

**LAKELAND LIBRARY COOPERATIVE
ADVISORY COUNCIL MINUTES – Official
Thursday, December 10, 2020
Via Zoom**

Council Members Present: Kerry Fountain and Britney Dillon
Staff Present: Carol Dawe, Sheryl VanderWagen, and Kelly Ann Schroeder
Absent: Heather Wood-Gramza

- 1) **CALL TO ORDER AND ROLL CALL:** The meeting was called to order at 10:10 a.m. by Kerry Fountain (IS). There were 33 additional participants.
- 2) **APPROVAL OF AGENDA:** Karen McKinnon (AL) moved, supported by Jessica Hunt (NG), to approve the agenda as presented - *motion carried*.
- 3) **PUBLIC COMMENTS:** There were no public comments.
- 4) **APPROVAL OF MINUTES:** Teresa Kline (AF) moved, supported by Amber McLain (OJ), to approve the Advisory Council minutes from October 8, 2020 as presented – *motion carried*.
- 5) **BOARD REPORT:** Dale Parus said that LLC staff has gone above and beyond citing an example where Thom Riley and team helped with a Zoom meeting and a number of other examples and wanted to publicly acknowledge it. Kerry Fountain added her thanks as well.
- 6) **ILS MANAGER'S REPORT:** Sheryl VanderWagen reminded everyone that she needs the holiday closures forms and thanks those who already sent theirs in. She said they were still testing Capira and hoped to release updates on Friday. She is working with the committee to create some publicity materials and was very pleased with Barb Haywood (BH) and her video.
- 7) **COOPERATIVE DIRECTOR'S REPORT:** Carol Dawe had nothing to add.
- 8) **COMMITTEE REPORTS:** There were no reports.
- 9) **OTHER REPORTS:**
 - a) MLA Board Representative Report – N/A
 - b) MLA Legislative Committee Report – Shirley Bruursema (KDL) said there was nothing to report as the Legislature also deals with quarantine and the meetings have been postponed a couple times. ALA has sent out a request to send memos to your Representatives. Dale Parus (IC) added that there were some public acts that affected libraries, but there have been cancelled sessions and adjusted agendas. He talked a little about the Open Meetings Act work. He again encouraged Directors to have a personal relationship with their Representatives.
- 10) **UNFINISHED BUSINESS:**
 - a) BiblioCore Implementation Discussion: Carol will check with libraries regarding scoping settings. She expressed that they learned a lot from the Capira implementation process, and a lot of the work has been done for Herrick already. Lakeland will reach out for those things that are the exceptions, such as branding and scoping. If she has not heard from you, she will assume you want to scope.
 - b) COVID-19 Update
 - i) Fines Free Extension to March 31, 2021: Sheryl VanderWagen explained that even with notices set for 10 days out, there are still a lot of them going out, possibly due to quarantining of materials. Many were in approval of extending the fine free date to help patrons as best they can right now. There were concerns that to remind that patrons don't get to keep the items and that staff should not waive collection fees for other libraries. There was also a question about the collection agency fee and if it was an opt-in service. Sheryl cited that it was a Lakeland policy to have the service.
 - ii) Closures and Other Issues: Many expressed how helpful it was to have the list on the website for planning purposes.
- 11) **PUBLIC COMMENTS:**

- a) There were no public comments.
- 12) **NEXT MEETING:** Thursday, January 14, 2021 via Zoom following the Board Meeting pending OMA amendment approval.
- 13) **ADJOURNMENT:** Britney Dillon (IB) moved, supported by Peggy Hemerling (BH), to adjourn at 10:41 a.m. - *motion carried.*

Respectfully submitted by,
Kelly Ann Schroeder