

**LAKELAND LIBRARY COOPERATIVE
ADVISORY COUNCIL**

**Thursday, December 10, 2020
Following the Board Meeting at 9:30 a.m.**

Via Zoom

Officers: Kerry Fountain (Chair), Britney Dillon (Vice-Chair), Heather Wood-Gramza (Secretary)
Quorum: 15

AGENDA

- 1) CALL TO ORDER AND ROLL CALL**
- 2) APPROVAL OF AGENDA** *(m)*
- 3) PUBLIC COMMENTS**
- 4) APPROVAL OF MINUTES**
 - a) Advisory Council November 12, 2020 Unofficial Minutes *(m)* PAGES 1-2
- 5) BOARD REPORT - Dale Parus, Board President** *(i)*
- 6) ILS MANAGER'S REPORT – Sheryl VanderWagen**
- 7) COOPERATIVE DIRECTOR'S REPORT - Please see Board Report** *(i)*
- 8) COMMITTEE REPORTS - None** *(i)*
- 9) OTHER REPORTS (If Representatives Present)** *(i)*
 - a) MLA Board Representative Report – Kelly Richards
 - b) MLA Legislative Committee Report – Shirley Bruursema, Kelly Richards and Dale Parus
- 10) UNFINISHED BUSINESS**
 - a) BiblioCore - Implementation Discussion *(i)*
 - b) COVID-19 Update
 - i) Fines Free Extension to March 31, 2021 (See Sheryl's section in Director's Report) *(m)*
 - ii) Closures and Other Issues *(i)*
- 11) PUBLIC COMMENTS**
- 12) NEXT MEETING - Thursday, January 14, 2021 following the Board Meeting at TBD**
- 13) ADJOURNMENT** *(m)*

**LAKELAND LIBRARY COOPERATIVE
ADVISORY COUNCIL MINUTES – Unofficial
Thursday, November 12, 2020
Via Zoom following the Board Meeting at 1:30 p.m.**

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

- 1) **CALL TO ORDER AND ROLL CALL:** The meeting was called to order at 2:05 p.m. by Kerry Fountain (IS). There were 42 additional participants.
- 2) **APPROVAL OF AGENDA:** Kerry added Closures and Curbside to 10b and moved Budget Update to 10c. Britney Dillon (IB) moved, supported by Kelly Tinkham (NN), to approve the agenda as amended - *motion carried*.
- 3) **PUBLIC COMMENTS:** There were no public comments.
- 4) **APPROVAL OF MINUTES:** Heather Wood-Gramza (OZ) moved, supported by Mary Johnson (UM), to approve the Advisory Council minutes from October 8, 2020 as presented – *motion carried*.
- 5) **BOARD REPORT:** Dale Parus said that we will need to meet in compliance with the Open Meetings Act changes, so please be patient if meetings change or are longer than usual.
- 6) **ILS MANAGER'S REPORT:** Sheryl VanderWagen reminded everyone of the Sierra and Encore upgrades on Wednesday after 9 p.m. Capira is waiting on Apple to review the app status. Sheryl also reminded everyone of the next Capira meeting on Tuesday that is open to all. If there are any issues with Capira, please submit a ticket to Tech-Help.
[Kerry Fountain had technical difficulties and Britney Dillon took over leading the meeting while Kerry attended via phone]
- 7) **COOPERATIVE DIRECTOR'S REPORT:** Carol Dawe announced that she sent off the contract for BiblioCommons/BiblioCore in between meetings. She anticipates things can begin in January. They will work on the timeline and work with libraries on customization, such as scoping vs. not scoping. Carol mentioned that Amber McLain (OJ) led a meeting on that topic last week. Talk to Carol or Sheryl if you have questions or need information. They hope to have everything ready by Summer Reading.
- 8) **COMMITTEE REPORTS:** Mattie Cook (MG) mentioned that the Continuing Education Committee has been planning for the past couple months and if anyone has questions to let her know. There is a mindfulness workshop next week and people can still sign up.
- 9) **OTHER REPORTS:**
 - a) MLA Board Representative Report – N/A
 - b) MLA Legislative Committee Report – Shirley Bruursema (KDL) said that the hearing for SB660 was delayed. Dale added that there was a meeting last Monday and he is very impressed with Debbie Mikula (MLA). He also said the lobbyists are doing the best job they can (State Aid \$1 million increase) and this helps make the coop's job easier. The Finance Committee will be meeting soon to discuss next steps.
- 10) **UNFINISHED BUSINESS:**
 - a) Quarantine of Materials Discussion – Carol is hearing a lot of feedback that member libraries within the ILS are interested in keeping the status quo, though KDL and other libraries have moved to no quarantine or from 96 hours to 72 hours. Kelly Tinkham (NN) asked about KDL's MeL items. Carrie Wilson (KDL) said they do not quarantine them, though they may take a couple days or so to get from branch to MeL/RIDES. It was agreed by general consensus that LLC libraries continue to quarantine materials for the 96 hours at this time.
 - b) AMENDED TO ADD - Closures and Curbside Discussion – Carol talked about the new form to submit closures and curbside information which can be found by visiting Lakeland's COVID-19 page on the website. There is also a list of what our member libraries are doing that will be

updated on a regular basis. Carol thanked LLC staff for working on this. Carol also added that MIOSHA had sent out some work from home information (for everyone to work from home whenever possible) and that the Governor would be speaking at 3:15 p.m. today. There were questions and comments regarding staff safety and school closures. Sheryl VanderWagen urged everyone to fill out the form to let her know if hours changed so she can update tables for due dates, etc.

- c) Budget Update – Carol updated that Lakeland will be getting the full amount of State Aid, plus around \$20K-\$30K. A Finance Committee meeting has been scheduled to discuss options, though she is recommending that they re-instate the State Aid rather than use the Fund Balance so that can be saved for buffering later as needed. She added that they would like to increase the CE budget, as well as staff and director development, plus lawyer fees for the coming year.

11) **NEW BUSINESS:**

- a) Mobile Library Initiative at GRPL Presentation – John gave a little intro and Jessica Bratt shared about GRPL’s Mobile Library. Their goal was to extend the reach of service to underserved communities and target demographics. Jessica said that we are connecting differently now, and they are looking at ways to overcome barriers to healthy connections.

12) **PUBLIC COMMENTS:**

- a) Donna Clark (EC) said that they are averaging about 100 patrons per day and are at full service right now.
- b) There were no other comments from members.

13) **NEXT MEETING:** Thursday, December 10, 2020 via Zoom following the Board Meeting.

14) **ADJOURNMENT:** Teresa Kline (AF) moved, supported by Kelly Tinkham (NN), to adjourn at 3:09 p.m. - *motion carried.*

Respectfully submitted by,
Kelly Ann Schroeder