

Board of Trustees of the Peter White Public Library
Agenda
Monday, March 23, 2026
George Shiras III Room, 5:00 pm

Zoom access:

<https://us02web.zoom.us/j/84671206825?pwd=58edQ7bJQTrzIXqPSHWDrU8IQa27gg.1>

Call to Order

Board Member Introductions

*Approve Agenda**

*Approve the Minutes of the Previous Meeting**

February 17, 2026

Special Presentation – Amy Salminen, Adult Services Department Head

Township Advisory Council Report –

*Financial Reports – including Approval of the Bills**

Total February Payments: \$178,191.47

Wages & Benefits Paid in the Amount of: \$126,288.15

Bills Paid in the Amount of: \$41,743.45

Utilities Paid in the Amount of: \$10,159.87

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) *Bylaws of the Board of Trustees GOV-6*
- 2) *Bulletin Board and Pamphlet Policy PRG-4*

Other Business

- 1) Strategic Plan Update
- 2) Marquette Township Book Drop Location
- 3) 2025 Community Report

Public Comment

Board Member Comment

- 1) General Comments
- 2) Board Committee Reports
- 3) Trustee Manual – 2021 Edition, Chapter 9, Intellectual Freedom
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:	April 21, 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, February 17, 2026**

A regular meeting of the Board of Trustees of the Peter White Public Library was held on Tuesday, **February 17, 2026** in the George Shiras III Room of the Peter White Public Library. The meeting was called to order by President Steve Schmunk at 5:02 PM.

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

Respectfully Excused: Suzanne Williams, Secretary.

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; Stephanie Garn, Technical Services Department Head; Ben Sargent

TAC Representatives Present: Kerrie Heikes, Sands Township.

Others present (in-person or online):

The Agenda was amended to include Audit Engagement Letters under Other Business. The amended agenda was approved on a motion by Nelson and seconded by Addison. The motion is approved 4-0.

The Minutes of the January 20, 2026 Board Meeting were approved on a motion by Meyskens and seconded by Addison. The motion is approved 4-0.

Special Presentations – Stephanie Garn, Technical Services Department Head.

Garn gave a step-by-step explanation of the cataloging process, beginning from when a book or library item is received, ending with the item existing in a patron searchable system of records. Schmunk asked if there is a universal classification number that each book is published with, Garn said no, there are more context and content standards applied to consideration for its category when a book is catalogued. Garn also outlined the Interlibrary Loan Process. Technical Services is also in charge of book repair and mending. Meyskens noted there is an observable pattern of holds being pulled, Garn said there is a steady day of the week pattern. She also shared some images from the staff office reorganization in new spaces. Meyskens and Schmunk asked how PWPL's interlibrary process might differ from others, Garn gave examples of how this varies, as well as how MCLS and subcontracted delivery companies might be involved. Addison commented on the quality of the repair tools, and skills for keeping books in active circulation. Schmunk asked what the repair quantities are like, Sargent said the flow is steady but manageable.

TAC Report: Kerrie Heikes, Sands Township.

Heikes said Sands Township is looking into a data center ordinance; members of the township have mixed opinions on this type of project. There are no new updates on the solar project, which has been in the process for a couple of years.

Financial Reports – including Approval of the Bills: Goodwin addressed questions and comments related to the bills and financial reports. The Hoopla subsidy from SLC was discontinued at the end of 2025, so PWPL is in the process of creating a use-budget, applying to patrons, so the service can continue while costs are also anticipated. A motion was brought by Addison and seconded by Meyskens to approve the bills for January 2026, in the amount of \$239,521.00 The motion is approved 4-0.

Public Comment: None

Board Action Items:

- a) **Bylaws of the Board of Trustees GOV 6-** At the January 20, 2026, Board of Trustees meeting, the Board adopted an updated 2026 meeting schedule. The revisions included canceling the May 2026 meeting and changing the date of the June 2026 meeting. The Board Bylaws state that Board elections are to take place at the regular May meeting. However, the Bylaws do not provide guidance on how elections should be conducted if the May meeting is canceled or if a quorum is not present. The proposed language change for Article II. Officers, Section 1 adds the following sentence at the end of the existing language. “If the May meeting is not held, or if a quorum is not present, the election of officers shall take place at the next regular meeting.”
Schmunk asked about removing the word ‘regular’ from the proposed language so there was more flexibility in case the following meeting was not a regular meeting of the board, but rather a special or emergency meeting. The board reviewed the process for calling a special meeting which is outlined in Article III, Section 3.
This policy with the revision proposed by Schmunk will be proposed for approval at the March 17, 2026 meeting.

Other Business:

- 1) **Strategic Plan Update:** Steltenpohl has created a report using the 2025 survey data. This report was sent to the strategic planning committee. The Strategic Planning Committee will meet on Wednesday, February 18th via Zoom, due to expected winter weather, to discuss next steps.
- 2) **Audit Engagement Letters:** Each year PWPL is included in the City of Marquette audit process. Again this year, Anderson Tackman is requesting that the Audit Engagement documents come before the full board for review in a regular meeting. These letters detail the duties and responsibilities of each party (Library and Auditors) and help the Board to understand their role in governance for preventing, deterring, and detecting fraud within the entity. If any board members have information regarding fraud or suspected fraud within the Library that information should be communicated to Steve Schmunk, Board President by Friday, February 20, 2026 for inclusion in his response. Unless there are concerns, Steve Schmunk and Andrea Ingmire will sign off on these documents after our board meeting. No concerns were stated.

Public Comment: None

Board Member Comment: Meyskens commented on examining the staff turnover, the most seems to be in part-time positions; Ingmire said the percentage is consistent over time. Nelson asked if the reopening of NMU’s library is affected foot traffic and room bookings, so far there

has not been a noticeable difference. Meyskens asked if the elevator issues have been resolved, Ingmire verified that they have and it is operating as it should.

Trustee Manual: Review of Chapter 8, 2021 Edition: Facilities and Technology.

Ingmire mentioned that Facilities is in search of a new Assistant Department head. She also said they are looking into options for a bond project, which would address things in the physical building that will need to be updated or replaced in the long term. Meyskens asked if there are any major technology changes being considered that are not part of routine maintenance, Ingmire said due to the ever-changing nature of technology this is hard to predict what may be created in the future. MacDonald said the audiovisual equipment in the rooms will likely need to be updated. Schmunk and Ingmire discussed the value of community support, and providing accurate information to patrons as to why certain updates are necessary. The goal date for a solid plan is 2030, Steltenpohl pointed out this falls in line with what needs the Strategic Plan will summarize in 2029.

Adjournment: Meyskens made motion to adjourn, seconded by Nelson. The motion is approved 4-0. The meeting adjourned at 6:18 PM.

Respectfully submitted,

Steve Schmunk
President

Upcoming meetings:
Board of Trustees: March 17, 2026
Board of Trustees Committee Meetings: n/a
Upcoming TAC meeting: April 8, 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 01-31-26	As of 02-28-26	Change
Cash- Checking	\$1,031,549.32	\$1,166,754.69	\$135,205.37

Notes:

1. Cash receipts for February were \$311,652.31
2. Cash-Checking \$302,066.78
3. Checking-Bankcard \$9,585.53

<u>Highlights of General Fund Trust</u>	As of 01-31-26	As of 02-27-26	Change
Cash/Investment Position	\$223,860.50	\$228,478.15	\$4,617.65

1. Dividends & Interest in the amount of \$348.62 were reinvested

Highlights of Carroll Paul Trust Fund

Cash/Investment Position	As of 01-31-26	As of 02-27-26	Change
	\$1,010,938.17	\$1,031,925.95	\$20,987.78

1. Dividends & Interest in the amount of \$1,531.58 were reinvested

SUMMARY OF FINANCIAL POSITION OF PETER WHITE PUBLIC LIBRARY

Highlights of Revenue & Expenditure Report
 {Numbers taken from City Reports 03/10/26}
 Peter White Library Fund (Operating)

	Current Month	Current YTD
Total Revenue	\$ 298,174.13	\$ 1,677,158.87
Total Expenses	\$ (170,312.86)	\$ (1,025,286.37)
Net of Revenue & Expense	\$ 127,861.27	\$ 651,872.50

Comments

Cash Balance		February			
Month Ending Current Year		Month Ending Prior Year			
\$ 1,166,754.69	vs	\$ 1,184,831.10	=	\$ (18,076.41)	

Notes:

- February was a two pay period month. Total wages paid were \$99,578.6
- Actual expenses are approx. 43% of budget with approximately 42% of the FY year completed
 - Included you will find
 - Raymond James February Statements
 - Utility Statements for February
 - February Balance Sheet and Revenue and Expenditure Reports for the Library's Operating Fund
 - February Balance Sheet Report for the Carrol Paul Memorial Fund
 - February Revenue & Expenditure Report for the Library Improvement Debt Fund

Respectfully Submitted ~ *Jamie Goodwin*



RAYMOND JAMES

January 30 to February 27, 2026

Securities offered through Raymond James Financial Services

MARK AHO

Raymond James Financial Services, Inc.
Raymond James Financial Services Advisors, Inc.

PWPL General Fund Account Summary - #258KY554

Advisory

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

		This Statement	Year to Date
Value This Statement	Beginning Balance	\$223,860.50	\$219,871.27
	Deposits	\$0.00	\$0.00
\$228,478.15	Income	\$348.62	\$699.59
	Withdrawals	\$0.00	\$0.00
Last Statement	Expenses	\$0.00	\$(460.81)
	Prior Year-End		
\$223,860.50	Change in Value	\$4,269.03	\$8,368.10
	Ending Balance	\$228,478.15	\$228,478.15
Time-Weighted Performance*			
YTD	3.91%		
2025	11.59%		

Performance Inception: 10/29/2018

Important Messages

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

Your Portfolio

For more information, visit raymondjames.com/clientaccess

	Quantity	Price	Value	Gain or (Loss) ^o	Estimated Annual Income
Cash & Cash Alternatives					
Raymond James Bank Deposit Program † 0.03% - Selected Sweep Option			\$1,964.68		\$0.58
Raymond James Bank			\$1,964.68		
Your bank priority state: MI					
† Please see the Raymond James Bank Deposit Program on the Understanding Your Statement page.					
Estimated Income Yield for RJB DP was calculated as of 2/27/2026.					
Cash & Cash Alternatives Total			\$1,964.68		\$0.58

Mutual Funds

AMERICAN INTERNATIONAL VANTAGE FUND CL F2 N/L (AIVFX)	481.329	\$21.520	\$10,358.20	\$7,436.40 ^B	\$139.59
COHEN & STEERS REALTY SHARES FUND CL I N/L (CSJIX)	100.846	\$71.920	\$7,252.84	\$4,028.93 ^B	\$199.07



Your Portfolio (continued)

	Quantity	Price	Value	Gain or (Loss) ^o	Estimated Annual Income
Mutual Funds (continued)					
EATON VANCE SHORT DURATION GOVT INC FD CL I N/L (EILDY)	3,697.508	\$7.350	\$27,176.68	\$13,467.28 ^B	\$1,545.56
FEDERATED HERMES KAUFMANN SMALL CAP FD INSTL SHRS IS N/L (FKAIX)	520.666	\$46.770	\$24,351.55	\$10,206.11 ^B	
JPMORGAN LARGE CAP GROWTH FUND CL I N/L (SEEGX)	149.332	\$78.750	\$11,759.90	\$492.53 ^B	\$5.17
MFS INCOME FUND CL I N/L (MFIIX)	5,653.640	\$6.030	\$34,091.45	\$6,201.89 ^B	\$1,662.17
NEUBERGER LARGE CAP VALUE INSTL CL N/L (NBPIX)	232.892	\$56.390	\$13,132.78	\$4,847.71 ^B	\$203.55
T. ROWE PRICE ALL CAP OPPORS FUND INVESTOR CL N/L (PRWAX)	154.230	\$76.210	\$11,753.87	\$742.46 ^B	\$4.64
T. ROWE PRICE INTERNATIONAL VALUE EQUITY FD INVSTR CL N/L (TRIGX)	407.861	\$26.770	\$10,918.44	\$815.73 ^B	\$256.95
JPMORGAN UNDISCOVERED MANAGERS BEHAVIORAL VAL CL L N/L (UBVLX)	303.655	\$85.270	\$25,892.66	\$19,662.16 ^B	\$458.22
Mutual Funds Total			\$176,688.37	\$67,901.20	\$4,474.92
Exchange-Traded Products (ETPs)					
FREEDOM 100 EMERGING MARKETS ETF (FRDM)	163.000	\$62.820	\$10,239.66	\$4,782.94	\$189.24
DAVIS SELECT U.S. EQUITY ETF (DUSA)	240.000	\$52.290	\$12,549.60	\$30.16	\$117.60
FIRST TRUST LOW DURATION OPPORTUNITIES ETF (LMBS)	536.000	\$50.440	\$27,035.84	\$1,686.94	\$1,093.44
Exchange-Traded Products Total			\$49,825.10	\$6,500.04	\$1,400.28

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



Your Portfolio (continued)

	Value	Gain or (Loss) ^o	Estimated Annual Income
Portfolio Total	\$228,478.15	\$74,401.24	\$5,875.78

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

^o 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				
02/02/2026	Dividend - Taxable	EATON VANCE SHORT DURATION GOVT INC FD CL I N/L (EILD) \$.03346 per share x 3,680.663 shares		\$123.14
02/02/2026	Dividend - Taxable	MFS INCOME FUND CL I N/L (MFIIX) \$.02385 per share x 5,631.141 shares		\$134.32
02/27/2026	Interest at RJ Bank Deposit Program	Raymond James Bank Deposit Program		\$0.04
02/27/2026	Dividend - Taxable	FIRST TRUST LOW DURATION OPPORTUNITIES ETF (LMBS) \$.17000 per share x 536.000 shares		\$91.12
Income Total				\$348.62

Purchases, Sales and Redemptions

02/02/2026	Reinvest	EATON VANCE SHORT DURATION GOVT INC FD CL I N/L (EILD) \$.03346 per share x 3,680.663 shares	16.845 \$7.31018	\$(123.14)
02/02/2026	Reinvest	MFS INCOME FUND CL I N/L (MFIIX) \$.02385 per share x 5,631.141 shares	22.499 \$5.97004	\$(134.32)




RAYMOND JAMES

January 30 to February 27, 2026

Securities offered through Raymond James Financial Services

MARK AHO

 Raymond James Financial Services, Inc.
 Raymond James Financial Services Advisors, Inc.

PWPL Helen Paul Trust Account Summary - #2259T374

Advisory

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

		This Statement	Year to Date
Value This Statement	Beginning Balance	\$1,010,938.17	\$1,000,687.55
\$1,031,925.95	Deposits	\$0.00	\$0.00
Last Statement	Income	\$1,531.58	\$3,020.59
Prior Year-End	Withdrawals	\$0.00	\$(9,175.00)
\$1,010,938.17	Expenses	\$0.00	\$(2,097.32)
	Change in Value	\$19,456.20	\$39,490.13
	Ending Balance	\$1,031,925.95	\$1,031,925.95
Time-Weighted Performance*			
YTD	4.05%		
2025	12.19%		

Performance Inception: 10/29/2018

Important Messages

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

Your Portfolio

 For more information,
 visit raymondjames.com/clientaccess

	Quantity	Price	Value	Gain or (Loss) ^o	Estimated Annual Income
Cash & Cash Alternatives					
Raymond James Bank Deposit Program † 0.03% - Selected Sweep Option			\$8,932.42		\$2.67
Raymond James Bank			\$8,932.42		
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 2/27/2026.					
Cash & Cash Alternatives Total			\$8,932.42		\$2.67
Mutual Funds					
AMERICAN INTERNATIONAL VANTAGE FUND CL F2 N/L (AIVFX)	2,170.471	\$21.520	\$46,708.54	\$29,823.03 ^B	\$629.44
COHEN & STEERS REALTY SHARES FUND CL I N/L (CSJIX)	463.512	\$71.920	\$33,335.78	\$13,850.57 ^B	\$914.97



Your Portfolio (continued)

	Quantity	Price	Value	Gain or (Loss) ^o	Estimated Annual Income
Mutual Funds (continued)					
EATON VANCE SHORT DURATION GOVT INC FD CL I N/L (EILDY)	15,602.677	\$7.350	\$114,679.68	\$32,356.65 ^B	\$6,521.92
FEDERATED HERMES KAUFMANN SMALL CAP FD INSTL SHRS IS N/L (FKAIX)	2,374.034	\$46.770	\$111,033.57	\$37,591.74 ^B	
JPMORGAN LARGE CAP GROWTH FUND CL I N/L (SEEGX)	680.658	\$78.750	\$53,601.82	\$2,517.20 ^B	\$23.55
MFS INCOME FUND CL I N/L (MFIIX)	25,812.016	\$6.030	\$155,646.46	\$22,123.12 ^B	\$7,588.73
NEUBERGER LARGE CAP VALUE INSTL CL N/L (NBPIX)	1,060.764	\$56.390	\$59,816.48	\$19,683.92 ^B	\$927.11
T. ROWE PRICE ALL CAP OPPORS FUND INVESTOR CL N/L (PRWAX)	698.385	\$76.210	\$53,223.92	\$3,620.51 ^B	\$21.02
T. ROWE PRICE INTERNATIONAL VALUE EQUITY FD INVSTR CL N/L (TRIGX)	1,871.719	\$26.770	\$50,105.92	\$4,061.63 ^B	\$1,179.18
JPMORGAN UNDISCOVERED MANAGERS BEHAVIORAL VAL CL L N/L (UBVLX)	1,379.577	\$85.270	\$117,636.53	\$75,659.20 ^B	\$2,081.78
Mutual Funds Total			\$795,788.70	\$241,287.57	\$19,887.70
Exchange-Traded Products (ETPs)					
FREEDOM 100 EMERGING MARKETS ETF (FRDM)	748.000	\$62.820	\$46,989.36	\$22,049.42	\$868.43
DAVIS SELECT U.S. EQUITY ETF (DUSA)	1,087.000	\$52.290	\$56,839.23	\$121.02	\$532.63
FIRST TRUST LOW DURATION OPPORTUNITIES ETF (LMBS)	2,446.000	\$50.440	\$123,376.24	\$7,416.18	\$4,989.84
Exchange-Traded Products Total			\$227,204.83	\$29,586.62	\$6,390.90

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



Your Portfolio (continued)

	Value	Gain or (Loss) ^o	Estimated Annual Income
Portfolio Total	\$1,031,925.95	\$270,874.19	\$26,281.27

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

^o Please see Cost Basis on the Understanding Your Statement page.

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Your Activity

Date	Activity Type	Description	Quantity/ Price	Amount
Income				
02/02/2026	Dividend - Taxable	EATON VANCE SHORT DURATION GOVT INC FD CL I N/L (EILD) \$.03199 per share x 15,534.700 shares		\$496.91
02/02/2026	Dividend - Taxable	MFS INCOME FUND CL I N/L (MFIIX) \$.02406 per share x 25,708.388 shares		\$618.66
02/27/2026	Interest at RJ Bank Deposit Program	Raymond James Bank Deposit Program		\$0.19
02/27/2026	Dividend - Taxable	FIRST TRUST LOW DURATION OPPORTUNITIES ETF (LMBS) \$.17000 per share x 2,446.000 shares		\$415.82
Income Total				\$1,531.58

Purchases, Sales and Redemptions

02/02/2026	Reinvest	EATON VANCE SHORT DURATION GOVT INC FD CL I N/L (EILD) \$.03199 per share x 15,534.700 shares	67.977 \$7.30997	\$(496.91)
02/02/2026	Reinvest	MFS INCOME FUND CL I N/L (MFIIX) \$.02406 per share x 25,708.388 shares	103.628 \$5.970	\$(618.66)





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

Account Number: 339129
CITY OF MARQUETTE
Bill Date: 12/23/2025

TOTAL DUE

\$4,751.75

ACH
Do Not Pay

Billing Summary

Balance From Last Billing	\$4,932.80
Payments Received - Thank you!	-\$4,932.80
Balance Forward	\$0.00

Service Summary

Electric Service	\$4,751.75
Current Charges Due by 01/12/2026	\$4,751.75
Total Account Balance	\$4,751.75

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

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

Bill Date	12/23/2025
Account Number	339129
Current Charges due by 01/12/2026	\$4,751.75
Balance Forward	\$0.00
Total Amount Due	\$4,751.75
ACH Payment - Do Not Pay Drafted on 01/12/2026	

MARQUETTE BOARD OF LIGHT AND POWER
2200 WRIGHT ST 4
MARQUETTE, MI 49855-1366



242020000339129000475175000475175122320253



BOARD OF LIGHT & POWER
2200 Wright Street, Marquette, MI 49855

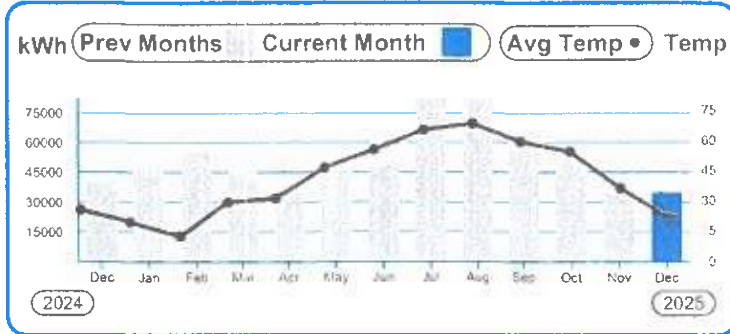


- PAY YOUR BILL
- MONITOR USAGE
- REPORT AN OUTAGE

Account: 339129

Service Address: 217 N FRONT ST, LIBRARY :

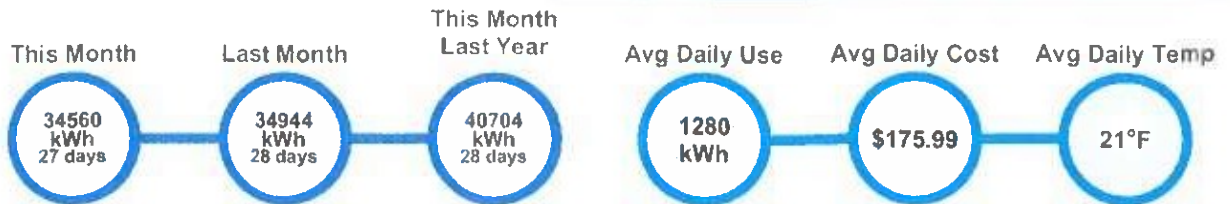
Meter #	Rate	Days		Days	Readings		Meter Multiplier	kWh	kW Demand
		From	To		Previous	Present			
357978570	U5	11/20/2025	12/17/2025	27	41645	41825	192	34560	90.624



Current Charges - Bill Date 12/23/2025

Flat Rate		\$130.25
kWh Charge	34,560 kWh @ 0.0770	\$2,661.12
Demand Charge	90.624 kW @ 21.5000	\$1,948.42
Fuel Adjustment	34,560 kWh @ 0.00031	\$10.71
PA95 Low Income Energy Assistance (LIEAF)		\$1.25
Current Charges		\$4,751.75
Balance Forward		\$0.00
Total Amount Due		\$4,751.75

Energy Usage Comparison



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

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

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



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

Ways to Pay Your Bill



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



By Phone
Credit or debit card.
1.833.625.0246



Online
Visit mblp.org/pay-now



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



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



BOARD OF LIGHT & POWER

2200 Wright Street, Marquette, MI 49855

Pay by Phone 1.833.625.0246
Phone 1.906.228.0311 **Fax** 1.906.228.0329
Web www.mblp.org **Email** info@mblp.org
Office Hours Mon - Fri 8:00 AM - 4:30 PM

Message Center

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

Account Number: 339130
CITY OF MARQUETTE
Bill Date: 12/23/2025

TOTAL DUE

\$47.61

ACH
Do Not Pay

Billing Summary

Balance From Last Billing	\$48.45
Payments Received - Thank you!	-\$48.45
Balance Forward	\$0.00

Service Summary

Electric Service	\$47.61
Current Charges Due by 01/12/2026	\$47.61
Total Account Balance	\$47.61

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

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

Bill Date	12/23/2025
Account Number	339130
Current Charges due by 01/12/2026	\$47.61
Balance Forward	\$0.00
Total Amount Due	\$47.61
ACH Payment - Do Not Pay Drafted on 01/12/2026	

MARQUETTE BOARD OF LIGHT AND POWER
2200 WRIGHT ST 4
MARQUETTE, MI 49855-1366



242020000339130000004761000004761122320256



BOARD OF LIGHT & POWER

2200 Wright Street, Marquette, MI 49855

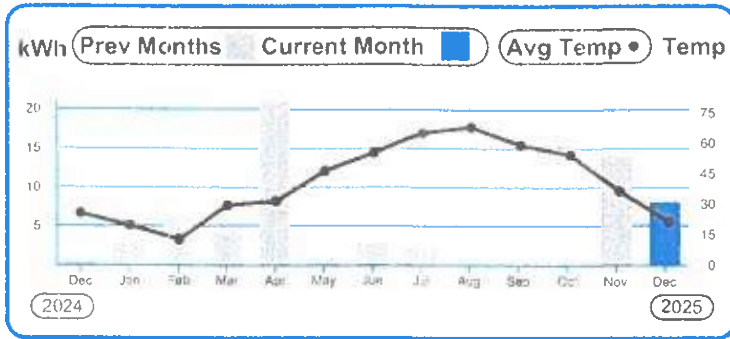


- PAY YOUR BILL
- MONITOR USAGE
- REPORT AN OUTAGE

Account: 339130

Service Address: 217 N FRONT ST, PWPL GARAGE :

Meter #	Rate	Days			Readings		Meter Multiplier	kWh	kW Demand
		From	To	Days	Previous	Present			
250013031	U3	11/20/2025	12/17/2025	27	1947	1955	1	8	0.000



Current Charges - Bill Date 12/23/2025	
Flat Rate	\$45.25
kWh Charge 8 kWh @ 0.1390	\$1.11
PA95 Low Income Energy Assistance (LIEAF)	\$1.25
Current Charges	\$47.61
Balance Forward	\$0.00
Total Amount Due	\$47.61

Energy Usage Comparison



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

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

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

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



Ways to Pay Your Bill

- Auto Pay**
Visit mbip.org/smarthub or call the main office to set this up.
- By Phone**
Credit or debit card.
1.833.625.0246
- Online**
Visit mbip.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

Natural Gas works for Michigan

Account Information

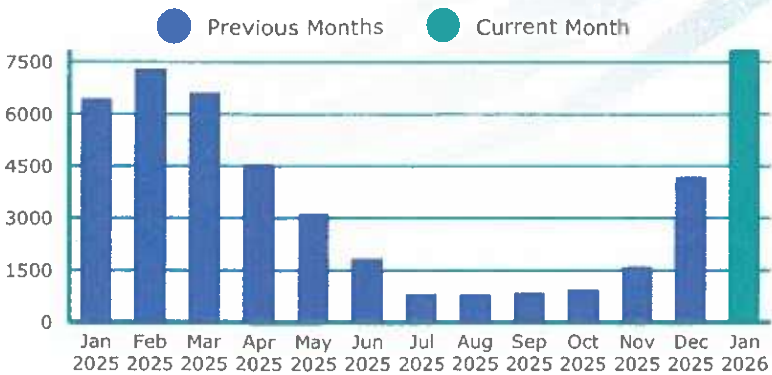
Account Number 0242631.501
 Name CITY OF MARQUETTE
 Service Address 217 N Front St
 Peter White Public Library
 Account Type General Service 3 Direct Pay

Account Summary

Balance Forward \$0.00
 Current Charges \$4,774.04

Total Amount Due by **02/04/26**
\$4,774.04

Usage History



SEMCO ENERGY News

You may pay your bill at one of SEMCO ENERGY Gas Company's authorized payment agents. To locate payment agents in your area, visit www.semcoenergygas.com. Agents may charge a fee for this service and it may take two (2) business days for your payment to be credited to your SEMCO account. Please be sure to use only authorized payment agents.

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 02/04/26
TOTAL AMOUNT DUE \$4,774.04



0293510-SEMS338099-SE OVR-1070565000006
 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 \$4,774.04 will be deducted from your bank on 02/04/26.

Usage Detail

Meter Number:	Usage Period:	Previous Read:	Current Read:	Meter Factor:	Therm Factor:	Usage:
401858	12/03/25-01/06/26	50212 (Actual)	57656 (Actual)	1.000	1.054	7845.976 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: 34

Previous Balance	\$2,593.64
Payment - Thank you!	(\$2,593.64)
Balance Forward	\$0.00

Current Charges

SEMCO Cost of Gas (0.327900)	\$2,572.70
Customer Charge	\$116.20
MRP Charge	\$55.54
IRIP Charge	\$126.79
Distribution Charge (0.950510)	\$85.55
Distribution Charge 2 (0.119670)	\$928.16
Balance & Demand Charge (0.110160)	\$864.31
FID Charge (0.003160)	\$24.79

Total Current Charges

\$4,774.04

Total Amount Due by **02/04/26**

\$4,774.04

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

Bill Date	
01/12/2026	
Amount Due	528.47
Due Date	02/02/2026
After Due Date	533.76
DO NOT REMIT PAYMENT. YOUR BANK ACCOUNT WILL BE CHARGED ON THE DUE DATE.	


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

Please return this portion with your payment. Thank You!



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

Bill Date	
01/12/2026	
Amount Due	528.47
Due Date	02/02/2026

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 atanka@marquettemi.gov or visit www.marquettemi.gov

Service Information		Account Summary		Billing Data	
Account Number	Endpoint ID	Previous Balance	\$0.00	Usage Dates	
3488706202	0120140453	Add Current Bill	528.47	From: 11/28/2025 To: 12/28/2025	
Service Address		Total Due	528.47	Number of Billing Days	
CITY OF MARQUETTE*		After Due Date Pay:	533.76	31	
217 N FRONT ST					
MARQUETTE MI 49855					

Meter Readings and Usage Per Thousand Gallons				
Meter Serial #	Current Reads	Previous Reads	Current Usage	Last Year's Use
68800854	3166	3150	16	15
68800737	1196	1196	0	

CURRENT CHARGES			Messages
SERVICE	READ DATE	AMOUNT	
WATER GENERAL 2"	12/28/2025	\$243.53	PAPERLESS BILLING IS NOW AVAILABLE!!!! VISIT WWW.MARQUETTEMI.GOV , CHOOSE PAY START, STOP TRANSFER SERVICE. CHOOSE UPDATE MAILING/PAPERLESS BILLING.
SEWER GENERAL	12/28/2025	\$284.94	

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	1,315,171.67	1,166,754.69
271-000-004.000	Cash-Petty	1,690.00	1,690.00
271-000-007.000	Cash-Money Market	2,619.62	1,964.68
271-000-010.000	Cash-Checking Bankcard	30,143.03	2,492.08
Cash and cash equivalents		<u>1,349,624.32</u>	<u>1,172,901.45</u>
Investments			
271-000-017.000	Investments in Securities	213,789.68	226,513.47
Investments		<u>213,789.68</u>	<u>226,513.47</u>
Taxes receivable			
271-000-020.000	Taxes Receivable-Current	77,587.60	36,722.98
271-005-022.000	Taxes Receivable-Delinquent Personal	1,411.12	862.30
Taxes receivable		<u>78,998.72</u>	<u>37,585.28</u>
Accounts receivable			
271-000-043.000	Accounts Receivable-Sundry	7,477.75	0.00
Accounts receivable		<u>7,477.75</u>	<u>0.00</u>
Due from other governments			
Due from other governments		<u>0.00</u>	<u>0.00</u>
Due from other funds			
Due from other funds		<u>0.00</u>	<u>0.00</u>
Prepaid expenditures			
271-000-123.000	Prepaid Expenses	77,647.91	1,395.49
Prepaid expenditures		<u>77,647.91</u>	<u>1,395.49</u>
Land and other non-depreciable assets			
Land and other non-depreciable assets		<u>0.00</u>	<u>0.00</u>
Capital assets, net of depreciation			
Capital assets, net of depreciation		<u>0.00</u>	<u>0.00</u>
Total Assets		<u>1,727,538.38</u>	<u>1,438,395.69</u>
*** Liabilities ***			
Accounts payable			
271-000-202.000	Accounts Payable	43,864.65	1,754.40
Accounts payable		<u>43,864.65</u>	<u>1,754.40</u>
Due to other funds			
Due to other funds		<u>0.00</u>	<u>0.00</u>
Due to other authorities			
271-000-216.000	Due to DDA - TIF	8,879.97	7,245.39
271-000-230.000	Due to Brownfield TIF	1,545.28	87.61
Due to other authorities		<u>10,425.25</u>	<u>7,333.00</u>
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
	Deferred revenue		
271-000-335.000	Deferred Revenue-Property Tax	863,674.13	0.00
	Deferred revenue	863,674.13	0.00
	Accrued leave payable		
	Accrued leave payable	0.00	0.00
	Total Liabilities	950,102.59	9,087.40
*** Fund Balance ***			
	Fund balance		
271-000-390.000	Fund Balance	750,891.83	750,891.83
	Fund balance	750,891.83	750,891.83
	Total Fund Balance	750,891.83	750,891.83
	Beginning Fund Balance - 24-25		750,891.83
	Net of Revenues VS Expenditures - 24-25		26,543.96
	*24-25 End FB/25-26 Beg FB	776,624.46	
	Net of Revenues VS Expenditures - Current Year		651,872.50
	Ending Fund Balance		1,432,604.58
	Total Liabilities And Fund Balance		1,438,395.69

* Year Not Closed

User: JGOODWIN

DB: Marquette

PERIOD ENDING 02/28/2026

GL NUMBER	DESCRIPTION	2025-26	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED	END BALANCE
		AMENDED BUDGET	02/28/2026 NORM (ABNORM)	MONTH 02/28/26 INCR (DECR)	BALANCE NORM (ABNORM)		09/30/2025 NORM (ABNORM)
Fund 271 - PETER WHITE LIBRARY FUND							
Revenues							
Dept 000							
271-000-402.000	Current Real Property Taxes	1,110,800.00	815,383.43	(2,186.67)	295,416.57	73.41	1,061,978.99
271-000-410.000	Current Personal Property Taxes	54,100.00	43,695.43	(65.55)	10,404.57	80.77	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	2,259.85	547.37	(259.85)	112.99	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	555,014.79	253,210.47	186,985.21	74.80	759,590.35
271-000-642.000	Non-Resident Fee/Services	32,000.00	20,179.82	4,203.24	11,820.18	63.06	45,421.99
271-000-655.000	Fines and Forfeits	4,000.00	1,760.84	426.46	2,239.16	44.02	5,330.75
271-000-658.000	Penal Fines	85,000.00	30,280.16	15,084.47	54,719.84	35.62	90,871.93
271-000-665.000	Interest/Dividends	10,000.00	21,004.76	4,617.65	(11,004.76)	210.05	46,574.45
271-000-667.000	Rent	11,000.00	8,884.11	704.80	2,115.89	80.76	37,687.40
271-000-671.000	Vending Machine Revenue	3,000.00	1,130.00	376.50	1,870.00	37.67	3,812.80
271-000-675.000	Private Sources	120,000.00	41,785.00	3,775.00	78,215.00	34.82	68,547.14
271-000-676.000	Reimbursements	3,000.00	2,110.26	289.55	889.74	70.34	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	18,350.00	9,175.00	18,350.00	50.00	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	21,570.87	1,698.06	(11,570.87)	215.71	40,803.96
271-000-680.001	Designated Donations-Adult Programin	5,000.00	8,425.00	0.00	(3,425.00)	168.50	3,540.06
271-000-680.002	Designated Donations-Youth Programin	10,000.00	18,175.00	4,850.00	(8,175.00)	181.75	18,140.00
271-000-680.002-73023	Designated Donations-Teen Programing	2,000.00	4,520.00	0.00	(2,520.00)	226.00	10,919.20
271-000-680.003	Designated Donations-Adult Materials	10,000.00	11,365.12	1,000.00	(1,365.12)	113.65	19,733.78
271-000-680.004	Designated Donations-Youth Materials	500.00	2,080.00	0.00	(1,580.00)	416.00	5,110.54
271-000-680.004-73023	Designated Donations-Teen Materials	100.00	100.00	0.00	0.00	100.00	2,340.00
271-000-684.000	Fund Raising/Events	700.00	677.00	231.00	23.00	96.71	1,465.83
271-000-695.000	Retail Sales/Other	2,000.00	2,643.86	236.78	(643.86)	132.19	2,759.40
Total Dept 000		2,403,790.00	1,677,158.87	298,174.13	726,631.13	69.77	2,461,047.02
TOTAL REVENUES		2,403,790.00	1,677,158.87	298,174.13	726,631.13	69.77	2,461,047.02
Expenditures							
Dept 790 - OPERATIONS							
271-790-702.000	Wages	1,199,070.00	456,772.18	87,536.42	742,297.82	38.09	1,086,688.30
271-790-702.000-60002	Wages-Public Gallery Program	0.00	0.00	0.00	0.00	0.00	598.46
271-790-703.000	Accrued Leave Reserve	7,000.00	6,190.70	672.60	809.30	88.44	4,291.95
271-790-715.000	Longevity	6,470.00	6,200.00	0.00	270.00	95.83	6,620.00
271-790-716.000	Social Security	91,730.00	35,380.55	6,625.73	56,349.45	38.57	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	133,963.93	25,329.63	135,036.07	49.80	242,204.59
271-790-718.000	Life Insurance	1,500.00	456.00	152.00	1,044.00	30.40	907.39
271-790-719.000	Unemployment Insurance	6,500.00	545.68	0.00	5,954.32	8.40	7,769.45
271-790-720.000	Disability Insurance	2,000.00	1,017.66	339.22	982.34	50.88	2,008.69
271-790-721.000	Workers Compensation	2,000.00	1,898.00	0.00	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	26,536.14	4,803.93	34,463.86	43.50	55,719.21

User: JGOODWIN

DB: Marquette

PERIOD ENDING 02/28/2026

GL NUMBER	DESCRIPTION	2025-26	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED	END BALANCE
		AMENDED BUDGET	02/28/2026 NORM (ABNORM)	MONTH 02/28/26 INCR (DECR)	BALANCE NORM (ABNORM)		09/30/2025 NORM (ABNORM)
Fund 271 - PETER WHITE LIBRARY FUND							
Expenditures							
271-790-727.000	Materials Supplies - Magazines	11,500.00	10,842.51	8.62	657.49	94.28	11,194.98
271-790-728.000	Postage	7,500.00	6,846.02	317.34	653.98	91.28	7,075.10
271-790-740.000	Office & Operating Supplies-Admin	9,000.00	2,704.21	478.33	6,295.79	30.05	6,432.44
271-790-740.003	Operating Supplies-Tech Svcs	12,140.00	6,819.48	250.14	5,320.52	56.17	7,072.84
271-790-740.004	Operating Supplies-IT Serv	6,000.00	3,601.43	1,031.78	2,398.57	60.02	6,000.00
271-790-741.000	Music Supplies	1,100.00	344.15	125.99	755.85	31.29	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	6,835.80	560.07	(335.80)	105.17	6,271.80
271-790-744.000	CPT Adult Prog (Music)	10,000.00	2,275.00	600.00	7,725.00	22.75	7,750.00
271-790-746.000	CPT-Digital Media	25,000.00	10,713.86	2,887.42	14,286.14	42.86	27,041.58
271-790-746.002	CPT-Youth Programing (Music)	2,400.00	395.57	110.77	2,004.43	16.48	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	12,525.30	2,850.00	1,974.70	86.38	14,084.64
271-790-775.000	Custodial Supplies	10,000.00	6,092.18	173.11	3,907.82	60.92	11,064.23
271-790-801.000	Professional/Contractual	135,000.00	51,186.03	5,212.99	83,813.97	37.92	119,343.39
271-790-801.003	Prof/Contr-Waste Mgmt & Snow Removal	15,000.00	15,112.50	7,775.50	(112.50)	100.75	13,897.50
271-790-850.000	Communications	10,500.00	3,804.08	728.68	6,695.92	36.23	9,358.80
271-790-860.000	Transportation	4,000.00	2,990.63	132.31	1,009.37	74.77	3,604.16
271-790-865.000	Conference/Seminars	4,000.00	1,345.00	0.00	2,655.00	33.63	1,300.00
271-790-880.000	Community Promotion	4,000.00	1,615.00	235.00	2,385.00	40.38	3,595.90
271-790-890.000	Designated Donations Exp	10,000.00	11,776.07	857.84	(1,776.07)	117.76	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	3,398.69	500.00	1,601.31	67.97	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	7,508.55	865.48	2,491.45	75.09	17,614.44
271-790-890.002-73023	Designated Donations Exp-Teen Progra	2,000.00	1,558.03	666.72	441.97	77.90	10,787.17
271-790-891.000-73021	Development Fund Exp-Technology	30,180.00	2,607.22	1,386.05	27,572.78	8.64	10,189.07
271-790-891.000-73022	Development Fund Exp-Youth Svcs	3,110.00	689.07	100.11	2,420.93	22.16	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	134.06	134.06	1,365.94	8.94	853.04
271-790-910.000	Insurance	29,700.00	34,659.76	0.00	(4,959.76)	116.70	27,767.80
271-790-920.000	Purchased Power	88,000.00	17,689.42	0.00	70,310.58	20.10	93,941.64
271-790-921.000	Purchased Natural Gas	30,000.00	8,535.29	4,774.04	21,464.71	28.45	23,800.09
271-790-922.000	Purchased Water	10,000.00	2,331.74	528.47	7,668.26	23.32	8,460.59
271-790-923.000	Purchased Stormwater	700.00	290.00	58.00	410.00	41.43	696.00
271-790-930.000	Repair/Maintenance	25,000.00	14,538.67	0.00	10,461.33	58.15	34,828.65
271-790-940.000	Rental	5,700.00	2,713.25	792.30	2,986.75	47.60	5,831.96
271-790-950.000	Friends Sponsored/Incentive Program	1,000.00	295.49	0.00	704.51	29.55	993.23
271-790-951.000	Vending Supplies Expense	3,000.00	816.26	195.81	2,183.74	27.21	1,924.43
271-790-960.000	Membership Fees	4,000.00	523.74	160.00	3,476.26	13.09	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	15,926.79	3,817.54	20,073.21	44.24	35,361.72
271-790-983.000-73006	Capital Outlay-Youth Books	8,000.00	5,192.49	1,959.10	2,807.51	64.91	7,901.18
271-790-983.000-73010	Capital Outlay-Audio Books	3,500.00	1,545.08	180.52	1,954.92	44.15	3,051.68
271-790-983.000-73012	Capital Outlay-DVDs	4,000.00	2,026.56	129.76	1,973.44	50.66	3,970.32
271-790-983.000-73019	Capital Outlay-"Library of Things"	1,000.00	505.31	72.87	494.69	50.53	828.42
271-790-983.000-73023	Capital Outlay-Teen Books	3,000.00	1,221.03	401.21	1,778.97	40.70	2,696.56
271-790-983.002	Capital Outlay-Desig Donations-Youth	500.00	1,538.69	843.27	(1,038.69)	307.74	4,828.98
271-790-983.002-73010	Capital Outlay-Desig Donations-Youth	500.00	184.60	49.68	315.40	36.92	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

User: JGOODWIN

DB: Marquette

PERIOD ENDING 02/28/2026

GL NUMBER	DESCRIPTION	2025-26	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED	END BALANCE
		AMENDED BUDGET	02/28/2026 NORM (ABNORM)	MONTH 02/28/26 INCR (DECR)	BALANCE NORM (ABNORM)		09/30/2025 NORM (ABNORM)
Fund 271 - PETER WHITE LIBRARY FUND							
Expenditures							
271-790-983.003	Capital Outlay-Desig Donations-Adult	10,000.00	7,288.93	2,902.45	2,711.07	72.89	19,198.13
Total Dept 790 - OPERATIONS		<u>2,403,790.00</u>	<u>1,025,286.37</u>	<u>170,312.86</u>	<u>1,378,503.63</u>	42.65	<u>2,434,503.06</u>
TOTAL EXPENDITURES		<u>2,403,790.00</u>	<u>1,025,286.37</u>	<u>170,312.86</u>	<u>1,378,503.63</u>	42.65	<u>2,434,503.06</u>
Fund 271 - PETER WHITE LIBRARY FUND:							
TOTAL REVENUES		2,403,790.00	1,677,158.87	298,174.13	726,631.13	69.77	2,461,047.02
TOTAL EXPENDITURES		<u>2,403,790.00</u>	<u>1,025,286.37</u>	<u>170,312.86</u>	<u>1,378,503.63</u>	42.65	<u>2,434,503.06</u>
NET OF REVENUES & EXPENDITURES		0.00	651,872.50	127,861.27	(651,872.50)	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	1,031,925.95
	Investments	992,463.87	1,031,925.95
	Total Assets	992,463.87	1,031,925.95
*** 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	1,031,925.95
	Fund balance	992,463.87	1,031,925.95
	Total Fund Balance	992,463.87	1,031,925.95
	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		39,462.08
	*24-25 End FB/25-26 Beg FB	992,463.87	
	Ending Fund Balance		1,031,925.95
	Total Liabilities And Fund Balance		1,031,925.95

* Year Not Closed

User: JGOODWIN

DB: Marquette

PERIOD ENDING 02/28/2026

GL NUMBER	DESCRIPTION	2025-26	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT	END BALANCE
		AMENDED BUDGET	02/28/2026 NORM (ABNORM)	MONTH 02/28/26 INCR (DECR)	BALANCE NORM (ABNORM)	USED	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	213,757.01	(632.80)	75,222.99	73.97	289,464.09
371-000-410.000	Current Personal Property Taxes	20,880.00	16,443.36	(21.66)	4,436.64	78.75	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	593.71	131.87	(593.71)	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	246,725.87	(522.59)	88,434.13	73.61	334,734.82
TOTAL REVENUES		335,160.00	246,725.87	(522.59)	88,434.13	73.61	334,734.82
Expenditures							
Dept 906 - Debt Service							
371-906-801.000	Professional/Contractual	520.00	500.00	0.00	20.00	96.15	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	290,800.00	0.00	44,360.00	86.76	343,620.00
TOTAL EXPENDITURES		335,160.00	290,800.00	0.00	44,360.00	86.76	343,620.00
Fund 371 - LIBRARY IMPROVEMENT DEBT FUND:							
TOTAL REVENUES		335,160.00	246,725.87	(522.59)	88,434.13	73.61	334,734.82
TOTAL EXPENDITURES		335,160.00	290,800.00	0.00	44,360.00	86.76	343,620.00
NET OF REVENUES & EXPENDITURES		0.00	(44,074.13)	(522.59)	44,074.13	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: March 17, 2026
RE: Board Action Items

1) Bylaws of the Board of Trustees GOV-6

Background:

At the February 17, 2026, Board of Trustees meeting, the Board reviewed updates to the Board Bylaws including:

- timing of the election of officers should a May meeting not be held
- and a typo.

At the February 23, 2026, Board Policy Committee meeting, two other changes were identified for Article III, Section 7. The order of business for regular meetings.

1. Adding a Consent Agenda item which may include previous meeting minutes, appointments, and routine business.
2. Changing Board Member Comment to Board Member Comment and Committee Reports, allowing a place in the agenda for board committee minutes or reports to be made. Committee minutes do not need approval from the full board.

Fiscal Effect:

None

Recommendation:

Approve changes to the GOV-6 Bylaws of the Board of Trustees as presented.

Alternatives:

As determined by the PWPL Board of Trustees.

Attachments:

- **Bylaws of the Board of Trustees GOV-6, draft**

Bylaws of the Board of Trustees

of the Peter White Public Library
Of the City of Marquette, Michigan

ARTICLE I. MEMBERSHIP.

Section 1. The Peter White Public Library Board of Trustees shall consist of five trustees, residents of the City of Marquette, as appointed by the Mayor of the City of Marquette, with the consent of the City Commission in accordance with the provisions of P.A. 245, 1891 (as enacted by the people of the State of Michigan) and the City of Marquette Home Rule Charter (1951, last updated 2021). Annually, on or before May first in each year, said Mayor, with the consent of the City Commission, shall appoint one trustee for said public library, for the term of five years next following; and any vacancy occurring in said Board of Trustees from death, removal from said City of Marquette, resignation or otherwise, shall be filled by appointment in the same manner: Provided, That any person appointed a trustee as aforesaid shall hold office until his successor is appointed and qualified: And provided further, That before entering upon the duties of his office, each trustee so appointed as aforesaid shall take and subscribe the constitutional oath of office (in accordance with Article XI, Section 1 of the Constitution of the State of Michigan of 1963: I do solemnly swear that I will support the Constitution of the United States and the constitution of this state, and that I will faithfully discharge the duties of the office of the Board of Trustees of the Peter White Public Library according to the best of my ability.) which shall be filed in the office of the recorder of the City of Marquette. None of said trustees shall receive any pay or compensation for their services and any of said trustees may be removed by said City Commission for misconduct in the same manner as other officers of said municipality.

Section 2. In accordance with the provisions of the City of Marquette Home Rule Charter (1951, last updated 2021), Section 6.1, appointments to the Peter White Public Library Board of Trustees shall have been a resident of the City for at least one year immediately prior to the day of appointment and shall also be a qualified and registered elector of the City on such day and throughout the member's tenure of office. No person shall be eligible for appointment to the Board of Trustees if they will have served at the time of taking office for six or more consecutive years as a member of said board unless at least two years has elapsed after the termination of such membership.

Section 3. In accordance with the provisions of the City of Marquette Home Rule Charter (1951, last updated 2021), Section 5-11. Said Board of Trustees, so appointed and qualified, shall be a body corporate, by the name and style of "the Trustees of the Peter White Public Library of the City of Marquette," and by that name may sue and be sued, acquire, hold and convey property; and all public money which is now or may hereafter be appropriated by law to the support of a public library in the City of Marquette, shall be expended under the direction of said Trustees, and the title to the property therewith purchased shall vest in said Trustees. Said Board of Trustees may make such rules and bylaws as may be needed for its own government.

Section 4. On an annual basis, members of the Library Board of Trustees will disclose any conflicts of interest using library policy GOV – 7 and accompanying form GOV 7.1.

ARTICLE II. OFFICERS.

Section 1. The Board of Trustees shall, at the May regular meeting of the board, elect one of their number President, and shall also elect one of their number Secretary. If the May meeting is not held, or if a quorum is not present, the election of officers shall take place at the next meeting.

Section 2. Officers shall serve a term of one year from the meeting at which they are elected and until their successors shall be duly elected. Vacancies in either of said offices shall be filled by said Board.

Section 3. The duties of the President shall be those usually appertaining to such office, inclusive of the following: the President shall be listed as an authorized signer on Library trust funds, the President will serve as a member of the Peter White Public Library Development Fund Board, the President shall appoint various committees; and the President shall submit the Director's annual report (showing the conditions of the library and the manner in which all monies received by it during the current year have been expended) required by law to the City Commission. The President shall not be permitted to vote to break a tie on any question upon which he/she shall have already voted in making the tie.

Section 4. It shall be the duty of the Secretary to keep at the office of the Library building an exact and permanent record of the meetings of the Board of Trustees and its committees, and this record shall be open at all times to inspection and examination by any member of the Board; and prior to the date of all meetings, a written notice of meetings shall be sent to each member of the Board. In the event that the Secretary is not able to attend a meeting of the Board of Trustees another officer of the Board of Trustees will sign meeting minutes in their place.

Section 5. The Treasurer of the City of Marquette shall be the Treasurer of said Trustees and no money legally appropriated to the use and support of said public library, shall be paid out by said Treasurer except in pursuance of an order of said Trustees.

ARTICLE III. MEETINGS.

Section 1. A public notice of the schedule of the dates, times, and locations of the regular meetings of the Peter White Public Library Board of Trustees shall be posted within 10 days after the regular October meeting of the Board in which the upcoming calendar year's board meeting schedule is adopted. Any change in the schedule of regular meetings shall be posted within 3 days after the meeting at which the change is made.

Section 2. All meetings shall be open to the public and conducted in accordance with Michigan's Open Meetings Law (P.A. 267, 1976, as amended by P.A. 256, 1978).

Section 3. Special meetings may be called by the Secretary upon the request of the President or at the request of any two members of the Board. The notice of any such special meeting shall state the business of the meeting, and no business shall be transacted at such meeting which is not stated in the notice unless all the members of the Board are present, and unanimous consent is obtained.

Section 4. Public notice of any rescheduled regular or a special meeting of the Board of Trustees, which states the date, time and place of the meeting, shall be posted at least 18 hours before the meeting.

Section 5. A quorum for the transaction of business shall consist of three members; but no appropriation shall be made, or indebtedness contracted, except current incidentals, without the concurring vote of a majority of all the members constituting a full Board, and all motions and resolutions receiving only a tie vote shall be deemed lost.

Section 6. Minutes shall be taken by the Administrative Assistant of the Peter White Public Library staff. These minutes shall be posted on the library's website and made publicly available in-house. Draft minutes will be made available in this manner not more than 8 business days after the meeting to which the minutes refer. Approved minutes shall be available in the same manner as outlined above not later than 5 business days after the meeting at which the minutes are approved by the Board of Trustees.

Section 7. The order of business for regular meetings shall be as follows:

Call to Order

Approve Agenda*

Consent Agenda*

Previous Meeting Minutes

Appointments and other Routine Business

~~Approve the Minutes of the Previous Meeting*~~

Special Presentations

Township Advisory Council Report

Financial Reports - including Approval of Bills*

Public Comment

Board Action Items*

Other Business

Public Comment

Board Member Comments ***and Committee Reports***

Standing Reports

Correspondence

Library Director's Report

Assistant Library Director's Report

Development Director's Report

Management Reports

Statistics Reports

Adjournment

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

Section 8. In order to facilitate efficient and orderly meetings, the rules of parliamentary practice comprised in Robert's Rules of Order, latest edition, will be used for guidance by the Board of Trustees, provided they are not in conflict with these Bylaws. No action taken by the Board of Trustees in good faith shall be deemed invalid by reason of the ~~Commission's Board's~~ failure to adhere strictly to Robert's Rules of Order.

Section 9. Public participation in Library Board of Trustees meetings will be limited to Public Comment periods. Public participation shall be limited to 3 minutes per attendee, and those wishing to speak shall offer their name and city or township of residence prior to speaking to the Library Board.

ARTICLE IV. LIBRARY DIRECTOR AND STAFF.

Section 1. The Board shall appoint a Library Director with appropriate professional and personal qualifications who will be the administrative officer of the Board.

Section 2. Subject to the approval of the Board of Trustees, the Library Director shall have supervisory control and management of the Library and of all the employees. The Library Director shall adjust the schedule of hours of service among the employees of the Library. The Library Director shall be responsible to the Board for carrying out its policies; for specifying duties of other employees and recommending persons for appointment; for supervision of staff; for care and maintenance of library equipment and property; for selection, acquisition and organization of books and other library materials; for the Library's public relations.

Section 3. The Library Director shall also be responsible for keeping the Trustees informed of matters related to the Library or to themselves as Trustees; for preparing a preliminary draft of budget and annual report for Board approval, and for assisting the Board in its decisions on policies, budget, and other such matters.

Section 4. The Library Director or Finance Director shall keep the financial accounts of the Library, and shall keep safe accounts for all monies which may come into the Library from fines, security deposits, sale of catalogues, books lost and paid for, and all other monies, which, under the rules and practices of the Library, may be placed in their custody as Finance Director: The Finance Director shall deposit all such funds into appropriate accounts on a regular basis.

Section 5. It shall be the duty of the Library Director to see that no item exceeds the budget allowance without having secured in advance the sanction of the Board.

ARTICLE V. COMMITTEES.

Section 1. In most matters the Board shall act as a committee of the whole, but standing or special committees may be appointed at the discretion of the Board President. The committee shall be considered discharged upon completion of its assignment and a final report to the Board.

Section 2. Standing committees will consist of Personnel Committee, Finance Committee, and Investment Committee.

The Personnel Committee shall consist of two members of the Board of Trustees and the Library Director.

The board members from this committee will coordinate the hiring of a Library Director and will ensure that performance reviews of the Director are conducted every three years unless the committee recommends more frequent reviews, such as in the case of a new Library Director. The full personnel committee will be charged with making recommendations to the PWPL Board of Trustees regarding annual wage increases for non-union staff and AFSCME contract revisions.

Other meetings will be held on an as needed basis.

The Finance Committee shall consist of two members of the Board of Trustees, Finance Director, Development Director, and Library Director. This committee will be charged with developing policy regarding Library Finances. All recommendations will be taken to the Library Board of Trustees for final approval. Meetings will be held bi-annually, with additional meetings as needed.

The Investment Committee shall consist of one member of the Board, one member of the Development Fund Board, one outside expert, Library Director, Finance Director, and Development Director. This committee will be charged with reviewing investment statements, and meeting with investment managers annually. The Investment Committee will make recommendations regarding performance of funds and/or advisor evaluation to the Finance Committee prior to making any recommendations to the full Board of Trustees.

ARTICLE VI. GENERAL.

Section 1. An affirmative vote of a majority of all Trustees present shall be necessary to approve any action by the Board, except as noted in Article III, Sections 3 and 5, Article IV, Section 5 and in Article VI, Section 3.

Section 2. The Board shall adopt such rules and regulations for the government of the Library as may be deemed expedient, and such rules and regulations shall be amended only in such manner as is provided for the amendment of the Bylaws.

Section 3. These Bylaws may be amended by a majority vote of all of the members of the Board at any regular meeting of the Board of Trustees, provided the amendment shall have been presented in writing and filed at the previous regular meeting.

Section 4. In accordance with the Michigan Freedom of Information Act (P.A. 442, 1976, as amended by P.A. 329, 1978) public records described in Section 11 of the Act shall be available for public inspection during the usual hours of operation of the Library.

Section 5. In accordance with the Michigan Open Meetings Law (P.A. 267, 1976, as amended by P.A. 256, 1978) all persons shall be permitted to address the meetings of the Board of Trustees under the rules appended to these Bylaws.

Section 6. Should weather, lack of quorum, or other unforeseen event require the cancellation of a Library Board Meeting, the President of the board shall notify the Library Director and the other members of the board. The Library Director will ensure that public notice is made using the Library’s website, applicable media outlets, and posting on the doors of the library. The Library Director will also notify staff of the change.

Every effort will be made to reschedule the meeting within 10 business days. If the meeting cannot be rescheduled within that window of time, it may be cancelled. If a meeting is cancelled, all applicable agenda items will be added to the following board meeting agenda.

Peter White Public Library Board of Trustees

Approved: July 2014

Updated: 11/15/2022; 10/24/23, [Revision proposed 2/17/26](#)



TO: PWPL Board of Trustees
FROM: Andrea Ingmire, Library Director
DATE: March 17, 2026
RE: Board Action Items

2) Bulletin Board and Pamphlet Policy PRG-4

Background:

The current Public Bulletin Board Posting Policy was adopted in February 2022. We identified the need for policy rewrite and updated procedure related to bulletin boards in May 2025.

The Circulation desk is the primary contact for questions and drop off location for posters. Melissa Alan, Circulation Department Head, has been reviewing posters as they arrive and the revised policy has largely been her work.

At the February 23, 2026, Board Policy Committee meeting, committee members reviewed and made suggestions about a draft of this policy. Since that meeting, we have added clarification about what signage may be posted by groups using PWPL meeting rooms and added information about the Peter White Table pamphlet area.

Fiscal Effect:

None

Recommendation:

First Reading, no action.

Alternatives:

As determined by the PWPL Board of Trustees.

Attachments:

- Bulletin Board and Pamphlet Policy PRG-4, draft

Bulletin Board and Pamphlet Policy ~~Public Bulletin Board Posting Policy~~

Peter White Public Library (PWPL) provides space for community members to display printed materials of a civic, educational, charitable, cultural, governmental, or recreational nature. ~~The purpose of the Public Bulletin Boards is to provide the community with information about events taking place in Marquette and the surrounding area.~~

For events being held in a PWPL room, directional signage may be placed only on the door of the room being used for the event, and only for the duration of the event. Signage must comply with the guidelines outlined in this policy.

Printed materials, including directional signage, posted, hung, or deposited in any other area of the library, are not permitted and will be discarded.

Library and Library co-sponsored events and services are not subject to this policy.

PWPL maintains three spaces for display:

- **Public Bulletin Board** is located on the main floor. This bulletin board is available to the public and can be used to share community information about events, resources, services, and volunteer opportunities. Public notices from local governmental entities will also be posted on this board.
- **Peter White Table** is located on the main floor. This table is reserved for PWPL newsletters and information, as well as pamphlets about community resources.
- **Parking Lot Entrance Bulletin Boards** are reserved for PWPL events and Co-Sponsored events and programs only. Any non-PWPL postings to these boards will be removed and discarded.

Guidelines for Public Bulletin Board and Peter White Table:

- A physical copy of any item intended for posting must be submitted at the Circulation Desk on the main floor for approval by the Library Director or their designee.
- Approved posters will be stamped and dated by staff; those not approved will be discarded. Any posters not stamped but posted to the bulletin board will be removed and discarded.
- Approved pamphlets will be placed on the Peter White Table. It is the responsibility of the organization to check supplies and restock as needed.
- The maximum size for posters is 11" x 17".
- Individual events: posters may be displayed for a maximum of four weeks ahead of the date of the event.
- Multiple specific dates: posters may be displayed until the final date has passed.
- Ongoing events, programs, services, or volunteer opportunities: posters may be displayed for 2 months from the date the poster was stamped for approval. These posters may be removed sooner to make room for individual event posters if space is needed.
- Postings from outside of the PWPL service areas are welcome, but priority will be given for postings inside the PWPL service area if space is needed.

NOT permitted for display on the Public Bulletin Board or Peter White Table:

- Fundraisers (except in the case of a registered not-for-profit organization).
- Commercial or retail advertisements.
- Lessons, classes, or services by a business or individual(s) for a fee.
- Items for sale, including estate and garage sales (or equivalent).
- Fliers with tear off phone numbers or other information.
- Political campaign materials of a partisan nature urging people to vote for or against a person or an issue.
- Posters proselytizing for a specific religious or political position or opinion.
- Posters with incomplete or confusing information.

No Endorsement:

All posting and pamphlets must clearly identify the name of the person or organization that posted the material. The Library does not endorse content nor imply agreement or disagreement with beliefs or viewpoints expressed in the postings.

Right of Appeal:

If a group or individual would like to appeal the Library's decision not to display an item, such appeal should be made to the Peter White Public Library Board within 10 business days of the decision. The appeal letter must indicate that it is an appeal and be sent to the Library Director. The person or organization must include the reason for the appeal. The decision of the Library Board is final.

~~The following guidelines will be used for public bulletin board postings.~~

- ~~• All postings must be approved by Library staff prior to posting to the boards. Failure to receive approval will result in the poster being removed.~~
- ~~• Public postings may only use the designated posting boards.~~
- ~~• The maximum size for posters is 11" by 17".~~
- ~~• Posters for individual events may be posted for a maximum of four weeks ahead of the event.~~
- ~~• Posters for multiple months may be posted for the duration of the dates on said poster if space allows. Posters covering multiple months will be removed to make room for individual event posters if space is needed.~~
- ~~• Informational posters advertising a not-for-profit organization, service, etc. will be allowed as space permits. These items should be dated and will only be posted for a maximum of two months.~~
- ~~• Fund raising events for not for-profit organizations will be posted but may be removed if there is a lack of space.~~
- ~~• Posters should include all pertinent information including dates, times, locations, purpose of the events being promoted.~~

~~Not Allowed for Posting~~

- ~~• Lessons, classes, or services offered by a business or individuals.~~

- ~~Postings related to auctions or events for the benefit of individuals, teams, businesses, etc.~~
- ~~Posters which have tear-off phone numbers or other information.~~
- ~~Posters with political or religious positions or opinions.~~
- ~~Posters with incomplete or confusing information may be denied.~~

~~Public posting areas are a service of the PWPL. The PWPL reserves the right to deny posting approval or to remove any posting if it is deemed unacceptable for public viewing due to wording, images, etc. The PWPL serves all segments of the population, and some postings may not be appropriate for all PWPL audiences. The Library Director will make all final determinations concerning the suitability of public postings.~~

Peter White Public Library Board of Trustees

Approved: February 15, 2022

Updated: [Presented for review: 3/17/2026](#)



TO: PWPL Board of Trustees
FROM: Andrea Ingmire, Library Director
DATE: March 17, 2026
RE: Other Items

1) Strategic Plan Update

Thank you to all the Library Board of Trustees and Township Advisory Council members who are making follow-up phone calls this month! That follow-up contact will be wrapped up by the end of March. On April 29, 2026 we will have a meeting of the Strategic Planning Committee to set goals for the next 2-3 years related to the feedback that we received in the survey, follow-up phone calls, usage data, and previous plan information.

2) Marquette Township Book Drop Location

Due to the damage that Westwood Mall sustained this winter, we feel it is time to discuss the future of this book drop location. I reached out to Lyn Durant, Marquette Township Supervisor to see if locating the book drop at the township hall would be an option. While there are some details that need to be discussed, this does seem to be a viable option. We could also explore other commercial properties close to the current drop box location or in other parts of the township.

In addition to the book drop location, we may need to consider a new book drop. Unfortunately, the cost of these is high. I estimate we will spend approximately \$8000 on a comparable new book drop. Should there be any costs to the moving or installation of the book drop in a new location, that will also need to be addressed.

3) 2025 Community Report

The 2025 Report is completed and off to the printer. These will be mailed to our donor list and extras will be available in the library. A digital copy of this report is available on our website: https://pwpl.info/wp-content/uploads/2026/03/2025-Community-Report_web.pdf



PETER WHITE
PUBLIC LIBRARY

2025

Community Report



LIBRARY HISTORY



The Peter White Public Library was founded in 1871 by local businessman and civic leader Peter White. The building at our current location opened on September 22, 1904. In 1958, an addition was constructed, featuring an entrance off Ridge Street.

By the 1990's the library had outgrown its space and began a major renovation and expansion project. The updated library opened for service on October 22, 2000.

The Peter White Public Library is established as a Public Library in the City of Marquette Charter as well as the Michigan Constitution. In addition to serving City of Marquette residents via perpetual millage, the library also provides services to the townships of Chocolay, Marquette, Sands, Skandia, and West Branch through contract and voter-approved millages. Township services were established between 1992 and 2002.

Residents outside the library's service area may purchase a non-resident card to access the library's physical and digital collections. All community members are welcome to attend programs and utilize onsite services.



LIBRARY LEADERSHIP



Back Row: Joe Meyskens, Lori Nelson, Steve Schmunk (President)
Front Row: Heather Addison, Suzanne Williams (Secretary)

Steve Schmunk, Board President

I had the honor of serving as the President of the PWPL's Board of Trustees in 2025.

Like many people, I have a lot going on these days. Not just the activities of daily living, family life and socializing but also attention spent on the state of the world. It can feel like almost too much at times. I imagine most of you could say the same.

What does this have to do with the PWPL? Just this—that besides an abundance of physical resources, the library can offer some relief when we most need it. Three words come to mind: oasis, support, and community.

Oasis: you know when you step into the library that you've entered a place where you can take a deep breath and feel peaceful, if only for a little while. It's familiar and stable. You can find a quiet corner and you'll be left alone.

Support: the staff are there to support you in whatever way they can. Even though they too are experiencing a rapidly-changing world, they provide a reliably professional and friendly experience. You can count on it. You'll be acknowledged and respected ... and sometimes that's all we need.

Community: once you've gotten your fill of "alone time," the library has a wealth of opportunities to be with others at all levels of participation. From Concert on the Steps to writing workshops, from book groups to tech coaching, from dinner and movie nights to artist receptions, PWPL offers programs for all age ranges and interests. I can almost guarantee that you'll leave these events feeling like you've spent time with kindred spirits. Who doesn't appreciate that feeling?

I value PWPL and all it has to offer, and I'm guessing you do too. Your support makes a vibrant library like ours possible. Thank you!



Andrea Ingmire, Library Director

2025 was another very busy and productive year for Peter White Public Library. Significant progress was made on planned grounds projects including, essential sidewalk repairs, removal of pea gravel from the parking lot beds, and the sealing and striping of the parking lot. Additionally, work continues on the spaces formerly occupied by the City of Marquette Arts and Culture Center.

Beyond facility improvements, 2025 was also marked by strong engagement in programming and services. The statistical charts throughout this report highlight these continued trends in use and participation. We remain committed to meeting the evolving needs of our community and are proud to provide resources, programs, and spaces that support learning, creativity, and connection.

We are always taking suggestions on how to make the library better. I hold regular Director Chat sessions if you would like to meet in-person, and I am also available by email aing@pwpl.info or phone 906-226-4303.

STRATEGIC PRIORITIES

As the 2023–2025 strategic plan winds down the PWPL Board of Trustees, Township Advisory Council, and Library Staff are setting new goals for 2026–2028. Our core strategic priorities—Service, Sustainability, and Expertise—will remain at the heart of our mission for years to come.

SERVICE

In partnership with Feeding America West Michigan, PWPL served as a Gather2Grow meal pickup site on Tuesdays and Fridays from June 3 to August 29, 2025. During this period, we distributed 1,756 meals to local families.



SUSTAINABILITY

In addition to sidewalk and parking lot repairs, PWPL staff also refurbished the benches located in the Betsy Clow Memorial Gardens which were originally installed in 2008.



EXPERTISE

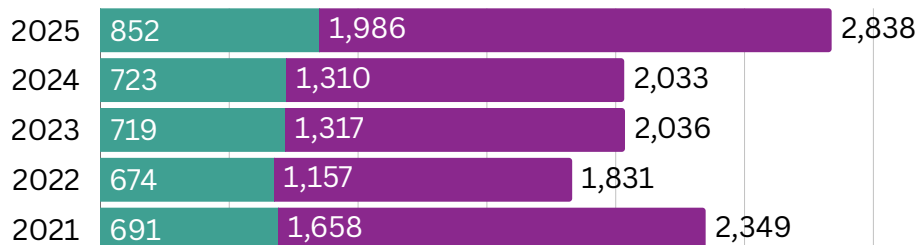
Along with helping you find your next read, the Adult Services Department oversees the Local History Research Room. Our Local History Specialist helps organize and preserve historic materials owned by PWPL. This space is an important resource for preserving while providing access to our community's historical record.



READING PROGRAMS *For Kids!*

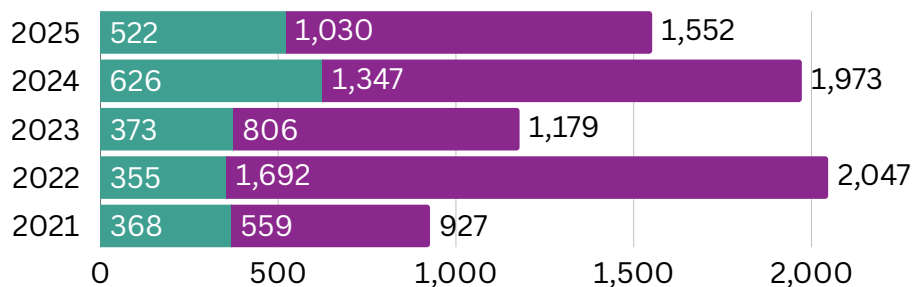
Summer Reading is our most exciting reading program. Each year, this event motivates youth to keep reading throughout the summer. Children who participate can choose up to three books at Summer Reading Book Fairs. Additionally, we host a wide variety of programming to keep youth engaged during the summer months.

● Sign-ups ● Books Distributed



Winter Reading started during COVID in 2021 with Flamingos in the Snow. Kids received yard flamingos to put in their snow banks. The program was so successful that we have been running iterations of it since. Youth are encouraged to turn in as many reading logs as they can to earn prizes. Past year prizes have included small animal figurines, awesome rocks, and in 2026—amazing stickers.

● Sign-ups ● Reading Logs Turned in



1000 Books Before Kindergarten is focused on early education for youth ages 0-5. Parents and guardians are encouraged to read 1000 books to their child before they begin formal education. Since this program began in 2021, over 180 youth have registered, 48 children have graduated, and 132 children are currently active in the program.

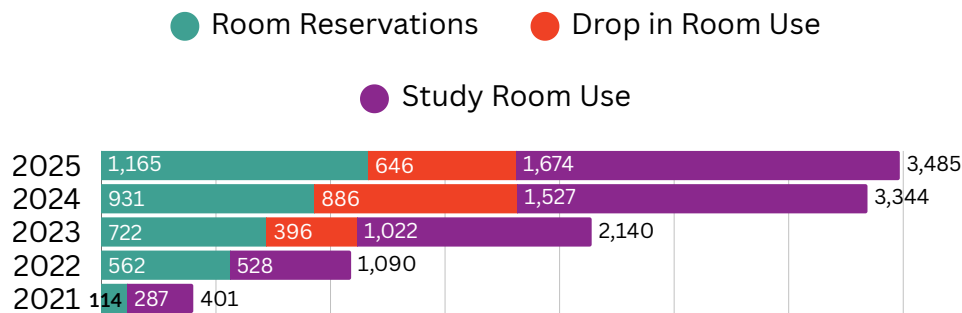


BUILDING COMMUNITY

A regular refrain heard at PWPL is, “There are so few spots in the parking lot and the building is so busy! What’s going on today?”

While the core of our mission involves offering library services and programs, we also know that building community involves much more. Our building serves as an important meeting spot for dozens of local clubs, service organizations, book groups, and informational meetings.

Providing this resource allows PWPL to contribute to the vitality of our community by offering space to gather, learn, and grow.



TEEN PROGRAMMING

We offered over 65 programs for teens in 2025. 2,053 teens participated in programs, including: Teen Cooking Classes at the Marquette Co-Op, Yule Ball and Spring Fling, Prom Dress Swap, and drop in crafts.

Thanks to support from the Friends of PWPL, the Teen Zone now blooms with color featuring a mural designed and painted by local artist Leo Barch. As we continue developing this space for teens, we are reminded of the importance of welcoming and safe drop-in spaces for members of our community of all ages.

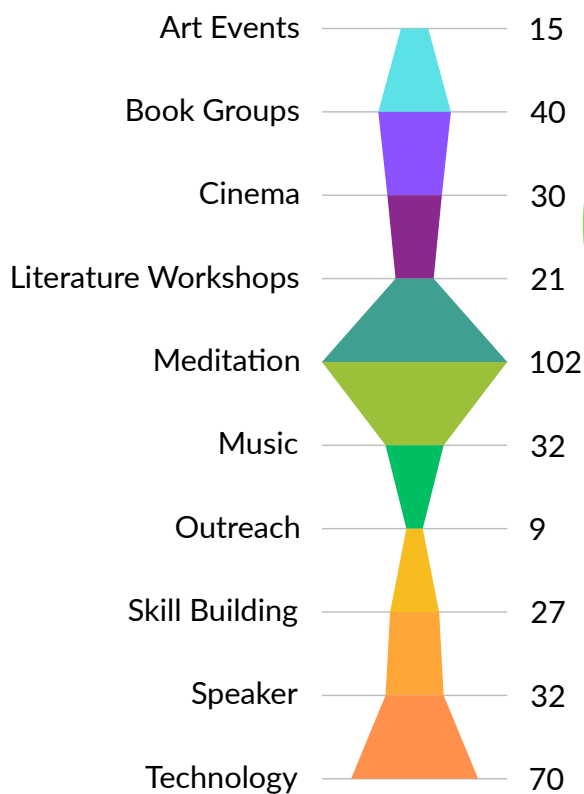


PROGRAMMING FOR ADULTS

In 2025 we offered a rich lineup of adult programming designed to provide educational, recreational, and cultural opportunities for our community. Notably, we hosted the NEA Big Read programming series funded by a National Endowment for the Arts grant. Ongoing programs included a variety of music concerts, Craft Magic, Repair Café, technology tutoring, educational presentations, meditation and contemplative programming, book groups, author visits, and the Great Lakes Poetry Festival.

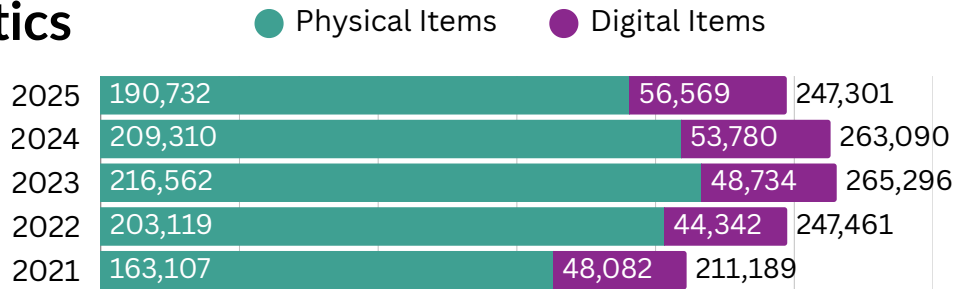


2025 Adult Programs Offered

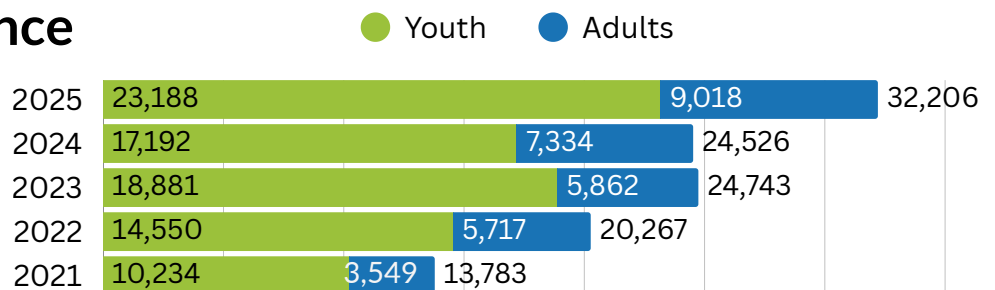


USAGE STATISTICS 2021-2025

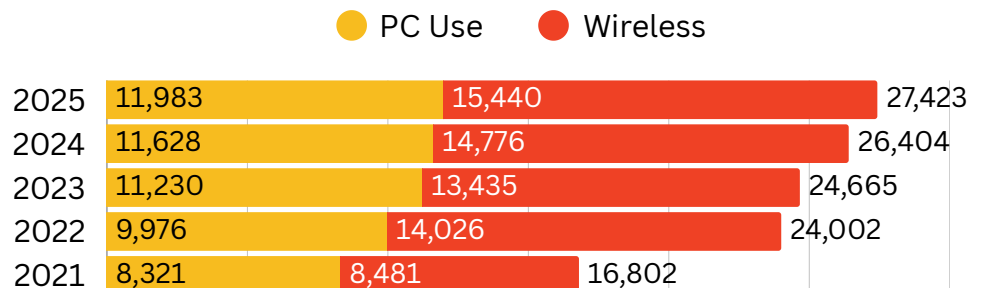
Circulation Statistics



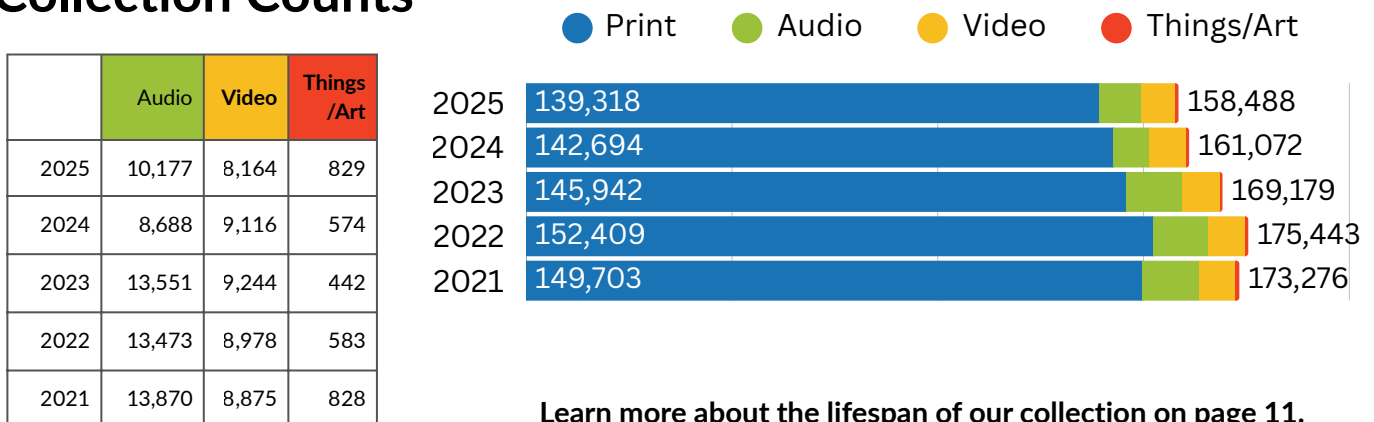
Program Attendance



Computer Usage



Collection Counts



Learn more about the lifespan of our collection on page 11.

STATISTICS BY TOWNSHIP

Chocolay Township

Year Service Established	1992
Active Registered Borrowers	699
Average Registered Borrowers	2,359
Circulation of Physical Materials	26,595
Book Drop Pickups	52
Items Returned in Book Drop	1,419

Sands Township

Year Service Established	1992
Active Registered Borrowers	249
Average Registered Borrowers	880
Circulation of Physical Materials	9,241
Book Drop Pickups	52
Items Returned in Book Drop	539

West Branch Township

Year Service Established	1996
Active Registered Borrowers	120
Average Registered Borrowers	452
Circulation of Physical Materials	10,105
Book Drop Pickups	51
Items Returned in Book Drop	102

Township Advisory Council (TAC)
meetings are held quarterly at PWPL.

Marquette Township

Year Service Established	1993
Active Registered Borrowers	509
Average Registered Borrowers	1,711
Circulation of Physical Materials	20,791
Book Drop Pickups	52
Items Returned in Book Drop	1,291

Skandia Township

Year Service Established	2002
Active Registered Borrowers	67
Average Registered Borrowers	272
Circulation of Physical Materials	4,785
Book Drop Pickups	52
Items Returned in Book Drop	386

2025 Township Advisory Council Members

Chocolay Township

Eve Lindsey
Jan Raskin

Marquette Township

Laurel Kniskern
Paul Marin

Sands Township

Kerrie Heikes
Suzanne Standerford

Skandia Township

Barb Bradley
Beth Linna

West Branch Township

Peggy Jensen
Natasha Lantz



LOCAL HISTORY

Digitization

In partnership with the Upper Peninsula Digital Network (UPLINK), Peter White Public Library continues to digitize and preserve materials of local historical significance. Established in 2021 through a federal grant to Northern Michigan University, UPLINK now serves as a major digital repository for Upper Peninsula primary historical sources. PWPL contributes several key collections, including *Cloverland Magazine* (1916–1923), the *Marquette Mining Journal* (1868–1989), the Wesley Perron Railroad Collection, and Marquette County Polk Directories (1873–2005).

Digitization remains a priority for PWPL. With continued growth dependent on private donor support, the library can expand the range of locally significant materials available online and further explore new digital preservation opportunities.

Local History Research Room

PWPL's Local History Research Room (LHRR) provides dedicated space for community members, genealogists, students, and researchers to explore the region's past. The LHRR houses newspaper files, maps, pamphlets, maritime and railroad collections, local history subject and people indices, weather records, and other specialized materials.

The LHRR is open weekly for drop-in use, with Reference staff available during all open hours to assist with accessing materials. PWPL also supports patrons through obituary lookups, local history research services, and on-site use of digital genealogy tools such as *Ancestry Library Edition* and *FamilySearch Affiliate Library* resources.

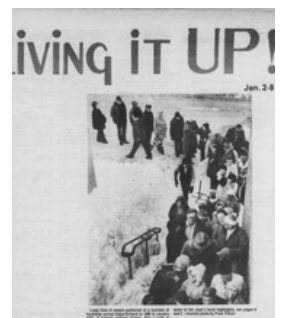
Circulating & Reference Collections

Beyond its archival holdings, PWPL maintains a broad circulating and reference collection focused on local and regional history. These materials include genealogy books, Michigan nonfiction and reference titles, plat books, community directories, family histories, maps, photographs, and local history publications. The microfilm collection and local history indices further support public research needs.

Together, these circulating, reference, and archival resources ensure that PWPL continues to serve as a vital center for preserving and sharing the history of Marquette and the Upper Peninsula.



PWPL staff receiving training on our new digitization scanner, enabling ongoing digitization of local historical materials for the UPLINK platform.



COLLECTION LIFESPAN



* Board-Approved Policy

Board of Trustees and library staff set policy which guides the collection development process.

* Selection by Library Staff

Professional librarians select new materials using trusted review sources, their knowledge of the collection, and patron requests within the guidelines of library policy.

* Purchased/Acquired

Using operating budget and donated funds, staff purchase materials from a variety of sources including library book vendors, local bookstores, and direct from publisher. Donated materials may also be added if they meet library policy guidelines.

* Processed/Catalogued

Upon delivery, materials are added to the online catalog and are processed with labels, stamps, and protected with covers and/or cases.

* Ready for Use

After processing is completed, items are moved to the library collection and become part of the checkout/return/reshelving cycle. Some items may also circulate to other libraries via Interlibrary Loan

* Weeding or Deselection

The process of removing items from the library's collection is a critical component of collection management.

How do we decide what gets added to the library collection?

Have you ever wondered how the library selects which books and materials become part of our collection? In recent years, this is a common question from community members, and we're always happy to share more about how these decisions are made.

It starts with policy...

Weeding or deselection

Patrons sometimes find the idea of “weeding” the collection unsettling. However, just as you might clear out unused or outdated items at home, removing materials is an essential part of maintaining a healthy, relevant library collection. Weeding ensures that the items on our shelves are accurate, in good condition, and easy for patrons to find. It also makes room for new materials—such as the 6,946 items added to the collection in 2025.

Common criteria used in weeding include:

- Physical condition
- Accuracy or relevance of information
- Usage or circulation history
- Publication date
- Number of copies available

FINANCIAL SNAPSHOT

As a component unit of the City of Marquette, PWPL follows the same fiscal year and budget deadlines as the City. The most recent fiscal year ran from October 1, 2024, through September 30, 2025 (FY2024/2025). The PWPL Board of Trustees carries fiduciary responsibility for all library finances, and maintaining financial stability requires constant attention. PWPL Administration and Board of Trustees operate with a fiscally conservative approach, closely monitoring both expenditures and revenues.

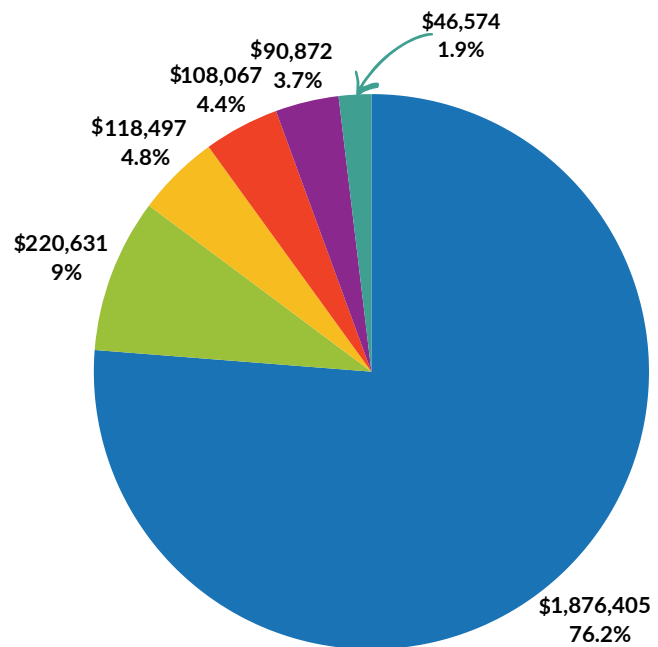
During FY2024/2025, we used existing library funds to complete several building and grounds improvements, including sidewalk repairs and resealing and restriping the parking lot.

Beyond building maintenance, staff wages and benefits remain a priority as the local cost of living continues to rise. Retaining high-quality staff is essential to providing the community with a high-quality library experience.

Revenues FY2024/2025

Total = \$2,461,047

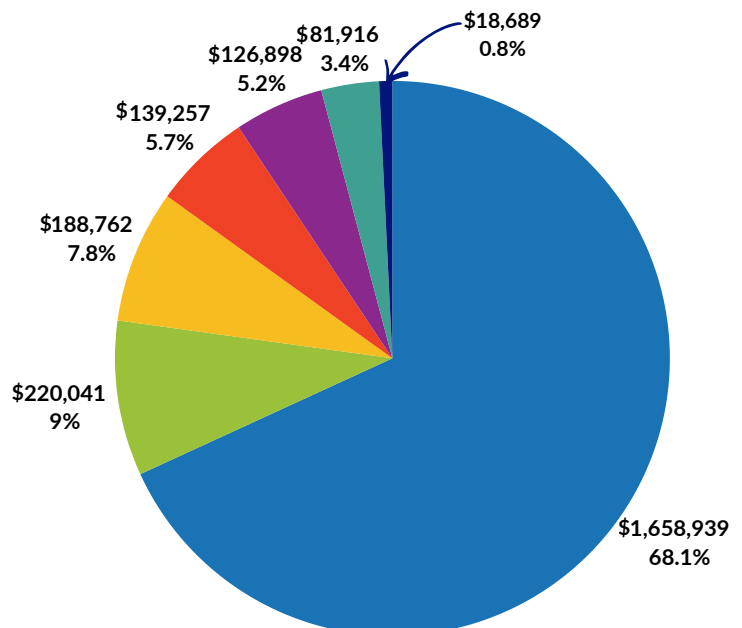
- Property Tax Revenues (City and Township)
- Fund Raising and Endowment Distributions
- State Aid/Revenue Sharing
- Library Fines/Fees
- Penal Fines (City and Township)
- Interest



Expenditures FY2024/2025

Total = \$2,343,546

- Wages and Benefits
- Supplies and Contractual Services
- Building Repairs/Maintenance
- Library Collection
- Utilities
- Programming Supplies
- Technology



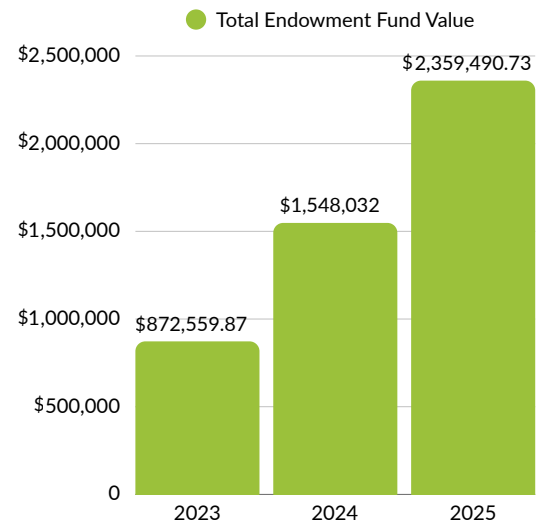
DEVELOPMENT FUND

Adding capacity and providing long-term financial stability is the work of the Development Fund, managed by Development Director Heather Steltenpohl. FY2024/2025 was a strong year for the Development Fund with over \$667,000 raised to benefit the annual fund and endowment funds.

PWPL Endowment Funds were created with \$30,000 from UP Health System in 2015. As of December 31, 2025 the total Endowment Fund value is over \$2.3 million dollars. The tremendous growth is a result of new donations coming into the Development Fund. Distributions to the PWPL operating budget in FY2024/2025 totaled \$14,430 for youth services and technology.

Those interested in donating to PWPL have many options, such as:

- Annual Fund - Donations of any amount benefits the annual operating budget.
- Bequests - Donations of any amount can be made in memory or honor of a friend or family member.
- IRA Minimum Distributions - Those over 73 can lower income and taxes from IRA withdraws through a charitable rollover.
- Endowment Funds - Named endowment funds can be established for gifts over \$25,000. In 2025, the library managed seven endowment funds which focus on supporting youth, technology, library collections, and local history.



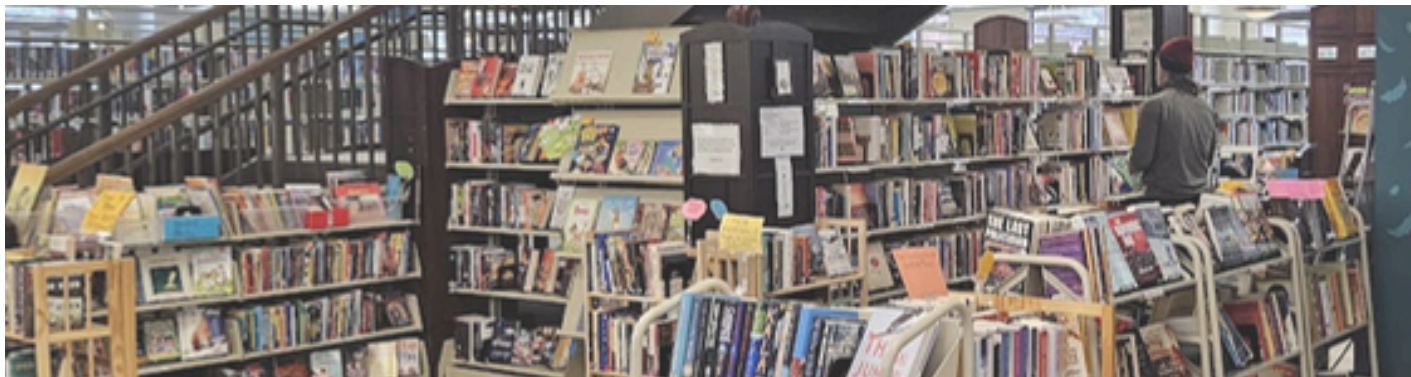
Questions about donating?

Contact Heather at 906-226-4305 or heather@pwpl.info.





FRIENDS OF PWPL



The Friends of Peter White Public Library (Friends) formed in 2006 with a mission to foster positive relations between Peter White Public Library (PWPL) and the people it serves. The Friends have carried out this mission by raising funds to secure materials beyond the scope of the PWPL operating budget, providing additional services that support PWPL.

Activities began with biannual used book sales and assisting with PWPL events. In 2016, the Friends Used Book Store was opened on the second floor, and moved to its current location in late 2018. Through the years, the Friends have been delighted by the ever-increasing success and popularity of the Friends Used Bookstore. In FY2024/2025 the Friends raised a record setting \$75,166.66 through the used book sales, used bookstore and online sales.

In response to the Friends' growing membership and diverse interests, a Volunteer and Social Committee was established to offer opportunities beyond sales and bookstore activities.

Over the last twenty years, the Friends have developed lasting relationships with the staff of PWPL, which will help us stay strong and benefit the library and our patrons for many years to come.

~ David White, President, Friends of PWPL

Friends of PWPL Board Members:

David White (President), Vacant (Vice President), Cathy Seblonka (Secretary)

Members at large: Susie Colquitt, Donna Keskimaki, Margi Licht-Mallo, Dianne Patrick, Vicki Reuling, Joe Sabol, and Walter Wojtowicz. Staff Liaison and Treasurer: Heather Steltenpohl



Friends Spotlight - Vicki Reuling

I love books! I've had the privilege of owning a bookstore and serving on the board of a small community library, and through the Friends of PWPL, I'm able to continue connecting with others who share that same love of reading. I especially enjoy volunteering in the Friends Bookstore, which offers readers a wide variety of materials at very affordable prices. I'm grateful to everyone who donates their gently used books and to those who purchase them—every sale directly supports Peter White Public Library and the services so many people in our community enjoy and rely on.

From Children's Storytime to Tech Coaching for Seniors, PWPL truly offers something for everyone. I'm honored to be part of such an amazing community asset. ~Vicki Reuling, member since 2022.



217 North Front Street
Marquette, MI 49855

Main Line: 906-228-9510
Adult Services: 906-226-4311
Teen Services: 906-226-4321
Youth Services: 906-226-4323

www.pwpl.info

Social Media: [@peterwhitepubliclibrary](https://www.instagram.com/peterwhitepubliclibrary)



Printed & mailed thanks to a generous donor.



Peter White Public Library

Enriching the community through access to library services and cultural opportunities.



TO: PWPL Board of Trustees
FROM: Andrea Ingmire, Library Director
DATE: March 17, 2026
RE: Board Member Comment

1) General Board Member Comments

2) Board Committee Reports

Attached are minutes from the Board Policy Committee meeting held on February 23, 2026.

3) Trustee Manual

Board of Trustees of the Peter White Public Library
Minutes of the Policy Committee Meeting

February 23, 2026, 2:00 pm – 3:45 pm

Peter White Conference Room

Attendees: Steve Schmunk, Heather Addison, Andrea Ingmire

1. Bulletin Board Policy –Suggestions/edits included:
 - a. Guidelines for Public Bulletin Board – bullet point #2, Adding - Approved posters will be stamped and dated by staff, those not approved will be discarded. Any posters not stamped but posted to the bulletin board will be removed and discarded.
 - b. Moved Fundraising line from ‘Guidelines for Public Bulletin Board’ to ‘Exclusions’
 - c. Added additional politics language to the line on proselytizing.
2. Bylaws – discussion about where to place the committee meeting minutes within the board agenda.
 - a. Will add a Consent Agenda – may include minutes, appointments, and routine business. Board would like to keep finance as a separate agenda item for now.
 - b. Board Member Comments and Committee Reports – will include the board committee minutes.
3. ICE guidance sent by Library of Michigan
https://docs.google.com/document/d/19TE026mK8A5Gejjys60CrNhPb_J5DwKI/edit?usp=sharing&oid=101185544156580962432&rtpof=true&sd=true
 - a. Committee discussed the following:
 - i. Should we develop policy? The policy committee wants to make sure that staff have the information they need in order to know how to react and other proactive steps such as clear signage.
 - ii. Skokie Public Library has a response to ICE activity on their website. This is very helpful information and could be a framework in the future: <https://www.skokieliibrary.info/blog/library-response-potential-ice-activity>
4. Discussion about Code of Conduct and whether we need to include something about ‘hate speech.’

- a. Hate speech is tricky, because it's not illegal and is protected by the First Amendment. It's only illegal when it crosses the line into action. Hate Crimes statute in Michigan -
<https://www.legislature.mi.gov/Laws/MCL?objectName=mcl-750-147b>
- b. Other parts of our policy would come into play when there is an issue. Is volume of the interaction a problem, are they interfering with other patrons right to use the library, threatening staff etc.

CHAPTER 9: INTELLECTUAL FREEDOM

Protecting the Public's Right to Information

A. Intellectual Freedom

The library board has the responsibility of championing the cause of intellectual freedom, which includes fighting censorship efforts. This responsibility involves protecting and affirming the right of all members of a community to obtain the information they need and desire at the library. This is a challenging and sometimes uncomfortable responsibility, but it is one you agreed to support when you became a library board member.

The selection of library materials is a central activity in support of intellectual freedom. Collection development includes a selection policy proposed by the library director and approved by the board, that reflects the library's objectives in providing materials. It also supports the right of all members of the community to have access to a wide, objective range of materials, including items some people might find objectionable. A library's collection should reflect the culture and diversity of the entire community as well as provide information on multiple perspectives that surround contemporary and historical issues.

Since the beginning of public libraries, there have been library users who object to the inclusion of certain materials in the library collection. To respectfully carry out its duties, the library board needs to adopt a policy and procedures for addressing such patron complaints. Many of these procedures require the complaining patron to discuss their objections with the director or specified staff member before the board considers the complaint.

Some protests about library materials result in patrons appearing at regular board meetings to present their points of view. The Michigan Open Meetings Act (OMA) requires boards to give any member of the public an opportunity to address the board on any subject central to library operations. This is not an unlimited right and boards can adopt rules to limit the length or volume of such presentations. Such rules provide reasonable time limits, while still respecting free speech and open participation of the citizenry.

Common objections to library materials often involve young adult and children's materials, and typically occur because a parent finds the material "obscene" or "disturbing." More and more challenges are because of LGBTQ+ references, references to unfamiliar religions or cultures, and the representation of new or challenging viewpoints. In many cases, the challenge is about restricting the entire community's access to a type of information.

When responding to such objections, it may be helpful to know that in U.S. law, the freedom to read any information, and the ability to access a public library is cemented into the First Amendment of the U.S. Constitution. Courts tend to interpret the First Amendment very broadly in favor of the right to access information of all types. Although "obscene" materials are one of the few categories that can be censored, the term "obscene" has a very specific meaning within the law – and it is not the meaning most people think when objecting to certain, materials. A review of the [legal definition of obscenity](#) is important for library directors and boards to understand.

Handling a censorship attempt can be an uncomfortable experience. It helps to remember that what trustees feel as individuals must be separate from the legal duties as library board members. Everyone is entitled to their views, but board members must remember that they represent ALL their community – not just one party or group. Trustees and all public officials must leave their personal viewpoints, beliefs, politics, etc., outside of the library when they are acting in their official roles.

The American Library Association's Office of Intellectual Freedom contains helpful online information concerning censorship challenges at <http://www.ala.org/tools/challengesupport>. Another organization, the Comic Book Legal Defense Fund (<http://cbldef.org>) also has excellent resources on handling challenges to materials.

The Library of Michigan has additional [information on materials challenges available](#) on their website, as does the Michigan Library Association (MLA) [website](#). The ALA supported site, [Unite Against Book Bans](#) also has numerous resources to assist with book challenges.

Board training on how to assume its responsibility of protecting intellectual freedom and how to cope with censorship challenges is invaluable. Handling a challenge to library materials can be emotionally unsettling. Be prepared with policies and background to meet any challenge.

B. Collection Development

A library's collection-development policy should be drafted by the library director with input from staff that assist in the recommendation or purchase of materials, such as reference, adult services, teen, and youth services librarians (if applicable). The draft policy then would be discussed and approved by the library board in a formal meeting. If a library is faced with a formal materials challenge, the collection development policy gives the board a local statement to rely on in its defense of the challenged material. Obviously, book reviews and other outside sources are helpful in defending the material, but a collection development policy adopted by the local library board before a challenge arises provides the best defense.

A Collection Development Policy (also called a "Materials Selection Policy") typically contains:

- Statement of purpose of the materials selection policy (why does the public library have a materials selection policy?)
- Responsibility for selection (who selects library materials?)
- Budget allocation (how will funds be allocated for collection development?)
- Criteria for selection (What are the broad requirements for including materials in the library's collection? These requirements should align with the library's mission.)
- Description of the selection process (how are materials selected?)
- Gift items (what are the criteria for adding gift items to the collection and how are they handled?)
- Weeding (de-selection) of materials (what are the criteria for removing materials from the collection?)
- Handling materials objections (if an item is challenged, how will the library formally respond? Any forms, or online template language may also be included, but depending on the amendment process of this document, it may be more efficient to not include forms, since form language can change.)

Resources for Collection Development:

- National standards (American Library Association's "Library Bill of Rights" found at: <http://www.ala.org/advocacy/intfreedom/librarybill>)
- American Library Association Office of Intellectual Freedom's [Selection Policy Toolkit](#)
- Library of Michigan's Quality Services Audit Checklist collection development Appendix found at www.michigan.gov/qsac
- The American Library Association (ALA) offers some resources on collection development: <http://www.ala.org/tools/atoz/Collection%20Development/collectiondevelopment>
- The Intellectual Freedom Office of ALA offers resources on privacy and information access including helpful tips for collection development policies: <http://www.ala.org/advocacy/intfreedom>
- The public libraries division of ALA also provides resources to assist in building collections:
 - <http://www.ala.org/pla/resources/tools/circulation-technical-services>
 - <http://www.ala.org/pla/resources/tools/circulation-technical-services/collections-management>

C. Public Right to Access Libraries

The First Amendment of the U.S. Constitution includes a right to receive and disseminate information. The U.S. Supreme Court, in *Kreimer v. Bureau of Police for Town of Morristown*, 958 F.2d 1242 (1992), determined that access to public libraries, as a traditional forum used to exercise the right to information is also a right that flows from this First Amendment right to information. In addition, the Michigan Constitution, Article 8, Section 9, provides for access to public libraries by Michigan residents. The Americans With Disabilities Act, as well as The Elliott-Larsen Civil Rights Act, Public Act 453 of 1976, each prohibit public accommodations, (which include public libraries), from discriminating against patrons based on “*religion, race, color, national origin, age, sex, height, weight or marital status.*”

All Michigan public libraries are required to provide access to all. In addition, the ADA and Elliott-Larsen acts require that public libraries reasonably facilitate access to materials for all including those with disabilities, those that are homeless, teens, immigrants, etc.

In other words, public libraries may regulate and restrict certain activities within the library (checking out materials, usage of certain materials, participation in certain activities), and the library may have rules in place to ensure that everyone may use the library for its intended purpose (such as rules and policies for hygiene, behavior, noise, food, and beverages, etc.). A public library must not become a “club” where only certain members of the community may enter and read, learn, and interact. Patrons may not be barred entry because of their social status, their appearance (including the slogans on shirts or their display (or lack of) of religious faith). It is important that library boards demonstrate and model the philosophy that public libraries are for everyone. This can be especially critical in libraries that serve a large and diverse population. Boards should ensure, through policies, training, and their own behavior, that library policies facilitate access to information for all patrons.

Policies should be drafted that detail procedures and efforts that library staff will be expected to undertake to assist and facilitate access for patrons with disabilities. This is especially important in libraries with older, non-accommodating buildings. Creative services, such as delivering hold materials to patron’s cars may be necessary to assist a patron and comply with federal and state law. Libraries should encourage patrons with disabilities to contact library staff to request assistance and accommodations. Library boards should consult legal counsel in determining appropriate procedures.

Well thought-out and carefully crafted policies, along with thorough and ongoing staff training, can be a library’s best resources in handling access and First Amendment issues.



CHECKLIST FOR CHAPTER 9

- Do you understand the library's duty to build a diverse collection representative of its community and their information needs, including materials that some will consider offensive?
- Are you familiar with the Library Bill of Rights and the Freedom to Read statement?
- Has your board adopted a formal collection development plan?
- Does the collection development plan include procedures for managing challenges to library materials?
- Have the board and library staff been trained in how to respond to a materials challenge?
- Does the library have a solid, well-crafted set of policies on library access and patron behavior?

Library of Michigan Quality Services Audit Checklist (QSAC)

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 CORE Quality Measures – Collection Development

Essential ELECTIVE Quality Measures – Collection Development

Enhanced CORE Quality Measures – Collection Development

Enhanced ELECTIVE Quality Measures – Collection Development

Excellent CORE Quality Measures – Collection Development

Essential CORE Quality Measures – Services

Essential ELECTIVE Quality Measures – Services

Enhanced CORE Quality Measures – Services

Enhanced ELECTIVE Quality Measures – Services

Excellent CORE Quality Measures – Services

See Also QSAC page www.michigan.gov/qsac (scroll to Appendices)

Correspondence

21 12016

DEAR PETER WHITE LIBRARY,

A FRIEND GAVE ME SOME OF HER
BOOKS SHE WAS DONE WITH BECAUSE
SHE KNEW I WANTED SOME NEW BOOKS
TO LOOK AT.

THE HAND COVER BOOK (HILL OF
FEAR) BY KAY HOOPER WAS ONE.
ON THE INNER PAGE IT WAS
STAMPED WITH DRAW.

WHY WAS THIS PARTICULAR
BOOK WITH DRAW.

I'M PARTICULAR THESE I LIKE
TO LOOK AT.

NO SCIENCE FICTION, NO STORIES,
NO AUTOBIOGRAPHS.

I WAS WATCHING CHANNEL
LAST WEEK AND THEY HAD A NEWS
STORY ABOUT YOU HAVING A USED BOOK
STORE BUT I DIDN'T GET WHERE IT WAS
AND WHAT HOURS FROM WENT, WHEN

I HAD COMPLAINTS TO A CENTRE
HERE AT THE NURSING HOME THAT FOR
ME IT WAS TOO FAR TO GO UP THERE.

HOPES TO HEAR FROM YOU.

MY ADDRESS IS ON THE SIDE

Thank you for writing to us—we are always happy to provide more information on what we do here at the Peter White Library.

To answer your question about the book marked withdrawn: the library weeds our collection on a regular basis, in order to make room for new items. If you come across a book that is marked “withdrawn,” this may be because it is worn out (by normal use), is outdated, has not been checked out within a certain amount of time, or is a book we have other copies of. If the book is still readable, we may put it out for patrons to take home if they wish.

The items in our Used Book & Media Sales are donated, by the public, to the Friends of the Library. The Friends are a volunteer group whose proceeds from the book sale help fund library programs. Each sale we see a wide variety of books, and they are organized by type of literature. Since you mentioned attending the sale in person might be a challenge, if you wish to send friends or family on your behalf, they should be able to find the types of books you love quite easily!

I have enclosed a flier for our Spring book sale, with dates and times, along with a copy of our Materials Weeding policy (all policies can also be found on our website.)

Take care, and feel free to reach out to me in the future if you have any other questions or concerns!



Outlook

Re: Hoopla Users

From Andrea Ingmire <aing@pwpl.info>

Date Mon 3/2/2026 3:38 PM

To [REDACTED]

Hi M [REDACTED],

Thank you for your email. Library digital resources are murky ground to say the least! It's confusing and often at odds with what we experience as consumers using digital content providers.

We love that Hoopla can fill in gaps and be useful when folks need a title now! Simultaneous usage is a powerful positive for Hoopla's lending model.

Over the next several months we will be working on ways to expand our Libby collection in the hopes that we can get those hold cues shorter. Hopefully that will be ready at the start of our next fiscal year Oct 1, 2026.

Thanks for reaching out.
Andrea



~~~~~  
**Andrea Ingmire**  
Library Director

Peter White Public Library  
217 North Front Street  
Marquette, MI 49855  
906-226-4303 Office  
906-228-9510 Library Main Number  
906-226-1783 Library Fax



[Book time to meet with me](#)

---

**From:** [REDACTED]

**Sent:** Saturday, February 28, 2026 7:48 PM

To: Andrea Ingmire <aing@pwpl.info>

Subject: Re: Hoopla Users

You don't often get email from [REDACTED]. [Learn why this is important](#)

Hello,

I just wanted to say thank you for sharing this information in this email regarding the prices for these services. I've talked to multiple people and none of us realized that you pay per download on Hoopla. We thought it was a simple subscription service (similar to like a Netflix/Hulu). Thank you and we will be more mindful of how we check our books moving forward.

Thanks!

M [REDACTED]

On Thu, Feb 26, 2026 at 8:03 AM Peter White Public Library <[aing-pwpl.info@shared1.ccsend.com](mailto:aing-pwpl.info@shared1.ccsend.com)> wrote:



## Hoopla Daily Spending Cap to Begin March 1, 2026.

### Dear Hoopla User,

We know how much our patrons—like you—enjoy using Hoopla, so I am reaching out personally to let you know about an upcoming change. Beginning March 1, 2026, Peter White Public Library will be implementing a daily spending cap for Hoopla.

### What This Means for You

The current patron limit of **four checkouts per month** will remain unchanged.

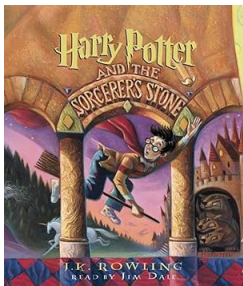
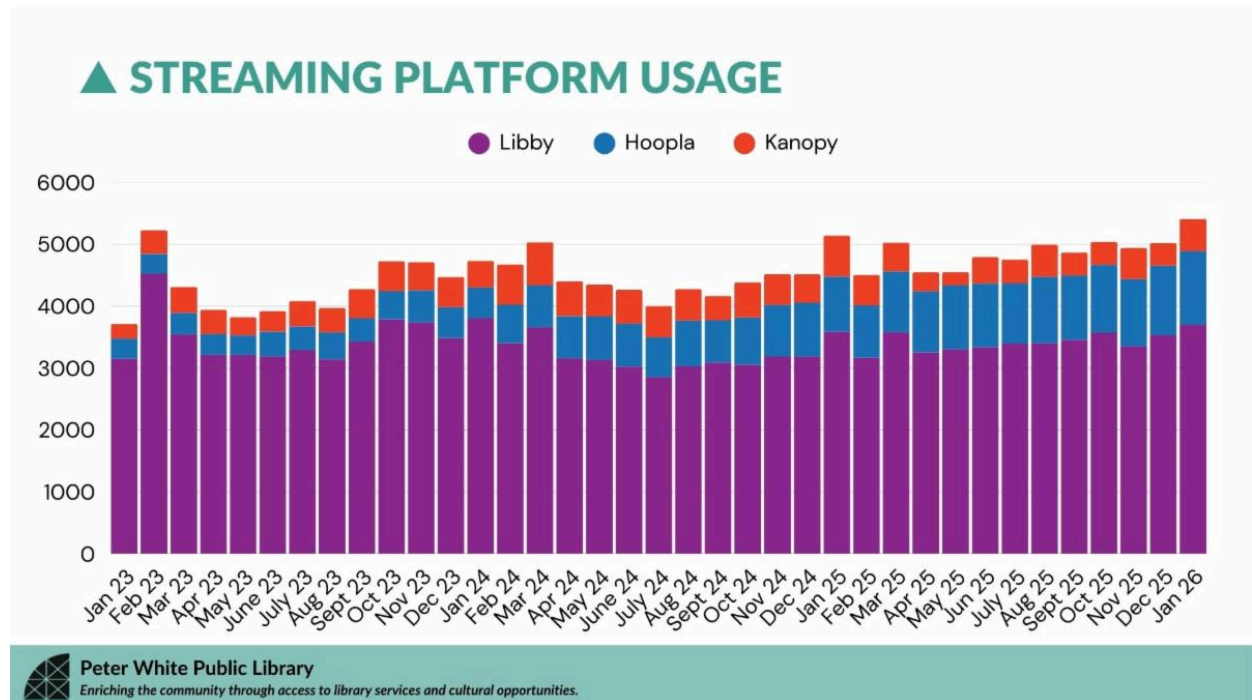
- Each day, the library will have a fixed budget available to spend on Hoopla checkouts.
- If the daily limit is reached, you will see a message indicating that no more items can be checked out that day.
- You will be able to check out items again the following day.

### Why We're Making This Change

Hoopla service charges the library **per checkout**, as usage has grown rapidly in recent years, increased use directly increases our costs.

Since introducing Hoopla in October 2021:

- Use grew by an average of 85% per year during the first two years.
- In the most recent fiscal year, usage increased 52%.
- Even with implementing this spending cap, Hoopla expenses are projected to exceed **\$30,000 for the year**, exceeding our budgeted amount for this line by **\$9,000**.



## A Cost Comparison

In 2025, the most popular title checked out in **Hoopla** was *Harry Potter and the Sorcerers Stone*. It was checked out 59 times for a total cost to PWPL of \$176.41 for those transactions. Per checkout cost is **\$2.99/checkout**.

A **Libby** copy of the same title costs \$75.00 for a 5-year license. If this item was checked out each time it was returned during the course of the license period it would circulate ~80 times. Per checkout cost is approximately **\$0.94/checkout**.

We own two copies of the **CD Book** of this same title. At the time of purchase these books cost the library \$60 each. They have circulated 457 times over the course of their lives in our collection. The current per checkout cost is **\$0.26/checkout**.

## Libby!

Our most popular digital platform is **Libby!** We know that sometimes hold lists can be long with Libby, but consider putting titles on hold with Libby when you don't have a strict timeline in mind. If you need help adding 'Partner Libraries' to your Libby account or seeing what's 'Available Now,' please visit the Adult Services Desk on the top floor for assistance.

## Our Commitment

We know how much you value Hoopla, and we remain committed to providing access to high-quality digital content. Thank you for your understanding and support as we work to sustain this quality digital content while balancing costs across our entire collection.

If you have any questions about this change, please reach out.

Sincerely,  
Andrea Ingmire  
Library Director  
aing@pwpl.info or call (906) 226-4303.

**My next Director Chat will be held on March 4, 2026 from 11:00 am - noon and 5:00 - 6:00 pm in the circulation lobby if you want to talk in person.**

This is a one time contact for the express purpose of updating you about the change in Hoopla. You have NOT been added to an ongoing mailing list. If you wish to get email newsletters from us, a full list of options can be found on our website: <https://pwpl.info/news-events/newsletter/>

Peter White Public Library | [217 N. Front Street | Marquette, MI 49855 US](#)

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Try email & social marketing for free!

# **Management and Department Reports**

March 17, 2026  
Library Director Report  
Andrea Ingmire

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## Strategic Planning Update

### Public Survey

Phone calls are going to those who said they were willing to participate in follow-up responses. This data collection will be completed by the end of March. The strategic plan committee will meet at the end of April to set priorities and goals for the upcoming reporting period.

---

### Art Galleries

#### February/March Exhibits

Deo Gallery - *I Hear the Caw* - Lindsey Heiden  
Huron Mountain Club Gallery - *Awakening* - Cole Bonino

#### April/May Exhibits

Deo Gallery - *I Did Not Break* - Taryn Okesson  
Huron Mountain Club Gallery - *High School Art Show* - Area High School Student Art

**2027 Call to Artist** is live! We have 10 applications for 8 available gallery periods. The application window closes on March 22, 2026. The Public Gallery Jury will meet in mid-April to set the 2027 gallery schedule, and we hope to have all notifications completed by the end of May.

### Streaming Services

As of March 1, 2026 we have implemented a daily budget in Hoopla. We have been hitting our budget. You can see a copy of the email sent to all Hoopla users in the correspondence of this packet. Overall patrons have been very understanding of the reasons we made this change to Hoopla access.

### Code of Conduct Violations

As often happens this time of year, the number of Code of Conduct violations our Supervisor on Duty (SOD) staff are dealing with has increased dramatically in the last month. Since Friday, March 6, we have issued three trespass warrants and had another patron/police incident that left staff with uneasy feelings. To help SODs keep up to date with issues happening in the library and to keep lines of communication open, we are using teams to discuss behavior that is being observed as well as a form to report when one of us are engaging with a patron behavior issue that doesn't lead to disciplinary action. We've had 8 form submissions since March 1. This activity takes time and capacity away from other tasks at hand.

## Meeting Presentations

I will be making meeting rounds again this spring/early summer 😊 My current presentation is available on our website: <https://pwpl.info/wp-content/uploads/2026/03/2025-Annual-Report-Presentation.pdf>

Current presentations include:

- Marquette Township on Tuesday, March 18<sup>th</sup>.
- Marquette City Commission on April 13<sup>th</sup>.

Other township presentations will be scheduled in the very near future.

## Vape Collection is live!



## Meeting Presentations

I will be making meeting rounds again this spring/early summer 😊 My current presentation is available on our website: <https://pwpl.info/wp-content/uploads/2026/03/2025-Annual-Report-Presentation.pdf>

Current presentations include:

- Marquette Township on Tuesday, March 18<sup>th</sup>.
- Marquette City Commission on April 13<sup>th</sup>.

Other township presentations will be scheduled in the very near future.

## eNewsletters

Total subscribed as of 3/13/2026, **3804**

| February 2026                | Constant Contact     |                   |                | Subscribers as of: |
|------------------------------|----------------------|-------------------|----------------|--------------------|
|                              | Number of Deliveries | Average Rate open | Average clicks | 3/13/2026          |
| Insider (General Newsletter) |                      |                   |                | 2,614              |
| Friends                      | 1                    | 55%               | 0%             | 631                |
| Off the Shelf                | 1                    | 61%               | 4%             | 581                |
| Digital Resources and Tech   |                      |                   |                | 466                |
| Art and Exhibits             | 1                    | 62%               | 1%             | 596                |
| Local History                |                      |                   |                | 547                |
| Weekly Program Update        | 4                    | 56%               | 1%             | 679                |
| Youth Services Insider       | 5                    | 50%               | 0%             | 604                |
| *Hoopla Email                | 1                    | 77%               | 1%             | 1090               |
| *Strategic Plan Email        | 1                    | 30%               | 0%             | 82                 |

\*One-time mailings to a targeted list of patron emails.

## Staff Updates

- Bryan Baisley is our new Adult Services Assistant; he started on March 11.
- The Maintenance Assistant Department Head posting just closed. We are scheduling interviews for March 17-19.

## Director Chat – 3/4/2026

- Talked to a retired staff member who commented that Hoopla caps were necessary.
- Great turnout for Books and Banter bookgroup.
- Talked with patron about cooking for one.
- Met with staff member about vape location and drop off of box.
- Talked to a patron about a program suggestion – history discussion group. And also asked why a note is always put on page 17 of our books.
- A woman stopped to say how much she loves PWPL and that she was glad to have her ice cleats off.
- Talked to a patron at length about our budget, city budget, and how it's really hard to understand the city's budget. Referred her to the budget work session recording on YouTube. It's long, but really helpful for understanding the city's budget as a whole.

AM = 8

- Talked to a staff member who was at an appointment and gushed about how much they love their job. 😊
- Three patrons stopped to look for an event location.
- Several staff and friends stopped to chat about various things.

PM = 8 Total = 16

## Library Director Professional Development/Outreach and Volunteer Activities – February 2026

|             |                                                                       |
|-------------|-----------------------------------------------------------------------|
| February 2  | Fire Department Meeting – Vape recycle                                |
| February 3  | City Department Head Meeting                                          |
| February 4  | Hoopla budgeting meeting<br>Director Chat                             |
| February 6  | Supervisor Meeting<br>4 C's Program                                   |
| February 9  | MCLS Board Meeting – Virtual                                          |
| February 10 | City Department Head Meeting<br>Tasty Reads<br>1:1 Meeting with Staff |
| February 11 | All Staff Meeting<br>1:1 Meeting with Staff                           |
| February 12 | Early Voting Meeting                                                  |
| February 13 | Supervisor Meeting<br>Library of Michigan Virtual Director Meeting    |
| February 16 | 1:1 Meeting with Staff                                                |
| February 17 | City Department Head Meeting<br>Board of Trustees Meeting             |
| February 18 | Strategic Planning Meeting                                            |
| February 20 | Supervisor Meeting<br>4 C's Program                                   |

February 23 Repair Café Meeting  
1:1 Meeting with Staff  
Policy Committee Meeting  
February 24 LSAA Meeting  
1:1 Meeting with staff  
February 25 Staff Fika  
1:1 Meeting with staff  
February 26 Orientation with new TAC member from Mqt Twp.  
February 27 Supervisor Meeting  
Planning Meeting for MLA webinar  
4 C's Program

**March 2026**  
**Development Director's Report**  
**Heather Steltenpohl, Development Director**

Final Fiscal Year 2025/2026 - \$296,205.00 from 207 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 | \$17,990.00         |
| 2025 Annual Fund            | \$59,190.00         |
| 2025 Endowment Funds        | \$210,000.00        |
| 2025 Fall Newsletter        | \$2,780.00          |
| 2025 Tribute                | \$2,620.00          |
| 2026 Annual Fund            | \$3,475.00          |
| 2026 Tribute Fund           | \$125.00            |
| 2006 Annual Fund Board      | \$25.00             |
|                             | <b>\$296,205.00</b> |

**PWPL Development Fund 2/28/26**

|                                     |                     |
|-------------------------------------|---------------------|
| Garden Fund                         | \$ 2,068.07         |
| Next Chapter Book Club              | \$ 126.22           |
| FRIENDS                             | \$ 28,127.61        |
| 2026 Teen Summer Reading            | \$ 4,600.00         |
| 2026 Youth Summer Reading           | \$ 166.67           |
| Mining Journal Project              | \$ 18,866.10        |
| Kulisheck Programming Fund          | \$ 14,841.21        |
| 2022 Strategic Planning             | \$ 198.78           |
| Aldrich Technology Assistance Fund  | \$ 7,974.40         |
| Great Lakes Poetry Festival         | \$ 120.87           |
| Passion for Books Project           | \$ 5,524.11         |
| Peace Room Project                  | \$ 2,553.00         |
| 25/26 Teens Cook                    | \$ 480.00           |
| <b>2025/2026 General Operations</b> | <b>\$ 12,697.37</b> |

**Endowment Funds (2/27/2026)**

|                                 |                        |
|---------------------------------|------------------------|
| General Endowment Fund          | \$ 885,248.10          |
| Roberts Fund                    | \$ 123,241.64          |
| Aldrich Fund                    | \$ 1,083,709.14        |
| Steinhaus Fund                  | \$ 40,148.56           |
| Vander Veen Center for the Book | \$ 25,734.93           |
| Family & Local History Fund     | \$ 65,762.15           |
| Henderson Memorial Fund         | \$ 230,756.36          |
|                                 | <b>\$ 2,454,600.88</b> |

## Friends of Peter White Public Library

The Friends next meeting is May 21, 2026 at 12:30 pm in the Community Room. This is their annual meeting. An election of officers will be held. Everyone is welcome to attend.

### Friends of PWPL 2025/2026 Financial Summary

|                                  |           |                    |
|----------------------------------|-----------|--------------------|
| Total February 2025 Store Sales  | \$        | 2,736.64           |
| Total 25/26 Store Sales          | \$        | 16,257.61          |
| Total 25/26 Online Sales         | \$        | 4,023.37           |
| Total Other 25/26 Revenue        | \$        | 1,874.00           |
| <b>2025/2026 Friends Revenue</b> | <b>\$</b> | <b>22,154.98</b>   |
| <br>                             |           |                    |
| Total PWPL Grants                | \$        | (49,422.37)        |
| Total Other Expenses             | \$        | (2,476.56)         |
| <b>2025/2026 Total Expenses</b>  | <b>\$</b> | <b>(51,898.93)</b> |
| <br>                             |           |                    |
| Balance                          | \$        | 25,260.33          |

## Head of Technology / Assistant Director - Peter White Public Library March 2026 Report - Events of February 2026

### Improvements & What's New:

- Finalized PTO switchover. Verified that all employee PTO accrued correctly.
- Replaced John's laptop with a newer (used) one.
- Cleaning out and reorganizing closets. Thanks Amanda and John.
- Amy and I attended the reopening of the renovated Olson Library at NMU. We have noticed that since Olson has reopened, we have less NMU students studying at PWPL. On days we are open and Olson is closed, we see a resurgence of NMU students at PWPL. Prior to the grand opening, the dean of libraries Leslie Warren gave me a tour of the completely renovated building. They have more meeting rooms for students, more technology, more electrical outlets, new furniture and some other new spaces, and a central stairwell with a big fireplace.
- I have been having a hard time getting products delivered from vendors, especially printer toner. The solution is to keep more toner in stock, order things with more time in advance. We also now have an account with ODP online, thanks to Jamie.
- I replaced one public printer sooner than I normally would have. It was replaced with the exact same model as another existing high-usage printer, so I can keep a toner supply that fits both printers. The old printer went into a low-usage role, so it can be utilized as a spare for the two newer printers if needed.
- In the Mining Journal digitization project, we now have the missing content that only Marquette Regional History Center owned. It has been digitized and put on UPLINK. This reel of microfilm contained the second half of 1873. I also spoke at length with the director of the Dickinson County Library about their project to digitize the Iron Mountain Daily News.
- Our contract with Merit for our fiber internet, though Superiorland, was renewed.
- Set up procedure to post messages to our patron app MyLIBRO.
- Set up phone and PC in new office for assistant department heads.

### Fixed, Etc.:

- Our doorbell / intercom system for the delivery door had intermittent problems. I purchased a replacement module for the outside unit, and had Range come over to install it.
- Work on several phones for updates, and replacement of parts.
- Firmware upgrades for several pieces of equipment, many other small fixes.

### Pending:

- New computer for memory lab.
- Move to new Adobe Acrobat licensing model for ten Adobe accounts.

### Bruce's committee, meeting, and other activity:

- UPLINK Board Meeting – February 3<sup>rd</sup>
- Shared system quarterly meeting – February 5<sup>th</sup>
- Supervisor's meetings – February 6<sup>th</sup>, 13<sup>th</sup>, 20<sup>th</sup>, 27<sup>th</sup>
- NMU Olson Library tour with Leslie Warren – February 9<sup>th</sup>
- PWPL all-staff meeting – February 11<sup>th</sup>
- NMU Olson Library grand opening – February 13<sup>th</sup>
- PWPL Board of Trustees meeting – February 17<sup>th</sup>
- Strategic planning meeting – February 18<sup>th</sup>

Respectfully submitted,  
Bruce MacDonald

Peter White Public Library  
Adult Services Department Board Report  
February 2026

ELECTRONIC COLLECTION USE (not noted in statistics sheets):

Ancestry:

- o Searches: **324**
- o Images/text: **96/228**

Mango languages:

- o Sessions: **127**
  - Mobile: **50**
  - Average Learning Time: **9:58**

New York Times:

- o Offsite code redemptions: **169**
  - Usage sessions: **1728**, Page views: **8721**, Articles read: **2674**

Value Line Online:

- Logins: **69**
  - o Searches: **88**, Downloads: **76**

Weiss Ratings Online:

- Total Users: **82**
- Searches: **115**
- Total Sessions: **13**
- Pages Viewed: **8**

OUTREACH/MARKETING:

- Superiorland Yesterdays: Cheryl
- Entrance Display: **Undercover & Underground (Corey) ; Love and ... (Alie)**
- NF Display: **Black History Month - Poetry (Elliot)** FIC Display: **Southern Gothic (Cheryl)**
- What's New At PWPL articles for the Mining Journal: **Stephanie Garn (Technical Services), Melissa Alan (Circulation Services), Kelsey Matthews (Technical Services)**

PROGRAMMING/TECH HELP:

- Tech Coaching for Seniors: **20**
- Books and Banter: **7**
- NonFiction Book Group: **4**
- Repair Café: **19**

## Updates from Adult Services February/March 2026

Adult Services had 29 passport applications processed, proctored 13 exams for students, and there were 813 adult computer logins during the month of February. We continue to help with printing and other computer technical issues that arise with patrons on a regular basis. Collection management, Displays, Book Groups, and Superiorland Yesterdays for the Mining Journal continue as usual.

The Adult Services Staff all worked to put the 2026 Adult Summer Reading Program together for this year. The bookmarks were designed by Corey and the poster was designed by Elliot. The prizes for this year will be a specially designed field guide that was a collaboration created by and voted on by the adult services staff. The theme is Unearth a Story and we had a good time with it. We will be decorating the reference desk as well. We will have the same process as we have had in previous years:

1. Read a Book
2. Fill out a Bookmark
3. Turn in the Bookmark (up to 10) for a chance to win a prize at the end of summer.

Thanks to the Friends of PWPL for sponsoring the 2026 Adult Summer Reading Program!

PWPL is a partner with the United Way for the Volunteer Income Tax Assistance (VITA) Program on Thursdays during the months of February, March, and the first week of April. PWPL is one of 3 sites (Sawyer and Munising being the other 2) that they are working with. The size of the program has doubled from last year to this year as the need was there.

Book Groups are seeing a bit of a resurgence over the last couple of months. Books & Banter (formerly Heritage Book Group) has grown to 7-9 participants over the last few months, while Adult Nonfiction has grown to a steady 4-5 members. These two groups are run by Adult Service staff and are relatively new as compared to Tasty Reads.

The open Adult Services Assistant position has finally been filled. Bryan Bailsey started on March 11 and now Adult Services is fully staffed. It feels good finally be able to say that again.

I am looking forward to attending the Public Library Association Conference in Minneapolis April 1-3. I will be attending with a colleague from the Escanaba Public Library.

Regards,

*Amy M. Salminen*, MLIS

Adult Services Department Head

## **Circulation Department Head Report: February 2026**

For the February Circulation staff meeting, we reviewed the procedures for renewing non-resident library accounts both in person and over the phone. It can be a little tricky over the phone because staff need to take payment. There is the ability to directly bill a patron's account that they can then pay online through Paypal. Staff are encouraging patrons to use this process to pay non-resident fees instead of giving their card information over the phone. Patrons seem to appreciate this option.

Thanks to the generous support of the Friends of PWPL, several framing projects were completed for prints in the circulating collection. Artwork that was recently donated but needed framing has also been completed and added to the collection. This meant the storage racks were getting tight, so it was time to make room by weeding the artwork. Some of the pieces weeded were reproductions of paintings from the 1950s, framed without Plexi or glass. Over the years the surfaces have been scratched and some of the wooden frames were in less than great shape. The condition was poor enough that it was most likely why they were no longer circulating much.

With the stability in staffing in the Circulation department, I have been able to commit more time to committee work. As part of the party planning committee, I've helped write two short articles for the staff newsletter and have helped with staff food gatherings. I was also able to assist with reviewing/editing the bulletin board policy and create a patron handout for inquiries about the PWPL canvassing/petitioning policy.

Staff stability has also allowed for Assistant Department Head Maggie to have some "off desk" time to focus on projects in the newly established ADH office space. Maggie continues to clean up old accounts that are no longer in use in our database. This ongoing work helps ensure we are reporting that are as accurate as possible.

### **Meetings & Activities:**

February 5: ALS meeting

February 6: 13, 20, 27: Supervisor's Meetings

February 24: Meeting with Assistant Department Head

Respectfully submitted,

Melissa Matuscak Alan

Circulation Department Head

Month of February, 2026

|                                    | # Attended   | # Sessions |
|------------------------------------|--------------|------------|
| ➤ <b>Program Attendance Stats</b>  |              |            |
| ○ <b>EL Total</b>                  | <b>592</b>   | <b>24</b>  |
| ○ <b>Children’s Total (Non-EL)</b> | <b>2,302</b> | <b>22</b>  |
| ○ <b>Self-Directed Programming</b> | <b>1,203</b> | <b>10</b>  |
| ▪ <b>Total Program Attendance</b>  | <b>4,097</b> | <b>56</b>  |

### Winter Reading 2026

Winter Reading 2026: STICK with Reading! finished on Saturday February 28th (see infographic at end of report). It was a very successful year with very dedicated readers very excited to get their awesome stickers! Kids were not ready for the program to be over – we had multiple questions about when the next reading program would be, allowing us to start promoting Summer Reading. We received very positive feedback from families. Kids were very dedicated about coming in to get their stickers, and we heard from many grownups that the stickers are very motivating for their kids in encouraging them to read. Kuddos to Marissa for finding such amazing stickers that the kids really loved!

- 500 – total number of kids registered
- 1,699 – total number of reading logs returned/total number of stickers

### February in YS

The Youth Services Department returned to our regular programming schedule in February after breaking from weekly programs since Thanksgiving. That break allowed us to do December class visits, special events, kickoff winter reading and plan for Spring 2026 programs and Summer Reading 2026. We were very excited to welcome back all our storytime friends and afterschool program friends in February after that break!

All members of the Youth services staff are responsible for planning and running programs. They are also responsible for special projects, helping patrons navigate the library, finding books and answering reference and readers advisory questions, cleaning and more. As we resume regular programming, here is just some of what each YS staff member did in the month of February. The library (and !!) are fortunate to have such dedicated, creative and motivated staff servicing the families of Marquette! They work hard to make the kids’ room amazing every day.

- Marissa (Assistant Department Head)
  - Moved into office space
  - Toddler Storytime 2xs a week
  - Saturday Storytime
  - Dramatic Play
  - Coordinated teen volunteers
  - Developed circulating game (new collection)
  - Planned, organized and ran Winter Reading
  - Prepped Classic Games Day
  - Check-in and cleaning of circulating kits
  - School’s Out, Library’s In
  - Budgeted all receipts from YS purchases
  - In-town shopping and online shopping for the department
  - YS staff schedule
  - Planning for summer reading 2026
- Holli
  - Went out to schools on class visits
  - Filled Educator Card book pack requests
  - Wels Township monthly class visit at PWPL

- Weekly Baby Storytime
- Winter Reading
- Saturday Storytime
- Check-in and cleaning of circulating kits
- Makerspace prep and rotations
- In-town shopping
- Planning for summer reading 2026
- Grace
  - Organized and ran D&D Junior, 3 sessions
  - Prepped twice monthly Pokémon Trading and Gaming drop-in
  - Prepped and ran Yarn Spinners
  - Prepped and ran a special Pokémon 30<sup>th</sup> Anniversary event
  - Winter Reading
  - Check-in and cleaning of circulating Yoto's and Tonies
  - YS Email Newsletter
  - Process new books
  - Book order write-ups
  - Planning for summer reading 2026
- Frank
  - Weekly YS themed book display
  - Planned, prepped and ran new Family Day/Family Night program
  - Winter Reading
  - Saturday Storytime
  - Disinfecting toys in play area
  - 1000 Books Before Kindergarten program ongoing prepping and planning
  - Coordinating the Kindness tree in lower-level lobby
  - Shelf Reading
  - Planning for summer reading 2026
- Claire
  - School's Out, Library's In program
  - Weekly LEGO Club
  - Prep and run Spanish Club
  - Winter Reading
  - Shelf Reading
  - Disinfecting toys in play area
  - Makerspace prep and rotations
  - Weekly Scavenger Hunt
  - Planning for summer reading 2026

### **Sarah's February Meetings & Activities**

- Preschool Storytime – 2/3, 2/6, 2/10, 2/13, 2/17, 2/20, 2/24, 2/27
- Meeting with ADH – 2/4, 2/11, 2/20
- Supervisor meetings – 2/6, 2/13, 2/20
- 1-1 Meetings with YS Staff – 2/9, 2/9, 2/11, 2/11
- Muggles for Potter – 2/10
- All Staff Meeting – 2/11
- YS Dept. Meeting – 2/23
- 1-1 with supervisor – 2/23

Sarah Rehborg

Youth Services Librarian  
Peter White Public Library

# 2026 STATS

# WINTER READING

stick with reading



6 weeks

# 500!



TOTAL YOUTH REGISTERED

Sun  
Mon  
Tue  
Wed  
Thu  
Fri  
Sat

42 days



Total Minutes Read :  
305,820

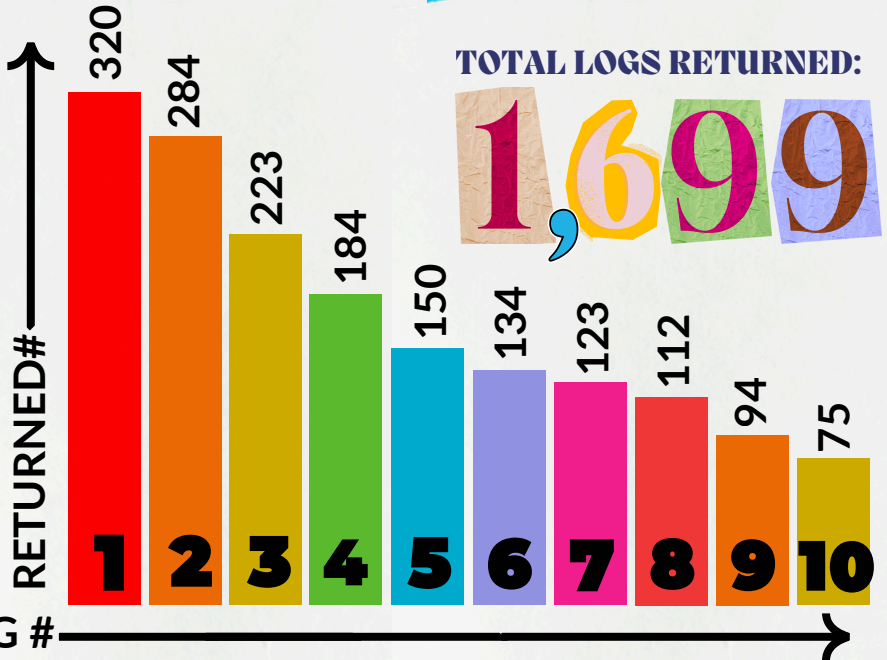
Total Hours Read :  
5,097

## HOW MUCH READING IS THAT?

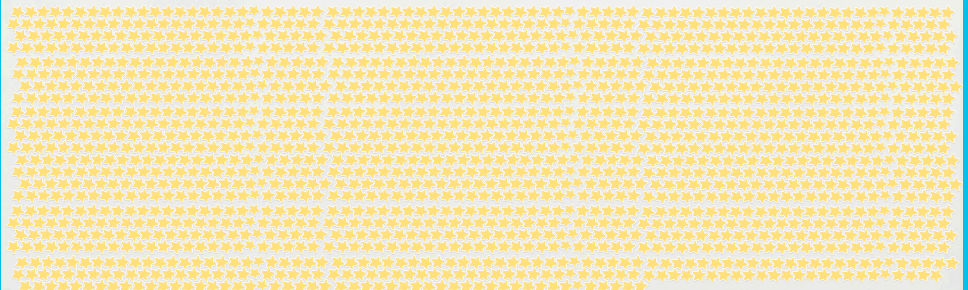
It would take you

7 months, 2 days,  
and 9 hours

of nonstop reading to  
reach that total!



## WHAT DOES 1,699 STICKERS LOOK LIKE?



## **Peter White Public Library**

### **Teen Services Department Board Report**

#### **February 2026**

- Program Attendance
  - Programs – 5
- Total Attendance - 97
- Monthly Programs (# of Teens attending)
  - un”TITLE”d Teens - 10
  - D&D – 24
  - Game On - 8
  - HSCBD – 4
- Special Events/Offsite Visits
  - Prom Dress Swap – 51 attended, 30 dresses handed out
- Winter Reading
  - Teens Registered – 74
  - Teens Completed – 34
  - Completed Logs - 86

February was a busy, both with programs and snow! We had the prom dress swap, over 50 people attended and 30 dresses went home with students. Extra racks for display were borrowed from St. Vincent de Paul. Marty and MacKenzie assisted with set up and social media blasts. We also wrapped up another winter reading, 86 logs were turned in by 34 teens. The winners of the %50 gift cards were very happy to receive their prize. Weather did cause 2 programs to be cancelled, Teens Cook and Chapter Book Discussion. Looking forward to warmer weather, spring programs and wrapping up Summer Reading planning.

Amanda Pierce

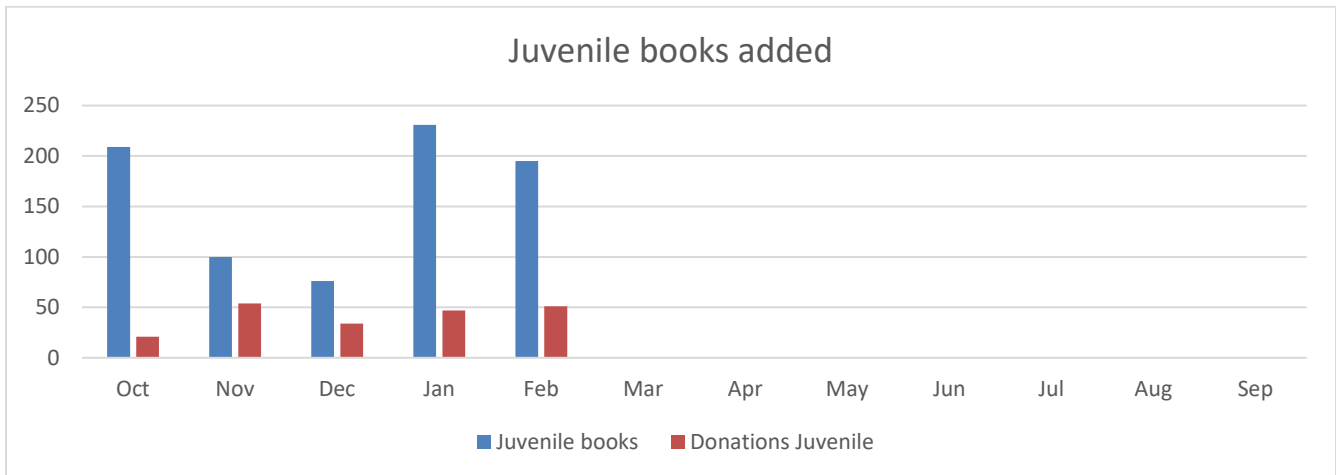
Teen Services Coordinator





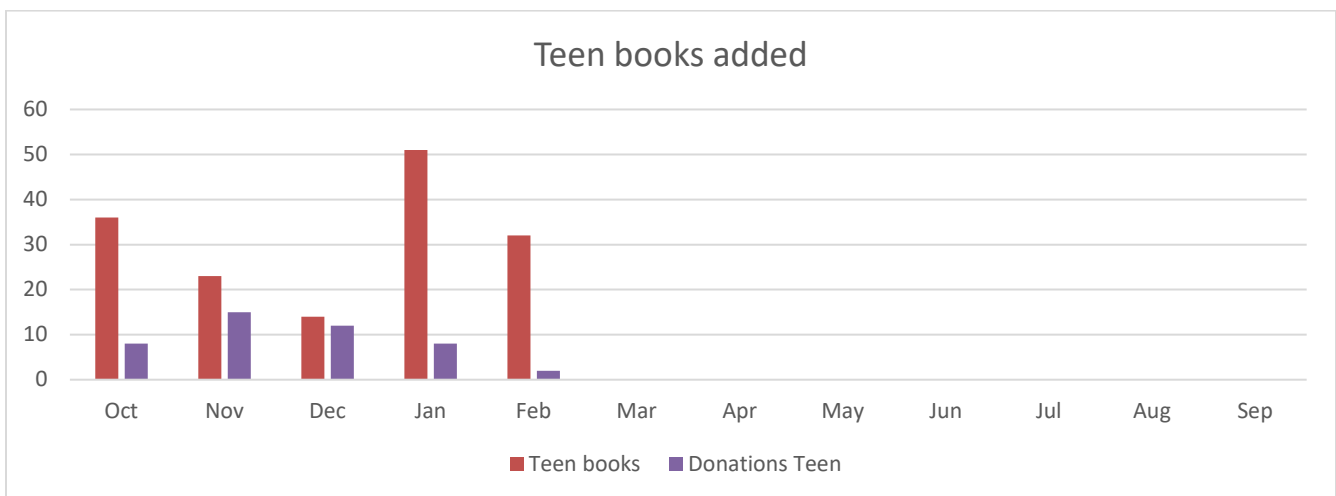
Adult books added that were purchased: 255

Adult books added that were donated: 20



Juvenile books added that were purchased: 195

Juvenile books added that were donated: 51



Teen books added that were purchased: 32

Teen books added that were donated: 2

## February 2026 Adult Programming Events

Craft Magic Series: Felt Magic with Jody Trost

Monday, February 2, 2026, 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 project. Felting starter kits and wool provided. Please bring a small pair of scissors. Space is limited to 15 participants, so register early. No admission charge. Register at [pwpl.info](http://pwpl.info). For more information, contact Marty at 226-4322, [machatz@pwpl.info](mailto:machatz@pwpl.info), or visit [pwpl.info](http://pwpl.info)

THIS PROGRAM WAS CANCELED.

The Wallens in Concert

Tuesday, February 3, 2026. 6:30 p.m.-7:30 p.m. Peter White Public Library Community Room. Adults, Seniors, Family Friendly. Join local favorites Brian and Molly Wallen for an evening of close-knit harmonies, storytelling, and inspiration. For more information, contact Marty at 226-4322, [machatz@pwpl.info](mailto:machatz@pwpl.info), or visit [pwpl.info](http://pwpl.info).

There were **59 in-person attendees/6 virtual in-person attendees/45 YouTube views** for this event.

Block Busting Cinema Dinner & a Movie: *The Substance*

Monday, February 9, 2026. 5:30 p.m.-8:00 p.m. Peter White Public Library Community Room. Adults, Seniors. Bring your dinners to PWPL and enjoy an evening of food and film. Tables will be available for dining. This month's feature, *The Substance*, starring Demi Moore in an Oscar-nominated performance, was one of 2025's most talked-about movies. Rated R. No admission charge. For more information, contact Marty at 226-4322, [machatz@pwpl.info](mailto:machatz@pwpl.info), or visit [pwpl.info](http://pwpl.info).

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

Sea Hounds in Concert

Wednesday, February 11, 2026. 6:30 p.m.-7:30 p.m. Peter White Public Library Community Room. Adults, Seniors, Family Friendly. In its debut on the Community Room stage, popular local band Sea Hounds is ready to get PWPL clapping and tapping its unique blend of rock, folk, and indie music. For more information, contact Marty at 226-4322, [machatz@pwpl.info](mailto:machatz@pwpl.info), or visit [pwpl.info](http://pwpl.info).

There were **48 in-person attendees/5 virtual in-person attendees/51 YouTube views** for this event.

Marquette Poets Circle

Thursday, February 12, 2026, 6:30 p.m.-8:00 p.m. Peter White Public Library Heritage Room. Adults, Seniors, Family Friendly. Join local poets, writers, and poetry enthusiasts for an evening of poetry. Starting at 6:30 p.m., participants gather to workshop their current work, followed by an Open Mic at 7:15 p.m. 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](mailto:machatz@pwpl.info), or visit [pwpl.info](http://pwpl.info).

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

Docu Cinema: *An Act of Love: A Personal Story About LGBTQ Rights and Religion*

Friday, February 13, 2026. 12:00 p.m.-2:00 p.m. Peter White Public Library Community Room. Adults, Seniors. In honor of Valentine's Day, PWPL screens this powerful documentary about Reverend Frank Schaefer's trial by the United Methodist Church for officiating his son's same-sex wedding. The film is a testament to the enduring power of love. Not Rated. No admission charge. For more information, contact Marty at 226-4322, [machatz@pwpl.info](mailto:machatz@pwpl.info), or visit [pwpl.info](http://pwpl.info).

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

Friend-raiser: *Misery*

Monday-Wednesday, February 16-18, 2026. 6:00 p.m.-8 p.m. Peter White Public Library Community Room. Adults, Seniors. Some people will just kill for a good book. PWPL collaborates with Iron Arts Theatre to bring Stephen King's classic story of obsession, love, and murder to the Community Room stage. Local favorites Jessica Red Bays and Adam Maslak take on the iconic roles of Annie Wilkes and writer Paul Sheldon. Don't miss your chance to enjoy a little *Misery* this Valentine's Day! **PLEASE NOTE: This is a ticketed event. Tickets are \$5 and can be picked up at the Circulation Desk starting Monday, January 5, 2026. You must have a ticket in order to attend the event, which is a fundraiser for PWPL and Iron Arts Theatre.** For more information, contact Marty at 226-4322, [machatz@pwpl.info](mailto:machatz@pwpl.info), or visit [pwpl.info](http://pwpl.info).

There were **68 in-person attendees** for this event February 16, 2026.

There were **69 in-person attendees** for this event February 17, 2026.

There were **67 in-person attendees** for this event February 18, 2026.

Global Cinema: Finland's *Fallen Leaves*

Friday, February 20, 2026. 12:00 p.m.-2:00 p.m. Peter White Public Library Community Room. Adults, Seniors, Teens. For Valentine's Day, PWPL screens this Oscar-nominated Finnish romantic comedy/drama about the fates of two star-crossed lovers in Helsinki. Not rated. No admission charge. For more information, contact Marty at 226-4322, [machatz@pwpl.info](mailto:machatz@pwpl.info), or visit [pwpl.info](http://pwpl.info).

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

All Booked Up: Can We Talk?

Monday, February 23, 2026. 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: *Flashlight* by Susan Choi. No admission charge. For more information, contact Marty at 226-4322, [machatz@pwpl.info](mailto:machatz@pwpl.info), or visit [pwpl.info](http://pwpl.info).

There were **2 in-person attendees** for this event.

Writers on Writing: Ronnie Ferguson

Monday, February 23, 2026. 6:00 p.m. – 8:00 p.m., Peter White Public Library Shiras Room. Adults, Seniors, Teens. In this new writing series, seasoned published authors of various genres lead participants through writing exercises and workshops to hone their writerly talents. **February's Writer: Ronnie Ferguson.** An acclaimed writer, musician, and publisher (Harvard Square Press), Ferguson will guide participants through writing prompts to spark creative

inspiration. **Space is limited to 15 participants, so register early.** No admission charge. For more information, contact Marty at 226-4322, [machatz@pwpl.info](mailto:machatz@pwpl.info), or visit [pwpl.info](http://pwpl.info).

There were **12 in-person attendees** for this event.

#### Bluesday Tuesday Concert

Tuesday, February 24, 2026, 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: TBA. No admission charge. For more information, contact Marty at 226-4322, [machatz@pwpl.info](mailto:machatz@pwpl.info), or visit [pwpl.info](http://pwpl.info).

There were **12 in-person attendees/4 virtual in-person attendees/51 YouTube views** for this event.

#### All Booked Up: On Air

Wednesday, February 25, 2026. 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: *Flashlight* by Susan Choi. No admission charge. For more information, contact Marty at 226-4322, [machatz@pwpl.info](mailto:machatz@pwpl.info), or visit [pwpl.info](http://pwpl.info).

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

#### Cloverland in Concert

Wednesday, February 25, 2026. 6:30 p.m.-7:30 p.m. Peter White Public Library Community Room. Adults, Seniors, Family Friendly. Cloverland returns to the PWPL stage for some finger-plucking, toe-tapping, hand-clapping fun! Come hang out with one of the most popular bands in the area. For more information, contact Marty at 226-4322, [machatz@pwpl.info](mailto:machatz@pwpl.info), or visit [pwpl.info](http://pwpl.info).

There were **84 in-person attendees/6 virtual in-person attendees/134 YouTube views** for this event.

#### TOTAL NUMBER OF PARTICIPANTS FOR FEBRUARY 2026 EVENTS:

|                                                  |                   |
|--------------------------------------------------|-------------------|
| <b>Participants for in-person events:</b>        | <b>464</b>        |
| <b>Participants for virtual in-person</b>        | <b>21</b>         |
| <b>Participants for virtual (after the fact)</b> | <b><u>281</u></b> |
| <b>TOTAL Participants/Views:</b>                 | <b>766</b>        |

Respectfully submitted,

Martin Achatz (he/him/his)

Adult Programming Coordinator

## Facilities Manager March 2026

- Smoke alarm test completed by Summit Fire Protection.
- Monthly fire extinguisher inspection.
- Monthly exit light test .
- Monthly generator test.
- Snow and ice control.
- Accepting applications for maintenance assistant.
- General upkeep and maintenance.

John Povey  
Facilities Manager  
Peter White Public Library  
906-235-4262  
[jpovey@pwpl.info](mailto:jpovey@pwpl.info)

# 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 | 12,531 | 12,806 |        |        |        |        |        |        |        | 67,844 |
| Hours Open                  | 266    | 213    | 225    | 240    | 236    |        |        |        |        |        |        |        | 1,180  |

| 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        | 1,201         | 2,344         | 2,168         | 2,104         | 2,219         | 2,495         | 12,531         |             |
|                                   | Average Daily |          | 400           | 586           | 542           | 526           | 444           | 500           | 501            | 25          |
| FEBRUARY                          | Attendance    | 0        | 2,286         | 2,419         | 2,335         | 2,455         | 1,584         | 1,727         | 12,806         |             |
|                                   | Average Daily |          | 571           | 604           | 584           | 614           | 396           | 432           | 534            | 24          |
| 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 |          |               |               |               |               |               |               |                |             |
| <b>Current FY Total</b>           |               | <b>0</b> | <b>10,749</b> | <b>11,881</b> | <b>13,096</b> | <b>11,981</b> | <b>9,523</b>  | <b>11,448</b> | <b>68,678</b>  | <b>121</b>  |
| <b>Current FY Average YTD/Day</b> |               | <b>0</b> | <b>557</b>    | <b>598</b>    | <b>659</b>    | <b>628</b>    | <b>453</b>    | <b>520</b>    | <b>567</b>     | <b>20</b>   |
| <b>Last FY Total</b>              |               | <b>0</b> | <b>31,225</b> | <b>33,110</b> | <b>33,567</b> | <b>31,718</b> | <b>24,041</b> | <b>24,675</b> | <b>178,336</b> | <b>299</b>  |
| <b>Last FY Average/Day</b>        |               | <b>0</b> | <b>650</b>    | <b>647</b>    | <b>681</b>    | <b>637</b>    | <b>492</b>    | <b>476</b>    | <b>593</b>     | <b>23</b>   |













**Technical Services**

| Items Added             | Oct-25        | Nov-25        | Dec-25        | Jan-26        | Feb-26        | Mar-26        | Apr-26        | May-26        | Jun-26        | Jul-26        | Aug-26        | Sep-26        | FY YTD Totals     | Last FY Totals        |
|-------------------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|-------------------|-----------------------|
| <b>FY YTD Totals</b>    | 768           | 570           | 379           | 778           | 661           |               |               |               |               |               |               |               | 3156              | 9365                  |
| <b>Other Statistics</b> | <b>Oct-25</b> | <b>Nov-25</b> | <b>Dec-25</b> | <b>Jan-26</b> | <b>Feb-26</b> | <b>Mar-26</b> | <b>Apr-26</b> | <b>May-26</b> | <b>Jun-26</b> | <b>Jul-26</b> | <b>Aug-26</b> | <b>Sep-26</b> | <b>YTD Totals</b> | <b>Last FY Totals</b> |
| Cataloging Review       | 56            | 27            | 34            | 11            | 12            |               |               |               |               |               |               |               | 140               | 856                   |
| Original                | 2             | 3             | 4             | 1             | 3             |               |               |               |               |               |               |               | 13                | 93                    |
| Volunteer Hours         | 17.00         | 9.50          | 7.50          | 2.00          | 4.00          |               |               |               |               |               |               |               | 40.00             | 133                   |
| Mending                 | 159           | 101           | 175           | 197           | 160           |               |               |               |               |               |               |               | 792               | 3391                  |
| Discs buffed            | 37            | 57            | 68            | 51            | 70            |               |               |               |               |               |               |               | 283               | NA                    |
| Discards                | 602           | 703           | 679           | 622           | 2,455         |               |               |               |               |               |               |               | 5061              | 14204                 |
| Donations Added         | 38            | 127           | 87            | 65            | 73            |               |               |               |               |               |               |               | 390               | NA                    |

## Remote Book Drops

|                                          |                           | Number of Pickups | Number of Items |
|------------------------------------------|---------------------------|-------------------|-----------------|
| <b>Marquette Township</b>                |                           |                   |                 |
|                                          | <b>Total Year to Date</b> | <b>22</b>         | <b>544</b>      |
|                                          | <b>Total Last FY</b>      | <b>52</b>         | <b>1291</b>     |
| <b>Chocolay Township</b>                 |                           |                   |                 |
|                                          | <b>Total Year to Date</b> |                   |                 |
|                                          | <b>Total Last FY</b>      | <b>52</b>         | <b>1419</b>     |
| <b>Sands Township</b>                    |                           |                   |                 |
|                                          | <b>Total Year to Date</b> |                   |                 |
|                                          | <b>Total Last FY</b>      | <b>52</b>         | <b>539</b>      |
| <b>Skandia Township</b>                  |                           |                   |                 |
|                                          | <b>Total Year to Date</b> |                   |                 |
|                                          | <b>Total Last FY</b>      | <b>52</b>         | <b>356</b>      |
| <b>West Branch Township</b>              |                           |                   |                 |
|                                          | <b>Total Year to Date</b> | <b>21</b>         | <b>38</b>       |
|                                          | <b>Total Last FY</b>      | <b>51</b>         | <b>102</b>      |
| <b>Total Year to Date ALL Locations:</b> |                           | <b>43</b>         | <b>582</b>      |
| <b>Total ALL Locations Last FY:</b>      |                           | <b>259</b>        | <b>3737</b>     |

# **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           |
| 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