

# **Ecorse Public Library**

4189 W. Jefferson Ave., Ecorse, MI 48229 Phone: (313) 389-2030 Fax: (313) 389-2032 TTY/TTD: (313) 389-2030

## Ecorse Public Library Ecorse Public Library Board of Trustees Regular Meeting Monday, March 11, 2025 @ 6:00pm Ecorse Public Library 4184 W Jefferson Ecorse, MI 48229

- 1. Call to order
- 2. Roll call: Alexander\_\_\_\_ Brooks\_\_\_\_ Holmes-Hill\_\_\_\_ Morgan \_\_\_\_\_ Reddick \_\_\_\_\_
- 3. Approval of agenda
- 4. Approval of minutes February 10, 2025
- 5. Consent Agenda
- 6. Financial Report
- 7. Public comment
- 8. Director's report

### 9. Old business

- a. Electrical work update
- b. Elevator
- c. New flag
- d. Fire Extinguishers
- 10. New business
  - a. Library card design
  - b. Website update
- 11. Announcement or comments from Board Members.
- 12. Adjournment

The next general meeting will be at 6:00 pm on Monday, April 9, 2025 at the Ecorse Public Library.



### Ecorse Public Library

Ecorse Public Library Board of Trustees Regular Meeting Monday, February 10, 2025 @ 6:00pm Ecorse Public Library 4184 W Jefferson Ecorse, MI 48229

Agenda

- 1. Call to order 6:01p.m.
- Roll call K. Alexander, D. Brooks, P. Holmes-Hill, I. Morgan, V. Reddick, and S. Shipman for EPL
- 3. Approval of agenda
  - a. Motion: Alexander/Support: Holmes-Hill
  - b. Yes: K. Alexander, D. Brooks, P. Holmes-Hill, I. Morgan, V. Reddick
  - c. No: None
- 4. Approval of minutes—Revised Jan minutes and Feb minutes need approval
  - a. Motion to table January minutes submission until March 2025 meeting: Alexander/support: Holmes-Hill
  - b. Yes: K. Alexander, D. Brooks, P. Holmes-Hill, I. Morgan, V. Reddick
  - c. No: None
- 5. Financial report
  - Motion to pay January 2025 expenditures totaling \$9,415.00 Holmes-Hill/Support:
  - b.
  - c. Morgan
  - d. Yes: K. Alexander, D. Brooks, P. Holmes-Hill, I. Morgan, V. Reddick
  - e. No: None
- Public comment None
- 7. Director's report See attached
- 8. Old business
  - a. Penal fine payment was due January 31, 2025 of \$26,700
  - b. Phase two construction discussed elevator samples submitted to engineer
- 9. New business
  - a. EPL Website discussion on making ADA compliant
  - b. Fire extinguishers due to expire March 2025 expense due March 2025
  - c. Electrical work update to be inquired on by EPL Director
  - d. New Flag to be requested for library

- e. EPL Director will investigate possible new library card design 10. Adjournment 7:10p.m.
  - - a. Motion: K. Alexander/Support: D. Brooks
      b. Yes: K. Alexander, D. Brooks, P. Holmes-Hill, I. Morgan, V. Reddick
      c. No: None

The next general meeting will be at 6:00pm on Monday, March 10, 2025 at the Ecorse Public Library.

TOTAL REVENUES	Total Dept 000	Revenues Dept. 000 271-000-402.000 271-000-415.000 271-000-415.000 271-000-445.000 271-000-541.000 271-000-541.000 271-000-573.100 271-000-573.100 271-000-629.000	TOTAL FUND EQUITY	Total Dept 000	Fund Equity Dept 000 271-000-390.000	TOTAL LIABILITIES	Total Dept 000	Liabilities Dept 000 271-000-202.000 271-000-229.000 271-000-229.001 271-000-231.026	TOTAL ASSETS	Total Dept 000	Fund 271 - LIBRARY Assets Dept 000 271-000-001.000 271-000-001.116 271-000-001.700	GL NUMBER	User: TSADOWSKI DB: Ecorse	
I		CURRENT REAL PROPERTY TAXES CURRENT PERSONAL PROPERTY TAXES ALLOWANCE FOR CHARGEBACKS INDUSTRIAL FACILITY TAX PENALTIES AND INTEREST ON TAXES LIBRARY STATE AID PENAL FINES LOCAL COMMUNITY STABILIZATION SHARE APPR LOCAL COMMUNITY STABILIZATION SHARE OVET SERVICES RENDERED INTEREST INCOME			FUND BALANCE			ACCOUNTS PAYABLE EMPLOYER FICA FEDERAL TAX WH EQUIVEST AXA EQUITABLE 457B			GENERAL CASH CASH - FRIENDS OF ECORSE PUBLIC LIBRARY CASH ON HAND @ U.S. BANK	DESCRIPTION		AM TRIAL
498,272.00	498,272.00	125,145.00 19,901.00 437.00 9,229.00 22,000.00 106,533.00 174,238.00 40,500.00										2024-25 ORIGINAL BUDGET	PERIOD ENDING 02/28/2025	BALANCE REPORT FOR C
488,902.00	488,902.00	125,145.00 19,901.00 437.00 9,289.00 22,000 97,118.00 174,238.00 40,500.00					I		I			2024-25 AMENDED BUDGET	8/2025	CITY OF ECORSE
255,365.78	255,365.78	100,272.84 1,645.17 1,644.08 432.06 4,811.48 8,281.45 97,117.26 416.99 23,077.88	723,916.56	723,916.56	723,916.56	(1,015.36)	(1,015.36)	1,443.59 (1,006.08) (473.15) (979.72)	668,874.41	668,874.41	655,487.06 13,285.18 102.17	END BALANCE 02/28/2025		
233,536.22	233,536.22	24,872.16 947.83 (1,644.08) 4,94 4,94 4,49 13,718.55 13,718.55 0.74 174,238.00 174,238.00 174,22.12										AVAILABLE BALANCE		Page: 1/2
52.23	52.23	80.13 95.24 100.00 98.87 130.86 37.80 37.64 100.00 100.00 100.00										% BDGT USED		

TOTAL FUND 271 - LIBR TOTAL ASSETS BEG. FUND BALANCE + NET OF REVENUES & E - ENDING FUND BALANCE + LIABILITIES - TOTAL LIABILITIES A	TOTAL EXPENDITURES	Total Dept 790 -	Expenditures Dept 790 - LIERARY 2711-790-702.000 2711-790-705.000 2711-790-705.000 2711-790-711.000 2711-790-712.000 2711-790-714.000 2711-790-714.000 2711-790-714.000 2711-790-714.000 2711-790-714.000 2711-790-715.000 2711-790-721.000 2711-790-725.000 2711-790-75.000 2711-790-75.000 2711-790-851.000 2711-790-851.000 2711-790-851.000 2711-790-921.000 2711-790-90-900-900 2711-790-900-900 2711-790-900-900 2711-790-900-900 2711-700-900-900 2711-700-900-900 2711-700-900-900 2711-700-900-900 2711-700-900-900 2711-700-900-900 2711-700-900-900 2711-700-900-900 2711-700-900-900 2711-700-900-900 2711-700-900-	UMBER	03/04/2025 11:36 User: TSADOWSKI DB: Ecorse
LIBRARY 4 EXPENDITURES ANCE ES AND FUND BALANCE	63	LIBRARY OPERATIONS	V OPERATIONS WAGES - FULL TIME EMPLOYEES PART TIME SALARIES VACATION PAY FICA MEDICARE CASH IN LIEU OF BENEFITS OVERTIME SALARIES LONGEVITY PAY DEFINED CONTRIBUTION PENSION PLAN HEALTH INSURANCE CLOTHING ALLOWANCE CLOTHING ALLOWANCE CLOTHER MEDIA SUBSCRIPTIONS AND PUBLICATIONS BOOKS & PERIODICALS PROFESSIONAL AND FUBLICATIONS BOOKS & PERIODICALS PROFESSIONAL AND CONTRACTUAL SERVICES TRAINING PROGRAMMING MEMBERSHIPS BUILDING ELECTRIC & NATRUAL GAS UTILITIES LAND AND BUILDING REPAIRS SOFTWARE MAINTENANCE AGREEMENTS EQUIPMENT RENTAL ENGINEERING SERVICES TILLCOMMUNICATIONS BUILDINGS, BUILDING ADDITIONS AND IMPROVEMENTS BUILDINGS, BUILDING FURNITURE	DESCRIPTION	AM
	498,272.00	498,272.00	$\begin{array}{c} 114,480.00\\ 115,500.00\\ 11,124.00\\ 3,1100.00\\ 2,5620.00\\ 2,5620.00\\ 2,5620.00\\ 2,5620.00\\ 2,5620.00\\ 2,5620.00\\ 2,5600.00\\ 1,620.00\\ 1,620.00\\ 1,620.00\\ 1,620.00\\ 1,620.00\\ 3,126.00\\ 2,160.00\\ 3,182.00\\ 3,182.00\\ 1,512.00\\ 1,512.00\\ 0.00\\ 1,512.00\\ 0.$	2024-25 Original Budget	TRIAL BALANCE REPORT FOR CITY OF PERIOD ENDING 02/28/2025
(158,670.00)	647,572.00	647,572.00	$\begin{array}{c} 114,480.00\\ 11,124.00\\ 7,5,500.00\\ 1,1,124.00\\ 7,113,000.00\\ 5,500.00\\ 5,500.00\\ 22,700.00\\ 1,620.00\\ 25,000.00\\ 1,620.00\\ 1,620.00\\ 1,620.00\\ 1,620.00\\ 1,620.00\\ 1,620.00\\ 1,620.00\\ 1,620.00\\ 1,620.00\\ 1,620.00\\ 2,7,000.00\\ 1,620.00\\ 1,620.00\\ 2,160.00\\ 1,62$	2024-25 Amended Budget	FOR CITY OF ECORSE 02/28/2025
668,874.41 723,916.56 (54,026.79) 669,889.77 (1,015.36) 668,874.41	309,392.57	309,392.57	59,589.04 17,833.12 6,211.99 3,035.60 7,283.60 7,283.60 7,283.60 16,189.27 2,000.00 16,878.01 16,189.27 2,000.00 1,597.27 2,000.00 1,152.7 9,461.49 1,162.50 1,162.50 3,915.13 2,171.63 2,121.81 6,666.84 2,1398.00 6,755.50 1,398.00 6,1398.00 6,1398.00 1,3185.00	END BALANCE 02/28/2025	
(104,643.21)	338,179.43	338,179.43	54,890.96 57,890.96 4,916.88 4,916.88 4,916.83 7,169.39 1,736.40 5,811.99 6,220.73 (1,961.49) (1,961.49) (1,961.49) (1,961.49) (1,961.49) (1,961.49) 1,965.40 1,965.00 1,	AVATLABLE BALANCE	Page: 2/2
ω4. 05	47.78	47.78	52.05 52.05 52.05 52.62 52.62 52.62 52.62 52.59 52.29 54.20 54.20 54.20 71.00 54.20 54.20 71.26.15 1126.15 6.70 71.74 6.70 71.74 52.55 52.55 52.65 71.74 52.65 6.70 70.00 52.68 6.70 70.00 52.55 52.65 71.74 52.65 71.74 52.65 71.74 52.65 71.74 52.65 71.74 52.65 71.74 52.65 71.74 52.65 71.74 52.65 71.74 52.65 71.74 52.65 71.74 52.65 71.74 70.000 70.000 70.000 70.000 70.00000000	* BDGT USED	

### **Library Statistics**

	January	February
Total Circulation	33	226
Life Kit	0	0
Family Fun Kit	0	0
Mobile Hotspots	0	0
Library of Things	0	10
Door Count	0	1223
Library Card Registrations	2	28
Library Card Totals	814	839
Materials added	386	164
Collction Totals	18193	18337
Programs		
Adult	0	2
Children	0	6
Outreach Programs	0	0
MAP checkouts	0	0
Overdrive	179	131
OD Digital Magazines	13	14
Gannet Media	0	0
Public Computer Sessions	0	212

### Staffing

Jacob Zilinski joined the staff on March 6, he is learning quickly and happy to help his coworkers and patrons!

#### **Programs and Outreach**

Grandport Academy contacted the library about offering English class students a library card.

Planning is in session for the Car Cruise and Fireworks this summer. The library will be at both events doing outreach.

Crazy Craig is scheduled to perform on 3/25 during the school break.

Henry Ford Hospice is planning to present two sessions on Advance Care Planning and End of Life Planning on 4/30 and 5/28.

### **Library Operations**

Electrical work is underway and making great progress. The electricians are running into issues due to building maintenance problems and are working around.

Basement organization project is well under way.