



**WOODLANDS LIBRARY COOPERATIVE
ADVISORY COUNCIL**
Thursday, February 21, 2019

MINUTES

Order

The Advisory Council meeting, held at the Jackson District Library Meijer Branch, was called to order at 1:00 pm by Cynthia Stanczak, Council Chair.

Introductions

Jen Wrzesinski – Adrian District Library
Cynthia Stanczak – Albion District Library
Bekah Jefvert – Albion District Library
James Oliver – Charlotte Community Library
Ann Sanders – Dorothy Hull Library
Rebecca Wagemaker – Dorothy Hull Library
Anna Curtis – Eaton Rapids District Library
Mary Hill – Hillsdale Community Library
Trixie McMeeking – Homer Public Library
Joann Crater – Hudson Carnegie District Library
Laura Orłowski – Jonesville District Library
Angela Semifero – Marshall District Library
Barbara Beaton – Milan Public Library
Phyllis Rickard – North Adams Community Memorial Library
Lisa Bell – Sunfield District Library
Beth Taylor – Waldron District Library
Dawn Iocca – Jackson District Library Spring Arbor Branch
Erin Durrett – Clinton-Macomb Public Library
Kate Pohjola Andrade – Woodlands Library Cooperative
Laura Claucherty – Woodlands Library Cooperative
Attending via Zoom: Carla Rumsey – Vermontville Township Library, Peggy Parrish – Clinton Township Public Library, Kristie Reynolds – Bath Township Public Library, Jeri Mosher – Reading Community Library, Lu Ann Stachnik – Pottersville Township District Library, and Susan Bach – Tecumseh District Library.

Agenda Approval

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

Minutes

It was moved to approve the minutes from the December 13, 2018 Advisory Council meeting. (Moved: Oliver, Second: Hill. Motion: Carried.)

National Teen Lockin

Dawn Iocca, Branch Manager of the Jackson District Library Spring Arbor Branch, and Erin Durrett, YA Services Librarian at the Clinton-Macomb Public Library, are Chairs of the National Teen Lockin. They presented to the Council about what the National Teen Lockin is, and how to participate, in order to increase the number of libraries participating. The lockin is held the last Friday in July, and can include snacks, crafts, author chats, gaming, and escape rooms. It can also be set up so teens can connect with teens from another library during the lockins. Internet resources are available on their Facebook page at <https://www.facebook.com/nationalteenlockin/>.

Financial Report

Kate reminded members that a full financial report is posted on the Woodlands website each month. She also reported that income will increase as state aid payments are received.

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

Committee Reports**Children & Teen Services**

Anna Curtis, Eaton Rapids District Library, reported that the committee is scheduled to meet on March 26th to start planning programming for the upcoming year. The committee hosted a webinar featuring Jen Taggart on *One Size Does Not Fit All: Welcoming People with Disabilities in the Library*. Because of the weather only 13 of the 50 registrants attended. The webinar is archived on Woodlands web site at <http://woodlands.lib.mi.us/calendar/webinar-archives/>.

Continuing Education

Jen Wrzesinski, Arian District Library, reported they met last week and are planning a webinar on surveillance and security cameras. In the fall they will hold a community engagement and strategic planning workshop.

Personnel

There was no Personnel Committee report for this meeting.

Planning and Evaluation

There was no Planning & Evaluation Committee report for this meeting.

eResources

Barbara Beaton, Milan Public Library, reported that the committee met in December and are looking into other online resources for members. The committee also recommended to continue with current resources. The eResources committee and Continuing Education Committee will work together to plan a workshop on eResources products provided to Woodlands' members, including OverDrive, Mango Languages, Consumer Reports, and MeL. The committee has been discussing OverDrive funding, and how to manage purchasing expired titles when they are removed from our collection in 2020. Cynthia Stanczak talked about the OverDrive pilot project of a combined resource sharing from two Michigan consortiums.

Penal Fines Task Force

Kate reported that she created a draft web page for Penal Fines, which will be hosted on Woodlands website. The web page will include the history document she created, along with penal fines data, and the educational PowerPoint created by the Michigan Library Association. Kate asked the members what kind of information they need to answer penal fine questions from their communities.

Unfinished Business

There was no Unfinished Business for this meeting.

New Business

There was no New Business for this meeting.

Discussion Topic

There was no Discussion Topic for this meeting.

Break

The Advisory Council opted to not take a break.

Director's Report

- Kate reported that 158 Labor Law Poster sets were ordered by Michigan libraries. They will be processed and sent out. By ordering so many sets the price was greatly reduced. She also said 166 VOX Books titles were ordered, reducing them by \$3.00 per title, with free shipping.
- Gayle Madziar, Executive Director of Michigan Library Association, is retiring, and three cooperative Directors have announced their retirement as well. Scott Garrison, incoming

Executive Director for the Midwest Collaborative for Library Services, starts on March 4th, and Randy Dykhuis will retire at the end of March.

- The Small Libraries, Big Impact Conference will be held at the Treetops Resort in Gaylord on April 29 – 30, 2019. Registration is open first to members of the supporting cooperatives, which includes Woodlands members, from March 4 – 15. Kate recommends to register as soon as possible, as the conference is limited to 250 attendees. Keynote speakers include Ben Bizzle, Anne Seurnyck, John Chrastka, and Eric Guthrie. The conference is geared to only small libraries.
- Inspired by Woodlands' 2018 Building workshop, a vendor recommendation web page will be created, where libraries can post positive vendor reviews. The website will be highlighted at the fall Michigan Library Association Conference.
- Larry Gregory, Governing Board representative from the Monroe County Library System, was recognized for outstanding service to Woodlands and received the Spirit of Woodlands Award. Larry served on Woodlands Board for 19 years, but has had to retire from the Board for personal reasons. He was unable to attend the January meeting, but will receive the award as soon as possible.
- Kate visited Dorothy Hull Library, and has tried to visit Sunfield District Library and Milan Public Library, but due to our extreme weather conditions has had to postpone her visits. She is also scheduled to visit the Branch District Library in March.
- There will be no Library Legislative Day this year in Washington D.C. The ALA annual conference will be held there in June, when most representatives are in their home districts. ALA has created a Policy Corps to do some legislative work.
- Kate said that new RIDES pricing will be available at the end of April, and she included a 3% increase in this year's budget. She also reported that MLA institutional membership costs will increase next year.
- The keynote speaker for Night of Notables will be Josh Malerman, author of *Bird Box*.
- The 2020 Census is fast approaching and libraries will be asked to assist. Libraries want their communities to have accurate count information because it affects various funding sources, including LSTA grants and state aid. There has been a recommendation that libraries receive \$1.00 per capita from federal funding sources.
- https://www.michigan.gov/documents/libraryofmichigan/ppt_reimbursement_correction_forms_646357_7.pdf is where libraries can determine if they are owed PPT funds, that were either reported or calculated improperly.

What's Happening in Your Library?

Hillsdale Community Library

Mary Hill – Mary thanked Tom Moore, Delta Township District Library, for his assistance in getting the OverDrive statistics she wanted. Mango Languages came to her library and provided training for her staff. Painting in the library is ongoing, and they are getting a new roof.

Sunfield District Library

Mary Noeske – Mary said they are gearing up for the Battle of the Books competition in March. They are working hard to advertise library services to their community. They have a foreign exchange student working in the library.

Homer Public Library

Trixie McMeeking – Trixie said they will have a family literacy night focusing on the Love of Reading. Prominent community members will be sharing their favorite stories. They are also going to offer STEM programming. They have a community breakfast, and have received several grants to help fund their Dolly Parton Imagination Library.

Eaton Rapids District Library

Anna Curtis – Anna reported they are still transitioning from a city library to a district library, and have hired a technology coordinator. They will have a zoo program for March is Reading Month. They are partnering with a local bank for a program in financial literacy.

North Adams Community Memorial Library

Phyllis Rickard – Phyllis said they are taking tiny steps towards a new building, and are starting to work with an architect. They have been closed a lot this winter due to the low temperatures and furnace issues.

They will have Joel Tacey provide a Money Smart program, and they continue to work on automating their collection.

Waldron District Library

Beth Taylor – Beth said the ice this winter has created a washout under the cement slab by their door, which they will need to fix. Beth is retiring and they have been interviewing for her replacement.

Jonesville District Library

Laura Orlowski – Laura said they are switching to Atrium, and have been busy with a much needed inventory. They will have a book signing featuring Ward Rearick, a local historian and author, and they will host the Notable Book *Lake Michigan Mermaid: A Tale in Poems*, by Linda Nemec on May 2. A local Boy Scout will build a gazebo for the library as his Eagle project.

Hudson Carnegie District Library

Joann Crater – Joann said their audit is done, and she has been using QuickBooks. They will have Joel Tacey for a program for Money Smart Week. They were only closed one day for the low temperatures, and were a warming center for the community. Their digitization project is all done, now they need to decide what they want to put on their web site. Their children's room remodel has been completed, and she is still cleaning her office. She said how nice it was she could participate in both the Lenawee County Librarians and the Hillsdale County Librarians meetings.

Albion District Library

Cynthia Stanczak – Cindy said they were also a warming center for Albion, and had more than 60 people a day use the facility. They gave away hats, scarfs and gloves to those in need. The community also helped by bringing cookies and snacks to share. They are cutting back on programming while their elevator is being rebuilt. They are circulating 5 hot spots, and received a Family Foundation grant to update tech. The Friends are donating a display tower, and a TV for over the door to display announcements. They will have the inflatable space lab for summer reading. They will also start strategic planning and update their policies.

Charlotte Community Library

James Oliver – Jim said they continue to celebrate their 125th Anniversary, and ordered hats with a nice logo on them. Charlotte had their 3rd annual Nordic Fest. The library had a booth, which was in a heated tent, and wore Viking type clothing.

Dorothy Hull Library

Ann Sanders – Ann said they wrapped up winter adult reading and had good prizes to give away. They've had a breakout room series, which had Harry Potter and Narnia themes. They had an Intellectual Freedom program for teens. They also will have a local Boy Scout landscape in between their two front doors for his Eagle project, and they are talking about a new building.

Adrian District Library

Jen Wrzesinski – Jen said they are switching their ILS from Polaris to Atrium, and have done the first inventory in 30 years. They've had security cameras installed. They will have Michigan Notable Books author Michael Zadoorian, who wrote *Beautiful Music*, on May 23. Jen also recommends reading *The Librarian's Guide to Homelessness: An Empathy-Driven Approach to Solving Problems, Preventing Conflict and Serving Everyone*, by Ryan Dowd.

Marshall District Library

Angela Semifero – Angela said the library received an award for their participation in the community events for the debut of the movie *The House with a Clock in Its Walls*. They offered a program called Cut the Cord, which instructed participants on how to stream various resources on their TV. The Eaton Corporation has provided a grant for children's programming. They had a local history program, including how to use My Heritage. They had a slime program, and will have a Peep Party. In April they will hold a peep diorama contest, and the community gets to vote on the one they like the best.

Milan Public Library

Barbara Beaton – Barbara said they received 10 Playaway Launchpads to circulate. They are getting set up to start taking credit card payments using Square. They purchased *Easy Graphic Design for Librarians: From Color to Kerning*, by Diana Wakimoto from the ALA Store using Woodlands' account to receive the membership discount. They had the first of 2 programs through their community college on Facebook for Small Businesses.

Stair District Library

Colleen Leddy – Colleen was not present at the meeting but sent the following report: Last month they had author Joe Grimm, who wrote *The Faygo Book*. They had a Faygo Bar afterward with 17 flavors served in little shot glasses. They will have an Alcohol Art Class, where participants will use alcohol inks to decorate non-porous materials. On March 30 Leslie Helakoski, author of *Woolbur*, will visit as keynote speaker showcasing 10 felted animal head sculptures purchased with memorial funds. They will be collaborating with Morenci schools and the City recreation program to offer comprehensive summer programming. This spring they will host Michigan Notable Book author Michael Gustafson, the editor of *Notes from a Public Typewriter*.

Kate announced there was Mango Language pens and bookmarks for members to take on the sign in table.

Members were reminded to use the RIDES online portal to report delivery issues. If problems are not brought to RIDES attention, they cannot be remedied.

Public Participation

There was no public participation for this Advisory Council meeting.

Next Meeting

The next meeting will be held at the Marshall District Library on Thursday, April 18, 2019 at 10:00 am.

Adjourn

It was moved to adjourn the Advisory Council meeting at 3:10 pm. (Moved: Wrzesinski, Second: Crater. Motion: Carried.)



Cynthia Stanczak, Woodlands Library Cooperative
Advisory Council Chair