



## **WOODLANDS LIBRARY COOPERATIVE GOVERNING BOARD**

Thursday, May 16, 2019 5:00 pm

### **MINUTES**

#### **Order**

The regular meeting of the Woodlands Library Cooperative Governing Board was called to order at the Homer Public Library at 5:00 pm by board member Allen Henson.

#### **Roll Call**

Governing Board members present:

Allen Henson – Albion District Library  
Elli Blonde – Jackson District Library  
Patsy Hart – Litchfield District Library  
Randy Kuckuck – Monroe County Library System  
Mary Leik – Portland District Library

Governing Board members absent:

Wayne Summers – DeWitt District Library (excused)  
Peggy Townshend – Lenawee District Library (excused)  
Randy Westbrook – Milan Public Library (excused)  
Christy Trigg – Putnam District Library (excused)

Others present:

Kate Pohjola Andrade – Woodlands Library Cooperative  
Laura Claucherty – Woodlands Library Cooperative

#### **Agenda**

It was moved to accept the agenda as presented. (Moved: Kuckuck, Second: Blonde. Motion: Carried)

#### **Minutes**

It was moved that the minutes of the January 17, 2019 meeting be approved as posted. (Moved: Leik, Second: Blonde, Motion: Carried)

#### **Financial Report**

##### **Approve January, February, March & April Bills**

The January Financial Statement shows income as \$126,920.00, and expenses as \$244,157.54, for a balance of -\$117,237.54. Pass through income is \$59,852.94 and expenses are \$29,667.76, for a total balance of -\$87,052.36. The bills for January are \$36,330.08.

The February Financial Statement shows income as \$126,770.00 and expenses of \$270,038.02, for a balance of -\$143,268.02. Pass through income is \$62,633.65, and expenses are \$32,403.96, for a total balance of -\$113,038.33. The bills for February are \$28,616.68.

The March Financial Statement shows income as \$290,427.61, and expenses as \$292,833.39, for a balance of -\$2,405.78. Pass through income is \$71,917.45 and expenses are \$32,862.87, for a total balance of \$36,648.80. The bills for March are \$23,254.28.

The April Financial Statement shows income as \$290,487.61 and expenses of \$325,951.58, for a balance of -\$35,463.97. Pass through income is \$79,179.38, and expenses are \$45,152.58, for a total balance of -\$1,437.17. The bills for April are \$45,407.90.

It was moved that the January, February, March and April financial reports be approved as presented. (Moved: Blonde, Second: Leik, Motion: Carried.)

### **Communications**

The Woodlands office received several member library newsletters from Jackson District Library, Jonesville District Library, Schultz-Holmes Memorial Library, and Waldron district Library.

### **Director's Report**

- Kate was on the planning committee for the Small Libraries Big Impact Conference, which was held at the Tree Tops Resort in Gaylord at the end of April. Woodlands was one of several cooperatives sponsoring the conference. The conference went well and had over 200 attendees. Kate worked on the conference technology and really enjoyed it.
- Woodlands held a workshop on building maintenance, The Care and Feeding of Our Library Buildings, in May 2018. From that workshop libraries expressed a need for a resource to further the discussion, and so Woodlands and Brandon Township Library are creating the No Reservations Recommendation web site, which will have the URL nrr.ninja. Woodlands will host the web site and staff from Brandon Township Library are creating the content. The web site will be a place where libraries can share positive feedback about working with vendors. If the building vendor reviews go well, in the future it might also include performer reviews.
- Kate received RIDES pricing and she thinks Woodlands will still be able to cover it 100% for our members.
- There will be no National Library Legislative Day in Washing D.C. this year. With the funds Woodlands budgeted for NLLD, Kate has hired Dale Jaslove of Publishers Consulting, LLC, to identify partnerships for member libraries to offer ticket and admission discounts at local movie theaters, museums, and sports arenas.
- There are a lot of staff transitions at our libraries right now with many directors leaving or retiring, including Schoolcraft Community Library, Sunfield District Library, Waldron District Library, Bellevue Township Library, and Branch District Library.
- Kate was elected Chair of the Michigan Cooperative Director's Association, and she represented them at the Coalition for Michigan School Libraries meeting. They stressed that children perform better in schools that have a librarian on staff.
- Kate will provide strategic planning for the Tecumseh District Library on Saturday, June 1.

### **Advisory Council Report**

Kate reported that we had an excellent turn out at our last Advisory Council meeting with 24 attending. Dale Jaslove of Publishers Consulting, LLC will visit the June Council meeting to report about his progress on partnerships with member libraries, and to meet our Directors.

### **Committee Reports**

#### **Children & Teen Services**

The Children & Teen Services committee has been busy. They are planning an Author Visits on the Cheap webinar this fall, using Skype and Zoom to virtually bring authors into the library. They are exploring a Beginning Workshop type training for Youth Services staff. They are creating their first maker kit to circulate to member libraries.

#### **Continuing Education**

The Continuing Education committee is planning an eResources Training workshop in conjunction with the eResources committee. Topics covered will include OverDrive, Mango Languages, Consumer Reports, Ancestry.com, and MeL Databases.



**Planning & Evaluation**

There is no report for the Planning & Evaluation committee.

**Personnel Committee**

There is no report for the Personnel committee

**eResources**

The eResources committee has an excellent chair, Tom Moore, from the Delta Township District Library. The committee has been discussing what they need to do when Random House titles in OverDrive start to expire, which will remove them from our collection. The committee will need to modify the allocated budget for OverDrive to continue to re-purchase Random House titles.

**Penal Fines Task Force**

The Penal Fines Task Force is creating an educational toolkit to share with judges, police, library boards, and library directors, so they all understand how penal fines are collected and distributed. The committee might also create standard practices for the reporting and distribution of funds.

**Unfinished Business**

There was no Unfinished Business for this meeting.

**New Business**

There was no New Business for this meeting.

**Break**

The Board did not take a break.

**Public Participation**

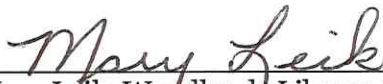
There was no public participation for this Governing Board meeting.

**Next meeting**

The next governing board meeting will be Thursday, July 18, 2019 at the Marshall District Library.

**Adjourn**

There was a motion to adjourn the meeting at 5:51 pm. (Moved: Leik, Second: Blonde: Motion: Carried.)

  
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Mary Leik, Woodlands Library Cooperative  
Governing Board Member