

WOODLANDS LIBRARY COOPERATIVE ADVISORY COUNCIL

October 21, 2021

MINUTES

Order

The Advisory Council meeting, held virtually, was called to order at 10:00 by Angela Semifero, Advisory Council Chair.

Introductions

Cindy Stanczak – Albion District Library
John Rucker – Branch District Library
Tamara Denby – Clinton Township Public Library
Janice Jones – Constantine Township Library
Anna Curtis – Eaton Rapids Area District Library
Lise Mitchell – Grand Ledge Area District Library
Trixie McMeeking – Homer Public Library
Joann Simmons – Hudson Carnegie District Library
Laura Orłowski – Jonesville District Library
Angela Semifero – Marshall District Library
Nancy Bellaire – Monroe County Library System
Lu Ann Stachnik – Pottersville-Benton Township District Library
Colleen Leddy – Stair District Library
Susan Bach – Tecumseh District Library
Carla Rumsey – Vermontville Township Library
Joyce Gendron – Waldron District Library
Perri Saunders – White Pigeon Township Library
Kate Pohjola Andrade – Woodlands Library Cooperative
Laura Claucherty – Woodlands Library Cooperative

Agenda Approval

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

Minutes

It was moved to approve the minutes from the August 19, 2021 Advisory Council meeting. (Moved: Saunders, Second: McMeeking. Motion: Carried.)

Financial Report

Both the full August and September financial reports are available on the Woodlands website, and we have provided a link to each one on the agenda.

At the end of the fiscal year 2020-21 Woodlands had received 101.4% of our projected revenue, while spending 88.7% of the year's budget. The audit materials were delivered to the Tecumseh District Library, where Nancy Bellaire, Monroe County Library System, will pick them up and deliver them to our auditor in Monroe. The Woodlands audit will start next week.

The state aid funding amount for 2021-22 has not been released yet.

Committee Reports

October starts a new committee 2-year term. If you are interested in serving on a committee contact Kate.

Children & Teen Services

Anna Curtis, committee member, reported that the Children & Teen Services committee has not met.

Continuing Education

Angela Semifero, committee chair, reported that the Children & Teen Services committee has not met.

Personnel

Kate thanked members for filling out her evaluation. Sara Tackett, committee chair, will deliver a report to the Governing Board at their November meeting.

Planning and Evaluation

Kate reported that the committee approved the budget, which was approved at the September Governing Board meeting. This committee will also help with the strategic planning process.

eResources

Kate reported that the eResources committee met yesterday. She said that Mary Vergowven, Monroe County Library System, is retiring and has done an outstanding job on the committee. She was responsible for compiling the monthly weeded titles report that gets sent to members. If anyone is interested in working on the eResources committee, they meet twice a year and are responsible for selection and curation of OverDrive.

Unfinished Business

There was no Unfinished Business for this Advisory Council meeting.

New Business

Kate pointed out that the Michigan Library Association Coffee Hour is also on the third Thursday of the month at 10:00 am. She asked if the council members were interested in selecting a different time for our meeting so members could join the Coffee Hour. Members opted to keep our meetings at the same time.

Discussion Topic

There was no Discussion Topic for this Advisory Council meeting.

Break

The Advisory Council did not take a break.

Director's Report

- Kate will be working with the Putnam District Library and the Bath Township Public Library with their strategic planning.
- She announced that she just completed a three year term as chair of the Michigan Cooperative Directors Association.
- OverDrive is terminating their app, and are going to Libby only for downloadable materials. Libby has the capacity to be customized for us, and they have great training resources available online at <https://resources.overdrive.com/library/training-kits/>
- NASA @ My Library is available again for libraries to borrow from the Library of Michigan.

What's Happening in Your Library?**Jonesville District Library**

Laura Orłowski – Laura said they are trying out some new programs, and their online BINGO is very popular. They had a hedgehog book folding program, and next month will have turtle book folding. They are having monthly space related programs provided by a local astronomy enthusiast. They are encouraging patrons to wear masks while in the library.

Tecumseh District Library

Susan Bach – Susan said it feels like things are getting back to normal. Staff are required to wear masks, but it is optional for patrons. They are planning some in-library programs, and are continuing with virtual programs. Their local history room upgrade is close to completion. They have two new assistants. Susan said she enjoyed the MLA Conference being virtual so staff could also attend.

Homer Public Library

Trixie McMeeking – Trixie reported they have started in-person programming again, including Lego time, Tai Chi, color time, and their book club. They received a grant for new furniture in the children's room, and to help supplement the Dolly Parton Imagination Library. To encourage patrons to shop local, they will have 6 vendors in the library selling their wares during the local Farmers Market. They will continue to do Letters to Santa and the Santa parade in December. They received a grant to purchase six additional hotspots because the six they currently own are always checked out.

Eaton Rapids Area District Library

Anna Curtis – Anna said they have switched their ILS to Atrium. They had a very successful Story Walk program in the local park with 50 people attending. They continue their school outreach during lunch at school, implementing literacy training, and all the children have library cards.

Waldron District Library

Joyce Gendron – Joyce said they are fully open and are having in-person programs. They switched to Atrium in April. With a Michigan H.O.P.E. grant they will purchase a new circulation desk. The library will be hiring two new employees. She reported she's had a hard time with patrons not returning library books. They have had several art project programs including painting wine glasses and bottles, and art boards. They also have just restarted Kid's Club. In November they will have their apple pie fund raiser, and are looking into purse BINGO.

Monroe County Library System

Nancy Bellaire – Nancy said she is working on her draft budget, and is just going to have to guess on this year's state aid rate. She said they have in-person programming but are keeping the groups small, and they have three story walks in place right now. Staff is masked, and they are working reduced hours due to reduced penal fines.

Branch District Library

John Rucker – John said masks are required for staff, but not for patrons, and work is feeling more normal. They too are having in-person programming for small groups, although they did have 26 people attend their program on chocolate. They had a fire safety day and had the smoke trailer in the library parking lot. They replaced the carpet in their smallest branch, and he highly recommended Mulder's Moving and Storage out of Kalamazoo. They are hiring for three open positions. The board will use part of the fund balance to purchase a new book mobile.

Clinton Township Library

Tamara Denby – Tamara said her staff is masked as well, and they are having some indoor programs. Things are slower now that school is in session. She reported they had a successful Puppies and Pirates program. They are having story time for preschoolers and schools.

White Pigeon Township Library

Perri Saunders – Perri said they have both in-person and virtual programming. Their in-person programs include story time, Tai Chi, and a book club. Some of their virtual offerings are staff book reviews, tours of local businesses, and craft ideas. They are working on strategic planning, and planning has started for a new book mobile.

Potterville Benton Township Library

LuAnn Stachnik – LuAnn reported they are getting a new parking lot. The Friends are hosting a Holiday Open House outside with food trucks at a different location. In-person services are back in full swing with Lego Club, story time, and adult book and coloring clubs. They have a new staff person giving painting classes. They are also having Halloween pumpkin carving and coloring contests. Masks are required for library staff and children. Masks are encouraged, but not required, for adult patrons.

Hudson Carnegie District Library

Joann Simmons – Joann reported they are fully open and unmasked. Preschool story time is back. For a craft program they folded paperbacks into pumpkins. The photography group is hosting an Open House in November, where their photos will be judged. They will have Joel Tacey for a program and book giveaway. They have two new staff that are being trained. Joann hopes to retire in two years and the board approved some funding to train her replacement. They are getting a new parking lot and new steps.

Constantine Township Library

Janice Jones – Janice said they are hoping to start a Tai Chi class next month, and she is looking for an instructor to lead a chair Yoga class. They have two adult book clubs meeting in person, and they had 16

people for a honey bee program. They are hoping to resume the Lego Club in January. Their take and make crafts continue to be popular. They hope to be able to switch their ILS to Atrium soon.

Grand Ledge Area District Library

Lise Mitchell – Lise said they are fixing the 1931 part of their building roof with new roofing tiles. They will be having a story book stall at a local business fair. They continue to do reading challenges for grade school, and take home crafts.

Albion District Library

Cindy Stanczak – Cindy said it has been challenging getting patrons switched over to Libby for OverDrive. They are open, but with reduced hours. They are still making masks to give out and are requiring staff and patrons to wear them. Their take and make kits have been very successful. They are still doing weeding and inventory, and staff are brainstorming on how to get materials noticed by patrons. They are restructuring their organization and trying to increase the staff pay scale using additional skills learned as incentive. Their 2nd server migration was successful. The Friends book sale at the local festival was a big success, and they participated in the parade with a book cart drill team.

Marshall District Library

Angela Semifero – Angela said masks are required for staff while they are on the main floor near patrons. They have had outdoor programs at different locations around Marshall, including a goose chase, where the prize was a family photo. In November they will have an art show featuring “tiny bits of gratitude” on 4” x 4” canvases. In November and December, they will have no in-person programming, but will review the basic processes of the library and will have training sessions for staff. Then in January and February they will be featuring Happy Camp again.

Public Participation

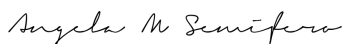
There was no public participation for this Advisory Council meeting.

Next Meeting

The next meeting will be held on December 16, 2021.

Adjourn

It was moved to adjourn the Advisory Council meeting at 11:33 am. (Moved: Stanczak, Second: Gendron. Motion: Carried.)



Angela Semifero, Woodlands Library Cooperative
Advisory Council Chair