

**LAKELAND LIBRARY COOPERATIVE
ADVISORY COUNCIL MINUTES – Official
Thursday, August 14, 2025 at 9:30 a.m.
At the KDL Service Center**

Council Members Present: Elyshia Hoekstra (OC), Joe Zappacosta (SM)

Lakeland Staff Present: Amber McLain, Ann Langlois, Carol Dawe

- 1) **CALL TO ORDER AND ROLL CALL:** The meeting was called to order at time by **Elyshia Hoekstra**.
- 2) **APPROVAL OF AGENDA:** **Ciera Bakovka** moved, supported by **Matt Lubbers-Moore** to approve the agenda - *motion carried*.
- 3) **PUBLIC COMMENTS:**
 - a) Cierra Bakovka asked if any other libraries had noticed a trend of door counter numbers and card sign ups going up, but circulation going down – several libraries noted the same thing.
 - i) Jen Salgat mentioned that it may be because of the weather (escaping the heat).
 - ii) Ann Langlois is going to investigate into historical data.
- 4) **APPROVAL OF MINUTES:** Ellen Peters moved, supported by Cierra Bakovka, to approve the Advisory Council minutes from **date** – *motion carried*.
- 5) **COUNCIL PRESIDENT REPORTS:** Nothing to report.
- 6) **BOARD REPORT:** Nothing to report.
- 7) **ILS MANAGER'S REPORT:** Ann shared that the ILS Evaluation Committee has finished crafting the RFI (request for information) that will be open to all ILS vendors starting Monday August 18. It will be sent to specific ILS vendors as well as posted on our website. It will be open to submissions for one month. Ann also shared that the annual patron purge is coming up. Ann also shared that there have been updates with LX Starter – a set of modules for Sierra that includes user registration and updated notices.
- 8) **MEMBER SERVICE MANAGER'S REPORT:** Amber shared that everything is currently functioning as expected. She also reminded everyone to email Tech Help when there's an issue instead of directly to a staff member, to ensure that it can be handled in a timely manner. She also shared that the next Sierra update should be the one that fixes the self-checkout timeout with the app.
- 9) **COOPERATIVE DIRECTOR'S REPORT:** Carol thanked Ann and the ILS Evaluation Committee for the work they are putting into the process. Carol also shared that she did a staff development program at Hackley and that it may be helpful for other libraries to pursue.
- 10) **COMMITTEE REPORTS:**
 - a) None.
- 11) **OTHER REPORTS:**
 - a) **MLA:** Nothing has changed with expectations for the budget – we likely will not know anything solid until October 1. AXMITAX is attempting to collect signatures to get on the ballot in order to eliminate property taxes (and consequently eliminate most, if not all, public services). The organizers are attempting to gather signatures at all public events, including library events.
- 12) **NEW AND ONGOING BUSINESS**
 - a) 2025-2026 Caucus and Election 2025-2026
 - i) Class I, II, and III libraries nominated Jessica Hunt from Grant – Kevin Meyer from Hopkins was first nomination, Mary Cook from Hudsonville was second nomination. Cierra Bakovka, seconded by Jeffrey Babbitt, to approve the nomination and vote in Jessica Hunt as the representative for Class I, II, and III libraries – *motion carried*.
 - ii) Class IV libraries nominated Matt Lubbers-Moore from Fruitport – Dale Parus from Ionia was first nomination, Jackie Roseberry from Fremont was second nomination. Dale Parus, seconded by Abby Black, to approve the nomination and vote in Matt Lubbers-Moore as the representative for Class IV libraries – *motion carried*.
 - b) Budget Review and vote to forward to LLC Board
 - i) Discussion regarding insurance with the new truck ensued.

- ii) Discussion regarding state aid data and its usability ensued.
- iii) Maggie McKeithan made the motion, supported by Jeffrey Babbitt, to forward the proposed budget to the board – *motion carried*.
- c) Summer Reading Sharing Session
 - i) Ellen Peters shared that Loutit had over 1,000 people at their kick-off party, but their signups and participation was down.
 - ii) Cierra Bakovka shared that they had fewer participants but more participation.
 - iii) Merri Jo Tuinstra shared that Sparta had record numbers, especially with teens.
 - iv) Kevin Meyer shared that Hopkins had sticker posters that summer readers would help fill in as a community art project.
 - v) Abby Black shared that Allendale had 300 more finishers than last year.
- 13) **PUBLIC COMMENTS:**
 - a) None
- 14) **NEXT MEETING:** Thursday September 11, 2025, following the 9:30 a.m. Board Meeting at Kent District Library Service Center.
- 15) **ADJOURNMENT:** Matt Lubbers-Moore moved, supported by name, to adjourn at 10:53 - *motion carried*.

Respectfully submitted by,
Amber McLain