

**WOODLANDS LIBRARY COOPERATIVE
ADVISORY COUNCIL**

Thursday, December 16, 2021

MINUTES

Order

The Advisory Council meeting, held virtually, was called to order at 10:14 am by Angela Semifero, Council Chair.

Introductions

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
Bryonna Barton – Hillsdale Community 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
Cory Grimminck – Portland District Library
Lu Ann Stachnik – Pottersville-Benton Township District Library
Colleen Leddy – Stair District Library
Lisa Bell – Sunfield District Library
Susan Bach – Tecumseh District Library
Carla Rumsey – Vermontville Township Library
Joyce Gendron – Waldron District Library
Perri Saunders – White Pigeon Township Library
Lisa Hofmeister – 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: Grimminck, Second: Saunders. Motion: Carried.)

Minutes

It was moved to approve the minutes from the October 21, 2021 Advisory Council meeting. (Moved: McMeeking, Second: Bell. Motion: Carried.)

Financial Report

Woodlands has not received any state aid yet for this year, but we are still able to pay the bills with our reserve funds.

Committee Reports

Children & Teen Services

Cory Grimminck reported that the committee has not met.

Continuing Education

Angela Semifero reported that the committee has not met.

Personnel

Kate reported that committee chair Sara Tackett presented Kate's annual evaluation responses to the Governing Board at the November meeting. Sara received 31 responses back from members, and the overall response was very good.

Planning and Evaluation

Kate reported that this committee has not met, but will be reviewing the 2022-23 draft budget mid-year.

eResources

Kate reported that this committee is busy selecting content and maintaining the Woodlands OverDrive collection. Kate also reported that she helped to write an American Rescue Plan Act grant with other cooperative directors, which they received. This grant will provide nonfiction and workplace development econtent to Michigan libraries.

Unfinished Business

There was no Unfinished Business for this Advisory Council meeting.

New Business

Kate led a discussion on PressReader to see if members were interested in it. There wasn't much interest in this as a Woodlands service. If any members are interested, contact Kate.

Discussion Topic

There was no Discussion Topic for this Advisory Council meeting.

Break

The Advisory Council did not take a break.

Director's Report

- The Woodlands office will be sending out OverDrive invoices soon. We are also sending out renewal information for Swank Movie Licenses.
- Kate ordered 230 Labor Law Posters for libraries in Michigan.
- If you had your New Directors Workshop requirement waived last year, you'll need to complete it this year. It can be completed online through the Library of Michigan online module.
- If you would like to place an order at the ALA Store and would like to receive Woodlands membership discount, contact the Woodlands office. We'll place the order, have it shipped to you, and then bill you.
- The mini grant this year is renamed the 2021-2022 Innovation Grant. The new form is submitted online, and is located on our [website](#). Libraries will receive their grant funds in order of request, after State Aid funds arrive in February. We will not require any receipts to receive this grant, just a short one-paragraph summary to let us know what everyone is doing, which will be entered into a spreadsheet.
- The new [benefit guide](#) is also now posted on our website. It is basically the same as last year, at least until the state aid rate for this year is announced.
- The Continuing Education grant is for staff and board members as long as the training is library related. Please submit receipts to receive reimbursement.
- Reminder that the Library of Michigan has made it possible for board members to receive free training through United for Libraries. See the Library of Michigan website for additional information.
- Ancestry Library Edition is ending remote access for libraries.
- OverDrive is phasing out the OverDrive app and Libby will replace it. Please encourage your patrons to switch to Libby before the app is discontinued.
- The United States-Canadian border has reopened, and Kate can travel again. She attended the Michigan Library Association Think Space cohort in Grand Rapids, which focused on equity, diversity, accessibility and belonging. She joyfully spent two days with librarians, and even had dinner with Laura on her way home.

- Kate hopes to help Bath Township Public and Putnam District Library with their strategic planning sometime this year. She also reminds libraries she is available for board training at your library.
- Kate reminded libraries to post their recommendations on the [No Reservation Recommendations](#) website. If a library had an entertainer or vendor that was good to work with and would recommend them to other libraries, please post their information.
- She reported that more libraries are experiencing materials challenges. Make sure your selection and challenge policies are up to date and be prepared in case you are hit with a censorship request.

What's Happening in Your Library?

Homer Public Library

Trixie McMeeking – Trixie said after their local Santa parade they distributed 280 cookies and 100 children's books. They are now planning their winter and spring programming.

Jonesville District Library

Laura Orlowski – Laura said they had an open house for Santa and had the same numbers as pre-covid. They will have an in-service day for staff on December 27 and will review services step-by-step as a refresher. She signed up for a digitization workshop at the Library of Michigan, hoping she can do her digitization project by herself and save some money.

White Pigeon Township Library

Lisa Hofmeister – Lisa said they are working on getting their state aid report done. They are using non-endowed funds to provide more community outreach. They have also filed for category 2 E-Rate funds.

Tecumseh District Library

Susan Bach – Susan said the middle school principal asked if the library would be a safe place if there is a problem at the middle school. They had a board retreat where trustees did a self-evaluation and set goals. She was inspired by Larry Neal's presentation on the future of libraries. They are starting a seed library and would appreciate it if others who have one would share their information.

Branch District Library

John Rucker – John reported that passive programming has slowed down, but there has been an increase in young patrons in the library. They passed their upcoming budget and the board approved getting a bookmobile. They will also hold fundraising for the bookmobile to create community buy-in. The marketing team will create a new website. They filled both full time positions with good candidates in one day. They received a FOIA video request from Frickin Media, but as nothing eventful was apparent in the video, it was not posted on their website.

Clinton Township Public Library

Tamara Denby – Tamara said they participated in Christmas in the Village celebration. They also have an active teen group. She visited the Hudson Carnegie District Library and they will be partnering in an escape room program. They are switching to the Atrium ILS and would appreciate feedback from other libraries who have done this. They will be working on refinishing their basement and would like any information other libraries who have done this can provide. They have had several material challenges, and are now facing board membership questions.

Portland District library

Cory Grimminck – Cory said they have had a lot of staff turnover, and she has been trying to do cataloging along with her other responsibilities. Pre-covid they received a Library of Michigan grant to create sensory bins, which they have just started. They have an early literacy outside story time called Books and Blankets, and each family receives a sled.

Grand Ledge Area District Library

Lise Mitchell – Lise said they participated in their local holiday parade and distributed take-home gingerbread house kits for patrons to decorate. The local garden club decorated the library for the holidays. They received a science grant. The library roof is mostly retiled, and exterior repairs have been completed. They are getting ready for a millage campaign. One of their patrons, a homeschool mom, is chairing their millage campaign, and her husband is skillful in digital media.

Stair District Library

Colleen Leddy – Colleen said they had three staff members complete the MeL Maven Badge. They have started to deliver book bundles to local day care facilities. They have been offering their GingerBread

Village for 30 years, but this year they handed out supplies to patrons to take home. The library distributed 69 kits and the library has posted photos online of their fantasy village. They worked with the city and had a step carved into the cement outside and installed handrails. They have new baby changing tables in the bathrooms thanks to a memorial for past employee Shari Frost. They are entering local calendar information into LocalHop for their community.

Hudson Carnegie District Library

Joann Simmons – Joann said they had a Christmas tree book folding program, and will provide programming every day for the kids. They have a new staff member with a lot of energy. They are trying to find a good person to chair their millage campaign committee. They are also interested in starting a seed library for patrons. Their audit is done and she has started to work on their state aid report.

Constantine Township Library

Janice Jones – Janice said they have just hired a program coordinator and are hoping to offer an adult information program each month. They have a small Tai Chi class meeting weekly, and will be starting a chair Yoga weekly meeting as well. They are still making craft and activity bags for the children to pick up each week, and are offering take and make Christmas ornament kits for adults. They hope to switch their ILS to Atrium in 2022.

Eaton Rapids Area District Library

Anna Curtis – Anna said they have the potential for a significant donation for their building renovation, which would make a big dent in the funds they need. They hope to hire a bookkeeper by the end of January.

Sunfield District Library

Lisa Bell – Lisa said they just finished their best ever Friends holiday raffle. They were awarded a MI Hope Grant and have applied for ARPA equipment.

Marshall District Library

Angela Semifero – Angela reported her staff took a rest in November and December. They had a Zoom reading of *How the Grinch Stole Christmas*. They also displayed their little 4x4” gratitude canvases. They will restart their Happy Camp programming with Tai Chi, Yoga, bird watching, and fireside chats. The library staff act as camp counselors. They will install a cement patio in the back of their library.

Public Participation

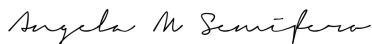
There was no public participation for this Advisory Council meeting.

Next Meeting

The next meeting will be held on Thursday, February 17, 2022.

Adjourn

It was moved to adjourn the Advisory Council meeting at 11:19 am. (Moved: Grimminck, Second: McMeeking. Motion: Carried.)



Angela Semifero, Woodlands Library Cooperative
Advisory Council Chair