



# LAKELAND LIBRARY COOPERATIVE

LEADING ♦ LEARNING ♦ LENDING

## ADVISORY COUNCIL MONTHLY MEETING

Thursday, October 10, 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
- 3) ONGOING/NEW BUSINESS PART 1
- 4) Advisory Council Officer Elections and transfer of power (m) PAGE 2
- 5) PUBLIC COMMENTS
- 6) APPROVAL OF MINUTES OF THE SEPTEMBER 12<sup>TH</sup>, 2024 (m) PAGE 3-4
- 7) COUNCIL PRESIDENT REPORT – Chair
- 8) BOARD REPORT – Board President (i)
- 9) ILS MANAGER’S REPORT -Ann Langlois (i)
- 10) MEMBER SERVICES MANAGER’S REPORT-Amber McLain (i)
- 11) COOPERATIVE DIRECTOR’S REPORT -Carol Dawe (i)
- 12) COMMITTEE REPORTS (f)
  - a) Continuing Education Committee- Unofficial Minutes (i) PAGES 5-6
- 13) OTHER REPORTS (If Representatives Present) (i)
  - a) MLA Legislative Committee Report – Dale Parus
- 14) ONGOING/NEW BUSINESS PART 2
  - a) Committee Discussion (m)
- 15) PUBLIC COMMENTS
- 16) NEXT MEETING - Thursday, November 14<sup>th</sup>, 2024, following the Board Meeting at Kent District Library Service Center. **Please join us for our first Lunch and Learn of the new fiscal year after the meeting. The topic is Newsletters with more details soon! Water and dessert will be provided.** A flyer will be sent out with more information. All are invited.
- 17) ADJOURNMENT (m)

**LAKELAND LIBRARY COOPERATIVE  
ADVISORY COUNCIL MINUTES – Unofficial  
Thursday, September 12, 2024 at 9:30 a.m.  
At the KDL Service Center**

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

- 1) **CALL TO ORDER AND ROLL CALL:** The meeting was called to order **at 9:56 by Mary Cook.**
- 2) **APPROVAL OF AGENDA:** Cierra Bakovka moved, supported by Matt Lubbers-Moore to approve the agenda - *motion carried.*
- 3) **PUBLIC COMMENTS:**
  - a) None
- 4) **APPROVAL OF MINUTES:** Peggy Hemerling moved, supported by Jeffrey Babbit, to approve the Advisory Council minutes from August 8, 2024, with corrections to the budget years (changing 25-26 to 24-25), 7c (LCM retreat taking place in Muskegon at Hackley), 11a (an patron record to a patron record), and 11c (Montague to Montcalm) – *motion carried.*
- 5) **COUNCIL PRESIDENT REPORTS:** Mary discussed council elections and Carol discussed having the candidates on a slate.
- 6) **BOARD REPORT:** Nothing to report.
- 7) **ILS MANAGER’S REPORT:** See report. Ann also shared that Teri Lynn from Unique Management will be visiting us at Georgetown Township on September 19. The next quarterly meeting will be October 17, on Zoom. Ann also shared that LX starter is on hold for now until Ill resolves an issue with bouncing and blacklisting email lists. Ann also completed the annual patron and charges purge.
- 8) **MEMBER SERVICE MANAGER’S REPORT:** Amber shared updates on technology including BiblioCommons, BiblioSuggest, BiblioApps, and Patron Point. Amber also shared that she is available for training on this technology. Amber also shared that Patron Point’s integration with Sierra went down for about a week in August – it was fixed as soon as the issue was identified, the issue was put on our radar for when it may come up again, and all affected patrons were taken care of between Amber and Patron Point.
- 9) **COOPERATIVE DIRECTOR’S REPORT:** Carol offered to do a training on Robert’s rules of order, and encouraged all libraries to market the available technology.
- 10) **COMMITTEE REPORTS:**
  - a) None.
- 11) **OTHER REPORTS:**
  - a) **MLA:** The legislature has been on hiatus since June 30. Maggie McKeithan asked for some guidance regarding new PTO guidelines.
- 12) **NEW AND ONGOING BUSINESS**
  - a) Board Elections for Class IV and V libraries
    - i) Maggie McKeithan (OS) was voted in for Class IV
    - ii) Abby Black (OA) was voted in for Class V
  - b) Fall and Winter Programming for CE (Please bring ideas.)
    - i) Lunch and Learns
      - (1) People like that these programs are bundled with
- 13) **PUBLIC COMMENTS:**
  - a) Stef Reed shared that Flat River received five acres of land across the street from their building and they received an LSTA grant for “Baby’s first book bags” full of early literacy materials.
  - b) Peggy Hemerling shared that Hastings received a grant from their locals Elks Lodge and hosted an Elks lodge program called “Warm Welcome” which distributed winter coats to needy families.
  - c) Deanna Riggelman shared that they recently had a blind individual recently move into their service area and they were able to crowdsource a braille book collection at Tamarack.
  - d) Abby Black shared that Shelly Roossien from KDL or Sax Mahoney from MADL will come to your library to talk to your staff about accessibility.

- 14) **NEXT MEETING:** Thursday October 10, 2024, following the 9:30 a.m. Board Meeting at Kent District Library Service Center.
- 15) **ADJOURNMENT:** Matt Lubbers-Moore moved, supported by Cierra Bakovka, to adjourn at 10:27-  
*motion carried.*

Respectfully submitted by,  
Amber McLain

Lakeland Library Cooperative  
Continuing Education Committee September 26, 2024 at 1:00 pm  
(via Zoom)

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

Chair: Alison Anderson

Vice Chair: Ingrid Boyer

Present: Alison Anderson, Ingrid Boyer, Rob Bristow, Erin Supri, Samantha Reid-Goldberg, Miranda Tase, Mary Johnson

Absent: Matt Lubbers-Moore

#### Agenda

- I. Call to order and roll call
  - a. Alison Anderson called the meeting to order at 1:02 PM.
- II. Additions or deletions to the agenda
- III. Approval of the agenda (Motion)
  - a. Rob Bristow made the motion to approve the agenda, Ingrid Boyer supported.
- IV. Review and Approval of the minutes from March 28, 2024 (Motion)
  - a. Rob Bristow made the motion to approve the March 28, 2024 minutes, Ingrid Boyer seconded.
- V. Committee Overview – Purpose, Past Projects, Etc
  - a. Some of our past programs include Youth Service programming, Lunch and Learns (seed libraries, library of things, and community outreach), genealogy programs, and more.
  - b. Our purpose is to create resources and events that enhance the learning and development of our member libraries and their staff.
  - c. We try to do a combination of in person and virtual events.
- VI. Updates from the Cooperative Director
  - a. Carol mentioned that the Cooperative directors are working on developing another web accessibility program.
  - b. The cooperative is looking at programming for Loneliness and Isolation with Molina healthcare.
  - c. Carol also brought up how the adult services committee can tie in to the continuing education mission.
  - d. Our budget is \$5,000 at the start of the fiscal year.
- VII. Youth Services STEM Program Feedback
  - a. Feedback from our in-person YS STEM program was overwhelmingly positive, with the only downside being that some libraries may not be able to implement the ideas.
- VIII. Ongoing/New Business
  - a. Rollover Ideas
    - i. Lunch and Learn
      1. November/January/March/May?
        - a. November – Social Media
        - b. January – Newsletters
        - c. March – Accessibility KDL/MADL LVPD
      2. Social Media was postponed – still interest
        - a. Social Media will be the topic for November
        - b. We will ask KDL, Herrick, and Henika to present

- ii. Canva – Marketing and Design Training
  - 1. Recorded webinar that people could refer back to
- iii. Newsletters – Community Engagement
  - 1. Lunch and Learn topic
  - 2. Discussion on format and platform
  - 3. Print vs. Digital
- iv. After-School Crowd Behavior and Other Problem Behavior – Early 2025?
  - 1. Webinar
  - 2. Possibly ask GRPL about the difference in having security
  - 3. How to write a policy that protects the library and staff, and how to enforce the policy equitably across age groups
  - 4. Idea: one webinar with different sections
    - a. From the POV of security
    - b. From the POV of social work and mental health
    - c. From the POV of policy and law
- v. Accessibility Materials Training – LVPD/KDL
  - 1. Sax Mahoney from MADL
  - 2. Shelley Roossien from KDL
  - 3. Lunch and Learn – See above
- b. Fresh Brainstorming
  - i. More discussion on newsletters.
  - ii. We discussed the idea of an all-day or half day seminar on patron behavior to cover the gamut from kids behavior to dealing with drug use to the homeless, etc.
- IX. Next Meeting Date: October 24, 1 PM, Zoom
- X. Adjournment (Motion)
  - a. Rob Bristow made the motion to adjourn, Mary Johnson seconded.



# LAKELAND LIBRARY COOPERATIVE

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## Advisory Council Officers Election: October 2024-September 2025

### Advisory Council Meeting: October 10, 2024

#### **Slate of Candidates for one year terms:**

Chair: Elyshia Hoekstra (Coopersville, Class IV)  
Write-in: \_\_\_\_\_  
Results:

Vice Chair: Steph Reed (Flat River, Class IV)  
Write-in: \_\_\_\_\_  
Results:

Secretary: Joe Zappacosta (Hackley, Class VI)  
Write-in: \_\_\_\_\_  
Results:

In lieu of a nominating committee, we asked people to self-nominate or nominate someone with their consent to be placed on a ballot for officers for the Advisory Council. Each position is a one-year term with a maximum of serving 2 consecutive years. (There is a 3-year period before you can run for the same office.)

Write-in Candidates will be accepted on the day of the election. If there are multiple candidates per seat, runoffs will be conducted until a winner is decided by a majority of the votes cast.

If there are no write in candidates, a motion can be made and supported to approve the slate as is by voice vote of the membership.

Thank you all for participating in the Advisory Council! We are stronger together.

We also thank Mary Cook for her service as President these past two years.