

LAKELAND LIBRARY COOPERATIVE
ILS Council meeting
October 13, 2016, following the Lakeland Board meeting
Kent District Library Service Center
Official Minutes

The meeting was called to order at 11:20 a.m. by Chair Laura Powers. The roll call and sign in sheet was circulated.

Public Comment: None

Motion by Claire Sheridan to approve the agenda. Seconded by Deb Bose. Motion carried by unanimous vote.

Motion by Kerry FitzGerald to approve the minutes of the August 11, 2016 meeting as amended. Seconded by Sandie Enders. Motion carried by unanimous vote. In the member announcements section Sandie Enders corrected the information about Fruitport patrons. After November 19, those patrons will be served by all other MADL branches, not just Norton Shores until the end of the year.

Board Report: Teresa Williams Krupar reported that the Board passed the proposed Strategic Plan at their earlier meeting.

Cooperative Director's Report: The report was included in the packet. Sheryl VanderWagen reminded everyone of the Decision Center and Collection HQ web demos scheduled for Tuesday and Thursday next week. There is also an Innovative webinar on the My Library App scheduled on Tuesday afternoon. Login information will be sent out on Monday. Sandra Wilson reported that Thom Riley continues to work on the SCOLA authentication issues.

Committee Reports:

- a. **Circulation Forum:** The Forum met on September 28. Minutes will be sent out via email.

Old Business:

- a. **Apps Report** – None
- b. **Unique Management Collection Agency Threshold**
Motion by Claire Sheridan to adopt the lower threshold of \$30.00. Seconded by Deb Bose. Motion defeated. Weighted vote taken (24.36 yes; 199.26 no)

New Business:

- a. **Collection Requirement for New Members to the LLC Shared ILS Clarification:**

In regards to Fruitport, Sandra Wilson asked for clarification on two items. The first item was a question about copyright dates to apply to the two year policy. If Fruitport petitions to join in 2016, then going back two years it would be from 2014. If they petition to join in 2017, then count back to 2015.

The other note was that with the two year collection requirement and the collection size requirement, Fruitport has received estimates that an opening day collection could cost \$285,000 based on the existing requirement. Wilson handed out an ILS system generated Age of Collection report for the two libraries closest in population to Fruitport (Hastings and Fennville). If those two libraries were to join the shared ILS today, they could not meet that requirement. There was some concern among the members present that the requirement is onerous. At this point Fruitport has not petitioned to join the Cooperative due to other ongoing issues and it is unknown at what point that request will come. A suggestion was made for the ILS Council to review the requirement apart from the Fruitport case. It was also noted that the last member to join the ILS was Croton and this requirement did not exist at that time so there is no data available. VanderWagen stated that she could run similar reports for the shared ILS libraries to create a larger picture for consideration at the February meeting. In the mean time, should Fruitport petition to join the shared ILS, they may request a waiver to the collection requirement.

Motion by Claire Sheridan to review the collection standard in the Plan of Service separate from the Fruitport case. Seconded by Deb Bose. Motion carried by unanimous vote.

Member Announcements:

Sandie Enders handed out an information sheet to ILS Council members regarding the closure of the MADL Fruitport branch. She asked that questions be directed to her. The sheet is an attachment to these minutes.

Kay Brennan reported that the Newaygo county libraries had a countywide in-service day on Monday, October 11. They visited and toured Loutit District, White Lake Community and Spring Lake District libraries. She thanked them for their hospitality and encouraged other libraries to do the same.

LaVonne Marshall reported that the Coopersville Area District Library will be moving into a temporary off-site location in January. Part of their collection will be moved to the temporary facility and much of the rest will be in storage in their basement. Only the basement will be accessible to them during that time. They expect the temporary relocation to last about three months while their renovation and addition continues. She asked the membership to contact her if they have been in a similar situation.

The meeting was adjourned at 12:17 p.m.

The next meeting is scheduled for February 9, 2017 following the Lakeland Board meeting at the Kent District Library Service Center.

Respectfully submitted

Sheryl VanderWagen, ILS Manager