



## **WOODLANDS LIBRARY COOPERATIVE GOVERNING BOARD**

Thursday, March 16, 2023  
JDL Brooklyn Branch

### **MINUTES**

#### **Order**

The regular meeting of the Woodlands Library Cooperative Governing Board was called to order at 5:00 pm by President Greg Brown.

#### **Roll Call**

Governing Board members present:

Sally Seifert – Charlotte Community Library  
Ameenah Asante – East Lansing Public Library  
Karen Hill – Hillsdale Community Library  
Jacqueline Barber – Jackson District Library  
Beth LaPensee – Monroe County Library System  
Greg Brown – Schultz-Holmes Memorial Library  
Gayle Hazelbaker – Stair District Library

Governing Board members absent:

Joni Jeffery – Grand Ledge Area 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: Hazelbaker, Second: LaPensee.  
Motion: Carried)

#### **Minutes**

It was moved that the minutes January 19, 2023, be approved as posted. (Moved: Seifert,  
Second: Barber, Motion: Carried)

#### **Financial Report**

##### **Approve January & February Bills**

Kate reported that we should be receiving our direct initial state aid in a couple of weeks.

The January Financial Statement shows income as \$200,450.00, and expenses as \$287,927.34, for a balance of -\$87,477.34. Pass-through income is \$64,151.74 and expenses are \$44,457.89, for a total balance of -\$67,783.49. The bills for January are \$42,395.02.

The February Financial Statement shows income as \$200,450.00 and expenses of \$307,279.54, for a balance of -\$106,829.54. Pass-through income is \$67,498.14, and expenses are \$49,857.89, for a total balance of -\$89,189.29. The bills for February are \$24,752.20.

It was moved that the January and February financial reports be received and placed on file.  
(Moved: Hill, Second: Hazelbaker, Motion: Carried.)

**Communications**

Several newsletters were received by the Woodlands office including one from the Jackson District Library and one from the Waldron District Library. Kate also received a thank you email from a board member of the DeWitt District Library. Kate had attended one of their board meetings to explain what services Woodlands offers to our member libraries.

**Director's Report**

- Woodlands will be chartering a bus to take members to the ALA Conference Exhibits in Chicago on June 24<sup>th</sup>. Members will be charged a small fee to reserve their seats, and we will have pick up locations in Charlotte, Marshall, and Coldwater.
- Kate has been working on some policy updates and will bring them before the board for review and approval hopefully at the July meeting.
- Kate visited the Dorothy Hull Library, and attended the DeWitt District Library board meeting. She met with Mary Gallup, the new director at Clinton Township Public Library, on Zoom on March 2<sup>nd</sup>. Kate has been talking to the new director at Hillsdale about their materials challenge, and has been providing moral support during a very difficult time.
- The Eaton Rapids Area District Library will host a presentation featuring Kate and Library of Michigan staff Clare Membiela, on best board meeting practices.
- This year Woodlands is an official sponsor for the MLA Library Advocacy Day. The event will be on April 25<sup>th</sup> and registration is limited.
- Hoopla is going live in nearly all libraries and Kate received much appreciation from members for this service.
- Reciprocal borrowing is being set up for Woodlands Downloadable Library members and members will be able to borrow materials from Great Lakes Digital Libraries, Download Destination, Lakeland Digital Library, Midwest Collaborative for Library Services, Suburban Library Cooperative, and White Pine Library Cooperative.
- Kate has been streamlining email lists into Google groups and has been compiling policies into one place.
- In this year's budget members have \$1,000 to spend on technology. Kate would like to be able to offer some of those funds to members for legal fees if they do not want to use it on technology. The board agreed that this would be a beneficial member benefit.
- Woodlands orchestrated the ordering and distribution of over 200 labor law posters to Michigan libraries.

**Advisory Council Report**

The February Advisory Council meeting was held virtually and had good attendance.

**Committee Reports**

We are in the process of filling committee vacancies and are having a hard time getting interested volunteers.

**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.

**Next meeting**

The next Governing Board meeting will be on Thursday, May 18, 2023, at 5:00 pm.

**Public Participation**

There was no public participation for this Governing Board meeting.

**Adjourn**

There was a motion to adjourn the meeting. (Moved: Hazelbaker, Second: Seifert: Motion: Carried.)



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Jacqueline Barber, Woodlands Library Cooperative  
Governing Board Secretary/Treasurer