

LAKELAND LIBRARY COOPERATIVE

ADVISORY COUNCIL

Thursday, July 12, 2018

Official Minutes

- 1. Call to Order:** Advisory Council Chair, Dale Parus (IC) called the meeting to order at 9:58AM and introduced the officers of the Council.
- 2. Public Comment:** None
- 3. Approval of Agenda:** Motion by Peggy (BH), seconded by Karen (AL) to approve the agenda. Motion carried.
- 4. Approval of Minutes:** Motion by Sharon (AB), seconded by Hope (ML) to approve the minutes of the regular May 10, 2018 meeting. Motion carried.
- 5. Board Report: Teresa Kline**

The Lakeland Board met prior to the Advisory Council meeting. There were no additional items to report.
- 6. Cooperative Director's Report:** No additional items to report.
- 7. Committee Reports:** Reports are in the meeting packet. No additional items were discussed.
- 8. Other Reports:**
 - A. MLA Board Representative Report:** Kelly (UM) reported that MLA is working on getting academic libraries more involved and the efforts have been successful.
 - B. MLA Legislative Committee Report:** Shirley (KU) reported that there will be a large turnover in the House and Senate, which presents an opportunity to educate the legislature about the importance of Michigan libraries. Narcant legislation is still in discussion but has been broadened to include a larger pool of those who would be exempt from liability.
- 9. Old Business:**
 - A. SWOT Analysis:** Carol (LL) presented the results of the SWOT analysis from the previous Advisory Council meeting. Highlights from the report include:
Staffing issues: There is a need for increased staffing.

Governance: Carol would like to look at processes, committee structure, and Plan of Service to streamline, provide more efficient results, and communicate effectively.

Technology—infrastructure updates would include server replacements. Lakeland would like to purchase Zoom software to accommodate meeting remotely.

Advocacy: A committee may be needed to discuss many of the upcoming statewide initiatives (3rd grade literacy initiative, Narcan, etc.)

Item to add to the SWOT analysis document:

Collection HQ use and training: (add under Technology)

Lakeland staff will work with the Board to integrate the SWOT Analysis into a long-range plan with a project timeline.

B. Establish a Nominating Committee for 2018-2019 Advisory Council Officers: Motion made by Theresa (AF), seconded by Kelly (UM), to maintain the current slate of officers. Motion Carried.

10. Member Announcements:

Congratulations to Hope (ML) as she moves on to her next adventure. Hope reported that their memorial walk will be completed soon and will connect the downtown sidewalk in Lakeview to the garden walk at the library.

Claire (OS) reported that the Spring Lake District Library will be looking for an Adult Services Librarian in the near future.

Dale (IC) reported that Ionia will be finalizing their ballot language soon for approval of a new building.

11. Next scheduled meeting is September 13, 2018 at 9:30AM (prior to the Board meeting) at the Kent District Library Service Center.

12. Adjournment: Motion by Kelly (NN), seconded by Teresa (AF) to adjourn. Motion carried. Meeting adjourned at 10:33AM.

Following adjournment, Jim Wilson presented a demo of Niche Academy, a product that provides an easy way to create, store, broadcast, and share training and promotional documents and videos. Carol and Sheryl will follow up with Jim to acquire information for a subscription for Lakeland.

Submitted by,

Rob Bristow

Advisory Council Secretary