

**LAKELAND LIBRARY COOPERATIVE
BOARD MINUTES – Official
Tuesday, September 10, 2019 at 9:30 a.m.
Kent District Library Service Center, Comstock Park, MI**

Present: Diane Kooiker, Teresa Kline, John Martin, Mattie Cook, John McNaughton, Shirley Bruursema, Kelly Richards

Staff Present: Carol Dawe, Kelly Schroeder (took minutes)

Absent: Lance Werner, Sharon Engelsman

- 1) **CALL TO ORDER AND ROLL CALL:** The meeting was called to order at 9:31 a.m. by Diane Kooiker.
- 2) **APPROVAL OF AGENDA:** Shirley Bruursema moved, supported by John McNaughton, to approve the agenda as presented - *motion carried*.
- 3) **QUESTIONS FROM MEMBERS:** There were no questions from members.
- 4) **PUBLIC COMMENTS:** Heather Wood-Gramza (OZ) announced that she had the Big Read books in her car for those who were participating to take with them. She also mentioned that Howard Miller Public Library was now open for 4 additional hours.
- 5) **APPROVAL OF MINUTES:** John McNaughton moved, supported by John Martin, to approve the board minutes from August 8, 2019 with an amended adjournment time of 10:07 a.m. – *motion carried*.
- 6) **FINANCIAL REPORT:**
 - a) August Financials: Carol Dawe explained that the Tableau software would help LLC to provide libraries with better data driven information. Mattie Cook moved, supported by John McNaughton, to approve the May Financials as presented - *motion carried*.
 - b) Monthly Check Register: Shirley Bruursema moved, supported by Teresa Kline, to approve the Monthly Check Register as presented - *motion carried*.
- 7) **PRESIDENT’S REPORT:** There was nothing to report from the Board President.
- 8) **DIRECTOR’S REPORT:** There was nothing to report from the Cooperative Director.
- 9) **NEW BUSINESS:**
 - a) Carol Dawe explained that, while she is hopeful for less need to do budget transfers with the larger and more flexible categories, it is still necessary in the state of MI to do them for some basic adjustments. Diane Kooiker reiterated that it is just rearranging so the budget works out. John Martin moved, supported by Mattie Cook, to approve the FY18-19 Budget Amendment Fund Balance Transfer #2 as presented – *motion carried*.
 - b) Carol Dawe noted that she had made a typo/error, and this was to correct for the actual amount being requested. Mattie Cook moved, supported by Teresa Kline, to approve the FY19-20 Capital Budget Amendment #1 as presented – *motion carried*.
 - c) Diane Kooiker addressed the Personnel Committee regarding the Cooperative Director Evaluation and that she will be in touch with them soon to set up a meeting.
 - d) Diane Kooiker explained that Macmillan Publishing wants to make it so that only 1 copy of an eBook is available per library. For Lakeland members in the group eBook memberships, like OverDrive, that would mean 1 for the group as a whole. The board is signing a letter [template courtesy of ALA] to ask Macmillan Publishing to change this embargo. She also asked that libraries prepare something similar for their boards to sign. Mattie Cook moved, supported by John Martin, to approve the letter with board member signatures – *motion carried*.
 - e) Kelly Schroeder (LLC) provided some materials from a workshop she attended at Portage District Library (additional Lakeland members were also in attendance). A representative with the Census Bureau will be at the November Board meeting.
- 10) **PUBLIC COMMENTS:** There were no public comments.

11) **BOARD MEMBER COMMENTS:**

- a) Kelly Richards (UM) said that the MADL Board approved some much-needed building/interior renovations in their branches.
- b) Shirley Bruursema (KU) spoke about the Trustee Alliance workshop in Charlevoix on October 11th and their new newsletter coming out this week. She also mentioned KDL's Fall Festival in October. She spoke about the Legislative Committee meeting she attended with Kelly Richards, the biggest thing being roads and tax options to pay for the roads. They are also working on the Privacy Act for Libraries.
- c) Teresa Kline (AF) announced they won an LSTA grant for Impacting Families through Literacy, which will focus on the migrant families in their community and helping them to be engaged.
- d) Mattie Cook (MG) reminded everyone that MLA is approaching, and the early bird discount is expiring next week. Also, MLA is looking for submission in their library selfies contest on Facebook.
- e) Diane Kooiker (HO) talked about their digital lab and getting it up and running with classes already being filled. She mentioned that Herrick, as well as others in Ottawa County, won an LSTA grant for mobile hotspots – 10 each for most and 20 for Loutit District Library. Also, the Oz sculptures are starting to go up. The Big Read will feature In the Time of Butterflies and Julia Alvarez will be there in November. There will also be a Little Read for the younger kids.
- f) There were no other comments from board members.

12) **NEXT MEETING:** Thursday, October 10, 2019, 9:30 a.m. at Frederik Meijer Gardens (please register)

13) **ADJOURNMENT:** Kelly Richards moved, supported by John McNaughton, to adjourn at 9:52 a.m. - *motion carried.*

Respectfully submitted by,
Kelly Ann Schroeder