

**LAKELAND LIBRARY COOPERATIVE
ADVISORY & ILS COUNCILS COMBINED MINUTES – Official
Thursday, June 11, 2020 following Board meeting at 9:30 a.m.
Via Zoom**

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

- 1) **CALL TO ORDER AND ROLL CALL:** The meeting was called to order at 10:11 a.m. by Kerry Fountain. There were 30 additional people in attendance.
- 2) **APPROVAL OF AGENDA:** Kelly Tinkham (NN) moved, supported by LaVonne Marshall (OC), to approve the agenda as presented - *motion carried*.
- 3) **PUBLIC COMMENTS:** Adam DeWitt (SF) said the they had begun accepting returns on Tuesday and would start curbside on Thursday. They would possibly open for the public the 24th. Michelle Moore (OL) Asked if the Shoutbomb feature was going to be discussed further today. Kerry Fountain (IS) suggested it could be discussed when Sheryl gives her report.
- 4) **APPROVAL OF MINUTES:** Bethany Nettleton (ML) moved, supported by Britney Dillon (IB), to approve the Advisory and ILS Councils Combined Meeting minutes from March 12, 2020 with edited typo – *motion carried*.
- 5) **BOARD PRESIDENT REPORT:** Diane Kooiker talked about how the Board approved the Preparedness and Reopening Plan, as well as the Vacation Rollover proposal in the earlier meeting.
- 6) **ILS MANAGER'S REPORT:** Sheryl VanderWagen talked about Shoutbomb and said they are working on the configurations for it. There are a couple concerns – not everyone is offering curbside at the same time and monitoring the emails from Shoutbomb. She is working with George on these. If you get an email from her, please respond right away so they can get things up and running. Carol and Sheryl decided to temporarily allow 50 holds per patron, rather than the 25 that it had been. They suggested it may be good to leave it for a bit to ease patron frustrations. Carol said they are following the data and want to be proactive. Only about 60 people hit the threshold so far. Sheryl said the need for that many holds will gradually go down. Kerry thanked them for doing this to help patrons.
- 7) **COOPERATIVE DIRECTOR'S REPORT:** Carol Dawe mentioned that Sheryl and Terry were back working in the office along with Delivery staff. Other staff would be on a case-by-case basis and by appointment only. Carol said LLC staff has proven they can work from home. She wishes all the libraries good luck and reminded them that we are here to help them.
- 8) **COMMITTEE REPORTS:**
 - a) Continuing Education Committee May 14, 2020 Unofficial Minutes: There were no comments.
- 9) **OTHER REPORTS:**
 - a) MLA Board Representative Report – Kelly Richards: Kelly expresses that everything MLA has been doing we have been involved in together and that Debbie is working hard to keep up-to-date. Richard is stepping down as MLA Treasurer and Scott from CADL may be taking it on.
 - b) MLA Legislative Committee Report – Shirley Bruursema, Lance Werner, Kelly Richards: Kelly said the committee is also working to keep up-to-date and be prepared to answer questions.
 - c) MLA Professional Development and Networking Committee Report – Mattie Cook: Mattie thanked everyone for participating in the Coffee Hours and she'll keep us posted as to future opportunities.
- 10) **UNFINISHED BUSINESS:**
 - a) Reopening Updates – Kerry invited everyone to share. Carol asked everyone how patrons were feeling at this time.

- i) Kelly Richards (UM) said it was a mixed bag – anywhere from those who are waiting at the door to those who likely won't come back until a vaccine is available. Many other organizations in the community are feeling the same way and fear loss of attendees as well. Shirley Bruursema offered up encouragement and that time will heal. There also was concern about opening up too soon and an increase or second wave, which could be devastating.
- ii) Heather Wood-Gramza (OZ) said they were opening curbside back up on the 15th. She's also been rejuvenated by her staff and their energy and creativity, including making use of their Express books by placing images in the window so patrons can request books when they call in. They also had ideas to do an outward facing display of new books or mystery bags for checkout. She encourages everyone to stay strong and continue on with your library's message.
- iii) Kerry Fountain (IS/IV) said they are also doing new book covers in the window for patrons.
- iv) Teresa Kline (AF) said they were opening curbside up today. She reminded everyone that so many libraries are in the same situation we are in right now.

11) NEW BUSINESS:

- a) Combining Advisory and ILS Councils Next Steps
 - i) Bylaws Rewrite Discussion – Kerry asked if there was any discussion on this. The two Councils have been doing it for some time now. Carol had mentioned it at the Board meeting and re-writing Bylaws and the process for that. She will work on re-writing it and then bring it forward for approval. No motion was needed and there was a consensus to move forward.
 - ii) Nomination Committee – Library groups went into breakout sessions to choose a member for the nominating committee. Kerry is willing to serve again and is available for another term.
 - A/B – Maggie McKeithan (OS)
 - C – Heather Wood-Gramza (OZ)
 - D/E – Kelly Richards (UM)
- b) Meeting in Person Discussion – Carol said she is hoping the Governor rules on virtual meetings soon. She stated that we follow the Open Meetings Act and it's a bit murky on this point. Dale Parus (IC) added that councils and sub-committees may not be held to the OMA on that issue in this case – he looks forward to the research on this from Carol.

12) PUBLIC COMMENTS:

- a) Carol Dawe is going to Hesperia and their Board has 2 candidates for the Director position.
- b) There were no other comments from members.

13) **NEXT MEETING:** Thursday, July 9, 2020, following the Board meeting at 9:30 a.m. at TBD. Carol suggested that the group may want to discuss meeting on a different day.

14) **ADJOURNMENT:** Britney Dillon (IB) moved, supported by Kelly Richards (UM), to adjourn at 10:51 a.m. - *motion carried.*

Respectfully submitted by,
Kelly Ann Schroeder