LAKELAND LIBRARY COOPERATIVE
LEADING • LEARNING • LENDING

**ADVISORY COUNCIL MONTHLY MEETING**
**Thursday, November 12, 2026**
**Following the 9:30 a.m. Board Meeting –approximately 10:00 a.m.**

**PLEASE USE LINK FOR REMOTE ACCESS:**
Lakeland Library Cooperative April Advisory Council Meeting | Meeting-Join | Microsoft Teams
**Kent District Library Service Center**
**814 West River Center Drive NE, Comstock Park, MI 49321**

| | | |
|---|---|---|
| **1. CALL TO ORDER AND ROLL CALL** | | |
| **2. APPROVAL OF AGENDA** | *(m)* | PAGE 1 |
| **3. PUBLIC COMMENTS** | | |
| **4. APPROVAL OF MINUTES OF THE OCTOBER 8, 2026 MEETING** | *(m)* | PAGES 2-3 |
| **5. COUNCIL PRESIDENT REPORT** – Stef Reed, Chair | *(i)* | |
| **7. BOARD REPORT** – Rob Bristow, Board President | *(i)* | |
| **8. ILS MANAGER'S REPORT** | *(i)* | PAGES 4-9 |
| **a. ILS Migration Update** | | |
| **b. Other items of note** | | |
| **9. MEMBER SERVICES MANAGER'S REPORT** | *(i)* | PAGES 4-9 |
| **10. COOPERATIVE DIRECTOR'S REPORT** | *(i)* | PAGES 4-9 |
| **11. OTHER REPORTS** (if representatives are present) | | |
| **a. Adult Services Minutes of September 30, 2026** | *(m)* | PAGES 10-11 |
| **b. Youth Service Minutes of October 5, 2026** | *(m)* | PAGES 12-14 |
| **c. MLA Update–** Dale Parus, Abby Black, Mary Johnson, James Pugh | | |
| **12. NEW/UNFINISHED BUSINESS** | | |
| **a. MeLCat Discussion** | | |
| **1. MeLCat Migration downtime** | *(i)* | PAGES 8-9 |
| **2. AV lending/borrowing proposal for 2027** | *(i)* | PAGE 15 |
| **b. MLA Annual Conference information sharing** | | |
| **13. DIRECTOR DISCUSSION OR QUESTIONS** | | |
| **14. PUBLIC COMMENTS** | | |
| **15. NEXT MEETING** - Thursday, January 14, 2027 following the Board Meeting at Kent District Library Service Center | | |
| **16. ADJOURNMENT** | | |

*f – file i – information m – possible motion*

**LAKELAND LIBRARY COOPERATIVE**
**ADVISORY COUNCIL MINUTES – Unofficial**
**Thursday, October 8, 2026 at 9:30 a.m.**
**At the KDL Service Center**

Council Members Present: Elyshia Hoekstra (OC, transferring power), Stef Reed (MG – President), David Edelman (BH – Secretary)
Lakeland Staff Present: Amber McLain, Ann Langlois
Absent: Joe Zappacosta (SM – Vice President)

1) **CALL TO ORDER AND ROLL CALL:** The meeting was called to order at 10:10 AM by Elyshia Hoekstra.
2) **APPROVAL OF AGENDA:** Kevin Meyer moved, supported by Cierra Bakovka to approve the agenda - *motion carried.*
3) **PUBLIC COMMENTS: None**
4) **APPROVAL OF MINUTES:** Mary Cook moved, supported by Virginia DeMumbrum, to approve the Advisory Council minutes from September 10, 2026 – *motion carried.*
5) **COUNCIL PRESIDENT REPORTS:** Elyshia thanked the group for her time as Advisory President.
6) **BOARD ELECTION AND TRANSFER OF POWER** – Abby Black made the motion, supported by Amy Stockwell, to approve the slate of candidates as presented – motion carried.
7) **BOARD PRESIDENT'S REPORT:** Nothing to report.
8) **ILS MANAGER'S REPORT:** Ann finished the annual patron and fines purge, so there are statistics in the packet regarding that. The scheduled Sierra upgrade has been postponed to 10-14-26. She also shared information regarding future Sierra upgrades. Ann gave an update on the Polaris Migration Project, explaining that the test server with our data has been creative and is in its very beginning stage. Libraries will continue to use the sandbox provided by Polaris with placeholder data as the Lakeland staff tweaks the LLC sandbox. She also discussed the upcoming quarterly meeting on 10-15-2026.
9) **MEMBER SERVICE MANAGER'S REPORT:** Amber shared that the process of designing training for Polaris is underway and that LLC has purchased an online learning software. She briefly discussed the scope of the training regarding different modules. She also emphasized that the online learning platform will only be one fact of a much larger training strategy.
10) **COOPERATIVE DIRECTOR'S REPORT:** Carol discussed the results of the Leading Through Change workshop, and how the Lakeland Staff is synthesizing the feedback and integrating it into the planning and integration process for Polaris.
11) **OTHER REPORTS:**
    a) **MLA:** Dale Parus shared that the eRate appropriation is around $2b and the current administration is attempting to have that cut. Until October 13, there are open comments on that – Dale encouraged all Trustees and stakeholders submit comments opposing the cut. James Pugh shared that he will be sending a survey out regarding YEPP and YESA. Mary Johnson and Abby Black shared information about an Open Meetings Act update.
12) **NEW/UNFINISHED BUSINESS**
    a) *Committees and Committee Officers Discussion* – Carol shared that many member-run committees require new chairs by the end of the year, and encouraged directors to get involved or encourage their staff to.
    b) *Delivery Statistics Discussion* – A discussion of where delivery statistics should live ensued.
    c) DIRECTOR DISCUSSION OR QUESTION
        i) Cierra Bakovka asked if rural libraries have noticed a larger influx of unhoused patrons. A discussion regarding unhoused patrons and establishing community connections and resources.
        ii) Abby Black discussed how libraries without an assistant director choose a short-term interim. Discussion ensued regarding different strategies.

13) **PUBLIC COMMENTS:**
    a) Dale Parus shared that Ionia got an agreement with their city to use an easement for a storywalk, and they received a grant for funding.
    b) Deanna Riggleman shared that Tamarack's bookmobile is on site and will be functional soon.
    c) Virginia DeMumbrum shared that White Lake has a pick-up locker that is not getting used – it cannot be sold but can be given to another library. MADL expressed interest.
14) **NEXT MEETING:** Thursday November 12, 2026, following the 9:30 a.m. Board Meeting at Kent District Library Service Center.
15) **ADJOURNMENT:** Abby Black moved to adjourn at10:58 AM – *motion carried.*

Respectfully submitted by,
Amber McLain

LAKELAND LIBRARY COOPERATIVE
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# COOPERATIVE DIRECTOR'S REPORT
# NOVEMBER 12, 2026

**Director's musings:**

**It's November. How can it be the 11th month of the year already? To that end, we will not meet in December and we are letting you know now so you can all plan accordingly. I hope you all have the happiest of holidays.**

**Agenda Items:**

**Board**

- Director's Evaluation: An update will be provided by Rob, Board President.

- A draft RFP is provided for board review and input. The board directed me to write a draft. I found this document from a few years ago from a County wide collective in North Carolina. It was similar to other more recent RFP's but this was more succinct. The discussion will be led by Rob Bristow and will be referred to the Personnel Committee on an as-needed basis.

**Advisory:**

- MeLCat Discussions
    - Migration downtime - (Please read Ann's report below for complete information.)
    - AV lending/borrowing proposal for 2027 (Please see attachment.)
- MLA Annual Meeting Discussion: Please bring stories, ideas, tips and tricks learned from the Novi event.

**Other items of note:**

- I am working with Ann, Jeff, Amber and Nick on the ILS Migration. So much to do and my role is to lend support, work on policy and contract issues and any other way that might be useful. It is a joy to be a part of this process with these dedicated individuals.

- LLC staff have had their annual evaluations. The process is both positive and productive and we always look at the strategic plan as our guide.

- I have worked with a number of libraries on governance, personnel and other issues.

- I am helping Saranac Clarksville hire a new director.

- Gary Byker and Leighton Township Libraries approved their strategic plans in either final or draft form. Allendale is almost finished with the process as well. Tamarack is in the survey stage. Saranac Clarskville has completed their survey and will take a pause until a new director is hired but the basics are in place to move forward.

- I met with the Allendale Township Library Friends Group and talked about establishment options, roles and responsibilities and working together on goals for the library and the FOL group.

- State Aid Surveys opened up October 1st and several libraries have completed their applications! Bravo. The nagging will begin in January. Chocolates for all who complete them by New Years Day.

- Please let me know what I can do to help you and your staff in any way.

**Manager/Specialist Reports:**

**Cataloging Services Manager - Jeff Lezman**

October 2026 activities

We are continuing to work on database clean-up projects, including duplicate records, duplicate barcodes, non-MARC records, and missing item record codes. We are also continuing to move graphic novels from serial records to monographic records for some of our libraries.

Nicki Johnson answered more than 400 tickets submitted by patrons regarding the new PIN number requirement for logging into Libby.

E-mail & telephone consulting contacts: 36

Sierra records manually edited: 168

Hoopla records added to Sierra: 29

September 2026 Statistics

The statistics for September 2026 show an increase in the number of cataloging requests we received, with an accompanying increase in the number of records cataloged compared to September of last year. We increased our focus on original cataloging this month, the results of which are reflected in the statistics.

The number of requests received to be cataloged in September was up by 5% compared to September 2025. The number of requests received that were already in the database increased by 24%.

The number of records copy-cataloged in September increased by 2%, while the number of original records cataloged increased by 96%. The total number of records cataloged increased by 22% compared to the number of records cataloged in September 2025.

| Cataloging | September 2026 | FYTD | September 2025 | FYTD | Monthly % | YTDPCT |
|---|---|---|---|---|---|---|
| Requests Received | **1314** | **18264** | 1247 | 16309 | 5% | 12% |
| Requests already in database | **57** | **1006** | 46 | 1013 | 24% | -1% |
| Requests to be cataloged | **1257** | **17258** | 1201 | 15296 | 5% | 13% |
| Copy Cataloging | **878** | **13958** | 862 | 12243 | 2% | 14% |
| Original Cataloging | **460** | **3972** | 235 | 3371 | 96% | 18% |
| Total Cataloged | **1338** | **17930** | 1097 | 15614 | 22% | 15% |

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 |

| | | | |
|---|---|---|---|
| July | 2737 | 1656 | 1081 |
| August | 2774 | 1819 | 955 |
| **September** | **2350** | **1338** | **1012** |
| **Total** | **24326** | **14373** | **9953** |

**Delivery – Carol Dawe and Tisha Smith**

- A search for a replacement driver is underway. The substitute drivers rode with the experienced drivers to make the transition easier and we let the deliver staff at each library know ahead of time. Tisha is using the distribution list to send out reminders on a variety of issues. The 4 doorbells are very useful and provide an added layer of safety as well.

**Facility and IT Consultant -- Nick Heimler**

- Working with Seamans HVAC company to get new HVAC units as well as flipping one of the current server room AC units to point into sorting area.
- Door repairs on two of the LLC building entrances completed. Miscellaneous work around the building to keep things tidy.
- Worked on and resolved Lakeland Tech Help tickets for email lists, SIP, Patron API, and API information requests.
- ILS Upgrade to Polaris assistance. Setting up new training laptops.
- Server and network maintenance.
- Assisted in monthly reports and miscellaneous reports requested.
- Miscellaneous work completed.

**Digital Services Specialist – Nicki Johnson**

June Vendor Contacts: 5 Member Contacts: 31 Tickets: 474 (no, that's not a typo!)

In OverDrive news:

- I have been asked to speak at the OverDrive/Libby national conference next August. I will speak on empowering staff to be confident Libby advocates.
- The new PIN requirement for Libby has gone live.
- I gave a second webinar about Advantage+ purchasing. There were 8 attendees.

Notice was sent out for Transparent Language renewal. There was no price increase over last year.

**Finance & HR Manager - Janet Cornell**

- *FY26 Financials:* All financials for the year have been entered and reconciled. I have included the final report for the year along with graphs showing the Revenue and Expenses for the year in each fund.
- *Audits:* I have submitted our Worker's Comp audit but have not yet received the outcome. We have also scheduled field work with our auditor for December, and have received a list of items to prepare. The list is long, but mostly consists of organizing files for their access. I'll be working with them in the next few months as they work on the final report.
- *State Aid Report:* Along with finalizing FY26 financials, I have prepared the financial data and entered it into our state aid report.
- *Labor Law Posters:* We received word from Kate Pohjola Andrade from Woodlands Cooperative that there has been an update to the 2026 Labor Law Poster. If you have purchased a Labor Law Poster through our Lakeland group, I have forwarded her email with the update items to print out and post. We will be forwarding the updated posters to you in delivery at no cost. For those who have ordered directly from Woodlands, your posters will come directly through delivery as well.
- *BILL.com*: If you have a BILL.com account to pay your invoices, we have set up a Basic Receivables account with them to receive payments electronically by ACH-bank account. We have noticed a few libraries that use them and would benefit from that option. If you would like to pay us through your BILL account, please reach out to me and I can provide our PNI number.
- *Email and Phone Contacts*: 24

**ILS Manager – Ann Langlois**

October email, Zoom, and phone consults member libraries: 50; with vendors: 15
October help tickets opened: 552 October help tickets closed: 518 With OverDrive's requirement of having a PIN, Nicki has been inundated with help desk tickets and has worked very diligently to resolve them.

- **Polaris Migration Project**
  - MeLCat and INN-Reach Implementation with Polaris: we learned that Polaris migration will require downtime for MeLCat: both when we're still live on Sierra and following the go-live for Polaris. Innovative and MeLCat staff have introduced these as two separate projects/downtimes.

  - About 3 months before the Polaris go-live date, MeLCat loaning and borrowing will be suspended. This is required because all MeLCat transactions live in the Sierra database and these existing transactions must be cleared before the Sierra servers are shut down. That means that items loaned through MeLCat need to finish up their loaning processes, get returned and checked in, and clear from MeLCat/INN-Reach checkout. Both lending and borrowing libraries will need to follow up on any necessary billing for unreturned, damaged, and lost items in this timeframe too.

- The second part of the project is then bringing INN-Reach/MeLCat up after Polaris has gone live, which would take approximately 8 weeks with an anticipated go-live date of November 10, 2027. MeLCat staff informed us that we'd be like new MeLCat participants at that time (in some ways) because we'd be on a totally new to us ILS, our Polaris codes will be different, and we will be assigned (slightly) different MeLCat agency codes (they said the codes would change by one digit).

- We asked if there were ways to speed up the process and learned that there weren't, because of the need to follow MeLCat and RIDES regulations, clear transactions from Sierra, and the time it takes to bring a MeLCat participant up on Polaris.

- To help in this process, MeLCat staff will conduct an online class for us in Q1 2027 (currently being scheduled) about MeLCat procedures and what regular processes, such as running various reports like Long in Transit, members can do to ensure a smoother transition. In October 2027, Polaris staff will conduct a training on how to use INN-Reach (which powers MeLCat lending) in Polaris. MeLCat staff will also conduct follow-up trainings at the beginning of November to address any questions that have come up.

- **Moratorium on Changes to Sierra:**

  - We have to provide a snapshot of sorts to map settings in Sierra to Polaris. As a result of this, some changes to Sierra setup will need to cease as we approach migration.
  - We are no longer adding new location codes and new itypes to Sierra. As we get more information from our implementation manager, we'll let you know about other changes that will need to cease in Sierra.

- **Patron Registration Training**: November 19, 1:30 p.m. will cover correctly registering a patron in Sierra to ensure that the data will migrate correctly to Polaris and will reduce the need to for data cleanup. All members who register patrons should plan to attend or watch the recording that will go out following the training. Sign up to attend here.

**Member Services Manager – Amber McLain**
Amber is on vacation and will provide a report at the Advisory Meeting.

**********
Respectfully submitted,

Carol Dawe

Lakeland Library Cooperative
Adult Services Committee Meeting
September 30, 2025
Zoom Virtual Meeting
https://us02web.zoom.us/j/7407387755
2pm
UNAPPROVED MINUTES

I. Call to order (2:04pm)
II. Additions to the agenda
III. Approval of the agenda
    A. Motion by Alison Anderson (Spring Lake District Library), seconded by Annaka Koster (Herrick District Library)
IV. Approval of the minutes
    A. Motion by Alison Anderson, seconded by Katie Alphenaar (Loutit District Library)
V. Lakeland reports
    A. Carol reported that LLC is wrapping up their Fiscal Report and updating the strategic plan
        1. Major update: Find my library app to help residents find their library using a map created by Amber, managed by the Library Cooperatives of Michigan
VI. Continuing Education reports
    A. Alison reported that they met last Thursday (September 25) and discussed making it a work group and not committee
    B. Carol asked if anyone present would be interested in future management continuing education and several participants said it would be beneficial
VII. New and unfinished business
    A. What topics to cover for this committee
        1. Meet more often (every other month)
        2. Potentially focus on one topic per meeting with open discussion for programming and other topics
        3. Adult services other than programming
            a) Misinformation/disinformation/malinformation
            b) Computer help, getting scammed
            c) Katie said they are working on an AI identification program series and we should check back-in with her
        4. If you want to submit visuals, email Amber and she will share her screen (amber@llcoop.org)
        5. See Google Shared Drive for Adult Services files: Adult Services
    B. BiblioCommons updates
        1. Amber shared some very cool updates coming soon including custom homepages for catalogs, ability to highlight specific materials for your

library, push notifications, library card in apple wallet, key searches for book series, integration of booklists/events/etc in search results

C. Summer Reading roundtable discussion
    1. Katie Alphenaar had success with experience/gift card-based finisher prizes and grand prize drawings
        a) Free car wash or free large boba milk tea finisher prize for adults and received recurring customers for those businesses
    2. Kristin Skinner (Flat River Community Library) had successful finisher prizes including nice canvas bags with new logo, adult book cart, raffles for gift cards to local businesses, success with Bingo for adults
    3. Molly Rios and Annaka Koster (Herrick District Library) had a successful finisher prize of a summerween-themed book fair, they also do the same reading program for all ages and same prize of a book and extra giveaways at the book fair
    4. Tawnee Szczepanek (Allendale Township Library) had success with themed-prize basket giveaways for adults and had an increase in numbers, finishers could also choose a mug or playing cards, did Bingo as well,
        a) Abby Black suggested to ask your director to ask rotary or other community partners for gift card money for summer reading
    5. Miranda Tase (SCDL) said they had higher numbers and that adult and kids do the same program, gift cards to local businesses are successful, adult lego sets very popular
    6. Alison Anderson (Spring Lake District Library) shared they do the same program for kids and adults and that the finisher prizes are books

VIII. Next meeting date
    A. Tuesday, November 18, at 2pm

IX. Motion to Adjourn
    A. Motion by Abby Black, seconded by Katie Alphenaar
    B. Adjourned at 3:10pm

LLC YS October 5, 2026 at 1:00pm
Notes taken by Justine Wiegers (AL)

Attending: Allison Boyer (OL), Ashley Johnson (OA), Barbara Root (IB), Brenda Jones (OC), Chris Stegink (AL), Diana Wenger (UM), Erin Hill-VanHorn (AS), Jessica Volkers (OZ), Julianne Klumpp (OL), Justine Wiegers (AL), Katie Hoffman (UM), Katie Kirk (OH), Kim Umphrey (ES), Lydia Schmidt (SM), Lynette Heisler (NW), Melissa Osickey (OS), Nicole Schafer (ES), Stephanie Inglehart (NG), Tammy Clark (OL), Tori Schreur (AW), and Zach Ludge (OC)

1. Greetings- Ashley
2. Additions to the Agenda
    a. None
3. Approval of the Agenda
    a. Motion to approve: Stephanie
    b. Seconded: Erin
    c. Motioned passed
4. Approval of March Minutes
    a. Motion to approve: Stephanie
    b. Seconded: Erin
    c. Motioned passed
5. Reports
    a. Officer Report:
        i. Nothing to report
    b. Lakeland Report
        i. None
    c. Continuing Education Report
        i. None
6. Officer Elections
    a. Chair- Katie Hoffman
        i. Motion: Jessica
        ii. 2nd: Barbara
        iii. Passed
    b. Vice Chair- Chris Stegink
        i. Motion: Lydia
        ii. 2nd: Kim
        iii. Passed
    c. Secretary- Amber Elder
        i. Motion: Allison
        ii. 2nd: Julianne
        iii. Passed
7. Round Talk
    a. Jessica- Howard Miller Library has a train show that they partner with the local modular railroad club. She was considering having the kids make trains out of LEGOs. Her question was if she should give out instructions. It was generally agreed that instructions for inspiration would be a good idea, and to include some for Duplo's as well for the younger kids.
    b. Diana- MADL is doing Big Reads. They are having Dave Eggers speak on November 17. They are having a writing contest and a park program with mini golf.
        i. Allison mentioned that Kanopy has a video about Dave Eggers banned book.
    c. Kim- MADL libraries will have citizen trees for the Little Reads. They will be able to write on leaves and put them on trees that were made by the Fab Lab.
    d. Tori- Henika has been having homeless individuals around their library. She was wondering if anyone had any ideas of how to help these individuals or resources for her to give them.
        i. Recommended to check with local homeless shelters (Allegan county doesn't have any)
        ii. 2-1-1 #
        iii. Lydia mentioned that they have a set time where a 2-1-1 staff member is in the library in person for people to talk to.
        iv. True North
        v. Ryan Dowd trainings

e. Chris-
    i. Wonders what other libraries do for winter reading
        1. Stephanie- Month of February- they do a bingo card.
        2. Julianna- Month of February- they do a bingo card.
        3. Barbara- Month of November- They read to earn to buy items from the "Elf Boutique" like small toys, left over summer reading prizes, even baked goods.
        4. Allison- Month of January- they do a bingo card where the kids can earn prizes like a hot cocoa bomb or free book from the book sale.
    ii. Chris is starting a homeschool geography program. The 1st 15 minutes will probably be research time for the kids to look up facts about the country in general or a specific topic about the country (like food, or music). The next time portion will be Chris sharing about the country with the kids jumping in sharing the facts that they found.
    iii. It was mentioned that Liz at Georgetown had a country subscription box. Worth contacting her to find out what she purchased.
    iv. Brenda encouraged incentivized trivia- correct answer toss candy at them. Or trivia questions before the program to see what they know already.
        1. Can use Kahoot for the trivia portion
    v. Lydia mentioned talking with local rotary program/exchange students. They could share about their country with the students.
f. Kim- Gather to Grow partnership was new for their library this year, but she highly encourages other libraries to partner. It was a very easy program to run.
g. Zach- Teen food pantry.
    i. He asked for people's option of cart vs cabinet. The overall consensus was the cart. This creates less of a "scene" when items are getting taken. Much easier to just walk passed and grab what they need.
    ii. Allison mention that Loutit has a plastic shoe storage like thing with bins for their pantry.
h. Brenda- Looking for some passive-ish programming ideas for the holidays
    i. Jessica- they have a coloring contest with winners in multiple age groups
    ii. Barbara- wreath decorating contest. They just hand out the metal frames from dollar tree, and the people take them home to decorate them however they want.
    iii. Hot cocoa bar and color
    iv. Allison and Tammy have scavenger hunts with riddles.
    v. Allison and Tammy also have origami program
    vi. Stephanie- hides an elf bookmark. They get to keep the book mark as a prize.
i. Lynette-
    i. Working on a haunted library
    ii. Glow night firefly scavenger hunt
        1. Family get food, and then find the fireflies
j. Barbara- Asked if anyone has done a production crew in their library. She is considering doing a Clue in real life for their summer reading finale.
    i. Lydia- they partnered with local museum
    ii. Erin- had SCA (Saugatuck Center of the Arts) run a workshop where kids were able to create a production themselves. Learn lines, create costumes, and assemble props. They then performed their production (it was only like 15 minutes).
    iii. Allison- has hosted a murder mystery for teens
    iv. Diana- MADL has done a murder mystery as well.
    v. It was mentioned that a lot of ideas will be shared at the Summer Reading Workshop on November 20.
k. Melissa- Considering shifting their YA NF into adult or keep as YA.
    i. Stephanie has shifted her collection
    ii. Allison's library has gone back and forth. Currently has "homework" style book in adult fiction, but more of the browsing titles in YA NF
l. Nicole- Before their storytime starts they have a scavenger hunt with things to get people talking and mingling.

m. Allison- costume swap: has anyone done well with getting a variety of costumes and/or sizes?
    i. Mentioned she should talk with Beth from White Lake
    ii. Liz from Georgetown was also mentioned as someone to talk to
n. Lydia- is running a new program where kids can sign up to be a librarian for an hour. They sign up and Lydia connects with them (or their parent) to organize a time to work a "shift" with her. They had a 3-year-old come dressed in a bow tie for his time.
o. Erin- brought freebies for people to take

8. Next meetings:
    a. Summer Reading workshop November 20, 2026 at Howard Miller Library (14 S Church St, Zeeland, MI 49464)
    b. March 1, 2027 at 1:00 pm at Norton Shores Branch of MADL (705 Seminole Rd, Norton Shores, MI 49441)
9. Motion to Adjourn
    a. Motion to approve: Allison
    b. Seconded: Erin
    c. Motioned passed

**MeLCat AV Lending Proposal**

*Proposed items to lend:* DVDs, Blu-rays, CDs, audiobooks, in addition to books
*Items not loaned:* vinyl records, video games, Tonie boxes, Library of Things items, etc.

*History*
A Lakeland member library asked if it would be possible for them to lend their AV materials via MeLCat. Lakeland staff met with MeLCat staff to determine the feasibility of offering this option. It is possible, and this reciprocal agreement would also allow our members to borrow AV items from MeLCat. It is, however, a system-wide setting, meaning all libraries within the LLC shared system must participate.

Lakeland staff then met with Advisory Council Officers about this proposal, and they agreed to add this topic to the November 2026 Advisory Council agenda.

If members decide to move forward with this proposal, this change would begin when Polaris and subsequently, MeLCat/INN-Reach are live in Fall 2027.

*Considerations*
New items can continue to be embargoed for 6 months, as they are now.
MeLCat lending regulations must be followed. Requirements for shipping AV materials:

- Securely pack ALL A/V and non-book materials.
- Pack in an appropriately sized cardboard box, or double wrap in bubble wrap envelopes (each member would provide their own packaging materials).
- Cardboard boxes are recommended.
- Seal the box or envelope with shipping tape.
- Secure the RIDES shipping label to the top of the box or envelope.

Per MeLCat Policy 6.5, patrons can be charged for lost, overdue, or damaged MeLCat materials; *no other fees may be charged by borrowing libraries*.

MeLCat's optional AV loan period between libraries allows 24 days for delivery, pickup and use of the item, and its return. The length of loan to patrons is 14 days with no renewal. Only video and music audio formats may use this optional loan rule.

*Estimated Costs to the Members for Cooperative-wide Lending*
RIDES delivery costs for MeLCat would increase in the event of a higher volume of materials being loaned and borrowed. We reached out to MeLCat staff for more information. They estimated, on the high end of increased volume, that the cost could go from our current $8,000 a year to somewhere between $12,000 and $16,0000 (the latter amount is a very high estimate and we anticipate that it would be more in the $12,000 range).

Lakeland would budget an additional 5 hours a week of library materials sorting for $6,000.

Total Additional Costs from Lakeland Per Library/Year to Add AV Lending: $250-600.

*Next Steps*
An online vote via survey will be sent to the members on whether all shared ILS members of LLC will begin loaning AV materials when Polaris and subsequently INN-Reach are live in 2027. One vote per member library will be required. A ⅔ majority vote will be required for this initiative to pass.