



**WOODLANDS LIBRARY COOPERATIVE
ADVISORY COUNCIL**

Thursday, October 11, 2018

MINUTES

Order

The Advisory Council meeting, held at the Stair District Library in Morenci, MI was called to order at 10:09 am by James Oliver, Vice-Chair.

Introductions

Jen Wrzesinski – Adrian District Library
Kristie Reynolds – Bath Township Public Library
Jim Oliver – Charlotte Community Library
Peggy Parrish – Clinton Township Public Library
Ann Sanders – Dorothy Hull Library
Mary Hill – Hillsdale Community Library
Trixie McMeeking – Homer Public Library
Joann Crater – Hudson Carnegie District Library
Laura Orłowski – Jonesville District Library
Trevor VanValkenburg – Lenawee District Library
Angela Semifero – Marshall 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 – Stair District Library
Liz Stella – Stair District Library
Susan Bach – 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: Hazelbaker, Second: Semifero. Motion: Carried.)

Minutes

It was moved to approve the minutes from the August 16, 2018 Advisory Council meeting. (Moved: Hill, Second: Hazelbaker. Motion: Carried.)

Financial Report

Kate reported that Woodlands received a total of 100.7% in income for the end of the 2017-18 fiscal year, while expenditures came in at 89.8% of the projected budget.

Committee Reports

Children & Teen Services

Cory Grimminck, committee Chair, reported that Woodlands will co-host a workshop with the Marshall District Library on Friday, November 2, 2018 at the Fredonia Township Hall, Marshall, MI. The

workshop, called *Move, Groove & Sing a Story*, will feature Beverly Meyer and Jenifer Strauss, who will present on combining movement with stories, songs, rhythms and rhymes to build the foundation for early literacy skills.

Continuing Education

Angela Semifero, committee Chair, said the Continuing Education had nothing to report at this time.

Personnel

Kate reported that the committee reviewed her evaluation results. Sara Tackett, Personnel Committee Chair, attended the September Governing Board meeting and reported that overall Kate's evaluation was very good.

Planning and Evaluation

The Planning & Evaluation committee met and developed a draft budget for the 2018-19 fiscal year. The budget was recommended at the August Advisory Council for approval, and the Governing Board approved the budget at their September meeting.

eResources

There was no report for the eResources committee.

Penal Fines Task Force

The Penal Fines Task force is in the process of developing an online toolkit to help educate library boards and governing officials involved in the penal fine process on how the penal fine process works, and how the funds affect library service. The other cooperatives are getting involved, and are now polling their libraries for penal fine distribution information.

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.

Director's Report

- With the Boards approval of the 2018-19 budget, Woodlands will now be able to offer Mango Languages to all of our members. Those who already have the service will receive a refund from your remaining subscription. Kate is working with Mango to get everyone set up, so please send in your information for authentication. Mango Languages can provide web based training, or they have offered to provide in person training. Since login is broken down by library each individual library can get their own statistics. Kate reported that the company has been very good to work with.
- Kate attended the Community Engagement Summit. She recommends that if libraries get the opportunity to attend any Harwood Training, it is a fantastic opportunity.
- Kate has been working on the MCLS Director Search Committee. They have an offer ready to go out to the selected candidate.
- The Michigan Collaborative Partners is sponsoring an ADA accessibility workshop, *Removing Barriers: A Library Accessibility Workshop*, in Grand Rapids on Friday, November 9.
- There is a new set of databases in MeL that went live on October 1, 2018. Please update your links as there is a new logo. You can order updated window clings and other marketing items here: <https://mel.org/library-staff/marketing-resources>.
- The Governing Board approved the 2018-19 budget, which included two new services. In the 2018-19 fiscal year, libraries now have \$400 for IT services and equipment, and \$1,000 for staff training costs. Please submit receipts to the Woodlands office for reimbursement.
- MLA Executive Director Gail Madziar, has announced her retirement.

- Kate attended both the North Adams Community Memorial Library and Dewitt District Library Board meetings.
- The date for a mini rural conference, which is being planned by five of Michigan's cooperatives, has been set for APRIL 29 – 30, 2019 at Treetops Resort in Gaylord, MI. Two of the projected speakers will be Ben Bizzle and Anne Seurynck. Registration is planned to open in January.
- Out of 58 possible responders of member libraries and Governing Board members, only 26 responded to Kate's evaluation request. Kate encouraged everyone to fill it out next year so everyone has a voice in how the cooperative is being managed.

What's Happening in Your Library?

Hillsdale Community Library

Mary Hill – Mary reported they had a great turn out for summer reading. Their early literacy room is popular, and they have a good after school crowd. They received a small LSTA grant to purchase science kits for summer reading, and have enough kits left over for additional programming.

Clinton Township Public Library

Peggy Parris – Peggy said she received good feedback from her Board on their new web site. They are adding a 1,000 Books Before Kindergarten program. She offered an adult financial series and no one attended, but she is still going to offer it to see if patrons become interested. She has been dealing with IT problems, and she has a new staff person.

Adrian District Library

Jen Wrzesinski – Jen reported they celebrated their 150th Anniversary with a big party on August 26th. Summer reading went well. She had a Harry Potter escape room for teens, and is going to try it with adults. They have a new ILS, and have completed the transition of separating from the city.

Tecumseh District Library

Susan Bach – Susan said they tried out their pop-up library, which consists of a wagon, canopy and table, at Tecumseh's Annual Appleumpkin Festival. They hosted a jigsaw puzzle tournament, had a program featuring Rachel May, author of *American Quilt: Unfolding a Story of Family and Slavery*, and had a program on Historic Cheese Making.

Schultz-Holmes Memorial Library

Bob Barringer – Bob said that summer reading was great. He recommends using the services of the MI Humanities Council. They had Japanese Drummers from Novi, which was an excellent program. They had a program featuring a local woman presenting on Blazing the Trail: Barn Quilts in Lenawee County, which was limited to 10 attendees and filled up immediately. Bob's email was compromised so he has changed his email address.

Monroe County Library System

Nancy Bellaire – Nancy said they received a large donation and will be getting a new bookmobile. They are gearing up for their annual Writers on the River program.

Homer Public Library

Trixie McMeeking – Trixie said Homer will celebrate a literacy night with a catered dinner, then talk about how musicians use words to create their music. They have a Tai Chi program for adults, and are looking into a more portable table for their meeting room. They will be giving away free books at the Christmas Parade and will have the band at the library.

Marshall District Library

Angela Semifero – Angela said they have been very busy with programming for the release of the new movie *The House with a Clock in its Walls*, which is based on a house in Marshall. They had 100 attend a tea on the house's lawn. The town had a tour where actors act out their parts in the story, and had 500 attend the tour. They upgraded to Windows 10. They had a Murder Mystery Party, and a Veteran's Day lunch.

Portland District Library

Cory Grimminck – Cory said they started after hours programming every other month for patrons with special needs. They received a grant for calming props for special needs patrons. For Halloween they will have a haunted house upstairs at the library, with a more child friendly celebration downstairs for children. This is the first year they will receive funds from their approved millage and will get the roof fixed, and implement STEM programming.

Stair District Library

Colleen Leddy – Colleen reported they made \$666.13 from their book sale, which is good for them. They are winding down programming for NASA at My Library. They went to the Lake Hudson State Recreation Area and visited the Dark Sky Preserve for star gazing. They will start providing story time at the elementary school at the Great Start and Head Start classes. They will celebrate National Gaming Day in November. For the Holidays they will have their annual Fantasy Village, with decorated ginger bread houses. The houses are actually made of cardboard, and they ask the community to donate unused food items for the decorations.

Gayle Hazelbaker – Gayle said she retired from the Tecumseh District Library, and has been a trustee of the Stair District Library for four years.

North Adams Community Memorial Library

Phyllis Rickard – Phyllis said they have a 1,000 Books Before Kindergarten program. On the third Wednesday of the month they have a homeschool afternoon program. They will have a person from Hillsdale College talk about how to teach reading. Phyllis thanked Kate for attending her Board meeting last night. They are currently looking for grants to help with an upcoming building project that will be completed in stages.

Waldron District Library

Beth Taylor – Beth said they visited day care facilities for summer reading. They will start a new program for children 18 months – 2 years old. They have new shelving and are working on a major materials weeding. They have done some re-cataloging of materials to match the rest of the collection. Their Friends are gearing up for their annual apple pie fund raiser.

Jonesville District Library

Laura Orłowski – Laura said they finally have their elevator shaft project completed, but now have furnace issues. They received a notice that someone was downloading illegal materials using their Internet. They purchased a new copy machine, and received an LSTA grant and purchased a 3-D printer. The local Rotary asked if she would speak about the library, and shortly after her talk she received a \$1,000 donation. They will have a winter reading program.

Hudson Carnegie District Library

Joann Crater – Joann said her library is providing free babysitting for nights that their football team has home games. They made \$500 from a hot dog roast. They have Small Business Saturday, a local woman donated 60 science kits, and two young girls created a Harry Potter program. The local museum curator gave a talk on Veteran's Day. Litchfield District Library picked up some used shelving Hudson was not using.

Dorothy Hull Library

Ann Sanders – Ann reported that they have had an influx of funds from a new medical marijuana facility that opened up near them. With the extra funds she has implemented some programming. They borrowed the giant games from Albion District Library, and purchased a break out kit. They have not had good attendance at story time, but the school added the library to their walk around the community. They have an adult book discussion group. They are using a memorial donation for homebound services, and are working with homeschoolers. The library and township are negotiating adding on to the library to accommodate increased programming, as the township offices are currently in the library.

Bath Township Public Library

Kristie Reynolds – Kristie said she is starting a new library, with new staff and has started creating policies.

Lenawee District Library

Trevor VanValkenburg – Trevor said his Board wanted more author visits. They are having Beverly Lewis for free, but the library must agree to sell her books at the event. Mitch Albom will be at Adrian College next month.

Charlotte Community Library

James Oliver – James said they are on day one of a three-day book sale. He said they have a lot of good children's programming. They have hired a new adult services person. They reworked their library contracts with Anne Seurnyck. Next year they will have a 125th Anniversary celebration with promotions starting in January, one of which will be to read 125 books during the year.

Kate announced that state aid report passwords have been sent out. She also said that the libraries who submit their reports first, will be first to receive their state aid checks.

Public Participation

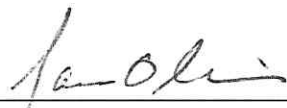
There was no public participation for this Advisory Council meeting.

Next Meeting

The next meeting will be at 1:00 pm on December 13, and will be held at the Jackson District Library Meijer Branch. Woodlands will hold our annual Holiday Potluck prior to Council at starting at 12:00 pm. Woodlands will provide sandwiches, so please bring your favorite dish to share.

Adjourn

It was moved to adjourn the Advisory Council meeting at 11:37 am. (Moved: Grimminck, Second: Semifero. Motion: Carried.)



James Oliver, Woodlands Library Cooperative
Advisory Council Vice-Chair