

# LAKELAND NEWSLETTER



**WELCOME!**

**Cooperative Director**  
Carol Dawe

**Editor-In-Chief**  
Amber McLain

Library News ✨ Staff News ✨ Resources ✨ Events ✨ Grants

Welcome, Spring!

This month, we want to reintroduce you all to the Lakeland staff and guide you all in who does what! Plus, you'll still get the upcoming events and grants at the end. Let's jump into it!



LAKELAND LIBRARY  
**COOPERATIVE**  
LEADING ♦ LEARNING ♦ LENDING

# MEET LAKELAND



## Carol Dawe

[carol@llcoop.org](mailto:carol@llcoop.org)

### Who I Am

Director of Lakeland

### What I Do

Everything.

### When to Contact

When you need help with advocacy, hit a rough patch, have questions about budgeting for future fiscal periods, need general advice, or need backup.

## Terry Cross

[terry@llcoop.org](mailto:terry@llcoop.org)

### Who I Am

Delivery & Facility Manager

### What I Do

Terry is in charge of the Lakeland facilities, the sorting of materials for delivery, delivery between libraries, supplies ordering, and more. He's a jack of all trades!

### When to Contact

Contact Terry with any questions or concerns about delivery; building and/or other property damage caused by a driver; security code changes or keys required for entry to your building; concerns about driver misconduct; delivery bag requests; when library material is damaged in delivery; if a driver sets off the security alarm and/or other security system issues that would affect the driver being able to enter the building; when you do not want a driver to park in the normal place and/or use the normal library entrance due to construction; when you receive bags that belong to another library; to check the status of a pass-thru supply that was ordered.



## Janet Cornell

[janet@llcoop.org](mailto:janet@llcoop.org)

### Who I Am

Finance and HR Specialist

### What I Do

Janet is in charge of Finances and HR tasks.

### When to Contact

When you have questions about invoices and previous billing activity. Janet can also help with questions regarding QuickBooks and accounting/bookkeeping issues.

# MEET LAKELAND



## Nicki Johnson

[nicki@llcoop.org](mailto:nicki@llcoop.org)

### Who I Am

Digital Services Specialist

### What I Do

Nicki is in charge of group purchases like VOX books, BookPage, CoverOne, etc. Nicki is also Lakeland's OverDrive and Hoopla Specialist!

### When to Contact

You can contact Nicki directly when you have group purchase questions or suggestions; Overdrive reporting, purchasing, or general questions.

## Jeff Lezman

[jeff@llcoop.org](mailto:jeff@llcoop.org)

### Who I Am

Cataloging Services Manager

### What I Do

The Cataloging Services Manager is responsible for the day-to-day operations of the Lakeland Cataloging Department. This includes coordinating staff, cataloging of library materials both physical and electronic, loading records for online resources, and ensuring the materials database conforms to both local and national standards.

### When to Contact

Contact Jeff when reporting errors found in bibliographic records; adding new information such as ISBNs to existing bibliographic records; questions about which records to attach items to; questions about how to enter new brief bibliographic records; requests for records for unusual items such as Library of Things materials.



## Amber McLain

[amber@llcoop.org](mailto:amber@llcoop.org)

### Who I Am

Member Services Manager

### What I Do

The MSM role is ever-evolving, but right now Amber works with a lot of technology and training

### When to Contact

Contact Amber when you have questions about Patron Point, the snapshot, newsletter, website, or just aren't sure where to send your question.

# MEET LAKELAND



## Dave VanderGraaf

dave@llcoop.org  
tech-help@llcoop.org

### Who I Am

Information Technology Manager

### What I Do

Dave is in charge of technology at Lakeland - including but not limited to email, software, and sometimes the ILS.

### When to Contact

To contact Dave about any issues regarding technology, please send an email with as much detail as possible to [tech-help@llcoop.org](mailto:tech-help@llcoop.org).

## Sheryl VanderWagen

sheryl@llcoop.org  
tech-help@llcoop.org

### Who I Am

Information Library System Manager

### What I Do

Sheryl is in charge of everything related to our Integrated Library System - Sierra.

### When to Contact

To contact Sheryl about any issues regarding technology, please send an email with as much detail as possible to [tech-help@llcoop.org](mailto:tech-help@llcoop.org).



## Tech Help

tech-help@llcoop.org



### Who I Am

Lakeland's help request ticketing system

### What I Do

Helps Lakeland keep track of technology help requests. It can be contacted by emailing [tech-help@llcoop.org](mailto:tech-help@llcoop.org) or by calling **616-559-9111**.

### When to Contact

When you have questions about or need assistance with Lakeland provided technology including card validation issues, error messages, outages, and all scenarios listed above.

**USE TECH HELP FOR ALL TECH-RELATED INQUIRES.**

# WHAT CAN YOU GET ON THE LAKELAND SITE?

[HTTPS://LLCOOP.ORG/LLC-SUPPLY-ORDER-FORM/](https://llcoop.org/llc-supply-order-form/)

## PINK & GOLD SLIPS

Paper slips used for inter-library loan.

## MILIBRARY CARDS & BARCODES

Cards and barcodes for use with MI Library patrons at  
your library.

## TEMPORARY CARDS & BARCODES

Cards and barcodes for use with temporary patrons  
at your library.

## NONRESIDENT CARDS & BARCODES

Cards and barcodes for use with nonresident patrons  
at your library.

## REGISTRATION CARDS

Borrowing agreement cards for adults and minors.  
Available in English and Spanish.

# UPCOMING EVENTS



**OCLC**

## LIBRARY OF THINGS

Join this 45-minute webinar to learn how OCLC's LendingKey helps libraries manage their Library of Things (LoT). You will hear librarian Tierney Czartoski at Rochester Hills Public Library tell their story about their LoT and how they are using LendingKey to manage their collection. You will also see a short demonstration.

<https://www.oclc.org/en/events/2023/hear-how-to-manage-lot-with-lendingkey.html>

## HOW TO BUILD LIBRARY ADVOCACY

Learn how to secure funding and procure meaningful partnerships to create ongoing support for your library and how to address contentious political issues without burning bridges. Tuesdays, May 16, 23, and 30, from 2:00-4:30 pm ET (recordings available)

<https://www.libraryjournal.com/event/build-and-maintain-library-advocacy-may-2023>



# UPCOMING EVENTS



## BEST PICTURE BOOKS OF '22

Are you looking for new picture books to share in your classroom, curriculum, or collection? This presentation will feature the “best of the best” from the 2022 publishing crop. A variety of books will be featured, including quality read aloud books, distinguished illustrations, and picture books about diversity and inclusion.

<https://libraryofmichigan.app.neoncrm.com/np/clients/libraryofmichigan/event.jsp?event=3015>

## PROACTIVE PLANNING FOR STAFF TRANSITIONS

Learn how both short- and long-term transitions can be navigated effectively and purposefully with a “transition readiness checklist,” moving both library staff and trustees toward a shared understanding of roles and expectations across the organization.

<https://www.webjunction.org/events/webjunction/proactive-planning-library-staff-transitions.html>



# GRANT OPPORTUNITY

## DIGITAL HUMANITIES ADVANCEMENT GRANT



NATIONAL ENDOWMENT  
FOR THE HUMANITIES



The Digital Humanities Advancement Grants program (DHAG) supports innovative, experimental, and/or computationally challenging digital projects, leading to work that can scale to enhance scholarly research, teaching, and public programming in the humanities.

In support of its efforts to advance national information infrastructures in libraries and archives, and subject to the availability of funds and agency discretion, the Institute of Museum and Library Services (IMLS) anticipates providing funding through this program. These funds may support DHAG projects that further the IMLS mission to advance, support, and empower America's libraries, archives, museums, and related organizations. IMLS funding supports innovative collaborations between library and archives professionals, humanities professionals, information scientists, and relevant public communities that advance the preservation of, access to, and public engagement with, digital collections and services. IMLS encourages DHAG applicants to work in collaboration, and employ the expertise of, library and archives staff at your institution or across the country to strengthen knowledge networks, empower community learning, foster civic cohesion, advance research, and support the traditionally underserved.

<https://www.neh.gov/grants/odh/digital-humanities-advancement-grants>