

**Lakeland Library Cooperative
Continuing Education Committee
October 26, 2017 Minutes**

Call to Order: 1:05pm

Present: Pam Myers (OG), Roxanne Landin (NF), Lindsey Dorfman (KU), Mattie Cook (IL), Janet Cornell (LL), Sandie Enders (UM), Jocelyn Shaw (SM), Teresa Kline (AF), Tim Gleisner (HO)

Absent: Britney Dillion (IB)

Minutes: September 28, 2017 minutes approved as presented

Finance Report: \$20,000 Fiscal Year budget beginning October 1. Balance as of October 26: \$19,872.

Workshop/Interest Group Evaluations:

- **September 1, 2017 Social Media** (Jocelyn Shaw) Morning session 11 evaluations, primary 4 and 5 ratings. Afternoon session 13 evaluations, primarily 4 and 5 ratings. Comments for future workshops: Round table on how to help patrons with devices; anything geared to small, rural libraries who have very limited funds, perhaps not have workshops on Fridays; website design and maintenance.
- **October 13, 2017 Create Lists Roundtable** (Sandie Enders)) 10 attended, 9 evaluations. All but one attendee gave all 5s. Good comments. Many requests for a repeat of the round table next year. OH is a good venue for this.

Upcoming Workshops Status Reports:

- **October 26, 2017 Book Discussion** (Tim Gleisner) – tonight, interest shown on-line
- **October 27, 2017 Readers' Advisory** (Carol DeBoer) Jessica Trotter from CADL with full day workshop in two sessions at Herrick

Interest Groups Status Reports:

Interest Group sessions are open to all LLC staff members that have an interest in the topic. There is no need to "join" a group, just to show up.

- **February 1, 2018 Interest Group HR** (Lindsey Dorfman) KDL Service Center 9:30am – 11:30am. All are welcome, participants encouraged to bring their own ideas, Jessica Nelson, HR Generalist from KDL, will be there. Topic perhaps – performance management or whatever the group indicates.

- **March 1, 2018 Interest Group Legal (?)** KDL Service Center, 9:00am – 11:30am. All are welcome. Clare Membiela at Library of Michigan to lead. Possible topics are use of Narcan in libraries and harassment by patrons.

LLC Special Speakers:

- **February 19, 2018 Spring Speaker** (Teresa Kline/Lindsey Dorfman) In the morning, Miguel Figueroa from ALA's Center for the Future of Libraries will speak for about 45 minutes and then possibly lead the attendees in a group activity. Cost includes travel, hotel, meals, etc plus a donation of \$500 - \$1,000 to ALA. In the afternoon, Samantha Minnis from GVSU's library will speak on patron bashing and Lindsey Dorfman from KDL will speak on customer service. We will also have a discussion of the book *Five Dysfunctions of a Team* which all are encouraged to read before the event. Location KDL Service Center. Exact times TBD.

Youth Services Report:

- The October meeting covered the Summer Reading Program wrap up.
- There is a SRP Workshop on November 17 at OZ. They have a \$1,200 budget for this workshop.

Workshop ideas for future

- Teen Unconference – There was considerable interest in this offering as suggested by Amanda Heidema (sp?) from Herrick. This would be similar to the YALSA workshop held in Portage.

Other Business:

- January LLC Advisory Meeting speaker needed to give an overview of what our committee is doing especially an explanation of the Interest Groups.
- We discussed the difficulty in getting information out to staff members and in getting participation in our offerings. Currently, if something is sent to llc_all, it does not get to KDL or GRPL staff. We will discuss further at our next meeting including presenting information at Board and Advisory Council meetings.
- We discussed what our goal for workshops and interest group offerings are per year. We think Interest Groups would meet twice annually. Perhaps 4 full day training sessions per year with additional half day workshops as well.
- Janet and Pam will review the changes in the Distribution of Duties worksheet and bring it to the next meeting.
- Tim Gleisner announced his departure for a position as the head of Special Collections at the Library of Michigan. Lindsey Dorfman as agreed to be chair of the committee.

Next Meeting: November 30, 2017 at 1pm at Gary Byker Library in Hudsonville.

Respectfully Submitted,
Sandie Enders, Secretary