

**LAKELAND LIBRARY COOPERATIVE
ADVISORY COUNCIL**

**Thursday, March 9th, 2023
Following the 9:30 a.m. Board Meeting**

**Kent District Library Service Center
814 West River Center Drive NE, Comstock Park, MI 49321**

Officers: Mary Cook (Chair), Kelly Tinkham (Vice-chair) Elyshia Hoekstra (Secretary)
Quorum: 15

**Please also read the board report for manager reports and other important information.
Thank you.**

AGENDA

- 1) CALL TO ORDER AND ROLL CALL**
- 2) APPROVAL OF AGENDA** *(m)*
- 3) PUBLIC COMMENTS**
- 4) APPROVAL OF MINUTES**
 - a) Advisory Council – Minutes from the 2-9-23 meeting *(m)* PAGES 2-3
- 5) BOARD REPORT – Lance Werner, Board President** *(i)*
- 6) ILS MANAGER’S REPORT– Sheryl Vander Wagen** *(i)*
- 7) MEMBER SERVICES MANAGER’S REPORT – Amber McLain** *(i)*
- 8) COOPERATIVE DIRECTOR’S REPORT -Carol Dawe** *(i)*
- 9) COMMITTEE REPORTS** *(f)* PAGES 4-5
 - a) Continuing Ed. Committee—Minutes from January 26, 2023
- 10) OTHER REPORTS**
 - a) MLA Legislative Committee Report –Bruursema and Parus *(i)*
- 11) ONGOING AND NEW BUSINESS (SEE BOARD REPORT)**
 - a) Group purchase Updates *(i)*
 - b) Collection Development Update *(i)*
 - c) Intellectual Freedom Sharing *(i)*
- 12) PUBLIC COMMENTS**
- 13) NEXT MEETING - Thursday, April 13th, 2023, following the Board Meeting at Kent District Service Center**
- 14) ADJOURNMENT** *(m)*

**LAKELAND LIBRARY COOPERATIVE
ADVISORY COUNCIL MINUTES – Unofficial
Thursday, February 9, 2023, at 9:30 a.m.
At the KDL Service Center**

Council Members Present: Mary Cook (OA) and Elyshia Hoekstra (OC)

Lakeland Staff Present: Carol Dawe, Amber McLain, Sheryl VanderWagen

- 1) **CALL TO ORDER AND ROLL CALL:** The meeting was called to order at 10:02 by Mary Cook.
- 2) **APPROVAL OF AGENDA:** Melissa Huisman moved, supported by Peggy Hemerling to approve the agenda as presented - *motion carried*.
- 3) **PUBLIC COMMENTS:**
 - a) None
- 4) **APPROVAL OF MINUTES:** Peggy Hemerling moved, supported by Jessica Hunt, to approve the Advisory Council minutes from January 12, 2023 with the correction of Peggy Hemerling's name – *motion carried*.
- 5) **BOARD REPORT:** There was nothing to report from the Board President.
- 6) **ILS MANAGER'S REPORT:** See written report. Beyond that, there is an additional barcode order out, and it must be submitted by February 17. Video Game sharing is in progress.
- 7) **MEMBER SERVICE MANAGER'S REPORT:** See written report. Amber shared that she did extensive training for Patron Point and is still willing to go out to do more training. She also reported that there are issues that are being worked on. MADL has reported issues with ID verification – Amber confirmed that we are aware and waiting to hear back from Patron Point about that.
- 8) **COOPERATIVE DIRECTOR'S REPORT:** Nothing to report.
- 9) **COMMITTEE REPORTS:**
 - a) Continuing Education – Minutes included for information.
- 10) **OTHER REPORTS:**
 - a) **MLA:** Shirley Bruursema shared the current state of legislature and expected trajectory of the year and expects that we will have more information in the next month or so. The expectation of the Governor's focus is on education and tutoring budgets. Bob Devries is also seeking to designate money for libraries for capital processes. Advocacy Day is April 25, 2023.
- 11) **NEW BUSINESS:**
 - a) *Capira Update:* There will be a new dashboard in June with more usability. For Volume level holds – there will need to be a software rewrite on the Capira side of things after the Sierra update to fix things, but it is coming.
 - b) *Patron Point:* Amber will add “please enter last name with no spaces” on the last name field, decided against adding instructions for all caps as it is no longer necessary.
 - c) *Strategic Plan:* Leading (providing examples and foundations for examples of policies etc); Learning (foundational and standardized learning as well as participation in statewide learning initiatives); Lending (putting systems in place for lending both physical and institutional knowledge).
- 12) **PUBLIC COMMENTS:**
 - a) Stefanie Reed commented on the effectiveness of Janet's chart of accounts.
 - b) Shirley Bruursema advocacy and legislative meeting will be in March – seeking comments regarding charging a fee for challenges.
 - c) Virginia DeMumbrum asked whether libraries should be keeping registration cards. A discussion regarding digital signatures and legal efficacy followed.
 - d) Dale Parus mentioned receiving a donation in return for use of their donated building as a filming location.
- 13) **NEXT MEETING:** Thursday, March 9, 2024, following the 9:30 a.m. Board Meeting at Kent District Library Service Center

14) **ADJOURNMENT:** Matt Lubbers-Moore moved, supported by Mary Johnson to adjourn at 10:47 -
motion carried.

Respectfully submitted by,
Amber McLain

**Lakeland Library Cooperative
Continuing Education Committee
January 26, 2023, at 1:00 pm (via Zoom)**

Chair: Alison Anderson

Call to order: 1:09 pm

Members Present: Cierra Bakovka (AW), Matt Lubbers-Moore (SF), Alison Taylor (OS), Mary Johnson (MADL), Erin Supri (IS), Erin Supri (IS), Jackie Roseberry (NF), Ingrid Boyer (AS)

Members Absent: Rob Bristow (OG)

LLC Representatives: Carol Dawe, Amber McLain

Approval of Agenda with the additions – motion moved by Erin, seconded by Mary.

Approval of Minutes: Motion to approve by Cierra, motion seconded by Erin.

Update from the Cooperative Director:

- a. Carol thanked the committee for their efforts and time spent.
- b. Lakeland is currently working on Patron Point and ProofPoint (a spam solution)
- c. LLC is also looking forward with the strategic plan
- d. When we are planning programs we should keep in mind that libraries are being targeted because DEI is a root cause of the bans and bias
- e. Misinformation program on Jan 30
- f. MLA Spring Institute is also coming up – Lakeland will offer a committee officer attendance and hotel fees
 - i. The same opportunity will be offered to other committees as the opportunity arises
- g. We discussed Cedar Springs and their current situation

Unfinished Business

- h. Sign Language Training
 - i. Tabling for Now
 - ii. We're looking into more on-demand options for this
 - iii. Learning how to do this on the fly
 - iv. More Language Resources – look up most common in Michigan
- i. Inclusivity Training
 - i. Overall good feedback

- ii. Biggest Constructive Criticism: Need Breakout Rooms
- j. Calendars
- k. "Ask Lakeland" and Webinar Training
- l. Further Program planning 2022/2023
 - i. Carol and Mary DEI Presentation – Late April
 - ii. Amber Empathetic Communication and De-Escalation
 - iii. First Amendment Audits – "secret shopper" roleplay
 - iv. Also Discussed being a good library ambassador, dealing with uncomfortable, situations in the library, genealogy research skills, creating boundaries with patrons

New Business

- v. SRP 2023
 - 1. Rescheduled from November
 - 2. Maranda will there via Zoom
 - 3. Clare will be there to discuss how to handle book challenges
 - 4. There will be breakout sessions and roundtables
 - 5. Collaborating between Youth And Adult Services
 - 6. Theme is "All Together Now"

Next Meeting Date: February 23, 1 PM on Zoom

Adjournment: Motion made by Cierra, seconded by Mary. Adjourned at 2:37 PM.