



**WOODLANDS LIBRARY COOPERATIVE
ADVISORY COUNCIL**
Thursday, April 18, 2019

MINUTES

Order

The Advisory Council meeting, held at the Marshall District Library, was called to order at 10:00 am by James Oliver, vice chair.

Introductions

Jennifer Wrzesinski – Adrian District Library
Lynn Etson – Bellevue Township Library
John Rucker – Branch District Library
Mary Anne Kennedy – Burr Oak Township Library
James Oliver – Charlotte Community Library
Peggy Parrish – Clinton Township Public Library
Jane Moe – Constantine Township Library
Thomas Moore – Delta Township District Library
Ann Sanders – Dorothy Hull Library
Rebecca Wagemaker – Dorothy Hull Library
Anna Curtis – Eaton Rapids District Library
Lise Mitchell – Grand Ledge Area District Library
Mary Hill – Hillsdale Community Library
Joann Crater – Hudson Carnegie District Library
Sara Tackett – Jackson District Library
Laura Orłowski – Jonesville District Library
Shelly Wykes – Litchfield District Library
Angela Semifero – Marshall District Library
Barbara Beaton – Milan Public Library
Phyllis Rickard – North Adams Community Memorial Library
Cory Grimminck – Portland District Library
Colleen Leddy – Stair District Library
Lisa Bell – Sunfield District Library
Susan Bach – Tecumseh District Library
Beth Taylor – Waldron District Library
Joyce Gendron – 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: Crater. Motion: Carried.)

Minutes

It was moved to approve the minutes from the February 21, 2019 Advisory Council meeting. (Moved: Curtis, Second: Wrzesinski. Motion: Carried.)

Financial Report

Kate reminded libraries that every month Woodlands' full financial reports, which include income and expense details, are posted on our web site under the Documents and Forms tab.

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

Committee Reports**Children & Teen Services**

Cory Grimminck, committee chair, reported that the committee met and are developing maker kit tubs for members to borrow. They discussed creating a replica of the NASA kits available through the Library of Michigan. In the fall they are planning a webinar highlighting Author Visits on the Cheap, and in early Spring 2020 hope to offer a one-day Beginning Workshop for Youth Librarians.

Continuing Education

Angela Semifero, committee chair, reported that the committee met and is planning a Fall workshop on building partnerships. The eResources and the Continuing Education committees are working together to plan an Eresources Learning day, including training for OverDrive, Consumer Reports, Mango Languages, and MeL Databases.

Personnel

There was no Personnel Committee report for this meeting.

Planning and Evaluation

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

eResources

Tom Moore, committee chair, reported that the committee meets twice a year, and invited members to attend the next meeting if they might be interested in being on the committee. Tom distributed a hand out that highlighted statistics about the OverDrive collection. He also mentioned that a title purchasing change might be necessary when metered titles from Penguin Random House start to expire. He thanked committee member Mary Vergowven, Monroe County Library System, for all the work she does on weeding records of expired titles and managing metered title purchases.

Penal Fines Task Force

Kate and Ann Sanders reported that an informal phone interview has been set up with Assistant Commander of the Michigan State Police about weigh stations, and how penal fines affect library funding.

Unfinished Business

There was no Unfinished Business for this Advisory Council meeting.

New Business

There was no New Business for this meeting.

Discussion Topic

Lise Mitchell, Grand Ledge Area District Library, asked if anyone had received a letter about new DDA requirements. The new requirements are meant to increase transparency by making meeting minutes, budgets and plans available to the public. Someone stated that two DDA meetings per year were now required to be open to the public.

Break

The Advisory Council did not take a 5-minute break.

Director's Report

- Kate reported that 201 are registered for the Small Libraries, Big Impact Conference. She reminded libraries that registration closes this week.
- Kate said she has been working with Rebecca Higgerson, Director of the Brandon Township Public Library, on the No Reservations Recommendations website (nrr.ninja), where libraries can leave positive feedback about vendors they have worked with. The web site is expected to be online and working this Fall. Woodlands will host the web site, while Rebecca and her staff are creating it. It might also expand to include positive performer reviews.
- Woodlands members are starting to work with Dale Jaslove, Publishers Consulting, LLC, to set up ticket and admission discount opportunities for member library patrons. Dale might attend the June Advisory Council meeting to give a report to members about his progress. Woodlands is

paying for this service using the funds that were earmarked for National Library Legislative Day, which will not be taking place this year.

- Kate will attend the Cooperative Director's meeting next week and hopes to hear about pricing for RIDES for the upcoming year.
- The Collaborative Partners will host a workshop on November 15, 2019 on gender topics, called *Who We Are*, featuring speakers Leonard Sax in the morning, and Kathleen LaTosch in the afternoon. Registration is \$50.00 and includes lunch. Registration will open in early Fall.
- As the Chair of the Cooperative Director's Association, Kate has attended the Coalition for Michigan School Libraries meeting, and the Library of Michigan Board meeting. She gives a report at the LM Board meeting about what's happening at all the cooperatives in Michigan.
- Woodlands' March Governing Board meeting was cancelled, but we'll meet again in May.
- Kate thanked Angela Semifero, Director of the Marshall District Library, for hosting our meeting and for providing the refreshments.

What's Happening in Your Library?

Adrian District Library

Jen Wrzesinski – Jen said they have installed electronic controls for their access doors, and they will renovate their bathrooms. Cathy Chesher, Adrian's Children's Librarian, received the Frances H. Pletz Award for Excellence in Services to Youth. They will hold a Quidditch Tournament in the park on May 11. They received a \$2,000 LSTA grant, purchased 10 pair of virtual reality glasses, and will host a program to showcase them.

Dorothy Hull Library

Ann Sanders – Ann reported discussions are ongoing about a new building, and the township owns a 32-acre parcel which could be a possible site. They will have a program featuring Clifford the Horse, who winters in Charlotte.

Waldron District Library

Beth Taylor – Beth is retiring at the end of May and she introduced Joyce, who will be the new Director at Waldron. They received a LSTA grant and purchased two sewing machines for patrons to use at the library.

Sunfield District Library

Lisa Bell – Lisa said they received a grant to purchase audiobooks. She also said that their summer reading program will be sponsored in full by SPY'S (Sunfield Programs for Youth).

Constantine Township Library

Jane Moe – Jane said they have been short staffed. She reported they have had a lot of visitors for the St. Joseph County Library Hop. They currently have a book sale, will purchase a heart defibrillator, and their grounds have been infested with moles. The local DDA didn't get any money from them this year, and they have had a lot of changes on their board.

Jackson District Library

Sara Tackett – Sara said for Spring Break week they had Star Wars programming and encouraged patrons to visit different Branches. The staff designed an escape room for youth. Using an LSTA grant, they created programming for patrons with dementia and Alzheimer's Disease and their caregivers. They hired a Community Resource Coordinator for program development. They sent out a RFP for rebranding to create cohesiveness between all the different branch buildings. They plan to launch a new book mobile by the end of next summer.

Jonesville District Library

Laura Orlowski – Laura said they received an LSTA grant and will be buying giant outdoor games, a canopy, and picnic table. The library used to be closed for the local River Fest celebration, but will offer programming this year during the festival. On May 2nd they will host Michigan Notable Book authors Anne-Marie Oomen and Linda Foster, who wrote *The Lake Michigan Mermaid: A Tale in Poems*. A local Boy Scout will build a gazebo for the library as his Eagle Project.

Hillsdale Community Library

Mary Hill – Mary said they have requested bids for a new roof. They received a LSTA grant to purchase large print books and audiobooks. They will host Joel Tacy for summer reading.

Grand Ledge Area District Library

Lise Mitchell – Lise said they are getting ready for summer reading. In March they launched a new web site that integrates with their online catalog and online resources. They had an overnight Lock-in for teens.

Burr Oak Township Library

Mary Ann Kennedy – Mary said they offered programming for Money Smart Week, and have also had visitors for the St. Joseph County Library Hop. She has a library clerk who will help to plan summer reading, and they will offer maker space activities for children.

Clinton Township Public Library

Peggy Parrish – Peggy reported that next month she will have been Director for one year. The library is doing really well and have hired someone to do children's programming. They started a seed saver library and are using an old card catalog to house the collection. Peggy has created a new web site but she needs a little help to complete it.

Bellevue Township Library

Lynn Etson – Lynn said today is her 7th day as Director. She's trying to make improvements to their service and plans on redoing their web site.

Litchfield Township Library

Shelly Wykes – Shelly said they are working on their new building. They received an LSTA grant for STEM programming, and received a Hillsdale County Foundation grant to help support summer reading.

Eaton Rapids District Library

Anna Curtis – Anna reported that they plan to redo their roof and eave trough, and need to fix their crumbling back wall. They had programming for Money Smart Week. They are working on a strategic plan.

Branch District Library

John Rucker – John reported that this is his 3rd day as the new Director. They have a hiring freeze due to a budget deficit. They had 20 teens attend an overnight Harry Potter lock-in.

Stair District Library

Colleen Leddy – Colleen said they received a memorial donation, where the family wanted the library to purchase felted stuffed animal heads. The library is using the animal heads for programming, pairing up book titles with their respective animal. For summer reading the library will collaborate with the city recreation department. They will host Michael Gustafson, Michigan Notable Book author of *Notes from a Public Typewriter*. They have a typewriter set up in the library for patrons to leave notes, and will have a field trip to a bookstore.

Milan Public Library

Barbara Beaton – Barbara said they will start taking credit card payments on May 1st. They have offered a very popular Moth Radio Hour program, co-sponsored with their local coffee shop. People can attend and tell their stories.

Marshall District Library

Angela Semifero – Angela said they had a Peep Party and patrons created 22 peep dioramas. Patrons then voted for their favorite. They had a Baby Shark Party, and a Fortnite Tournament that had 16 boys attend. They had several programs for adults including Victory Over Viruses (technology), a Journaling program, and a Kondo Tidying Up program. They had a staff in-service day and developed a Customer Service Plan.

North Adams Community Memorial Library

Phyllis Rickard – Phyllis reported they had 30 attend Joel Tacey program in March, and had an article in the paper. Phyllis plans to purchase a new computer for staff, and they are planning summer reading. During her interview in 2013 they told her they wanted to automate the library, and she has just completed it.

Tecumseh District Library

Susan Bach – Susan said they have been circulating nine T-Mobile Hot Spots and patrons love it. They have upgraded the HVAC system so they can isolate the history room to keep the temperature just right for the old documents. They purchased iPod shuffles and have them loaded with time themed music. They will have a celebration on November 23rd. They are conducting an electronic community survey and the names of patrons who complete it will go in for a prize drawing. They will use the results for strategic planning that Kate will be facilitating in June.

Hudson Carnegie District Library

Joann Crater – Joann said they had Money Smart Week programming. She recommended Piper Web Design for library web sites. She is doing the bookkeeping all on her own now and it's been going well, and they have changed their fiscal year. They had a soap making class, and a Books N Brews program held at the local brewery. They are half way through their first millage, so they are thinking about getting started on the next one. They had a Friday movie night, where they showed one Harry Potter movie per night for several weeks.

Portland District Library

Cory Grimminck – Cory said they had a rough winter with the cold temperatures and boiler problems. They also had to sand bag their boiler room because the river that runs through Portland flooded due to ice damming. She said she had to fire two staff, and has been hiring replacements. They keep offering programs for special needs patrons, but are not getting much attendance.

Delta Township District Library

Thomas Moore – Tom said they had Michigan Notable Book author Joe Grimm, featuring his work *The Faygo Book*, and had 40 attend. They are working on identifying community resources for patrons with disabilities.

Charlotte Community Library

James Oliver – James said they are using Word Press for their new web site. He said his adult services staff person, who is working on her library degree, has some great ideas. For their ongoing 125th celebration they are collecting poems that contain 125 words. His Friends had their annual meeting. They had a program featuring the concierge from the Grand Hotel on Mackinac Island.

Bath Township Public Library

Kristie Reynolds – Kristie was not present at the meeting but sent the following report: They received a LSTA grant for technology and are working on their strategic plan.

Albion District Library

Cindy Stanczak – Cindy was not present at the meeting but sent the following report: Their 3-week long elevator has been going on for 2 months. Albion will have an Open House for their Centennial celebration and will include music from the 1920s, refreshments, and a slide show.

Public Participation

There was no public participation for this Advisory Council meeting.

Next Meeting

The next meeting will be held at the Jackson District Library Meijer Branch on June 13, 2019 at 10:00 am.

Adjourn

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



James Oliver, Woodlands Library Cooperative
Council Vice Chair