

**LAKELAND LIBRARY COOPERATIVE
ADVISORY COUNCIL MINUTES – Official
Thursday, 2/8/24 at 9:30 a.m.
At the KDL Service Center**

Council Members Present: Mary Cook, Elyshia Hoekstra, Carol Dawe
Lakeland Staff Present: Ann Langlois, Amber McLain

- 1) **CALL TO ORDER AND ROLL CALL:** The meeting was called to order at 10:26 by Mary Cook.
- 2) **APPROVAL OF AGENDA:** Peggy Hemerling moved, supported by Jessica Hunt to approve the agenda with the change of the year from 2023 to 2024 - *motion carried.*
- 3) **PUBLIC COMMENTS:**
 - a) None
- 4) **APPROVAL OF MINUTES:** Merri Jo moved, supported by Kerry Fountain, to approve the Advisory Council minutes from January 2024, as presented – *motion carried.*
- 5) **COUNCIL PRESIDENT REPORTS:** Mary shared that we are currently looking into Hotspot use and retention and will be conducting a survey and asked for members to get in touch with their input for their needs before we send a survey out. Mary also brought up the topic of linked patrons and shared that Lakeland is looking into it and hoping to address the issue in May.
- 6) **BOARD REPORT:** Lance had nothing to share.
- 7) **ILS MANAGER’S REPORT:** Ann shared that Create Lists training was successful – the training focused on using templates for reports. She shared that the libraries will be running their own L, M, and Q reports monthly, as well as new books no longer new in the future. The documentation for the L report is currently available and further report information will be forthcoming. Ann also shared information regarding the upcoming Sierra upgrade, which we will be holding off on due to circulation notices not going to gmail email addresses. She also shared some new Sierra features coming.
- 8) **MEMBER SERVICE MANAGER’S REPORT:** Amber shared that Bibliosuggest is up and running and encouraged people to reach out with any encountered issue. She also shared that Auto-Renew through patron point is up and running and currently has a roughly 80% approval rate, and that Sheryl’s projected numbers provided at the beginning of this project were accurate.
- 9) **COOPERATIVE DIRECTOR’S REPORT:** Carol shared the tech-help@llcmail.org email that is our current workaround for issues. She also shared that there is a solution in the works for the mailing list issue and that we are working with Nick Heimler. Carol also shared that active listening is an important skill.
- 10) **COMMITTEE REPORTS:**
 - a) Continuing education minutes included for information.
- 11) **OTHER REPORTS:**
 - a) **MLA:** Business is expected to start up again in mid-April. MLA is expected to focus on legislation and will push for funding. Advocacy day is also coming up and there are 25 open seats as of this meeting. This year it is hoped that both the governor and the lieutenant governor will be in attendance.
- 12) **PUBLIC COMMENTS:**
 - a) Peggy Hemerling shared that Hastings’ window project is nearing completion.
 - b) Kerry Fountain shared that there are space-themed oreos that would be perfect for eclipse parties.
- 13) **NEXT MEETING:** Thursday, March 14, following the 9:30 a.m. Board Meeting at Kent District Library Service Center
- 14) **ADJOURNMENT:** Kerry Fountain moved, supported by Abby Black, to adjourn at 11:01 - *motion carried.*

Respectfully submitted by,

Amber McLain