

WOODLANDS LIBRARY COOPERATIVE ADVISORY COUNCIL

Clinton Township Public Library
April 19, 2018

MINUTES

Order

The Advisory Council meeting was called to order at 10:05 by Cindy Stanczak, Advisory Council Chair.

Introductions

Jen Wrzesinski – Adrian District Library
Cindy Stanczak – Albion District Library
Laura Orłowski – Camden Township Library
Susan Bach – Clinton Township Public Library
Ann Sanders – Dorothy Hull Library
Mary Hill – Hillsdale Community Library
Joann Crater – Hudson Carnegie District Library
Nadia El Anani – Jonesville District Library
Trevor VanValkenburg – Lenawee District Library
Nancy Bellaire – Monroe County Library System
Phyllis Rickard – North Adams Community Memorial Library
Cory Grimminck – Portland District Library
Bob Barringer – Schultz-Holmes Memorial Library
Colleen Leddy – Stair District Library
Gayle Hazelbaker – Tecumseh 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: Grimminck, Second: El Anani. Motion: Carried.)

Minutes

It was moved to approve the minutes from the February 15, 2018 Advisory Council meeting. (Moved: Hill, Second: Hazelbaker. Motion: Carried.)

Financial Report

Woodlands income will increase as we start to receive state aid. Kate is in the beginning process of drafting the 2018-19 budget, which will come before the council in June for discussion. Kate reminded us that RIDES will not increase for 2018-19 as we are going into the last year of a 3-year contract. Woodlands will cover 100% of RIDES delivery for all member libraries.

It was moved to accept the financial report as presented. (Moved: Hazelbaker, Second: Sanders. Motion: Carried.)

Committee Reports

Children & Teen Services

Cory Grimminck, Children and Teen Services Committee Chair, reported that the committee has been using Asana to track workshop planning. She also announced the survey the committee sent out will close at the end of next week. On May 30th the committee will host a webinar called *Quiltbag: Welcoming and Supporting LGBTQ+ Teens in the Library*. The committee hopes to bring Leonard Sax for a workshop next year. They also are planning a train the trainer road show on robotics and coding, and how to present a teen program, and a webinar on how to arrange inexpensive author visits. The committee is also in the process of putting together maker boxes for members to borrow.

Continuing Education

Trevor Van Valkenburg, Continuing Education Committee member, reported that they will host *The Care and Feeding of Our Library Buildings* workshop on May 24th at the Jackson District Library, Meijer Branch. They will have several representatives from WLC member libraries participate in a panel discussion in the morning on building maintenance, and will talk about building renovations in the afternoon.

Personnel

Kate reminded council members that her evaluation will be sent out in July, and encouraged everyone to complete it.

Planning and Evaluation

The Planning and Evaluation committee will meet soon to discuss the draft 2018-19 budget. Kate told the council that if they had any ideas to please send them to her now before the budget has been completed.

eResources

The eResources Committee will meet May 17th. This committee is mainly responsible for maintaining the OverDrive collection. Kate attended PLA and talked to a lot of vendors, and is reviewing some possible new products for members. She found out that Cloud Library is not compatible with Kindle devices at this time. She will check the statistics on Consumer Reports to see if it is being used. The committee would like to hold a mini Digipalooza for cooperative members, where information on OverDrive updates, loading OverDrive MARC records to member's catalogs, and staff training is provided.

Penal Fines Task Force

Kate compiled a history on penal fines and a draft copy was distributed at the meeting. Now that the penal fine distribution information has been collected, Kathy Webb at the Library of Michigan will compare it to her data to see if libraries are getting paid correctly. Our next step is to develop an educational tool about penal fines for libraries, their boards, county treasurers, and judges. There is little statewide consistency in reporting practices, though we can make suggestions which may be helpful.

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 no Discussion Topic for this Advisory Council meeting.

Break

The Advisory Council did not take a break. It was announced that this is the last meeting for Gayle Hazelbaker, Tecumseh District Library, who is retiring, and Nadia El Anani, Jonesville District Library, who is relocating.

Director's Report

- Kate announced that the MLA Health Insurance should be starting in July, but she did not yet have any details.
- Since Gayle and Nadia are leaving, Woodlands will need to fill their positions on the Continuing Education Committee. Let Kate know if you are interested.
- Kate attended PLA, but a lot of attendees and vendors did not make it due to the weather. Anythink Libraries were creating little cutouts of conference attendees, that could then be placed into a model building.
- Kate is hoping to get out and visit libraries now that spring is here. She met with the new director at Putnam District Library, and she will be going to Marshall District Library and White Pigeon Township Library. If you would like Kate to visit your library or talk to your board, contact her to arrange a meeting date.

- Kate attended How to be a Facilitator training, which she thought was very beneficial because she got immediate feedback on her performance.
- Woodlands will be sending 7 people to National Library Legislative Day. The event is full, but you can participate virtually.
- Kate will be attending the Small and Rural Libraries Conference and she will be taking Woodlands mobile training lab for them to use.
- Kate is serving on the MCLS board. Randy Dykhuis, Executive Director, has announced his retirement, and Kate is serving on the new Director search committee.

What's Happening in Your Library?

Lenawee County Library

Trevor VanValkenburg – Trevor said they are having a county wide bookmark contest, with four different categories, and an awards ceremony for the winners.

Dorothy Hull Library

Ann Sanders – Ann reported that her furnace had a failure and they purchased a new one. A company that grows medical marijuana purchased land from their township, which will add 1,000 jobs and increase property tax appropriations for her library. With an increase in funds she would like to increase staff and programming.

Monroe County Library System

Nancy Bellaire – Nancy reported that she attended the funeral of Bernie Margolis, who was a former Director at Monroe and a passionate spokesperson for penal fines. They are reviewing their personnel policy. Monroe participated in Earth Day, and they have a literacy fair coming up.

Clinton Township Public Library

Susan Bach – Susan announced she will be the new director at the Tecumseh District Library starting on May 7th. Clinton's new director, Peggy Parrish, starts May 14th, and Susan will help her during the transition.

Kate thanked Susan for hosting this Advisory Council meeting.

Adrian District Library

Jen Wrzesinski – Jen said that since they became a district library in 2015, they have been partnering with the city for services like technology, and financial record keeping. As of July 1st they will stop using the city and will maintain these on their own. They are having a Flat Andy contest, and August 26th they will have a 150th Anniversary Party.

Schultz-Holmes Memorial Library

Bob Barringer – Bob said they will have a program on soft cheese that's made in Michigan. They paired their Lego program with a Nintendo program and increased attendance. They modified their Story Time program by offering it for 8 weeks, then taking a month off, and changed the time. They will have a beer tasting program on May 24th. Their summer reading sponsor increased their contribution, and they received a MI Humanities grant and will have a program featuring drummers. They will host a craft soda pop tasting, and a steel drums program. Schultz-Holmes patrons loved the waltz program so much they will hold a similar one featuring the tango.

Tecumseh District Library

Gayle Hazlebaker – Gayle reported that she is retiring and this is her last Advisory Council meeting. She has been director at Tecumseh for 14 years, and she will help the new director transition. They had staff training day and assessed staff using StrengthFinders. They attended Celebrate Tecumseh, a 2-hour event, and signed up 60 attendees for their library app. They have decided to attend other community events to advertise the library.

Camden Township Library

Laura Orlowski – Laura said they are giving away trees for Earth Day and Arbor Day. They will have their annual American Girl Doll Party in May. They received a grant for 1,000 Books Before Kindergarten programming, and will possibly participate in a lunch program this summer with their community. Laura said she is presenting at the Small and Rural Librarians Conference, and she will attend the National Library Legislative Day.

Waldron District Library

Beth Taylor – Beth said they are busy promoting building a fairy garden. They had a generous donation and will use it to digitize their local newspaper, and they had a teacher bequest funds which can be used where they are needed the most.

Hudson Carnegie District Library

Joann Crater – Joann reported they had money left over from their renovation, and will be digitizing local newspapers. She is serving on the Hospitality Committee for Small and Rural Librarians Conference. They received a check from the PPT reimbursements. They are getting their furnace fixed, and replacing the library's window coverings. They have a new janitor and clerk.

North Adams Community Memorial Library

Phyllis Rickard – Phyllis said they increased their Internet speed, and hired an employee. They are also now offering child and adult programming, and summer reading. Their building is land locked and owned by the township, so they purchased land and are in the beginning stages of building a new library.

Jonesville District Library

Nadia El Anani – Nadia said they have monthly author visits, and a painting group that meets twice a month. She announced that April 27th is her last day at Jonesville, and she is relocating to a new community. She is getting summer reading plans finalized before she leaves, and they are updating job descriptions for staff. An easy access button will be installed on their entry door for handicapped patrons.

Hillsdale Community Library

Mary Hill – Mary said they received a grant for summer reading from the Hillsdale Community Foundation, and will have a Joel Tacey program. They will have a Blind Date with a Book program.

Portland District Library

Cory Grimminck – Cory said they created a story time garden with funds from a teacher who passed away. Since it is a sensory garden, they will add a music element to it for this year's summer reading. They just closed registration for their Portland Creates Art program and had 150 people submit items. They received a Community Foundation grant. They will have an all staff training day, and she had her staff plan what they wanted to do. They decided on team building, communication, and stress relief.

Albion District Library

Cindy Stanczak – Cindy said they had Ancestry.com training. For Earth Day they are giving away a large plant. After their Apollo transition they are now finally participating in MeLCat again. They filled an Office Coordinator position and Cindy is very happy with the new person. Albion has a new hotel and a few other new businesses downtown. They are applying for grants to rekey the library with cards for safety reasons. They received a LSTA grant for wireless hot spots and a tablet. Their Friends group will fund the installation of two new closets in their meeting room for supplies. They also received a check from the PPT reimbursements and hope to replace their elevator. Their 5-year United Way Family Literacy project might be shut down after 3 years due to lack of funding. They will have programming on the USDA Home Buyer Education Low Interest program, and they continue to have Yoga and Tai Chi. Cindy has a patron who wishes to donate materials so Cindy lets her pick titles from her book order to purchase, then the patron gets first chance to read it before it circulates.

Public Participation

There was no public participation for this Advisory Council meeting.

Next Meeting

The next meeting will be held on Thursday, June 21 at 10:00 am at the Lenawee District Library.

Adjourn

It was moved to adjourn the Advisory Council meeting at 12:25 pm. (Moved: Crater, Second: Sanders. Motion: Carried.)



Cindy Stanczak, Woodlands Library Cooperative
Advisory Council Chair