

**WOODLANDS LIBRARY COOPERATIVE
GOVERNING BOARD**

Thursday, May 19, 2016 5:00 pm
Homer Public Library, Homer MI

MINUTES

Order

The regular meeting of the Woodlands Library Cooperative Governing Board was called to order at 5:00 pm by Bill Siarny, president.

Roll Call

Governing Board members present:

Anne Good – Burr Oak Township Library
William Siarny – Charlotte Community Library
Carol Walker – Delta Township District Library
Heather Albee-Scott – Jackson District Library
Lynda Dunn – Marshall District Library
Larry Gregory – Monroe County Library System
Jane Poczatek – Tecumseh District Library

Others present:

Kate Pohjola Andrade – Woodlands Library Cooperative
Laura Claucherty - Woodlands Library Cooperative

Governing Board Members Absent:

Martha Parks – Grand Ledge Area District Library (unexcused)
Anita McCarthy – Waldron District Library

Agenda

It was moved to accept the agenda as presented. (Moved: Gregory, Second: Albee-Scott. Motion: Carried)

Minutes

It was moved that the minutes of March 17, 2016 be approved as posted. (Moved: Dunn, Second: Walker, Motion: Carried)

Financial Report

Approve March & April Bills

The March Financial Statement shows income for the year to date of \$171,645.14, and expenses for the period of \$111,487.99, for a total balance income of \$60,157.15. Pass through income for the period was \$38,492.00 and expenses were \$25,617.60, for a total balance of \$73,031.55. The bills for March were \$17,373.18. The April Financial Statement shows income for the year to date of \$171,806.17 and expenses for the period of \$122,654.10, for a total balance income of \$49,152.07. Pass through income for the period was \$49,579.65, and expenses were \$33,780.57, for a total balance of \$64,951.15. The bills for April were \$19,329.08.

It was moved that the March and April financial report and bills be approved. (Moved: Albee-Scott, Second: Gregory, Motion: Carried.)

Communications

There were no communications reported at this Governing Board meeting.

Director's Report

Kate reported that she attended the Public Library Association Conference in Denver, CO and had a fantastic time. They offered a lot of program choices, and Anderson Cooper was the opening keynote speaker. A lot of networking was accomplished at the conference and Kate saw a few of Woodlands members. At PLA Kate talked to United for Libraries, who offer good resources for board training. Kate also attended the Small and Rural Librarians Conference on Mackinac Island in support of our members. Many of Woodlands member libraries attended the conference and Woodlands laptop mobile training lab was used. The Governor has not yet signed next year's budget, so Kate can't be certain what state aid funding will be in order to finalize the 2016-17 draft budget. A survey of members revealed that they would like to see Kate more involved in library representation at the state level, so she has volunteered to serve at MLA. She's on the wait list for the Legislative Committee for 2017-2019, and will be on the 2017 MLA Conference Committee. Woodlands has many members who have millages on the ballot in the fall.

Advisory Council Report

The minutes from the April Advisory Council meeting, held at the Portland District Library, were mailed to the Governing Board members. The Council members are enjoying traveling to member libraries for meetings.

Committee Reports**Children & Teen Services**

The Children & Teen Services Committee was planning an early literacy workshop but had to postpone it until the fall. The presenters will compare and contrast the many different literacy initiatives available to libraries. The workshop will be held in three locations around the cooperative so members will not have to travel as far, and libraries from other cooperatives will be encouraged to attend. All future newsletters produced by the committee will be developed using MailChimp. Kate provided MailChimp training to the committee.

Continuing Education

The Continuing Education Committee met and planned their workshops through fall 2017. Topics selected were based on the results of a member survey, and they include several aspects of human resources, library marketing, and building maintenance planning & best practices for various tasks. The committee will also plan several webinars during the winter months.

Personnel

There has been no activity for the Personnel Committee. Kate's annual evaluation will go out to members in August.

Planning & Evaluation

The Planning & Evaluation Committee will meet soon to review the draft 2016-17 budget.

eResources

The eResources Committee is currently exploring options for MARC records for OverDrive purchases.

Unfinished Business

There was no unfinished business for this Governing Board meeting.

New Business

The Plan of Service was submitted to the Library of Michigan for approval and was returned with some suggestions for changes. The suggested changes were made and it was sent back to LM for a quick review. The items in question - per diem or reimbursement for board member meeting attendance, virtual meetings, etc., are things that would fit better in the bylaws. It was

moved to approve the changes outlined in the draft Plan of Service as discussed and to submit it to the Library of Michigan for approval. (Moved: Walker, Second: Dunn. Motion: Carried.)

Break

The board did not take a break.

Next meeting

The next Governing Board meeting will be July 21, 2016 at the Marshall District Library, 124 W. Green St., Marshall, MI, 49068 at 5:00 pm.

Public Participation

There was no public participation for this Governing Board meeting.

Adjourn

It was moved to adjourn the meeting. (Moved: Dunn, Second: Good. Motion: Carried.)

Laurence Gregory, Woodlands Library Cooperative
Governing Board Secretary/Treasurer