



WOODLANDS LIBRARY COOPERATIVE ADVISORY COUNCIL

Thursday, December 19, 2019

MINUTES

Order

The Advisory Council meeting, held at the Jackson District Library Eastern Branch, was called to order at 1:00 pm by Mary Hill, Council Chair.

Introductions

Cindy Stanczak – Albion District Library
Kristie Reynolds – Bath Township Public Library
Jessica Tefft – Branch District Library
Mary Kennedy – Burr Oak Township Library
Jane Moe – Constantine Township Library
Lise Mitchell – Grand Ledge Area District Library
Mary Hill – Hillsdale Community Library
Trixie McMeeking – Homer Public Library
Joann Simmons – Hudson Carnegie District Library
Laura Orłowski – Jonesville District Library
Angela Semifero – Marshall District Library
Kim Foghino – Mendon Township Library
Nancy Bellaire – Monroe County Library System
Cory Grimminck – Portland 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: Stanczak, Second: Moe. Motion: Carried.)

Minutes

It was moved to approve the minutes from the October 10, 2019 Advisory Council meeting. (Moved: Semifero, Second: Grimminck. Motion: Carried.)

Financial Report

The October and November financial report totals were reported to the Council. Kate reported that State Aid funding will remain the same as last year.

Committee Reports

Children & Teen Services

Cory Grimminck, committee Chair, reported that the committee is getting speakers lined up for a workshop on March 5, 2020 that will be a beginner's boot camp for Youth Services staff. She also said she presented a webinar about author visits and had 35 attend. Kate hopes to be able to showcase the new maker kits at the February Council meeting.

Continuing Education

Angela Semifero, committee Chair, reported they will hold a strategic planning workshop, which will stress the importance of conducting strategic planning for libraries. The eResources Training Day was cancelled due to lack of interest. OverDrive said they will do dedicated webinars for library training needs.

Personnel

The committee will be reviewing the Personnel Policy this year, but has no other activity to report.

Planning and Evaluation

The Planning & Evaluation Committee will review the draft budget this spring. The council had a discussion concerning member's interest in increasing Woodlands contribution to OverDrive.

eResources

The eResources Committee is working on a proposal to request additional funds for OverDrive. Woodlands will continue to support Consumer Reports and Mango languages for all member libraries this fiscal year. Woodlands has 26 libraries taking advantage of the discount for Ancestry.com.

Penal Fines Task Force

The Michigan Library Association has a new director and hopes to make penal fine issues a priority.

Unfinished Business

There was no Unfinished Business for this Advisory Council meeting.

New Business

There was no New Business for this meeting.

Discussion Topic

The Council had a discussion about if E-Rate was worth the time it takes to file, and how many members are using a consultant.

Break

The Advisory Council did not take a break.

Director's Report

- Kate reported she participated in a couple of webinars on website accessibility. Library websites should be accessible for screen readers for visually impaired patrons. Several libraries were served ADA compliance complaints. Contact Sonya Norris at the Library of Michigan for assistance with Ploud websites.
- Kate attended advanced facilitation training at MCLS and reported it was very beneficial.
- The Michigan Cooperative Director's Association will have a both at Michigan Library Association Conference.
- There are new directors at the Clinton Township Public Library and the Charlotte Community Library.
- Kate reported Woodlands had a clean audit for 2018-19, which was reviewed at the November Governing Board meeting. The Board also added a remote attendance option for Board meetings in the Bylaws.
- Registration for Library Legislative Day, which will be May 4-5, is now open. Woodlands will be taking a contingent again this year. Information for members attending with Woodlands group will go out after the first of the year. There will also be a statewide Library Legislative Day on April 22. If there is enough interest Woodlands could charter transportation into Lansing for the event.
- American Library Association Conference is in Chicago this year and Woodlands would like to charter transportation to take members to see the exhibits on Saturday, June 27th. In previous years the bus picked up attendees at three different locations. Kate is seeking bus captains to keep track of people attending, as she will not be able to attend this year. Members cost for the bus is usually minimal and vendors usually provide free passes for the exhibits.
- Kate will be attending the Public Library Association Conference this year and will attend pre-conference training on strategic planning.
- Kate reminded libraries that she can come to your library to hold a webinar viewing party on security training. She held one for the Hillsdale County group, which was very well received.

What's Happening in Your Library?

Bath Township Public Library

Kristie Reynolds – Kristie said they are moving things around and expanding space. They've had some great programs, and Kristie has hired some new staff.

Burr Oak Township Library

Mary Kennedy – Mary said Saturday they partnered with the local fire department for Santa's visit. The library provided color pages and crafts, and then children headed to the fire department for hot chocolate and to visit Santa.

Constantine Township Library

Jane Moe – Jane said staff is getting ready for the Christmas Holiday, and they will hold a quilt show. Jane reported she lost one of her Board members, and one of her good friends. Their sun dial was damaged.

Mendon Township Library

Kim Foghino – Kim did not have a report for the meeting.

Grand Ledge Area District Library

Lise Mitchell – Lise said they had a local holiday parade, and the library had a pre-parade party. They received an IMLS grant for a coding club, and kids will showcase projects in the library. The library purchased a Google domain.

Monroe County Library System

Nancy Bellaire – Nancy said she just finished up being on a Federal Grand Jury for 6 months. They have a new book mobile, which might be showcased at ALA. She is on the county wide Census committee, will be meeting with DTE for tax updates, and has applied for cyber insurance. She will hire a part-time social worker to assist patrons. Nancy Bellaire asked members if anyone had an opioid policy.

Branch District Library

Jessica Tefft – Jessica said they received a generous donation for meeting room tables. They've had two thefts from their Friends donation jars at different branches. They will participate in a One Book One County program.

Albion District Library

Cindy Stanczak – Cindy said they had an alligator sanctuary program and had 115 people attend. They held a multi-generational make and take scarf program and had 55 attend. They had scarf fleece left over after the program and hope to offer scarf making at the Cardboard Classic, a local winter festival. Cindy also reported they filled the Head of Public Services position. The Friends fixed their drinking fountain, and they received a grant to upgrade projector equipment in their meeting room. Cindy attended a Library of Michigan workshop on the upcoming Census, as the library is key in educating the public on the importance of the Census. They have started automatic ILS renewals for check outs, which seems to be working well. She reported they are inspected using a dog six times a year for bed bugs.

Portland District library

Cory Grimminck – Cory said they are inspected four times a year for bed bugs. They passed a millage a couple of years ago, and as they had funds left at the end of the year, they launched Hoopla, Freegal Music, and homebound delivery. They had a composting program.

Homer Public Library

Trixie McMeeking – Trixie said they held a craft day just before Thanksgiving. They have a Small Business Saturday program where 13 vendors participated and they had 100 people attend. They had a Santa Day and gave away books and provided a storytime. Afterwards the library answered all the letters the children had written to Santa. They have a coding program for teen girls. Their insurance company did a risk management assessment.

Waldron District Library

Joyce Gendron – Joyce said for their fund raiser they sold 330 pies, which happened to be on a day with a lot of snow. Joyce completed a massive collection weeding this summer, and needs more metal book ends if anyone has extras.

Hudson Carnegie District library

Joann Simmons – Joann said they had a Small Business Saturday at the local community center and provided 60 ginger bread houses to decorate. She also reported they have a very active quilting group and photography group. They have Yoga on Friday mornings, and their Friends has provided a subscription to BookFlix. The library has gotten all the local 2nd graders signed up for library cards, now they are working on the 1st graders. Joann reported she will be attending the MLA Leadership Academy.

Jonesville District library

Laura Orłowski – Laura said they had a Christmas Open House and had 200 people attend, and they ran out of crafts. They also had electrical issues that night. They are replacing all nine of their public computers using the Woodlands grant. They will also be rebranding the library soon.

Hillsdale Community Library

Mary Hill – Mary said two of her six furnaces went out, and the City replaced the one in the children's area, but the staff area has not yet been addressed. They have completed the paperwork for their Friends to become a 501c3 entity.

Public Participation

There was no public participation for this Advisory Council meeting.

Next Meeting

The next meeting will be held at the Albion District Library, 501 S. Superior Street, Albion at 1:00 pm. Woodlands will have a guest vendor who will present and do a demo on security cameras.

Adjourn

It was moved to adjourn the Advisory Council meeting at 3:05. (Moved: Grimminck, Second: Stanczak. Motion: Carried.)



Mary Hill, Woodlands Library Cooperative
Advisory Council Chair