



## **Ecorse Public Library**

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### **Ecorse Public Library Board of Trustees Regular Meeting**

**Monday, May 12, 2025 @ 6:00pm**

**Ecorse Public Library**

**4184 W Jefferson**

**Ecorse, MI 48229**

1. Call to order: 6:05 p.m.

2. Roll call: Alexander\_X\_\_\_ Brooks\_X\_\_\_ Holmes-Hill\_X\_\_\_ Morgan \_\_X\_\_\_ Reddick \_\_X\_\_\_

3. Approval of agenda:

A: Motion: Holmes-Hill/Support: Alexander

B: Yes: Alexander, Brooks, Holmes-Hill, Morgan, Reddick

C: No: None

4. Approval of minutes April 14, 2025;

A: Motion: Holmes-Hill/Support: Alexander

B: Yes: Alexander, Brooks, Holmes-Hill, Reddick

C: No: None

D: Abstain: Morgan

5. Consent Agenda- N/A

6. Financial Report:

A: Motion to Table as information was not presented by City of Ecorse: Holmes-Hill/Support: Alexander

B. Yes: Alexander, Brooks, Holmes-Hill, Morgan, Reddick

C. No: None

7. Public comment - None

8. Director's report – See attached

9. Old business

- a. Library card design – 1 submission as of 5/12/2025
- b. Website update – Additional research being conducted for best option
- c. New program room – Meet with contractor to be determined
- d. Window repair – Additional research to be conducted

10. New business

- a. Policy check up – Library Director will present at June 2025 meeting
- b. Exterior lighting
  - i. Motion to table: Holmes-Hill/Support: Alexander
  - ii. Yes: Alexander, Brooks, Holmes-Hill, Morgan, Reddick
  - iii. No: None

11. Announcement or comments from Board Members.

12. Adjournment: 7:13 p.m.

A. Motion Holmes-Hill/Support: Alexander

B. Yes: Alexander, Brooks, Holmes-Hill, Morgan, Reddick

C: No: None

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

Completed: by Kimberly Alexander May 8, 2025

## Library Statistics

|                            | January | February | March | April |
|----------------------------|---------|----------|-------|-------|
| Total Circulation          | 33      | 226      | 259   | 182   |
| Library of Things          | 0       | 10       | 4     | 12    |
| Door Count                 | 0       | 1223     | 1658  | 1664  |
| Library Card Registrations | 2       | 28       | 23    | 34    |
| Library Card Totals        | 814     | 839      | 864   | 898   |
| Materials added            | 386     | 164      | 33    | 100   |
| Collection Totals          | 18193   | 18337    | 17849 | 16819 |
|                            |         |          |       |       |
| <b>Programs</b>            |         |          |       |       |
| Adult                      | 0       | 2        | 14    | 11    |
| Children                   | 0       | 6        | 13    | 3     |
| Outreach Programs          | 0       | 0        | 0     | 1     |
| MAP checkouts              | 0       | 0        | 0     | 1     |
|                            |         |          |       |       |
| Overdrive                  | 179     | 131      | 145   | 121   |
| OD Digital Magazines       | 13      | 14       | 18    | 21    |
| Gannet Media               | 0       | 0        | 3     | 11    |
|                            |         |          |       |       |
| Public Computer Sessions   | 0       | 212      | 190   | 152   |

## Staff Training/Out of building meetings

Celeste attended TLN Youth Services meeting on 5/9/25. Fatemeh attended Digital Collections office hours on 5/8/25.

Suzy attended MI Directors Meeting on 5/9/25, Meeting with FIPrinting on 5/6/25.

All staff attended a staff meeting on 5/1/25 where we covered policy, procedures, and planning for library operations. Next meeting will be 6/5/25.

## Programs and Outreach

Celeste and Ashley attended the EHS Open House on April 24, they signed 20 people up for new library cards and spoke with individuals about what EPL has to offer.

Computer programs have continued to be popular, both group and individual.

Senior Coffee Hour was hosted at the library and drew a nice crowd.

### **Library Operations**

Electrical work is continuing. Exterior light project continues, the large panel in the basement has been installed and will be programmed soon.

The public restroom hand dryer has been installed and the paper towel dispenser has been removed. We hope this will help keep our restrooms clean and clog-free.

The foggy window will be replaced from the south side of the building, the large front windows will be sealed by New Glass and Door of Novi.

A dehumidifier has been purchased for the basement to be run during the summer months.

New perennials were planted around the flagpole.