

Board of Trustees of the Peter White Public Library

Agenda

Tuesday, November 18, 2025

George Shiras III Room, 5:00 pm

Zoom access:

<https://us02web.zoom.us/j/82364874416?pwd=LEbly4Pq81wRPUWsDzhY0fzYdMTrhC.1>

Call to Order

Board Member Introductions

*Approve Agenda**

*Approve the Minutes of the Previous Meeting**

October 21, 2025

Special Presentation – Bruce MacDonald, Network Administrator/Assistant Director

Township Advisory Council Report – Barb Bradley, Skandia Township

*Financial Reports – including Approval of the Bills**

Total October Payments: \$273,191.22

Wages & Benefits Paid in the Amount of: \$180,577.58

Bills Paid in the Amount of: \$83,031.59

Utilities Paid in the Amount of: \$9,582.05

Public Comment** –

(**The PWPL Board of Trustees welcome and appreciate public comments. Board Members will not engage in dialog during the public comment period. Board Members may choose to respond to public comments during the Board Member Comment period.)

*Board Action Items**

1) *Fee Schedule 2025-2026*

Other Business

1) Policy Evaluation

Public Comment

Board Member Comment

a) Trustee Manual – 2021 Edition, Chapter 6, Budget

https://mel.org/ld.php?content_id=76965541

Standing Reports

Correspondence

Library Director's Report

Assistant Library Director's Report

Development Director's Report

Management Reports

Statistical Reports

Adjournment

*These items (*bold/italics*) require a vote by the Board of Trustees.

Upcoming Meetings

Board of Trustees:	January 20, 2026
Board of Trustees Committee Meetings:	n/a
Township Advisory Council:	January 14, 2026

Board of Trustees of the Peter White Public Library
Regular Board Meeting
Minutes
Tuesday, October 21, 2025

A regular meeting of the Board of Trustees of the Peter White Public Library was held on Tuesday, **October 21, 2025** in the George Shiras III Room of the Peter White Public Library. The meeting was called to order by President Steve Schmunk at 5:01PM.

Members Present: Steve Schmunk, President; Lori Nelson, Member; Joe Meyskens, Member.

Library Staff Present: Andrea Ingmire, Library Director; Bruce MacDonald, Assistant Director/IT Head; Heather Steltenpohl, Development Director; Ann Richmond Garrett, Administrative Assistant; Jamie Goodwin, Finance Director.

Respectfully Excused: Suzanne Williams, Secretary; Heather Addison, Member.

TAC Representatives Present: Eve Lindsey and Jan Raskin, Chocoday Township.

Others present (in person or online): None

The Agenda was approved on a motion by Meyskens and seconded by Nelson. The motion is approved 3-0.

The Minutes of the September 30, 2025 Board Meeting were approved on a motion by Meyskens and seconded by Nelson. The motion is approved 3-0.

Special Presentations – Eric Froberg, AAMS Mark Aho Financial Group: Froberg presented updates on the Financial Group's management, and insights on performance, of Carol/Helen Paul Trust and General Fund portfolios. Froberg said it was a great year for markets. Funds are managed with the goal of providing stability, and all numbers are currently where they should be according to policy. Nelson asked about the process of rebalancing the portfolio—the standard operating procedure is contained within the policy. Meyskens asked how the approach changes when the market drastically fluctuates, Froberg explained this at length in historical perspective of market years like 2008/09, and 2022. Meyskens asked if there are any predictions for the near future of markets, Froberg said it is a good time to reassess risk and plan for financial needs, though there are no guarantees on what will happen with the market. Froberg presented statistics showing historical declines and returns, which demonstrated that staying invested yielded the best results. Froberg reviewed the PWPL Investment Policy, and both the Financial Group and the Finance Committee will work on having this finalized and signed by January 2026.

Heather Steltenpohl, PWPL Development Director: Steltenpohl gave an annual update on Development Fund activities during FY 24/25. She explained how designated funds operate when donated. The Development Fund has a Pass Through Fund (checking account) and others through the Endowment Funds, of which there are three more than when she reported last year, now totaling six funds, worth two million dollars overall. Steltenpohl spoke at length about each fund: Holly and Rod Aldrich, Carol Steinhaus, Vanderveen Center for the Book, Family and Local History, Friends of the Library, Garden, Aldrich Technology Assistance.

Steltenpohl talked about fund goals and projects for the upcoming year. Meyskens asked about the origin of the endowment fund, which was discussed at length. Schmunk requested a copy of the presentation, and asked about risk opposition within the investments. Steltenpohl said there are protective policies in place.

TAC Report: Eve Lindsey and Jan Raskin, Chocoday Township: Lindsey will be scheduling a meeting with the new Chocoday Township manager, Greg Elliott. There is a new vote coming up in regard to increased funding for Chocoday police, and fire fighters (which are paid On Call.) They have one new officer joining police staff. There has been a rezoning request in regard to mining and mineral extraction at building sites. Chocoday has a prescription drug return program, collecting 66lbs of pills this past year.

Financial Reports – including Approval of the Bills: Goodwin addressed questions and comments related to the bills and financial reports. A motion was brought by Nelson and seconded by Meyskens to approve the bills for September 2025, in the amount of \$261,313.97. The motion is approved 3-0.

Public Comment: None

Board Action Items:

- a) **Holiday and Closing Schedule 2026-** On a motion by Meyskens and seconded by Nelson, **the Board of Trustees of the Peter White Public Library moves to approve the Holiday and Closing Schedule 2026 as presented. The motion is approved 3-0.**
- b) **Board Meeting Dates 2026-** On a motion by Nelson and seconded by Meyskens, **the Board of Trustees of the Peter White Public Library moves to approve the Board Meeting Dates 2026 as presented.** Schmunk and Ingmire discussed the logistics of meeting dates that approach the end of the fiscal year. Meyskens asked about potential for non-Christian religious holiday conflicts with PWPL public board meetings. Ingmire reviewed and there did not appear to be any conflicts. **The motion is approved 3-0.**

Other Business: Ingmire requested initial Board Member review of the PWPL Material Selection and Intellectual Freedom policy, with possibility of updating in the future. Meyskens suggested Ingmire send an email to Board members asking for volunteers.

Public Comment: None

Board Member Comment:

- a) **Trustee Manual:** Review of Chapter 5, 2021 Edition: Funding. PWPL is considered a City Library in regard to public contracts. Ingmire gave an update on Tax Increment Funding/Downtown Development Authority Opt-Out, as well as the status of State Aid. Meyskens asked how much of that Aid is part of the PWPL budget, Ingmire and Goodwin verified the library has other sources of funding that are more significant.

Adjournment: Meyskens made motion to adjourn, seconded by Nelson. The motion is approved 3-0. The meeting adjourned at 6:35 PM.

Respectfully submitted,

Steve Schmunk
President

Upcoming meetings:

Board of Trustees: November 18, 2025

Board of Trustees Committee Meetings: n/a

Upcoming TAC meeting: 2026

Financial Reports

SUMMARY OF FINANCIAL POSITION OF PETER WHITE PUBLIC LIBRARY

Based on my comparison of the detailed expense and revenue transactions from the City of Marquette Accounting System, to the detail input documents provided by Peter White Public Library, it is my opinion that these Financial Statements are a close estimate of the Library's financial position.

Highlights of General Fund Balance Sheet

Cash Position	As of 09-30-25	As of 10-31-25	Change
Cash- Checking	\$1,319,280.38	\$1,168,442.53	\$(150,837.85)

Notes:

1. Cash receipts for October were \$109,545.87
2. Cash-Checking \$79,402.84
3. Checking-Bankcard \$30,143.03

<u>Highlights of General Fund Trust</u>	As of 09-30-25	As of 10-31-25	Change
Cash/Investment Position	\$216,409.30	\$217,173.86	\$764.56

1. Dividends & Interest in the amount of \$313.38 were reinvested
2. 3 Qtr. Admin Fees in the amount of \$463.63 were paid

Highlights of Carroll Paul Trust Fund

Cash/Investment Position	As of 09-30-25	As of 10-31-25	Change
	\$992,463.87	\$987,920.87	\$(4,543)

1. Dividends & Interest in the amount of \$1,285.09 were reinvested.
2. 3 Qtr. Admin Fees in the amount of \$2,126.31 were paid
3. FY 25-26 Qtr. 1 Distribution in the amount of \$9,175.00 was made and deposited into the Library's Operating Fund

SUMMARY OF FINANCIAL POSITION OF PETER WHITE PUBLIC LIBRARY

Highlights of Revenue & Expenditure Report

{Numbers taken from City Reports 11/17/25}

Peter White Library Fund (Operating)

	Current Month	Current YTD
Total Revenue	\$ 934,261.49	\$ 934,261.49
Total Expenses	<u>\$ (266,157.69)</u>	<u>\$ (266,157.69)</u>
Net of Revenue & Expense	<u>\$ 668,103.80</u>	<u>\$ 668,103.80</u>

Comments

Cash Balance	October		
Month Ending Current Year	Month Ending Prior Year		
\$ 1,168,442.53	vs \$ 1,103,639.18	=	\$ 64,803.35

Notes:

- October 2025 was a two pay period month. Total wages paid were \$97,902.28
- Actual expenses are approx. 11% of budget with approximately 8% of the FY year completed
 - Included you will find
 - Raymond James October Statements
 - Utility Statements for October
 - October Balance Sheet and Revenue and Expenditure Reports for the Library's Operating Fund
 - October Balance Sheet Report for the Carrol Paul Memorial Fund
 - October Revenue & Expenditure Report for the Library Improvement Debt Fund

Please note at the time of this report City Hall was still making adjustments to our 9/30/25 Year End which affect the current fiscal year revenue & expense numbers above

Respectfully Submitted ~ Jamie Goodwin



Securities offered through Raymond James Financial Services

RAYMOND JAMES

September 30 to October 31, 2025

MARK AHO

Raymond James Financial Services, Inc.
Raymond James Financial Services Advisors, Inc.**PWPL General Fund Account Summary - #258KY554**

Advisory

Registered to: PETER WHITE PUBLIC LIBRARY | 217 N FRONT ST | MARQUETTE MI 49855-4220173

		This Statement	Year to Date
Value This Statement		\$216,409.30	\$287,042.60
\$217,173.86			
Beginning Balance			
Deposits		\$0.00	\$0.00
Income		\$313.38	\$5,296.34
Withdrawals		\$0.00	\$(96,600.18)
Expenses		\$(463.63)	\$(2,324.73)
Change in Value		\$914.81	\$23,759.83
Ending Balance		\$217,173.86	\$217,173.86
Last Statement	Prior Year-End		
\$216,409.30	\$287,042.60		
Time-Weighted Performance*			
YTD	10.26%		
2024	7.19%		

Performance Inception: 10/29/2018

Important Messages

- Your account purpose is Wealth Accumulation & Provide Income, with a moderate risk tolerance and a time horizon exceeding 20 years.

Your PortfolioFor more information,
visit raymondjames.com/clientaccess

	Quantity	Price	Value	Gain or (Loss) ^o	Estimated Annual Income
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Cash & Cash Alternatives

Raymond James Bank Deposit Program ‡ 0.12% - Selected Sweep Option			\$2,156.23		\$2.58
Raymond James Bank			\$2,156.23		

Your bank priority state: MI

‡ Please see the Raymond James Bank Deposit Program on the Understanding Your Statement page.

Estimated Income Yield for RJBDP was calculated as of 10/31/2025.

Cash & Cash Alternatives Total			\$2,156.23		\$2.58
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Mutual Funds

AMERICAN INTERNATIONAL VANTAGE FUND CL F2 N/L (AIVFX)	967.456	\$20.400	\$19,736.10	\$10,373.50 ^B	\$246.70
COHEN & STEERS REALTY SHARES FUND CL I N/L (CSJIX)	97.185	\$66.140	\$6,427.82	\$3,389.66 ^B	\$194.47

Your Portfolio (continued)

	Quantity	Price	Value	Gain or (Loss) [°]	Estimated Annual Income
Mutual Funds (continued)					
EATON VANCE SHORT DURATION GOVT INC FD CL I N/L (EILDY)	3,548.725	\$7.310	\$25,941.18	\$12,761.59 ^B	\$1,504.66
FEDERATED HERMES KAUFMANN SMALL CAP FD INSTL SHRS IS N/L (FKAIX)	440.014	\$54.690	\$24,064.37	\$9,799.34 ^B	\$334.41
JPMORGAN LARGE CAP GROWTH FUND CL I N/L (SEEGX)	128.487	\$95.020	\$12,208.83	\$1,467.35 ^B	\$0.04
MFS INCOME FUND CL I N/L (MFIIX)	5,417.382	\$6.000	\$32,504.29	\$5,501.45 ^B	\$1,636.05
NEUBERGER BERMAN LARGE CAP VALUE INSTL CL N/L (NBPIX)	233.937	\$51.660	\$12,085.19	\$3,093.40 ^B	\$240.49
T. ROWE PRICE ALL CAP OPPORS FUND INVESTOR CL N/L (PRWAX)	140.356	\$86.030	\$12,074.83	\$1,246.39 ^B	\$7.07
JPMORGAN UNDISCOVERED MANAGERS BEHAVIORAL VAL CL L N/L (UBVLX)	274.829	\$83.190	\$22,863.02	\$16,904.07 ^B	\$433.68
Mutual Funds Total			\$167,905.63	\$64,536.75	\$4,597.57
Exchange-Traded Products (ETPs)					
FREEDOM 100 EMERGING MARKETS ETF (FRDM)	195.000	\$48.280	\$9,414.60	\$2,895.17	\$203.58
FIRST TRUST VALUE LINE DIVIDEND INDEX FUND (FVD)	260.000	\$45.130	\$11,733.80	\$3,471.70	\$271.44
FIRST TRUST LOW DURATION OPPORTUNITIES ETF (LMBS)	520.000	\$49.930	\$25,963.60	\$1,418.97	\$1,060.80
Exchange-Traded Products Total			\$47,112.00	\$7,785.84	\$1,535.82
Please see the Exchange-Traded Products on the Understanding Your Statement page.					
Portfolio Total			\$217,173.86	\$72,322.59	\$6,135.97

^B Please see Cost Basis on the Understanding Your Statement page regarding Open End Mutual Funds.

[°] Please see Cost Basis on the Understanding Your Statement page.

Log in to Client Access at <https://www.raymondjames.com/clientaccess> to view additional position details, filter, sort, or download up to 18 months of activity and see available delivery options for account documents.



Your Activity

Date	Activity Type	Description	Quantity/ Price	Amount
Income				
10/01/2025	Dividend - Taxable	COHEN & STEERS REALTY SHARES FUND CL I N/L (CSJIX) \$.45703 per share x 96.536 shares		\$44.12
10/01/2025	Dividend - Taxable	EATON VANCE SHORT DURATION GOVT INC FD CL I N/L (EILD) \$.03669 per share x 3,531.000 shares		\$129.57
10/01/2025	Dividend - Taxable	MFS INCOME FUND CL I N/L (MFIIX) \$.02585 per share x 5,394.102 shares		\$139.45
10/31/2025	Interest at RJ Bank Deposit Program	Raymond James Bank Deposit Program		\$0.24
Income Total				\$313.38
Expenses				
10/22/2025	Fee	Cash 4Q Fees for 092/365 Days at 0.85% on \$216,409.26		\$(463.63)
Expenses Total				\$(463.63)
Purchases, Sales and Redemptions				
10/01/2025	Reinvest	COHEN & STEERS REALTY SHARES FUND CL I N/L (CSJIX) \$.45703 per share x 96.536 shares	0.649 \$67.98151	\$(44.12)
10/01/2025	Reinvest	EATON VANCE SHORT DURATION GOVT INC FD CL I N/L (EILD) \$.03669 per share x 3,531.000 shares	17.725 \$7.31001	\$(129.57)
10/01/2025	Reinvest	MFS INCOME FUND CL I N/L (MFIIX) \$.02585 per share x 5,394.102 shares	23.280 \$5.99012	\$(139.45)





Securities offered through Raymond James Financial Services

RAYMOND JAMES

September 30 to October 31, 2025

MARK AHO

Raymond James Financial Services, Inc.
Raymond James Financial Services Advisors, Inc.**PWPL Helen Paul Trust Account Summary - #2259T374**

Advisory

Registered to: PETER WHITE PUBLIC LIBRARY | 217 N FRONT ST | MARQUETTE MI 49855-4220173

		This Statement	Year to Date
Value This Statement	Beginning Balance	\$992,463.87	\$926,076.70
\$987,920.87	Deposits	\$0.00	\$0.00
	Income	\$1,285.09	\$17,221.99
	Withdrawals	\$(9,175.00)	\$(35,875.00)
	Expenses	\$(2,126.31)	\$(8,082.57)
	Change in Value	\$5,473.22	\$88,579.75
	Ending Balance	\$987,920.87	\$987,920.87
Last Statement	Prior Year-End		
\$992,463.87	\$926,076.70		
Time-Weighted Performance*			
YTD	10.81%		
2024	7.35%		

Performance Inception: 10/29/2018

Important Messages

- Your account purpose is Wealth Accumulation & Provide Income, with a moderate risk tolerance and a time horizon exceeding 20 years.

Your PortfolioFor more information,
visit raymondjames.com/clientaccess

	Quantity	Price	Value	Gain or (Loss) ^o	Estimated Annual Income
Cash & Cash Alternatives					
Raymond James Bank Deposit Program ‡ 0.12% - Selected Sweep Option			\$8,150.68		\$9.78
Raymond James Bank			\$8,150.68		
Your bank priority state: MI					
‡ Please see the Raymond James Bank Deposit Program on the Understanding Your Statement page.					
Estimated Income Yield for RJBDP was calculated as of 10/31/2025.					
Cash & Cash Alternatives Total			\$8,150.68		\$9.78

Mutual Funds

AMERICAN INTERNATIONAL VANTAGE FUND CL F2 N/L (AIVFX)	4,990.470	\$20.400	\$101,805.59	\$48,077.30 ^B	\$1,272.57
COHEN & STEERS REALTY SHARES FUND CL I N/L (CSJIX)	433.650	\$66.140	\$28,681.61	\$10,896.06 ^B	\$867.73



Your Portfolio (continued)

	Quantity	Price	Value	Gain or (Loss) [°]	Estimated Annual Income
Mutual Funds (continued)					
EATON VANCE SHORT DURATION GOVT INC FD CL I N/L (EILDY)	12,744.764	\$7.310	\$93,164.22	\$28,955.83 ^B	\$5,403.78
FEDERATED HERMES KAUFMANN SMALL CAP FD INSTL SHRS IS N/L (FKAIX)	2,003.941	\$54.690	\$109,595.53	\$35,627.93 ^B	\$1,523.00
JPMORGAN LARGE CAP GROWTH FUND CL I N/L (SEEGX)	620.543	\$95.020	\$58,964.00	\$7,086.60 ^B	\$0.19
MFS INCOME FUND CL I N/L (MFIIX)	25,210.951	\$6.000	\$151,265.71	\$18,887.96 ^B	\$7,613.71
NEUBERGER BERMAN LARGE CAP VALUE INSTL CL N/L (NBPIX)	1,112.638	\$51.660	\$57,478.88	\$11,961.71 ^B	\$1,143.79
T. ROWE PRICE ALL CAP OPPORS FUND INVESTOR CL N/L (PRWAX)	672.423	\$86.030	\$57,848.55	\$5,971.14 ^B	\$33.89
JPMORGAN UNDISCOVERED MANAGERS BEHAVIORAL VAL CL L N/L (UBVLX)	1,194.642	\$83.190	\$99,382.27	\$63,424.55 ^B	\$1,885.15
Mutual Funds Total			\$758,186.36	\$230,889.08	\$19,743.81
Exchange-Traded Products (ETPs)					
FREEDOM 100 EMERGING MARKETS ETF (FRDM)	1,087.000	\$48.280	\$52,480.36	\$16,191.55	\$1,134.83
FIRST TRUST VALUE LINE DIVIDEND INDEX FUND (FVD)	1,167.000	\$45.130	\$52,666.71	\$14,611.10	\$1,218.35
FIRST TRUST LOW DURATION OPPORTUNITIES ETF (LMBS)	2,332.000	\$49.930	\$116,436.76	\$6,198.35	\$4,757.28
Exchange-Traded Products Total			\$221,583.83	\$37,001.00	\$7,110.46
Please see the Exchange-Traded Products on the Understanding Your Statement page.					
Portfolio Total			\$987,920.87	\$267,890.08	\$26,864.05

^B Please see Cost Basis on the Understanding Your Statement page regarding Open End Mutual Funds.

[°] Please see Cost Basis on the Understanding Your Statement page.

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Your Activity

Date	Activity Type	Description	Quantity/ Price	Amount
Income				
10/01/2025	Dividend - Taxable	COHEN & STEERS REALTY SHARES FUND CL I N/L (CSJIX) \$.45699 per share x 430.753 shares		\$196.85
10/01/2025	Dividend - Taxable	EATON VANCE SHORT DURATION GOVT INC FD CL I N/L (EILDIX) \$.03454 per share x 13,928.947 shares		\$481.12
10/01/2025	Dividend - Taxable	MFS INCOME FUND CL I N/L (MFIIX) \$.02414 per share x 25,109.757 shares		\$606.15
10/31/2025	Interest at RJ Bank Deposit Program	Raymond James Bank Deposit Program		\$0.97
Income Total				\$1,285.09
Withdrawals				
10/23/2025	Withdrawal	Check #956999 paid *CHECK TO CLIENT		\$(9,175.00)
Withdrawals Total				\$(9,175.00)
Expenses				
10/22/2025	Fee	Cash 4Q Fees for 092/365 Days at 0.85% on \$992,463.82		\$(2,126.31)
Expenses Total				\$(2,126.31)
Purchases, Sales and Redemptions				
10/01/2025	Reinvest	COHEN & STEERS REALTY SHARES FUND CL I N/L (CSJIX) \$.45699 per share x 430.753 shares	2.897 \$67.9496	\$(196.85)
10/01/2025	Reinvest	EATON VANCE SHORT DURATION GOVT INC FD CL I N/L (EILDIX) \$.03454 per share x 13,928.947 shares	65.817 \$7.30996	\$(481.12)
10/01/2025	Reinvest	MFS INCOME FUND CL I N/L (MFIIX) \$.02414 per share x 25,109.757 shares	101.194 \$5.98997	\$(606.15)
10/23/2025	Sale	EATON VANCE SHORT DURATION GOVT INC FD CL I N/L (EILDIX)	(1,250.000) \$7.340	\$9,175.00





BOARD OF LIGHT & POWER

2200 Wright Street, Marquette, MI 49855

Pay by Phone 1.833.625.0246

Phone 1.906.228.0311 **Fax** 1.906.228.0329

Web www.mblp.org **Email** info@mblp.org

Office Hours Mon - Fri 8:00 AM - 4:30 PM

Message Center

Ready to win a FREE month of power? Go paperless and get a chance to WIN! When you sign up for paperless billing with the Marquette Board of Light and Power, you'll be automatically entered into our Free Month of Power giveaway!

Switching to paperless billing has never been easier-thanks to SmartHub, our fast and user-friendly online Customer Portal. Create your account, hit the paperless button, and power up your savings!

Visit our Website at mblp.org and use the SmartHub application to enroll, or call our Customer Service Team at (906)228-0311 to enroll.



KEEP

SEND

Please do not staple or tape payment



BOARD OF LIGHT & POWER

2200 Wright Street, Marquette, MI 49855

Service Address:

217 N FRONT ST, LIBRARY
MARQUETTE MI 49855

CITY OF MARQUETTE
300 W BARAGA AVE
MARQUETTE MI 49855-4712

Account Number: 339129

CITY OF MARQUETTE

Bill Date: 10/28/2025



Billing Summary

Balance From Last Billing	\$8,972.77
Payments Received - Thank you!	-\$8,972.77
Balance Forward	\$0.00

Service Summary

Electric Service	\$7,862.31
Current Charges Due by 11/17/2025	\$7,862.31
Total Account Balance	\$7,862.31

ACH - DO NOT PAY - The Total Amount Due will be automatically debited from your bank account on the Payment Due Date.

Bill Date

10/28/2025

Account Number

339129

Current Charges due by 11/17/2025 \$7,862.31

Balance Forward \$0.00

Total Amount Due \$7,862.31

ACH Payment - Do Not Pay Drafted on 11/17/2025

MARQUETTE BOARD OF LIGHT AND POWER
2200 WRIGHT ST
MARQUETTE, MI 49855-1366



242020000339129000786231000786231102820251



BOARD OF LIGHT & POWER

2200 Wright Street, Marquette, MI 49855

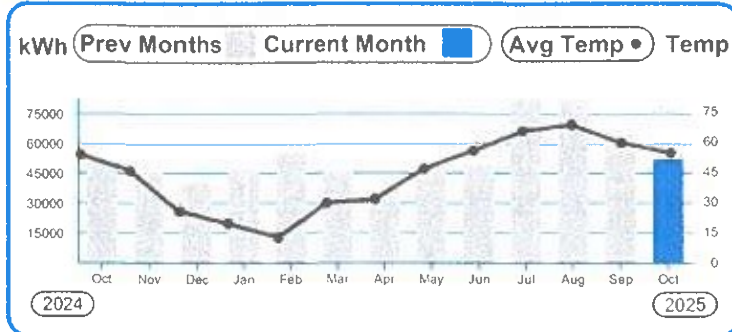


- PAY YOUR BILL
- MONITOR USAGE
- REPORT AN OUTAGE

Account: 339129

Service Address: 217 N FRONT ST, LIBRARY :

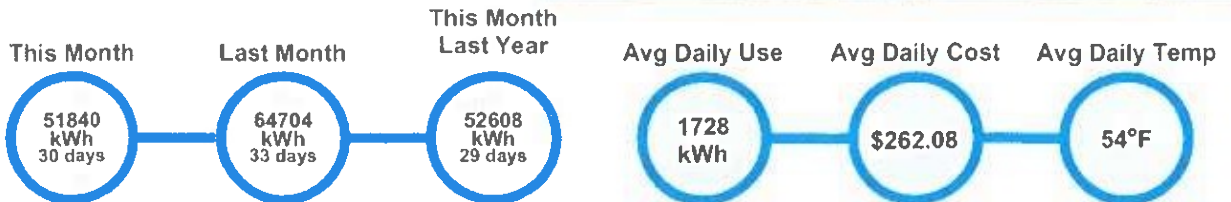
Meter #	Rate	Days		Days	Readings		Meter Multiplier	kWh	kW Demand
		From	To		Previous	Present			
357978570	U5	09/23/2025	10/23/2025	30	41193	41463	192	51840	172.032



Current Charges - Bill Date 10/28/2025

Flat Rate		\$130.25
kWh Charge	51,840 kWh @ 0.0770	\$3,991.68
Demand Charge	172.032 kW @ 21.5000	\$3,698.69
Fuel Adjustment	51,840 kWh @ 0.00078	\$40.44
PA95 Low Income Energy Assistance (LIEAF)		\$1.25
Current Charges		\$7,862.31
Balance Forward		\$0.00
Total Amount Due		\$7,862.31

Energy Usage Comparison



If electric service has been shutoff, any attempt to restore service by anyone other than an authorized Marquette Board of Light and Power employee is illegal and dangerous.

A complete set of rules, regulations and rate schedules for electric service can be found on our website at www.mblp.org.

To report an electrical outage or tree on the line, call 906-228-0311, extension 1.



Past Due Invoices: On current Bills, the net amount is due within 20 days from the billing date. After 20 days, a service charge of \$5.00 or 2%, whichever is greater, will be added to the net amount due. Failure to receive an invoice does not release customers from their obligation to pay. Customers who may be unable to pay should contact the billing office at the Marquette Board of Light & Power or call 906-228-0311. If service is disconnected for non-payment, full payment of the outstanding amount due is required before service will be restored. A service charge will also be applied. A deposit or additional deposit may also be assessed.

Ways to Pay Your Bill



Auto Pay

Visit mblp.org/smarthub or call the main office to set this up.



By Phone

Credit or debit card.
1.833.625.0246



Online

Visit mblp.org/pay-now



Pay in Person

24 hr drop box to the left of our main entrance.



Mail

Mail check or money order to:
MBLP
2200 Wright Street
Marquette, MI 49855



BOARD OF LIGHT & POWER

2200 Wright Street, Marquette, MI 49855

Pay by Phone 1.833.625.0246

Phone 1.906.228.0311 **Fax** 1.906.228.0329

Web www.mblp.org **Email** info@mblp.org

Office Hours Mon - Fri 8:00 AM - 4:30 PM

Message Center

Ready to win a FREE month of power? Go paperless and get a chance to WIN! When you sign up for paperless billing with the Marquette Board of Light and Power, you'll be automatically entered into our Free Month of Power giveaway!

Switching to paperless billing has never been easier thanks to SmartHub, our fast and user-friendly online Customer Portal. Create your account, hit the paperless button, and power up your savings!

Visit our Website at mblp.org and use the SmartHub application to enroll, or call our Customer Service Team at (906)228-0311 to enroll.



KEEP

SEND

Please do not staple or tape payment



BOARD OF LIGHT & POWER

2200 Wright Street, Marquette, MI 49855

Service Address:

217 N FRONT ST, PWPL GARAGE
MARQUETTE MI 49855

CITY OF MARQUETTE
300 W BARAGA AVE
MARQUETTE MI 49855-4712

Account Number: 339130

CITY OF MARQUETTE

Bill Date: 10/28/2025



Billing Summary

Balance From Last Billing	\$46.50
Payments Received - Thank you!	-\$46.50
Balance Forward	\$0.00

Service Summary

Electric Service	\$46.50
Current Charges Due by 11/17/2025	\$46.50
Total Account Balance	\$46.50

ACH - DO NOT PAY - The Total Amount Due will be automatically debited from your bank account on the Payment Due Date.

Bill Date 10/28/2025
Account Number 339130

Current Charges due by 11/17/2025	\$46.50
Balance Forward	\$0.00

Total Amount Due \$46.50

ACH Payment - Do Not Pay Drafted on 11/17/2025

MARQUETTE BOARD OF LIGHT AND POWER
2200 WRIGHT ST
MARQUETTE, MI 49855-1366



2420200003391300000004650000004650102820252



BOARD OF LIGHT & POWER

2200 Wright Street, Marquette, MI 49855

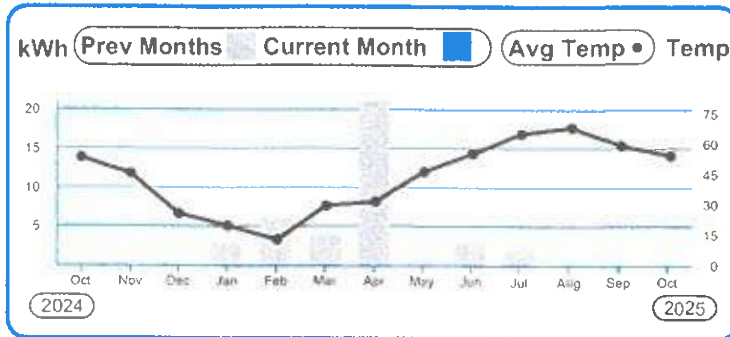


- PAY YOUR BILL
- MONITOR USAGE
- REPORT AN OUTAGE

Account: 339130

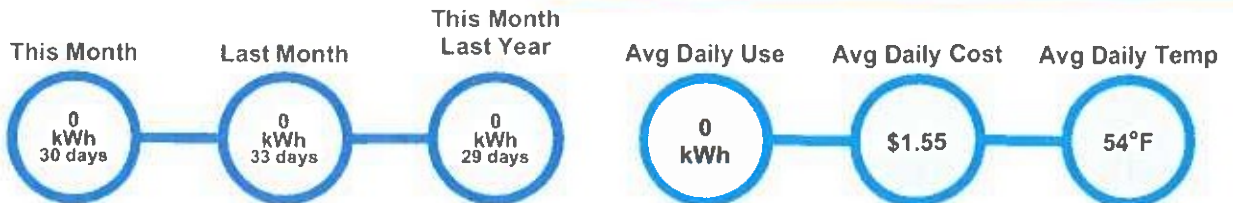
Service Address: 217 N FRONT ST, PWPL GARAGE :

Meter #	Rate	Days		Days	Readings		Meter Multiplier	kWh	kW Demand
		From	To		Previous	Present			
250013031	U3	09/23/2025	10/23/2025	30	1933	1933	1	0	0.000



Current Charges - Bill Date 10/28/2025	
Flat Rate	\$45.25
PA95 Low Income Energy Assistance (LIEAF)	\$1.25
Current Charges	\$46.50
Balance Forward	\$0.00
Total Amount Due	\$46.50

Energy Usage Comparison



If electric service has been shutoff, any attempt to restore service by anyone other than an authorized Marquette Board of Light and Power employee is illegal and dangerous.

A complete set of rules, regulations and rate schedules for electric service can be found on our website at www.mblp.org.

To report an electrical outage or tree on the line, call 906-228-0311, extension 1.



Past Due Invoices: On current Bills, the net amount is due within 20 days from the billing date. After 20 days, a service charge of \$5.00 or 2%, whichever is greater, will be added to the net amount due. Failure to receive an invoice does not release customers from their obligation to pay. Customers who may be unable to pay should contact the billing office at the Marquette Board of Light & Power or call 906-228-0311. If service is disconnected for non-payment, full payment of the outstanding amount due is required before service will be restored. A service charge will also be applied. A deposit or additional deposit may also be assessed.

Ways to Pay Your Bill





Natural Gas works for Michigan

Account Information

Account Number 0242631.501
Name CITY OF MARQUETTE
Service Address 217 N Front St
Peter White Public Library
Account Type General Service 3 Direct Pay

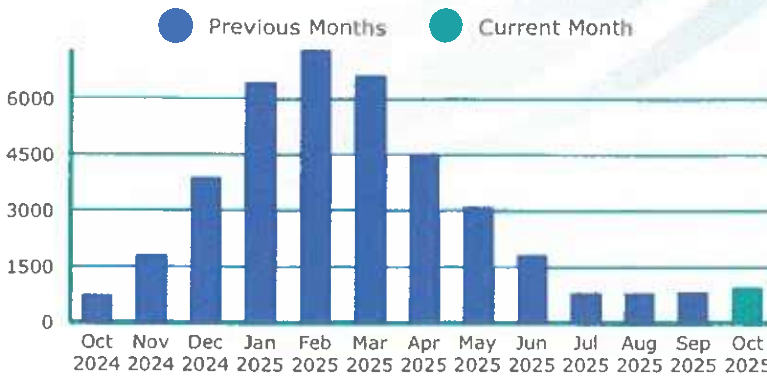
Account Summary

Balance Forward \$0.00
Current Charges \$816.68

Total Amount Due by 11/03/25

\$816.68

Usage History



Please return bottom portion with your payment.

[See Back for Details](#)



Make the
natural choice
choose eBill Today!

Account Number 0242631.501
Service Address 217 N Front St
Peter White Public Library

Current Charges Due 11/03/25
TOTAL AMOUNT DUE \$816.68

Direct Payment Plan

Your account is enrolled in the Direct Payment Plan. The amount of \$816.68 will be deducted from your bank on 11/03/25.



0282236-SEMS327079-SE.OVR-1045838000004
CITY OF MARQUETTE
300 W BARAGA AVE
MARQUETTE MI 49855-4712

Usage Detail

Meter Number:	Usage Period:	Previous Read:	Current Read:	Meter Factor:	Therm Factor:	Usage:
401858	09/03/25-10/02/25	43826 (Actual)	44736 (Actual)	1.000	1.048	953.680 THM

Important Messages

The MICHIGAN PUBLIC SERVICE COMMISSION (MPSC) regulates SEMCO ENERGY Gas Company.

IF GAS SERVICE HAS BEEN SHUT OFF, ANY ATTEMPT TO RESTORE SERVICE BY ANYONE OTHER THAN AN AUTHORIZED SEMCO EMPLOYEE IS ILLEGAL AND DANGEROUS.

Any inquiry or complaint about the bill must be made before the due date. Call Customer Service at 1-800-624-2019 or mail inquiries and complaints directly to SEMCO ENERGY Gas Company at PO Box 5004, Port Huron, MI 48061-5004.

To report a Gas Leak or Emergency, call 1-888-GAS-1-GAS (888-427-1427).

SEMCO ENERGY Gas Company will pay interest at a rate as ordered by the MPSC on all deposits. Interest will be credited semi-annually on the customer's gas bill. Upon termination of service or satisfactory payment by the customer for a period of 12 successive months, the deposit with the remaining interest will be refunded to the customer of record.

Rate Class

1-Residential Customers 3-GS2 6601-28500 Therms
2-GS1 0-6600 Therms 4-GS3 28501 Therms and above

A complete set of rules, regulations, and rate schedules for gas service are available upon request and can be reviewed with company assistance.



Account Detail

Days Billed: 29

Previous Balance	\$745.71
Payment - Thank you!	(\$745.71)
Balance Forward	\$0.00

Current Charges

SEMCO Cost of Gas (0.313380)	\$298.86
Customer Charge	\$116.20
MRP Charge	\$43.78
IRIP Charge	\$88.15
Distribution Charge (0.680760)	\$61.27
Distribution Charge 2 (0.119670)	\$103.36
Balance & Demand Charge (0.110160)	\$105.06

Total Current Charges

\$816.68

Total Amount Due by **11/03/25**

\$816.68

NOTE: A deposit may be required at any time if: 1) there is unsatisfactory payment history within the first six (6) months of establishing service, 2) two (2) or more disconnect notices have been issued within the last 12 months, 3) service has been disconnected for nonpayment, or 4) unauthorized usage has occurred.



Direct Pay



Online



eBill



Phone



Mail



To enroll contact:
1-800-624-2019
or visit
semcoenergygas.com

24/7 access
semcoenergygas.com

To enroll contact:
1-800-624-2019
or visit
semcoenergygas.com

1-800-624-2019
Customer Service
Monday-Friday
8 a.m. - 4:30 p.m.

Automated access
24/7

Mail Payments to:
SEMCO ENERGY
Gas Company
PO Box 740812
Cincinnati, OH
45274-0812



MAKE CHECKS PAYABLE AND RETURN TO:
CITY OF MARQUETTE
UTILITY BILLING
300 W BARAGA AVE
MARQUETTE MI 49855-4712
OFFICE: (906) 228-0420



Account Number:
Service Address:

3488706202
217 N FRONT ST

View account online @ www.marquettemi.gov - click on "Pay" to search.
Autopay Available (Checking or Savings) - Forms are on our website under the
departments tab, financial services, utility billing
Paperless billing available! Email utilitybilling@marquettemi.gov



CITY OF MARQUETTE
300 W BARAGA AVE
MARQUETTE, MI 49855-4712

Bill Date	
10/08/2025	
Amount Due	798.56
Due Date	10/29/2025
After Due Date	806.55
DO NOT REMIT PAYMENT. YOUR BANK ACCOUNT WILL BE CHARGED ON THE DUE DATE.	

Please return this portion with your payment. Thank You!



Pay-by-phone 855-246-9466
(fees may apply)

Bill Date	
10/08/2025	
Amount Due	798.56
Due Date	10/29/2025

Account information is available online at www.marquette.mi.gov - click on Pay a Bill button
The Marquette water supply (WSSN: 04120) exceeded the action level for lead in drinking water.
Lead can cause serious health problems. For more information please contact the City of Marquette
- Utility Inspector at (906) 225-8987 or atankka@marquettemi.gov or visit www.marquettemi.gov

Service Information		Account Summary	Billing Data
Account Number	Endpoint ID	Previous Balance	Usage Dates
3488706202	0120140453	\$0.00	
Service Address CITY OF MARQUETTE 217 N FRONT ST MARQUETTE MI 49855		Add Current Bill	From: 08/28/2025 To: 09/28/2025
		Total Due	Number of Billing Days
		After Due Date Pay:	32

Meter Readings and Usage Per Thousand Gallons				
Meter Serial #	Current Reads	Previous Reads	Current Usage	Last Year's Use
68800854	3076	3042	34	91
68800737	1171	1159	12	44

CURRENT CHARGES			Messages
SERVICE	READ DATE	AMOUNT	THE CITY HAS TRANSITIONED TO A CART ONLY SYSTEM FOR GARBAGE AND RECYCLING, IF YOU HAVE NOT RECEIVED CARTS PLEASE CALL 228-0444 *YARD WASTE IS NOT ACCEPTED IN BINS*
WATER GENERAL 2"	9/28/2025	\$426.70	
SEWER GENERAL	9/28/2025	\$371.86	

Fund 271 PETER WHITE LIBRARY FUND			
GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
Cash and cash equivalents			
271-000-001.000	Cash-Checking	1,322,563.83	1,168,442.53
271-000-004.000	Cash-Petty	1,690.00	1,690.00
271-000-007.000	Cash-Money Market	2,619.62	2,619.62
271-000-010.000	Cash-Checking Bankcard	30,143.03	1,814.93
Cash and cash equivalents		1,357,016.48	1,174,567.08
Investments			
271-000-017.000	Investments in Securities	213,789.68	213,789.68
Investments		213,789.68	213,789.68
Taxes receivable			
271-000-020.000	Taxes Receivable-Current	77,587.60	65,061.37
271-005-022.000	Taxes Receivable-Delinquent Personal	1,411.12	1,393.47
Taxes receivable		78,998.72	66,454.84
Accounts receivable			
Accounts receivable		0.00	0.00
Due from other governments			
Due from other governments		0.00	0.00
Due from other funds			
Due from other funds		0.00	0.00
Prepaid expenditures			
271-000-123.000	Prepaid Expenses	77,647.91	1,175.19
Prepaid expenditures		77,647.91	1,175.19
Land and other non-depreciable assets			
Land and other non-depreciable assets		0.00	0.00
Capital assets, net of depreciation			
Capital assets, net of depreciation		0.00	0.00
Total Assets		1,727,452.79	1,455,986.79
*** Liabilities ***			
Accounts payable			
271-000-202.000	Accounts Payable	52,651.06	10,666.23
Accounts payable		52,651.06	10,666.23
Due to other funds			
Due to other funds		0.00	0.00
Due to other authorities			
271-000-216.000	Due to DDA - TIF	8,879.97	7,648.12
271-000-230.000	Due to Brownfield TIF	1,545.28	1,004.85
Due to other authorities		10,425.25	8,652.97
Accrued wages payable			
271-000-257.000	Accrued Wages Payable	32,138.56	0.00
Accrued wages payable		32,138.56	0.00

Fund 271 PETER WHITE LIBRARY FUND			
GL Number	Description	Current Year Beg. Balance	Balance
*** Liabilities ***			
Deferred revenue			
271-000-335.000	Deferred Revenue-Property Tax	863,674.13	0.00
	Deferred revenue	863,674.13	0.00
Accrued leave payable			
	Accrued leave payable	0.00	0.00
Total Liabilities		958,889.00	19,319.20
*** Fund Balance ***			
Fund balance			
271-000-390.000	Fund Balance	750,891.83	750,891.83
	Fund balance	750,891.83	750,891.83
Total Fund Balance		750,891.83	750,891.83
Beginning Fund Balance - 24-25			750,891.83
Net of Revenues VS Expenditures - 24-25			17,671.96
*24-25 End FB/25-26 Beg FB		767,752.46	
Net of Revenues VS Expenditures - Current Year			668,103.80
Ending Fund Balance			1,437,259.27
Total Liabilities And Fund Balance			1,455,986.79

* Year Not Closed

		PERIOD ENDING 10/31/2025					
GL NUMBER	DESCRIPTION	2025-26	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED	END BALANCE
		AMENDED BUDGET	10/31/2025 NORM (ABNORM)	MONTH 10/31/25 INCR (DECR)	BALANCE NORM (ABNORM)		09/30/2025 NORM (ABNORM)
Fund 271 - PETER WHITE LIBRARY FUND							
Revenues							
Dept 000							
271-000-402.000	Current Real Property Taxes	1,110,800.00	821,780.06	821,780.06	289,019.94	73.98	1,061,978.99
271-000-410.000	Current Personal Property Taxes	54,100.00	41,971.19	41,971.19	12,128.81	77.58	51,846.60
271-000-410.001	Small Taxpayer Exemption Loss	5,340.00	5,763.57	5,763.57	(423.57)	107.93	9,028.15
271-000-437.000	Industrial Facility Tax	0.00	0.00	0.00	0.00	0.00	0.01
271-000-445.000	Penalties and Int on Taxes	2,000.00	148.58	148.58	1,851.42	7.43	2,989.43
271-000-510.000-50267	Federal Grants-NEA Big Read	0.00	0.00	0.00	0.00	0.00	16,600.00
271-000-510.000-60002	Federal Grants-Public Gallery Progra	0.00	0.00	0.00	0.00	0.00	7,200.00
271-000-543.000	State Aid	38,400.00	0.00	0.00	38,400.00	0.00	39,071.18
271-000-569.000	Other State Grants	0.00	0.00	0.00	0.00	0.00	2,258.27
271-000-574.000	State Revenue Sharing	40,000.00	40,000.00	40,000.00	0.00	100.00	40,000.00
271-000-580.000	Shared Services-Townships	742,000.00	189.52	189.52	741,810.48	0.03	759,400.83
271-000-642.000	Non-Resident Fee/Services	32,000.00	2,647.94	2,647.94	29,352.06	8.27	45,421.99
271-000-655.000	Fines and Forfeits	4,000.00	212.09	212.09	3,787.91	5.30	5,330.75
271-000-658.000	Penal Fines	85,000.00	7,082.00	7,082.00	77,918.00	8.33	83,789.93
271-000-665.000	Interest/Dividends	10,000.00	0.00	0.00	10,000.00	0.00	43,237.55
271-000-667.000	Rent	11,000.00	1,882.23	1,882.23	9,117.77	17.11	37,687.40
271-000-671.000	Vending Machine Revenue	3,000.00	119.00	119.00	2,881.00	3.97	3,812.80
271-000-675.000	Private Sources	120,000.00	60.00	60.00	119,940.00	0.05	68,487.14
271-000-676.000	Reimbursements	3,000.00	117.86	117.86	2,882.14	3.93	13,054.98
271-000-678.000	Payment In Lieu of Taxes	2,500.00	0.00	0.00	2,500.00	0.00	4,339.83
271-000-679.000	Carrol Paul Trust	36,700.00	0.00	0.00	36,700.00	0.00	35,600.00
271-000-679.022	PWPL Development Fund	28,810.00	0.00	0.00	28,810.00	0.00	0.00
271-000-679.022-73021	PWPL Development Fund-Technology	30,180.00	0.00	0.00	30,180.00	0.00	10,880.00
271-000-679.022-73022	PWPL Development Fund-Youth Svcs	4,660.00	0.00	0.00	4,660.00	0.00	3,550.00
271-000-680.000	Designated Donations	10,000.00	3,010.76	3,010.76	6,989.24	30.11	40,803.96
271-000-680.001	Designated Donations-Adult Programin	5,000.00	0.00	0.00	5,000.00	0.00	3,540.06
271-000-680.002	Designated Donations-Youth Programin	10,000.00	4,000.00	4,000.00	6,000.00	40.00	18,140.00
271-000-680.002-73023	Designated Donations-Teen Programing	2,000.00	0.00	0.00	2,000.00	0.00	10,919.20
271-000-680.003	Designated Donations-Adult Materials	10,000.00	4,015.12	4,015.12	5,984.88	40.15	19,733.78
271-000-680.004	Designated Donations-Youth Materials	500.00	0.00	0.00	500.00	0.00	5,110.54
271-000-680.004-73023	Designated Donations-Teen Materials	100.00	0.00	0.00	100.00	0.00	2,340.00
271-000-684.000	Fund Raising/Events	700.00	446.00	446.00	254.00	63.71	1,465.83
271-000-695.000	Retail Sales/Other	2,000.00	815.57	815.57	1,184.43	40.78	2,613.17
Total Dept 000		2,403,790.00	934,261.49	934,261.49	1,469,528.51	38.87	2,450,232.37
TOTAL REVENUES		2,403,790.00	934,261.49	934,261.49	1,469,528.51	38.87	2,450,232.37
Expenditures							
Dept 790 - OPERATIONS							
271-790-702.000	Wages	1,199,070.00	56,862.43	56,862.43	1,142,207.57	4.74	1,086,688.30
271-790-702.000-60002	Wages-Public Gallery Program	0.00	0.00	0.00	0.00	0.00	598.46
271-790-703.000	Accrued Leave Reserve	7,000.00	71.05	71.05	6,928.95	1.02	4,291.95
271-790-715.000	Longevity	6,470.00	0.00	0.00	6,470.00	0.00	6,620.00
271-790-716.000	Social Security	91,730.00	4,315.09	4,315.09	87,414.91	4.70	83,237.72
271-790-716.000-60002	Social Security-Public Gallery Progr	0.00	0.00	0.00	0.00	0.00	45.77
271-790-717.000	Health Insurance	269,000.00	38,624.50	38,624.50	230,375.50	14.36	240,261.94
271-790-718.000	Life Insurance	1,500.00	147.40	147.40	1,352.60	9.83	907.39
271-790-719.000	Unemployment Insurance	6,500.00	0.00	0.00	6,500.00	0.00	7,769.45
271-790-720.000	Disability Insurance	2,000.00	339.22	339.22	1,660.78	16.96	2,008.69
271-790-721.000	Workers Compensation	2,000.00	1,733.00	1,733.00	267.00	86.65	1,991.00
271-790-722.000	Retirement-MERS	121,240.00	60,618.00	60,618.00	60,622.00	50.00	166,856.00
271-790-724.000	Retirement-DC	61,000.00	4,575.15	4,575.15	56,424.85	7.50	55,719.21

GL NUMBER	DESCRIPTION	2025-26	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED	END BALANCE
		AMENDED BUDGET	10/31/2025 NORM (ABNORM)	MONTH 10/31/25 INCR (DECR)	BALANCE NORM (ABNORM)		09/30/2025 NORM (ABNORM)
Fund 271 - PETER WHITE LIBRARY FUND							
Expenditures							
271-790-727.000	Materials Supplies - Magazines	11,500.00	8,551.44	8,551.44	2,948.56	74.36	11,194.98
271-790-728.000	Postage	7,500.00	6,006.66	6,006.66	1,493.34	80.09	7,075.10
271-790-740.000	Office & Operating Supplies-Admin	9,000.00	4,908.25	4,908.25	4,091.75	54.54	6,432.44
271-790-740.003	Operating Supplies-Tech Svcs	12,140.00	942.88	942.88	11,197.12	7.77	7,072.84
271-790-740.004	Operating Supplies-IT Serv	6,000.00	745.82	745.82	5,254.18	12.43	6,000.00
271-790-741.000	Music Supplies	1,100.00	7.02	7.02	1,092.98	0.64	1,512.15
271-790-742.000	Library Activities Admin	3,000.00	200.00	200.00	2,800.00	6.67	6,983.78
271-790-742.001	Library Activities - Adult Programs	0.00	0.00	0.00	0.00	0.00	3,944.15
271-790-742.002	Library Activities - Youth Programs	0.00	0.00	0.00	0.00	0.00	2,240.67
271-790-742.002-73023	Library Activities - Teen Programs	0.00	0.00	0.00	0.00	0.00	590.83
271-790-743.000	Computer Programs	6,500.00	6,195.73	6,195.73	304.27	95.32	6,271.80
271-790-744.000	CPT Adult Prog (Music)	10,000.00	400.00	400.00	9,600.00	4.00	7,750.00
271-790-746.000	CPT-Digital Media	25,000.00	0.00	0.00	25,000.00	0.00	27,041.58
271-790-746.002	CPT-Youth Programing (Music)	2,400.00	101.18	101.18	2,298.82	4.22	2,384.60
271-790-746.002-73023	CPT-Teen Programing (Music)	600.00	0.00	0.00	600.00	0.00	600.00
271-790-747.000	Electronic Materials	14,500.00	9,675.30	9,675.30	4,824.70	66.73	14,084.64
271-790-775.000	Custodial Supplies	10,000.00	1,244.47	1,244.47	8,755.53	12.44	11,064.23
271-790-801.000	Professional/Contractual	135,000.00	10,707.58	10,707.58	124,292.42	7.93	119,343.39
271-790-801.003	Prof/Contr-Waste Mgmt & Snow Removal	15,000.00	224.00	224.00	14,776.00	1.49	13,897.50
271-790-850.000	Communications	10,500.00	768.91	768.91	9,731.09	7.32	9,358.80
271-790-860.000	Transportation	4,000.00	0.00	0.00	4,000.00	0.00	3,604.16
271-790-865.000	Conference/Seminars	4,000.00	675.00	675.00	3,325.00	16.88	1,300.00
271-790-880.000	Community Promotion	4,000.00	235.00	235.00	3,765.00	5.88	3,595.90
271-790-890.000	Designated Donations Exp	10,000.00	320.59	320.59	9,679.41	3.21	42,084.51
271-790-890.000-60002	Designated Donat Exp-Public Gallery	0.00	0.00	0.00	0.00	0.00	6,229.00
271-790-890.001	Desig Donat Exp-Adult Programs	5,000.00	500.00	500.00	4,500.00	10.00	2,764.39
271-790-890.001-50267	Desig Donat Exp-NEA Big Read Grant	0.00	0.00	0.00	0.00	0.00	16,597.86
271-790-890.002	Desig Donat Exp-Youth Programs	10,000.00	2,076.35	2,076.35	7,923.65	20.76	17,614.44
271-790-890.002-73023	Designated Donations Exp-Teen Progra	2,000.00	0.00	0.00	2,000.00	0.00	10,787.17
271-790-891.000-73021	Development Fund Exp-Technology	30,180.00	382.68	382.68	29,797.32	1.27	10,189.07
271-790-891.000-73022	Development Fund Exp-Youth Svcs	3,110.00	209.00	209.00	2,901.00	6.72	2,722.11
271-790-891.000-73023	Development Fund Exp-Teen Services	1,550.00	0.00	0.00	1,550.00	0.00	707.49
271-790-900.000	Printing/Publishing	1,500.00	0.00	0.00	1,500.00	0.00	853.04
271-790-910.000	Insurance	29,700.00	34,259.76	34,259.76	(4,559.76)	115.35	27,767.80
271-790-920.000	Purchased Power	88,000.00	0.00	0.00	88,000.00	0.00	93,941.64
271-790-921.000	Purchased Natural Gas	30,000.00	0.00	0.00	30,000.00	0.00	23,800.09
271-790-922.000	Purchased Water	10,000.00	0.00	0.00	10,000.00	0.00	8,460.59
271-790-923.000	Purchased Stormwater	700.00	58.00	58.00	642.00	8.29	696.00
271-790-930.000	Repair/Maintenance	25,000.00	1,830.63	1,830.63	23,169.37	7.32	34,828.65
271-790-940.000	Rental	5,700.00	0.00	0.00	5,700.00	0.00	5,831.96
271-790-950.000	Friends Sponsored/Incentive Program	1,000.00	0.00	0.00	1,000.00	0.00	993.23
271-790-951.000	Vending Supplies Expense	3,000.00	0.00	0.00	3,000.00	0.00	1,924.43
271-790-960.000	Membership Fees	4,000.00	178.74	178.74	3,821.26	4.47	3,826.72
271-790-976.000	Capital Outlay-Bldg Improvements	10,000.00	0.00	0.00	10,000.00	0.00	105,491.60
271-790-977.000	Capital Outlay-Equipment	2,500.00	0.00	0.00	2,500.00	0.00	2,500.00
271-790-977.000-73001	Capital Outlay-Audio Equipment	1,000.00	0.00	0.00	1,000.00	0.00	944.82
271-790-977.000-73002	Capital Outlay-Furniture & Equipment	4,000.00	0.00	0.00	4,000.00	0.00	0.00
271-790-983.000-73004	Capital Outlay-Adult & Reference Boo	36,000.00	4,641.23	4,641.23	31,358.77	12.89	35,361.72
271-790-983.000-73006	Capital Outlay-Youth Books	8,000.00	1,617.84	1,617.84	6,382.16	20.22	7,901.18
271-790-983.000-73010	Capital Outlay-Audio Books	3,500.00	0.00	0.00	3,500.00	0.00	3,051.68
271-790-983.000-73012	Capital Outlay-DVDs	4,000.00	618.33	618.33	3,381.67	15.46	3,970.32
271-790-983.000-73019	Capital Outlay-"Library of Things"	1,000.00	0.00	0.00	1,000.00	0.00	828.42
271-790-983.000-73023	Capital Outlay-Teen Books	3,000.00	209.02	209.02	2,790.98	6.97	2,696.56
271-790-983.002	Capital Outlay-Desig Donations-Youth	500.00	0.00	0.00	500.00	0.00	4,828.98
271-790-983.002-73010	Capital Outlay-Desig Donations-Youth	500.00	0.00	0.00	500.00	0.00	500.00
271-790-983.002-73023	Capital Outlay-Desig Donations-Teen	100.00	6.49	6.49	93.51	6.49	2,327.39

		PERIOD ENDING 10/31/2025					
GL NUMBER	DESCRIPTION	2025-26	YTD BALANCE	ACTIVITY FOR		AVAILABLE	END BALANCE
		AMENDED BUDGET	10/31/2025	MONTH 10/31/25	BALANCE		09/30/2025
			NORM (ABNORM)	INCR (DECR)	NORM (ABNORM)	% BDGT USED	NORM (ABNORM)
Fund 271 - PETER WHITE LIBRARY FUND							
Expenditures							
271-790-983.003	Capital Outlay-Desig Donations-Adult	10,000.00	373.95	373.95	9,626.05	3.74	19,198.13
Total Dept 790 - OPERATIONS		2,403,790.00	266,157.69	266,157.69	2,137,632.31	11.07	2,432,560.41
TOTAL EXPENDITURES		2,403,790.00	266,157.69	266,157.69	2,137,632.31	11.07	2,432,560.41
Fund 271 - PETER WHITE LIBRARY FUND:							
TOTAL REVENUES		2,403,790.00	934,261.49	934,261.49	1,469,528.51	38.87	2,450,232.37
TOTAL EXPENDITURES		2,403,790.00	266,157.69	266,157.69	2,137,632.31	11.07	2,432,560.41
NET OF REVENUES & EXPENDITURES		0.00	668,103.80	668,103.80	(668,103.80)	100.00	17,671.96

Fund 794 CARROL PAUL MEMORIAL FUND			
GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
Cash and cash equivalents			
	Cash and cash equivalents	0.00	0.00
Investments			
794-000-017.000	Investments in Securities	992,463.87	992,463.87
	Investments	992,463.87	992,463.87
Total Assets		992,463.87	992,463.87
*** Liabilities ***			
Accounts payable			
	Accounts payable	0.00	0.00
Total Liabilities		0.00	0.00
*** Fund Balance ***			
Fund balance			
794-000-396.000	Restricted Retained Earnings	992,463.87	992,463.87
	Fund balance	992,463.87	992,463.87
Total Fund Balance		992,463.87	992,463.87
Beginning Fund Balance - 24-25			992,463.87
Net of Revenues VS Expenditures - 24-25			0.00
*24-25 End FB/25-26 Beg FB		992,463.87	
Net of Revenues VS Expenditures - Current Year			0.00
Ending Fund Balance			992,463.87
Total Liabilities And Fund Balance			992,463.87

* Year Not Closed

		PERIOD ENDING 10/31/2025					
GL NUMBER	DESCRIPTION	2025-26	YTD BALANCE	ACTIVITY FOR		AVAILABLE	END BALANCE
		AMENDED BUDGET	10/31/2025	MONTH 10/31/25	BALANCE		09/30/2025
			NORM (ABNORM)	INCR (DECR)	NORM (ABNORM)	% BDGT USED	NORM (ABNORM)
Fund 371 - LIBRARY IMPROVEMENT DEBT FUND							
Revenues							
Dept 000							
371-000-402.000	Current Real Property Taxes	288,980.00	215,422.11	215,422.11	73,557.89	74.55	289,464.09
371-000-410.000	Current Personal Property Taxes	20,880.00	15,981.67	15,981.67	4,898.33	76.54	21,321.57
371-000-410.001	Small Taxpayer Exemption Loss	1,070.00	1,494.75	1,494.75	(424.75)	139.70	1,825.39
371-000-437.000	Industrial Facility Tax	19,350.00	14,437.04	14,437.04	4,912.96	74.61	19,750.92
371-000-445.000	Penalties and Int on Taxes	0.00	37.74	37.74	(37.74)	100.00	791.54
371-000-569.000	Other State Grants	0.00	0.00	0.00	0.00	0.00	456.59
371-000-678.000	Payment In Lieu of Taxes	0.00	0.00	0.00	0.00	0.00	1,124.72
371-000-697.000	Fund Balance Carried Forward	4,880.00	0.00	0.00	4,880.00	0.00	0.00
Total Dept 000		335,160.00	247,373.31	247,373.31	87,786.69	73.81	334,734.82
TOTAL REVENUES		335,160.00	247,373.31	247,373.31	87,786.69	73.81	334,734.82
Expenditures							
Dept 906 - Debt Service							
371-906-801.000	Professional/Contractual	520.00	10.00	10.00	510.00	1.92	520.00
371-906-991.000	Debt Service-Principal	245,000.00	245,000.00	245,000.00	0.00	100.00	250,000.00
371-906-995.000	Debt Service-Interest	89,640.00	45,300.00	45,300.00	44,340.00	50.54	93,100.00
Total Dept 906 - Debt Service		335,160.00	290,310.00	290,310.00	44,850.00	86.62	343,620.00
TOTAL EXPENDITURES		335,160.00	290,310.00	290,310.00	44,850.00	86.62	343,620.00
Fund 371 - LIBRARY IMPROVEMENT DEBT FUND:							
TOTAL REVENUES		335,160.00	247,373.31	247,373.31	87,786.69	73.81	334,734.82
TOTAL EXPENDITURES		335,160.00	290,310.00	290,310.00	44,850.00	86.62	343,620.00
NET OF REVENUES & EXPENDITURES		0.00	(42,936.69)	(42,936.69)	42,936.69	100.00	(8,885.18)

Background Information

- Board Action Items**
- Other Business**

TO: PWPL Board of Trustees
FROM: Andrea Ingmire, Library Director
DATE: November 18, 2025
RE: Board Action Items

1) Fee Schedule 2025/2026

Background:

Following multiple discussions about fax service charges at PWPL, staff would like to recommend an adjustment to the current fee schedule. At present, we charge \$1 per page to send a fax and \$0.50 per page to receive a fax. Faxing is valuable service, and the vast majority are shorter documents. However, we regularly assist patrons who must submit court documents, government assistance forms, or health-related paperwork exclusively by fax. These packets are often lengthy, sometimes exceeding 20 pages, which can result in high fees for patrons.

While per-page fees help account for the variable staff time involved, especially when faxes fail or need to be resent, the total cost for large packets can quickly become burdensome. A 25-page outgoing fax, for example, costs \$25, which does not reflect the actual staff effort involved.

To keep the service affordable while still covering staff time, we recommend maintaining the per-page model but adding a maximum fee for large faxes:

- **Outgoing faxes:** \$1 per page, with a **\$10 maximum per fax**
- **Incoming faxes:** \$0.50 per page, with a **\$5 maximum per fax**

These changes would better align fees with the true cost of service and reduce financial strain on patrons who rely on faxing for essential documents.

Fiscal Effect:

In the most recent AT&T billing cycle, the library paid \$35.34 for our fax line. During that period, we sent 22 faxes for a total revenue of \$122.00. A change in policy would result in less revenue of \$36 for this time period.

Recommendation:

PWPL Board of Trustees moves to approve the fee schedule including changes to the fee for faxing as presented.



TO: PWPL Board of Trustees
FROM: Andrea Ingmire, Library Director
DATE: November 18, 2025
RE: Board Action Items

Alternatives:

As determined by the PWPL Board of Trustees.

Attachments:

- Fee Schedule changes
- Faxing September 17, 2025 – October 16, 2025

Collection Use Fees

Item Type	Fines per Item per Day After Grace Period	Minimum Replacement Cost*
Art Prints	\$1.00	**
Audiobooks (Adult)	\$0.10	\$10/disc
Audiobooks (Youth)	\$0.00	\$10/disc
Books (Adult Fiction/NonFiction)	\$0.10	\$25.00
Books (Youth)	\$0.00	\$25.00
Books Paperback	\$0.10	\$10.00
DVDs (Adult and Youth)	\$0.10	\$20.00
Library of Things	\$1.00	**
Magazines (Adult)	\$0.10	\$5.00
Magazines (Youth)	\$0.00	\$5.00
Music CDs (Adult and Youth)	\$0.10	\$20/disc

Library Card Fees

Non-Resident Membership Fees	Household
3-month card	\$35.00
6-month card	\$65.00
1 year card	\$120.00
Institutional Library Card - 1 year	contact the library for more information.

Library of Things Cleaning Fee	\$5.00
Replacement Library Card	\$2.00
Unique Management Referral Fee	\$15.00

Services

Copies and Printouts - Black/White - per page	\$0.15
Copies and Printouts - Color - per page	\$0.25
Faxing - Sending	\$1.00/page - max \$10.00/fax
Faxing - Receiving	\$.50/page - max \$5.00/fax
FOIA request fee ***	based on request
Obituary Lookup (dd/mm/yyyy)	\$5.00
Obituary Lookup (mm/yyyy)	\$15.00
Proctoring /exam	\$20.00
Research over 15 minutes	\$25.00

* *Costs for replacement are estimates and depend on current market value.*

** *A list of replacement costs for Library of Things items is maintained by the Library and is available upon request.*

*** *FOIA request fees are based on the request. Refer to library policy MGT - 4 and MGT 4.1 for more details*

Meeting Room Rental Fees

	Booking fee for all not-for-profit reservations - up to 4 hours		Hourly rate for reservations OVER 4-hours.		For-profit entity with non-commercial use.
Large Capacity Meeting Room (max one bookings a month/organization in this room category)					
Community Room	\$25.00	+	\$10/hr		n/a
Studio #1	\$25.00	+	\$10/hr		n/a
Medium Capacity Meeting Room (max two bookings a month/organization in this room category)					
George Shiras III Room	\$15.00	+	\$5/hr		n/a
Heritage Room	\$15.00	+	\$5/hr		n/a
Small Capacity - Conference Rooms (max two bookings a month/organization in this room category)					
Dandelion Cottage Room	\$0.00	+	n/a		\$25/hr
Lions Room	\$0.00	+	n/a		\$25/hr
Peter White Conference Room	\$0.00	+	n/a		\$25/hr
See LIB-3 Meeting Room Policy for clarification on limited for-profit usage permitted in Conference Rooms. Meeting room rental fees to be effective with reservation dates starting January 1, 2025 regardless of when the reservation is made.					
Meeting Room Equipment Rental (Fees for equipment rental are in addition to room booking and rental rates.)					
Bose Speaker	\$	20.00			
Laptop	Included with Medium and Large capacity rentals pending availability				
Piano	no charge 1 use per month with Community room reservation; \$100 for each use in addition				

U.S. Passport Fees

Passport fees are set by the US Department of State. PWPL cannot modify this fee structure.

What are you applying for?	Application Fee Paid to the US Department of State (must be check or money order)	Execution Fee Paid to PWPL (can be cash, check, or credit card)
First-Time Adult Passport Book(Age 16 and over)	\$ 130.00	\$ 35.00
First-Time Adult Passport Card (Age 16 and over)	\$ 30.00	\$ 35.00
First-Time Adult Passport Book & Card (Age 16 and over)	\$ 160.00	\$ 35.00
Minor Passport Book (under 16)	\$ 100.00	\$ 35.00
Minor Passport Card (under 16)	\$ 15.00	\$ 35.00
Minor Passport Book & Card (Under 16)	\$ 115.00	\$ 35.00

US Passport Optional Fees

Expedite Fee per application	
1-2 Day Delivery	
File Search Fee	

Presented to the PWPL Board of Trustees: 8/5/2025; propped updates 11/18/2025

Faxing September 17, 2025 - October 16, 2025

Date	Current Fax Structure	Proposed Fax Structure	Reduction in revenue
17-Sep	\$ 7.00	\$ 7.00	\$ -
18-Sep	\$ 2.00	\$ 2.00	\$ -
18-Sep	\$ 2.00	\$ 2.00	\$ -
19-Sep	\$ 4.00	\$ 4.00	\$ -
19-Sep	\$ 12.00	\$ 10.00	\$ 2.00
26-Sep	\$ 1.00	\$ 1.00	\$ -
26-Sep	\$ 3.00	\$ 3.00	\$ -
30-Sep	\$ 1.00	\$ 1.00	\$ -
1-Oct	\$ 3.00	\$ 3.00	\$ -
1-Oct	\$ 3.00	\$ 3.00	\$ -
3-Oct	\$ 7.00	\$ 7.00	\$ -
7-Oct	\$ 42.00	\$ 10.00	\$ 32.00
8-Oct	\$ 1.00	\$ 1.00	\$ -
9-Oct	\$ 3.00	\$ 3.00	\$ -
9-Oct	\$ 2.00	\$ 2.00	\$ -
11-Oct	\$ 1.00	\$ 1.00	\$ -
11-Oct	\$ 3.00	\$ 3.00	\$ -
13-Oct	\$ 1.00	\$ 1.00	\$ -
14-Oct	\$ 12.00	\$ 10.00	\$ 2.00
14-Oct	\$ 3.00	\$ 3.00	\$ -
16-Oct	\$ 7.00	\$ 7.00	\$ -
16-Oct	\$ 2.00	\$ 2.00	\$ -

	\$ 122.00	\$ 86.00	\$ 36.00
Cost of fax line	\$ (35.34)	\$ (35.34)	
Total Revenue	\$ 86.66	\$ 50.66	

Credit Card Transactions

Transactions over \$10



TO: PWPL Board of Trustees
FROM: Andrea Ingmire, Library Director
DATE: November 18, 2025
RE: Other Business

1. Policy Evaluation

Background:

Attached is a list of all our public policies. Those highlighted in yellow will be five years old or older in 2026. Policies highlighted in green are priorities for review.

We will continue to evaluate policies as needed, while also ensuring the oldest ones receive a review—even if no changes are required.

Would any board members like to serve as early readers for policy updates? A committee of two would be ideal to review proposed revisions before they go to the full board. I don't expect in-person meetings will be necessary for most policies.

PWPL Policy Listing

Policies that will be 5 years old (or more) in 2026

Policies earmarked for review in 2026

Form or supplementary information attached to a policy, date of review will depend on the primary policy review itself.

Circulation Policies

- [CIRC - 1 Library Card Policy 5 2024](#)
- [CIRC - 2 Library of Things 1 2024](#)
- [CIRC - 3 Collection Use Policy 1 2024](#)
- [CIRC - 4 Interlibrary Loan 5 2021](#)

Management Policies

- [MGT - 1 Confidentiality of Library Records 4 2021](#)
- [MGT - 2 Records Retention Policy 5 2021](#)
- [MGT - 3 Security Camera Policy 4 2021](#)
- [MGT - 4 Freedom of Information Act Procedures and Guidelines 6 2023](#)
- [MGT - 4.1 Freedom of Information Act Summary 6 2023](#)
- [MGT - 5 Computer Internet Access and Use Policy 4 2021](#)
- [MGT - 5 1 Internet for Patron Provided Equipment Policy 1 2024](#)
- [MGT - 6 Credit Card Purchases Policy 6 2021](#)
- [MGT - 7 Fund Balance Policy 6 2021](#)
- [MGT - 8 Purchasing Policy 8 2022](#)
- [MGT - 9 Gift and Donation Policy 4 2022](#)
- [MGT - 9.1 Gift of Materials Form 2023](#)
- [MGT - 10 Investment Operations Policy 8 2023](#)

Information Policies

- [INFO - 1 Material Selection and Intellectual Freedom Policy 6 2021](#)
- [INFO - 1 1 Request for Reconsideration of Library Materials 11 2021](#)
- [INFO - 2 Local History Research Room Collection Policy 12 2020](#)
- [INFO - 3 Research Services 4 2019](#)
- [INFO - 4 Exam Proctoring Policy 4 2024](#)

Governing Policies

- [GOV - 1 Library Establishment and Authority 2 2021](#)
- [GOV - 2 Mission and Vision Statements 2 2018](#)
- [GOV - 3 Philosophical Principles Policy 2 2021](#)

- [GOV – 4 Operating Hours 8 2021](#)
- [GOV – 5 Holiday Observances 2 2021](#)
- [GOV – 6 Board of Trustees Bylaws 10 2023](#)
- [GOV – 7 Board Member Conflict of Interest Policy and Disclosure Form 2 2021](#)
- [GOV – 8 Emergency Response Policy 5 2023](#)
- [GOV – 9 Remote Work Policy 5 2023](#)
- Pandemic related policies have been sunset as of 5/1/2023.

Library Facility Policies

- LIB – 1 Animal Policy – rescinded 3/21/2023, included in LIB -2 Code of Conduct
- [LIB – 2 Code of Conduct Policy 4 2023](#)
- LIB – 2.2 Drug Alcohol and Tobacco Free Policy 2_ 2023 – rescinded 4/18/2023, included in LIB – 2 Code of Conduct
- [LIB - 3 Meeting Room Policy 8 2024](#)
- [LIB – 4 Small Group Study Room Policy 5 2021](#)
- [LIB – 5 Recording Booth Policy 12 2020](#)
- [LIB – 6 Memory Lab Policy 2 2023](#)

Programming Policies

- [PRG – 1 Library Sponsored Program Policy 6 2022](#)
- [PRG – 2 Library Tours 2022 2](#)
- [PRG - 3 Display and Exhibit Policy 3 2024](#)
- [PRG - 4 Bulletin Board Policy 2022 2](#)

CHAPTER 6: BUDGET

Once the library's mission statement, goals, objectives, and action statements are in place, the budget process flows from those directives. Having a strategic plan makes it easier for trustees and directors to agree on budget priorities.

The [Public Library Financial Management Guide](#), produced by the Library of Michigan and written by members of the accounting firm of Yeo and Yeo with funding provided by the [Institute of Museum and Library Services](#), includes information on all aspects of library financial operations. Budgeting, Audits, internal controls, reporting, investing, etc. This manual is available at no charge on the Library of Michigan's website. Every Michigan public library trustee and library director should read this guide to become familiar with the laws that govern public library financial operations.

A. Budgeting Process

Effective library planning requires adequate budgeting. The budget reflects priorities of the library plan and determines how resources are allocated throughout the library.

Boards work with the director in developing the budget. Usually, the director proposes a draft budget and presents it to the board for review and approval. Some boards establish a finance committee to formally assist the director in this process. When complete, the board reviews the draft budget and adopts it for implementation.

Preparation of a budget takes considerable time. An annual timetable helps identify specific deadline for each step of the process. This permits full consideration and debate on all significant elements of the budget.

Budgets must be written in conformity with Michigan law. Before the beginning of each fiscal year, the board is required by the state to adopt a balanced budget.

Trustees are legally responsible for all library expenditures, so board members need a thorough understanding of all aspects of the budget. The board and library director must ensure that the library's fiscal agent (whomever handles the library's accounting and bookkeeping) regularly (at least monthly) provides detailed financial reports and full explanations of all budget expenditures and variances.

Board meetings must allow adequate time to discuss budget issues.

An annual training session on budgeting and financial reporting is an excellent means of educating all trustees on library financial practices and procedures. Every month, the director should provide thorough and accurate budget update reports. Budget problems can be resolved more successfully when reviewed month by month, rather than solely at the end of the fiscal year.

The budget process can reveal flaws in the overall funding of the library and focuses attention on the board's responsibility to obtain adequate funding for the library.

Information on good budget practices and the laws that apply to the budget process can be found in chapter 6 of the [Public Library Financial Management Guide](#).

B. Audit Process

Public libraries are required to have audits pursuant to the Uniform Budgeting and Accounting Act. The audit must be performed by a certified public accountant. The library may have a separate audit for the library alone, or it may be included in a municipality's audit. For example, a township library may be included in the township's overall audit. A District Library must have its own separate audit.

Libraries serving a population with less than 4,000 are required to have an audit only once every two years. Libraries serving populations of more than 4,000 must have annual audits.

Information on audit requirements as well as audit preparation can be found in chapter 8 of the [Public Library Financial Management Guide](#).

Copies of completed audit reports and documents of public entities, including Michigan public libraries and municipalities can be found at no charge by searching the [Michigan Treasury Department's Local Government Document Search Site](#).

CHECKLIST FOR CHAPTER 6

- Does your library's budget dovetail with your strategic plan?
- Does your director provide you with detailed budget information on a monthly basis?
- Is enough time given at your board meetings so you understand your library's budget?
- Do you have internal controls in place to protect your library's funds?
- Does your board have an annual audit performed by a certified public accountant or is the library included in a municipality's annual audit?

Quality Services Audit Checklist (QSAC) Measures for Trustees

https://www.michigan.gov/documents/libraryofmichigan/LM_2016_QSAC_Measures_rev_547146_7.pdf

See the standards below within the appropriate level for your library to obtain additional information on best practices. For more information about QSAC, see [Appendix F](#) of this Handbook.

Essential Level – Core Measure for Governance/Administration

Enhanced Level – Core Measure for Governance/Administration

Excellent Level – Core Measure for Governance/Administration



Correspondence

Andrea -

On behalf of the Global Missions Committee of Messiah Lutheran Church, I thank you for your involvement with the visiting delegation from Azania Front. Our Tanzanian guests were touched by the warm welcoming communities of Messiah and Marquette, and you helped make that possible. Thank you for leading the library tour for our guests, while strengthening the connection between our cultures.

- Anna Wild, Global Missions Committee

Management and Department Reports

November 18, 2025
Library Director Report
Andrea Ingmire

Strategic Planning Update

Public Survey

Heather has been collecting and summarizing this patron data. However, the last month has not left us with much time to work on phone calls. We will focus back in on this in the upcoming weeks.

Art Galleries

December 2025 – January 2026

Winter Solstice Art and Evergreen. In partnership with Lake Superior Art Association, we will host a combination of both Winter Charm (art exhibit) AND Winter Wonderland Walk (holiday trees). In addition, the Pierce Holiday Village will be on display again by the bookstore. We're hoping to bring two beloved events together into one holiday celebration throughout the building.

Reception, December 11, 2025, 6-8pm. Will include refreshments and strolling music with Kerry Yost.

Michigan Library Association Conference

Bruce and I attended the annual Michigan Library Association Conference in Lansing October 28 – 31. This was an outstanding conference. I attended so many breakout sessions where I took copious notes. Keynote presenters were an excellent combination of funny and serious.

- Wade Rouse (aka: Viola Shipman) – Wade was funny and spoke about his path to becoming a writer and how he ended up in Saugatuck.
- Barbara McQuade – law professor at University of Michigan and author of *Attack from Within: How Disinformation is Sabotaging America*. This was not uplifting or funny. But – Barbara spoke eloquently about the dangers of misinformation we are currently facing.
- Rebekka Smith Aldrich – co-founder of the Sustainable Librarians Initiative. Michigan Library Association is providing a free year membership to Sustainable Libraries Initiative, so I anticipate you'll be hearing more from that perspective as we get deeper into the Strategic planning process.
- Nick Tanzi – tech consultant and library author spoke on AI and the library's role in helping our communities navigate this new frontier of technology explosion. "In the age of AI the library brand has never been stronger."
- I also attended sessions on Employee Wellbeing, Digital Wellness for teens, Onboarding at MCLS, Teen Advocacy toolkit, Ask a Lawyer, and Middle Management.

One main take away – Libraries are uniquely positioned to remain a trusted resource for our community amid growing disinformation, rapidly evolving technology such as AI, rising employee burnout, and increasing community disconnect.

eNewsletters

Total subscribed as of 11/17/25: 2885

October 2025	Constant Contact			Subscribers as of:
	Number of Deliveries	Average Rate open	Average clicks	11/17/2025
Insider (General Newsletter)				2604
Friends				621
Off the Shelf	1	61%	3%	575
Digital Resources and Tech	1	62%	2%	460
Art and Exhibits	1	57%	1%	584
Local History				353
Weekly Program Update	4	64%	2%	671
Youth Services Insider	6	56%	1%	600

Staff Updates

- Custodial Assistant – Kathryn Simmons joined PWPL for Staff Development Day on 11/11/25.
- Adult Services Assistant Department Head position was posted internally; we have a couple of very good candidates. More to come!

Director Chat – 11/5/2025

- Talked to a patron about all the sinking of the S.S. Edmund Fitzgerald anniversary and all the programming going on across Michigan.
- Spoke with a patron about aches and pains.
- Schedule chat with a staff member – several sick staff right now.
- Couple wanted to stop and say PWPL is the best library they've ever used!
- Talked to a new friend of PWPL, and got a few program ideas.
- A puzzle fan (couple) stopped to say that they had downsized their puzzle collection due to the puzzle table. They had so many nice things to say about this simple passive service.
- Staff member conversation about kids 😊

AM = 9

- Helped at circulation, patron wanted to check out the steel drum, I got to brush up on my Loft checkout process.
- Talked to a volunteer about Repair Café.
- Woman who moved here from Brighton said she loves PWPL.
- Patron asked about Can-A-Thon donations if they don't have fines.
- Talked to two staff members about tax forms and other things.
- A patron was looking to print off last year tax forms, he was happy to hear there wasn't a charge for these.
- A patron was looking for Medicare assistance, referred him to the Senior Center.
- Program coordinator said hi as they were cruising by.
- Talked to patron about the Sustainable Libraries Initiative.

PM = 10

Total = 19

Library Director Professional Development/Outreach and Volunteer Activities – October 2025

October 1	Director Chat
October 3	4 C's program
October 7	City Department Head Meeting 1:1 meeting with staff TV6 Interview – MelCat
October 8	1:1 meeting with staff
October 9	KBIC Promise Neighborhood meeting
October 11	Supervisor on Duty – Saturday
October 14	City Department Head Meeting Tasty Reads PWPL Supervisor Meeting
October 15	City Clerk Meeting
October 16	All Staff Meeting – Guest Room at the Inn
October 17	4 C's Program
October 20-24	Vacation
October 21	PWPL Board Meeting
October 24	4 C's Program
October 27	SLFP Lunch PWPL Supervisors Meeting 1:1 meeting with staff
October 28-31	Michigan Library Association Conference in Lansing

November 2025
Development Director's Report
Heather Steltenpohl, Development Director

Final Fiscal Year 2025/2026 - \$206,635.00 from 28 gifts was raised since October 1, 2025 (Private Sources/Designated Donations/Events & Grants/Development Fund). These gifts are the result of the newsletters, reminder letters, grant receipts, tributes and annual fund gifts.

FY 2025/2026 Total Fundraising

2025 Annual Fund	\$2,465.00
2025 Endowment Funds	\$200,000.00
2025 Fall Newsletter	\$2,365.00
2025 Tribute	\$1,805.00
	\$206,635.00

PWPL Development Fund 11/14/25

Garden Fund	\$	2,379.26
Next Chapter Book Club	\$	126.22
FRIENDS	\$	42,191.51
2025 Teen Summer Reading	\$	3,100.00
2026 Teen Summer Reading	\$	1,500.00
New York Review of Books Sub.-Sturgul Gift	\$	22.05
Mining Journal Project	\$	18,876.10
Kulisheck Programming Fund	\$	9,841.21
2022 Strategic Planning	\$	198.78
Aldrich Technology Assistance Fund	\$	9,699.40
Great Lakes Poetry Festival	\$	120.87
Collections Endowment	\$	215,000.00
Passion for Books Project	\$	5,224.11
Peace Room Project	\$	2,102.00
25/26 Teens Cook	\$	960.00
2024/2025 General Operations	\$	42,845.44

Friends of Peter White Public Library

The Friends next meeting is February 5, 2026 at 12:30 pm in the Community Room. Everyone is welcome to attend.

Friends of PWPL Financial Summary

Total October 2025 Store Sales	\$	3,506.41
Total 25/26 Store Sales	\$	5,110.24
Total 25/26 Online Sales	\$	1,298.53
Total Other 25/26 Revenue	\$	150.00
2025/2026 Friends Revenue	\$	6,558.77
Total PWPL Grants	\$	(13,598.61)
Total Other Expenses	\$	-
2025/2026 Total Expenses	\$	(13,598.61)
Balance	\$	47,964.44

The Friends of PWPL met on November 13, 2025 and approved the following grants to PWPL:

Local History Resource Room Supplies	\$	500.00
YS After School Snacks	\$	300.00
YS School Year Programming	\$	900.00
Party Planning Committee Supplies	\$	1,000.00
YS Youth Kits	\$	500.00
Writers on Writing Workshop Fees	\$	1,500.00
Adult Programming	\$	2,000.00
25/26 Craft Magic	\$	1,650.00
PLA Conference Fees	\$	600.00
AV Shelving	\$	800.00
Spring Institute for Youth Services	\$	800.00
Young Authors Visit	\$	500.00
YS Kitchen Set	\$	1,500.00
Artwork Frames and Supplies	\$	360.00
Emergency Supplies	\$	260.00
Staff Help Yourself Shelf	\$	1,200.00
Room Rental Equipment	NTE \$	3,750.00
Supply Closet Shelving	\$	560.00

Roberta Henderson Memorial Fund

PWPL has received a partial payment of \$200,000 from the estate of Roberta Henderson. We will use all funds received from the Henderson estate and an additional gift of \$15,000 from a private donor to establish the Roberta Henderson Memorial Fund. "Bobbie's Fund", as I've been calling it, will support the PWPL collection, including processing and maintenance. This fund could generate over \$16,000 in income annually.

Endowment Funds

Allyn Roberts Endowment Fund (10/31/25) - \$117,120.93

2025 Estimated Income (FY26/27 Budget) - \$3,316.83

Aldrich Technology Fund (10/31/25) - \$1,026,143.14

2025 Estimated Income (FY26/27 Budget)- \$25,312.36

Steinhaus Endowment Fund (10/31/25) - \$28,313.71

2025 Estimated Income (FY26/27 Budget)- \$784.43

PWPL General Endowment Fund (10/31/25) - \$812,239.90

2025 Estimated Income (FY26/27 Budget)- \$22,522.09

Vander Veen Center for the Book (10/31/25) - \$25,460.97

2025 Estimated Income (FY26/27 Budget)- \$1,020.43

Family and Local History Fund (10/31/25) - \$62,448.93

2025 Estimated Income (FY26/27 Budget)- \$1,715.16

TOTAL ENDOWMENT FUND VALUE (10/31/25): \$2,071,727.58

Total FY 2025 Estimated Endowment Fund Income (FY 26/27 Budget): \$54,633.32

Head of Technology / Assistant Director - Peter White Public Library
November 2025 Report - Events of October 2025

Improvements & What's New:

- Order of five new Dell computers submitted. Problem with delivery, still pending as of end of the month. Working with Dell to resolve.
- Range Telecommunications was onsite to move two cameras from prior locations to cover our new public spaces Studio 1 and Studio 2.
- Reprogrammed the lighting in former MACC spaces to fit our needs. Re-routed some network lines, did some related clean-up and tidying in the associated network closet, and started the process of adding a new phone for the space.
- The City IT staff informed us that they are likely to pull the connection to the City fiber network after early voting concludes in November. This was formerly used by the MACC, but also used by Jamie to access City software, and by the Clerk for early voting. We will make sure that Jamie still has a way to connect to City software. Future early voting sessions put on by the Clerk's office will be handled on the PWPL network.
- As the person who runs our leave system, I calculate our PTO liability yearly and submit to the City to be included in our financial statements / audit. This was for fiscal year end 2024-25. It is a snapshot of how much obligation PWPL has to employees if they all left and took the maximum PTO payout upon separation. As of September 30th, that liability was \$76,836.57.
- It is always a pleasure to attend the Michigan Library Association annual conference. I went again this year. It was in Lansing. There were many good sessions, and it's wonderful to meet other people in our field and share our stories, challenges, and ideas. The discussions with vendors on hand can also be fruitful. I spoke to an architect who specializes in libraries. He had an idea for a product to retrofit our skylights on the top floor once the materials in the current skylight need replacement (sometime in the next few years).
- Annika from NMU Archives came on-site to help us learn how to use our new overhead scanning equipment to digitize the Marquette Monthly. Very thankful to have her help us with this. We also had our annual UPLINK annual meeting. We got together to talk about the future of UPLINK, plan projects, and learn how to use it effectively.

Fixed, Etc.:

- Many small fixes, including firmware updates to WiFi devices and Ubiquiti routers.

Pending:

- Add one phone line for new office space in former MACC.
- New firewall sometime this fiscal year. SLC has ordered a Meraki firewall with eRate funding.

Bruce's committee, meeting, and other activity:

- Supervisor's meeting – October 14th
- All-staff meeting – October 16th
- Digitization training from UPLINK staff – October 17th
- PWPL Board of Trustees meeting – October 21st
- UPLINK annual meeting – October 24th
- Supervisor's meeting – October 27th
- Michigan Library Association annual conference – October 26th to 31st

Respectfully submitted,
Bruce MacDonald

Peter White Public Library
Adult Services Department Board Report
October 2025

ELECTRONIC COLLECTION USE (not noted in statistics sheets):

Ancestry:

- o Searches: **451**
- o Images/text: **260/191**

Mango languages:

- o Sessions: **78**
 - Mobile: **22**
 - Average Learning Time: **16:20**

New York Times:

- o Offsite code redemptions: **129**
 - Usage sessions: **1255**, Page views: **5659**, Articles read: **1849**

Value Line Online:

- Logins: **60**
 - o Searches: **123** , Downloads: **111**

Weiss Ratings Online:

- Total Users: **78**
- Searches: **35**
- Total Sessions: **11**
- Pages Viewed: **67**

OUTREACH/MARKETING:

- Superiorland Yesterdays: **Elliot**
- Entrance Display: **Libraries (Corey) ; Medical Memoirs (Cheryl)**
- NF Display: **Good Grief (Allie)** FIC Display: **Horror by Women (Elliot)**
- What's New At PWPL articles for the Mining Journal: **Corey and Elliot**

PROGRAMMING/TECH HELP:

- Tech Coaching for Seniors: **24** Third Thursday Roundtable: **3**
- Heritage Room Book Group: **3**
- NonFiction Book Group: **2**
- Repair Café: **10**
- Cyber Clinic: **10**

Updates from Adult Services

Adult Services had 31 passport applications processed (10 more than last month), proctored 18 exams for students (7 more than last month), and there were 1027 computer logins during the month of October. We continue to help with printing and other computer technical issues that arise with patrons on a regular basis. Collection management continues as well. Displays, Book Groups, and Superiorland Yesterdays for the Mining Journal continue as usual.

Tech Coaching for Seniors continues this fall and has been much appreciated by our seniors navigating technology. Lynette has complete all the advertising for many Tuesday and Thursday morning sessions that will take place in the coming months. This continues to be a great and much needed program for our seniors, and they really like Christine. Call the reference desk to reserve a spot! Lynette represented Adult Services on the Staff Development Committee meeting. She has also extended our task calendars for Adult Services through 2026 as we begin to anticipate her retirement at the end of the year. Lynette also finished an evaluation and relabeling project with the Michigan Reference Collection.

Elliot is now a Passport Agent here at PWPL. They have completed the online training and are now able to process passports for patrons and did process the most passports this month with 18 applications. Elliot has added facilitating the Repair Café to their duties. The second Repair Café was this month on the third Saturday, as that is what worked for our volunteers. They have worked with the Maintenance Department to streamline the set-up and tear down procedures for Repair Café. Elliot is also on the Intellectual Freedom Committee here at PWPL helping with activities for Right to Read Week this October.

Corey has been working to continue the organizing efforts in the Local History Research Room (LHRR). This room is now open for drop-in use on Wednesdays from 12-4pm. During this time there have been a few patrons coming in to use the room for research. Corey has continued to evaluate the LHRR Collections and started a list of supplies that will be needed to preserve some of our delicate materials.

Cheryl and Allie continue to train and learn more about working the reference desk. They have been learning the processes and procedures we follow for proctoring tests for online students at various institutions. Our most popular are Bay College and Lansing Community College, but there are a few others. We are actively proctoring tests for 14 students this semester so far. I have written procedures for proctoring that have tested by staff. They have also been actively engaged in helping patrons with the library apps (Superiorland App, Hoopla, Libby, Kanopy) that we have here at PWPL. Cheryl and Allie will be training for their Passport Agent Certification in November.

This month Bruce ordered a scanner for the Reference Staff to use for digitizing the Marquette Monthly magazines that we have. We have trained with Annika from UPLINK, as this scanner was purchased with her recommendation. We are testing out glass and plexi to see what would work best to put on top of the papers for the best scanning. We are all looking forward to working on this project.

Regards,

Amy M. Salminen, MLIS

Adult Services Department Head

Circulation Department Head Report: October 2025

Circulation staff completed the annual clean up of our patron database in October. For this process, SLC runs a report of patron accounts that have been expired for over 3 years. These accounts have not been active for over 3 years, and do not owe bills over \$5. They are removed from our database, and staff pull each paper card to verify the account was removed and shred the cards. A typical year will result in about 2,000-2,500 accounts being removed from the database.

Some background on how accounts become “expired”. A standard resident account, which is the most common PWPL account type, will be used for this example. Resident accounts are active for two years. A few months before the two-year mark, patrons are contacted and asked to verify that their contact information is still up to date. If we don’t hear back from the patron, their account is put on a hold and is not accessible. Circ staff typically process 100-150 responses each month and renew these accounts for another 2 years. We process responses via e-mail or in person at the desk, or over the phone. It is important to verify contact information for a few reasons: to make sure the patron still lives in our service area, and to make sure we know how to best reach the patron if needed.

This project takes time and attention to detail, and the Circ staff, as always, does a great job!

Meetings & Activities:

October 7: Supervisor’s meeting

October 8: Staff event planning food set up

October 14: Supervisor’s meeting

October 16: All-staff meeting

October 23: Circulation staff meeting

October 24: Meeting with desk supervisors

October 27: Supervisor’s meeting, meeting about posting policy, meeting with Andrea

October 29: Event planning committee meeting

Respectfully submitted,

Melissa Matuscak Alan

Circulation Department Head

PETER WHITE PUBLIC LIBRARY YOUTH SERVICES DEPARTMENT-REPORT TO BOARD OF TRUSTEES

Month of October. 2025

	# Attended	# Sessions
➤ Program Attendance Stats		
○ EL Total	822	29
○ Children's Total (Non-EL)	1,037	30
○ Self-Directed Programming	1,239	13
▪ Total Program Attendance	3,098	72

October in YS

October is always a wild, fun month for Youth Services – This town loves Halloween! Along with our regular storytimes and afterschool programs, we held our annual 'Twas the Night Before Halloween Storytime on October 30th. We had 172 people in attendance for stories and songs, a costume parade across the Community Room stage, followed by trick-or-treating as they left. What is great about this particular storytime is that it tends to draw in people who are not our regular weekly library users.

Holli Langlieb has been doing an amazing job on the Educator Card Outreach program, filling book pack requests and going out on class visits. In October she visited 7 different classrooms. This is a really valuable effort in that we are able to reach kids who may not come to the library and hopefully encourage them and their families to think about getting library cards and visit the library. The demand has been high enough for this service that Grace Champion will be helping Holli with filling book pack requests.

YS staff are working on a couple of big projects right now. Class visits to PWPL to tour the trees, hear stories and do a craft will begin on November 24th. Last year we had over 1,000 kids visit the library for December class visits, and expect similar attendance this year. YS staff are also working on preparing the annual Winter Reading Program which will kick off on Saturday January 17th.

Sarah's October Meetings & Activities outside of programming

- 5 scheduled 1-1 meetings with YS staff members throughout the month
- 10/: 1-1 Meeting with director
- 10/7: Meeting with other Dept. Heads
- 10/8: Presentation and tour to an NMU Children's Lit Class
- 10/10: Sarah and Andrea met with Promise Neighborhoods
- 10/14: Supervisors meeting
- 10/15: Present to other NMU Children's Lit Class
- 10/24: Scheduled internal meeting
- 10/27: Full Youth Services Department monthly meeting
- 10/27: Supervisors meeting

Sarah Rehborg

Youth Services Librarian
Peter White Public Library

Peter White Public Library

Teen Services Department Board Report

October 2025

- Program Attendance
 - Programs – 9
- Total Attendance – 809
- 81Monthly Programs (# of Teens attending)
 - Game On – 12
 - un”TITLE”d Teens - 15
 - D&D – 25
 - Homeschool Chapter Book Discussion - 4/5
- Special Events/Offsite Visits
 - One Superior Shore Festival (7th Grade) - 600
 - Teens Cook – 16
 - 6th Grade Class Visit(Davis) – 120
 - Bothwell Class Visit (Brkic) - 12

October was busy, all programs were back and I was off site for a middle school visits and events. The most popular program of the month was unTITEd Teens, I had a variety of Halloween and fall related crafts, including mini spooky terrariums. This month I visited Bothwell, visiting Ms. Davis’ 6th grade ELA classes, talking about services, events and more that the Library offers. Ms. Brkic invited me to talk to her class as well, and I showed them more resources on our MEL site. The one big event I was invited to was One Superior Shore Festival, which was put on by MTU Mind Trekkers. This event is a traveling STEM event, which invites local 7th grade students to explore science through on hands on experiments. Mind Trekkers set me up with an experiment, making Mylar float, and I was able to talk to the kids about it and let them know about the PWPL. It was a fun day and very busy. Each session had 300 students attend. This event rotates throughout the UP yearly.

Amanda Pierce

Teen Services Coordinator

November 2025

Technical Services Department Report for October 2025

Stephanie Garn, Technical Services Department Head

October Holds

Total 1,393
Most holds 129 on Monday, October 129
Least holds 28 on Thursday, October 16



OCLC/WorldCat (Out of state requests)

Borrowed 1
Loaned 0
Unfilled 1

Percentage of books added that were donations

Adult 2.55%
Teen 22.22%
Juvenile 10.05%

October 08 Communications Coordinator Interview
October 14 Supervisors meeting
October 27 Supervisors meeting
October 29 Party Planning Committee
October 30 Cool Things We Cataloged webinar

October 2025 Adult Programming Events

Free to Read Dinner, Book, and a Movie: *American Fiction & Erasure*

Monday, October 6, 2025, 5:30 p.m. - 8 p.m. Peter White Public Library Community Room. Adults, Seniors. For this special Free to Read Dinner & A Movie, bring your dinners and join in a special discussion of Percival's Everett's novel *Erasure* (copies available at PWPL) followed by a screening *American Fiction*, the 2024 film adaptation of the book. No admission charge. For more information, contact Marty at 226-4322, machatz@pwpl.info, or visit pwpl.info.

There were **6 in-person attendees** for this event.

Author Reading: Thomas Lynch & *No Prisoners*

Tuesday, October 7, 2025. 6:30 p.m.-7:30 p.m. Peter White Public Library Community Room. Adults, Seniors, Teens. Award-winning essayist and poet Thomas Lynch shares his first novel, *No Prisoners*, a tale about Doyle Shields, an aged trade embalmer, who struggles with loss, love, war, PTSD, redemption, and salvation in the concluding chapters of his life. Three-time Michigan Notable Book author John Smolens joins Lynch for a discussion of writing novels and the writerly life. No admission charge. For more information, contact Marty at 226-4322, machatz@pwpl.info, or visit pwpl.info.

There were **35 in-person attendees/3 virtual in-person attendees/37 YouTube views** for this event.

Free to Read Puzzle Day

Wednesday, October 8, 2025. All Day. Peter White Public Library. Adults, Seniors, Teens. As part of PWPL's celebration of reading and intellectual freedom, stop by any time during the day for puzzling and snacks. In various places throughout the library (on the first and second floors), several puzzle stations will be available for community members to try their hands at piecing together the whole picture. No admission charge. For more information, contact Marty at 226-4322, machatz@pwpl.info, or visit pwpl.info.

There were **16 in-person attendees** for this event.

Northwords and Music: Fear Itself Show

Wednesday, October 8, 2025. 6:30 p.m.-8:00 p.m. Peter White Public Library Community Room. Adults, Seniors, Family. Join 2022 Marquette Writer of the Year B. G. Bradley and his friends for an evening of music, stories, poetry, and skits sure to make you laugh, cry, clap, and sing for those fearful moments in our lives. The show features two-time U. P. Poet Laureate Marty Achatz; actress Jacque Love; actor Jim Edwards; celebrated musicians Linda Smith and Seamus Collins (Big Lake Acoustic); and special musical guest Brian Wallen. This event will also be livestreamed. For more information, contact Marty at 226-4322, machatz@pwpl.info, or visit pwpl.info.

There were **45 in-person attendees/4 virtual in-person attendees/37 YouTube views** for this event.

Marquette Poets Circle: NMU's Visiting Writers Series

Thursday, October 9, 2025, 6:30 p.m.- 8:00 p.m. Peter White Public Library Shiras Room. Adults, Seniors, Family Friendly. For this special event, PWPL's Marquette Poets Circle teams up with NMU's Department of English to sponsor a reading by NMU Creative Writing alumni Sarah Helen Bates, Krysl Malcolm Belc, Lisa Fay Coutley, and Rebecca Pelky. No admission

charge. For more information, contact Marty at 226-4322, machatz@pwpl.info, or visit pwpl.info.

There were **56 in-person attendees/3 virtual in-person attendees/39 YouTube views** for this event.

Docu Cinema: *Birth of the Living Dead: The Making of "Night of the Living Dead"*

Friday, October 10, 2025. 12:00 p.m.-2:00 p.m. Peter White Public Library Community Room. Adults, Seniors. In October 1968, director George Romero unleashed a new kind of horror film on the world with *Night of the Living Dead*. Come to PWPL to watch this documentary about how Romero's team of guerilla filmmakers in Pittsburgh made cinema history. Not Rated. No admission charge. For more information, contact Marty at 226-4322, machatz@pwpl.info, or visit pwpl.info.

There were **4 in-person attendees** for this event.

Craft Magic Series: Felt Magic with Jody Trost

Monday, October 13, 2025, 6:30 p.m.-8 p.m. Peter White Public Library Shiras Room. Teens, Family, Adults, Seniors. Join fiber artist Jody Trost for a Beginner Needle Felting Workshop. Learn basic needle felting and leave with your very own handmade felted Zombie Head Magnet. Felting starter kits and wool provided. Please bring a small pair of scissors. Space is limited to ten participants, so register early. No admission charge. Register at pwpl.info. For more information, contact Marty at 226-4322, machatz@pwpl.info, or visit pwpl.info.

There were **14 in-person attendees** for this event.

Friend-raiser Preminger Directs Marquette: Daniel Rydholm Presentation

Tuesday, October 14, 2025. 6:00 p.m.-8:00 p.m. Peter White Public Library Community Room. Adults, Seniors, Teens. For this special Friend-raiser event, local historian and cinephile Daniel Rydholm discusses Otto Preminger on the occasion of the great movie director's 120th birthday. Rydholm tells stories of Preminger's life, career, and time in the Upper Peninsula filming the acclaimed courtroom drama *Anatomy of a Murder*. **PLEASE NOTE: This is a ticketed event. Tickets are \$5 and can be picked up at the Circulation Desk starting Thursday, September 18, 2025. You must have a ticket in order to attend the event. The event will also be livestreamed on Peter White Public Library's YouTube channel.** For more information, contact Marty at 226-4322, machatz@pwpl.info, or visit pwpl.info.

There were **35 in-person attendees/11 virtual in-person attendees/21 YouTube views** for this event.

Writers on Writing: Keith Taylor

Wednesday, October 22, 2025. 12 p.m. - 2 p.m., Peter White Public Library Shiras Room. Adults, Seniors, Teens. In this new programming series, seasoned published authors of various genres lead participants through writing exercises and workshops to hone their writerly talents. **October's Writer: Keith Taylor.** The author of *Ecstatic Destinations* and *What Can The Matter Be?*, Keith Taylor is a Michigan Notable Book Award winner and seasoned poet whose work captures the essence of the natural world. **Space is limited to 15 participants, so register early.** No admission charge. For more information, contact Marty at 226-4322, machatz@pwpl.info, or visit pwpl.info.

There were **13 in-person attendees** for this event.

Author Reading: Keith Taylor & *What Can the Matter Be?*

Wednesday, October 22, 2025. 6:30 p.m.-7:30 p.m. Peter White Public Library Community Room. Adults, Seniors, Teens. PWPL hosts acclaimed poet Keith Taylor for a reading from his 2025 Michigan Notable Book *What Can the Matter Be?* This collection of poems explores themes of mortality and interconnectedness as only Taylor can—with wisdom, beauty, and humor. No admission charge. For more information, contact Marty at 226-4322, machatz@pwpl.info, or visit pwpl.info.

There were **22 in-person attendees/4 virtual in-person attendees/6 YouTube views** for this event.

Dylan Thomas Homage: Russell Thorburn & *And the Heart Will Not Quicken*

Monday, October 27, 2025, 2024. 6:30 p.m. - 7:30 p.m. Peter White Public Library Community Room. All Ages, Adults, Seniors, Teens. On Dylan Thomas' 111th birthday, join Russell Thorburn, National Endowment for the Arts recipient and first U.P. Poet Laureate, and musicians Dylan Trost and Patrick Booth for a special reading from Thorburn's recently published poetry (*And the Heart Will Not Quicken*) collection from University of Wisconsin-Stevens Point's Cornerstone Press. Acclaimed writer Peter Markus says of the book, "Thorburn reminds you of all the ways a poem can make us feel alive." No admission charge. For more information, contact Marty at 226-4322, machatz@pwpl.info, or visit pwpl.info.

There were **26 in-person attendees/5 virtual in-person attendees/44 YouTube views** for this event.

All Booked Up: Can We Talk?

Tuesday, October 28, 2025. 10 a.m. – 11 a.m. Peter White Public Library Shiras Room. Adults, Seniors. Join Marty and Andrea for an in-person, in-depth discussion of Upper Michigan Today's *All Booked Up* book of the month. Come with your questions, insights, and observations. This month's book: *Never Whistle at Night* edited by Shane Hawk. No admission charge. For more information, contact Marty at 226-4322, machatz@pwpl.info, or visit pwpl.info.

There were **3 in-person attendees** for this event.

Bluesday Tuesday Concert

Tuesday, October 28, 2025, 6:30 p.m.- 7:30 p.m. Peter White Public Library Community Room. Teens, Adults, Seniors, Family Friendly. Peter White Public Library hosts a blues concert sponsored by the Marquette Area Blues Society. This month's band: Phil Lynch. No admission charge. For more information, contact Marty at 226-4322, machatz@pwpl.info, or visit pwpl.info.

There were **22 in-person attendees/4 virtual in-person attendees/14 YouTube views** for this event.

All Booked Up: On Air

Wednesday, October 29, 2025. 9 a.m.-10 a.m. Peter White Public Library Community Room. Adults, Seniors. Join Upper Michigan Today's Tia Trudgeon and John Redfield, along with PWPL staff, for an on-air, in-person book discussion. This month's book: *Never Whistle at Night* edited Shane Hawk. No admission charge. For more information, contact Marty at 226-4322, machatz@pwpl.info, or visit pwpl.info.

There were **5 in-person attendees** for this event.

Dinner & A Movie Block Busting Cinema: *Sinners*

Wednesday, October 29, 2025. 5:30 p.m.-8 p.m. Peter White Public Library Community Room. Adults, Seniors, Teens. Bring your dinner, sit down, and enjoy director Ryan Coogler's 2025

genre-bending hit horror film that deals with institutional racism, the immigrant experience, music, and vampires. Rated R. No admission charge. For more information, contact Marty at 226-4322, machatz@pwpl.info, or visit pwpl.info.

There were **14 in-person attendees** for this event.

TOTAL NUMBER OF PARTICIPANTS FOR OCTOBER 2025 EVENTS:

Participants for in-person events:	316
Participants for virtual in-person	34
Participants for virtual (after the fact)	<u>198</u>
TOTAL Participants/Views:	548

Respectfully submitted,

Martin Achatz (he/him/his)

Adult Programming Coordinator

Facilities Manager November 2025

- Working to finish Adult Programing office.
- Painting complete in old MAAC offices and studio 2.
- Installing sound absorption panels in Deo Gallery.
- Monthly generator test.
- Monthly exit light test.
- Monthly fire extinguisher inspection.
- General upkeep and maintenance.

John Povey
Facilities Manager
Peter White Public Library
jpovey@pwpl.info
906-235-4262

Statistical Reports

Library Visits

2025/2026	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26	Aug-26	Sep-26	Total
Library Visits (Door Count)	17,058												17,058
Hours Open	266												266

Last FY 2024/2025	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Total
Library Visits (Door Count)	18,404	14,234	12,333	13,552	13,972	14,975	15,902	13,290	14,961	16,175	14,829	15,706	178,333
Hours Open	269	221	225	244	236	243	250	251	236	261	251	247	2,934

2025/2026		Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Attendance	# Days Open
OCTOBER	Attendance	0	2,307	2,597	3,198	3,556	2,705	2,695	17,058	
	Average Daily		577	649	640	711	541	674	632	27
NOVEMBER	Attendance	0							0	
	Average Daily									
DECEMBER	Attendance	0							0	
	Average Daily									
JANUARY	Attendance	0							0	
	Average Daily									
FEBRUARY	Attendance	0							0	
	Average Daily									
MARCH	Attendance	0							0	
	Average Daily									
APRIL	Attendance	0							0	
	Average Daily									
MAY	Attendance	0							0	
	Average Daily									
JUNE	Attendance	0							0	
	Average Daily									
JULY	Attendance	0							0	
	Average Daily									
AUGUST	Attendance	0							0	
	Average Daily									
SEPTEMBER	Attendance	0							0	
	Average Daily									

Current FY Total	0	2,307	2,597	3,198	3,556	2,705	2,695	17,058	27
Current FY Average YTD/Day	0	577	649	640	711	541	674	632	14

Last FY Total	0	31,225	33,110	33,567	31,718	24,041	24,675	178,336	299
Last FY Average/Day	0	650	647	681	637	492	476	593	23

Program Attendance

[illegible][illegible]

Circulation Transactions

[illegible]

Circulation by City/Township

[illegible][illegible][illegible]

Reference and Other Services

[illegible][illegible]

Interlibrary Loan

[illegible]

Registered Borrowers

[illegible][illegible][illegible]

Technology

[illegible][illegible]

Technical Services

[illegible]

Remote Book Drops

		Number of Pickups	Number of Items
Marquette Township			
	Total FY Year to Date	5	87
	Total Last FY	52	1291

Chocolay Township			
	Total FY Year to Date		
	Total Last FY	52	1419

Sands Township			
	Total FY Year to Date		
	Total Last FY	52	539

Skandia Township			
	Total FY Year to Date		
	Total Last FY	52	356

West Branch Township		5	10
	Total FY Year to Date	0	0
	Total Last FY	51	102

Total FY Year to Date ALL Locations:	5	87
Total ALL Locations Last FY:	259	3737

Staff and Board Listings

PWPL Employee Roster

Last Name	First Name	Start Date	Job Title
Achatz	Martin	10/19/2020	Programming Coordinator
Alan	Melissa	6/28/2022	Circulation Department Head
Barch	Margaret	8/1/2017	Circulation Assistant Department Head
Bengry	Mary	1/4/2024	Circulation Aide
Burtrum	Cheryl	8/11/2025	Adult Services Assistant
Champion	Grace	10/9/2024	Youth Services Assistant
Couts	Emily	2/15/2023	Circulation Aide
Ellis	Claire	6/11/2025	Youth Services Assistant
Flynn Chapman	Allison	8/12/2025	Adult Services Assistant
Garn	Stephanie	6/2/2017	Technical Services Dept Head
Guidebeck	Adyson	5/15/2024	Circulation Aide
Goodwin	Jamie	7/12/2021	Finance Director
Hersheway	James	10/4/2021	Maintenance Assistant
Ingmire	Andrea	6/6/2016	Library Director
Joyal	Natalie	4/2/2025	Library Page
Lanciani	Zach	3/21/2022	Circulation Aide
Langlieb	Holli	5/1/2024	Youth Services Programming Assistant
Lustig	Michael	8/8/2019	Library Page
MacDonald	Bruce	7/23/2007	Assistant Director / IT Coordinator
Marquardson	Marissa	9/16/2019	Youth Services Assistant
Pergande	Frank	4/30/2025	Youth Services Assistant
Peterson	Tina	6/9/2025	Circulation Aide
Pierce	Amanda	9/16/2014	Teen Services Coordinator
Povey	John	11/30/2020	Facilities Manager
Plourde	Rosemary	10/5/2018	Library Page
Rehborg	Sarah	11/20/2013	Youth Services Department Head
Richmond Garrett	Ann	10/25/2021	Administrative Assistant
Salminen	Amy	10/26/2020	Adult Services Department Head
Sargent	Ben	12/4/2007	Technical Services Assistant
Simmons	Kathryn	11/11/2025	Custodial Assistant
Spatz	Christopher	6/24/2013	Circulation Aide
Secreast	Joseph	3/26/2025	Maintenance Assistant Department Head
Shumate	Elliot	5/19/2025	Adult Services Assistant
Steltenpohl	Heather	10/20/1997	Development Director
Suckow	Lynette	1/29/2003	Adult Services Assistant Department Head
Wiseman	Corey	10/3/2023	Adult Services Local History Assistant

Distribute only to: Supervisory Staff, Administration Staff