

**LAKELAND LIBRARY COOPERATIVE  
ADVISORY COUNCIL MINUTES – Official  
Thursday,3/14/24 at 9:30 a.m.  
At the KDL Service Center**

Council Members Present:

Lakeland Staff Present:

- 1) **CALL TO ORDER AND ROLL CALL:** The meeting was called to order at 9:51 by Mary Cook.
- 2) **APPROVAL OF AGENDA:** Cierra Bakovka moved, supported by Jen Salgat to approve the agenda with the change of the year from 2023 to 2024 - *motion carried*.
- 3) **PUBLIC COMMENTS:**
  - a) Teresa Kline – Fennville received two grants in the past month.
  - b) Matt Lubbers-Moore encouraged people to reach out if they are struggling.
- 4) **APPROVAL OF MINUTES:** Peggy Hemerling moved, supported by Virginia DeMumbrum, to approve the Advisory Council minutes from February 8, 2024 as presented – *motion carried*.
- 5) **COUNCIL PRESIDENT REPORTS:** Mary discussed the need to caucus for a new board member for class 1, 2, and 3 libraries. Mary also mentioned that our recent survey for Hotspot data was lacking and that we will be conducting a case study to further establish causation vs. correlation.
- 6) **BOARD REPORT:** None.
- 7) **ILS MANAGER'S REPORT:** We are currently looking at April 3 to upgrade Sierra to 6.1. There will not be many large changes, but one change will be the granularity with record changes. We will also get a product called LX Starter which allows us to edit and customize the email notices that patrons receive. LLC is also going to start having quarterly meetings, which will begin April 18, on Zoom.
- 8) **MEMBER SERVICE MANAGER'S REPORT:** Patron Point is functioning as expected, as is bibliocommons. Amber is currently working on making sure all bibliocommons catalog links are functioning correctly, so if you would like changes to your catalog made (like logo tweaks or main menu changes), now would be a great time to ask. Amber is also working on creating promotional and training materials for BiblioApps.
- 9) **COOPERATIVE DIRECTOR'S REPORT:** Carol mentioned that Advocacy Day is **April 16**. Carol also shared that LLC will continue to forward emails from old llcoop emails until llc migrates their own email. LLC is also working on mailing list research. Regarding Biblioapps, the go-live date will likely be April 23. We will go through a second round of testing. Carol also emphasized that self-checkout will be available on BiblioApps, but it will only be barcode, not RFID.
- 10) **COMMITTEE REPORTS:**
  - a) Continuing Education – included for information.
- 11) **OTHER REPORTS:**
  - a) **MLA:** Dale reiterated that advocacy day is coming. MLA is delaying to the week before to introduce bills regarding book banning etc. Dale also mentioned that school librarians have gotten bills into the hopper regarding required staffing levels.
- 12) **NEW/UNFINISHED BUSINESS:**
  - a) **HOTSPOTS CASE STUDY:** A lively discussion of the needs of patrons vs the needs of libraries ensued. Ann will be setting up a \$10/day fines loanrules
- 12) **PUBLIC COMMENTS:**
  - a) Abby Black – Abby asked about the terrible old registration cards. We redid them! Order through the order form on llcoop.org.
  - b) Maggie asked about waiving fines for fine-library-items at fines-free libraries. The consensus is that libraries should be able to waive the incoming fines as overdues stay with the library – this will be on next month's agenda to officially rectify it in the policy manual.
- 13) **NEXT MEETING:** Thursday April 11, following the 9:30 a.m. Board Meeting at Kent District Library Service Center

14) **ADJOURNMENT:** Matt Lubbers-Moore moved, supported by Peggy Hemerling, to adjourn at 10:38 -  
*motion carried.*

Respectfully submitted by,  
Amber McLain