

LAKELAND LIBRARY COOPERATIVE
ILS Council Meeting
October 12, 2017
Thousand Oaks Golf Club
Official Minutes

The meeting was called to order at 10:35 a.m. by Vice-Chair Dale Parus. The roll call and sign in sheet was circulated.

Public Comment: None

Motion by Pamela Myers to approve the agenda. Seconded by Kerry FitzGerald. Motion carried by unanimous vote.

Election of Chair: Motion by Laura Ortiz to elect LaVonne Marshall Chair of the ILS Council as recommended by the Nominating Committee. Seconded by Claire Sheridan. Motion carried by unanimous vote.

Motion by Molly Walker to approve the minutes of the August 22, 2017 special meeting. Seconded by Claire Sheridan. Motion carried by unanimous vote.

Board Report:

Teresa Kline reported on the Board meeting which was held prior to this meeting. The Board elected officers for FY2017-2018 and committee appointments were announced for the year.

Cooperative Director's Report:

The written report was provided in the agenda packet. Sheryl VanderWagen pointed out the item in her portion of the report related to SMS messaging and TNS/TRS notification systems. She has pricing for an alternate SMS messaging service but has to check with another Sierra consortium that recently switched from the III product to this product. In regards to TNS/TRS the libraries that are using it had a demo of Talking Tech's product i-Tiva. I-Tiva does both inbound and outbound calls and is the replacement product for the III proprietary products, Teleforms and TRS. The participating libraries were impressed with i-Tiva and also expressed an interest in centralizing this service. The Lakeland staff will proceed with exploring the cost to offer the service systemwide.

Committee Reports:

Circulation Forum: The unofficial minutes of the September 27, 2017 meeting were included in the packet.

Old Business:

Future of the LLC Shared ILS Consultant Proposals: The recommendation of the evaluation committee was sent out in the packet. VanderWagen addressed questions about the recommended proposal.

Motion by Marty Ferriby to recommend Amanda E. Standerfer Training and Consulting to conduct the process for a plan for the future of the shared ILS at the proposed cost of \$7500 with funds from the fund balance. Seconded by Shelley Williams. Motion carried by unanimous vote.

Cyber Security Insurance: Wilson reported that Lakeland is moving forward with a policy to cover the Lakeland offices. The role of this committee is then unclear and the need to continue with a committee was questioned. Some members reported that they either had purchased their own local policies and others reported that they may be prohibited from joining in a group policy because of their governance/municipality structure.

Motion by Claire Sheridan to have staff send out a survey using Survey Monkey to assess which libraries are still interested in pursuing a group cyber insurance policy. Seconded by Marty Ferriby. Motion carried by unanimous vote.

Convenient Return Update: Lakeland staff recommendation is to postpone a decision on this until we have solid data with regards to the ILL of DVD's and Music which started on October 2, 2017. The impact of adding DVD's and Music into delivery will not be known for a few months as patrons become used to having these items available once again.

Motion by Pamela Myers to revisit convenient return at the April meeting to allow time to measure the impact on DVD and Music ILL. Seconded by Molly Walker. Motion carried by unanimous vote.

Collection Management system update: Diane Kooiker reported that the group purchase of a Collection HQ subscription is moving forward. Lakeland will be the recipient of the billing and will pass the costs on to the subscribers. Some members have committed for one year and others for three years. Representatives from Collection HQ will be in touch with Lakeland staff to work out the details.

Member Announcements:

Claire Sheridan introduced Melissa DeWild to the group. Melissa is the new assistant director at the Spring Lake District Library. Barbe Anderson will be retiring at the end of the year.

Bethany Nettleton Seeley gave a status update on the Fruitport District Library. They are continuing to add items to their collection toward their goal next February. She thanked libraries that have donated to the library including shelving and materials. She reported that a local business has donated carpet to complete their lower level.

Ingrid Boyer reported that Saugatuck District Library will be demolishing the old building that they own that is situated next door to the library.

Ray Arnett announced that his last day at Fremont Area District Library will be Friday, October 20, 2017. He is moving to Anderson, SC to begin a new career as a pastor of a church there.

Hope Nobel announced that the new café at the Tamarack District Library is open for business.

Donna Clark reported that the community in Cedar Springs has responded overwhelmingly to the new library. They were very busy all summer. Their community room is being used and they are debt free in regards to the building. She is very appreciative of the community support. They will need to address their ongoing operating budget.

LaVonne Marshall reported that the renovated and expanded Coopersville Area District Library is open and the project complete including a new backup generator system.

The meeting was adjourned at 11:45 a.m.

The next meeting will be December 14, 2017 following the Lakeland Board meeting at the Kent District Library Service Center.

Respectfully submitted

Sheryl VanderWagen
ILS Manager