

**LAKELAND LIBRARY COOPERATIVE
ADVISORY COUNCIL MINUTES – Official
Thursday, March 14, 2019 at 9:30 a.m.
Kent District Library Service Center, Comstock Park, MI**

Present: Dale Parus and Kerry Fountain

Absent: Rob Bristow

- 1) **CALL TO ORDER AND ROLL CALL:** The meeting was called to order at 10:07 a.m. by Dale Parus. A reminder was given about the MeL Database Training/Overview after this meeting at 11:00a.m.
- 2) **APPROVAL OF AGENDA:** Janice Williams (MH) moved, supported by Bethany Nettleton (ML), to approve the agenda as presented - *motion carried*.
- 3) **PUBLIC COMMENTS:** Dale Parus (IC) is Chair of the MLA Marketing Workshop coming up and will be presenting.
- 4) **APPROVAL OF MINUTES:** Peggy Hemerling (BH) moved, supported by Elyshia Schafer (AD/AH), to approve the Advisory Council minutes from January 10, 2019 as presented – *motion carried*.
- 5) **BOARD REPORT:** Diane Kooiker (HO) updated everyone that Carol Dawe (LL) has asked that libraries move to the Encore OPAC and that the budget for the next fiscal year may increase 3%-3.5%.
- 6) **DIRECTOR'S REPORT:** Carol mentioned that some libraries would be interested in some information about working with their Friends of the Library and there was interest, so there will be discussion in April.
- 7) **COMMITTEE REPORTS:** Dale asked that if anyone has anything they'd like to add to a meeting/agenda to please let him know. Carol asked if the packets were helpful and comments were to the positive. Carol let everyone know that they are now online.
 - a) CE Committee January 17, 2019 Official Minutes: Heather reminded everyone that they can still register for the leadership workshops on March 22 & 23 and explained the value in getting such a speaker to come and do these workshops.
- 8) **OTHER REPORTS:**
 - a) MLA Board Representative Report - Kelly Richards: Kelly (UM) asked if there was anything in particular people wanted to hear about with MLA and to please let him know. He mentioned that Gail is staying on during the transition with the new executive director. They are doing interviews on Monday, so please e-mail him any questions he might ask the candidates. They will hopefully have someone this spring. Dale asked if they were looking at people with experience with lobbyists and legislators and Kelly said that they were.
 - b) MLA Legislative Committee Report – Shirley Bruursema: Shirley is glad that Gail will be staying during the transition and that it will be a loss for the Legislative Committee when she goes. Shirley spoke bit about new Narcan bills, tax tribunal changes that are taking place, and that the house has 47 new legislators and the transition has been slow going. The Library of Michigan is working on cleaning up the issues with Public Acts/Charters (compliance/legality). There is also work on net neutrality and everyone is waiting on the new Governor's appointments. The state budget will hopefully be out by July and we'll see more about the gas tax, roads and education issues. They'll be keeping a finger on the pulse of State Aid for libraries, also. Dale praised the good people on the committee.
 - c) MLA Professional Development and Networking Committee: Mattie told everyone about two workshops coming up in May- the Executive Summit and the Marketing Workshop (Donna Clark will be one of the panelists). There will be a Human Resources workshop on coaching and development on April 4th and a Community Collaborations workshop on April 15 that will focus on immigration. Dale urged everyone to take advantage of these opportunities.

9) **UNFINISHED BUSINESS:**

- a) SWOT Analysis Ongoing Report: Carol mentioned that we'll have a new e-mail service soon, that Thom and Dave have been working to find a good quality product at an affordable cost, and that it will include a briefcase for file sharing. This should be in place by June 30th. There will be more distribution lists and directors should let us know via an e-mail to Tech-Help. Hats off to the committee of OverDrive selectors as they made new e-audio purchases and they are all checked out. Carol and Sheryl will be working on Niche Academy this afternoon to get up some tutorials and videos. They will be asking what library staff would like to see later down the line. The new ticketing system is working nicely, and people may have already seen the responses when they e-mail Tech-Help. Carol suggests everyone keep sending their requests there and things can be assigned to the appropriate person as needed, but if they have anything confidential in nature to please e-mail her directly.

10) **NEW BUSINESS:**

- a) Grants Committee – Dale Parus:
 - i) Members: On behalf of the committee, he wanted to introduce and discuss the new committee. They hope to have ideas by late 2019-2020 and be able to implement in 2020. They can then bring the ideas back to the Advisory Council. Dale mentioned that his term ends in October and he hoped his predecessor would be involved on the Grants Committee. If all goes well, perhaps the “ad hoc” part of the committee will go away.
 - ii) Scope: Carol spoke about how Youth Services was looking at STEM Kits and that they might be able to get a mid-size grant. Bethany Nettleton (ML) could chair that smaller group and report back to the larger committee. There was agreement. Dale thanked everyone for their time and effort.

11) **DIRECTOR DEVELOPMENT:**

- a) MeLCat Databases Overview: Liz Breed and Theresa Runyan at 11:00 a.m. after this meeting.

12) **PUBLIC COMMENTS:**

- a) Claire Sheridan (OS) says this really is her last meeting and she thanked everyone and wished us well with the future.

13) **NEXT MEETING:** Thursday, May 9, 2019, a.m. following the Board Meeting at Kent District Library Service Center

14) **ADJOURNMENT:** Peggy Hemerling (BH) moved, supported by Kelly Tinkham (NN), to adjourn at 10:37 a.m. - *motion carried.*