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

Council Members Present: Stef Reed (MG), Joe Zappacosta (SM), David Edelman (BH), Carol Dawe (LLC)
Lakeland Staff Present: Amber McLain, Ann Langlois

1) **CALL TO ORDER AND ROLL CALL:** The meeting was called to order at 10:00 AM by Stef Reed.
2) **APPROVAL OF AGENDA:** Merri Jo Tuinstra moved, supported by Kevin Meyer to approve the agenda - *motion carried.*
3) **PUBLIC COMMENTS:**
   a) Mary Johnson shared statistics for this year's MLA conference. She also shared that MLA is looking to focus ThinkSpace more on tangible skills, and MLA will also be focusing on getting the Freedom to Read bill passed.
4) **APPROVAL OF MINUTES:** Ellen Peters moved, supported by Mary Cook, to approve the Advisory Council minutes from October 8, 2026 – *motion carried.*
5) **COUNCIL PRESIDENT REPORTS:** Stef Reed shared that Flat River will be starting to look at bids for renovating their building and developing land the library inherited.
6) **BOARD REPORT:** Rob Bristow shared that the Board is currently looking at the RFP process for finding Carol's successor.
7) **ILS MANAGER'S REPORT:** Ann shared that no new iTypes can be added to Sierra at this point. There is also a moratorium on new hardware and software that coordinates with Sierra beginning March 1. She also reminded everyone that there is a training on Patron Registration Standards.
8) **MEMBER SERVICE MANAGER'S REPORT:** Amber shared that BiblioCommons and Patron Point statistics should be up next week, as she was on vacation last week. She also reminded that Lakeland currently has an order open for Love My Library bags, due next Wednesday. Barcode orders will be opening soon as well, to avoid the holiday delay that we experienced with ordering in December last year.
9) **COOPERATIVE DIRECTOR'S REPORT:** Carol thanked the Lakeland staff for their work on the Polaris Migration project, and encouraged anyone who needs or wants further clarification on anything to open a ticket with Tech Help. Carol also shared that Board and Advisory will not be meeting in December. Carol congratulated Amy Stockwell on 25 years at White Cloud.
10) **OTHER REPORTS:**
   a) *Adult Services Meeting Minutes September 30, 2026* – included for information
   b) *Youth Services Minutes October 5, 2026* – included for information
   c) *MLA Update* - James Pugh shared that next year's
12) **NEW AND ONGOING BUSINESS**
   a) MeLCat Discussion
      i) *Migration Downtime* – MeLCat will have to be down three months before migration, so MeL transactions can clear from the system, because they live in Sierra. In the new year, there will be a training for best practices for MeL to help keep the transactions clean. MeLCat is anticipated to be down starting around June 2027. Because Polaris is a new product, it will have to be live and functioning before MeLCat can start being set up on the new server. Essentially, we are shutting down our service on Sierra and then fully restarting MeL on Polaris. Polaris and MeLCat staff expect it to be up on November 10, 2027. Agency codes will also be changing for each library, as the old library codes were tied to the libraries in Sierra. The HUB for all information sharing regarding the project is llcoop.org/Polaris
      ii) *AV Lending/Borrowing proposal for 2027* – Discussion ensued regarding the added work and cost of sending items through RIDES, and the availability of items within the Cooperative. A question about funding for this cost came up – it would come from the State Aid and the

libraries' operating fees. Questions regarding the types of material that would be eligible for MeL loan were addressed.

iii) *MLA Conference Sharing* – Amber McLain shared that the opening keynote was valuable for marketing and storytelling. Mary Johnson shared that there was an astounding number of new members present. Stef Reed shared appreciation for how much the sessions focused on staff wellbeing and care. James Pugh thanked the MLA conference work group.

13) **DIRECTOR DISCUSSION OR QUESTIONS:** None.

14) **PUBLIC COMMENTS:**
   a) Kevin Meyer shared that Hopkins doing an author visit with a local author in December.
   b) Dale Parus shared that Ionia's storytime project received a donation from Pizza Hut.
   c) Betty Adams shared that Dave Eggers' author visit is almost full.
   d) Maggie McKeithan shared that Spring Lake got a grant from their building insurance for security. Elyshia Hoekstra shared that Coopersville also got one.

15) **NEXT MEETING:** Thursday January 14, 2026, following the 9:30 a.m. Board Meeting at Kent District Library Service Center.

16) **ADJOURNMENT:** Matt Lubbers-Moore moved, supported by Mary Johnson, to adjourn at 11:28 AM - *motion carried.*

Respectfully submitted by,
Amber McLain