

**WOODLANDS LIBRARY COOPERATIVE  
ADVISORY COUNCIL**

Thursday, June 16, 2016

**MINUTES**

**Order**

The Advisory Council meeting, held at the Marshall District Library, was called to order at 10:00 am by Cory Grimminck, Advisory Council Chair.

**Introductions**

Cindy Stanczak – Albion District Library  
Mary Anne Kennedy – Burr Oak Township Library  
Laura Orlowski – Camden Township Library  
James Oliver – Charlotte Community Library  
Jane Moe – Constantine Township Library  
Ann Sanders – Dorothy Hull Library  
Anna Curtis – Eaton Rapids Public Library  
Lise Mitchell – Grand Ledge Area District Library  
LeAnn Beckwith – Hillsdale Community Library  
Trixie McMeeking – Homer Public Library  
Janet Barton – Litchfield District Library  
Angela Semifero – Marshall District Library  
Barbara Beaton – Milan Public Library  
Nancy Bellaire – Monroe County Library System  
Cory Grimminck – Portland District Library  
Lu Ann Stachnik – Potterville Township 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  
**Guest**  
Jennifer Balcom – DeWitt District Library

**Agenda Approval**

It was moved to approve the agenda as presented. (Moved: Oliver, Second: McMeeking. Motion: Carried.)

**Minutes**

It was moved to approve the minutes for the April 21, 2016 Advisory Council meeting. (Moved: Moe, Second: Kennedy. Motion: Carried.)

**Financial Report**

Totals from the April and May financial reports were listed on the agenda and reviewed. Income increases as state aid checks are received. Kate reminded the council that a detailed financial report is available on the Woodlands web site.

## **Committee Reports**

### **Children & Teen Services**

The Children & Teen Services Committee Chair, Cory Grimminck, reported that the committee tried to plan an early literacy workshop at three locations this spring, but due to speaker commitment issues they have postponed this workshop until fall. Also this fall they are planning a workshop on using a media lab for teen programming, and hope to put together a media lab for members to borrow. The committee is also asking members to contribute content to their newsletter. There will be a gift card drawing for anyone who contributes material. The committee has a Facebook group, Woodlands Library Cooperative Children's Services, and anyone is welcome to join.

### **Continuing Education**

Angela Semifero, Continuing Education Committee Chair, reported that the committee met and is planning several training opportunities based on the cooperative's survey results. In the fall of 2016 the committee is planning a human resources workshop, in the winter of 2017 a policies webinar, in spring 2017 a building maintenance workshop, and in fall 2017 an online marketing & social media workshop. Kate informed the council that Southwest Michigan Library Cooperative is having a Black Belt Librarian program in Lawrence, MI this fall, and Woodlands members can attend. The cooperative will look into chartering a bus to the ALA conference in Chicago in 2017.

### **Personnel**

The Personnel committee has not met and has nothing to report at this time. Kate's evaluation will go out to members in July or August.

### **Planning and Evaluation**

Ryan Wieber reported that the Planning & Evaluation Committee will need to meet to review the draft 2016-17 budget. Kate is waiting for the state aid funding amount to be finalized by the Governor before finishing up the budget. The revised Plan of Service has been approved, now the committee will review the Bylaws and other cooperative policies for updates.

### **eResources**

The eResources Committee sent an email polling members who receive OverDrive MARC records to see if they would approve switching from SkyRiver records, which Woodlands currently pays for, to OverDrive free MARC records. The few members who responded recommended switching to the free OverDrive records. Kate has been talking to Recorded Books and they are discussing new pricing options for Comics Plus, Zinio and Transparent Languages. Global Road Warrior will offer a trial of their product, and Woodlands might be able to set up a group discount. 31 members were interested in Ancestry.com, and Kate is waiting for pricing. Members can try SCOLA for \$100 through a state-wide bid through TLN. They offer an amazing amount of information on various countries.

## **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 Topic**

There was a discussion on various options to get wireless statistics, auditor options for libraries, and who has the best service to purchase library cards.

## **Break**

The Advisory Council did not take a break.

## **Director's Report**

Kate reported that the Library of Michigan will continue to offer statewide access to United for Libraries and she passed out a handout about it to members. This service can be used by board

members and Friends and is a great resource. Kate attended the Small and Rural Librarians Conference on Mackinac Island and was pleased that Shauna Swantek, Putnam District Library, won the Outstanding Small/Rural Librarian Award. Kate took the mobile training lab to the conference and the Library of Michigan was grateful. The lab is getting outdated and Kate is looking into upgrading it to newer machines using the TRIG discount. Kate also talked to Nationwide and they will offer a group discount for pet insurance for library staff. Kate will send out the information for this voluntary benefit to the listserv. So far Woodlands has paid 20 mini grants, and 13 MLA membership reimbursements. After you pay your RIDES bill send a copy to Laura for reimbursement. Kate will speak again this year at New Director's workshop on how to deal with the board. Kate was one of 42 accepted into the ALA Leadership Institute in August. The survey members completed indicated that they would like to see Kate more involved at the state level so Kate volunteered and is on the MLA Legislative Committee waiting list. She will also be on next year's MLA Conference planning committee.

### **What's Happening in Your Library?**

#### **Homer Public Library**

Trixie McMeeking – Trixie said they are offering a summer reading lunch program and had 35-45 children participate. The library received a card of appreciation and a donation from a patron that had moved away.

#### **Dorothy Hull Library**

Ann Sanders – Ann said they are offering summer reading for the first time in three years. She will present a 3-year plan to her board in July. She has a new staff member and they signed the library up for a non-profit table at the local Farmer's Market.

#### **Monroe County Library System**

Nancy Bellaire – Nancy said they hired Lewis Bender for strategic planning. They will have a fair booth, are opening a new branch in South Rockwood, and will send a couple of staff to the Harwood training. They had someone from the Levenger Foundation just walk into a branch and hand them a donation.

#### **Albion District Library**

Cindy Stanczak – Cindy said they will kick off their summer reading program Saturday with an inflatable house and slide. There is another teen event the same day that hopefully won't decrease attendance. Summer reading prizes are all game related, and they will have a life size games program for children to participate in. They had an ok turn out for the Family Literacy program, sponsored by the Albion-Homer United Way. They will have programming on holistic health, a Bingo Night, disk golf workshop and will provide free discs, a Where's Waldo? program with the local book store, Henna Club, and a photo safari at the Nature Center. They have an upcoming millage election, and Cindy's begging to prepare her upcoming budget.

#### **Sunfield District Library**

Mary Noeske – Mary reported they lost a board member and they are getting summer reading started. They are finishing up an inventory, and the outdoor pavilion is getting constructed. They will have a bike safety program.

#### **Grand Ledge Area District Library**

Lise Mitchell – Lise said their construction is going well and they like their contractor. They will have an underwater robot vehicle program.

#### **Eaton Rapids Public Library**

Anna Curtis – Anna said summer reading numbers are already almost up to last year's total participation.

#### **Camden Township Library**

Laura Orlowski – Laura said their summer reading is going well and have increased their early literacy programming. They will have a Reptile Jones program, who brings live animals. The adults are interested in coloring, and will have a canvas painting program. Laura had board members attend Small & Rural Librarians Conference this year. A previous librarian passed away and her family designated the library for memorials, which will be used for a digitization project.

**Hillsdale Community Library**

LeAnn Beckwith – Le Ann thanked everyone who voted for them in the Love Your Community grant. They won and will use funds for a baby/toddler area. Her staff will participate in police security training. They had an Alice in Wonderland tea and students from Hillsdale College dressed up as characters.

**Potterville Township Library**

Lu Ann Stachnik – Lu Ann said they have their summer reading kick-off on Monday and programming will start Tuesday for 6 weeks. Gizzard Fest, a local event, is over and the library was surrounded by the celebration. Potterville is looking for a Youth Services person.

**Charlotte Community Library**

James Oliver – Jim said their summer reading starts Tuesday and will be held in the park. They will coordinate with Alive, a local exercise group. They have four bicycles as summer reading prizes this year. They received a memorial donation and will use the funds to renovate their meeting room. They are going for a millage increase.

**Van Buren District Library**

Ryan Wieber – Ryan said they passed their millage in November and now branches are open 6 days a week. They have cleaned up their collection. Ryan reported that their circulation numbers have been down for a couple of years, and he asked the council if others were having this problem. Several others also reported a decrease in circulation. They will have a Fall in Love with Books Again program, and he is shopping for a new ILS system.

**Milan Public Library**

Barbara Beaton – Barbara said their summer reading starts today and they will focus on mental brain games. They have 3 T-Mobile hot spots they are lending out to patrons. They are trying to reorganize and revive their Friends group.

**Waldron District Library**

Beth Taylor – Beth said they will start their summer reading program in July and will add an evening session to increase attendance.

**Burr Oak Township Library**

Mary Anne Kennedy – Mary Anne said they are very rural and their patron base is constantly changing. They will start summer reading in two weeks in order to work around other community programs. Two local couples, who volunteer around their community to make improvements, selected the library and did some landscaping and other exterior maintenance.

**Constantine Township Library**

Jane Moe – Jane said they are using the Heroes theme for summer reading. The local American Legion Auxiliary has offered to help out the library. They have had a lot of staff illness which has been difficult.

**Litchfield District Library**

Janet Barton – Janet said their summer reading program is in conjunction with the free lunch program at a local church. They had a Ronald McDonald program, will have a police bike safety program, and they are getting a movie license. They are still trying to work with their local TIFA for support, and they are working with an architect on structural plans for the new building.

**Tecumseh District Library**

Gayle Hazlebaker – Gayle said they are finishing their lower level remodeling. The Tecumseh staff visited the Marshall District Library, and Gayle thanked Angela for that opportunity.

**Marshall District Library**

Angela Semifero – Angela reported they had fantastic donations for summer reading prizes, including a bike, a Fitbit, and a massage. They are starting a teacher's book club for the summer. They have started the 2<sup>nd</sup> phase of their renovation.

**DeWitt District Library**

Jennifer Balcom – Jennifer said they have started renovation and rented office space for programming. They had a successful Tape Town Road program for matchbox cars.

**Portland District Library**

Cory Grimminck – Cory said the road in front of the library is under construction so they are holding summer reading off site. They are working on their memorial garden. They will hold a jigsaw puzzle

contest with teams of 2-4 people. They will have a millage on the ballot in August. They will hold their annual Nerd Con with vendors, science fiction authors, sword fighting, Quidditch, and a Lego mini figure swap.

### **Public Participation**

There was no public participation for this Advisory Council meeting.

### **Next Meeting**

The next Advisory Council meeting will be held on August 18, 2016 at 10:00 am at the Jackson District Library-Meijer Branch in Jackson, MI.

### **Adjourn**

It was moved to adjourn the Advisory Council meeting. (Moved: Stanczak, Second: McMeeking.  
Motion: Carried.)

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Cory Grimminck, Woodlands Library Cooperative  
Advisory Council Chair