

**WOODLANDS LIBRARY COOPERATIVE
ADVISORY COUNCIL**

Thursday, April 16, 2015

MINUTES

Order

The Advisory Council meeting was called to order at 10:00 am by Chair Trixie McMeeking, Homer Public Library.

Introductions

Cindy Stanczak – Albion District Library
Laura Orłowski – Camden Township Library
James Oliver – Charlotte Community Library
Jane Moe – Constantine Township Library
Anna Curtis – Eaton Rapids Public Library
LeAnn Beckwith – Hillsdale Community Library
Trixie McMeeking – Homer Public Library
Ishwar Laxminarayan – Jackson District Library
Janet Barton – Litchfield District Library
Angela Semifero – Marshall District Library
Barbara Beaton – Milan Public Library
Cory Grimminck – Portland District Library
Faye VanRavenswaay – Schoolcraft Community Library
Colleen Leddy – Stair District Library
Mary Noeske – Sunfield District Library
Gayle Hazelbaker – Tecumseh District Library
Ryan Wieber – Van Buren District Library
Beth Taylor – Waldron District Library
Kate Pohjola Andrade – Woodlands Library Cooperative
Laura Claucherty – Woodlands Library Cooperative

Agenda Approval

The agenda was approved as presented. (Moved: Grimminck, Second: Stanczak. Motion: Carried.)

Minutes

It was moved to approve the minutes for the December 18, 2014 advisory council meeting. (Moved: Hazelbaker, Second: Oliver. Motion: Carried.)

Financial Report

Kate Pohjola Andrade gave the financial reports for December through March. The financial report for December shows a budget income of \$127,691.57 and expenses of \$49,998.09 for a budget balance of \$77,693.48. Pass through income for the period was \$8,530.65 and expenses were \$14,479.41 for a total balance of \$71,744.72. The bills for December were \$27,515.09. Income for the period of October through January was \$127,855.87 and expenses were \$74,683.07 for a balance of \$53,172.80. Pass through income for the period was \$32,037.45 and expenses were \$21,250.99 for a total balance of \$63,959.26. The bills for January were \$31,421.36. The financial report for February shows a budget income of \$127,878.77 and expenses of \$89,576.27 for a budget balance of \$38,302.50. Pass through income for the period was \$32,047.57 and expenses were \$22,166.91 for a total balance of \$48,183.16. The bills for February were \$15,769.84. Income for the period of October through March was \$127,900.11 and expenses were \$102,496.35 for a balance of \$25,403.76. Pass through income for the period was \$42,978.12 and expenses were \$26,550.85 for a total balance of \$41,831.03. The bills for March were \$17,259.59. The Library of Michigan is starting to send out state aid checks to libraries.

Committee Reports

Children & Teen Services

Cory Grimminck, Children & Teen Services Chair, reported that the committee has created a Children & Teen Services Newsletter. Members who are interested can submit articles to the newsletter. If you would like to be added to the group list to receive the newsletter let Kate know. The committee is planning a Makerspaces workshop in the fall, and a winter webinar on legal issues pertaining to children in the library.

Continuing Education

The Continuing Education Committee has not met. It might be possible to arrange a Web Site Design webinar for Woodlands members in the future.

Personnel

There was no personnel committee report for this advisory council meeting.

Planning and Evaluation

The Planning & Evaluation Committee met in December. Kate is working on the Strategic Plan which will determine changes to the Plan of Service. The draft budget for 2015-16 cannot be finalized until the cost for delivery is announced.

eResources

The eResources Committee met in March. Tom Moore, Delta Township District Library, volunteered to be the new committee chair. OverDrive was purchased by Rakuten, Inc. which hopefully will not affect their services. Woodlands will continue with Overdrive for another year. Members pay for MARC records for OverDrive but not all libraries are using them. If members need help loading them in their ILS system the eResources committee can help.

Unfinished Business

There was no unfinished business for this Advisory Council meeting.

New Business

There was no new business for this Advisory Council meeting.

Discussion Topics

The contract with WT Cox, which provides subscription services to Woodlands members at a discount, will expire in December. Kate asked the members present if they wanted to continue with WT Cox or seek RFPs for options. The members present seemed to be happy with WT Cox's service.

Break

The advisory council decided not to take a break.

Director's Report

Kate is officially back from maternity leave. She will be attending the National Library Legislative Day in Washington to see what it's like. If favorable, maybe the cooperative could provide funding for interested members to attend in the future. She has appointments all day with member representatives. If any members have a good relationship with their representatives let Kate know. Kate will attend a workshop at the Delta Township District Library highlighting the changes to FOIA. Presenting will be attorney Anne Seurnyck of Foster Swift Collins & Smith PC. Kate will be working from home a couple of days a week and will be in the office for the other two. Kate reported that there is no word yet on next year's state aid funding. The cooperative director's met at the Meijer Branch, Jackson District Library, and talked about libraries collaborating with their local school systems.

What's Happening in Your Library?

Portland District Library

Cory Grimminck – She has been appointed to the board of their DDA, now she can be more involved. They will try a summer reading program again for adults.

Milan Public Library

Barbara Beaton – Milan celebrated their 80th anniversary on March 14th. They had a kid's book mark coloring contest, they will celebrate National Library Week, and will have an adult summer reading program.

Sunfield District Library

Mary Noeske – They finished up with Battle of the Books. They have formed a new Lego Club and will see if it is successful. They are also working on their Memorial Garden.

Stair District Library

Colleen Leddy – Stair's Book Discussion Group will talk about Elizabeth Berg's *Tapestry of Fortunes* and they will have Michigan Notable program featuring Josh Malerman, author of *Bird Box*. Colleen said she really enjoyed Woodlands' Lego Round Table and will have a new Lego program for four weeks. They received a Consumer's Energy Grant, and will have a Hands on Museum program. They will have a Natural Resources program at the state recreation area. Colleen said they signed up at makercamp.com to be an affiliate and will receive free items but will have to plan programming. They had a program featuring Mary Pat Perkins, author of children's book *Rodeo Red*. She said they will start to offer Notary Services and will participate in Money Smart Week.

Tecumseh District Library

Gayle Hazelbaker – They are working on funding to renovate their basement. For summer reading they will feature *Pete the Cat* programming. They had a program featuring Brittany Gibbons, author of *Fat Girl Walking*. Gayle announced she is on the Stair District Library board which gives her an interesting perspective.

Camden Township Library

Laura Orłowski – They will participate in Money Smart week and will partner with the schools. The Michigan Credit Union will also give a presentation, and she received a box of shredded money to figure out how to distribute. They just finished with their 12th Annual American Girl Party, which featured Samantha, and had 60 girls attend. The board makes the food and serves at the party.

Waldron District Library

Beth Taylor – They are having a duct tape art contest for grades 6-12. They are making plans for the end of May for an Outdoors Games Day. In their summer reading program they will give extra points for biographies and they are working with the Sauk Theater in Jonesville for a week long program.

Hillsdale Community Library

LeAnn Beckwith – They received a Hillsdale County Community Foundation Grant and will match funds to purchase audio books. They switched to Verso and implemented NCIP, making checking out materials easier. They had 30 attend their Lego Club.

Van Buren District Library

Ryan Wieber – Ryan said they are going for a small mileage to try to recoup financial losses, while also making cuts to bring costs down. They are busy with programming and will have a Comic Con in May highlighting comic books and graphic novels.

Albion District Library

Cindy Stanczak – This is Cindy's fourth month as Interim Director at Albion. They sent out an RFP for accounting services also one for a new ILS system. They are looking at Apollo and Verso. Cindy announced that the library won their local Chamber Service Award. They have lost income due to the cities property tax dropping, and will have less programming due to a decrease in staff. She also said they have four librarians on their board. They will have a Caring for Caregivers program, a Hula program, and received a grant for an author visit. They are looking at their Strategic Plan to determine essential services.

Marshall District Library

Angela Semifero – Angela said they had 60 programs including a second Drop-In Mahjong program, a Drop-In Technology program, Art Times for elementary children, beekeeping, a Poetry Slam, a Maze Runner Party, and Teen Improve. They received an award from their local Chamber and hosted a Chamber breakfast. They received a grant of \$4,500 for a building project. They will have an Eric Litwin program, author of *Pete the Cat*. Angela attended the PLA Leadership Academy with 32 librarians from around the United States and said it was a great experience.

Constantine Township Library

Jane Moe – They raised \$800 at their book sale. They had Jane Knuth, author of *Thrift Store Saints*. They had an essentials oils program. For Earth Day she participated in the St. Joseph County Home Expo at the fairgrounds, and also attended Kindergarten Round Up. She also said that some of the down town property is being renovated.

Schoolcraft Community Library

Faye VanRavenswaay – They found a new person for their board and they seem to be excited to join. They wrapped up their annual Battle of the Books and had 224 children participate this year. The program entails a long planning process. They provided a volunteer’s brunch. They will have a Book & Bake Sale; a major fund raiser for them. They continue to collaborate with the Western Michigan University and offer Life Long Learning Courses.

Eaton Rapids Public Library

Anna Curtis- They are starting early literacy programming including elementary story time. They will have a local author program and are gearing up for summer reading. A local girl scout picked the library as a service project and will help make the library more child friendly.

Charlotte Community Library

James Oliver – They had a Fancy Nancy party, Lego program, Pete the Cat program, and a pizza tasting program and had 19 teens attend. They had teen movies during spring break. They are getting ready for a millage so they are trying to promote the library.

Litchfield District Library

Janet Barton – For summer reading they will use the heroes theme. They received a grant of \$200 from the Hillsdale County Community Foundation to purchase books. They have 15 women in their adult book club, and they also have a knitting & crocheting group. They are investigating to see if the Odd Fellows building that is for sale would be a suitable building for them to move into.

Jackson District Library

Ishwar Laxminarayan – They received a grant from the Michigan International Speedway for STEM programming and will offer a digital story time. In 2015 the Jackson District Library will celebrate their 150th Anniversary and they have a historical exhibit on display at the Ella Sharp Museum. They will have health & wellness programming, including classes on international cooking.

Homer Public Library

Trixie McMeeking – The library is working with the Calhoun County Help Centers for Michigan Legal Help. They received a Community Foundation grant for summer reading. In March they worked with the schools to create pop-up books and the kids had a great time. For summer reading they use Bingo sheets and give out awards accordingly.

Public Participation

There was no public participation for this advisory council meeting.

Next Meeting

The next advisory council meeting will be held on Thursday, June 18, 2015 at 10:00 am.

Adjourn

The advisory council meeting was adjourned.

Trixie McMeeking, Woodlands Library Cooperative
Advisory Council Chair