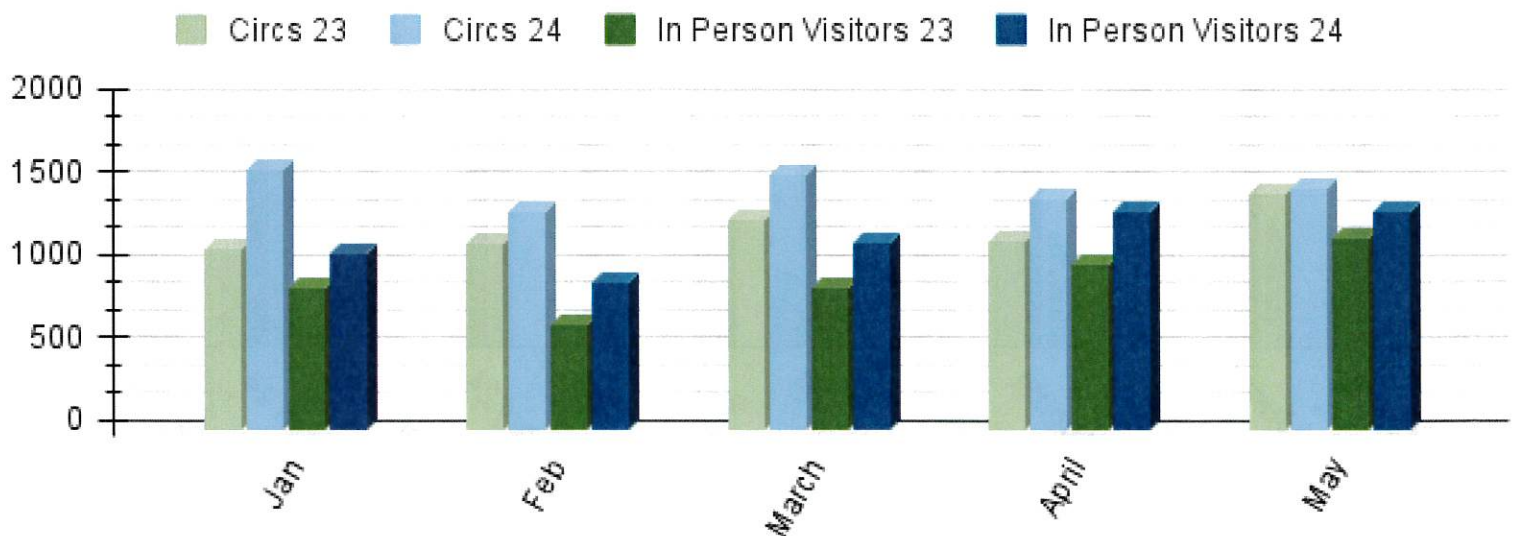
Kurt Lauckner put together a program with the topic *Demystifying Artificial Intelligence* and joined us on May 22. We hope to have him back for his program on consciousness next spring!

Our regular programming continued with Crafternoons on Wednesdays and Wiggles on Thursday mornings. Book Group met to discuss *Horse* by Geraldine Brooks and also choose an exciting slate of titles for the next discussion 'season.'

Upcoming:

- *FOLTL Annual meeting June 8 at 1pm at the library.
- *ShareCare's Beginning Outdoor Adventuring for Seniors June 19 from 12:30-2:00
- *Summer Reading Programming Begins June 20
- *FOLTL Book Sale July 6 from 9a-3p at Township Hall
- *FOLTL Summer Writers' Series the last four Tuesdays in July at the Willowbrook @7pm

2023 vs 2024



Leelanau Township Library Policies and Services

Add under "Personnel Policies" (Page 30)

Paid Time Off

Personal Days

This policy will be retroactive to April 1, 2023.

Hourly employees shall be entitled to "Personal Time" in addition to "Paid Time Off", defined as paid time off for family emergencies, medical appointments, or other personal needs. New employees shall accumulate one hour off for every 60 hours worked. Hourly employees with three or more years of continuous service shall be entitled to one hour off for every 54 hours worked. "Personal Time" shall be retroactively calculated for hourly employees who were employed as of April 1, 2023 and accumulated based upon their hours worked through May 31, 2024 and be available immediately for use by hourly employees through September 30, 2024. Hourly employees may retroactively have previously used "Paid Time Off" reassigned as "Personal Time" and have the previously used "Paid Time Off" hours reinstated as available for future use as "Paid Time Off".

Any unused "Personal Time" off shall be carried over for only 6 months from one fiscal year to the next (September 30.) Any "Personal Time" off accrued during the previous fiscal year shall no longer be available after September 30, although any "Personal Time" off accrued between April 1 and September 30 shall be available through September 30 of the following year except for "Personal Time" off already taken.

Unpaid "Personal Time" off shall not be available upon termination of the hourly employee.

FREE

All children &
families
welcome!

PASSPORT TO ADVENTURE SUMMER 2024

SPECIAL EVENT SCHEDULE

10:30 am on Thursdays at the
Northport Marina Pavilion

Tilt Think Improv - Thursday 6/20

Northport Arts Association - Thursday 6/27

Great Lakes Children's Museum - Thursday 7/11

Tie Dye - Thursday 7/18

**Special Evening Event Thursday 7/18 6:00 pm
Comedy Magician & Entertainer Cameron Zvara*

Drumcommunity Thursday 7/25

Grand Traverse Lighthouse ROV demonstration - Thursday 8/1

Storyteller Jenifer Strauss - Thursday 8/8*

*Event will be held in the library/township building.
**Different time.

All events are held at the Northport Marina Pavilion unless noted.
Rain location is Leelanau Township Meeting Room at 119 Nagonaba.



LEELANAU
TOWNSHIP LIBRARY



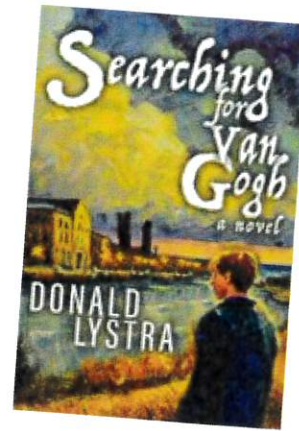
Friends of the **Leelanau Township Library** Summer Writers' Series 2024

July 09 Donald Lystra

In Memory of Nancy Giles

"Searching for Van Gogh"

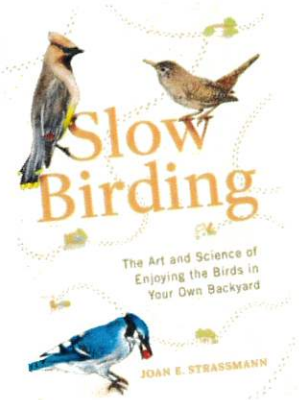
A coming of age story set in 1963. In a relationship that borders on love but doesn't quite get there, Audrey gives meaning to Nate's artistic aspirations and helps him find courage. Together they set off on an ill-fated mission and along the way secrets are uncovered and boundaries are crossed.



July 16 Joan Strassmann

"Slow Birding: The Art and Science of Enjoying the Birds in Your Own Backyard"

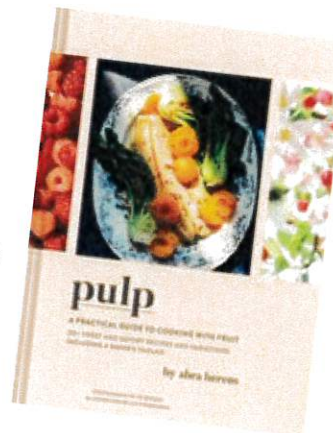
Slow Birding is the perfect guide for the birder looking to appreciate the beauty of the birds right in their own backyard, observing keenly how their behaviors change from day to day and season to season.



July 23 Abra Berens

"Pulp: A Practical Guide to Cooking With Fruit"

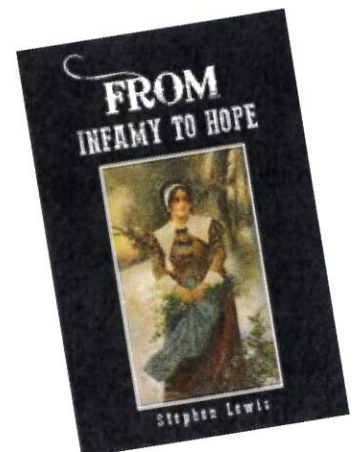
Pulp is a hardworking book of recipes that focuses on all the ways cooking with fruit can enhance simple delicious main dishes. Home cooks and bakers alike will enjoy the alternately sweet and savory recipes found here.



July 30 Stephen Lewis

"From Infamy to Hope"

This novel of historical fiction is set in puritanical 17th century Boston. From Infamy to Hope is told in the compelling voice of the housemaid, Rachel Moore, who is convicted of fornication and sentenced to wear a black W on her gown. Rachel then masquerades as a boy soldier during the war in hopes of recovering her baby that was sold to satisfy a debt.



Friends of the



All events start at 7pm

Willowbrook Mill

201 Mill St.

Northport, MI 49670

For more information call the library at 231.386.5131