



# LAKELAND LIBRARY COOPERATIVE

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## ADVISORY COUNCIL MONTHLY MEETING

*Please read the Director's Report for information on agenda items.*

Thursday, July 11<sup>th</sup>, 2024  
Following the 9:30 a.m. Board Meeting

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 MAY 9<sup>TH</sup>, 2024 (m) PAGES 2-3
- 5) COUNCIL PRESIDENT REPORT – Mary Cook, Chair (i)
- 6) BOARD REPORT – Lance Werner, Board President (i)
- 7) ILS MANAGER'S REPORT (i) PAGES 4-9
- 8) MEMBER SERVICES MANAGER'S REPORT (i) PAGES 4-9
- 9) COOPERATIVE DIRECTOR'S REPORT (i) PAGES 4-9
- 10) COMMITTEE REPORTS
  - a) YS Meeting: May 6<sup>th</sup> minutes (i) PAGES 10-12
  - b) No CE Committee Quorum
- 11) OTHER REPORTS (If representatives are present)
  - a) MLA Legislative Committee Report –Dale Parus
- 12) NEW/UNFINISHED BUSINESS
  - a) LLC Circulation policy 3.5 regarding overdue fine (m) PAGES 13
  - b) Adult Services Committee: Inaugural Meeting 8/1/24 (i) PAGES 14-15
  - c) Web Accessibility Workshop Discussion (i) Attached to e-mail
- 13) PUBLIC COMMENTS
- 14) NEXT MEETING – Thursday, August 8<sup>th</sup>, 2024, following the Board Meeting at Kent District Library Service Center
- 15) ADJOURNMENT (m)

**LAKELAND LIBRARY COOPERATIVE  
ADVISORY COUNCIL MINUTES – Unofficial  
Thursday, May 9, 2024 at 9:30 a.m.  
KDL Service Center**

Council Members Present: Mary Cook (OH), Elyshia Hoekstra (OC), Stef Reed (MG)

Staff Present: Ann Langlois, Amber McLain, Carol Dawe

Absent: None

- 1) **CALL TO ORDER AND ROLL CALL:** The meeting was called to order at Mary Cook at 10:00 a.m.
- 2) **APPROVAL OF AGENDA:** Cierra Bakovka moved, supported by Matt Lubbers-Moore, to approve the agenda with the removal of the linked patron functionality - *motion carried*.
- 3) **PUBLIC COMMENTS**
  - a) Jen Salgat (IS) brought up the idea of eliminating physical library cards.
    - i) Jessica Hunt (NG) brought up the idea that not everyone has devices.
    - ii) Cierra Bakovka (AW) brought up that not every patron will be comfortable with the technology required for this.
    - iii) A discussion ensued about how to set up records without physical cards.
    - iv) A discussion ensued regarding how to service users in the hypothetical situation where digital cards are the norm.
  - b) A discussion ensued regarding active card users and how to increase this number.
    - i) Foot traffic vs. Card Holder numbers were discussed.
  - c) Stef Reed announced that Flat River received a \$35,000 grant for hot spots.
  - d) Mary Johnson shared that first amendment auditors visited MADL and were killed with kindness.
  - e) Abby Black shared that Allendale's rotary club donated \$5,000 for teen furniture and has committed to donating \$1,500 yearly.
- 4) **APPROVAL OF MINUTES:** Peggy Hemerling moved, supported by Mary Johnson, to approve the Advisory Council minutes from April 11, 2024 as presented – *motion carried*.
- 5) **COUNCIL PRESIDENT REPORT:** Nothing to report.
- 6) **BOARD REPORT:** There was nothing to report from the Board President.
- 7) **ILS MANAGER'S REPORT:** Ann shared that we are reviewing the Home Library policy language presented in her report. She also shared plans for future quarterly meetings.
- 8) **MEMBER SERVICES MANAGER REPORT:** Amber shared news about the app, how it works, and current issues. BiblioSuggest, Patron Point, and BiblioCommons are all functioning as expected. Please see the written report for more details.
- 9) **COOPERATIVE DIRECTOR'S REPORT:** Linking patron record discussion will be tabled until July. Carol discussed an issue with Lakeland email. Carol also shared that she will be sending the requirements for posting minutes per the OMA out to directors. Carol also discussed the Cooperative Association's planned webinars regarding new web accessibility requirements.
- 10) **COMMITTEE REPORTS:**
  - a) None.
- 11) **OTHER REPORTS:**
  - a) MLA Legislature Committee Reports – A senator has been found to champion the freedom to read initiative. The data collected within the last year regarding the public's attitude towards book banning will be presented to the house speaker. There will be an MLA Advocacy hour with Bob DeVries on May 16 at 10 AM speaking about legislative issues.
- 12) **NEW BUSINESS:**
  - a) Fines Waiving/Fines Free Policy – A discussion regarding a multitude of scenarios regarding waiving fines at home libraries for home patrons, for visiting patrons, for hotspots, etc. A variance in opinions was presented and no action was taken at this time. The Advisory Council will look into the scenarios presented within this discussion and draft a new set of options for policy language.

13) **PUBLIC COMMENTS:**

- a) Jessica Grant brought up a question about truth in taxation. This was determined to be a legal question and Jessica was advised to consult her lawyer, but was also advised by Dale to consider that the taxation entity may be her township or city, rather than the library itself.

14) **NEXT MEETING:** Thursday, June 13, 2024, following the board meeting at Kent District Library Service Center

15) **ADJOURNMENT:** Peggy Hemerling moved, supported by Matt Lubbers-Moore, to adjourn at 11:08 a.m. - *motion carried.*

Respectfully submitted by,  
Amber McLain



# LAKELAND LIBRARY COOPERATIVE

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## COOPERATIVE DIRECTOR'S REPORT July 11, 2024

**From Carol:** I am now the mother of a 30 year old.....as of June 20<sup>th</sup>. Time flies. As the fiscal year winds down, I am so pleased at what we have already achieved and how we are moving forward a team, a cooperative and as advocates across the state!

**May Email, Zoom, and phone consults-** member libraries and advocacy: 58: vendors: 4

**June Email, Zoom, and phone consults-** member libraries and advocacy: 61: vendors: 2

### Board and Agenda Items

**Board:** No new or unfinished business.

**Advisory:** See our full report for more information.

The link to the Web Accessibility Webinar for the slides/recording are attached to the email that came with the packet. We will have a brief discussion at Advisory so that I can take your questions/requests to the cooperative directors for next steps and ideas for other programs on this issue.

We will be offering an Adult Service Committee, and the first meeting is August 1<sup>st</sup>. The agenda is attached and we can discuss this at Advisory if needed.

### Other items of note:

**Increased state aid:** As you know, MLA announced an additional \$1,000,000 (I love all those zeros) in state aid. This should mean approximately \$140,000 plus for the cooperative in FY2024-25. Before we get all excited...we have been using money from our fund balance for the hosting services for Sierra. (I am also working on getting this cost reduced now that we are finished with our 5 year contract.) We won't have to do this anymore and this will please our auditor since the funds should be coming out of operating, especially with the new GASB rulings. There will be additional money remaining. The LLC Finance Committee will meet to go over our recommendations and we will share options/opportunities to the full board and to Advisory as needed. I have to applaud everyone who attended Advocacy Day in April. I think it made a huge difference. Thank you all! A special thank you to MLA staff and committee members that worked so hard for us as well! Hip, Hip Hurray!

**Budget:** Janet and the rest of the LLC Team and I are working on the budget and will work with Finance in August. Except for the increase in State Aid, we hope costs will be similar to last year.

**Michigan Activity Pass:** TLN (The Library Network) will be providing some promotional materials for all 83 buildings within LLC for their MAP program. Terry, Ron and Jeff will be delivering them in the next few weeks.

**Saranac-Clarksville District Library:** A new director was hired, and Alex Larson will begin on July 24<sup>th</sup>. She comes to us from Iowa.

**Mentor/Mentee:** Thank you all of you who have been mentoring new directors these past few years. If you need a mentor or would like to be one, please let me know.

**IT:** Lakeland has a new main server at the office and its install will be completed shortly. We also are changing phone systems and will be up and running by the end of August. We will be saving approximately \$2,000 - \$2,400 a year due to remote work, less staff in the office and simple cost savings and a more responsive vendor. Thanks to Nick for his work on all of this!

**Cataloging:** Jeff is working on standards for our 4 cataloging centers and for specific training for MADL as they join the other 3. We are also looking at pricing and procedures.

**Board and Library Development:** I am continuing to work with Coopersville, Fremont, Flat River and Hesperia on their strategic plans. I will also be working with the Kent District Library Board during their board retreat in August on board development, roles and responsibilities. Please let me know if I can help your library board and I'm happy to help you in your role in any way!

**Vacation:** I will be out on 7/12 and then 7/17 to 7/26 but I'll be available on a limited basis as needed especially in the evening. This is the longest time away in many years.

### **Manager/Specialist Reports:**

#### **Cataloging Services Manager - Jeff Lezman**

##### **June 2024 activities**

E-mail & telephone consulting contacts: 43

Sierra records manually edited: 36

We added 14,532 Hoopla records to the database.

##### **May 2024 Statistics**

The statistics for May 2024 show an increase in the number of cataloging requests we received, and a slight decrease in the number of records cataloged compared to May of last year.

The number of requests to be cataloged in May was up by 10% compared to May 2023. The number of requests received that were already in the database increased by 24%.

The number of records copy-cataloged in May was down by 4% compared to May 2023, while the number of original records cataloged was up by 9%. The total number of records cataloged was down by 3% compared to May 2023.

Cataloging	May 2024	YTD	May 2023	YTD	Monthly %	YTD PCT
Requests Received	2088	13858	1904	14090	10%	-2%
Requests already in database	63	683	51	454	24%	50%
Requests to be cataloged	2025	13175	1853	13636	9%	-3%
Copy Cataloging	1606	11546	1678	12775	-4%	-10%
Original Cataloging	225	1805	206	1809	9%	0%
Total Cataloged	1831	13351	1884	14584	-3%	-8%

### Delivery & Facility Manager - Terry Cross

#### June 2024 – Number of Bags & Bins Loaded Daily on the Trucks at Lakeland

	June – 2024	June – 2023	Difference	% Change
Total Book Bags & Bins	2,815	3,141	(326)	(11%)

In June 2024, there were 2,815 book bags and bins sorted, loaded, and delivered to member libraries. The 2,815 bags and bins that were delivered in June 2024 were 11% less than the 3,141 bags and bins that were sorted and delivered in June of the prior year. In June, the drivers loaded and delivered an average of 141 book bags and bins per day for delivery. Historically, the number of book bags and bins that are sorted, loaded, and delivered to member libraries on any given day remains very consistent.

**RIDES statistics:** In addition to the book bags and bins that were received from member libraries, we also received and sorted 158 MelCat bins in June 2024. This was an increase of 18 bins as compared to the 176 bins that were received in June 2023. These are MelCat bins that are sorted and distributed to member libraries. Also in June 2024, we sent out 133 bins, which was a decrease of 41 bins as compared to the 174 bins that were sent out in June 2023. These are MelCat items that have been received from member libraries and are being sent to libraries outside of Lakeland. Similar to book bags and bins, the number of MelCat items distributed to and received from member libraries on any given day of the week is very consistent.

In addition to the routine oil changes, all three of the trucks required repairs in June. The Anti-Lock Braking System was repaired on the oldest truck at a cost of \$747. In addition to being used as a back-up, this truck is being rotated in the normal delivery schedules and is being driven for about a week a month in an attempt to extend the useful lives of the other 2 trucks.

The second truck that was repaired had extensive rodent damage to the wiring of the truck. The wire damage was so severe that the entire engine had to be removed in order to replace the wiring harness. Berger Chevrolet worked with the insurance adjusted and the auto carrier approved claim for the total \$10,471 repair cost, less the \$500 deductible.

Repairs were done on the third truck to fix the wheel speed sensors and to replace components of the front-end suspension including the idler arm, pitman arm and both inner tie rods. Also, based on the truck's 120,298 mileage, manufacturer's scheduled maintenance including a tune-up and to have all the fluids changed was performed. The cost of all the repairs was \$4,065.

Over the last two months, I drove for six days, covering for driver time off.

Budget work was done in June for the upcoming budget year for the Delivery, Facilities and Supply budgets. A review of the current year's budget reflects actual expenditures in Delivery and Facilities are well within budgeted parameters.

In May and June, there were fourteen e-mail and or phone contacts with member libraires. These communications were related to drivers' access to buildings, changes in delivery schedules due to renovations and supply orders.

### **Digital Services Specialist – Nicki Johnson**

The Vox order is in. A meeting for the Overdrive Group will be scheduled for August and I have my own Zoom account now!

### **Finance & HR Assistant - Janet Cornell**

May and June were busy with spring cleaning of files as I started going through the accounting drive and organizing files for retention and ease of access. The sudden remote work during the pandemic threw us into digital mode without much organization of these files. Although I was able to react to this as we went to keep some file system going, now that things have calmed down, I'm cleaning the system up so that it is easier to find and access retained fiscal year activity. There are also paper files that need to be scanned in for remote access, and many file cabinets to go through. I have set a goal to spend a little more time at the office to clean these up in the coming months.

I have begun updating procedures in my job duties so that there are video recordings of how to do certain activities, especially transactions between the two QuickBooks fund files. Although I have quite a few written procedures, the video format for some activities is better to show the nuances of working with these two files.

I have started pulling budgeting information together and updated budgeting spreadsheets so we can have the budget for the new fiscal year done in July. Also, in May and June, I attended some webinars to keep up with HR and payroll law compliance. This highlighted some areas I need to update and will be working on those this summer.

The ecommerce fine distribution was sent out in June, and the quarterly billing and library summary sheets were emailed at the beginning of July as we head into our last quarter of the fiscal year.

Email and phone consults with member libraries and vendors: 13

### **ILS Manager – Ann Langlois**

**May Email, Zoom, and phone consults-** member libraries: 51 ; vendors: 3

**June Email, Zoom, and phone consults-** member libraries: 58; vendors: 2

**May help tickets opened:** 154

May help tickets closed: 158  
 June help tickets opened: 127  
 June help tickets closed: 120

**Patrons with no ptype:** we received a report of an item going out on hold to a patron where it shouldn't have. It turns out that the patron didn't have a ptype registered (it was 0). Please make sure to fully fill out patron accounts; this helps the system function correctly.

I ran a report, found 241 patrons in the system like this, and updated their records.

<b>p21570474    Last Updated: 05-13-2024    Cr</b>	
EXP DATE	04 - 21 - 2024
PCODE1	h BORN ..
PCODE2	a ADULT
PCODE3	0 None
<b>P TYPE</b>	0 -
TOT CHKOUT	230
TOT RENWAL	115

**Annual Patron Deletion:** Just a reminder that in mid to late August I'll work on the following: Each year we delete patron records that have expired more than 3 years ago, have had no activity and do not owe any money (Lakeland Circulation policy CIRC 2.9). In addition, we also purge old charges that are beyond the state Statute of Limitations (6 years) in a separate report. Following the fines purge, patrons who qualify to be deleted are gathered in the same manner and a 2<sup>nd</sup> patron purge is conducted.

**Guardian ID & additional searches in patron record:** we've received requests to make the guardian ID # searchable under Find a Patron in Sierra's circulation module. iii charges for this service and we've contracted this field to make it searchable, for a fee of \$2,400. Some additional patron fields will also now be searchable as part of this project: Guardian ID/Guardian Name, and Email Address/Phone #. These will be added to the search choices available in the image below within the next 4-6 weeks, per iii's timeline.

☐ Find a patron

File

n NAME	▼	<input type="text"/> <input type="button" value="Search"/>
n NAME		
f FAMILY ID		
b BARCODE		
u MICH ID		
v FINE INV NO		
. RECORD NO		

**2<sup>nd</sup> Quarter Meeting:** don't forget the next quarterly meeting on July 18 at 1:30 p.m.; the theme will be Help Us Help You. We'll share some best practices for putting in help desk tickets and



interacting with Lakeland staff, as well as other updates from us. All staff are invited to attend. The session will be recorded for those unable to attend in real time. Register using this link: <https://llcoop.org/calendar/#/events/Wo5nYthbKs/instances/fbHKDDn3Cf>

### **Member Services Manager – Amber McLain**

**Email/Phone Consults with Libraries (May & June): 62**

**Email/Phone Consults with Vendors (May& June): 8**

### **BiblioCommons**

BiblioCommons continues to function as expected, with few disruptions. With the latest update (v9.23) items on order with OverDrive will display as “On Order” rather than “all copies in use.” This is a small change for transparency and information sharing’s sake.

### **BiblioApp**

The BiblioApp continues to function consistently, apart from a few known issues that we are aware of and that bibliocommons is currently working on fixes for (self-checkout on newer iphones and some android devices, most notably). For a list of current known issues, please visit <https://llcoop.org/biblioapps-faq>. If you experience an issue that is listed under current known issues on this page, you do not need to open a ticket. If your issue is not listed, please open a ticket with tech help with as much information as possible (your phone type, what the error is, does it happen consistently, etc).

### **BiblioSuggest**

BiblioSuggest continues to function as expected. Please check your suggestions consistently! Your patrons are using this service, and if you are not checking this module, those requests are sitting there for months. Directors will be receiving an email from me this month with your BiblioCommons logins to ensure that you have everything you need to make this module work for you.

Suggestions made through the app will be sent to the LLC Parent catalog (llc.bibliocommons.com) bibliosuggest module. You are free to log into the parent catalog with your admin account and respond to requests for your library. Otherwise, I will be sending spreadsheets of requests from your patrons to you monthly.

### **Patron Point**

Patron Point continues to function as expected with applications and auto-renew.

### **Continuing Education**

The Continuing Education Committee will be hosting an introductory and informational meeting regarding the forthcoming Adult Services committee at Lakeland on August 1st from 2 to 3 PM on Zoom. To register, visit <https://events.getlocalhop.com/adult-services-committee/event/oYd1AauEOx/> or see the calendar on the Lakeland website.

The CE Committee will also be hosting a Youth Services STEM workshop on September 9 at Spring Lake. More information about this program is coming soon, so keep an eye on your emails.

\*\*\*\*\*

Respectfully submitted,

Carol Dawe

LLC YS May 6, 2024 at 1:00pm

Notes taken by Justine Wieggers (AL)

Attending: Abi Avery (AF), Allison Boyer (OL), Amber McLain (LL), Ashley Johnson (OA), Autumn Wood (MH), Barbara Root (IB), Beth Hall (SW), Beth O'Grady (MA/MC), Chadwick Walenga (NW), Cheryl Currier (ES), Cheryl Hanna (NN), Chris Stegink (AL), Erin Hill-VanHorn (IC), Erin Quada (BH), Erin Supri (IS), Ingrid Boyer (AS), Jeffrey Babbitt (AD), Jenny Brown (AB), Jessica Volkers (OZ), Julianne Klumpp (IC), Julie Russell (OZ), Justine Wieggers (AL), Katie Kirk (OH), Keeva Filipek (KDL), Kylie Luciano (OJ), Lydia Schmidt (SM), Megan Plummer (SW), Melissa Dubridge (EC), Melissa Osickey (OS), Melissa Thatcher (SM), Michele Wittkopp (UM), Monica Willits (GRPL), Roxanne Landin (NF), Samantha Reid-Goldberg (NH), Shanni Kerr (IC), Shelly Patterson (NG), Tammie Campbell (NN), Tiffany Ohman (MG), Tori Schreur (AW), Vanessa Martinez (AF), and Zach Ludge (OC)

1. Greetings- Zach
2. Update from Maranda
  - a. "Logo Sheet" and "Prize Summary" will be sent via email on the youth services email list.
  - b. Each library (handed out at this meeting)
    - i. One \$25 Meijer gift card to use for either a prize or summer reading supplies.
    - ii. Tickets to Whitecaps
    - iii. Bookmarks from John Ball Zoo
  - c. Big Prizes
    - i. Boyne Mountain
      1. Overnight stay (1 or 2 nights depending how they arrange it)
      2. Passes to Avalanche Bay
      3. Passes to the SkyBridge
      4. May include a gift card for gas
    - ii. Priority Health backpacks
      1. Filled with books, toys, tickets to family activities (i.e. John Ball Zoo and Meijer Gardens), and more.
  - d. Send 1 name to be entered into the Maranda drawings **by** August 2. Submit entries via email: summerreading@woodtv.com
    - i. Please include
      1. Name
      2. Age
      3. Address
      4. E-mail
      5. Phone number
    - ii. Prizes will be picked up by the winning libraries at the KDL Service Center (most likely August 7), and those library staff will be able to award their patrons their prizes.
  - e. Shannon (or Sharon) from Priority Health
    - i. Priority Health is here for the health of the community; which is more than physical health.
    - ii. Thank you from Priority Health- as a small token of appreciation they gave our libraries maze pens.
  - f. Lynn from Whitecaps
    - i. Thank you from West Michigan Whitecaps for being important in our communities.
    - ii. 178 people were surveyed and asked, "Where do you get your information?" and the majority answered "the library".

- iii. On behalf of the Whitecaps as a thank you for what we do, we were given 2 tickets to a Whitecaps game (given to those at the meeting). This is not to be used as a prize. If you do not want to go, give it to someone who would like to.
      - 1. These tickets are not dated, so they are good for any game.
  - g. Maranda
    - i. She talked about the green posters from the past.
      - 1. She thought it would be a fun idea to include a segment with generational stories.
        - a. Example: I remember putting a green poster in my window, and waiting for Maranda to stop by my house. Now I bring my child to the library to encourage that same excitement.
    - ii. She is looking for a library location to host their Summer Reading Kickoff Live segment on June 10 at 10:00 am. Consider volunteering- Zach recommends it. He says his numbers for summer reading were boosted when they hosted the live segment one year.
    - iii. Maranda will be taking a slight break (not retiring) as her two daughters are having babies this summer. She will have a shift/gap in programming. Contact Jessica at WoodTV regarding summer happenings.
- 3. Introductions of everyone. We have some new faces.
- 4. Approval of March Meeting Minutes
  - a. Motion: Allison B
  - b. Second: Jessica V
  - c. Motion Passes
- 5. Pizza Hut for Grand Rapids
  - a. Oz from GRPL has received the coupons, and has sent them to their libraries via Rides.
- 6. Summer Reading Workshop- Erin Supri
  - a. Volunteers were asked to stay after the meeting to have a quick chat about the fall summer reading workshop.
  - b. If you are interested in joining this work group, but could not stay after the meeting, email Erin.
- 7. Continuing Education Committee Update- Ingrid B
  - a. Continuing Ed is working on a fall workshop (date and time TBD)
    - i. The workshop will involve the Detroit Zoological Society (I, Justine, may have written the incorrect name. It could just be the Detroit Zoo.)
    - ii. A survey will be sent out via email to help determine the best day/time for workshops. This will be one of the shortest surveys you will have to do for Lakeland.
- 8. Spring Institute Highlights
  - a. Allison B
    - i. Lots of interesting sessions/breakouts and keynote speakers this year.
    - ii. Elizabeth Griffin from OL had positive feedback from her breakout session, and was invited to join a meeting with another library to share her information again.
  - b. Lydia S
    - i. 2025 location is TBD; however, Frankenmuth is a top contender.
    - ii. MLA is trying to find a way to have the presenters' cost covered. The fine print does not allow MLA to "pay" presenters, and waiving their fee is considered "payment".
    - iii. MLA needs more presenters. We here at Lakeland have great ideas, so let's share them! Consider being a presenter for 2025.
- 9. Round Talk
  - a. Erin S- Un-Dewey Children's Non-fiction
    - i. Thank you for the insight on the non-fiction section discussion.

- ii. She has her Children's NF in general topics like "Science" with no subcategories.
- iii. Her thought process in placing books into a section was, "If I was a kid, where would I look?"
- iv. She says that more people seem to be attracted to that area now.
- v. Allison commented that at OL they use a hybrid Dewey system
  - 1. Examples: 796 Baseball or 796 Football

b. Zach L- Lock-in for TAB group

- i. Their lock-in is for TAB members with a plus one each
- ii. Participants went from 6 to 20
- iii. They have at least 2 people there to staff at a time (one male and one female).
- iv. **Question:** If you have done a lock-in before, what does your wavier look like?
- v. Allison mentioned asking on a Facebook group for more responses.
- vi. There is a specific issue that Zach may have with an attendee getting sick, but not being able to be picked up. Barbara commented that Zach should ask the teacher who chaperones if she and the attendee have a connection. Having the teacher talk to her may help the situation.
- vii. Tiffany has done lock-ins and recommends a quiet/chill area for those who need to retreat and rest.

c. Allison B- Bluey Trivia Program

- i. They are re-running this program due to its popularity.
- ii. OL had a Family Bluey Trivia program using Kahoot.
- iii. It ran about 45 minutes
- iv. No "winner prizes", but everyone got a Bluey sticker and Bluey fruit snacks.
- v. Registration was required, and included in registration was: "Need a device? Contact us." They did not have anyone need a device for Kahoot, but the option was there.
- vi. Allison said she will share the trivia information via youth services email list.

d. Barbara- Touch a Truck

- i. She needs some ideas of what trucks to invite to her touch a truck program.

e. Ingrid-

- i. Gave out 5 copies of the book "The Luminaries" by local author, Susan Dennard.

f. Allison B-

- i. Allison had boxes on the back table of donated items from a retired librarian. We were able to take what we wanted.

g. Cheryl H- Citizen Science

- i. Cheryl asked if anyone had participated in Citizen Science.
- ii. No one (that I heard) had participated.
- iii. \*Here is a link for Citizen Science: <https://scistarter.org/library>

h. Smokey the Bear Reading Challenge

- i. Most libraries are connecting it with their summer reading programs.
- ii. Autumn has the Smokey the Bear reading log on the back of her summer reading log. Complete the library's log, and then you can do Smokey the Bear log for prizes.

10. Next meeting: October 7 at 1:00 pm at Saranac-Clarksville District Library (61 North Bridge St, Saranac, MI 48881)

Lakeland Advisory Council  
July 11, 2024  
Agenda item/New Business

LLC Circulation policy 3.5 regarding overdue fines

We were asked to clarify the language in LLC Circulation policy 3.5 regarding overdue fines, to include language that a non fines-charging library can waive fines for their own patrons. The current text states:

*Overdue fines shall be retained by the collecting library in the LLC Shared ILS.*

The proposed new language would be added to this policy:

Libraries may waive overdue fines on their own home library patrons' accounts, including for items interloaned from other LLC libraries who do charge fines.

Background: we sent out a survey to LLC members and most expressed an interest in using the language listed above, or offered language similar to this. This language is intentionally somewhat general as it's meant to clarify that libraries have permission to waive fines for their own home library patrons; it is up to each library to develop their own procedures and parameters for doing this if they decide to.

Advisory Council vote: does the Council agree to add this language to LLC Circulation policy 3.5? Yes/no



14  
LAKE LAND LIBRARY  
**COOPERATIVE**  
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# ADULT SERVICES

Join us for an informal, informational meeting  
as we work towards setting up an Adult  
Services Committee.

**THURSDAY**  
AUGUST 1, 2024



**AT**  
2:00 PM



**ZOOM**

<https://us02web.zoom.us/j/7407387755>



**Local Hop**  
**Registration**





Lakeland Library Cooperative  
Continuing Education Committee  
Adult Services Meeting  
August 1st, 2024 at 2:00- 3:00 pm  
(via Zoom)  
<https://us02web.zoom.us/j/7407387755>

Agenda

- I. Introductions
- II. Purpose of the meeting
- III. Audience: Who is this new committee for?
- IV. Scope of the committee: Topics under our purview
  - i. Programing
  - ii. Resource Sharing
  - iii. Patron Education
  - iv. Readers Advisory
  - v. ???
- V. Create a committee
  - i. Officers and CE and LLC Liaisons and members
    - 1. Roles and Responsibilities
    - 2. Quorum
  - ii. Schedule Meetings
    - 1. How often
    - 2. Zoom or in person
    - 3. When
- VI. Other discussion items
  - I. Adjournment (Motion)