



**LAKELAND LIBRARY
COOPERATIVE**
LEADING • LEARNING • LENDING

BOARD MONTHLY MEETING
Thursday, September 13, 2026
9:30 a.m.

ADVISORY COUNCIL TO FOLLOW
Kent District Library Service Center
814 West River Center Drive NE, Comstock Park, MI 49321

1. CALL TO ORDER AND ROLL CALL a. Introduce New Members and Board Members		
2. APPROVAL OF AGENDA	(m)	PAGE 1-2
3. PUBLIC COMMENTS		
4. APPROVAL OF MINUTES a. June 11, 2026, Unofficial Board Minutes b. September 15, 2025, Amended Official Board Minutes to correct as indicated in yellow to provide auditors with accurate minutes for budget approval.	(m) (m)	PAGE 3-4 PAGE 5-6
5. FINANCIAL REPORT a. June and July 2026 Financials and Check Registers	(m)	PAGE 7-19
6. PRESIDENT'S REPORT	(i)	
7. COOPERATIVE DIRECTOR'S REPORT	(i)	PAGES 20-32
8. COUNCIL/COMMITTEE REPORTS a. Advisory Council Official Minutes-May 9, 2026	(i)	PAGE 33-34
9. ONGOING/NEW BUSINESS a. ILS Implementation Project b. 2026-2027 Designation of Fund Depositories c. 2025-2026 Healthcare Resolution d. 202502026 Meeting Schedule	(i) (m) (m) (m)	See Coop report PAGE 35 PAGES 36 PAGES 37
10. PUBLIC COMMENTS		
11. BOARD MEMBER COMMENTS		

12. NEXT MEETING: September 10th, 2026 <u>at the Kent District Library Service Center</u>		
13. ADJOURNMENT	(m)	

**LAKELAND LIBRARY COOPERATIVE
BOARD MINUTES – Unofficial
Thursday, June 11, 2026 at 9:30 a.m.
Kent District Library Service Center**

Present: Matt Lubbers-Moore (SF), Ron Suszek (HDL), Jessica Hunt (NG), Lance Werner (KDL), John McNaughton (GRPL), Carol Dawe (LLC), Rob Bristow (OG), Abby Black (OA), Maggie McKeithan (OS)

Lakeland Staff Present: Amber McLain, Ann Langlois

Absent: Doug Hughes (MADL)

- 1) CALL TO ORDER AND ROLL CALL:** The meeting was called to order at 9:30 AM by John McNaughton.
- 2) APPROVAL OF AGENDA:** Lance Werner moved, supported by Rob Bristow, to approve the agenda as presented - *motion carried*.
- 3) PUBLIC COMMENTS:** There were no public comments.
- 4) APPROVAL OF MINUTES:** Lance Werner moved, supported by Abby Black, to approve the board minutes from May 14, 2026 – *motion carried*.
- 5) FINANCIAL REPORT:**
 - a) May Financials and Check Register: Rob Bristow moved, supported by Ron Suszek, to approve the May Financials as presented - *motion carried*.
- 6) PRESIDENT'S REPORT**
 - a) Nothing to Report.
- 7) DIRECTOR'S REPORT**
 - a) Carol reported that she has been very busy with smoothing out kinks with delivery and working on next fiscal year's budget. She also reported that the Kristin Hannah event at Van Andel was incredible.
- 8) COUNCIL/COMMITTEE REPORTS**
 - a) Approved Advisory Minutes from April 9, 2026 included for information.
- 9) NEW BUSINESS:**
 - a) *Polaris Demo* – Danette Fullmer introduced the Polaris product via Teams meeting. She emphasized that while Sierra is geared towards all sorts of libraries (specialized, academic), Polaris is geared towards public libraries of all sizes. Maisam Nouh then gave a demonstration of the Polaris app, web catalog, and web client. Features such as room bookings, event functionality, and customization between libraries. Danette then closed out the demo with a discussion of the migration process and change management.
 - b) *ILS Migration Discussion and Vote* – Matt Lubbers-Moore moved, supported by Rob Bristow, to move forward with migrating the ILS to Polaris. Carol shared that a migration to a new ILS would fall in line with Lakeland's mission of Leading, Learning, and Lending. Maggie McKeithan noted that shifting to this migration would be a significant savings in the budget. Roll Call vote: Matt Lubbers-Moore (SF) - yea, Ron Suszek (HDL) - yea, Jessica Hunt (NG) - yea, Lance Werner (KDL) - yea, John McNaughton (GRPL) - yea, Carol Dawe (LLC) - yea, Rob Bristow (OG) - yea, Abby Black (OA) - yea, Maggie McKeithan (OS) – yea. Doug Hughes (MADL) – absent.
- 10) PUBLIC COMMENTS:**
 - a) Mary Johnson asked about pre-training for the transition. Ann shared that the sandbox for Polaris is open and available for experimentation and will be indefinitely. Amber shared that training development is underway and will be a process that involves libraries from the start.
- 11) BOARD MEMBER COMMENTS:**
 - a) Lance Werner shared information about the Kristin Hannah event and the wrap-up from the ransomware attack against KDL.
- 12) NEXT MEETING:** Thursday, July 9, 2026, at 9:30 a.m. at Kent District Library Service Center.

13) ADJOURNMENT: Lance Werner moved, supported by Rob Bristow, to adjourn at 10:26 - *motion carried.*

Respectfully submitted by,
Amber McLain



LAKELAND LIBRARY COOPERATIVE

LEADING • LEARNING • LENDING

LAKELAND LIBRARY COOPERATIVE
AMMENDED BOARD MINUTES – Official
Thursday, September 11, 2025 at 9:30 a.m.
Kent District Library Service Center

Present: Maggie McKeithan (OS), Lance Werner (KDL), Dale Parus (IC), John McNaughton (GRPL), Carol Dawe (LLC), Rob Bristow (OG), Abby Black (OA), Jessica Hunt (NG)
 Lakeland Staff Present: Ann Langlois, Amber McLain
 Absent: Ron Suszek (MADL), Diane Kooiker (HDL)

- 1) **CALL TO ORDER AND ROLL CALL:** The meeting was called to order at **9:30** by John McNaughton.
- 2) **APPROVAL OF AGENDA:** Lance Werner moved, supported by Rob Bristow, to approve the agenda as presented - *motion carried*.
- 3) **PUBLIC COMMENTS:** There were no public comments.
- 4) **APPROVAL OF MINUTES:** Lance Werner moved, supported by Rob Bristow, to approve the board minutes from August 14 – *motion carried*.
- 5) **FINANCIAL REPORT:**
 - a) August Financials and Check Register: Lance Werner moved, supported by Maggie McKeithan, to approve the August Financials as presented - *motion carried*.
- 6) **PRESIDENT'S REPORT**
 - a) John McNaughton discussed the upcoming need for officers.
- 7) **COOPERATIVE DIRECTOR'S REPORT**
 - a) Carol Dawe has shared her succession plan with the board for discussion. She will be working on her evaluation in the coming weeks. Carol also shared that no libraries will are currently able to move forward with BiblioWeb as there is an issue with multiple libraries on a shared ILS having Admin permissions over the websites when on BiblioWeb (i.e. because Amber is the Admin for the LLC catalog, she also has admin powers over the MADL and Herrick BiblioWeb sites.)
- 8) **COUNCIL / COMMITTEE REPORTS**
 - a) Advisory Council minutes included for information.
- 9) **ONGOING / NEW BUSINESS:**
 - a) *2024-2025 Budget Amendments* – Rob Bristow moved, supported by Abby Black, to approve 2024-2025 Budget Amendments – *motion carried*.
 - b) *2025-2026 Budget (with endnotes)* – Rob Bristow moved, supported by Abby Black, to approve *2025-2026 Budget (with endnotes)* * – *motion carried*.
 - c) *Credit Card Policy* – Lance Werner moved, supported by Abby Black, to approve the Credit Card Policy – *motion carried*.
 - d) 2025-2026 Healthcare Resolution – Dale Parus moved, supported by Rob Bristow, to approve 2025-2026 Healthcare Resolution – *motion carried*.
 - e) 2025-2026 Meeting Schedule – Dale Parus moved, supported by Maggie McKeithan, to approve 2025-2026 Meeting Dates – *motion carried*.
- 10) **PUBLIC COMMENTS:**
 - a) None
- 11) **BOARD MEMBER COMMENTS:**

- a) Lance Werner announced that Baker and Taylor has been acquired Reader Link. He also shared updates about KDL branch construction.
 - b) Maggie McKeithan asked for advice on conveyor belts.
- 12) NEXT MEETING:** Thursday, **October 9, 2025**, at 9:30 a.m. at Kent District Library Service Center.
- 13) ADJOURNMENT:** **Lance Werner** moved, supported by Rob Bristow, to adjourn at **9:45** - *motion carried*.

Respectfully submitted by,
Amber McLain

*Note: minutes originally stated “**2025-2026 Budget amendments – Rob Bristow moved, supported by Abby Black, to approve 2025-2026 Budget amendments – motion carried.**” **This was an error. Minutes were amended on July 27, 2026.**

Lakeland Library Cooperative
Operating Fund Balance Sheet
As of June 30, 2026

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ASSETS

Current Assets

Checking/Savings

001 · Checking Accounts 87,539

002 · Savings Accounts 532,240

Total Checking/Savings 619,779

Other Current Assets

084 · Due from Other Funds 74,429

111 · Undeposited Funds 3,744

123 · Prepaid Expenses 74,938

Total Other Current Assets 153,111

Total Current Assets 772,890

Fixed Assets 429,957

TOTAL ASSETS \$ 1,202,847

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable 24,542

Other Current Liabilities

231 · Payroll Liabilities 2,976

237 · Benefit Liabilities 1,449

Total Other Current Liabilities 4,425

Total Current Liabilities 28,967

Total Liabilities \$ 28,967

Equity

370 · Nonspendable Funds 119,021

371 · Property 429,957

390 · Unassigned Funds 860,402

Net Income (235,501)

Total Equity \$ 1,173,880

TOTAL LIABILITIES & EQUITY \$ 1,202,847

Lakeland Library Cooperative
Operating Budget vs. Actual
October 2025 through June 2026

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	YTD	Budget	%
Income			
566 · State Aid Revenue	376,390	758,051	49.7%
630 · Service Revenue	665,904	882,879	75.4%
665 · Interest Revenue	15,974	15,000	106.5%
672 · Other Revenue	125	100	125.0%
Total Income	\$ 1,058,393	\$ 1,656,030	63.9%
Expense			
702 · Salaries & Wages	567,325	760,105	74.6%
710 · Benefits	115,422	133,199	86.7%
719 · Mileage	1,594	3,450	46.2%
720 · Professional Development	3,127	8,000	39.1%
726 · Supplies	2,314	3,840	60.3%
801 · Professional Services	53,669	74,650	71.9%
810 · Insurance	16,441	17,795	92.4%
817 · ILS & IT Expenses	359,630	385,371	93.3%
831 · RIDES	9,062	9,410	96.3%
860 · Delivery Expenses	69,834	139,762	50.0%
880 · Member Development	1,590	6,000	26.5%
920 · Facility Expenses	31,400	38,895	80.7%
Total Expense	\$ 1,231,410	\$ 1,580,477	77.9%
Net Ordinary Income	\$ (173,017)	\$ 75,553	-229.0%
Other Income/Expense			
690 · Other Financing Sources	55,500	42,431	130.8%
Total Other Income	55,500	42,431	130.8%
990 · DS-SBITA (Bibliocore)	117,984	117,984	100.0%
Total Other Expense	117,984	117,984	100.0%
Net Other Income	\$ (62,484)	\$ (75,553)	82.7%
Net Income	\$ (235,501)	\$ -	100.0%

Lakeland Library Cooperative
Operating Checks for the Month
As of June 30, 2026

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Date	Name	Memo	Account	Amount
001.011 - Main - Checking (reconcile)				
06/01/2026	Johnson, Nicki - Vendor		Mileage	56.55
06/01/2026	Smith, Tisha-Vendor	mileage and postage	-Split-	15.49
06/02/2026	MERS 457/DC		Payroll Liabilities	374.26
06/02/2026	MERS 457/DC		Payroll Liabilities	1,858.93
06/02/2026	Payroll		-Split-	14,640.86
06/02/2026	United States Treasury		Payroll Liabilities	5,030.45
06/10/2026	Bloom Sluggett		Legal	1,412.50
06/10/2026	Evergreen Lawn Care	Grounds Maint.	Facility Contracts	30.00
06/10/2026	Printing Productions Ink		Supplies	153.44
06/11/2026	Aflac		Payroll Liabilities	194.56
06/11/2026	Amazon		Supplies	31.76
06/11/2026	BCBS	Health Insurance	Benefits	3,392.05
06/11/2026	BCN	Health Insurance	Benefits	4,376.90
06/11/2026	Cintas	Floor Mats	Facility Contracts	128.73
06/11/2026	Comcast-Data Lines	Data Lines	IT Operations	575.00
06/11/2026	Consumers Energy		Utilities	401.69
06/11/2026	Granger	Waste services	Facility Contracts	57.06
06/11/2026	Healthiest You	Telehealth	Benefits	76.50
06/11/2026	Ricoh USA Inc.	Copier	IT Operations	82.03
06/15/2026	Allied Universal (Midstate)	Building Security	Facility Contracts	121.56
06/15/2026	Backstage Library Works		Authority Control	282.50
06/15/2026	Coverall - New Dreams, Inc.	Janitorial service	Facility Contracts	170.00
06/15/2026	Heimler Consulting	Consulting, Facility	-Split-	6,688.00
06/15/2026	MCLS		RIDES	9,061.95
06/15/2026	Same Day Delivery	Delivery	Delivery Contract	22,006.58
06/15/2026	Langlois, Ann - Vendor		Mileage	39.15
06/15/2026	MERS	Pension	Benefits	6,888.21
06/15/2026	State of Michigan--Vendor		Payroll Liabilities	2,517.53
06/16/2026	MERS 457/DC		Payroll Liabilities	374.26
06/16/2026	MERS 457/DC		Payroll Liabilities	1,875.46
06/16/2026	Payroll		-Split-	14,868.34
06/16/2026	United States Treasury		Payroll Liabilities	5,085.65
06/29/2026	Grand Rapids Income Tax Dept.		Payroll Liabilities	118.14
06/29/2026	Walker City Treasurer		Payroll Liabilities	300.57
06/29/2026	MCLS		Memberships	125.00
06/29/2026	Superior Pest Control, Inc.	Pest Control	Facility Contracts	58.00
06/30/2026	MERS 457/DC		Payroll Liabilities	374.26
06/30/2026	MERS 457/DC		Payroll Liabilities	1,874.69
06/30/2026	Payroll		-Split-	15,255.23
06/30/2026	United States Treasury		Payroll Liabilities	5,282.34
06/30/2026	Amazon		Supplies	9.96
06/30/2026	Delta Dental	Dental/Vision Ins.	Benefits	294.60
06/30/2026	DTE Energy		Utilities	93.93
06/30/2026	DTE Energy		Utilities	63.27

Lakeland Library Cooperative
Operating Checks for the Month
As of June 30, 2026

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Date	Name	Memo	Account	Amount
06/30/2026	First National Bank	IT, phones, supplies	-Split-	1,107.61
06/30/2026	Standard Insurance - MERS group	LTD/Life Insurance	Benefits	213.95
			TOTAL	\$ 128,039.50

Lakeland Library Cooperative
Pass Through & Capital Funds Balance Sheet
As of June 30, 2026

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	<u>Pass Through</u>	<u>Capital</u>
ASSETS		
Current Assets		
Checking/Savings		
001 - Checking Accounts		
001.1 - Fund - Checking	27,108	8,577
001.3 - eCommerce - Checking	5,556	
Total 001 - Checking Accounts	<u>32,664</u>	<u>8,577</u>
002 - Savings Accounts		72,966
Total Checking/Savings	<u>32,664</u>	<u>81,543</u>
Accounts Receivable	6,352	
Other Current Assets		
111 - *Undeposited Funds	4,301	
Total Other Current Assets	<u>4,301</u>	<u>-</u>
Total Current Assets	<u>43,317</u>	<u>81,543</u>
TOTAL ASSETS	<u><u>\$ 43,317</u></u>	<u><u>\$ 81,543</u></u>
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable	1,107	5,400
Other Current Liabilities		
214 - Due To Other Funds	40,000	34,429
Total Other Current Liabilities	<u>40,000</u>	<u>34,429</u>
Total Current Liabilities	<u>41,107</u>	<u>39,829</u>
Total Liabilities	<u><u>\$ 41,107</u></u>	<u><u>\$ 39,829</u></u>
Equity		
390 - Unassigned Funds		44,870
Net Income	2,210	(3,156)
Total Equity	<u>2,210</u>	<u>41,714</u>
TOTAL LIABILITIES & EQUITY	<u><u>\$ 43,317</u></u>	<u><u>\$ 81,543</u></u>

Lakeland Library Cooperative
Pass Through & Capital Budget vs. Actual
October 2025 through June 2026

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	Pass Through			Capital & Growth		
	YTD	Budget	%	YTD	Budget	%
Income						
628 · Group Supply Revenue	8,654	10,700	80.9%			
629 · Group Collections	80,215	94,000	85.3%			
635 · Group Services	24,829	36,350	68.3%			
637 · Ecommerce Fines	21,274	28,000	76.0%			
665 · Interest Revenue				2,244	2,000	112.2%
672 · Other Revenue	547	1,750	31.3%			
Total Income	\$ 135,520	\$ 170,800	79.3%	\$ 2,244	\$ 2,000	112.2%
Expense						
728 · Library Supply Expense	8,654	10,700	80.9%			
729 · Collection Expenses	83,488	94,000	88.8%			
805 · Group Subscriptions	24,854	36,350	68.4%			
807 · Fines Paid	15,767	28,000	56.3%			
880 · Member Development	-	1,000	0.0%			
969 · Other Services	547	750	72.9%			
970 · Capital Outlay						
971 · Building/Grounds Improvements				-	7,500	0.0%
975 · Technology				5,400	15,000	36.0%
Total 970 · Capital Outlay	-	-	0.0%	5,400	22,500	24.0%
Total Expense	\$ 133,310	\$ 170,800	78.1%	\$ 5,400	\$ 22,500	24.0%
Net Ordinary Income	\$ 2,210	\$ -	100.0%	\$ (3,156)	\$ (20,500)	15.4%
Other Income						
699 · Fund Balance Transfers In				-	20,500	0.0%
Net Other Income	\$ -	\$ -	0.0%	\$ -	\$ 20,500	0.0%
Net Income	\$ 2,210	\$ -	100.0%	\$ (3,156)	\$ -	100.0%

Lakeland Library Cooperative
Pass Through & Capital - Monthly Checks
As of June 30, 2026

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Date	Name	Memo	Account	Amount
001 · Checking Accounts				
001.1 · Fund - Checking				
001.11 · Checking - Pass Through				
06/01/2026	Library Ideas, LLC	VOX Books	Group Collections	8,299.08
06/15/2026	Coopersville Area District Library-Vendor	Mar-May 2026 Efines	Ecommerce Fines	160.34
06/15/2026	Fennville District Library-Vendor	Nov25-May26 Efines	Ecommerce Fines	32.68
06/15/2026	Freeport District Library - Vendor	Nov25-May26 Efines	Ecommerce Fines	57.91
06/15/2026	Gary Byker Memorial Library-Vendor	Mar-May 2026 Efines	Ecommerce Fines	69.07
06/15/2026	Hopkins District Library-Vendor	Sep25-May26 Efines	Ecommerce Fines	26.42
06/15/2026	Ionia Community Library-Vendor	Mar-May 2026 Efines	Ecommerce Fines	26.47
06/15/2026	Patmos Library-Vendor	Mar-May 2026 Efines	Ecommerce Fines	61.02
06/15/2026	Sparta Township Library--Vendor	Mar-May 2026 Efines	Ecommerce Fines	35.02
06/15/2026	TCH Reynolds Township Library-Vendor	Mar-May 2026 Efines	Ecommerce Fines	71.57
06/15/2026	White Lake Community Library-Vendor	Mar-May 2026 Efines	Ecommerce Fines	33.90
06/15/2026	Library Ideas, LLC	VOX Books	Group Collections	161.88
06/24/2026	Interactive Sciences-Wowbrary	Wowbrary	Group Subscriptions	6,355.48
06/30/2026	OverDrive	Audio and ebooks	Group Collections	5,291.92
Total 001.11 · Checking - Pass Through				<u>20,682.76</u>
001.12 · Checking - Capital				
Total 001.12 · Checking - Capital				<u>0.00</u>
Total 001.1 · Fund - Checking				<u>20,682.76</u>
001.3 · eCommerce - Checking				
06/11/2026	Allendale Township Library-Vendor	Mar-May 2026 Efines	Ecommerce Fines	79.39
06/11/2026	Alvah N. Belding Library--Vendor	Nov25-May26 Efines	Ecommerce Fines	248.60
06/11/2026	Flat River Community Library-Vendor	Mar-May 2026 Efines	Ecommerce Fines	272.77
06/11/2026	Fremont Area District Library-Vendor	Mar-May 2026 Efines	Ecommerce Fines	110.08
06/11/2026	Georgetown Twp Public Library-Vendor	Mar-May 2026 Efines	Ecommerce Fines	428.57
06/11/2026	Grant Area District Library-Vendor	Mar-May 2026 Efines	Ecommerce Fines	116.95
06/11/2026	Hackley Public Library-Vendor	Mar-May 2026 Efines	Ecommerce Fines	108.45
06/11/2026	Hastings Public Library-Vendor	Mar-May 2026 Efines	Ecommerce Fines	122.45
06/11/2026	Henika District Library-Vendor	Mar-May 2026 Efines	Ecommerce Fines	32.90
06/11/2026	Herrick District Library-Vendor	Mar-May 2026 Efines	Ecommerce Fines	1,166.88
06/11/2026	Howard Miller Library-Vendor	Mar-May 2026 Efines	Ecommerce Fines	129.98
06/11/2026	Loutit District Library--Vendor	Mar-May 2026 Efines	Ecommerce Fines	138.40
06/11/2026	Muskegon Area District Library-Vendor	Mar-May 2026 Efines	Ecommerce Fines	1,602.60
06/11/2026	Newaygo Area District Library-Vendor	Mar-May 2026 Efines	Ecommerce Fines	29.10
06/11/2026	Salem Township Library-Vendor	Mar-May 2026 Efines	Ecommerce Fines	125.58
06/11/2026	Spring Lake District Library-Vendor	Mar-May 2026 Efines	Ecommerce Fines	60.29
06/11/2026	Tamarack District Library-Vendor	Mar-May 2026 Efines	Ecommerce Fines	34.85
Total 001.3 · eCommerce - Checking				<u>4,807.84</u>
TOTAL				<u><u>25,490.60</u></u>

Lakeland Library Cooperative
Operating Fund Balance Sheet
As of July 31, 2026

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ASSETS

Current Assets

Checking/Savings

001 · Checking Accounts 404,522

002 · Savings Accounts 700,444

Total Checking/Savings 1,104,966

Accounts Receivable 23,154

Other Current Assets

084 · Due from Other Funds 74,429

123 · Prepaid Expenses 74,938

Total Other Current Assets 149,367

Total Current Assets 1,277,486

Fixed Assets 429,957

TOTAL ASSETS \$ 1,707,443

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable 28,407

Other Current Liabilities

231 · Payroll Liabilities 1,994

237 · Benefit Liabilities 6,470

Total Other Current Liabilities 8,464

Total Current Liabilities 36,871

Total Liabilities \$ 36,871

Equity

370 · Nonspendable Funds 119,021

371 · Property 429,957

390 · Unassigned Funds 860,402

Net Income 261,192

Total Equity \$ 1,670,573

TOTAL LIABILITIES & EQUITY \$ 1,707,443

Lakeland Library Cooperative
Operating Budget vs. Actual
October 2025 through July 2026

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	YTD	Budget	%
Income			
566 · State Aid Revenue	763,145	758,051	100.7%
630 · Service Revenue	882,880	882,879	100.0%
665 · Interest Revenue	17,621	15,000	117.5%
672 · Other Revenue	125	100	125.0%
Total Income	\$ 1,663,771	\$ 1,656,030	100.5%
Expense			
702 · Salaries & Wages	616,999	760,105	81.2%
710 · Benefits	135,393	133,199	101.6%
719 · Mileage	1,693	3,450	49.1%
720 · Professional Development	3,637	8,000	45.5%
726 · Supplies	2,818	3,840	73.4%
801 · Professional Services	62,347	74,650	83.5%
810 · Insurance	16,441	17,795	92.4%
817 · ILS & IT Expenses	362,323	385,371	94.0%
831 · RIDES	9,062	9,410	96.3%
860 · Delivery Expenses	91,841	139,762	65.7%
880 · Member Development	1,590	6,000	26.5%
920 · Facility Expenses	35,950	38,895	92.4%
Total Expense	\$ 1,340,094	\$ 1,580,477	84.8%
Net Ordinary Income	\$ 323,676	\$ 75,553	428.4%
Other Income/Expense			
690 · Other Financing Sources	55,500	42,431	130.8%
Total Other Income	55,500	42,431	130.8%
990 · DS-SBITA (Bibliocore)	117,984	117,984	100.0%
Total Other Expense	117,984	117,984	100.0%
Net Other Income	\$ (62,484)	\$ (75,553)	82.7%
Net Income	\$ 261,192	\$ -	100.0%

Lakeland Library Cooperative
Operating Checks for the Month
As of July 31, 2026

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Date	Name	Memo	Account	Amount
001.01 - Main Checking-Sweep Acct				
07/08/2026	MERS	Pension-Valuation	Benefits	1,000.00
07/13/2026	Coverall - New Dreams, Inc.	Janitorial service	Facility Contracts	170.00
07/13/2026	Dawe, Carol - vendor		Mileage	87.00
07/13/2026	Langlois, Ann - Vendor		Mileage	11.60
07/13/2026	Same Day Delivery	Delivery	Delivery Service	22,006.58
07/13/2026	Springshare LLC (Patron Pt)	Verifications	Patron Point	2,351.10
07/13/2026	MI-Unemployment Insurance Agency		Payroll Liabilities	33.60
07/13/2026	State of Michigan--Vendor		Payroll Liabilities	2,472.22
07/14/2026	MERS 457/DC		Payroll Liabilities	374.26
07/14/2026	MERS 457/DC		Payroll Liabilities	1,874.69
07/14/2026	Payroll		-Split-	14,849.54
07/14/2026	United States Treasury		Payroll Liabilities	5,102.60
07/14/2026	BCBS	Health Insurance	Benefits	3,392.05
07/14/2026	BCN	Health Insurance	Benefits	4,376.90
07/14/2026	Cintas	Floor Mats	Facility Contracts	128.73
07/14/2026	Comcast-Data Lines	Data Lines	IT Operations	575.00
07/14/2026	Consumers Energy		Utilities	419.25
07/14/2026	Granger	Waste services	Facility Contracts	55.62
07/14/2026	Healthiest You	Telehealth	Benefits	63.75
07/22/2026	Evergreen Lawn Care	Grounds Maint.	Facility Contracts	30.00
07/22/2026	Michigan Library Association		Membership	85.00
07/23/2026	Aflac		Payroll Liabilities	194.56
07/23/2026	Amazon	Office supplies	Supplies	34.12
07/23/2026	Delta Dental	Dental/Vision Ins.	Benefits	307.06
07/23/2026	DTE Energy		Utilities	71.39
07/23/2026	DTE Energy		Utilities	63.27
07/23/2026	First National Bank	IT, phones, supplies, training	-Split-	1,184.08
07/23/2026	Grand Rapids City Treasurer		Utilities	270.11
07/23/2026	Standard Insurance - MERS group	LTD/Life Insurance	Benefits	213.95
07/27/2026	MERS	Pension	Benefits	7,941.99
07/27/2026	Backstage Library Works		Authority Control	1,886.00
07/27/2026	Heimler Consulting	IT and Facility	Consulting	5,632.00
07/27/2026	Grand Rapids Income Tax Dept.		Payroll Liabilities	179.44
07/27/2026	Walker City Treasurer		Payroll Liabilities	290.62
07/28/2026	MERS 457/DC		Payroll Liabilities	374.26
07/28/2026	MERS 457/DC		Payroll Liabilities	1,874.69
07/28/2026	Payroll		-Split-	15,475.22
07/28/2026	United States Treasury		Payroll Liabilities	5,213.48
TOTAL				100,665.73

Lakeland Library Cooperative
Pass Through & Capital Funds Balance Sheet
As of July 31, 2026

17

	<u>Pass Through</u>	<u>Capital</u>
ASSETS		
Current Assets		
Checking/Savings		
001 · Checking Accounts		
001.1 · Fund - Checking	52,702	3,193
001.3 · eCommerce - Checking	7,885	
Total 001 · Checking Accounts	<u>60,588</u>	<u>3,193</u>
002 · Savings Accounts		73,199
Total Checking/Savings	<u>60,588</u>	<u>76,392</u>
Accounts Receivable	4,716	
Total Current Assets	<u>65,303</u>	<u>76,392</u>
TOTAL ASSETS	<u>\$ 65,303</u>	<u>\$ 76,392</u>
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable	5,335	
Other Current Liabilities		
214 · Due To Other Funds	40,000	34,429
Total Other Current Liabilities	<u>40,000</u>	<u>34,429</u>
Total Current Liabilities	<u>45,335</u>	<u>34,429</u>
Total Liabilities	<u>\$ 45,335</u>	<u>\$ 34,429</u>
Equity		
390 · Unassigned Funds		44,870
Net Income	19,968	(2,906)
Total Equity	<u>\$ 19,968</u>	<u>\$ 41,963</u>
TOTAL LIABILITIES & EQUITY	<u>\$ 65,303</u>	<u>\$ 76,392</u>

Lakeland Library Cooperative
Pass Through & Capital Budget vs. Actual
October 2025 through July 2026

18

	Pass Through			Capital & Growth		
	YTD	Budget	%	YTD	Budget	%
Income						
628 · Group Supply Revenue	9,794	10,700	91.5%			
629 · Group Collections	100,980	94,000	107.4%			
635 · Group Services	24,829	36,350	68.3%			
637 · Ecommerce Fines	23,603	28,000	84.3%			
665 · Interest Revenue				2,493	2,000	124.7%
672 · Other Revenue	547	1,750	31.3%			
Total Income	\$ 159,753	\$ 170,800	93.5%	\$ 2,493	\$ 2,000	124.7%
Expense						
728 · Library Supply Expense	9,794	10,700	91.5%			
729 · Collection Expenses	88,824	94,000	94.5%			
805 · Group Subscriptions	24,854	36,350	68.4%			
807 · Fines Paid	15,767	28,000	56.3%			
880 · Member Development	-	1,000	0.0%			
969 · Other Services	547	750	72.9%			
970 · Capital Outlay						
971 · Building/Grounds Improvements				-	7,500	0.0%
975 · Technology				5,400	15,000	36.0%
Total 970 · Capital Outlay	-	-	0.0%	5,400	22,500	24.0%
Total Expense	\$ 139,785	\$ 170,800	81.8%	\$ 5,400	\$ 22,500	24.0%
Net Ordinary Income	\$ 19,968	\$ -	100.0%	\$ (2,906)	\$ (20,500)	14.2%
Other Income						
699 · Fund Balance Transfers In	-	-	0.0%	-	20,500	0.0%
Total Other Income	\$ -	\$ -	0.0%	\$ -	\$ 20,500	0.0%
Net Income	\$ 19,968	\$ -	100.0%	\$ (2,906)	\$ -	100.0%

Lakeland Library Cooperative
Pass Through & Capital - Monthly Checks
As of July 31, 2026

19

Date	Name	Memo	Account	Amount
001 · Checking Accounts				
001.1 · Fund - Checking				
001.11 · Checking - Pass Through				
07/13/2026	Library Ideas, LLC	VOX books, cards	Other Group Collections	1,107.09
07/22/2026	ID Label, Inc.	Barcodes	Library Supplies	1,139.75
Total 001.11 · Checking - Pass Through				<u>2,246.84</u>
001.12 · Checking - Capital				
07/14/2026	Amazon	Training laptops	Technology	5,399.91
Total 001.12 · Checking - Capital				<u>5,399.91</u>
Total 001.1 · Fund - Checking				<u>7,646.75</u>
001.3 · eCommerce - Checking				
Total 001.3 · eCommerce - Checking				<u>0.00</u>
Total 001 · Checking Accounts				<u>7,646.75</u>
TOTAL				<u><u>7,646.75</u></u>



LAKELAND LIBRARY COOPERATIVE

LEADING • LEARNING • LENDING

COOPERATIVE REPORT August 13, 2026

Do you remember the last time you moved? I moved in 1989 and not again until 2016 and then 20 months later I moved to Grand Rapids. I see people moving in and out of my apartment building each month and I shake my head. Moving is hard work and you often realize why once you get started. You are daring to see your life differently and packing up all your items, memories, assumptions and goals and rearranging them somewhere else.

Now, Ann, Amber, Jeff and I are working on moving 40 libraries for the first time in 23 (maybe 26) years! Needless to say, this is a huge undertaking and we are all going to have to work together to reimagine the ILS and how we use the data to utilize the new functionality in Polaris. I can't think of a better group to work on this than Ann, Amber and Jeff. We are a great team and everyone brings their expertise, A-game and sense of humor to every meeting and there are A LOT OF MEETINGS.

We are going to start each Cooperative Report (I took out the word director since this has always been a team effort.) with a summary of the ILS Migration. It is imperative that every director reads the updates prior to the board and the advisory meetings. We will put the ILS Migration on both agendas in case there are topics for discussion BUT we can't get into the weeds at these meetings. There is simply too much to discuss and it will up-end the purpose of the ILS Implementation Committee.

I want to remind you and your ILS/IT staff members to register for next month's Leading though Transitions Workshop with Amanda Standerfer to take place after the Board meeting and a shortened Advisory meeting on September 10th at the KDL Service Center. Lunch will be provided.

Here is the registration link and access to the PDF of the flyer but it is also at the end of the packet.

Registration <https://llcoop.org/calendar/#/events/rvTW15fFFd/instances/QrNP6W3GG5/>

Flyer with link to register: <https://llcoop.org/wp-content/uploads/2026/07/Change-Management-Flyer-w-link.pdf>

Below Ann provides an excellent inaugural **ILS Migration Project Update** with important preliminary information.

Polaris Migration Project – Ann Langlois

Lakeland staff have been very busy with the migration project starting up. After the contract was signed with Innovative/Clarivate in June, we met with the Project Manager from Innovative assigned to our migration, Abigail. We learned that she brings an extensive background of 25 years of working in libraries, using both Sierra and Polaris, and has also been the PM for migrations of cooperatives. In fact, she has also worked on migration of a cooperative of 2,000 school libraries in Europe! We were pleased to learn of her experience, especially since working with a cooperative is such a difference from working with single sites because of the complexity.

Lakeland purchased 8 laptops and these will be used for hands-on Polaris training with members. Additionally, Amber offered a sneak peek of circulation in the Polaris test database at the July quarterly meeting. After October's quarterly meeting, Jeff will give a quick demo of adding item records and some basic cataloging functions. He will also do a short demo separately with cataloging center member staff. Lakeland staff will offer additional sneak peeks as we go along, in addition to full training after our training server is fully set up and we've received internal training from Innovative.

During July and August, we had five half-day sessions of working through profiling activities with Abby. These translate what's in Sierra to what will be in Polaris. We are finding some big differences in setup and system architecture between the two, especially in the areas of how bib and item records interact for circulation. As a result of this, we have found that we need to standardize all coding.

Nick set up an email distribution list of IT and ILS contacts at each of the libraries and we've been communicating calls for information through the list. We appreciate the timely responses from the contacts; with so many moving parts on this project, that ensures we can then provide the information to Abby to work on setup. If there are changes needed for your contacts, please send that request to the help desk.

We've been contacting vendors that Lakeland has direct contracts with for products that interact with Sierra to inform them of the upcoming changes. I've been in contact with MCLS staff and am working with them on setup of MeLCat parameters.

Timetable of Polaris Migration

Dates	Activities
July – August 2026	Profiling and testing data from Sierra for Polaris
September - December 2026	Vega Discover setup
December – August 2027	Continued setup, testing, and training (internal and for members)
Early September 2027	Go-Live of Polaris

Other news from the Cooperative Director:

A word about the 2026-2027 budgets. The personnel and finance committees were planning on meeting on July 31st but there were last minute scheduling conflicts and we didn't have quorums. Both committees will meet at 9:00 on September 10th prior to the board meeting and then the board will review the full packet at 9:30 at the September meeting as we have in past years.

The Advisory Council is always given a chance to look at the operating budget in August in case there are concerns and they then vote to move the budget to the full board. I often put in the entire packet but since the committees haven't reviewed the full packet, I only included the FY 2026-2027 operating budget and the costs per library document. Drafts of the Capital Budget and Fund Balance Worksheet have been reviewed by the board due to the delivery and ILS projects BUT our by-laws state that the budgets should go through committees so we are abiding by those rules.

Board Agenda Items:

Due to the Transition to Change Seminar, in September, I have added some annual action items to the August board agenda. These are standard documents that need to be reviewed and approved and some need a signature. The only change for the Fund Deposits Designation Form and the Health Care Resolution is the new 2026-2027 fiscal year. The meeting dates for the new fiscal year also need to be approved. I have also added a ILS Migration Agenda Item.

Advisory Council Agenda Items:

We have added the following for the new/ongoing business agenda items:

ILS Migration
Operating Budget Review
Caucus and Elections
as our three items for new/ongoing business.

Manager/Specialist Reports:

Cataloging Services Manager - Jeff Lezman

July 2026 activities

We are continuing to work on moving graphic novels from serial records to monographic records.

We have started several database clean-up projects to prepare for our migration to Polaris, including merging duplicate records, evaluating and correcting data in the Enumer field, and replacing less-than-full MARC records with fully cataloged records.

E-mail & telephone consulting contacts: 47

Sierra records manually edited: 104

Hoopla records added to Sierra: 7,734

June 2026 Statistics

The statistics for June 2026 show an increase in the number of cataloging requests we received, with an accompanying increase in the number of records cataloged compared to June of last year.

The number of requests received to be cataloged in June was up by 16% compared to June 2025. The number of requests received that were already in the database increased by 145%.

The number of records copy-cataloged in June increased by 34%, while the number of original records cataloged increased by 70%. The total number of records cataloged increased by 41% compared to the number of records cataloged in June 2025.

Cataloging	June 2026	FYTD	June 2025	FYTD	Monthly %	YTD PCT
Requests Received	1516	13609	1268	12365	20%	10%
Requests already in database	93	802	38	840	145%	-5%
Requests to be cataloged	1423	12807	1230	11525	16%	11%
Copy Cataloging	1309	10751	980	9641	34%	12%
Original Cataloging	435	2366	256	2770	70%	-15%
Total Cataloged	1744	13117	1236	12411	41%	6%

Cataloging Center Statistics

These statistics show the number of bibliographic records cataloged monthly by Lakeland and the other Cataloging Centers (Hackley, Herrick, Loutit, and MADL). The chart shows how the workload of cataloging is becoming more equitably distributed among all of the Cataloging Centers.

Month	Total	Lakeland Cataloging	Other Cataloging Centers
January	2766	1543	1223
February	2304	1316	988
March	2805	1834	971
April	2792	1655	1137
May	2661	1468	1193
June	3137	1744	1393
Total	16465	9560	6905

Delivery – Tisha Smith and Carol Dawe

We have completed 3 months with Same Day and I want to thank you all once again for your patience, professionalism and expertise. You have all helped to make this transition easier. Thank you so much. Terry provided a short summary of data but I've decided to show you all the data and then we can decide what is needed. The documents are at the end of this report.

Digital Services Specialist – Nicki Johnson

June Vendor Contacts: 8 Member Contacts: 24 Tickets: 21
 July Vendor Contacts: 3 Member Contacts: 13 Tickets: 15
 In June, vox orders were completed. All backorders were shipped.

Read Along Trading Card orders were delivered.

The Overdrive purchasing “tip sheet” was sent out, along with a recap of a purchasing round-table webinar I attended.

Swank Movie Licensing renewal is in progress. All replies are due by Aug. 13.

Finance & HR Assistant - Janet Cornell

Budget – Carol and I have completed the FY2026-27 budget for the Finance Committee's review, and I have started going through the line items in the current budget year to identify any outstanding items and overages. An amendment will need to be made for any adjustments as it is done each year. Both the budget and amendment will be presented for approval before the end of our fiscal year.

MERS Pension – We contacted MERS to have actuarial valuations done on the 2 closed divisions of our pension. Both divisions have no active members contributing to their funding, but employer contributions continue on a monthly basis to keep them funded. Because this occurred after 12/31/25, they were not included in the Annual Valuation we received in June which determines our annual rates. The new valuations have reduced one division to zero contributions and the other to about \$260 per month. The newest division is at 64.4% funded, and we may want to look at putting additional funds into it in the future to bring the funding level up. But the other closed division is fully funded and the open division is at 92.1% fully funded so we are in good shape towards meeting our obligations.

Insurance Renewals – I have contacted our insurance agent to get our insurance renewals ready for the new fiscal year. The rates should hold steady for property and cybersecurity, and the D&O and umbrella should remain the same. Worker's comp should be lower, but we won't be able to see that reduction until after the October audit for this fiscal year. We should also be getting our renewal information soon for health and dental/vision insurance plans.

State Aid – The 2nd state aid payment was deposited to our account the last week in July. The transfers between our bank accounts weren't completed until August so the financial statements show inflated balances between Savings and Checking until we could get the funds transferred to our Michigan Class account.

Webinars – It has been a quiet summer for webinars, but I have signed up to attend a Best Practices Forum at the end of September focusing on governmental policies and procedures. Carol and I will be back to working on ours to make sure we are up to date and compliant.

Email and phone consults with Member libraries and vendors: 15 June, 17 July

IT Consultant/Facilities Consultant – Nick Heimler

Worked with several vendors to receive quotes for aging HVAC system, a trench drain near the delivery garage door, heat tape on west roof wall needs repair, and removal of electrical outlets where old trucks parked. Misc work around the building to keep things tidy.

Worked on and resolved Lakeland Tech Help tickets for email lists, API information requests, and Hackley connectivity issues. Started setup of new training laptops. Server and network maintenance. ILS Upgrade to Polaris assistance. Assisted in monthly reports and miscellaneous reports requested.

ILS Manager – Ann Langlois

June email, Zoom, and phone consults: member libraries: 60; vendors: 5
June help tickets opened: 141; June help tickets closed: 139

July email, Zoom, and phone consults: 51 member libraries: ; vendors: 16
July help tickets opened: 139; July help tickets closed: 97

Migration project: please see my report at the beginning of the Director's Report. My primary focus recently has been the Polaris migration project.

Member Services Manager – Amber McLain

Email/Phone Consults with Libraries: 53

Email/Phone Consults with Vendors: 42

BiblioCommons

BiblioCommons continues to function as usual. Intermittent connection issues appear to be resolved, but if you have issues please reach out to tech help.

BiblioSuggest

BiblioSuggest continues to function as usual. I have sent out July's patron suggestions from the LLC Parent catalogs to the affected libraries by August 5, 2026.

BiblioApp

BiblioApp continues to function as usual.

Patron Point

Patron Point continues to function as usual.

Number of Applications in July 2026: 937

Number of Auto-Renews in July 2026: 3602

Website and Accessibility

I am continuing to work on the Lakeland website in between Polaris profiling and other general duties.

Respectfully submitted,

Carol Dawe

LAKELAND LIBRARY COOPERATIVE
DELIVERY BAG COUNT
DELIVERY BAGS PUT INTO TRUCKS AT LLC
JUNE 30, 2026

	A	B	C	D	E	F	G	H
1								
2	June		2026					
3					Blue	Gray-AV	Other Items/	
4	Day	Date	Truck #	Book Bags	Bins	Bins	Boxes	Total
5								
6	Monday	1-Jun	1	45	12	2		59
7	Monday	1-Jun	2	54	12	7		73
8								
9	Tuesday	2-Jun	1	45	13	1		59
10	Tuesday	2-Jun	2	40	12	3		55
11								
12	Wednesday	3-Jun	1	60	12	6		78
13	Wednesday	3-Jun	2	97	13	5		115
14								
15	Thursday	4-Jun	1	48	14	3		65
16	Thursday	4-Jun	2	38	12	3		53
17								
18	Friday	5-Jun	1	53	13	5	2	73
19	Friday	5-Jun	2	32	12	4		48
20								
21	Monday	8-Jun	1	41	12	2		55
22	Monday	8-Jun	2	46	13	7	1	67
23								
24	Tuesday	9-Jun	1	41	13	1		55
25	Tuesday	9-Jun	2	40	13	3		56
26								
27	Wed.	10-Jun	1	63	12	5	1	81
28	Wed.	10-Jun	2	97	13	6		116
29								
30	Thursday	11-Jun	1	57	14	3		74
31	Thursday	11-Jun	2	35	12	3	1	51
32								
33	Friday	12-Jun	1	52	13	5	1	71
34	Friday	12-Jun	2	55	13	5	2	75
35								
36	Monday	15-Jun	1	35	12	2	1	50
37	Monday	15-Jun	2	43	13	7	1	64
38								
39	Tuesday	16-Jun	1	42	14	1		57
40	Tuesday	16-Jun	2	36	13	3		52
41								
42	Wed.	17-Jun	1	67	12	5	1	85
43	Wed.	17-Jun	2	92	13	5		110
44								
45	Thursday	18-Jun	1	54	14	3	2	73
46	Thursday	18-Jun	2	34	12	3	1	50
47								
48	Friday	19-Jun	1	47	11	4	7	69
49	Friday	19-Jun	2	63	13	5	1	82
50								
51	Monday	22-Jun	1	45	12	2		59
52	Monday	22-Jun	2	54	13	6		73
53								
54	Tuesday	23-Jun	1	34	13	1	1	49
55	Tuesday	23-Jun	2	39	13	3	1	56
56								
57	Wednesday	24-Jun	1	71	12	5		88
58	Wednesday	24-Jun	2	85	13	5		103
59								
60	Thursday	25-Jun	1	60	14	3		77
61	Thursday	25-Jun	2	37	12	3		52
62								
63	Friday	26-Jun	1	62	13	4		79
64	Friday	26-Jun	2	58	13	5		76
65								
66	Monday	29-Jun	1	47	12	2		61
67	Monday	29-Jun	2	47	13	7		67
68								
69	Tuesday	30-Jun	1	40	13	1	3	
70	Tuesday	30-Jun	2	37	13	3		
71								
72	Total			2,191	533	163	24	2,911

LAKELAND LIBRARY COOPERATIVE
DELIVERY BAG COUNT
DELIVERY BAGS PUT INTO TRUCKS AT LLC
JULY 31, 2026

	A	B	C	D	E	F	G	H
1								
2	July		2026					
3					Blue	Gray-AV	Other Items/	
4	Day	Date	Truck #	Book Bags	Bins	Bins	Boxes	Total
5								
6	Wednesday	1-Jul	1	71	12	5		88
7	Wednesday	1-Jul	2	88	12	6	2	108
8								
9	Thursday	2-Jul	1	38	13	5	3	59
10	Thursday	2-Jul	2	45	13	5		63
11								
12	Friday	3-Jul	1					-
13	Friday	3-Jul	2					-
14								
15	Monday	6-Jul	1	57	12	2		71
16	Monday	6-Jul	2	61	12	6		79
17								
18	Tuesday	7-Jul	1	33	13	1		47
19	Tuesday	7-Jul	2	36	12	3		51
20								
21	Wednesday	8-Jul	1	69	12	6		87
22	Wednesday	8-Jul	2	89	12	5		106
23								
24	Thursday	9-Jul	1	82	14	3	4	103
25	Thursday	9-Jul	2	55	12	3		70
26								
27	Friday	10-Jul	1	69	13	5	1	88
28	Friday	10-Jul	2	64	13	5	1	83
29								
30	Monday	13-Jul	1	40	12	2		54
31	Monday	13-Jul	2	55	13	6		74
32								
33	Tuesday	14-Jul	1	36	13	1		50
34	Tuesday	14-Jul	2	39	13	3		55
35								
36	Wednesday	15-Jul	1	80	12	5	4	101
37	Wednesday	15-Jul	2	88	12	5		105
38								
39	Thursday	16-Jul	1	61	14	3	1	79
40	Thursday	16-Jul	2	37	12	3	1	53
41								
42	Friday	17-Jul	1	62	13	5	1	81
43	Friday	17-Jul	2	71	13	5		89
44								
45	Monday	20-Jul	1	39	12	2		53
46	Monday	20-Jul	2	39	13	7		59
47								
48	Tuesday	21-Jul	1	35	13	1	2	51
49	Tuesday	21-Jul	2	29	12	2	1	44
50								
51	Wednesday	22-Jul	1	62	11	4		77
52	Wednesday	22-Jul	2	87	12	5		104
53								
54	Thursday	23-Jul	1	59	14	3		76
55	Thursday	23-Jul	2	43	12	3		58
56								
57	Friday	24-Jul	1	71	13	5	1	90
58	Friday	24-Jul	2	54	13	5		72
59								
60	Monday	27-Jul	1	41	12	2		55
61	Monday	27-Jul	2	42	13	7	1	63
62								
63	Tuesday	28-Jul	1	37	13	1		51
64	Tuesday	28-Jul	2	37	13	3		53
65								
66	Wednesday	29-Jul	1	66	12	5		83
67	Wednesday	29-Jul	2	89	12	5	1	107
68								
69	Thursday	30-Jul	1	49	13	3		65
70	Thursday	30-Jul	2	37	12	3		52
71								
72	Friday	31-Jul	1	58	13	5		76
73	Friday	31-Jul	2	66	13	5	1	85
74								
75								
76	Total			2,466	553	174	25	3,218

June 2026

July 2026			
Date	Incoming	Outgoing Taken	Outgoing Left
7/1/2026	8	13	
7/2/2026	8	12	
7/3/2026	-	-	
7/6/2026	10	11	
7/7/2026	5	9	
7/8/2026	10	13	
7/9/2026	10	10	
7/10/2026			
7/13/2026	9	7	
7/14/2026	13	12	
7/15/2026	8	10	
7/16/2026	7	5	
7/17/2026	10	8	
7/20/2026	3	8	
7/21/2026	12	12	
7/22/2026	8	11	
7/23/2026	12	8	
7/24/2026	8	13	
7/27/2026	10	7	
7/28/2026	8	11	
7/29/2026	8	6	
7/30/2026	9	12	
7/31/2026	7	12	
TOTALS	183	210	-

LLC and GRPL Return Anywhere Statistics

Jun-26

Day	Date	KDL to LLC	KDL to GRPL	Subtotal	LLC to KDL	LLC to GRPL	Subtotal	GRPL to KDL	GRPL to LLC	Subtotal	Total	Notes
Monday	1-Jun	1		1			-			-	1	
Tuesday	2-Jun			-			-			-	-	
Wednesday	3-Jun			-			-			-	-	
Thursday	4-Jun	62		62			-			-	62	
Friday	5-Jun			-			-			-	-	
Monday	8-Jun			-			-			-	-	
Tuesday	9-Jun			-			-			-	-	
Wednesday	10-Jun			-			-			-	-	
Thursday	11-Jun	118		118			-			-	118	
Friday	12-Jun			-			-			-	-	
Monday	15-Jun	19		19			-			-	19	
Tuesday	16-Jun			-			-			-	-	
Wednesday	17-Jun			-			-			-	-	
Thursday	18-Jun	45		45			-			-	45	
Friday	19-Jun			-			-			-	-	
Monday	22-Jun	7		7			-			-	7	
Tuesday	23-Jun			-			-			-	-	
Wednesday	24-Jun			-			-			-	-	
Thursday	25-Jun	49		49			-			-	49	
Friday	26-Jun			-			-			-	-	
Monday	29-Jun	17		17			-			-	17	
Tuesday	30-Jun											
Total		318	-	318	-	-	-	-	-	-	318	-

LEADING THROUGH TRANSITIONS

Join Lakeland for an afternoon seminar with Amanda Standerfer from Fast Forward Libraries on how leaders can support their staff through big changes like ILS migration and beyond. Directors, ILS & IT migration contacts, and any other interested parties are welcome to attend.

OUR SPEAKER



Amanda Standerfer

As the founder and lead consultant for Fast Forward Libraries, Amanda's passion is helping libraries and nonprofit organizations advance so they can create meaningful impact in their communities.

TOPICS COVERED

- How change differs from transition
- Why change is so challenging
- The steps of a transition
- Managing conflict

Registration:

<https://llcoop.org/calendar>

KDL SERVICE CENTER

814 W RIVER
CENTER DR NE,
COMSTOCK
PARK, MI 49321

SEP
10
2026

11:00AM
TO
3:30PM

LUNCH AND
WATER
PROVIDED
**BYO
DRINKS**

**LAKELAND LIBRARY COOPERATIVE
ADVISORY COUNCIL MINUTES – Official
Thursday, May 14, 2026 at 9:30 a.m.
At the KDL Service Center**

Council Members Present: Elyshia Hoekstra (OC), Stef Reed (MG), Carol Dawe (LLC)
Lakeland Staff Present: Ann Langlois

- 1) **CALL TO ORDER AND ROLL CALL:** The meeting was called to order at 10:15 A.M. by Elyshia Hoekstra.
- 2) **APPROVAL OF AGENDA:** Jessica Hunt moved, supported by Virginia DeMumbrum to approve the agenda - *motion carried*.
- 3) **PUBLIC COMMENTS:**
 - a) Mary Johnson shares positive feedback about advocacy day.
 - b) Ellen Peters shared information about a ribbon cutting on May 30 for Loutit's Maker space and art studio.
- 4) **APPROVAL OF MINUTES:** John McNaughton moved, supported by Ellen Peters, to approve the Advisory Council minutes from April 9, 2026 – *motion carried*.
- 5) **COUNCIL PRESIDENT REPORTS:** Nothing to Report
- 6) **BOARD REPORT:** Cooperative Director Carol Dawe is set to retire at the end of Sept 2027. Board will start looking at cooperative director search.
- 7) **ILS MANAGER'S REPORT:** Ann shared she attended IUG and presented on Inventory; attended many Polaris sessions; additional ILS clean-up projects will happen – Ann will reach out to libraries that need this clean-up; holds for item records may need to change view – see report for more details.
- 8) **MEMBER SERVICE MANAGER'S REPORT:** Mentioned the BC slowness – clear cache; keep LLC informed.
- 9) **COOPERATIVE DIRECTOR'S REPORT:** Carol shared the glitch with Biblocommons, BC is looking at it; Mary from Newago received a grant from a patron; we have three board members of MLA – Mary Johnson, Jaci Cooper, and James Pugh.
- 10) **COMMITTEE REPORTS:**
 - a) None.
- 11) **OTHER REPORTS:**
 - a) **MLA:** Congratulated three Lakeland members on the executive MLA board; informed members about the different appropriations from the state; Governor Whitmer was at the Advocacy Day; mentioned the incident with TLN member libraries – remember to mention any book censorship to MLA and Freedom to Read
- 12) **NEW AND ONGOING BUSINESS**
 - a) Delivery changes discussion
 - i) Carol wants to hear from member libraries so communication can remain open; Lakeland is working on it to improve the service. No questions or concerns came up.
 - b) ILS Discussion
 - i) Ann shares information about Polaris; If the vote is “yes” each library will need to have a contact for questions for the new ILS; if you have third-party vendors Lakeland will work on coordinating with each member library
 - ii) Question: are we planning on moving forward with everything from the presentation in March? Or are there additional items?
 - (1) Ann clarified Herrick and MADL having BiblioWeb so that will be separate, but other member libraries don't need to do a new website – Polaris will not be our web hosts.
 - (2) Programming, mobile app will be all part of the package

- (3) Migration will happen in 2027
- iii) Question: how does migration look?
 - (1) Members will be walked through this process at a later time.
- iv) Money of ILS – the bulk of the migration will come out of the LLC fund balance; each library will continue to have a 5-8% normal increase each year.
 - (1) Either today or tomorrow a ballot will be emailed out; one vote per library preferably the Director;
 - (2) What do you all (Lakeland) envision what summer reading will look like? Concern about staff taking vacations in August 2027 and not being able to attend trainings.
 - (a) Train the trainer will happen and Lakeland will handle all the backend projects; migration will not happen during summer reading; trainings will be recorded.
 - (3) Will the sandbox that is currently open still be available?
 - (a) Ann will need to ask Polaris.
 - (4) On the patron side they won't be changing barcodes? Will it be seamless?
 - (a) There will be hiccups and LLC will help work through those, but no new patron barcodes
 - (5) The interface is already like other systems that have a similar interface – is that a fair assessment?
 - (a) Ann shares that she felt she could just sit down and use the basics of Polaris with no training.
- 13) **PUBLIC COMMENTS:**
 - a) Jim Murphy with Molders Moving out of Kalamazoo informed members about their services.
- 14) **NEXT MEETING:** Thursday June 11, following the 9:30 a.m. Board Meeting at Kent District Library Service Center.
- 15) **ADJOURNMENT:** John McNaughton moved, supported by Jessica Hunt, to adjourn at 11:00 A.M. - *motion carried.*

Respectfully submitted by,
Amber McLain (& Mary Cook)



LAKELAND LIBRARY COOPERATIVE

LEADING ♦ LEARNING ♦ LENDING

**LAKELAND LIBRARY COOPERATIVE BOARD DESIGNATION
OF FUND DEPOSITORIES
August 13, 2026**

The Lakeland Library Cooperative Board hereby designates the following banks as the authorized depository for the Cooperative's funds for Fiscal Year 2026-27:

- Flagstar Bank
- Macatawa Bank
- Michigan Cooperative Liquid Assets Security System (Michigan CLASS)



**RESOLUTION TO ADOPT 80%/20% EMPLOYER/EMPLOYEE HEALTH CARE COST
OPTION AS SET FORTH IN 2011 PUBLIC ACT 152, THE PUBLICLY FUNDED
HEALTH INSURANCE CONTRIBUTION ACT
August 13, 2026**

WHEREAS, 2011 Public Act 152 (the “Act”) was passed by the State Legislature and signed by the Governor on September 24, 2011;

WHEREAS, the Act contains two acceptable options for libraries and library cooperatives complying with the requirements of the Act;

WHEREAS, the options are as follows:

- 1) Section 3 - “Hard Caps” Option - limits a public employer’s total annual health care costs for employees based on coverage levels, as defined in the Act;
- 2) Section 4 - “80%/20%” Option - limits a public employer’s share of total annual health care costs to not more than 80%. This option requires an annual majority vote of the governing body;

WHEREAS, the Lakeland Library Cooperative Board has decided to adopt the 80%/20% option as its choice of compliance under the Act;

NOW, THEREFORE, BE IT RESOLVED the Board of the Lakeland Library Cooperative elects to comply with the requirements of 2011 Public Act 152, the Publicly Funded Health Insurance Contribution Act, by adopting the 80%/20% option for the medical benefit plan coverage year October 1st, 2026 through September 30th, 2027.

Upon a call of the roll, the vote was as follows:

Ayes:

Nays:

Absent:

RESOLUTION DECLARED ADOPTED.

Board President

Date

Lakeland Library Cooperative

We strengthen libraries through expertise, services, and shared resources for the benefit of communities and individuals.

4138 3 Mile Road NW-Grand Rapids, MI 49534 (616) 559-5253 www.llcoop.org

Lakeland Library
Board and Advisory Council Meeting
Schedule
FY 2026-2027

DATE	LOCATION	TIME
October 8, 2026	Kent District Library Service Center 814 West River Center Drive NE. Comstock Park, Michigan 49321.	Board at 9:30 a.m. Advisory to follow.
November 12, 2026	Kent District Library Service Center 814 West River Center Drive NE. Comstock Park, Michigan 49321.	Board at 9:30 a.m. Advisory to follow.
December 10, 2026	Kent District Library Service Center 814 West River Center Drive NE. Comstock Park, Michigan 49321.	Board at 9:30 a.m. Advisory to follow.
January 14, 2027	Kent District Library Service Center 814 West River Center Drive NE. Comstock Park, Michigan 49321.	Board at 9:30 a.m. Advisory to follow.
February 11, 2027	Kent District Library Service Center 814 West River Center Drive NE. Comstock Park, Michigan 49321.	Board at 9:30 a.m. Advisory to follow.
March 11, 2027	Kent District Library Service Center 814 West River Center Drive NE. Comstock Park, Michigan 49321.	Board at 9:30 a.m. Advisory to follow.
April 8, 2027	Kent District Library Service Center 814 West River Center Drive NE. Comstock Park, Michigan 49321.	Board at 9:30 a.m. Advisory to follow.
May 13, 2027	Kent District Library Service Center 814 West River Center Drive NE. Comstock Park, Michigan 49321.	Board at 9:30 a.m. Advisory to follow.
June 10, 2027	Kent District Library Service Center 814 West River Center Drive NE. Comstock Park, Michigan 49321.	Board at 9:30 a.m. Advisory to follow.
July 8, 2027	Kent District Library Service Center 814 West River Center Drive NE. Comstock Park, Michigan 49321.	Board at 9:30 a.m. Advisory to follow.
August 12, 2027	Kent District Library Service Center 814 West River Center Drive NE. Comstock Park, Michigan 49321.	Board at 9:30 a.m. Advisory to follow.
September 9, 2027	Kent District Library Service Center 814 West River Center Drive NE. Comstock Park, Michigan 49321.	Board at 9:30 a.m. Advisory to follow.