

Luther Area Public Library
Board Minutes, Oct. 14, 2021

The regular board meeting was called to order by President Lois Langenburg at 4:30 pm. There were no guests.

Present were Lois, Jan, Kees, Karen, Donna. Library Director Amy .

Minutes

Bullet pt. #3 "at certain times" correction.

from the Oct. mtg. were reviewed and approved. Motion by Jan seconded by Karen.. All in favor. Yes 5, No 0 Motion passed Passed

Treasurer's report

Received a donation from the Pine River Assoc.

Report was reviewed and approved.

Motion to approve by Kees, second by Jan. All in favor, Yes 5 No 0

Library Director's report

Movies started back up again.

Pilcrow foundation matching grant of \$800, Match by Boosters \$400.

Money will be used to buy children's books.

9 possible staff were interviewed for the open staff position.

Jodi is still helping out until we reach full staffing.

Motion by Lois and second by Kees.

All in favor Yes 5 No 0 Approved

Old business.

Doors are old and working poorly and are in need of replacement.

So far, Amy has not been able to find anyone to do the work. Will continue to search for someone to do the work.

We will need to find someone to do the cleaning, Shane no longer wants to do the extra work. Need 2 hrs of cleaning time per week.

Need steps and ramps cleared of snow this winter.

New Business

Amy presented policy changes regarding Borrowing books, late fees.

After some discussion the board adopted the changes to the policy manual

Fines are waived if the book is returned. Update any books that are damaged

Motion by Lois, second by Kees.

All in favor. Yes 5 No 0

Holiday closing is

Nov. 25

Nov 26

Dec. 24

Dec. 25

Dec. 31

Jan. 1.

Motion on Holiday closing by Lois, second by Kees.

All in favor. Yes 5 No 0

Motion to close meeting to discuss finances

Motion by Lois, second by Jan.

Motion to open mtg. By Lois, second Kees.

Meeting ended at 6:00 by Lois

Next meeting is Dec. 9, 2021

Submitted by

Kees Frankfort

Luther Area Public Library

11/1/21 thru 11/30/21

Checking Balance 11/1/21

\$189,798.11

income

11/8	cp/fn/print	44.50	} 180.00
	bk/fnd	3.50	
	Y bags	24.50	
	B bags	77.50	
	PI bk	30.00	

11/17	cp	15.00	} 239.75
	bk/lam/fnd	30.25	
	Y bags	42.00	
	B bags	152.50	

11/17	B bags	500.00	} 600.00
	don - M. Goetz	100.00	

11/24	cp/fn/fx	18.25	} 288.75
	bk/fnd	10.25	
	B bags	180.00	
	PI bk's (2)	60.00	
	don	20.25	

11/30	LOS B - interest	7.78	
		1316.28	+ 1316.28

expenses

#5335	11/5 Cadillac News (ad)	160.70	
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36	11/11 Republic Services (Y bags)	831.25	
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37	11/11 Xerox (copier)	144.88	
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38	11/11 D. Long (Nov-80-4.46-1.16)	73.88	
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39	11/12 A. Shank	456.21	
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38 hr (494-30.63-7.16)

40	11/12 S. Hillman	350.47	
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38.5 hr (379.50-23.53-5.50)

5333	11/12 J. Lucas	180.55	
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17 hr (195.50-12.12-2.83)

2197.94

			2197.94
5341	11/18	CLS (rugs)	51.49
42	11/22	MML Comp Fund	2.00
43	11/26	A. Shank	598.42
		48hr (648-40.18-9.40)	
44	11/26	J. Lucas	302.68
		28.5hr (327.75-20.32-4.75)	
45	11/26	S. Hillman	299.21
		27 hr (324-20.09-4.70)	
46	11/26	T. Laughlin	101.58
		10hr (110-6.82-1.60)	
47	11/26	ATT	201.83
48	11/26	Consumers	151.64

Debits

3906.79 -3906.79

11/8	DG (papertowels, ^{trash} bags)	9.81
11/17	Home Depot (light fixture)	29.12
11/24	Demco (bk, DVD covers)	124.69
11/30	DG (salt, clean supplies)	24.12
		<u>187.74</u>

-187.74

Check Balance 11/30/21 \$187,019.86 *

CD's Balance 34,381.79 *

Real Assets 11/30/21 \$221,401.65 *

Donna Long, treasurer

LIBRARIAN'S REPORT - 2021-2022	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	TOTAL
Adult Attendance	169	183	176	418	255	250	242	207					1900
Children Attendance	68	95	81	216	132	46	76	99					813
Total Attendance	237	278	257	634	387	296	318	306					2713
Story Hour Attendance - Kids	0	0	0	0	0	0	0	0	0	0	0	0	0
Story Hour Attendance - Adults	0	0	0	0	0	0	0	0	0	0	0	0	0
Movie Program - Adults	0	0	0	0	0	0	5	3	0	0	0	0	8
Movie Program - Kids	0	0	0	0	0	0	4	2	0	0	0	0	6
Craft Club	0	0	0	0	0	0	0	0	0	0	0	0	0
Summer Reading Program - Kids				50	24								74
Summer Reading Program - Adults				21	9								30
Summer Reading Program--Extra People													0
Special Program - All ages						16							16
Take It & Make It - All ages	24	16	10				4	27					81
Read It & Rate It - All ages	4	8	0										12
Passive Library Programs - Kids	3	32	0			30	25	30					120
Passive Library Programs - Adults	26	1	0			7	13						47
Adult Books Loaned	89	145	133	149	193	150	112	110					1081
Children Books Loaned	74	102	102	84	109	50	52	38					611
Music CDs, DVD's and Video's Loaned	139	159	167	161	185	121	276	289					1497
E-Book Used	39	43	40	46	36	37	46	72					359
Computer Use	37	43	32	44	41	35	43	31					306
Laptop/wifi Use	35	36	41	65	46	39	41	36					339
New Registers	2	3	6	7	6	3	0	2					29
Books/DVD/Tapes Etc. Added	129	54	42	68	101	74	79	90					637
Mel-cat Borrowed (Received for patrons)	41	67	58	53	62	47	55	76					459
Mel-cat Loaned (Out to other libraries)	34	26	25	29	39	38	27	35					253
Website visits	54	350	341	236	91	52	89	109					1322

Libraries as Mental Health Hubs Initiative

January 2022 - August 2023

Orientation Packet

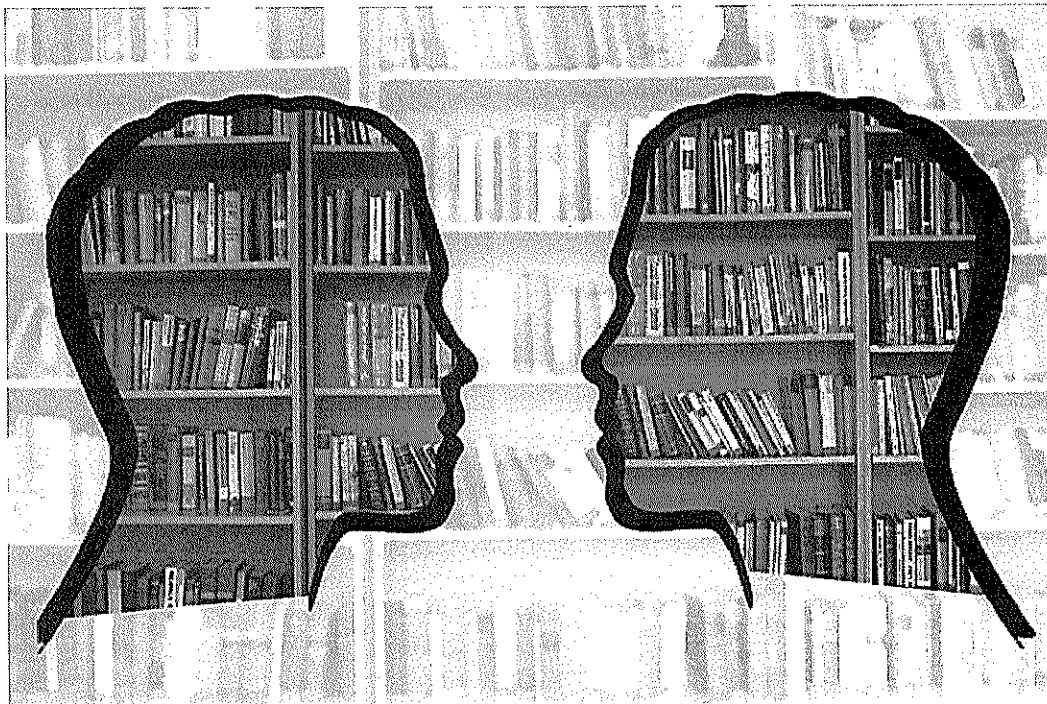
**MICHIGAN HEALTH
ENDOWMENT FUND**



About the Initiative

MPRO's Libraries as Mental Health Hubs initiative will address barriers to mental health care access in rural communities (e.g., availability of providers, cost, lack of anonymity and stigma) by making mental health services more accessible to the public. Using an evidence-based model, we will train librarians in mental health first aid, connect library patrons to social work services, equip libraries with naloxone boxes to address overdoses, train library staff to administer naloxone, and host community awareness events centered around mental health education for both children and older adults.

MPRO received a behavioral health grant through the Michigan Health Endowment Fund. The Health Fund works to improve the health and wellness of Michigan residents and reduce the cost of healthcare, with a special focus on children and seniors.



Questions?

For more information or to join the initiative, contact:

Elena Bair, MPH, CPHQ, Senior Quality Consultant | ebair@mpro.org | 248-465-1466

Jane Lozen, RN, PMHCNS-BC, Quality Consultant | jlozen@mpro.org | 248-465-7376

Libraries as Mental Health Hubs Initiative

Mental Health First Aid Training

Mar. 2022 - April 2022

Local crisis services training

Mar. 2022 - April 2022

Provide tablets and hotspots for patrons

Mar. 2022 - May 2022

Educational videos about mental health

June 2022

Naloxone administration training

June 2022

Partnership meetings | January 2022 - August 2023

Program Opportunities and Timeline

Mental Health First Aid Training

March 2022 - April 2022

Mental Health First Aid training “teaches you how to identify, understand and respond to signs of mental health and substance use challenges.” This training will help library staff de-escalate situations within the library and assist patrons with getting help. See this flyer for more information. The MPRO team will coordinate and pay for this training for all staff members.

Library staff training on using local crisis services

March 2022 - April 2022

Did you know that your local Community Mental Health (CMH) agency offers a 24/7 crisis service that can assist with stabilizing an individual in crisis and help them obtain appropriate services? In this training, our team will teach library staff how and when to reach out for crisis services.

Provide tablets and hotspots for patrons to 'check out' for virtual social worker services

March 2022 - May 2022

This project plans to connect community members with social workers through virtual appointments. The MPRO team will ensure that each participating library has the technology needed to provide these services, including a tablet and hotspot available for patrons to check out.

Educational videos about mental health and how to schedule time with the social worker

June 2022

The MPRO team will provide short videos on mental health topics and instructional videos on “booking a social worker appointment” at the library.

Naloxone administration training

June 2022

Naloxone is a lifesaving medication used to reverse opioid overdose; it has no effect if opioids are absent. MPRO will coordinate naloxone administration training for library staff, helping them feel prepared to administer naloxone if an overdose is suspected. This [website](#) shows how safe and easy it is to save a life by giving naloxone.

Libraries as Mental Health Hubs Initiative

Naloxone box
June 2022

**Caring for the
Mind training**
July 2022 - Aug. 2022

**Virtual social
worker
services**
begins Aug. 2022

**Community
awareness
events**
May 2022;
Oct. 2022 - Aug. 2023

Partnership meetings | January 2022 - August 2023

Naloxone box

June 2022

Naloxone boxes contain the tools needed to reverse the effects of opioid overdose. Typically, these boxes are placed in the same area that an AED (automatic external defibrillator) is located and can be used in the event of an emergency. The MPRO team will provide the naloxone boxes and the information on sustaining the program. See this [website](#) for more information on naloxone boxes.

Caring for the Mind training for library staff

July 2022 - August 2022

Caring for the Mind: Providing Mental Health Information at Your Library is a resource for library staff to better assist patrons with access to health information and health and wellness programming. See this [website](#) for more information. The MPRO team will identify courses for participating library staff to build their healthcare knowledge and connect with resources.

Virtual social worker services for library patrons with a Spectrum Health social worker

begins August 2022

Patrons will be able to follow the simple process for scheduling an appointment with a social worker. An educational video will detail how to seek out services. We will also educate library staff on this process, empowering them to show patrons how to access these services.

Monthly community awareness events in the library centered around mental health education for children and older adults

Hosted by MPRO and other partners

Mental Health Awareness Month | May 2022 & May 2023

MPRO will assist library staff with topic suggestions.

Monthly mental health events | October 2022 - August 2023

The MPRO team will coordinate monthly mental health events with the assistance of local community organizations.

Partner calls with participating organizations

January 2022 - August 2023

The MPRO team will coordinate meetings with all partners (library staff, subject matter experts, CMH agencies, social workers, etc.) to provide project updates and identify barriers.

\$3000 stipend for participation

Distribution schedule to be determined

The MPRO team will provide a \$3,000 stipend to participating libraries to use for resources (e.g., time spent on project activities, materials).

Libraries as Mental Health Hubs Initiative Commitment to Collaborate

MPRO and _____ agree to collaborate on the Libraries as Mental Health Hubs initiative. MPRO is charged with providing assistance and support to participating libraries. Participation in the initiative is **free** and can help improve the mental health of community members by increasing awareness and improving access to care.

Participating library commitment

As part of this agreement, I commit my library's participation in the Libraries as Mental Health Hubs initiative. My library agrees to the following:

- Participate in staff training (Mental Health First Aid, Caring for the Mind, naloxone administration).
- Refer patrons to social work services.
- Participate in partner calls.
- Track data (e.g., number of attendees at mental health events, check-out of tablet/hotspot).
- Coordinate assistance with scheduling events and posting promotional material.
- Promote patron participation in program activities.

MPRO's commitment

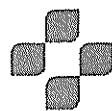
MPRO commits to providing assistance and support, including but not limited to:

- Provide participating libraries a \$3,000 stipend.
- Provide a tablet and hotspot for patrons to use for social work appointments.
- Provide naloxone boxes.
- Coordinate social work appointments, trainings, meetings and mental health awareness events.
- Provide processes, promotional materials and educational videos.

Signature of authorized representative: _____ Date: _____

Contact information

Primary contact name:	Title:
Email:	Organization:
Phone number:	Fax number:
Secondary contact name:	Title:
Email:	



Mental Health FIRST AID

from NATIONAL COUNCIL FOR MENTAL WELLBEING



MENTAL HEALTH FIRST AID

WHY MENTAL HEALTH FIRST AID?

Mental Health First Aid (MHFA) teaches you how to identify, understand and respond to signs of mental health and substance use challenges among adults.

WHO NEEDS TO KNOW MENTAL HEALTH FIRST AID

- Employers.
- Police officers.
- Hospital staff.
- First responders.
- Caring individuals.

On average,

130

people die by suicide every day.

Source: American Foundation for Suicide Prevention

From 1999 to 2019,

841,000

people died from drug overdoses.

Source: Centers for Disease Control and Prevention

Nearly

1 IN 5

in the U.S. lives with a mental illness.

Source: National Institute of Mental Health

WHAT IT COVERS

- Common signs and symptoms of mental health challenges.
- Common signs and symptoms of substance use challenges.
- How to interact with a person in crisis.
- How to connect a person with help.
- Expanded content on trauma, substance use and self-care.

Learn how to respond with the Mental Health First Aid Action Plan (ALGEE):

- A**ssess for risk of suicide or harm.
- L**isten nonjudgmentally.
- G**ive reassurance and information.
- E**ncourage appropriate professional help.
- E**ncourage self-help and other support strategies.

THREE WAYS TO LEARN

- **In-person** – Learners will receive their training as an 8-hour, Instructor-led, in-person course.
- **Blended** – Learners complete a 2-hour, self-paced online course, and participate in a 4.5- to 5.5-hour, Instructor-led training. This Instructor-led Training can be:
 - » A video conference.
 - » An in-person class.

Sources

American Foundation for Suicide Prevention. (n.d.). *Suicide statistics*. <https://afsp.org/suicide-statistics/>

Centers for Disease Control and Prevention. (n.d.). *Drug overdose deaths*. <https://www.cdc.gov/drugoverdose/deaths/index.html>

National Institute of Mental Health (NIMH). (n.d.). *Mental illness*. <https://www.nimh.nih.gov/health/statistics/mental-illness>

To find a course or contact a Mental Health First Aid Instructor in your area, visit MHFA.org or email Hello@MentalHealthFirstAid.org.

