

Board of Trustees of the Peter White Public Library

Agenda

Tuesday, January 20, 2026

George Shiras III Room, 5:00 pm

Zoom access:

<https://us02web.zoom.us/j/86990585465?pwd=qacxHgfsTOssryCYYbhSQ38KH4kLJ1.1>

Call to Order

Board Member Introductions

*Approve Agenda**

*Approve the Minutes of the Previous Meeting**

November 18, 2025

Special Presentation – Marty Achatz – Adult Programming Coordinator

Township Advisory Council Report – Suzanne Standerford, Sands Township

*Financial Reports – including Approval of the Bills**

Total November Payments: \$180,771.39

Wages & Benefits Paid in the Amount of: \$121,008.14

Bills Paid in the Amount of: \$50,661.69

Utilities Paid in the Amount of: \$9,101.56

Total December Payments: \$175,102.18

Wages & Benefits Paid in the Amount of: \$130,452.27

Bills Paid in the Amount of: \$37,774.53

Utilities Paid in the Amount of: \$6875.38

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) Amnesty Program – April 2026
- 2) Vape Collection Program
- 3) Board Meeting dates 2026

Other Business

- 1) Strategic Plan Update
- 2) State Aid Report
- 3) MACC space reorganization

Public Comment

Board Member Comment

Agenda - 1

a) Trustee Manual – 2021 Edition, Chapter 7, Advocacy and Public Relations
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:	February 17, 2026
Board of Trustees Committee Meetings:	n/a
Township Advisory Council:	April 8, 2026

Board of Trustees of the Peter White Public Library

Regular Board Meeting

Minutes

Tuesday, November 18, 2025

A regular meeting of the Board of Trustees of the Peter White Public Library was held on Tuesday, **November 18, 2025** in the George Shiras III Room of the Peter White Public Library. The meeting was called to order by President Steve Schmunk at 5:03 PM.

Members Present: Steve Schmunk, President; Suzanne Williams, Secretary; Lori Nelson, Member; Joe Meyskens, Member; Heather Addison, 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.

TAC Representatives Present: Barb Bradley, Skandia Township

Others present (in person or online): None

The Agenda was approved on a motion by Nelson and seconded by Meyskens. The motion is approved 5-0.

The Minutes of the October 21, 2025 Board Meeting were approved on a motion by Meyskens and seconded by Nelson. The motion is approved 3-0, with two abstentions.

Special Presentations – Bruce MacDonald, Network Administrator/Assistant Director.

MacDonald gave updates on IT at PWPL. Computers, general hardware, network hardware, and VPN are all continually being managed and updated throughout the year. Major updates include: installation of Windows 11 on all computers, Linux for online public access catalogs, myLIBRO library app for patron smartphones and other devices. The Polk Directory has now been digitized, and the next priority will be to digitize the Marquette Monthly. The Mining Journal Digitization project is now online through February 1989 (due to copyright limit. Request for approval from the owner of the Mining Journal, is ongoing.) MacDonald also touched on the topic of AI in libraries. While it can be a useful tool for both drafting and accessibility, some pitfalls also include security/privacy issues, and risk of misinformation. Meyskens asked about the difference between the myLIBRO and the Superiorland app, MacDonald said they function the same way and both are not needed. Meyskens also asked about security when early voting is held on site at the library, MacDonald said the City has its own network with a unique VPN, that the City can encrypt if they choose. Meyskens asked what safeguards are in place to prevent AI-produced books in library collections. MacDonald and Ingmire said the selection committee pays attention to this. Schmunk asked how the VPN is used with staff who work from home, MacDonald explained at length. He also asked about security footage retention policies, of 30 days. Schmunk verified that a new calendar system is being used. MacDonald and Schmunk discussed the state of the current firewall.

TAC Report: Barb Bradley, Skandia Township. Bradley addressed some road repairs in Skandia, including a repaved section of US-41. The township recently celebrated the 100th birthday of the Township historian Alice Anderson, who is known locally for her good deeds

and wealth of information. Beth Linna, township secretary, recently had a Fall celebration at her home.

Financial Reports – including Approval of the Bills: Goodwin addressed questions and comments related to the bills and financial reports. Schmunk verified, with Goodwin, that the City did approve revenue sharing that was in question. A motion was brought by Addison and seconded by Meyskens to approve the bills for October 2025, in the amount of \$273,191.22. The motion is approved 5-0.

Public Comment: None

Board Action Items:

a) **Fee Schedule 2025- 2026-** Following multiple discussions about fax service charges at PWPL, staff would like to recommend an adjustment to the current fee schedule. At present, PWPL charges \$1 per page to send a fax and \$0.50 per page to receive a fax. Though the vast majority are shorter documents, PWPL does assist patrons who must submit court documents, government assistance forms, or health-related paperwork exclusively by fax, all of which are lengthy (20+ pages.) To keep the service affordable while still covering staff time, PWPL recommends 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.

On a motion by Nelson and seconded by Addison, **the Board of Trustees of the Peter White Public Library moves to approve the Fee Schedule 2025-2026, including changes to the fee for faxing, as presented.** It was decided that the \$10 max per fax should be kept, with no page limit. **The motion is approved 5-0.**

Other Business:

1.) **Policy Evaluation:** the packet contains a list of all PWPL public policies. Those highlighted in yellow are five years old or older in 2026. Policies highlighted in green are priorities for review. PWPL will continue to evaluate policies as needed, while also ensuring the oldest ones receive a review—even if no changes are required. There was a call for board members to serve as early readers for policy updates, to review proposed revisions before they go to the full board. Meyskens asked if said board members would always be reviewing the policy as a first step, or after there had been legal review. Ingmore said the stage that board early-reading would be requested would be policy dependent. Addison asked for average policy length, in regard to setting expectation for how many would be covered in any given window of time. Ingmore said the goal is for the highlighted to be reviewed over the course of the year. Addison and Schmunk volunteered. Meyskens and Nelson also volunteered to take on review on an as-needed basis.

Public Comment: None

Board Member Comment:

a) **Trustee Manual:** Review of Chapter 6, 2021 Edition: Budget. Ingmore explained that PWPL is a component of the City, but not a Department of the City, and discussed at

length how this affects the timeline in which the PWPL budget is created. It was also mentioned that the audit will be coming up soon.

- b) Williams thanked Steltenpohl for her presentation at the last Board Meeting, asking how the variety of investment options are introduced to those who are interested donating. Steltenpohl said it is truly a case by case basis, as some have specific intentions for the funds, and some do not.
- c) Based on the YS Board Report, Meyskens asked if PWPL has a clear idea on patron numbers and stability—MacDonald said there is more data that can be reviewed to get a more accurate picture of long term trends in statistics.
- d) Schmunk asked about the status of the Marquette Arts and Culture move. Ingmire said there was minimal confusion in October (and on) when MACC vacated their offices on site at PWPL. PWPL did get the grant for the public gallery program, allowing sound panels to be installed in the DEO Gallery. Other use of spaces, aside from the Studios for public rental and library programming, to be determined.

Adjournment: Meyskens made motion to adjourn, seconded by Addison. The motion is approved 5-0. The meeting adjourned at 6:26 PM.

Respectfully submitted,

Suzanne Williams
Secretary

Upcoming meetings:

Board of Trustees: January 20, 2026

Board of Trustees Committee Meetings: n/a

Upcoming TAC meeting: January 14, 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 10-31-25	As of 12-31-25	Change
Cash- Checking	\$1,168,442.53	\$958,700.86	\$(209,741.67)

Notes:

1. Cash receipts for November & December were \$43,509.54 & 107,121.95 respectively.
2. Cash-Checking \$145,310.57
3. Checking-Bankcard \$5,320.92

<u>Highlights of General Fund Trust</u>	As of 10-31-25	As of 12-31-25	Change
Cash/Investment Position	\$217,173.86	\$219,871.27	\$2,697.41

1. Dividends, Interest & Capital Gains in the amount of \$10,592.93 were reinvested

Highlights of Carroll Paul Trust Fund

Cash/Investment Position	As of 10-31-25	As of 12-31-25	Change
	\$987,920.87	\$1,000,687.55	\$12,766.68

1. Dividends, Interest & Capital Gains in the amount of \$48,776.58 were reinvested.

SUMMARY OF FINANCIAL POSITION OF PETER WHITE PUBLIC LIBRARY

Highlights of Revenue & Expenditure Report

{Numbers taken from City Reports 1/14/25}

Peter White Library Fund (Operating)

	Current Month	Current YTD
Total Revenue	\$ 89,052.20	\$ 1,057,661.35
Total Expenses	\$ (179,811.93)	\$ (619,164.88)
Net of Revenue & Expense	\$ (90,759.73)	\$ 438,496.47

Comments

Cash Balance	December
Month Ending	Month Ending
Current Year	Prior Year
\$ 958,700.86	vs \$ 822,991.01 = \$ 135,709.85

Notes:

- November 2025 was a two pay period month. Total wages paid were \$99,519.34
- December 2025 was a two pay period month. Total wages & longevity paid were \$107,715.86
- Actual expenses are approx. 26% of budget with approximately 25% of the FY year completed
 - Included you will find
 - Raymond James November & December Statements
 - Utility Statements for November & December
 - December Balance Sheet and Revenue and Expenditure Reports for the Library's Operating Fund
 - December Balance Sheet Report for the Carroll Paul Memorial Fund
 - December Revenue & Expenditure Report for the Library Improvement Debt Fund

Respectfully Submitted ~ Jamie Goodwin

MARK AHORaymond 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

Value This Statement**\$219,022.60**Last Statement Prior Year-End
\$217,173.86 \$287,042.60

Time-Weighted Performance*

YTD 11.16%
2024 7.19%

	This Statement	Year to Date
Beginning Balance	\$217,173.86	\$287,042.60
Deposits	\$0.00	\$0.00
Income	\$434.44	\$5,730.78
Withdrawals	\$0.00	\$(96,600.18)
Expenses	\$0.00	\$(2,324.73)
Change in Value	\$1,414.30	\$25,174.13
Ending Balance	\$219,022.60	\$219,022.60

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.
- Realized gain/loss summary (Please see Cost Basis on the Understanding Your Statement page.)

	Year to Date
• Short-term gains	\$664.58
• Short-term losses	\$0.00
• Long-term gains	\$27,823.76
• Long-term losses	\$(1,495.78)
Net Gain/Loss Total	\$26,992.56

Your PortfolioFor more information,
visit raymondjames.com/clientaccess

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

Raymond James Bank Deposit Program [#] 0.05% - Selected Sweep Option	\$2,333.14	\$1.16
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Raymond James Bank \$2,333.14

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 11/28/2025.

Cash & Cash Alternatives Total	\$2,333.14	\$1.16
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Your Portfolio (continued)

	Quantity	Price	Value	Gain or (Loss)°	Estimated Annual Income
Mutual Funds					
AMERICAN INTERNATIONAL VANTAGE FUND CL F2 N/L (AIVFX)	967.456	\$20.540	\$19,871.55	\$10,508.95 ^B	\$246.70
COHEN & STEERS REALTY SHARES FUND CL I N/L (CSJIX)	97.185	\$67.880	\$6,596.92	\$3,558.76 ^B	\$194.47
EATON VANCE SHORT DURATION GOVT INC FD CL I N/L (EILDX)	3,566.064	\$7.330	\$26,139.25	\$12,959.66 ^B	\$1,504.88
FEDERATED HERMES KAUFMANN SMALL CAP FD INSTL SHRS IS N/L (FKAIX)	440.014	\$55.280	\$24,323.97	\$10,058.94 ^B	\$334.41
JPMORGAN LARGE CAP GROWTH FUND CL I N/L (SEEGX)	128.487	\$92.110	\$11,834.94	\$1,093.46 ^B	\$0.04
MFS INCOME FUND CL I N/L (MFIIX)	5,439.179	\$6.010	\$32,689.47	\$5,686.63 ^B	\$1,631.75
NEUBERGER BERMAN LARGE CAP VALUE INSTL CL N/L (NBPIX)	233.937	\$53.170	\$12,438.43	\$3,446.64 ^B	\$240.49
T. ROWE PRICE ALL CAP OPPORS FUND INVESTOR CL N/L (PRWAX)	140.356	\$85.870	\$12,052.37	\$1,223.93 ^B	\$7.07
JPMORGAN UNDISCOVERED MANAGERS BEHAVIORAL VAL CL L N/L (UBVLX)	274.829	\$84.550	\$23,236.79	\$17,277.84 ^B	\$433.68
Mutual Funds Total			\$169,183.69	\$65,814.81	\$4,593.49
Exchange-Traded Products (ETPs)					
FREEDOM 100 EMERGING MARKETS ETF (FRDM)	195.000	\$48.110	\$9,381.45	\$2,862.02	\$203.58
FIRST TRUST VALUE LINE DIVIDEND INDEX FUND (FVD)	260.000	\$46.580	\$12,110.80	\$3,848.70	\$271.44
FIRST TRUST LOW DURATION OPPORTUNITIES ETF (LMBS)	520.000	\$50.026	\$26,013.52	\$1,468.89	\$1,060.80
Exchange-Traded Products Total			\$47,505.77	\$8,179.61	\$1,535.82

Please see the Exchange-Traded Products on the Understanding Your Statement page.



Your Portfolio (continued)

	Value	Gain or (Loss)[°]	Estimated Annual Income
Portfolio Total	\$219,022.60	\$73,994.42	\$6,130.47

^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.

Values may not reflect all your gains/losses: Accurate gain/loss information is provided wherever possible for most investments however, cost basis may be incomplete or unavailable for some of your holdings and may change or be adjusted in certain cases. Statement information, including any gain/loss and income activity, should not be used for tax preparation, instead refer to official tax documents.

Your Activity

Date	Activity Type	Description	Quantity/ Price	Amount
Income				
11/03/2025	Dividend - Taxable	FIRST TRUST LOW DURATION OPPORTUNITIES ETF (LMBS) \$.17000 per share x 520.000 shares		\$88.40
11/03/2025	Dividend - Taxable	EATON VANCE SHORT DURATION GOVT INC FD CL I N/L (EILDX) \$.03572 per share x 3,548.725 shares		\$126.75
11/03/2025	Dividend - Taxable	MFS INCOME FUND CL I N/L (MFIIX) \$.02414 per share x 5,417.382 shares		\$130.78
11/28/2025	Interest at RJ Bank Deposit Program	Raymond James Bank Deposit Program		\$0.11
11/28/2025	Dividend - Taxable	FIRST TRUST LOW DURATION OPPORTUNITIES ETF (LMBS) \$.17000 per share x 520.000 shares		\$88.40
Income Total				\$434.44

Purchases, Sales and Redemptions

11/03/2025	Reinvest	EATON VANCE SHORT DURATION GOVT INC FD CL I N/L (EILDX) \$.03572 per share x 3,548.725 shares	17.339 \$7.31011	\$(126.75)
11/03/2025	Reinvest	MFS INCOME FUND CL I N/L (MFIIX) \$.02414 per share x 5,417.382 shares	21.797 \$5.9999	\$(130.78)



PWPL Helen Paul Trust Account Summary - #2259T374

Advisory

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

Value This Statement**\$996,077.04**Last Statement Prior Year-End
\$987,920.87 \$926,076.70

Time-Weighted Performance*

YTD 11.68%
2024 7.35%

	This Statement	Year to Date
Beginning Balance	\$987,920.87	\$926,076.70
Deposits	\$0.00	\$0.00
Income	\$1,888.63	\$19,110.62
Withdrawals	\$0.00	\$(35,875.00)
Expenses	\$0.00	\$(8,082.57)
Change in Value	\$6,267.54	\$94,847.29
Ending Balance	\$996,077.04	\$996,077.04

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.
- Realized gain/loss summary (Please see Cost Basis on the Understanding Your Statement page.)

	Year to Date
• Short-term gains	\$234.71
• Short-term losses	\$0.00
• Long-term gains	\$55,447.86
• Long-term losses	\$(2,906.97)
Net Gain/Loss Total	\$52,775.60

Your PortfolioFor more information,
visit raymondjames.com/clientaccess

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

Raymond James Bank Deposit Program [#] 0.05% - Selected Sweep Option	\$8,944.00	\$4.47
Raymond James Bank	\$8,944.00	

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 11/28/2025.

Cash & Cash Alternatives Total	\$8,944.00	\$4.47
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Your Portfolio (continued)

	Quantity	Price	Value	Gain or (Loss) [°]	Estimated Annual Income
Mutual Funds					
AMERICAN INTERNATIONAL VANTAGE FUND CL F2 N/L (AIVFX)	4,990.470	\$20.540	\$102,504.25	\$48,775.96 ^B	\$1,272.57
COHEN & STEERS REALTY SHARES FUND CL I N/L (CSJIX)	433.650	\$67.880	\$29,436.16	\$11,650.61 ^B	\$867.73
EATON VANCE SHORT DURATION GOVT INC FD CL I N/L (EILDX)	12,811.347	\$7.330	\$93,907.17	\$29,698.78 ^B	\$5,406.39
FEDERATED HERMES KAUFMANN SMALL CAP FD INSTL SHRS IS N/L (FKAIX)	2,003.941	\$55.280	\$110,777.86	\$36,810.26 ^B	\$1,523.00
JPMORGAN LARGE CAP GROWTH FUND CL I N/L (SEEGX)	620.543	\$92.110	\$57,158.22	\$5,280.82 ^B	\$0.19
MFS INCOME FUND CL I N/L (MFIIX)	25,312.383	\$6.010	\$152,127.42	\$19,749.67 ^B	\$7,593.71
NEUBERGER BERMAN LARGE CAP VALUE INSTL CL N/L (NBPIX)	1,112.638	\$53.170	\$59,158.96	\$13,641.79 ^B	\$1,143.79
T. ROWE PRICE ALL CAP OPPORS FUND INVESTOR CL N/L (PRWAX)	672.423	\$85.870	\$57,740.96	\$5,863.55 ^B	\$33.89
JPMORGAN UNDISCOVERED MANAGERS BEHAVIORAL VAL CL L N/L (UBVLX)	1,194.642	\$84.550	\$101,006.98	\$65,049.26 ^B	\$1,885.15
Mutual Funds Total			\$763,817.98	\$236,520.70	\$19,726.42
Exchange-Traded Products (ETPs)					
FREEDOM 100 EMERGING MARKETS ETF (FRDM)	1,087.000	\$48.110	\$52,295.57	\$16,006.76	\$1,134.83
FIRST TRUST VALUE LINE DIVIDEND INDEX FUND (FVD)	1,167.000	\$46.580	\$54,358.86	\$16,303.25	\$1,218.35
FIRST TRUST LOW DURATION OPPORTUNITIES ETF (LMBS)	2,332.000	\$50.026	\$116,660.63	\$6,422.22	\$4,757.28
Exchange-Traded Products Total			\$223,315.06	\$38,732.23	\$7,110.46

Please see the Exchange-Traded Products on the Understanding Your Statement page.



Your Portfolio (continued)

	Value	Gain or (Loss)[°]	Estimated Annual Income
Portfolio Total	\$996,077.04	\$275,252.93	\$26,841.35

^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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Values may not reflect all your gains/losses: Accurate gain/loss information is provided wherever possible for most investments however, cost basis may be incomplete or unavailable for some of your holdings and may change or be adjusted in certain cases. Statement information, including any gain/loss and income activity, should not be used for tax preparation, instead refer to official tax documents.

Your Activity

Date	Activity Type	Description	Quantity/ Price	Amount
Income				
11/03/2025	Dividend - Taxable	FIRST TRUST LOW DURATION OPPORTUNITIES ETF (LMBS) \$.17000 per share x 2,332.000 shares		\$396.44
11/03/2025	Dividend - Taxable	EATON VANCE SHORT DURATION GOVT INC FD CL I N/L (EILDX) \$.03819 per share x 12,744.764 shares		\$486.72
11/03/2025	Dividend - Taxable	MFS INCOME FUND CL I N/L (MFIIX) \$.02414 per share x 25,210.951 shares		\$608.59
11/28/2025	Interest at RJ Bank Deposit Program	Raymond James Bank Deposit Program		\$0.44
11/28/2025	Dividend - Taxable	FIRST TRUST LOW DURATION OPPORTUNITIES ETF (LMBS) \$.17000 per share x 2,332.000 shares		\$396.44
Income Total				\$1,888.63

Purchases, Sales and Redemptions

11/03/2025	Reinvest	EATON VANCE SHORT DURATION GOVT INC FD CL I N/L (EILDX) \$.03819 per share x 12,744.764 shares	66.583 \$7.30997	\$(486.72)
11/03/2025	Reinvest	MFS INCOME FUND CL I N/L (MFIIX) \$.02414 per share x 25,210.951 shares	101.432 \$5.99998	\$(608.59)



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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

Value This Statement

\$219,871.27

Last Statement Prior Year-End
\$219,022.60 \$287,042.60

Time-Weighted Performance*

YTD 11.59%

Annualized Since 7.02%
10/29/2018

	This Statement	Year to Date
Beginning Balance	\$219,022.60	\$287,042.60
Deposits	\$0.00	\$0.00
Income	\$10,158.49	\$15,889.27
Withdrawals	\$0.00	\$(96,600.18)
Expenses	\$0.00	\$(2,324.73)
Change in Value	\$(9,309.82)	\$15,864.31
Ending Balance	\$219,871.27	\$219,871.27

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.
- Realized gain/loss summary (Please see Cost Basis on the Understanding Your Statement page.)

	Year to Date
• Short-term gains	\$664.58
• Short-term losses	\$0.00
• Long-term gains	\$27,823.76
• Long-term losses	\$(1,495.78)
Net Gain/Loss Total	\$26,992.56

Your Portfolio

For more information,
visit raymondjames.com/clientaccess

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

Raymond James Bank Deposit Program [‡] 0.03% - Selected Sweep Option	\$2,568.65	\$0.77
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Raymond James Bank \$2,568.65

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 12/31/2025.

Cash & Cash Alternatives Total	\$2,568.65	\$0.77
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Your Portfolio (continued)

	Quantity	Price	Value	Gain or (Loss) ^o	Estimated Annual Income
Mutual Funds					
AMERICAN INTERNATIONAL VANTAGE FUND CL F2 N/L (AIVFX)	1,000.319	\$20.180	\$20,186.44	\$10,823.84 ^B	\$290.09
COHEN & STEERS REALTY SHARES FUND CL I N/L (CSJIX)	97.881	\$65.650	\$6,425.89	\$3,387.73 ^B	\$193.22
EATON VANCE SHORT DURATION GOVT INC FD CL I N/L (EILDX)	3,582.872	\$7.320	\$26,226.62	\$13,047.03 ^B	\$1,508.39
FEDERATED HERMES KAUFMANN SMALL CAP FD INSTL SHRS IS N/L (FKAIX)	523.922	\$45.810	\$24,000.87	\$9,735.84 ^B	
JPMORGAN LARGE CAP GROWTH FUND CL I N/L (SEEGX)	142.897	\$81.800	\$11,688.97	\$947.49 ^B	\$4.94
MFS INCOME FUND CL I N/L (MFIIX)	5,461.026	\$5.970	\$32,602.33	\$5,599.49 ^B	\$1,627.39
NEUBERGER LARGE CAP VALUE INSTL CL N/L (NBPIX)	249.274	\$50.870	\$12,680.57	\$3,688.78 ^B	\$217.87
T. ROWE PRICE ALL CAP OPPORS FUND INVESTOR CL N/L (PRWAX)	151.927	\$79.010	\$12,003.75	\$1,175.31 ^B	\$4.57
JPMORGAN UNDISCOVERED MANAGERS BEHAVIORAL VAL CL L N/L (UBVLX)	300.344	\$78.290	\$23,513.93	\$17,554.98 ^B	\$453.22
Mutual Funds Total			\$169,329.37	\$65,960.49	\$4,299.69
Exchange-Traded Products (ETPs)					
FREEDOM 100 EMERGING MARKETS ETF (FRDM)	195.000	\$51.270	\$9,997.65	\$3,478.22	\$226.40
FIRST TRUST VALUE LINE DIVIDEND INDEX FUND (FVD)	260.000	\$46.080	\$11,980.80	\$3,718.70	\$282.62
FIRST TRUST LOW DURATION OPPORTUNITIES ETF (LMBS)	520.000	\$49.990	\$25,994.80	\$1,450.17	\$1,060.80
Exchange-Traded Products Total			\$47,973.25	\$8,647.09	\$1,569.82

Please see the Exchange-Traded Products on the Understanding Your Statement page.



Your Portfolio (continued)

	Value	Gain or (Loss)°	Estimated Annual Income
Portfolio Total	\$219,871.27	\$74,607.58	\$5,870.28

° 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.

Values may not reflect all your gains/losses: Accurate gain/loss information is provided wherever possible for most investments however, cost basis may be incomplete or unavailable for some of your holdings and may change or be adjusted in certain cases. Statement information, including any gain/loss and income activity, should not be used for tax preparation, instead refer to official tax documents.

Your Activity

Date	Activity Type	Description	Quantity/ Price	Amount
Income				
12/01/2025	Dividend - Taxable	EATON VANCE SHORT DURATION GOVT INC FD CL I N/L (EILDX) \$.03455 per share x 3,566.064 shares		\$123.20
12/01/2025	Dividend - Taxable	MFS INCOME FUND CL I N/L (MFIIX) \$.02414 per share x 5,439.179 shares		\$131.30
12/09/2025	Dividend - Taxable	COHEN & STEERS REALTY SHARES FUND CL I N/L (CSJIX) \$.47199 per share x 97.185 shares		\$45.87
12/09/2025	Capital Gain	FEDERATED HERMES KAUFMANN SMALL CAP FD INSTL SHRS IS N/L (FKAIX) Long Term Capital Gain \$.09042 per share x 440.014 shares		\$3,999.91
12/12/2025	Capital Gain	JPMORGAN LARGE CAP GROWTH FUND CL I N/L (SEEGX) Long Term Capital Gain \$.32522 per share x 128.487 shares		\$1,198.17
12/12/2025	Capital Gain	T. ROWE PRICE ALL CAP OPPORS FUND INVESTOR CL N/L (PRWAX) Long Term Capital Gain \$.73427 per share x 141.767 shares		\$812.93
12/12/2025	Capital Gain	T. ROWE PRICE ALL CAP OPPORS FUND INVESTOR CL N/L (PRWAX) Short Term Capital Gain \$.77388 per share x 140.409 shares		\$108.66



Your Activity (continued)

Date	Activity Type	Description	Quantity/ Price	Amount
Income (continued)				
12/12/2025	Dividend - Taxable	T. ROWE PRICE ALL CAP OPPORS FUND INVESTOR CL N/L (PRWAX) <i>\$.03007 per share x 140.356 shares</i>		\$4.22
12/12/2025	Capital Gain	JPMORGAN UNDISCOVERED MANAGERS BEHAVIORAL VAL CL L N/L (UBVLX) <i>Long Term Capital Gain \$4.81960 per share x 278.158 shares</i>		\$1,340.61
12/12/2025	Capital Gain	JPMORGAN UNDISCOVERED MANAGERS BEHAVIORAL VAL CL L N/L (UBVLX) <i>Short Term Capital Gain \$.98083 per share x 274.829 shares</i>		\$269.56
12/16/2025	Capital Gain	AMERICAN INTERNATIONAL VANTAGE FUND CL F2 N/L (AIVFX) <i>Long Term Capital Gain \$.38562 per share x 981.452 shares</i>		\$378.47
12/16/2025	Dividend - Taxable	AMERICAN INTERNATIONAL VANTAGE FUND CL F2 N/L (AIVFX) <i>\$.29020 per share x 967.456 shares</i>		\$280.76
12/16/2025	Capital Gain	NEUBERGER LARGE CAP VALUE INSTL CL N/L (NBPIX) <i>Long Term Capital Gain \$2.28574 per share x 238.549 shares</i>		\$545.26
12/16/2025	Capital Gain	NEUBERGER LARGE CAP VALUE INSTL CL N/L (NBPIX) <i>Short Term Capital Gain \$.12582 per share x 237.960 shares</i>		\$29.94
12/16/2025	Dividend - Taxable	NEUBERGER LARGE CAP VALUE INSTL CL N/L (NBPIX) <i>\$.87421 per share x 233.937 shares</i>		\$204.51
12/19/2025	Dividend - Taxable	JPMORGAN LARGE CAP GROWTH FUND CL I N/L (SEEGX) <i>\$.03459 per share x 142.836 shares</i>		\$4.94
12/19/2025	Dividend - Taxable	JPMORGAN UNDISCOVERED MANAGERS BEHAVIORAL VAL CL L N/L (UBVLX) <i>\$1.50881 per share x 294.715 shares</i>		\$444.67
12/26/2025	Dividend - Taxable	FREEDOM 100 EMERGING MARKETS ETF (FRDM) <i>\$.32918 per share x 195.000 shares</i>		\$64.19



Your Activity (continued)

Date	Activity Type	Description	Quantity/ Price	Amount
Income (continued)				
12/31/2025	Interest at RJ Bank Deposit Program	Raymond James Bank Deposit Program		\$0.08
12/31/2025	Dividend - Taxable	FIRST TRUST LOW DURATION OPPORTUNITIES ETF (LMBS) \$.17000 per share x 520.000 shares		\$88.40
12/31/2025	Dividend - Taxable	FIRST TRUST VALUE LINE DIVIDEND INDEX FUND (FVD) \$.31862 per share x 260.000 shares		\$82.84
Income Total				\$10,158.49
Purchases, Sales and Redemptions				
12/01/2025	Reinvest	EATON VANCE SHORT DURATION GOVT INC FD CL I N/L (EILDX) \$.03455 per share x 3,566.064 shares	16.808 \$7.32984	\$(123.20)
12/01/2025	Reinvest	MFS INCOME FUND CL I N/L (MFIIX) \$.02414 per share x 5,439.179 shares	21.847 \$6.00997	\$(131.30)
12/09/2025	Reinvest	COHEN & STEERS REALTY SHARES FUND CL I N/L (CSJIX) \$.47199 per share x 97.185 shares	0.696 \$65.90517	\$(45.87)
12/09/2025	Reinvest	FEDERATED HERMES KAUFMANN SMALL CAP FD INSTL SHRS IS N/L (FKAIX)	83.908 \$47.67018	\$(3,999.91)
12/12/2025	Reinvest	JPMORGAN LARGE CAP GROWTH FUND CL I N/L (SEEGX)	14.349 \$83.50198	\$(1,198.17)
12/12/2025	Reinvest	T. ROWE PRICE ALL CAP OPPORS FUND INVESTOR CL N/L (PRWAX)	10.160 \$80.01279	\$(812.93)
12/12/2025	Reinvest	T. ROWE PRICE ALL CAP OPPORS FUND INVESTOR CL N/L (PRWAX)	1.358 \$80.01472	\$(108.66)
12/12/2025	Reinvest	T. ROWE PRICE ALL CAP OPPORS FUND INVESTOR CL N/L (PRWAX) \$.03007 per share x 140.356 shares	0.053 \$79.62264	\$(4.22)
12/12/2025	Reinvest	JPMORGAN UNDISCOVERED MANAGERS BEHAVIORAL VAL CL L N/L (UBVLX)	16.557 \$80.96937	\$(1,340.61)
12/12/2025	Reinvest	JPMORGAN UNDISCOVERED MANAGERS BEHAVIORAL VAL CL L N/L (UBVLX)	3.329 \$80.97326	\$(269.56)



Your Activity (continued)

Date	Activity Type	Description	Quantity/ Price	Amount
Purchases, Sales and Redemptions (continued)				
12/16/2025	Reinvest	AMERICAN INTERNATIONAL VANTAGE FUND CL F2 N/L (AIVFX)	18.867 \$20.05989	\$(378.47)
12/16/2025	Reinvest	AMERICAN INTERNATIONAL VANTAGE FUND CL F2 N/L (AIVFX) \$.29020 per share x 967.456 shares	13.996 \$20.06001	\$(280.76)
12/16/2025	Reinvest	NEUBERGER LARGE CAP VALUE INSTL CL N/L (NBPIX)	10.725 \$50.84009	\$(545.26)
12/16/2025	Reinvest	NEUBERGER LARGE CAP VALUE INSTL CL N/L (NBPIX)	0.589 \$50.83191	\$(29.94)
12/16/2025	Reinvest	NEUBERGER LARGE CAP VALUE INSTL CL N/L (NBPIX) .87421 per share x 233.937 shares	4.023 \$50.83519	\$(204.51)
12/19/2025	Reinvest	JPMORGAN LARGE CAP GROWTH FUND CL I N/L (SEEGX) .03459 per share x 142.836 shares	0.061 \$80.9836	\$(4.94)
12/19/2025	Reinvest	JPMORGAN UNDISCOVERED MANAGERS BEHAVIORAL VAL CL L N/L (UBVLX) \$1.50881 per share x 294.715 shares	5.629 \$78.99626	\$(444.67)



MARK AHORaymond 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

Value This Statement**\$1,000,687.55**Last Statement Prior Year-End
\$996,077.04 \$926,076.70

Time-Weighted Performance*

YTD 12.19%

Annualized Since 7.19%
10/29/2018

	This Statement	Year to Date
Beginning Balance	\$996,077.04	\$926,076.70
Deposits	\$0.00	\$0.00
Income	\$46,888.28	\$65,998.90
Withdrawals	\$0.00	\$(35,875.00)
Expenses	\$0.00	\$(8,082.57)
Change in Value	\$(42,277.77)	\$52,569.52
Ending Balance	\$1,000,687.55	\$1,000,687.55

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.
- Realized gain/loss summary (Please see Cost Basis on the Understanding Your Statement page.)

	Year to Date
• Short-term gains	\$234.71
• Short-term losses	\$0.00
• Long-term gains	\$55,447.86
• Long-term losses	\$(2,906.97)
Net Gain/Loss Total	\$52,775.60

Your PortfolioFor more information,
visit raymondjames.com/clientaccess

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

Raymond James Bank Deposit Program [‡] 0.03% - Selected Sweep Option	\$10,070.40	\$3.02
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Raymond James Bank \$10,070.40

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 12/31/2025.

Cash & Cash Alternatives Total	\$10,070.40	\$3.02
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Your Portfolio (continued)

	Quantity	Price	Value	Gain or (Loss) ^o	Estimated Annual Income
Mutual Funds					
AMERICAN INTERNATIONAL VANTAGE FUND CL F2 N/L (AIVFX)	5,159.987	\$20.180	\$104,128.54	\$50,400.25 ^B	\$1,496.40
COHEN & STEERS REALTY SHARES FUND CL I N/L (CSJIX)	436.754	\$65.650	\$28,672.90	\$10,887.35 ^B	\$862.15
EATON VANCE SHORT DURATION GOVT INC FD CL I N/L (EILDX)	12,871.702	\$7.320	\$94,220.86	\$30,012.47 ^B	\$5,418.99
FEDERATED HERMES KAUFMANN SMALL CAP FD INSTL SHRS IS N/L (FKAIX)	2,386.082	\$45.810	\$109,306.42	\$35,338.82 ^B	
JPMORGAN LARGE CAP GROWTH FUND CL I N/L (SEEGX)	690.141	\$81.800	\$56,453.53	\$4,576.13 ^B	\$23.88
MFS INCOME FUND CL I N/L (MFIIX)	25,414.054	\$5.970	\$151,721.90	\$19,344.15 ^B	\$7,573.39
NEUBERGER LARGE CAP VALUE INSTL CL N/L (NBPIX)	1,185.581	\$50.870	\$60,310.51	\$14,793.34 ^B	\$1,036.20
T. ROWE PRICE ALL CAP OPPORS FUND INVESTOR CL N/L (PRWAX)	727.860	\$79.010	\$57,508.22	\$5,630.81 ^B	\$21.91
JPMORGAN UNDISCOVERED MANAGERS BEHAVIORAL VAL CL L N/L (UBVLX)	1,305.553	\$78.290	\$102,211.74	\$66,254.02 ^B	\$1,970.08
Mutual Funds Total			\$764,534.62	\$237,237.34	\$18,403.00
Exchange-Traded Products (ETPs)					
FREEDOM 100 EMERGING MARKETS ETF (FRDM)	1,087.000	\$51.270	\$55,730.49	\$19,441.68	\$1,262.01
FIRST TRUST VALUE LINE DIVIDEND INDEX FUND (FVD)	1,167.000	\$46.080	\$53,775.36	\$15,719.75	\$1,268.53
FIRST TRUST LOW DURATION OPPORTUNITIES ETF (LMBS)	2,332.000	\$49.990	\$116,576.68	\$6,338.27	\$4,757.28
Exchange-Traded Products Total			\$226,082.53	\$41,499.70	\$7,287.82

Please see the Exchange-Traded Products on the Understanding Your Statement page.



Your Portfolio (continued)

	Value	Gain or (Loss)°	Estimated Annual Income
Portfolio Total	\$1,000,687.55	\$278,737.04	\$25,693.84

° 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				
12/01/2025	Dividend - Taxable	EATON VANCE SHORT DURATION GOVT INC FD CL I N/L (EILDX) \$.03453 per share x 12,811.347 shares		\$442.40
12/01/2025	Dividend - Taxable	MFS INCOME FUND CL I N/L (MFIIX) \$.02414 per share x 25,312.383 shares		\$611.04
12/09/2025	Dividend - Taxable	COHEN & STEERS REALTY SHARES FUND CL I N/L (CSJIX) \$.47199 per share x 433.650 shares		\$204.68
12/09/2025	Capital Gain	FEDERATED HERMES KAUFMANN SMALL CAP FD INSTL SHRS IS N/L (FKAIX) Long Term Capital Gain \$.09042 per share x 2,003.941 shares		\$18,216.67
12/12/2025	Capital Gain	JPMORGAN LARGE CAP GROWTH FUND CL I N/L (SEEGX) Long Term Capital Gain \$.32525 per share x 620.543 shares		\$5,786.72
12/12/2025	Capital Gain	T. ROWE PRICE ALL CAP OPPORS FUND INVESTOR CL N/L (PRWAX) Long Term Capital Gain \$.73426 per share x 679.183 shares		\$3,894.61
12/12/2025	Capital Gain	T. ROWE PRICE ALL CAP OPPORS FUND INVESTOR CL N/L (PRWAX) Short Term Capital Gain \$.77391 per share x 672.676 shares		\$520.59



Your Activity (continued)

Date	Activity Type	Description	Quantity/ Price	Amount
Income (continued)				
12/12/2025	Dividend - Taxable	T. ROWE PRICE ALL CAP OPPORS FUND INVESTOR CL N/L (PRWAX) <i>\$.03010 per share x 672.423 shares</i>		\$20.24
12/12/2025	Capital Gain	JPMORGAN UNDISCOVERED MANAGERS BEHAVIORAL VAL CL L N/L (UBVLX) <i>Long Term Capital Gain \$4.81961 per share x 1,209.113 shares</i>		\$5,827.45
12/12/2025	Capital Gain	JPMORGAN UNDISCOVERED MANAGERS BEHAVIORAL VAL CL L N/L (UBVLX) <i>Short Term Capital Gain \$.98084 per share x 1,194.642 shares</i>		\$1,171.75
12/16/2025	Capital Gain	AMERICAN INTERNATIONAL VANTAGE FUND CL F2 N/L (AIVFX) <i>Long Term Capital Gain \$.38562 per share x 5,062.665 shares</i>		\$1,952.27
12/16/2025	Dividend - Taxable	AMERICAN INTERNATIONAL VANTAGE FUND CL F2 N/L (AIVFX) <i>\$.29020 per share x 4,990.470 shares</i>		\$1,448.23
12/16/2025	Capital Gain	NEUBERGER LARGE CAP VALUE INSTL CL N/L (NBPIX) <i>Long Term Capital Gain \$2.28575 per share x 1,134.571 shares</i>		\$2,593.34
12/16/2025	Capital Gain	NEUBERGER LARGE CAP VALUE INSTL CL N/L (NBPIX) <i>Short Term Capital Gain \$.12584 per share x 1,131.770 shares</i>		\$142.42
12/16/2025	Dividend - Taxable	NEUBERGER LARGE CAP VALUE INSTL CL N/L (NBPIX) <i>\$.87420 per share x 1,112.638 shares</i>		\$972.67
12/19/2025	Dividend - Taxable	JPMORGAN LARGE CAP GROWTH FUND CL I N/L (SEEGX) <i>\$.03462 per share x 689.845 shares</i>		\$23.88
12/19/2025	Dividend - Taxable	JPMORGAN UNDISCOVERED MANAGERS BEHAVIORAL VAL CL L N/L (UBVLX) <i>\$1.50882 per share x 1,281.083 shares</i>		\$1,932.92



Your Activity (continued)

Date	Activity Type	Description	Quantity/ Price	Amount
Income (continued)				
12/26/2025	Dividend - Taxable	FREEDOM 100 EMERGING MARKETS ETF (FRDM) \$.32918 per share x 1,087.000 shares		\$357.82
12/31/2025	Interest at RJ Bank Deposit Program	Raymond James Bank Deposit Program		\$0.33
12/31/2025	Dividend - Taxable	FIRST TRUST LOW DURATION OPPORTUNITIES ETF (LMBS) \$.17000 per share x 2,332.000 shares		\$396.44
12/31/2025	Dividend - Taxable	FIRST TRUST VALUE LINE DIVIDEND INDEX FUND (FVD) \$.31860 per share x 1,167.000 shares		\$371.81
Income Total				\$46,888.28
Purchases, Sales and Redemptions				
12/01/2025	Reinvest	EATON VANCE SHORT DURATION GOVT INC FD CL I N/L (EILDX) \$.03453 per share x 12,811.347 shares	60.355 \$7.32996	\$(442.40)
12/01/2025	Reinvest	MFS INCOME FUND CL I N/L (MFIIX) \$.02414 per share x 25,312.383 shares	101.671 \$6.00997	\$(611.04)
12/09/2025	Reinvest	COHEN & STEERS REALTY SHARES FUND CL I N/L (CSJIX) \$.47199 per share x 433.650 shares	3.104 \$65.94072	\$(204.68)
12/09/2025	Reinvest	FEDERATED HERMES KAUFMANN SMALL CAP FD INSTL SHRS IS N/L (FKAIX)	382.141 \$47.67002	\$(18,216.67)
12/12/2025	Reinvest	JPMORGAN LARGE CAP GROWTH FUND CL I N/L (SEEGX)	69.302 \$83.50004	\$(5,786.72)
12/12/2025	Reinvest	T. ROWE PRICE ALL CAP OPPORS FUND INVESTOR CL N/L (PRWAX)	48.677 \$80.00924	\$(3,894.61)
12/12/2025	Reinvest	T. ROWE PRICE ALL CAP OPPORS FUND INVESTOR CL N/L (PRWAX)	6.507 \$80.00461	\$(520.59)
12/12/2025	Reinvest	T. ROWE PRICE ALL CAP OPPORS FUND INVESTOR CL N/L (PRWAX) \$.03010 per share x 672.423 shares	0.253 \$80.000	\$(20.24)



Your Activity (continued)

Date	Activity Type	Description	Quantity/ Price	Amount
Purchases, Sales and Redemptions (continued)				
12/12/2025	Reinvest	JPMORGAN UNDISCOVERED MANAGERS BEHAVIORAL VAL CL L N/L (UBVLX)	71.970 \$80.97054	\$(5,827.45)
12/12/2025	Reinvest	JPMORGAN UNDISCOVERED MANAGERS BEHAVIORAL VAL CL L N/L (UBVLX)	14.471 \$80.97228	\$(1,171.75)
12/16/2025	Reinvest	AMERICAN INTERNATIONAL VANTAGE FUND CL F2 N/L (AIVFX)	97.322 \$20.0599	\$(1,952.27)
12/16/2025	Reinvest	AMERICAN INTERNATIONAL VANTAGE FUND CL F2 N/L (AIVFX) \$.29020 per share x 4,990.470 shares	72.195 \$20.05997	\$(1,448.23)
12/16/2025	Reinvest	NEUBERGER LARGE CAP VALUE INSTL CL N/L (NBPIX)	51.010 \$50.83983	\$(2,593.34)
12/16/2025	Reinvest	NEUBERGER LARGE CAP VALUE INSTL CL N/L (NBPIX)	2.801 \$50.84612	\$(142.42)
12/16/2025	Reinvest	NEUBERGER LARGE CAP VALUE INSTL CL N/L (NBPIX) \$.87420 per share x 1,112.638 shares	19.132 \$50.83995	\$(972.67)
12/19/2025	Reinvest	JPMORGAN LARGE CAP GROWTH FUND CL I N/L (SEEGX) \$.03462 per share x 689.845 shares	0.296 \$80.67567	\$(23.88)
12/19/2025	Reinvest	JPMORGAN UNDISCOVERED MANAGERS BEHAVIORAL VAL CL L N/L (UBVLX) \$1.50882 per share x 1,281.083 shares	24.470 \$78.99141	\$(1,932.92)





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

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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

TOTAL DUE

\$7,862.31

ACH
Do Not Pay

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
4
MARQUETTE, MI 49855-1366



242020000339129000786231000786231102820251



BOARD OF LIGHT & POWER

2200 Wright Street, Marquette, MI 49855

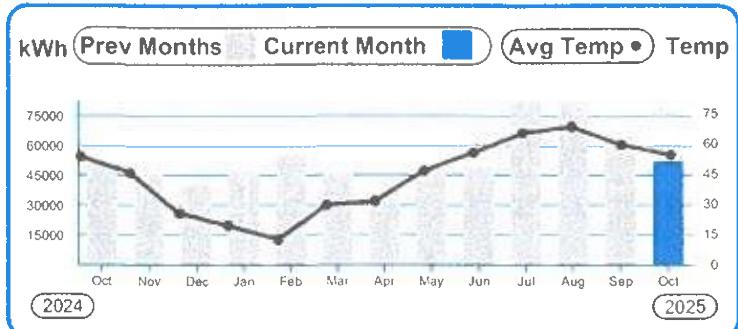


- PAY YOUR BILL
- MONITOR USAGE
- REPORT AN OUTAGE

Account: 339129

Service Address: 217 N FRONT ST, LIBRARY :

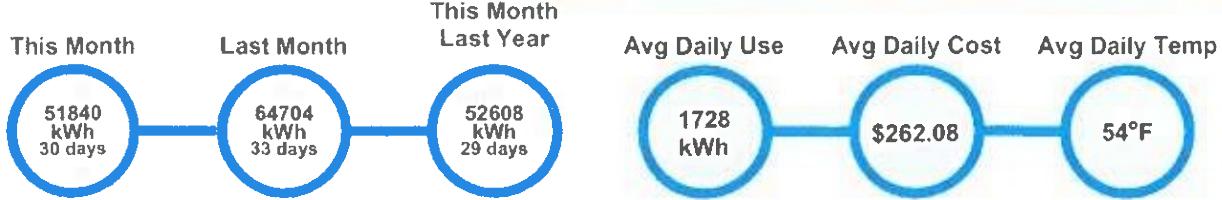
Meter #	Rate	From	Days	To	Days	Readings	Meter	kWh	kW
						Previous	Present	Multiplier	Demand
357978570	US	09/23/2025		10/23/2025	30	41193	41463	192	51840 172 032



Current Charges - Bill Date 10/28/2025

Flat Rate	\$130.25
kWh Charge	51,840 kWh @ 0.0770
Demand Charge	172.032 kW @ 21.5000
Fuel Adjustment	51,840 kWh @ 0.00078
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.



Know what's below.
Call before you dig.



Get Connected. Get Answers.

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 4
MARQUETTE, MI 49855-1366





BOARD OF LIGHT & POWER

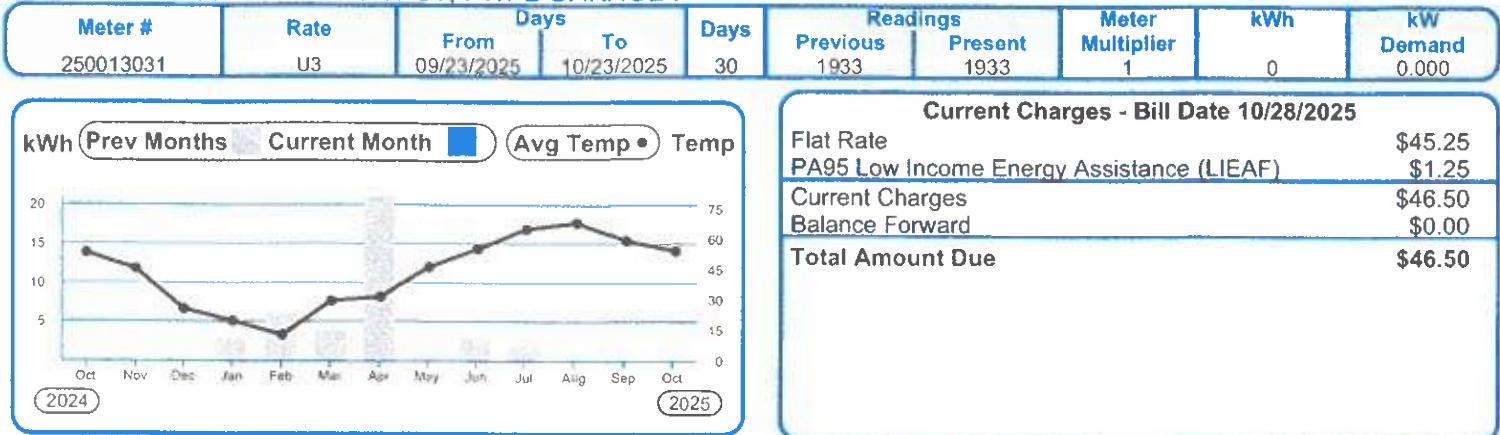
2200 Wright Street, Marquette, MI 49855



- PAY YOUR BILL
- MONITOR USAGE
- REPORT AN OUTAGE

Account: 339130

Service Address: 217 N FRONT ST, PWPL GARAGE :



Energy Usage Comparison



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Ways to Pay Your Bill

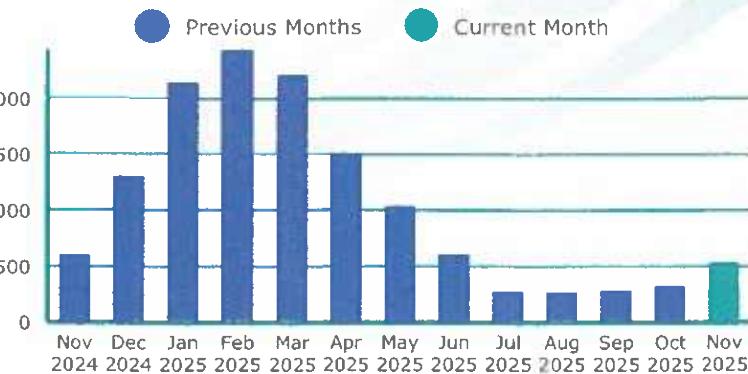


Natural Gas works for Michigan

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

Usage History



Nov 2024
1804
THM

Nov 2025
1589
THM

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	12/02/25
TOTAL AMOUNT DUE	\$1,167.61



0286512-SEMS330792-SE OVR-105402500004

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

Direct Payment Plan

Your account is enrolled in the Direct Payment Plan. The amount of \$1,167.61 will be deducted from your bank on 12/02/25.

Usage Detail

Meter Number:	Usage Period:	Previous Read:	Current Read:	Meter Factor:	Therm Factor:	Usage:
401858	10/02/25-11/03/25	44736 (Actual)	46250 (Actual)	1.000	1.050	1589.700 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: 32

Previous Balance	\$816.68
Payment - Thank you!	(\$816.68)
Balance Forward	\$0.00

Current Charges

SEMCO Cost of Gas (0.316800)	\$503.62
Customer Charge	\$116.20
MRP Charge	\$43.78
IRIP Charge	\$88.15
Distribution Charge (0.680760)	\$61.27
Distribution Charge 2 (0.119670)	\$179.47
Balance & Demand Charge (0.110160)	\$175.12

Total Current Charges

\$1,167.61

Total Amount Due by **12/02/25**

\$1,167.61

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	
11/07/2025	
Amount Due	1,134.75
Due Date	12/01/2025
After Due Date	1,146.09
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	
11/07/2025	
Amount Due	1,134.75
Due Date	12/01/2025

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 3488706202	Endpoint ID 0120140453	Previous Balance \$0.00		Usage Dates
Service Address CITY OF MARQUETTE 217 N FRONT ST MARQUETTE MI 49855		Add Current Bill 1,134.75	From: 09/28/2025 To: 10/28/2025	
		Total Due 1,134.75	Number of Billing Days 31	
		After Due Date Pay: 1,146.09		

Meter Readings and Usage Per Thousand Gallons				
Meter Serial #	Current Reads	Previous Reads	Current Usage	Last Year's Use
68800854	3129	3076	53	30
68800737	1196	1171	25	9

CURRENT CHARGES			Messages
SERVICE	READ DATE	AMOUNT	
WATER GENERAL 2"	10/28/2025	\$648.38	PAPERLESS BILLING IS NOW AVAILABLE!!!!
SEWER GENERAL	10/28/2025	\$486.37	VISIT WWW.MARQUETTEMI.GOV, CHOOSE PAY START, STOP TRANSFER SERVICE. CHOOSE UPDATE MAILING/PAPERLESS BILLING.



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

Need help paying your electric bill? Assistance is now available year-round. Go to our website www.mblp.org for more information, or contact Superior Watershed Partnership directly at 906-273-2742.

**Utility Assistance
is Available**



**Scan here for
more information**

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: 11/25/2025



Billing Summary

Balance From Last Billing	\$7,862.31
Payments Received - Thank you!	-\$7,862.31
Balance Forward	\$0.00

Service Summary

Electric Service	\$4,932.80
Current Charges Due by 12/15/2025	\$4,932.80
Total Account Balance	\$4,932.80

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

Bill Date 11/25/2025
Account Number 339129
Current Charges due by 12/15/2025 \$4,932.80
Balance Forward \$0.00
Total Amount Due \$4,932.80
ACH Payment - Do Not Pay Drafted on 12/15/2025

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



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BOARD OF LIGHT & POWER

2200 Wright Street, Marquette, MI 49855

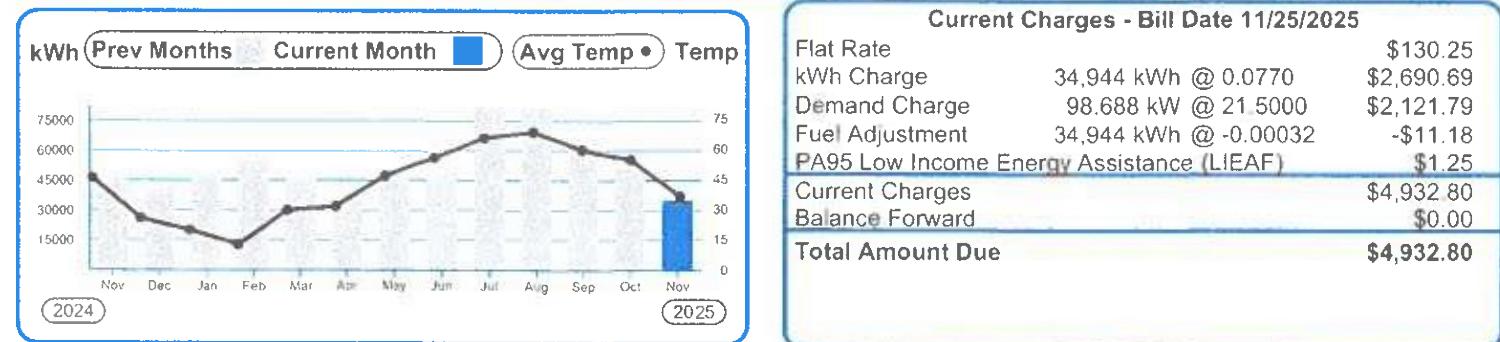


- PAY YOUR BILL
- MONITOR USAGE
- REPORT AN OUTAGE

Account: 339129

Service Address: 217 N FRONT ST, LIBRARY :

Meter #	Rate	Days From	To	Days	Readings	Meter Multiplier	kWh	kW Demand
35798570	U5	10/23/2025	11/20/2025	28	Previous 41463 Present 41645	192	34944	98 688



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Credit or debit card.
1.833.625.0246



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



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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

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**Utility Assistance
is Available**



**Scan here for
more information**

KEEP

SEND

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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: 11/25/2025



Billing Summary

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

Service Summary

Electric Service	\$48.45
Current Charges Due by 12/15/2025	\$48.45
Total Account Balance	\$48.45

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

Bill Date 11/25/2025
Account Number 339130
 Current Charges due by 12/15/2025 \$48.45
 Balance Forward \$0.00
Total Amount Due \$48.45

ACH Payment - Do Not Pay Drafted on 12/15/2025

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

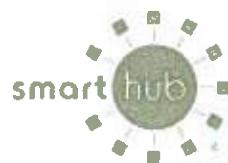


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BOARD OF LIGHT & POWER

2200 Wright Street, Marquette, MI 49855

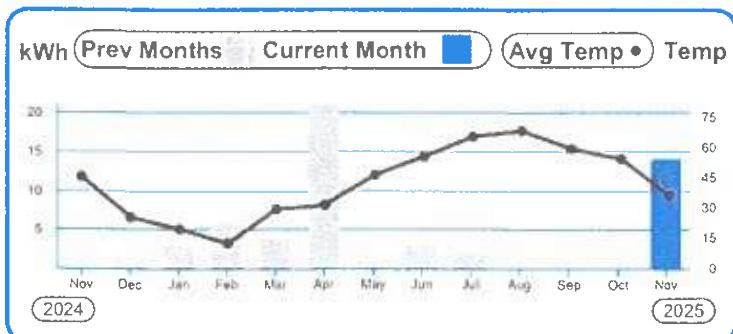


- PAY YOUR BILL
- MONITOR USAGE
- REPORT AN OUTAGE

Account: 339130

Service Address: 217 N FRONT ST, PWPL GARAGE :

Meter #	Rate	From	Days	To	Days	Readings	Meter	kWh	kW Demand	
						Previous	Present			
						1933	1947	Multiplier		
250013031	U3	10/23/2025		11/20/2025	28			1	14	0.000



Current Charges - Bill Date 11/25/2025

Flat Rate	\$45.25
kWh Charge	\$1.95
PA95 Low Income Energy Assistance (LIEAF)	\$1.25
Current Charges	\$48.45
Balance Forward	\$0.00
Total Amount Due	\$48.45

Energy Usage Comparison



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Credit or debit card.
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Online

Visit mblp.org/pay-now



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



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



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	
12/09/2025	
Amount Due	668.52
Due Date	12/30/2025
After Due Date	675.21
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	
12/09/2025	
Amount Due	668.52
Due Date	12/30/2025

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 3488706202		Endpoint ID 0120140453		Usage Dates
		Previous Balance \$0.00		
Service Address		Add Current Bill	668.52	From: 10/28/2025 To: 11/28/2025
CITY OF MARQUETTE 217 N FRONT ST MARQUETTE MI 49855		Total Due	668.52	Number of Billing Days 32
		After Due Date Pay:	675.21	

Meter Readings and Usage Per Thousand Gallons				
Meter Serial #	Current Reads	Previous Reads	Current Usage	Last Year's Use
68800854	3150	3129	21	20
68800737	1196	1196	0	

CURRENT CHARGES			Messages
SERVICE	READ DATE	AMOUNT	
WATER GENERAL 2"	11/28/2025	\$298.63	PAPERLESS BILLING IS NOW AVAILABLE!!!!
SEWER GENERAL	11/28/2025	\$369.89	VISIT WWW.MARQUETTEMI.GOV, CHOOSE PAY START, STOP TRANSFER SERVICE. CHOOSE UPDATE MAILING/PAPERLESS BILLING.

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	1,325,900.73	958,700.86
271-000-004.000	Cash-Petty	1,690.00	1,690.00
271-000-007.000	Cash-Money Market	2,619.62	2,156.23
271-000-010.000	Cash-Checking Bankcard	30,143.03	3,613.50
	Cash and cash equivalents	1,360,353.38	966,160.59
	Investments		
271-000-017.000	Investments in Securities	213,789.68	215,017.63
	Investments	213,789.68	215,017.63
	Taxes receivable		
271-000-020.000	Taxes Receivable-Current	77,587.60	50,037.33
271-005-022.000	Taxes Receivable-Delinquent Personal	1,411.12	1,353.61
	Taxes receivable	78,998.72	51,390.94
	Accounts receivable		
271-000-043.000	Accounts Receivable-Sundry	7,477.75	0.00
	Accounts receivable	7,477.75	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	1,262.04
	Prepaid expenditures	77,647.91	1,262.04
	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	1,738,267.44	1,233,831.20
*** Liabilities ***			
	Accounts payable		
271-000-202.000	Accounts Payable	54,593.71	11,206.24
	Accounts payable	54,593.71	11,206.24
	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	7,254.30
271-000-230.000	Due to Brownfield TIF	1,545.28	523.05
271-000-273.000	Clearing Acct - Bankcard	0.00	(1,084.65)
	Due to other authorities	10,425.25	6,692.70
	Accrued wages payable		
271-000-257.000	Accrued Wages Payable	32,138.56	0.00

Fund 271 PETER WHITE LIBRARY FUND

GL Number	Description	Current Year Beg. Balance	Balance
*** Liabilities ***			
	Accrued wages payable	32,138.56	0.00
271-000-335.000	Deferred revenue	863,674.13	0.00
	Deferred Revenue-Property Tax	863,674.13	0.00
	Deferred revenue		
	Accrued leave payable		
	Accrued leave payable	0.00	0.00
	Total Liabilities	960,831.65	17,898.94
*** 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		26,543.96
	*24-25 End FB/25-26 Beg FB	776,624.46	
	Net of Revenues VS Expenditures - Current Year		438,496.47
	Ending Fund Balance		1,217,383.82
	Total Liabilities And Fund Balance		1,233,831.20

* Year Not Closed

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE	ACTIVITY FOR	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED	END BALANCE				
			12/31/2025 NORM (ABNORM)	MONTH 12/31/25 INCR (DECR)			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	817,570.10	(4,209.96)	293,229.90	73.60	1,061,978.99				
271-000-410.000	Current Personal Property Taxes	54,100.00	43,575.68	(0.01)	10,524.32	80.55	51,846.60				
271-000-410.001	Small Taxpayer Exemption Loss	5,340.00	5,763.57	0.00	(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	1,430.50	1,092.38	569.50	71.53	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	0.00	0.00	100.00	40,000.00				
271-000-580.000	Shared Services-Townships	742,000.00	13,491.82	13,360.13	728,508.18	1.82	759,590.35				
271-000-642.000	Non-Resident Fee/Services	32,000.00	11,523.73	3,595.20	20,476.27	36.01	45,421.99				
271-000-655.000	Fines and Forfeits	4,000.00	972.48	450.00	3,027.52	24.31	5,330.75				
271-000-658.000	Penal Fines	85,000.00	15,195.69	15,195.69	69,804.31	17.88	90,871.93				
271-000-665.000	Interest/Dividends	10,000.00	4,123.56	0.00	5,876.44	41.24	46,574.45				
271-000-667.000	Rent	11,000.00	7,126.81	949.65	3,873.19	64.79	37,687.40				
271-000-671.000	Vending Machine Revenue	3,000.00	635.50	200.50	2,364.50	21.18	3,812.80				
271-000-675.000	Private Sources	120,000.00	34,450.00	31,695.00	85,550.00	28.71	68,547.14				
271-000-676.000	Reimbursements	3,000.00	1,488.87	1,063.63	1,511.13	49.63	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	9,175.00	0.00	27,525.00	25.00	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	13,038.99	10,018.10	(3,038.99)	130.39	40,803.96				
271-000-680.001	Designated Donations-Adult Programin	5,000.00	7,900.00	7,900.00	(2,900.00)	158.00	3,540.06				
271-000-680.002	Designated Donations-Youth Programin	10,000.00	13,075.00	0.00	(3,075.00)	130.75	18,140.00				
271-000-680.002-73023	Designated Donations-Teen Programing	2,000.00	4,270.00	3,940.00	(2,270.00)	213.50	10,919.20				
271-000-680.003	Designated Donations-Adult Materials	10,000.00	9,215.12	3,200.00	784.88	92.15	19,733.78				
271-000-680.004	Designated Donations-Youth Materials	500.00	1,100.00	100.00	(600.00)	220.00	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	0.00	254.00	63.71	1,465.83				
271-000-695.000	Retail Sales/Other	2,000.00	2,092.93	501.89	(92.93)	104.65	2,759.40				
Total Dept 000		2,403,790.00	1,057,661.35	89,052.20	1,346,128.65	44.00	2,461,047.02				
TOTAL REVENUES		2,403,790.00	1,057,661.35	89,052.20	1,346,128.65	44.00	2,461,047.02				
Expenditures											
Dept 790 - OPERATIONS											
271-790-702.000	Wages	1,199,070.00	234,370.39	89,289.62	964,699.61	19.55	1,086,688.30				
271-790-702.000-60002	Wages-Public Gallery Progam	0.00	0.00	0.00	0.00	0.00	598.46				
271-790-703.000	Accrued Leave Reserve	7,000.00	71.05	0.00	6,928.95	1.02	4,291.95				
271-790-715.000	Longevity	6,470.00	6,200.00	6,200.00	270.00	95.83	6,620.00				
271-790-716.000	Social Security	91,730.00	18,256.50	7,248.85	73,473.50	19.90	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	81,581.49	24,143.73	187,418.51	30.33	242,204.59				
271-790-718.000	Life Insurance	1,500.00	228.00	0.00	1,272.00	15.20	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	508.83	0.00	1,491.17	25.44	2,008.69				
271-790-721.000	Workers Compensation	2,000.00	1,898.00	165.00	102.00	94.90	1,991.00				
271-790-722.000	Retirement-MERS	121,240.00	60,618.00	0.00	60,622.00	50.00	166,856.00				
271-790-724.000	Retirement-DC	61,000.00	14,280.98	5,037.39	46,719.02	23.41	55,719.21				

PERIOD ENDING 12/31/2025

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE	ACTIVITY FOR	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED	END BALANCE				
			12/31/2025 NORM (ABNORM)	MONTH 12/31/25 INCR (DECR)			09/30/2025 NORM (ABNORM)				
Fund 271 - PETER WHITE LIBRARY FUND											
Expenditures											
271-790-727.000	Materials Supplies - Magazines	11,500.00	11,095.00	1,777.41	405.00	96.48	11,194.98				
271-790-728.000	Postage	7,500.00	6,311.88	155.14	1,188.12	84.16	7,075.10				
271-790-740.000	Office & Operating Supplies-Admin	9,000.00	1,329.62	560.37	7,670.38	14.77	6,432.44				
271-790-740.003	Operating Supplies-Tech Svcs	12,140.00	5,973.89	401.15	6,166.11	49.21	7,072.84				
271-790-740.004	Operating Supplies-IT Serv	6,000.00	2,017.82	32.99	3,982.18	33.63	6,000.00				
271-790-741.000	Music Supplies	1,100.00	218.16	211.14	881.84	19.83	1,512.15				
271-790-742.000	Library Activities Admin	3,000.00	400.00	0.00	2,600.00	13.33	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	6,275.73	80.00	224.27	96.55	6,271.80				
271-790-744.000	CPT Adult Prog (Music)	10,000.00	1,425.00	575.00	8,575.00	14.25	7,750.00				
271-790-746.000	CPT-Digital Media	25,000.00	4,532.14	2,258.65	20,467.86	18.13	27,041.58				
271-790-746.002	CPT-Youth Programing (Music)	2,400.00	284.80	183.62	2,115.20	11.87	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	0.00	4,824.70	66.73	14,084.64				
271-790-775.000	Custodial Supplies	10,000.00	4,127.73	1,935.09	5,872.27	41.28	11,064.23				
271-790-801.000	Professional/Contractual	135,000.00	40,445.88	8,818.39	94,554.12	29.96	119,343.39				
271-790-801.003	Prof/Contr-Waste Mgmt & Snow Removal	15,000.00	2,453.00	1,397.00	12,547.00	16.35	13,897.50				
271-790-850.000	Communications	10,500.00	2,306.63	768.86	8,193.37	21.97	9,358.80				
271-790-860.000	Transportation	4,000.00	2,736.59	1,182.92	1,263.41	68.41	3,604.16				
271-790-865.000	Conference/Seminars	4,000.00	1,345.00	60.00	2,655.00	33.63	1,300.00				
271-790-880.000	Community Promotion	4,000.00	705.00	235.00	3,295.00	17.63	3,595.90				
271-790-890.000	Designated Donations Exp	10,000.00	3,142.44	1,890.13	6,857.56	31.42	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	2,468.31	840.71	2,531.69	49.37	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	4,741.07	1,660.84	5,258.93	47.41	17,614.44				
271-790-890.002-73023	Designated Donations Exp-Teen Progra	2,000.00	681.53	681.53	1,318.47	34.08	10,787.17				
271-790-891.000-73021	Development Fund Exp-Technology	30,180.00	1,140.17	757.49	29,039.83	3.78	10,189.07				
271-790-891.000-73022	Development Fund Exp-Youth Svcs	3,110.00	311.39	102.39	2,798.61	10.01	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	0.00	(4,559.76)	115.35	27,767.80				
271-790-920.000	Purchased Power	88,000.00	12,890.06	4,981.25	75,109.94	14.65	93,941.64				
271-790-921.000	Purchased Natural Gas	30,000.00	1,167.61	1,167.61	28,832.39	3.89	23,800.09				
271-790-922.000	Purchased Water	10,000.00	1,803.27	668.52	8,196.73	18.03	8,460.59				
271-790-923.000	Purchased Stormwater	700.00	174.00	58.00	526.00	24.86	696.00				
271-790-930.000	Repair/Maintenance	25,000.00	11,949.65	9,839.02	13,050.35	47.80	34,828.65				
271-790-940.000	Rental	5,700.00	1,364.41	555.34	4,335.59	23.94	5,831.96				
271-790-950.000	Friends Sponsored/Incentive Program	1,000.00	95.10	0.00	904.90	9.51	993.23				
271-790-951.000	Vending Supplies Expense	3,000.00	620.45	620.45	2,379.55	20.68	1,924.43				
271-790-960.000	Membership Fees	4,000.00	278.74	100.00	3,721.26	6.97	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	3,757.50	0.00	(1,257.50)	150.30	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	8,853.38	1,140.89	27,146.62	24.59	35,361.72				
271-790-983.000-73006	Capital Outlay-Youth Books	8,000.00	1,897.69	12.78	6,102.31	23.72	7,901.18				
271-790-983.000-73010	Capital Outlay-Audio Books	3,500.00	1,041.20	331.98	2,458.80	29.75	3,051.68				
271-790-983.000-73012	Capital Outlay-DVDs	4,000.00	1,470.13	374.74	2,529.87	36.75	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	378.22	23.59	2,621.78	12.61	2,696.56				
271-790-983.002	Capital Outlay-Desig Donations-Youth	500.00	373.36	313.36	126.64	74.67	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	0.00	93.51	6.49	2,327.39				

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE	ACTIVITY FOR	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED	END BALANCE				
			12/31/2025 NORM (ABNORM)	MONTH 12/31/25 INCR (DECR)			09/30/2025 NORM (ABNORM)				
Fund 271 - PETER WHITE LIBRARY FUND											
Expenditures											
271-790-983.003	Capital Outlay-Desig Donations-Adult	10,000.00	2,626.54	973.99	7,373.46	26.27	19,198.13				
Total Dept 790 - OPERATIONS		2,403,790.00	619,164.88	179,811.93	1,784,625.12	25.76	2,434,503.06				
TOTAL EXPENDITURES		2,403,790.00	619,164.88	179,811.93	1,784,625.12	25.76	2,434,503.06				
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Fund 271 - PETER WHITE LIBRARY FUND:											
TOTAL REVENUES		2,403,790.00	1,057,661.35	89,052.20	1,346,128.65	44.00	2,461,047.02				
TOTAL EXPENDITURES		2,403,790.00	619,164.88	179,811.93	1,784,625.12	25.76	2,434,503.06				
NET OF REVENUES & EXPENDITURES		0.00	438,496.47	(90,759.73)	(438,496.47)	100.00	26,543.96				

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	987,920.87
	Investments	992,463.87	987,920.87
	Total Assets	992,463.87	987,920.87
*** 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	987,920.87
	Fund balance	992,463.87	987,920.87
	Total Fund Balance	992,463.87	987,920.87
	Beginning Fund Balance - 24-25		992,463.87
	Net of Revenues VS Expenditures - 24-25		0.00
	Net of Revenues VS Expenditures - Current Year		0.00
	Fund Balance Adjustments		(4,543.00)
	*24-25 End FB/25-26 Beg FB	992,463.87	
	Ending Fund Balance		987,920.87
	Total Liabilities And Fund Balance		987,920.87

* Year Not Closed

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE	ACTIVITY FOR	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED	END BALANCE				
			12/31/2025 NORM (ABNORM)	MONTH 12/31/25 INCR (DECR)			09/30/2025 NORM (ABNORM)				
Fund 371 - LIBRARY IMPROVEMENT DEBT FUND											
Revenues											
Dept 000											
371-000-402.000	Current Real Property Taxes	288,980.00	214,389.81	(1,032.30)	74,590.19	74.19	289,464.09				
371-000-410.000	Current Personal Property Taxes	20,880.00	16,419.58	0.00	4,460.42	78.64	21,321.57				
371-000-410.001	Small Taxpayer Exemption Loss	1,070.00	1,494.75	0.00	(424.75)	139.70	1,825.39				
371-000-437.000	Industrial Facility Tax	19,350.00	14,437.04	0.00	4,912.96	74.61	19,750.92				
371-000-445.000	Penalties and Int on Taxes	0.00	386.38	298.67	(386.38)	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	247,127.56	(733.63)	88,032.44	73.73	334,734.82				
TOTAL REVENUES		335,160.00	247,127.56	(733.63)	88,032.44	73.73	334,734.82				
Expenditures											
Dept 906 - Debt Service											
371-906-801.000	Professional/Contractual	520.00	510.00	0.00	10.00	98.08	520.00				
371-906-991.000	Debt Service-Principal	245,000.00	245,000.00	0.00	0.00	100.00	250,000.00				
371-906-995.000	Debt Service-Interest	89,640.00	45,300.00	0.00	44,340.00	50.54	93,100.00				
Total Dept 906 - Debt Service		335,160.00	290,810.00	0.00	44,350.00	86.77	343,620.00				
TOTAL EXPENDITURES		335,160.00	290,810.00	0.00	44,350.00	86.77	343,620.00				
Fund 371 - LIBRARY IMPROVEMENT DEBT FUND:											
TOTAL REVENUES		335,160.00	247,127.56	(733.63)	88,032.44	73.73	334,734.82				
TOTAL EXPENDITURES		335,160.00	290,810.00	0.00	44,350.00	86.77	343,620.00				
NET OF REVENUES & EXPENDITURES		0.00	(43,682.44)	(733.63)	43,682.44	100.00	(8,885.18)				

Background Information

- Board Action Items
- Old Business
- New Business



TO: PWPL Board of Trustees
FROM: Andrea Ingmire, Library Director
DATE: January 20, 2026
RE: Board Action Items

1) Amnesty Program – April 2026

Background:

PWPL is proposing an Amnesty Book Return Month in April 2026, aligned with National Library Week. As of January 14, 2026, PWPL has 3,152 items (1.97% of our collection) listed as assumed lost. Replacing these materials would cost an estimated \$57,884.

Beyond the financial impact, lost items create barriers for patrons. Many patrons abandon their use of the library due to fear of fines or embarrassment over overdue materials. An amnesty program would focus on encouraging the return of materials, welcoming patrons back to the library, and reducing barriers to access. Specifically for library staff it also helps us to address this very long 'assumed lost' listing. Items in this status are in limbo, and it's difficult to know if library funds should be used to replace an item (as it might come back!)

Library amnesty programs have proven successful nationwide. Libraries report significant item recovery and renewed patron engagement, with examples such as Chicago Public Library recovering over 20,000 items during an amnesty program and Fayetteville Public Library recovering approximately \$5,000 in materials during a 2023 amnesty week. These programs emphasize returning both library materials and patrons to active library use.

The process for items becoming 'assumed lost' follows:

- Item becomes overdue.
- 1st Overdue notice is sent at 1 weeks past due date – usually this goes out by email.
- 2nd Overdue notice is sent at 3 weeks past due date. This is sent by US mail.
- Assumed Lost notice is sent at 6 weeks past due date. This is sent by US mail.

Patrons are sent to Unique collections when their account reaches \$35 in bills. Accounts are blocked from use with \$25 in bills.



TO: PWPL Board of Trustees
FROM: Andrea Ingmire, Library Director
DATE: January 20, 2026
RE: Board Action Items

Fiscal Effect:

Getting items returned and added back to the collection reduces our 'assumed lost' liability.

Recommendation:

PWPL Board of Trustees moves to approve the Amnesty program during the month of April, 2026.

Alternatives:

As determined by the PWPL Board of Trustees.

Attachments:

- **Amnesty program additional information**

ALA position on Amnesty programs

Purpose & Definition of an Amnesty Program: From American Library's Association website: "Amnesty for Library Fines is a concept that has been around for many years. The purpose of an amnesty period is to promote the return of needed library materials or promoted the increased use of the library. Fines normally encourage the prompt return of materials, but sometimes according to Nancy Martinez, Library Service Director of Lodi Public Library, "library users amass such huge fines that-instead of paying the fines-they simply forfeit their library privileges. We want our books back, and even more we want our borrowers back." (American Library Association, 2014)

American Library Association. (2014, November). Retrieved December 26, 2025, from Fines and Overdues: <https://www.ala.org/tools/atoz/fines-and-overdues>

Recent News Articles on Amnesty Programs

Fayetteville library waiving late fees. (2025, April 7). Retrieved December 26, 2025, from 4029 News: <https://www.4029tv.com/article/fayetteville-library-waiving-late-fees/64398167>

Library Amnesty Program Nets Thousands of Overdue Items. (2016, February 18). Retrieved December 26, 2025, from CBS News: <https://www.cbsnews.com/chicago/news/library-amnesty-program-nets-thousands-of-overdue-items/#>



TO: PWPL Board of Trustees
FROM: Andrea Ingmire, Library Director
DATE: January 20, 2026
RE: Board Action Items

2) Vape Recycling Program

Background:

On December 11, 2025, Melissa Alan and Andrea Ingmire met with two representatives from Citizens for Superior to discuss their vape recycling program and a current gap in service related to the collection of cannabis vape devices.

The existing vape recycling program operates with several partners throughout Marquette County. However, because many of these partner locations also sell alcohol, they are prohibited by law from participating in any activities related to cannabis, including serving as collection sites for cannabis vape recycling.

PWPL supervisors have discussed the possibility of the library participating in this program. While some logistical considerations have been identified, there is overall support for PWPL serving as a drop-off location, as the initiative aligns with the library's strategic priority of Sustainability.

PWPL frequently receives requests to act as a drop-off site for recycling and other community donation programs. As the library plans for future use of its spaces, providing a clearly defined area for community sustainability initiatives may be an opportunity for expanded public service.

Fiscal Effect:

Possible shelving or collection site organizing equipment may be acquired to help make all recycling collections easier for patrons to find and more appealing visually.

Recommendation:

PWPL Board of Trustees moves to become a vape collection site in partnership with Citizens for Superior.

Alternatives:

As determined by the PWPL Board of Trustees.

Attachments:

- Information handout from Citizens for Superior

Vape Recycling Overview for Peter White Public Library - January 2026

Contact: Christine Crouse, Outreach Coordinator - chris@citizensforsuperior.org

Overview: Disposable vaping devices have become commonplace in Michigan over the past few years. These devices contain lithium batteries as well as concentrated liquid vaping liquid, both of which present serious environmental hazards. To address the growing problem of hazardous waste from disposable vaping devices, Citizens for Superior (“Citizens”) launched a pilot vape recycling program in December 2024, hosting one drop-off container at a corner store in downtown Marquette where nicotine vapes are sold. That single container has since collected over 4,000 used nicotine vapes, diverting them from landfills and waterways where they inevitably have detrimental environmental effects. Citizens is working to expand this program to begin collecting cannabis vapes in Marquette County as well; in January 2026, *there is no way* for a Marquette County resident to properly dispose of a cannabis vape. By hosting a nicotine and cannabis vape collection site at PWPL, you can support increased access to proper waste disposal. This will provide a local solution to an increasingly perilous problem, support the health of waterways by reducing hazardous waste pollution, reduce fire hazards in our waste stream, and facilitate a circular economy for lithium batteries.

How the program works: Citizens is currently facilitating an expansion of its nicotine and cannabis vape collection efforts throughout Marquette County, with the addition of collection containers at community partners’ locations in Marquette, Negaunee, Ishpeming, Harvey, and Gwinn. In a nutshell, the program currently plays out as follows:

- Citizens provides a branded collection container, signage, and handouts to collection partners.
- Collection partners maintain the collection container and share information with patrons.
- Patrons drop their used vapes in the container.
- Collection partner employees empty the container up to nightly into an exterior collection cart.
- Citizens empties the exterior collection cart on a bimonthly basis, or more often as needed.
- Citizens hosts bimonthly volunteer events to sort and prepare vapes for recycling.
- Citizens delivers the collected vapes to recycling partners.

Who are our recycling partners?

For cannabis vape recycling, Citizens partners with Comprenew, a nonprofit electronics recycler based in Grand Rapids, Michigan who is able to accept the vapes. Cannabis vape recycling is sponsored by The Fire Station Cannabis Company. For nicotine vape recycling, we partner with the Marquette County Solid Waste Management Authority (Recycle 906), who accepts the vapes through their household hazardous waste program. From there, nicotine vapes are sent to the Battery Recyclers of America in California where they are disassembled and recycled.

Materials provided to Collection Partners:

- Interior labelled collection container (shown)
- Reused bags to line containers
- Exterior locking cart for safe overnight storage
- Instruction sheet for employees Secure recycling container with signage
- Handout bags with instructions for patrons
- Window and countertop signage





TO: PWPL Board of Trustees
FROM: Andrea Ingmire, Library Director
DATE: January 20, 2026
RE: Board Action Items

3) Board Meeting Dates 2026

Background:

The board meeting calendar for 2026 was approved at the October 2025 board meeting. Since that time, Steve has indicated that he has a conflict with the May 19, 2026 board meeting date (and will be unavailable through the end of May), and Andrea has a conflict with the June 16, 2026 board meeting date.

Given this we would like to propose that the May meeting be cancelled, and the June meeting be moved to June 9, 2026.

Schedule would look like this:

January 20, 2026

February 17, 2026

March 17, 2026

April 21, 2026

May 19, 2026 No May Meeting

June 16, 2026 June 9, 2026

*July 8, 2026 – Joint Meeting with Township Advisory Council

*August 4, 2026 – Early meeting to approve budget before it is presented to the City Commission

*September 29, 2026 – Last Tuesday of the month, year-end budget adjustments

October 20, 2026

November 17, 2026

No December Meeting

Fiscal Effect:

None

Recommendation:

PWPL Board of Trustees moves to approve the modified Board Meeting schedule as proposed.

Alternatives:

As determined by the PWPL Board of Trustees.

Attachments:

- None



TO: PWPL Board of Trustees
FROM: Andrea Ingmire, Library Director
DATE: January 20, 2026
RE: Other Items

1) Strategic Plan Update

Heather has created a report using the 2025 survey data. This report was sent to the strategic planning committee along with a few questions about next steps.

Overall, the results of the survey were not surprising. Folks are very happy with everything we offer - they want more of it. Sunday hours continue to top the list of most desired change.

2) State Aid Report

The Library of Michigan State Aid Report is an annual reporting requirement for public libraries that receive state aid. Its purpose is to document how libraries meet statutory and administrative requirements tied to eligibility for state funding and to provide the state with consistent data on library operations and services. Data collected through this report is used by the Library of Michigan to verify eligibility, inform statewide planning, and support advocacy for library funding. PWPL uses this data to compare our services, budget, and facilities to other libraries in the state. It is also used to create our community report. The deadline for submission of the State Aid Report is February 1.

3) MACC space reorganization

After extensive discussion, we have developed a clear plan for how the spaces vacated by MACC will be used, as well as how several other areas of the library will be reconfigured. This process has taken time, as we chose to use the transition period to address several infrastructure needs alongside the space changes.

Below is a brief overview of how library spaces are being used, or will be used, in the near future:

- **Ann** has moved into **Tristan's former office**. Patrons are being directed there for meeting room reservations.
- **John and Joe**, along with shared workspace for the maintenance department, will be located in **Tiina's former office**, providing close access to the storage area and workroom under the stairs.
- An **organized storage area for meeting room equipment** will be established in the office previously used by **Amelia**.



TO: PWPL Board of Trustees
FROM: Andrea Ingmire, Library Director
DATE: January 20, 2026
RE: Other Items

- **Marty** has relocated to the other side of the building still on the top floor, but adjacent to the Microfilm Area. The door connecting the spaces has been removed to reduce sound transfer.
- **Marty's former office** will be used by the two new **Assistant Department Heads**: **Maggie (Circulation)** and **Marissa (Youth Services)**. This provides them with a dedicated workspace away from the public service desk. The door between this room and the Heritage Room was also removed.
- **Storage copies of Marquette Monthly and newspapers** will be moved to the **Dandelion Cottage closet**.
- **Studio #1** will remain a reservable public space; however, it will not yet be available through the public online reservation system. Local Hop is addressing an issue that allows back-to-back bookings without sufficient setup time for staff. Until this is resolved, Studio #1 reservations will continue to be managed through Ann.
- **Studio #2** is being explored as a **Quiet Reflection Room** (working title). Similar spaces have been successfully implemented at universities, community colleges, and some public libraries. Planning is still underway but Meditate Marquette has expressed strong interest in supporting this initiative, including the possibility of hosting their weekly sessions in the space. Some funding has already been designated for initiatives of this nature, providing initial support. Additional background materials are included in the attachment.

American Libraries Magazine article

<https://americanlibrariesmagazine.org/2018/01/02/library-meditation-rooms-space-apart/>

Maybe the greatest thing about Humboldt State University's (HSU) new, meant-to-be-shared [meditation room](#) is that everyone who uses it seems to be getting along. "I'm actually surprised," says Cyril Oberlander, who directs the HSU library in Arcata, California. "No reported conflicts of use at all. Let's keep that going." He adds that the room's success lies in its accommodating a wide variety of thoughtful practices.

Public Libraries

Dearborn Public Library

Quiet Reflection Room

Henry Ford Centennial Library also has a room set aside for quiet reflection. This Reflection Room is on the 3rd floor and serves as a space for quiet reflection in order to promote mental and physical health and well-being. There are certain guidelines for the use of this room, which are posted. Contact library staff for more information.



West Bloomfield Township Public Library

✨Meet our new Reflection Room!✨ One of the Main Library's Quiet Study Rooms has been converted into a space for quiet reflection, including meditation, prayer, yoga, and reading. In the Reflection Room, all visitors can enjoy an atmosphere of peace and harmony while engaging in quiet contemplation, taking a break from studies, or calming down from overstimulation.

The renovated room features a variety of comfortable seating, a privacy screen, houseplants, mats, and a view of the woods. Renovations were funded by a generous bequest from the Ruth S. Elbling Trust.



Universities and Community Colleges

Lansing Community College

<https://www.lcc.edu/library/study-spaces-and-tech/reflection.html>

The Reflection Room is a quiet and private space for individual prayer, meditation, and reflection. People of all faiths and non-faith beliefs are welcome.

The Reflection Room is on the 3rd floor of the Library and Learning Commons in room 3222. It is available on a first-come, first-served basis and is accessible with a StarCard.

ROOM USE GUIDELINES

- The Reflection Room is for prayer, reflection, or meditation. It should not be used for meetings, or as a study space or sleeping area.
- Limit your stay to 30 minutes to be respectful of others who wish to use the room.
- Use of the Reflection Room is restricted to current students, faculty, and staff.
- Food and drink are not allowed.
- Please be respectful in maintaining a quiet and peaceful atmosphere.

- Candles, incense, burning oils and other sources of flame or smoke are not permitted.
- You are welcome to listen to music with headphones.
- Please remove any items you brought into the room when you leave.
- Please be respectful of others.

Oakland University

Reflection and Wellness Room Use Policy

The Library's Reflection and Wellness Room (room 426) is dedicated for use by Oakland University students, faculty, and staff to carry out quiet religious, reflective, or health-related activities. The following rules govern the use of this room:

- The room is available all hours the Library is open, on a first-come, first-served basis. The key for the room is available at the Library's Service Desk on the main floor.
- The room is not intended to be used as a study space or sleeping area; individuals using the room for these purposes will be asked to move to a different library area.
- No organized services, events, or scheduled recurring activities are permitted.
- Please respect the privacy of users.
- Please respect the time of others who may also wish to use the space.
- Food and beverage are prohibited.
- Users are responsible for cleaning up the room as necessary after each use, using provided wipes. If the wipes dispenser is empty, please inform the Service Desk.
- Any items brought into the room by users must be removed by that user at the end of each use.

- Room furnishings that have been placed in the room by the Library must remain in the room.

Users who do not comply with these rules will be asked to leave the room by Library administrators, faculty, staff, and/or University authorities.

Vanderbilt University

<https://newsonline.library.vanderbilt.edu/2025/03/peabody-librarians-new-reflection-room-promotes-meditation-and-mindfulness/>



A reimagined space at the [Peabody Library](#) will provide student, faculty and staff groups on campus a serene setting in which to meditate, reflect and practice mindfulness.

The newly opened [Reflection Room](#), located on the library's ground floor (Room 003), is designed to promote stress reduction through hands-on tools and activities in an experiential setting. Students are especially encouraged to explore the positive effects of taking intentional “brain breaks.”

“Taking brief breaks during highly focused tasks can improve one’s memory retention, reduce stress and anxiety, and help with emotional regulation,” said [Tiffeni Fontno](#), director of the Peabody Library. “My thanks to librarians [Jennifer Castle](#) and [Sha Howard](#) for creating this wonderful space where the Vanderbilt community can gather to unwind, recharge and be present amidst the busyness of daily life.”

The Reflection Room features variable lighting, yoga and prayer mats, a white noise/sound machine and tabletop fountains, as well as puzzles, coloring and activity books, moving sand art and a zen garden. Groups of 8–10 people may reserve the room for sessions of up to two hours at a time.

In addition, the Peabody Library is collaborating with Vanderbilt Divinity School students who will facilitate [weekly 30-minute sessions](#) informed and inspired by various faith traditions throughout the spring 2025 semester. Assistant Director of the Divinity Library [Keegan Osinski](#) will lead 30-minute yoga sessions on Tuesdays.

Reservations are required to ensure the Reflection Room’s availability. Reservations can be made online through the [EMS system](#).

The Reflection Room is not intended for studying, group meetings or non-meditative activities. Loud conversations, phone calls and disruptive behavior will be prohibited.

The Reflection Room can be accessed using the ADA entrance that faces 21st Avenue and Vanderbilt University Medical Center. The space is available during the Peabody Library’s [regular hours](#).

To learn more, visit the Heard Libraries [website](#).

CHAPTER 7: ADVOCACY AND PUBLIC RELATIONS

A. Advocacy

Local Advocacy

Library board members interpret the programs, policies, and services of the library to the general community. Whenever and wherever possible they speak up in favor of the library.

Trustees are also the “listening ear” for the library. As members of the communities they serve, trustees are often the recipients of comments and feedback about the library and its services. It is important that trustees take community comments and concerns to meetings and share them with other library stakeholders, including the library director and staff. Such concerns should also be considered when formulating relevant policy and decisions. To be successful listening ears, trustees must be good listeners and respond with open ended, objective questions in order to separate fact from opinion.

Trustees work with the library director to project a positive image of the library to the community. Questions or complaints about the library services or staff should be referred to the library director. Trustees should listen, but not attempt to answer or solve patron complaints or questions before conferring with the library director. The library director is the operational manager and is best equipped to explain current policies and manage staff behavior. However, trustees as community members and library users are uniquely situated to identify and hear about community concerns and questions concerning the library. A trustee should always feel comfortable about raising questions or identifying issues or negative effects a particular proposal may have on the community.

The board asks the community for opinions, using surveys and/or questionnaires developed by the director and staff. Useful suggestions can be implemented. Trustees, formally and informally, promote the library's services and needs to community leaders, business leaders, and other civic agencies.

State Advocacy

Trustees are libraries' best advocates at the state level. They are viewed by legislators as advocates of a respected segment of the public. Through the Trustees and Advocates Division of the Michigan Library Association (see Chapter 12, Resources and Support), trustees combine to create a vital, powerful voice for library services.

National Advocacy

The same holds true at the national level. Through the American Library Association's division United for Libraries, library trustees gain a voice in national events concerning libraries. (See [Appendix A](#))

B. Public Relations Responsibilities

Trustees perform public relations responsibilities:

Hire a Good Director. It is the board's responsibility to hire the best director they can afford for the job.

Provide Quality Service. The board ensures the library's policies support quality service. No amount of good public relations can make up for bad service. Trustees ensure that library services and staff are evaluated at regular intervals.

Create, Adopt, & Implement a Public Relations Policy. The board, with the director, develops and adopts a strongly defined public relations policy. This policy guides the library director in the development of a schedule of activities to promote the library's role and to market its services and materials. QSAC provides three public relations checklists in its appendices section at www.michigan.gov/qsac

Publicize the Library. The board supports the expenditures of time and funds needed to support the library's public relations efforts. News releases, program flyers, radio and television announcements, cable TV, community organizations' newsletters, billboard space and announcements made at club meetings and civic associations and local business newsletters are all possible. If the budget permits, the board should support the library director in maintaining a staff position that includes Public Relations and outreach duties including social media activities. Board members should also be individual library publicists, spreading the word of library programs and services. However, the role of publicist should not be confused with spokesperson. A library should have a separate policy that determines who in the library officially speaks on behalf of the library to members of the media and who determines that wording of official announcements. Too many spokespersons will result in mixed and contradictory messages which can be very harmful to an organization- particularly in times of crisis.

Explain the Library Budget. As public officials responsible for the use of public library funds, trustees are accountable to the community for that money. Effectively explaining how and why the library spends its money comprises a great deal of the trustees' public relations role.

Use the Library. This may seem obvious, but it bears mentioning. Trustees need to visit and use the library regularly. Never ask for personal exceptions to the library's rules and regulations, and never interfere with the management of library staff.

Excellent trustees:

- Have library cards
- Remain objective and leave their personal beliefs and politics at home
- Do their homework to learn and prepare for their many roles and duties
- Attend special events at the library
- Assist with surveys of the community
- Encourage the development of a Friends' group and/or library foundation
- Participate in the public promotion of the library (with library director and other board members)

Trustees' vocal and visible enthusiasm for the library attracts the support of other community members. A trustee who is knowledgeable, enthusiastic, and supportive of the library will serve as the library's best public relations advocate.

CHECKLIST FOR CHAPTER 7

- Are you aware of your public relations role?
- Is the board working with the director to promote a positive image of the library?
- Has the board adopted a public relations policy for the library?
- Do you use the library yourself? Do you have a library card?

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 – Elective Measure for Governance/Administration

Essential Level – Core Measure for Public Relations

Enhanced Level – Elective Measure for Human Resources

Enhanced Level – Elective Measure for Governance/Administration

Enhanced Level – Elective Measure for Public Relations

Excellent Level – Core Measure for Governance/Administration

Excellent Level – Elective Measure for Governance/Administration

Excellent Level – Elective Measure for Human Resources

Correspondence

Management and Department Reports



January 20, 2026
Library Director Report
Andrea Ingmire

Strategic Planning Update

Public Survey

The summary report of survey data has been created by Heather and sent to the Strategic Planning Committee who will be discussing next steps.

Art Galleries

Winter Solstice Art and Evergreen. The change to this event was very well received. Many people commented that they enjoyed the trees being spread throughout the building.

February/March Exhibits

Artist Reception: February 12, 2026, 6–8 pm

Deo Gallery - *I Hear the Caw* - Lindsey Heiden

Through mixed media works blending animal forms and layered textures, Lindsey Heiden explores the evolving sense of "home." Her crow-inspired hybrids evoke memory, belonging, and transformation, weaving together found objects and personal symbolism to create an immersive visual narrative of identity and return.

Huron Mountain Club Gallery - *Awakening* - Cole Bonino Cole Bonino's paintings trace a journey of personal and spiritual renewal inspired by nature, dreams, and archetypes. Themes of motherhood, duality, and divine femininity intertwine with imagery from the natural world, reflecting the artist's meditative connection to Earth and the cycles of life and rebirth.

Penal Fines

Penal fines are back in the danger zone. MLA had a webinar scheduled for 1/15/26, but it was postponed due to weather. From MLA: "Michigan's Alternative Funding for Trial Courts Workgroup released a [final concept paper](#) in 2025 proposing that all revenue from penal fines and civil infractions be redirected to trial courts. Last month, MLA's Interim Executive Director, Dillon Geshel, shared an [overview of these recommended changes](#) in Primary Source. If enacted, the proposal would have a disastrous impact on Michigan's public libraries."

In the last Fiscal Year, PWPL received \$90,871.93 in penal fines. Loss of this revenue source would be detrimental to public libraries in Michigan. I will share information with you as I have it.

Streaming Services

The 15% Hoopla subsidy from the SLC ended at the end of 2025. We have some time to continue to discuss options and create a plan to move forward, but as of this month our costs for Hoopla are an additional 15%. Amy has been working with SLC to learn about Libby Advantage purchasing which

allows us to purchase titles where our patrons get priority in holds lists for Advantage titles. Rather than putting additional funds into the pot for everyone, we may try to add Advantage titles for very popular titles, giving our patrons a leg up in the holds cue.

Kanopy use continues to be steady, but affordable, SLC is still providing a 30% subsidy on this platform.

eNewsletters

Total subscribed as of 1/16/2026, 2883

November 2025	Constant Contact			Subscribers as of:
	Number of Deliveries	Average Rate open	Average clicks	
Insider (General Newsletter)				
Friends				
Off the Shelf	1	62%	4%	
Digital Resources and Tech				
Art and Exhibits				
Local History				
Weekly Program Update	5	64%	1%	
Youth Services Insider	4	58%	1%	

December 2025	Constant Contact			Subscribers as of:
	Number of Deliveries	Average Rate open	Average clicks	
Insider (General Newsletter)				1/16/2026
Friends				2605
Off the Shelf	1	59%	3%	576
Digital Resources and Tech				462
Art and Exhibits	1	60%	1%	588
Local History				539
Weekly Program Update	4	63%	1%	672
Youth Services Insider	4	57%	1%	603

Staff Updates

- Adult Services Assistant Department Head position was filled internally by Corey Wiseman.
- Local History Assistant – Filled internally by Allison Flynn-Chapman.
- Adult Services Assistant – Posted externally.
- Mackenzie Geary started on January 8 as our Communication Coordinator!

Director Chat – 12/3/2025

- Talked to a regular patron on his morning route.
- Talked to a patron who wondered where all the books went? She was trying to communicate her distress that the shelves were no longer crammed full. I explained weeding.
- Talked to a couple staff members about programming and schedules.
- Chatted with a couple of patrons from West Branch Twp.
- Talked with a mom about the elevator, her kids like pushing the buttons... all the buttons...
- Talked to a couple of NCLL folks arriving for a presentation.
- Received input from a patron regarding the socks being distributed by United Way and the perils of polyester and fires.
- Talked to a patron (also TAC member) arriving for another meeting room event.
- Helped a man looking to print from his phone, he commended that it was so easy with the help of the Reference staff.

AM = 14

- Several patrons stopped to say how much they love PWPL and appreciate the services we offer.
- Talked to a member of Sister Cities about the room and delegation.
- Talked to a mom who expressed deep gratitude for the Teen Yule Ball and our continued dedication to this program.
- Also chatted with some staff about gallery and supervisor items.
- Talked to several members of League of Women Voters – one of whom asked if I also offer



therapy (Peanuts style)

PM = 15

Total = 29! WOW

Library Director Professional Development/Outreach and Volunteer Activities – November 2025-December 2025

November 4	Staff 1:1's
	City Department Head Meeting
November 5	Director Chat
November 7	PWPL Supervisors Meeting
	4 C's Program
November 8	Repair Café Program
November 10	Staff 1:1
November 11	Staff Development Day
November 12	Staff 1:1
November 13	LSCP – Community Development Day Chair
November 14	PWPL Supervisors Meeting
	Library of Michigan Director Meeting
November 17	PWPL Programming Meeting
November 18	City Department Head Meeting
	Tasty Reads
	PWPL Board Meeting
November 19	League of Women Voters Meeting

November 21	Supervisors Meeting 4 C's Program
November 24	Sustainable Libraries training
December 1	TV6 – Winter Solstice
December 2	City Department Head Meeting MCLS Annual Meeting
December 3	Director Chat Staff 1:1
December 5	PWPL Supervisor Meeting Staff 1:1 4 C's Program
December 6	Supervisor on Duty
December 8	Staff 1:1
December 9	Tasty Reads
December 10	All Staff Meeting
December 11	Citizens for Superior Meeting Staff 1:1
December 12	PWPL Supervisor Meeting 4 C's Program

December 16-January 5

Off for surgery. Thank you for your patience as I get back to a more normal schedule!

January 2026
Development Director's Report
Heather Steltenpohl, Development Director

Final Fiscal Year 2025/2026 - \$278,195.00 from 139 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, bequests, tributes and annual fund gifts.

FY 2025/2026 Total Fundraising

2025 2026 Winter Newsletter	\$7,765.00
2025 Annual Fund	\$55,075.00
2025 Endowment Funds	\$210,000.00
2025 Fall Newsletter	\$2,780.00
2025 Tribute	\$2,525.00
2026 Annual Fund	\$50.00
	\$278,195.00

PWPL Development Fund 12/31/25

Garden Fund	\$ 2,068.07
Next Chapter Book Club	\$ 126.22
FRIENDS	\$ 34,141.91
2025 Teen Summer Reading	\$ 3,100.00
2026 Teen Summer Reading	\$ 1,500.00
2026 Youth Summer Reading	\$ 166.67
New York Review of Books Sub.-Sturgul Gift	\$ 22.05
Mining Journal Project	\$ 18,976.10
Kulisheck Programming Fund	\$ 14,841.21
2022 Strategic Planning	\$ 198.78
Aldrich Technology Assistance Fund	\$ 8,724.40
Great Lakes Poetry Festival	\$ 120.87
Passion for Books Project	\$ 5,224.11
Peace Room Project	\$ 2,352.00
25/26 Teens Cook	\$ 800.00
202/2026 General Operations	\$ 14,557.07

Endowment Funds (12/31/2025)

	Current Value	2025 Income
General Endowment Fund	\$ 851,905.99	\$ 54,867.30
Roberts Fund	\$ 118,591.68	\$ 7,728.41
Aldrich Fund	\$ 1,039,439.17	\$ 69,960.93
Steinhaus Fund	\$ 38,674.76	\$ 1,877.50
Vander Veen Center for the Book	\$ 25,628.93	\$ 802.58
Family & Local History Fund	\$ 63,226.81	\$ 3,994.71
Henderson Memorial Fund	\$ 222,023.39	\$ 10,498.07
	\$ 2,359,490.73	\$ 149,729.50

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.

The Friends held a silent auction in December and sold a set of *Superior Heartland* for \$275.00. The winner had been longing to add it to their collection.

Friends of PWPL 2025/2026 Financial Summary

Total December 2025 Store Sales	\$	3,349.08
Total 25/26 Store Sales	\$	10,811.27
Total 25/26 Online Sales	\$	3,685.84
Total March 2026 Sale	\$	-
Total September 2026 Sale	\$	-
Total Other 25/26 Revenue	\$	874.00
2025/2026 Friends Revenue	\$	15,371.11
Total PWPL Grants	\$	(37,063.32)
Total Other Expenses	\$	-
2025/2026 Total Expenses	\$	(37,063.32)
Balance	\$	33,312.07

Strategic Planning Survey

Last fall, I developed and launched a public survey to help shape our 2026-2028 Strategic Plan. The compiled results of that survey are now being sent to the committee. 354 written and online surveys were completed. 90 people said they'd participate in follow up interviews. We will email those 90 that provided emails and continue from there.

Survey results were very complementary. Our constituents have provided a useful evaluation of PWPL's collection, program and services. The bottom line:

"Peter White Public Library is operating at an exceptional level of community trust, satisfaction, and emotional connection. The library is not only meeting expectations – it is exceeding them.

PWPL stands as:

- A model public institution
- A trusted steward of public resources
- A cultural and educational anchor
- A beloved community land mark

The survey results confirm that PWPL is one of the community's most valued and respected assets."

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

Improvements & What's New:

- Marty's new office space is done. Joe did a lot of work spiffing it up. I helped Joe put together the Steelcase desk system that I purchased second-hand from NMU.
- Yearly task of setting various calendars for the 2026 holiday schedule for devices that automate various functions at PWPL. Also, manually setting devices that don't automatically change for daylight savings time. Speaking of which, I purchased and installed several new wall clocks that change daylight savings time automatically.
- Early voting happened again at PWPL from 10/30-11/1. I was away at the library conference for the first two days, but they did not have any tech problems.
- One phone was added to our VOIP plan through Michigan Broadband Systems. We had two new spares, and I used one of them. The vendor enabled the new line, and I configured the phone.
- QuickBooks renewal.
- Onboarding of new employee in maintenance.
- Briefly worked with Melissa and Steph on problem with Books by Mail and our holds process. They have a good handle on it, and are working with Jeremy at Superiorland to test and resolve it.
- I ordered a new credit machine from our vendor Merchant's Choice. The new one is more advanced, faster, and includes tap-to-pay. The new one is not dialup like the old one, so I got one with enhanced encryption, and just in case, installed it onto our network in a way that it is not viewable to other devices. Worked with Melissa to test the new machine, spot differences in function to help train staff, so she may revise our customized instructions for usage.
- Made sure to check our PTO system and notify employees who are reaching their end of calendar year PTO limit.
- Audited our email accounts to make sure it was current, and license levels accurate. This was at the request of Superiorland, as they are adding some features that have a per-user cost.
- About 10 older computers with little to no value were recycled with a small local business.

Fixed, Etc.:

- Redid Friends of PWPL computer that stopped booting after a problematic Windows update.
- Update our Apple devices manually.
- Troubleshooting of microfilm computer, problem connecting to ScanView reader.
- Reviewed Adobe Acrobat Pro licensing and usage at PWPL. Working on a new solution, since we can no longer get through TechSoup. Current version we have is going out of support, but it will continue to work for another year.
- Helped another Superiorland library configure their new barcode scanners.
- Many other small fixes.

Pending:

- New computer for memory lab.
- Move to new Adobe Acrobat licensing model for ten Adobe accounts.
- Move technology I've prepared into the new staff offices that were formerly Arts & Culture.
- 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 – November 7th
- Staff In-Service day – November 11th
- Supervisor's meeting – November 14th
- PWPL Board of Trustees meeting – November 18th
- Supervisor's meeting – November 21st

Respectfully submitted,
Bruce MacDonald

Peter White Public Library
Adult Services Department Board Report
November 2025

ELECTRONIC COLLECTION USE (not noted in statistics sheets):

Ancestry:

- o Searches: 120
- o Images/text: 65/55

Mango languages:

- o Sessions: 81
 - Mobile: 30
 - Average Learning Time: 13:23

New York Times:

- o Offsite code redemptions: 148
 - Usage sessions: 1470, Page views: 7000, Articles read: 2109

Value Line Online:

- Logins: 51
 - o Searches: 104 , Downloads: 93

Weiss Ratings Online:

- Total Users: 79
- Searches: 198
- Total Sessions: 33
- Pages Viewed: 310

OUTREACH/MARKETING:

- Superiorland Yesterdays: Bella
- Entrance Display: Building Community (Elliot) ; Indigenous Stories (Lynette)
- NF Display: Stargazing (Elliot) FIC Display: Michigan Fiction (Cheryl)
- What's New At PWPL articles for the Mining Journal: Corey

PROGRAMMING/TECH HELP:

- Tech Coaching for Seniors: 17 Third Thursday Roundtable: 2
- Heritage Room Book Group: 3
- NonFiction Book Group: 2
- Repair Café: 16
- Cyber Clinic: 18

Updates from Adult Services

Adult Services had 31 passport applications processed, proctored 9 exams for students, and there were 830 computer logins during the month of November. 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.

Lynette represented Adult Services on the Staff Development Committee meeting and led the introductions portion of Staff Development Day on November 11th. The library received a donation of St. Luke's School of Nursing yearbooks "White Caps" and they have been added to the yearbook collection. Since receiving these items, Lynette also updated the Yearbook Index for the shelf. Tech Coaching for Seniors continued 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 quarter. This continues to be a wonderful and much needed program for our seniors, and they really like Christine. Call the reference desk to reserve a spot!

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 also planned and publicized Heritage Room Book Group selections for the coming quarter and well into spring. Those titles have been ordered and extra copies are on the way!

Cheryl and Allie continue to train and learn more about working the reference desk. 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 have also been training for their Passport Agent Certification this month and should finish up in December. We look forward to having everyone certified to accept passports.

Elliot has been working on displays and the winter sessions of Repair Café. They have also continued to do well in accepting passport applications and learning more and more with each new one that comes. They have also stepped up to help out our newer staff members with questions and concerns, which I really appreciate.

This month the Adult Services Assistant Department Head position was posted and filled. Lynette will be retiring on December 30th. I am happy to announce that Corey Wiseman will be our new Adult Services Assistant Department Head. She will transition into her new role, training with Lynette before Lynette retires and get up to speed on her new duties. We are looking forward to responses to the posting for the Local History Assistant position.

In keeping up with new items for collections, I have been ordering new materials in all formats for the collections. One of the main library vendors for materials, Baker & Taylor, recently went out of business. This is a huge hit to the library community. PWPL has been using Ingram for book fulfillment for many years, but recently we have seen delays in obtaining materials, as Baker & Taylor users transition to new vendors, Ingram being one of them. I am hoping in the coming months, things will even out as Ingram brings on and trains more staff members to deal with the influx of new customers.

Regards,

Amy M. Salminen, MLIS

Adult Services Department Head

Circulation Department Head Report: November/December

We had another successful year as a Canathon drop off site. Thanks to the artistic talents of Circulation staff Tina and Zach, our donation boxes looked very festive, and we can reuse them each year. We again offered the Food for Fines program to incentivize patrons to donate food. Each food item brought in would equal \$1.00 in overdue fines forgiven. We forgave a total of \$74.10 in overdue fines, and the feedback from patrons is always overwhelmingly positive.

We had a request from United Way to help distribute socks to the community. Sarah had the great idea of putting them on one of the trees for the Winter Wonderland event. Amanda and Emily helped me hang the socks, and over 250 pairs were distributed while the tree was on display.

I participated in a webinar (Wellbeing for Libraries) and a virtual conference (Back in Circulation) in November. Maggie also joined the Back in Circulation conference. Beth Wahler, co-author of "Creating a Person-Centered Library", gave the conference keynote. She discussed strategies for successful communication, both with patrons AND co-workers. She used very specific, relatable examples that I found helpful. There were also some very practical sessions about scheduling larger departments and ongoing training for circulation staff. Overall, a very good conference that I hope to attend in person in fall 2026 in Madison, Wisconsin.

Bruce installed a new credit card machine in Circulation. Our prior machine was slow and being taken out of service by the company. Being the only credit card machine in the building, it was a good day when the new one was set up!

Meetings & Activities:

November 6: Wellbeing for Libraries webinar
November 7: Supervisor's Meeting
November 11: Staff Development Day
November 13/14: Back in Circulation conference
December 5: Supervisor's Meeting
December 11: Meeting with Circulation Assistant DH
December 18: Circulation Department Meeting

Respectfully submitted,
Melissa Matuscak Alan
Circulation Department Head

	# Attended	# Sessions
➤ Program Attendance Stats		
○ EL Total	525	19
○ Children's Total (Non-EL)	1,900	49
○ Self-Directed Programming	2,247	21
■ Total Program Attendance Nov & Dec	4,672	89

November & December 2025 In YS

Youth Services paused our regular weekly programs (Storytimes, afterschool programs, etc) starting the week of Thanksgiving. We pivot our programming efforts to class visits from local area schools at this point.

Regular weekly programming will resume in February. We are looking forward to a Stuffie Sleepover Storytime and Stick With Reading: Winter Reading 2026, both of which take place in January 2026.

YS staff are now turning our attention to planning Summer Reading 2026: Unearth a Story – Dinosaurs!

Class Visits 2025

Purpose of class visits to the library – These visits are an invaluable tool for us as a library to connect with kids who for various reasons do not regularly visit the library. For many kids, the class visit is the only time they ever come to PWPL. We always pick up a few new library card registrations from families and kids, which is amazing. The feedback we receive is also just wonderful. I had a mom email me and tell me that her daughter, the evening after her class visit to the library, told her that she wants to be a librarian when she grows up! The class visits give us a structured way to show the kids around the library (particularly to see the trees and Christmas Village), hear stories, do a fun craft and have free time to play, check out books and do the scavenger hunt. The kids always have a great time and are so excited to be here. Huge thanks to the YS team for all their work during these visits. Staff organize and run the craft, lead tours, read stories to the students while also ensuring that our non-class visit patrons continue to receive excellent customer service and have an enjoyable experience at the library while the visits are ongoing.

- Class visits ran November 23 through December 19.
- We have 1 to 2 visits a day. These visits range anywhere from 12 to 72 (3 classes at a time) students at a time.
- 2025 visits ranging from JK to 5th grade
 - 47 classes
 - 1,495 visitors during the visits.

Sarah Rehborg

Youth Services Librarian
Peter White Public Library

Peter White Public Library

Teen Services Department Board Report

November 2025

- Program Attendance
 - Programs – 6
- Total Attendance – 60
- Monthly Programs (# of Teens attending)
 - un"TITLE"d Teens - 5
 - D&D – 25
 - Homeschool Chapter Book Discussion 5/6
- Special Events/Offsite Visits
 - Teens Cook – 16
 - Learn Magic the Gathering - 3

November flew by, between Christmas tree prep, Yule Ball tickets going on sale and Thanksgiving break the month moved quickly. The Teens helped move the Christmas trees from storage to set up for the winter wonderland walk. We also wrapped up Home School Chapter Book Discussion and picked new books for 2026. I also helped out Marty with the Winter Wonderland set up. Looking forward to fun December.

Amanda Pierce

Teen Services Coordinator

Peter White Public Library

Teen Services Department Board Report

December 2025

- Program Attendance
 - Programs – 4
- Total Attendance –273
- Monthly Programs (# of Teens attending)
 - un”TITLE”d Teens - 6
 - D&D – 26
- Special Events/Offsite Visits
 - Home School Winter Wonderland Walk - 12
 - Yule Ball - 229

December was a short yet busy month. Yule Ball continues to be a huge hit for the middle school students. The event sold out and students had a blast. Double Trouble did a great job, both as the DJ and the photo booth attendant. I was able to help Marty finish setting up the trees and make signage for all the trees as well. Winter Reading prep was finished up and will begin in January. Students will read for a chance to win 1 of 2 \$50 gift cards.

Amanda Pierce

Teen Services Coordinator

Report for November 2025

Stephanie Garn, Technical Services Department Head

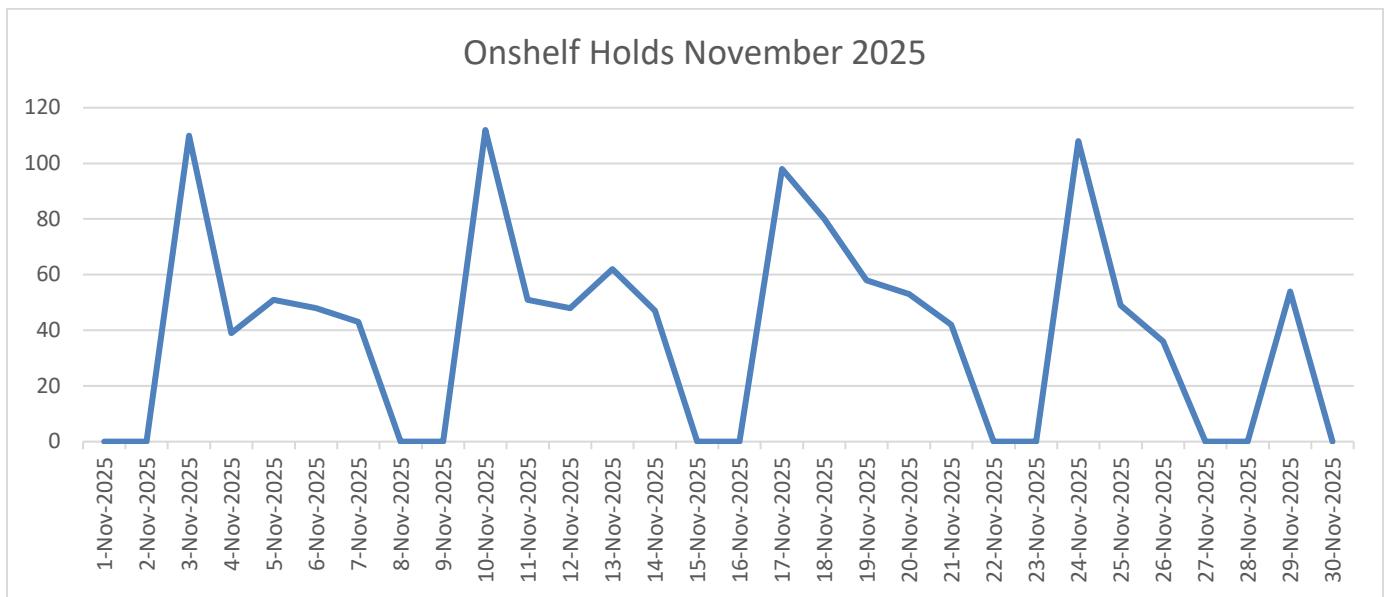
Contacted Jeremy at SLC to update our reports. Our items borrowed report hadn't been updated in over a decade. Jeremy was easily able to make the change to only include all participating libraries. He did the same with the items lent and was able to exclude non-participating libraries.

Mending count

The mending got as low as 59 on 11/3 but jumped back up to 110 on 11/17.

November Holds

Total 1,189

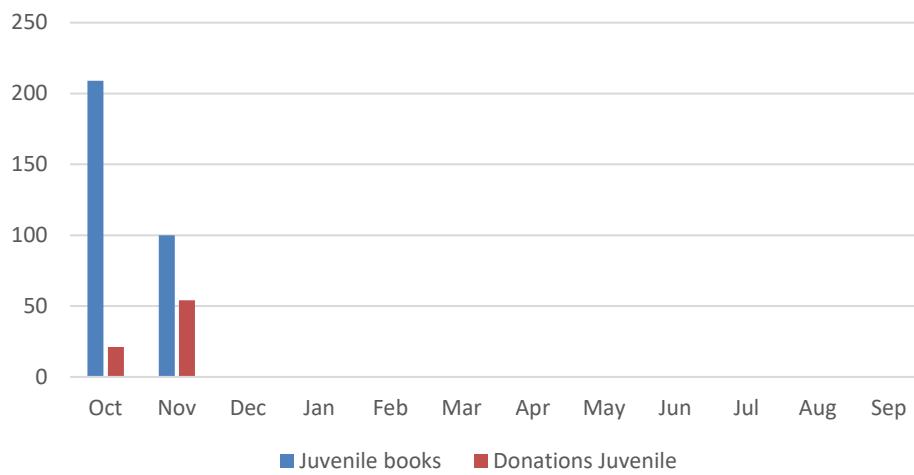


OCLC/WorldCat (Out of state requests)

Adult books added



Juvenile books added



Teen books added



November/December 2025 Adult Programming Report

Craft Magic Series: Punch Needle Magic with Lydia Taylor

Monday, November 3, 2025, 6:30 p.m.-8 p.m. Peter White Public Library Shiras Room. Teens, Family, Adults, Seniors. Join fiber artist Lydia Taylor for a Beginner Punch Needle Workshop. Learn basic punch needle skills and leave with your very own handmade punch needle project. Starter kits provided. Space is limited to ten participants, so register early. 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.

Book Launch Reading: Claudia Drosen & *Brooklyn Accent*

Thursday, November 6, 2025. 6:30 p.m.-7:30 p.m. Peter White Public Library Community Room. Adults, Seniors, Teens. Join PWPL in celebrating the release of poet Claudia Drosen's debut collection, *Brooklyn Accent*. The poems in this book trace Drosen's upbringing in Brooklyn to her family life on the shores of Lake Superior, all with her signature wit and humor. No admission charge. For more information, contact Marty at 226-4322, machatz@pwpl.info, or visit pwpl.info.

There were **53 in-person attendees/7 virtual in-person attendees/62 YouTube views** for this event.

Writers on Writing: Kathleen Heideman

Monday, November 10, 2025. 6:00 p.m. – 8:00 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. **November's Writer: Kathleen Heideman.** An award-winning poet and environmental advocate, Heideman uses language to explore landscapes, justice, and activism. Discover how she brings voice to the places and causes she loves. **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 **12 in-person attendees** for this event.

Dinner & A Movie Block Busting Cinema: Pedro Almodovar's *The Room Next Door*

Wednesday, November 12, 2025. 5:30 p.m.-8 p.m. Peter White Public Library Community Room. Adults, Seniors, Teens. Bring your dinner, sit down, and enjoy acclaimed Spanish director Pedro Almodovar's premiere English-language film starring Tilda Swinton and Julianne Moore. The movie tells the story of the relationship between two friends, one of whom is facing a terminal illness. Rated PG-13. No admission charge. For more information, contact Marty at 226-4322, machatz@pwpl.info, or visit pwpl.info.

There were **7 in-person attendees** for this event.

Marquette Poets Circle: NMU's Visiting Writers Series—Jonathan Johnson

Thursday, November 13, 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 alumnus Jonathan Johnson, who will be reading from his recently released collection of short stories *The Little Lights of Town: Stories*. No admission charge. For more information, contact Marty at 226-4322, machatz@pwpl.info, or visit pwpl.info.

There were **86 in-person attendees/9 virtual in-person attendees/59 YouTube views** for this event.

Friend-raiser Richard Gilewitz & Tim May Concert

Monday, November 17, 2025. 6:30 p.m.-7:30 p.m. Peter White Public Library Community Room. Adults, Seniors, Family Friendly. Guitar virtuosos Richard Gilewitz and Tim May hit the Community Room stage to play selections from the recently released album, *Gilewitz*, featuring new voicings of Richard's most beloved tunes as well as new releases. Richard has had an illustrious career, performing with the likes of the Indigo Girls, Kenny G., and Leo Kottke. Tim is a Grammy-nominated guitarist currently on tour with Kathy Mattea.

There were **54 in-person attendees/12 virtual in-person attendees/47 YouTube views** for this event.

Dinner & a Movie Docu Cinema: *Deep Sea Detectives: Death of the Edmund Fitzgerald* Tuesday, November 18, 2025. 6:00 p.m.-8:00 p.m. Peter White Public Library Community Room. Adults, Seniors. In honor of the 50th anniversary of the sinking of the Edmund Fitzgerald, PWPL screens this documentary about the loss of the "Big Fitz" and its 29 crewmembers, including footage from the last dive to the wreck. Not Rated. No admission charge. For more information, contact Marty at 226-4322, machatz@pwpl.info, or visit pwpl.info.

There were **26 in-person attendees** for this event.

Global Cinema: Wolfgang Petersen's *Das Boot: Director's Cut*

Friday, November 21, 2025. 12:00 p.m.-3:30 p.m. Peter White Public Library Community Room. Adults, Seniors, Teens. In this acclaimed German film, a U-boat patrols the waters of the North Atlantic during World War II, its young crew dealing with the terror and claustrophobia of a submariner. Rated R. No admission charge. For more information, contact Marty at 226-4322, machatz@pwpl.info, or visit pwpl.info.

There were **9 in-person attendees** for this event.

All Booked Up: Can We Talk?

Tuesday, November 25, 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: *Raising Hare* by Chloe Dalton. 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, November 25, 2024, 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: Under the Radar. No admission charge. For more information, contact Marty at 226-4322, machatz@pwpl.info, or visit pwpl.info.

There were **44 in-person attendees/6 virtual in-person attendees/79 YouTube views** for this event.

All Booked Up: On Air

Wednesday, November 26, 2025. 9 a.m.-10 a.m. WLUC TV 6 Stoduios. Adults, Teens, Seniors. Join Upper Michigan Today's John Redfield and Tia Trudgeon, along with PWPL staff, for an on-air, in-person book discussion. This month's book: *Raising Hare* by Chloe Dalton. 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.

TOTAL NUMBER OF PARTICIPANTS FOR NOVEMBER 2025 EVENTS:

Participants for in-person events:	314
Participants for virtual in-person	22
Participants for virtual (after the fact)	<u>200</u>
TOTAL Participants/Views:	536

Craft Magic Series: Felt Magic with Jody Trost

Monday, December 1, 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 Yeti. 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 **17 in-person attendees** for this event.

Katherine Walker Presentation: *From Saint to Santa: The Curious History of Claus*

Tuesday, December 2, 2025. 6:30 p.m.-7:30 p.m. Peter White Public Library Zoom. Adults, Seniors, Teens. Celebrated expert on the histories of magic, science, and drama, Dr. Walker traces the surprising evolution of Santa Claus—from a fourth-century bishop known for his charity, to the jolly, red-suited icon of global consumer culture today, exploring how folklore, literature, advertising, and politics shaped the figure we know as Santa Claus. No admission charge. For more information, contact Marty at 226-4322, machatz@pwpl.info, or visit pwpl.info for meeting information.

There were **7 virtual in-person attendees/14 YouTube views** for this event.

John Smolens Book Launch Reading: *Possession(s)*

Thursday, December 4, 2025. 6:30 p.m.-7:30 p.m. Peter White Public Library Community Room. Adults, Seniors, Teens. Three-time Michigan Notable Book writer John Smolens reads from his new collection of short stories, *Possession(s)*, accompanied by special musical guest Bill Hart. The stories in the collection explore the fears, doubts, and uncertainties of the human condition, from the shores of Lake Superior to streets of 19th-century Paris. No admission charge. For more information, contact Marty at 226-4322, machatz@pwpl.info, or visit pwpl.info.

There were **38 in-person attendees/14 virtual in-person attendees/35 YouTube views** for this event.

Poetry-Palooza: NMU's MFA Poetry Student Reading

Saturday, December 6, 2025, 1:00 p.m.- 2:30 p.m. Peter White Public Library Heritage Room. Adults, Seniors, Family Friendly. For this special event, PWPL partners with NMU's MFA Program to sponsor an end-of-semester poetry reading. Students currently enrolled in NMU's graduate-level poetry workshop will share their work in a poetry-palooza. No admission charge. For more information, contact Marty at 226-4322, machatz@pwpl.info, or visit pwpl.info.

There were **19 in-person attendees/3 virtual in-person attendees/38 YouTube views** for this event.

Tuba Christmas

Sunday, December 7, 2025, 1:30 p.m. Marquette Regional History Center. Family Friendly, Adults, Seniors. Join Peter White Public Library, in partnership with the Marquette Regional History Center, for a booming, brassy concert of Christmas carols. Let the spirit of Christmas resonate within you. This event will be livestreamed on the PWPL YouTube Channel. No admission charge. For more information, contact Marty at 226-4322, machatz@pwpl.info, or visit pwpl.info.

There were **324 in-person attendees/12 virtual in-person attendees/198 YouTube views** for this event.

Book Launch Reading: Suzanne Sunshower & *Still Wild: Poems from Bear Shack*

Tuesday, December 9, 2025. 6:30 p.m.-7:30 p.m. Peter White Public Library Community Room. Adults, Seniors, Teens. Join PWPL in celebrating the release of poet Suzanne Sunshower's collection, *Still Wild: poems from the bear shack*. This latest release of the Yooper Poetry series from Modern History Press contains meditations from Sunshower, who, at the age of 60, moved to a remote hunting camp trailer in Michigan's Upper Peninsula to start a new adventure. No admission charge. For more information, contact Marty at 226-4322, machatz@pwpl.info, or visit pwpl.info.

THIS EVENT WAS POSTPONED DUE TO INCLEMENT WEATHER.

Northwords and Music: Christmas Sounds

Wednesday, December 10, 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 big moments in our lives. The show features two-time U. P. Poet Laureate Marty Achatz; celebrated musicians Linda Smith and Seamus Collins (Big Lake Acoustic); actress Jacque Love; actor Jim Edwards; and special guest star Whiskey Ryan. This event will also be livestreamed. For more information, contact Marty at 226-4322, machatz@pwpl.info, or visit pwpl.info.

There were **50 in-person attendees/3 virtual in-person attendees/26 YouTube views** for this event.

Marquette Poets Circle Annual Holiday Gathering

Thursday, December 11, 2025, 5:00 p.m. - 6:30 p.m. Peter White Public Library Shiras Room. Adults, Seniors, Family Friendly. Join local poets, writers, and poetry enthusiasts for an evening of poetic holiday celebration. Gather at 5 p.m. for refreshments and an Open Mic, then head downstairs for the Winter Solstice Art & Evergreen Walk. New and experienced poets are

welcome for either or both events. No admission charge. For more information, contact Marty at 226-4322, machatz@pwpl.info, or visit pwpl.info.

There were **19 in-person attendees** for this event.

An Evening of Art and Evergreen

Thursday, December 11, 2025. 6:00 p.m. - 8:00 p.m. Huron Mountain Club Gallery and Deo Gallery. Teens, Adults, Seniors. Combining the previous events of *Winter Charm* and *Winter Wonderland Walk*. A winter-themed art exhibit will be on display in both the Deo Gallery and Huron Mountain Club Gallery as well as themed trees decorated by community members throughout the library. In addition, PWPL will also host the Pierce Holiday Village. Enjoy an artist reception with refreshments, stroll through the winter tree walk, challenge yourself to a scavenger hunt, view the holiday village, and take in the sounds of the season with strolling music featuring Kerry Yost and Company as we welcome winter. No admission charge. For more information, contact Marty at 226-4322, machatz@pwpl.info, or visit pwpl.info.

There were **176 in-person attendees** for this event.

Docu Cinema: *The First Silent Night: The Christmas Carol that United the World*

Friday, December 12, 2025. 12:00 p.m.-2:30 p.m. Peter White Public Library Shiras Room. Adults, Seniors. Renowned actor Simon Callow uncovers the moving origins of the song “Silent Night,” from Austrian village of Oberndorf to the city of Salzburg. Not Rated. 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.

Dinner & A Movie: Merry Movie Mayhem

Monday, December 15, 2025. 5:30 p.m.-8:00 p.m. Peter White Public Library Community Room. Adults, Seniors, Teens, Family Friendly. The voting is over! The ballots have been counted! The winner of PWPL’s annual Christmas movie matchups will be revealed! Join us for an evening of Christmas treats, ugly Christmas sweaters, and a screening of the Merry Movie Mayhem champion. No admission charge. For more information, contact Marty at 226-4322, machatz@pwpl.info, or visit pwpl.info.

There were **15 in-person attendees** for this event.

All Booked Up: Can We Talk?

Tuesday, December 16, 2025. 10 a.m. – 11 a.m. Peter White Public Library Dandelion Cottage Room. Adults, Seniors. Join Marty 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: holiday celebration and discussion of the Best Books of 2025. 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.

Artists & Their Art: Form Follows Function & Less Is More

Tuesday, December 16, 2024. 6:30 p.m.-8:30 p.m. Peter White Public Library Zoom. Adults, Seniors, Teens. Peter White Public Library hosts celebrated art historian Ellen Longsworth for this virtual series focused on famous artists, artistic movements, and art. Ellen’s subject: Frank Lloyd Wright (continued).

Ludwig Mies van der Rohe, Walter Gropius, and Le Corbusier. No admission charge. For more information, contact Marty at 226-4322, machatz@pwpl.info, or visit pwpl.info for meeting information.

THIS PROGRAM WAS CANCELED.

All Booked Up: On Air

Wednesday, December 17, 2025. 9 a.m.-10 a.m. WLUC TV 6 Studios. Adults, Teens, Seniors. Join Upper Michigan Today's John Redfield, along with PWPL staff, for an on-air, in-person book discussion. This month's book: Best Books of 2025. 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.

Global Cinema: Ingmar Bergman's *Fanny & Alexander*

Friday, December 19, 2025. 12:00 p.m.-3:30 p.m. Peter White Public Library Shiras Room. Adults, Seniors, Teens. In this semi-autobiographical 1982 Christmas period drama, famed Swedish director Ingmar Bergman tells the story of two siblings growing up in turn-of-the-20th-century Sweden. Rated R. 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.

TOTAL NUMBER OF PARTICIPANTS FOR DECEMBER 2025 EVENTS:

Participants for in-person events:	685
Participants for virtual in-person	39
Participants for virtual (after the fact)	<u>311</u>
TOTAL Participants/Views:	1035

Respectfully submitted,

Martin Achatz (he/him/his)

Adult Programming Coordinator

Facilities Manager January 2026

- Switched elevator company, will now be using Metro Elevator.
- New custodial asst Kathryn Simmons working out well.
- Snow and ice control continues feverishly.
- Office swaps are making progress
- Monthly generator test.
- Monthly exit light test.
- Monthly fire extinguisher inspection.
- Fresh paint in most MAAC rooms complete.
- Sound suppression in Deo Gallery.
- General maintenance and upkeep.

John Povey
Facilities Manager
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	13,244	12,205										42,507
Hours Open	266	213	225										704

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	2,459	1,851	3,194	2,236	1,593	2,745	14,078				
	Average Daily		614	617	798	746	531	549	640	22			
DECEMBER	Attendance	0	2,496	2,670	2,201	1,630	1,422	1,786	12,205				
	Average Daily		624	534	733	543	355	446	531	23			
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												
<i>Current FY Total</i>	0	7,262	7,118	8,593	7,422	5,720	7,226	43,341	72				
<i>Current FY Average YTD/Day</i>	0	605	600	724	667	476	556	601	18				

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

Program Attendance

Circulation Transactions

	October-25	November-25	December-25	January-26	February-26	March-26	April-26	May-26	June-26	July-26	August-26	September-26	Total	Previous FY Total
Children's Circulation	6,334	6,300	5,453	-	-	-	-	-	-	-	-	-	18,087	75,027
Adult and Teen Circulation	9,186	8,557	8,176	-	-	-	-	-	-	-	-	-	25,919	113,985
Circulation of Physical Objects (Art, Kits, Things, etc)	114	86	109	-	-	-	-	-	-	-	-	-	309	1,720
OverDrive E-Book Circulation	945	879	1,000										2,824	11,425
OverDrive E-Magazines	1,002	947	1,040										2,989	9,877
OverDrive E-Audiobook Circ	1,625	1,524	1,490										4,639	18,600
Hoopla E-Book Circulation	164	178	224										566	1,917
Hoopla E-Audiobook Circ	798	772	769										2,339	7,883
Hoopla Streaming Video Circ	117	117	112										346	1,328
Hoopla Streaming Music Circ	9	9	6										24	102
Hoopla Streaming Binge Pass	5	9	10										24	78
Kanopy Streaming Video Circ	372	504	366										1,242	5,359
Total Physical Circulation	15,634	14,943	13,738	-	-	-	-	-	-	-	-	-	44,315	190,732
Total Electronic Content Use	5,037	4,939	5,017	-	-	-	-	-	-	-	-	-	14,993	56,569
Total Circulation	20,671	19,882	18,755	-	-	-	-	-	-	-	-	-	59,308	247,301

Circulation by City/Township

City of Marquette	9,849	9,449	8,554										27,852	113,423
Marquette Township	1,738	1,562	1,579										4,879	20,791
Chocolay Township	2,121	1,977	1,812										5,910	26,595
Sands Township	721	629	599										1,949	9,241
Skandia Township	287	302	373										962	4,785
West Branch Township	891	724	594										2,209	10,105
Turin Township	-	-	-										-	-
Wells Township	23	26	41										90	-
Ewing Township	-	-	-										-	4
Non-Residents	957	1,027	879	-	-	-	-	-	-	-	-	-	2,863	10,356
Check Outs via Self-Check	5,277	5,587	4,129										14,993	63,573
% of Check Outs via Self-Check	29.63	26.75	33.27											30.00
Online Renewals	4,022	3,713	4,334										12,069	46,035
Items Checked In	13,769	12,655	12,099										38,523	162,936

Reference and Other Services

Interlibrary Loan

Registered Borrowers

Technology

Technical Services

Remote Book Drops

		Number of Pickups	Number of Items
Marquette Township			
	Total Year to Date	13	325
	Total Last FY	52	1291
Chocolay Township			
	Total Year to Date		
	Total Last FY	52	1419
Sands Township			
	Total Year to Date		
	Total Last FY	52	539
Skandia Township			
	Total Year to Date	13	105
	Total Last FY	52	356
West Branch Township			
	Total Year to Date	5	10
	Total Last FY	12	24
	Total Last FY	51	102
Total Year to Date ALL Locations:		38	454
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
Geary	Mackenzie	1/8/2026	Communications Coordinator
Goodwin	Jamie	7/12/2021	Finance Director
Guidebeck	Adyson	5/15/2024	Circulation Aide
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
Matthews	Kelsey	10/15/2021	Technical Services (ILL)
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
Secrest	Joseph	3/26/2025	Maintenance Assistant Department Head
Shumate	Elliot	5/19/2025	Adult Services Assistant
Simmons	Kathryn	11/11/2025	Custodial Assistant
Spatz	Christopher	6/24/2013	Circulation Aide
Steltenpohl	Heather	10/20/1997	Development Director
Wiseman	Corey	10/3/2023	Adult Services Local History Assistant

Distribute only to: Supervisory Staff, Administration Staff