

**LAKELAND LIBRARY COOPERATIVE
ADVISORY & ILS COUNCILS COMBINED MINUTES – Official
Thursday, March 12, 2020 at 9:30 a.m.
Kent District Library Service Center, Comstock Park, MI**

Council Members Present: Kerry Fountain (Advisory Chair), Britney Dillon (ILS Chair), Rob Bristow (Advisory Vice-Chair), LaVonne Marshall (ILS Vice Chair), and Mattie Cook (ILS Secretary)
Staff Present: Carol Dawe, Kelly Schroeder, Sheryl VanderWagen
Absent: Heather Wood-Gramza (Advisory Secretary)

- 1) **CALL TO ORDER AND ROLL CALL:** The meeting was called to order at 10:10 a.m. by Kerry Fountain. There were 35 additional people in attendance.
- 2) **APPROVAL OF AGENDA:** Kelly Tinkham (NN) moved, supported by Tammy Borden (BF), to approve the agenda as presented - *motion carried*.
- 3) **PUBLIC COMMENTS:** Adam DeWitt (SF) announced that Susie Finkbeiner will be at the library to talk about her book "All Manner of Things." Janice Williams (MH) said they would also be hosting her.
- 4) **APPROVAL OF MINUTES:** Sharon Engelsman (AB) moved, supported by Karen McKinnon (AL), to approve the Advisory/ILS Councils combined minutes from February 13, 2020 as presented – *motion carried*.
- 5) **BOARD REPORT:** There was nothing to report from the Board President.
- 6) **COOPERATIVE DIRECTOR'S REPORT:** Carol had no comments at this time.
- 7) **ILS MANAGER'S REPORT:** Sheryl announced that there would be a Sierra Upgrade schedule for March 18th after 9 p.m.
- 8) **COMMITTEE REPORTS:**
 - a) Circ Forum December 4, 2019 Official Minutes: There were no comments.
 - b) Circ Forum February 26, 2020 Unofficial Minutes: There were no comments.
 - c) Grants Committee January 22, 2020 Official Minutes with Update – Teresa Kline: Teresa gave an overview of grant idea, the proposal, and that the committee will keep everyone updated on the progress of the grant and later implementation.
- 9) **OTHER REPORTS:**
 - a) MLA Board Representative Report – Kelly Richards:
 - b) MLA Legislative Committee Report – Shirley Bruursema, Lance Werner, Kelly Richards: Carol mentioned that Lance had been called to Lansing to speak on SB611.
 - c) MLA Professional Development and Networking Committee Report – Mattie Cook: Mattie gave an update that MLA is working hard to develop a string of webinars (maybe free ones) and reminded everyone that there are still some awesome Spring programs coming up.
- 10) **UNFINISHED BUSINESS:**
 - a) Group Purchase Follow-up Discussion: Carol added that CollectionHQ will have another year on the contract. She also sent out the Menu Service Agreements via Adobe to receive signatures from Directors. Kerry Fountain thanked Carol for her hard work and urged everyone to read their emails and respond so that LLC doesn't have to make assumptions.
 - i) BiblioCore: Carol announced that Erik from BiblioCommons will be sharing on the linking features of BiblioCore. She heard from KDL and GRPL that they are both on board and will work with the Lakeland Members on linking.
 - ii) Capira: Carol said that there are 28 libraries interested, as well as 2 on the fence or waiting to hear from boards. Capira is being flexible and offering us a 3-year contract.
 - iii) RBdigital: Negotiations are done with the magazine portion. Some libraries are still looking at the audio options.

Short break and BiblioCore linking demo

- 11) **NEW BUSINESS:**

- a) Pandemic Information Sharing Discussion: Carol asked everyone how they were feeling about this. She mentioned that Kelly Richards spoke at the Board meeting that he heard from a report on the radio that it may be possible for the virus to live on paper for 72 hours. Carol said it was best to wash hands and continue to watch the Health Department for advice and guidelines. There will be issues about closures and delivery if this escalates. Kerry Fountain shared the policy/procedure she presented to her board and she can share it if anyone would like. She is concerned that the Saranac population is 58% over the age of 60. They may have an altered state of opening for healthy staff or maybe online and phone support. As far as receiving returned items, it was suggested that they might let it sit for a few days (undecided on what will develop on that idea). Britney Dillon (IB) said they have really pushed online resources advertising.

12) **PUBLIC COMMENTS:**

- a) There were no other comments from members.

- 13) **NEXT MEETING:** Thursday, April 9, 2020, following the Board meeting at 9 a.m. at Kent District Library Service Center.

- 14) **ADJOURNMENT:** Britney Dillon (IB) moved, supported by Jessica Hunt (NG), to adjourn at 11:20 a.m. - *motion carried.*

Respectfully submitted by,
Kelly Ann Schroeder