

LAKELAND LIBRARY COOPERATIVE

Board Meeting

Kent District Library Service Center

February 8, 2018

Official

MINUTES

Board Present: Shirley Bruursema, Marla Ehlers, Martha Ferriby, Teresa Kline, Kelly Richards, Molly Walker

Board Absent: Sharon Engelsman, Diane Kooiker, Lance Werner

Call to order The meeting was called to order at 9:31 a.m. by President Kline. The roll-call sign-up sheet was circulated.

Agenda Motion by Ehlers to approve the agenda. Seconded by Walker. Motion carried.

Questions From Members with Board President/Cooperative Director Answers

There were no questions submitted before the meeting.

Public Comment The Board and audience members introduced themselves to Carol Dawe, our new Lakeland Library Cooperative Director.

Minutes

-- *December 14, 2017 Minutes*

Motion by Ferriby to approve the minutes of the December 14, 2017 meeting. Seconded by Ehlers. Motion carried.

Financial Report

-- *FY2016-2017 Audit Report – Matt Holland, Gabridge & Company*

Matt Holland from Gabridge & Company reviewed the FY2016-2017 Audit. Lakeland received an unmodified opinion which is the highest opinion level that can be given. He reviewed the financial statements as they appeared in the Audit report and answered questions from the Board members. The report was received and filed.

-- *December & January Balance Sheet*

-- *November & December Investment Report*

There were no questions about the financial reports. The reports were received and filed.

Cooperative Director's Report

-- *Written Report* There were no questions about the written report.

--2017 Delivery, ILL and RIDES Statistics

VanderWagen pointed out the increases in the ILL figures for October, November and December of 2017. The increases were due to the restoration of ILL of DVD's and music to the Shared ILS starting in October 2017.

--Strategic Plan Action Report

No report

Committee Reports

--Finance Committee: None

--Personnel Committee: None

--PPS Committee: None

--Advisory Council: None

--ILS Council: Minutes from the December 14, 2017 meeting were included in the packet.

Unfinished Business

New Business

Board Development

Kelly Richards presented information on the Employee Assistance Program offered by HelpNet. MADL uses this program. The cost for the program is very reasonable, \$3-\$5 per month per employee. The program includes family counseling, free service from an attorney up to a cap, website access to financial advice, consumer tips, webinars, career development information and more. Employers are given reports monthly and quarterly which do not give specific names regarding the services used. HelpNet is available statewide and service providers are located all around the state. The program also includes on-site counseling if needed following incidents which affect employees. They also provide sessions for in-service training on various topics. He reported that the MADL staff uses the service which also includes family members. Ferriby asked about manager referrals to the program. Richards noted that there is a "last chance" agreement that can be made available. The base price listed above provides basic services and then it can be customized to fit employer needs from that point. Contact him for more information. He noted that at the price even the smallest library could probably afford to make it available to their staff members. MADL offers it to all employees as a basic benefit.

March Board Development topic: Volunteer needed

Public Comment

Pamela Myers reminded everyone of the upcoming Continuing Education events. The next Coffee, Conversation and Connections is scheduled for March 1, 2018. The topic is IT and you do not have to be an IT specialist to attend. The Collection Development workshop is also coming soon. Teresa thanked the committee for their hard work on the All-Staff workshop scheduled for February 19, 2018. Check the Lakeland calendar and website for registration information for all Continuing Education events.

Board Comments

Shirley Bruursema encouraged interested staff and board members to sign up for

the Millage workshop to be held in Flint on February 28, 2018. Both she and Lance Werner are presenting at the workshop. 2018 Trustee Alliance training sessions will feature Josie Parker from the Ann Arbor District Library. They will be held on March 9, 2018 in Southfield (registration is open) and October 6, 2018 in Delta Township outside of Lansing. Josie will also be doing a session at the upcoming Rural Libraries Conference at Grand Traverse Resort.

Marla Ehlers reported that finalist interviews for the Grand Rapids Public Library Director position will be held this week. They hope to have a new director on staff by April. The Grand Rapids Public Library Foundation will hold its annual fundraiser at the library on April 18. This year's focus will be on Women's History, Past, Present and Future.

Lakeland director, Carol Dawe reported that she is very happy to be here. She held the first team meeting with staff and they are working on some internal items. She encouraged people to contact her.

Adjournment

The meeting was adjourned at 10:08 a.m.

The next meeting will be held on Thursday, March 8, 2018 at 9:30 a.m. at the Kent District Library Service Center.

Minutes submitted by,

Sheryl VanderWagen
ILS Manager