

**WOODLANDS LIBRARY COOPERATIVE
ADVISORY COUNCIL
Thursday, August 18, 2016**

MINUTES

Order

The Advisory Council meeting, held at the Jackson District Library-Meijer Branch, was called to order at 10:06 am by Cory Grimminck, Advisory Council Chair.

Introductions

Shirley Ehnis – Adrian District Library
Cindy Stanczak – Albion District Library
Mary Kennedy – Burr Oak Township Library
Laura Orlowski – Camden Township Library
James Oliver – Charlotte Community Library
Mary Rzepczynski – Delta Township District Library
Ann Sanders – Dorothy Hull Library
Anna Curtis – Eaton Rapids Public Library
LeAnn Beckwith – Hillsdale Community Library
Sara Tackett – Jackson District Library
Liz Breed – Jackson District Library
Nadia El Anani – Jonesville District Library
Angela Semifero – Marshall District Library
Cory Grimminck – Portland District Library
Lu Ann Stachnik – Potterville Township Library
Faye VanRavenswaay – Schoolcraft Community Library
Colleen Leddy – Stair District Library
Mary Noeske – Sunfield District Library
Beth Taylor – Waldron District Library
Kate Pohjola Andrade – Woodlands Library Cooperative
Laura Claucherty – Woodlands Library Cooperative

Agenda Approval

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

Minutes

It was moved to approve the minutes for the June 16, 2016 Advisory Council meeting. (Moved: Semifero, Second: Stanczak. Motion: Carried.)

Financial Report

Totals from the June and July financial reports were listed on the agenda and reviewed. Income fluctuates as state aid is received, and RIDES and mini grant bills are paid. 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. The workshop will compare different literacy initiatives, including 1000 Books Before kindergarten, Dolly Parton's Imagination Library, and Every Child Ready to Read. This workshop will be held in three locations: September 20 Schoolcraft Community Library, September 21 JDL-Concord Branch, and September 22 MCLS-Ellis Branch. Registration will

be available soon. In October the committee is 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 is a gift card drawing for anyone who contributes material. The committee also has a Facebook group, Woodlands Library Cooperative Children's Services, and anyone is welcome to join.

It was suggested that a Facebook group for adult programming would be useful.

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 workshop featuring Ben Bizzle, author of *Start a Revolution: Stop Acting Like a Library*. 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. Angela participated in a meeting of several of Woodlands librarians who discussed the need for additional training of new librarians beyond the New Director's workshop required by the Library of Michigan. They also discussed the possibility of a mentoring partnership for new librarians with an experienced librarian.

Personnel

The Personnel committee has not met and has nothing to report at this time. Kate's evaluation will go out to members soon. Kate reported that the committee needed two additional members. Two meeting participants volunteered and those slots are now filled.

Planning and Evaluation

Jim Oliver reported that the Planning & Evaluation Committee met and reviewed the draft 2016-17 budget. The committee also discussed options for investing assets and working with a professional advisor for assistance with this. Several options were discussed to help get a portion of the fund balance monies back to members. It was also suggested that cooperative staff receive funds to help offset the cost of maintaining a home office.

eResources

The eResources committee has not met. Kate reported that she has been working to get pricing for Ancestry.com memberships. Members who receive MARC records for OverDrive said they were in favor of receiving free records from OverDrive, and this transition started on July 1st. The committee will meet in October.

Unfinished Business

There was no Unfinished Business for this Advisory Council meeting.

New Business

The Planning & Evaluation committee met and discussed the draft budget for 2016-17, and recommends approval to the Advisory Council. The DeWitt District Library membership, starting October 2016, was approved at the July Governing Board meeting. Van Buren District Library has submitted a resolution to leave the cooperative in October 2017. Both libraries are a class V, so income will decrease minimally starting in October 2017. Other line items were discussed including Consultants and Automation Services. Educational funds were increased in the budget to possibly send a few members to National Legislative Day in Washington. The Advisory Council reviewed the draft budget as presented and it was moved to recommend it to the Governing Board for approval. (Moved: Stanczak, Second: Oliver. Motion: Carried.)

Discussion Topic

There was a discussion on automation system options, and the several libraries offered opinions on the benefits of Verso.

Break

The Advisory Council did not take a break.

Director's Report

Kate reported that she is in the process of ordering a new mobile training lab for members to borrow. She attended the ALA Leadership Institute and reported it was an amazing experience. She reminded libraries that Woodlands will pay registration fees for up to three staff to attend the Black Belt Librarian workshop, which offers instruction on personal security while working with the public, being sponsored by the Southwest Michigan Library Cooperative. So far she has registrations for 20 members. She congratulated everyone who recently passed library millages. The Cooperative Directors Association is setting up their own web site, including a state-wide calendar of events. She will present at the New Director's Workshop on maintaining and improving relationships between the library board and the director.

What's Happening in Your Library?**Jonesville District Library**

Nadia El Anani – Nadia said their summer reading is over, they had 15 attend Lego Club, and they had an amazing didgeridoo program. Their new and improved newsletter was distributed and well received. Nadia is looking for a computer trainer. They moved the juvenile section up from the basement, weeded 25% of the collection, and she has good board support for updating services.

Adrian District Library

Shirley Ehnis – Shirley said the local DDA is sponsoring a Saturday "College Night" downtown with live music. The library will be open and will participate in the event. They have a Pokémon GO group forming.

Albion District Library

Cindy Stanczak – Cindy said for the summer reading program they had life size games, and one of the most popular games was giant Chinese checkers. If anyone would like to borrow it, contact Cindy. Teen summer reading was a success, and will continue with a teen winter reading. They will participate in the Back-to-School open house at the newly renovated elementary school in Albion. They have had success with holistic health programming. They will hold their annual Friends Book Sale in September. They have weeded the older DVDs out of their collection that were not circulating. They are updating their security system due to an increase of threatening patron behavior.

Sunfield District Library

Mary Noeske – Mary reported they finished summer reading, and had water games this summer and the kids loved it. They participated in the Farmers Picnic, and had a dedication for the new pavilion.

Dorothy Hull Library

Ann Sanders – Ann said she had four paperback racks that she needs to get rid of, and they have been busy weeding the collection. Her Board is interested in joining RIDES and expanding hours. They finished summer reading, and they participated in their Farmer's Market.

Delta Township District Library

Mary Rzepczynski – Mary said they are now loaning mobile hot spots to patrons. Their building is now 8 years old and is requiring more maintenance. They sent out an RFP for strategic planning.

Waldron District Library

Beth Taylor – Beth said they are weeding materials that are not circulating. They are getting ready for upcoming school programs, and an audit. They will have a book sale, and will run the bouncy house at the Labor Day festival.

Camden Township Library

Laura Orlowski – Laura said they will finish summer reading on the 27th. They had a Minecraft program, and are looking into creating their own Minecraft server. They are working on a local history digitization project. They will complete an inventory after summer reading is over.

Potterville Township Library

Lu Ann Stachnik – Lu Ann said they have Lego Club twice a week, and have finished summer reading. They are working on fall author events. The Friends Well Read Shed is working out great and is open once a week. They signed with Library Design for a total remodel.

Burr Oak Township Library

Mary Anne Kennedy – Mary Anne said they finished summer reading with a pizza party, and had a dynamic school production on Our Amazing Universe. The outside work on the library has been completed, and will have a Halloween Party in the fall.

Jackson District Library

Sara Tackett – Sara said at the Carnegie branch they had a free and reduced lunch program and also offered a digital story time. They had a Star Wars vs. Star Trek program and had a laser show to end the evening. Pokémon GO is a big thing at their library, and a local radio show will broadcast live from the library for marketing purposes. The staff are planning a program in November to encourage patrons to visit other JDL branches, and will have nontraditional outside-the-lines programs at all the branches to kick off their millage campaign. Sara introduced Liz Breed, JDL's new assistant director.

Charlotte Community Library

James Oliver – Jim said they finished summer reading, and they discovered that displaying the prizes increased participation. They are installing a hanging projector and sound system in their meeting room. They switched their newsletter to MailChimp and it increased the number of people requesting to receive it. Their craft club is very popular, and they also offer a Minecraft program.

Eaton Rapids Public Library

Anna Curtis – Anna said that summer reading statistics exceeded those of last year, and this year they switched to a challenge based format. They eliminated the weekly prizes and several parents thanked them for making this change. In September they will put up a story walk in the park.

Stair District Library

Colleen Leddy – Colleen said they partnered with the Department of Natural Resources and are an affiliate site for Maker Camp. She recommends all libraries sign up (available online), because they send you free materials. They will host the Smithsonian Hometown Teams exhibit, and they are a Pokémon GO site.

Schoolcraft Community Library

Faye VanRavenswaay – Faye reported they had good summer reading participation. It increased adult participation to let patrons know that by signing up for adult summer reading, it would help increase the statistics reported on Schoolcraft's state report. They had a college student volunteer to develop science based programs for kids and they were a great success. They will get new monitors for their reference staff.

Marshall District Library

Angela Semifero – Angela said they are looking for a new children's services assistant. They are now in phase 2 of remodeling and will close the library for a few days to install new carpet. They had a Triumph Over TV program about accessing entertainment online and streaming. They had a Pokémon GO Walk and 21 people attended. They also participate in the Farmer's Market, had an adult recess program, and a Batman Day story time. Angela attended the PLA Leadership Academy and said it was a great experience, and that they are now taking applications and encouraged council members to apply.

Portland District Library

Cory Grimminck – Cory said they are almost finished with their Children's Memorial Garden. They had a night-time Harry Potter release party and 240 people attended. They had a Potions class, the local bars served special drinks in honor of the event, and they even had a unicorn. They passed their millage. They will use their mini grant funds to purchase non-traditional items, including board games, coloring books and supplies, and either a GoPro Camera or table top photo lab for adults.

Public Participation

There was no public participation for this Advisory Council meeting.

Next Meeting

The next Advisory Council meeting will be held on October 20, 2016 at 10:00 am at the Schultz-Holmes Memorial Library in Blissfield, MI.

Adjourn

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

Cory Grimminck, Woodlands Library Cooperative
Advisory Council Chair