



LAKELAND LIBRARY COOPERATIVE

LEADING ♦ LEARNING ♦ LENDING

ADVISORY COUNCIL MONTHLY MEETING

Thursday, November 9, 2023

Following the 9:30 a.m. Board Meeting

Please join us for our first Lunch and Learn after the meeting. The topic is Seed Libraries, and the presenters are from libraries of various sizes with different types of experience with these unique materials. Water and dessert will be provided

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

AGENDA

- 1) CALL TO ORDER AND ROLL CALL
- 2) APPROVAL OF AGENDA (m)
- 3) PUBLIC COMMENTS
- 4) APPROVAL OF MINUTES OF THE OCTOBER 12TH, 2023 (m) PAGES 2-3
- 5) COUNCIL PRESIDENT REPORT – Mary Cook, Chair
- 6) BOARD REPORT – Lance Werner, Board President (i)
- 7) ILS MANAGER’S REPORT (i)
- 8) MEMBER SERVICES MANAGER’S REPORT (i)
- 9) COOPERATIVE DIRECTOR’S REPORT -Carol Dawe (i)
- 10) COMMITTEE REPORTS (f)
 - a) Youth Services Committee- Unofficial Minutes (i) PAGES 4-6
- 11) OTHER REPORTS (If representatives are present) (i)
 - a) MLA Legislative Committee Report – Shirley Bruursema, and Dale Parus
- 12) ONGOING/NEW BUSINESS
 - a) Patron Point Update (i)
 - b) BiblioSuggest Update (i)
 - c) BiblioApps Update (i)
 - d) MLA Conference Discussion (i)
- 13) PUBLIC COMMENTS
- 14) NEXT MEETING - Thursday, December 14th, 2023, following the Board Meeting at Kent District Library Service Center.
- 15) ADJOURNMENT (m)

**LAKELAND LIBRARY COOPERATIVE
ADVISORY COUNCIL MINUTES – Unofficial
Thursday, October 12, 2023, at 9:30 a.m.
At the KDL Service Center**

Council Members Present: Mary Cook (OA), Kelly Tinkham (NN), Elyshia Hoekstra (OC)
Lakeland Staff Present: Carol Dawe, Janet Cornell

- 1) **CALL TO ORDER AND ROLL CALL:** The meeting was called to order at 10:00 am by Mary Cook
- 2) **APPROVAL OF AGENDA:** Peggy Hemerling moved, supported by Matt Lubbers-Moore to approve the agenda as presented - *motion carried.*
- 3) **PUBLIC COMMENTS:**
 - a) Jennifer Salgat – shared how they bound children’s drawings from summer reading program like they did for Sheryl’s retirement book. It is easy to do, and they plan to do one each year.
 - b) Stefanie Reed – reported registration is open for Thinkspace. The theme this year is Future Ready Libraries, and they meet throughout the year with directors throughout the state to discuss various topics and issues. Scholarships are available through MLA and Library of Michigan to help those with registration fees.
- 4) **APPROVAL OF MINUTES:** Mary Johnson moved, supported by Deanna Riggelman, to approve the Advisory Council minutes from September, as presented – *motion carried.*
- 5) **COUNCIL PRESIDENT REPORT:** Mary Cook reported this would be the last meeting for Kelly Tinkham and wished her well in her new endeavors.
- 6) **BOARD REPORT:** None
- 7) **ILS MANAGER’S REPORT:** Carol reported that there is only so much Ann can do on her temporary service contract as she lacks some software capabilities working from Germany. Help desk requests are way up, but she’s plugging through them as best as she can right now. Her official start date is October 27th, but she will need to make a trip back to Germany for a couple of weeks to finalize her move back to the states.
- 8) **MEMBER SERVICE MANAGER’S REPORT:** Carol reported on behalf of Amber regarding a snag in the auto renewal for Patron Point in that the current configurations require every location to have the same renewal period. This is something the vendor is working on to correct and will keep us posted on the progress.
- 9) **COOPERATIVE DIRECTOR’S REPORT:** Carol gave an update on the email migration that is still in progress. Nick is helping Dave with this, and they have gotten quite a few done so far with more listed in the queue. She also gave an update on the reciprocal library agreement for digital content and discussion ensued on some of the current issues in the agreement with a request from some larger, stand-alone libraries.
- 10) **COMMITTEE REPORTS:**
 - a) Continuing Education – Carol reported that the Back-to-Basics registration is now open to all, and the first Lunch and Learn series on Seed Libraries will be held after the November meeting.
- 11) **OTHER REPORTS:**
 - a) **MLA:** Shirley Bruursema shared that there is a lot going on in Lansing. MLA is opposing HB4928 and 4929 on penal fine changes. A few other issues affecting libraries that may be discussed include paid family medical leave, gun issues, and in-person meeting for open meetings. The MLA conference also will be held next week.
 - b) Dale Parus reported that a couple of house resolutions for libraries were not voted upon due to politics within the party lines, but that we should continue to work with our representatives. The next Advocacy Day for Libraries is April 16th.
- 12) **NEW BUSINESS:**

a) Board Elections were held for Class I,II & III Libraries due to the lack of a quorum in September. Melissa Huisman moved, with support from Kelly Tinkham, to elect candidate Kerry Fountain as the Class I, II & III Library Representative – *motion carried*.

b) Advisory Council Officer Elections for 1-year terms – Matt Lubbers-Moore moved, with support from Jennifer Salgat, to elect the slate of officer candidates as presented – *motion carried*.

The newly-elected officers are:

Chair: Mary Cook (OA, Class V)

Vice Chair: Elyshia Hoekstra (OC, Class IV)

Secretary: Stefanie Reed (MG, Class IV)

c) Mobile App Demonstration– The contract for Capira ends 12/12/23, and a BiblioApp demo from BiblioCommons was held online October 11th as an alternative product. Discussion ensued regarding the event and the pros and cons of switching services. Melissa Huisman moved, with support from Stefanie Reed, to move forward with the mobile app from BiblioCommons – *motion carried*.

13) **PUBLIC COMMENTS:**

a) Stefanie Reed inquired about doing a security review for their library.

b) Peggy Hemerling gave an update on their building improvement project with their boiler being replaced and windows specifications taken for replacement soon.

c) Virginia DeMumbrum shared they hosted a “Long Table” community event that had a great turnout and response.

14) **NEXT MEETING:** Thursday, November 9, 2023, following the 9:30 a.m. Board Meeting at Kent District Library Service Center

15) **ADJOURNMENT:** Ingrid Boyer moved to adjourn at 10:51 am - *motion carried*.

Respectfully submitted by,
Janet Cornell

LLC Youth Services 10/2/23 Meeting Minutes

Attending: Amber McLain (LL), Allison Boyer (OL), Barbara Root (IB), Chris Stegink (AL), Emma Seif (BH), Erin Supri (SCDL), Ingrid S Boyer (SDDL), Jessica Volkens (OZ) Justine Wieggers (AL), Keeva Filipek (KDL), Michele Wittkopp (UM- MADL), Paige Brandli (BH), Shanni Kerr (IC), Shelly Patterson (NG), and Zach Ludge (OC)

1. Greetings- Zach started the meeting.
2. May Minutes: Motion to approve: Jessica, and seconded by Paige.
3. Summer Reading Recap
 - a. General Summer Reading Information
 - i. Zach
 1. Theme: used: "All Together Now", but they made it a groovy theme.
 2. They had a ton of fun programs including a tie-dye event.
 3. Their program has patrons count the number of books for kids 0-5, and minutes for the other age groups.
 - ii. Paige
 1. Had the same theme/programs for all levels (kids and adults).
 2. The theme was "Read Beyond the Beaten Path".
 - iii. Allison
 1. They have the same theme every year with the same program for all ages: The Grand Adventure.
 2. Adult numbers were through the roof this year (1,009).
 3. Their participants earn points per minute read, and they have the opportunity to receive extra points for activities (i.e. walking in the park).
 - iv. Shelly
 1. Theme: Carnival of Kindness
 2. Their patrons track the number of minutes read per week.
 3. Has high sign up number because the students walk over from the school to sign up.
 - v. Erin
 1. They had different logs for different age groups, but their patrons got confused on what log was for which level.
 - b. Paper Logs vs Online Tracking
 - i. Allison still has paper logs, as well as Beanstack.
 - ii. Barbara has a lot of "free range" children who can't access the internet, so they only use paper logs. They also used numbers on the logs, and the patrons were confused on if the numbers meant the date, or the number day read. They will no longer be numbering their logs.
 - iii. Zach uses Beanstack.
 - iv. Justine and Chris use paper logs.
 - v. Michele has paper logs available, but in order to participate in drawings, the patron must input their information into Beanstack.

- c. Whitecaps
 - i. Zach struggled with Whitecaps and gift cards this year.
 - 1. Items were lost in delivery, coupons were miss counted (short 3,000 from Whitecaps), and a few other issues.
 - a. Once items were in delivery there is no way to track them.
 - b. If delivery must be used- it was suggested that the envelopes have "Attn: Youth Services". This will help get the items to the right staff members who know what to do with them.
 - 2. Suggestion: pick up only with a few drop off locations.
 - a. If your library cannot make the May meeting to pick up the gift cards and/or Whitecaps coupons, then you must arrange a way to get them yourself. This could be having another library pick them up for you.
 - i. Example: If Henika, Dorr, or Salem cannot attend the meeting, they can ask Leighton to pick their coupons up for them, and they could go to Leighton to get them.
 - b. Seems like everyone at the meeting liked the idea of having the items being physically picked up instead of being sent through delivery.
 - ii. We have noticed that some libraries are not even using the coupons that they were given.
 - 1. Physically picking up the coupons will insure that they are used by the library.
 - 2. *Justine's added comment post meeting*. When Zach asks how many coupons are needed next year, if a library does not respond within the time frame given, they should not get the tickets. This will prevent libraries who don't use tickets from receiving them unnecessarily, and will encourage libraries to respond responsibly to emails from LLC leadership volunteers.
4. 2024 Summer Reading Workshop Update
 - a. November 17 from 9:00am-3:30pm at Howard Miller Library (14 S Church St, Zeeland, MI 49464).
 - b. Amber added it to the Lakeland Calendar for registration
 - c. Mike is now at KDL, so he hopes to help a little; however, he planned on doing video compilation of performers instead of a performer showcase.
 - i. He no longer has the time to be able to create that video.
 - ii. It is difficult to get any performers to send in video clips to edit together.
 - iii. This means we are looking for performers to showcase at the workshop. Any ideas show be sent to Paige. Some ideas are:
 - 1. Brad Lancaster
 - 2. Cameron Zara
 - 3. Foam Party
 - d. We will be having the weeded book contest again this year.

5. Round Table

a. Outside Storytimes

- i. Coopersville held inside-out storytimes this summer in response to the 1,000 hours outside session at Spring Institute
- ii. Barbara had destination storytimes where the participants met at a different location like a park or a hiking trail, and they are encouraged to bring a picnic lunch with them.
- iii. Allison had performers at local parks
- iv. Shelly is having a storytime at a local orchard this fall

b. Allison had a Mario Kart Tournament for grades 3-6

- i. She was slightly worried that this age group would have hurt feelings if they did not win; however, she said that there was great sportsmanship for most of the players.
- ii. Limited the tournament to 16 with 2 systems running at once.
 - 1. 8 players can participate at a time. The others were fine watching the racers play.
 - 2. Top 2 winners of each group move on to the next round.
- iii. Remember to turn off the computer racers

c. Chess Club?

- i. It was asked if libraries had a chess club for teens. Most libraries who have a chess club have it for adults or mostly adult participants.
- ii. It was recommended to ask local schools if they have one. This way they could either partner with the school or ask if any of the school participants would be interested in an additional chess club opportunity.

d. 3D Printer

- i. Zach had purchased a 3d print that he received broken. He could not send it back without paying for shipping (not worth the cost). He had a local company J10 Prints in Allendale repair the machine, and they did an amazing job! He would highly recommend.

e. Negative performer

- i. Shelly had a very bad experience 2 weeks in a row with Mama Misfit & Entertainment Coordinator.
 - 1. She had scheduled to have 2 performers through Mama Misfit: The Motley Misfits (circus performers), and Nat Spinz (Hula Hoop performer). Long story short- she will NEVER use Mama Misfit ever again for programming.

f. Continuing Ed

- i. Ingrid is looking for ideas for workshops/meeting topics. They want to have different topics then then doing the same topic over and over. If you have any ideas please let her know: iboyer@sdlibrary.org

6. Next meetings:

- a. March 4 at 1:00pm at Coopersville Library (333 Ottawa St, Coopersville, MI)
- b. May 6 at 1:00pm at KDL Service Center (814 W River Center Dr NE, Comstock Park, MI)