

LAKELAND LIBRARY COOPERATIVE

ADVISORY COUNCIL

Thursday, September 13, 2018

Official Minutes

1. **Call to Order:** Advisory Council Chair, Dale Parus, called the meeting to order at 9:32 AM.
2. **Public Comment:** Carol Dawe introduced Kelly Schroeder, who will be Lakeland's full-time administrative assistant beginning October 1, 2018. Donna Clark (EC) thanked Carol for attending her library board strategic planning session. They had 44 people in attendance.
3. **Approval of the Agenda:** Motion by Deb Bose (ML) to approve the agenda as presented. Seconded by Sharon Engelsman (AB). Motion carried.
4. **Approval of the Minutes:** Motion by Marty Ferriby (SM) to approve the minutes of the July 12, 2018 Advisory Council meeting. Seconded by Mattie Cook (MG). Motion carried.
5. **Board Report – Teresa Kline:** No report, the board meeting follows today's meeting.
6. **Cooperative Director's Report:** There were no questions about the written report included in the Board meeting packet.
7. **Committee Reports:**
 - a. **Continuing Education:** The minutes from the latest meetings were included in the packet. Carol noted that the group has worked very hard and works well as a team. The Lakeland staff is taking on more of the administrative work so that the committee can focus on creating quality programs for the members. They are planning another all-staff workshop for the coming fiscal year.
8. **Other Reports:**
 - a. **MLA Board Representative Report:** Kelly Richards reported that the MLA Board is focusing on how to increase participation from the academic library community.
 - b. **MLA Legislative Committee Report:** No report. Dale noted that he is no longer a member of the Legislative Committee.
9. **New Business:**
 - a. **2018-2019 Budget Discussion and Recommendation:** The budget proposal for FY2018-2019 was included in the packet. Carol asked for questions about the proposed budget. Marty Ferriby thanked Carol and the Lakeland staff for the clarity of the proposal. She noted that it was easy to understand and appreciated the

simplification. Carol noted that all the approved budget calculation formulas were included in the final calculations but that the proposal did not include all that detail. She encouraged members to ask for those details if necessary and if they were interested. The first page contains the major changes to the budget. The second page is the revenues and expenditures summary. The Costs to Libraries is found on the final two pages.

Motion by Claire Sheridan (OS) to recommend the proposed FY2018-2019 budget to the Lakeland Board as presented. Seconded by John McNaughton (GRPL). Motion carried.

- b. **Group C members caucus to replace Marty Ferriby on the Cooperative Board:**
Marty is retiring from the Hackley Public Library. There is one year left on her two-year term on the Lakeland Board. There were not enough Group C members present at this meeting for a caucus. Marty will attend the October meeting. Caucus will be held in October so that the new Board member can take his/her seat at the November 2018 meeting.

- 10. Member Announcements:** Shelley Williams (SW) announced that she will retire from the White Lake Community Library at the end of the year. The White Lake Library Board will be posting her position soon.

Deb Bose (ML) announced that Tamarack District Library has hired a new director. Bethany Nettleton will take over as director of that library on Monday, September 21, 2018. Deb said that she has enjoyed her time there as Interim Director.

- 11. Next scheduled meeting is November 8, 2018, following the 9:30 AM Board meeting at the Kent District Library Service Center.**

- 12. Adjournment:** Motion by John McNaughton (GRPL) to adjourn the meeting. Seconded by Tammy Borden (BF). Motion carried. Meeting adjourned at 9:51 AM.

Respectfully submitted,
Sheryl VanderWagen
ILS Manager