

LAKELAND LIBRARY COOPERATIVE
Board Meeting
Kent District Library Service Center (KU)
December 8, 2016
Official

MINUTES

Board Present: Shirley Bruursema, Diane Kooiker, Teresa Williams Krupar, John Martin, Kelly Richards, Molly Walker, Janice Williams

Board Absent: Marcia Warner, Lance Werner

Call to order The meeting was called to order at 9:46 a.m. by President Krupar. The roll-call sign-up sheet was circulated.

Agenda Motion by Martin to approve the agenda. Seconded by Kooiker. Motion carried.

Questions From Members with Board President/Cooperative Director Answers

There were no questions submitted.

Public Comment Laura Powers introduced Britney Dillon, the new director of Alvah N. Belding Library. Dillon formerly worked at the Flat River Community Library.

Deb Bose introduced Jessica Hunt, the incoming director for the Grant Area District Library. Jessica will be taking the director position in January when Deb retires. Jessica has worked at the White Cloud Community Library.

Krupar welcomed them to Lakeland and everyone present introduced themselves.

Minutes

-- *November 10, 2016 Minutes*

Motion by Bruursema to approve the minutes of the November 10, 2016 meeting. Seconded by Walker. Motion carried.

Financial Report

-- *November Balance Sheet & Verbal report*

-- *October Investment Report*

Wilson gave a verbal summary of the financial activities. There were no questions. The reports were received and filed.

Cooperative Director's Report

--*Written Report* There were no questions about the written report. Wilson reported that Fruitport has hired a director and she will be meeting with her later this month to review what needs to be done concerning joining Lakeland and the shared ILS. Her name is Bethany Nettleton Seeley.

--*Strategic Plan Action Report*
Wilson provided an update in the packet.

Committee Reports

--*Finance Committee*: None

--*Personnel Committee*: None

--*PPS Committee*: Minutes from the November 17, 2016 meeting were included in the packet.

--*Advisory Council*: Minutes from the October 10, 2016 meeting were included in the packet.

--*ILS Council*: None

Unfinished Business

New Business

Issue Paper on Delivery Options

Terry Cross reviewed the delivery options which included the results of the RFP to outsource delivery and the continuation of Lakeland staff delivery and truck purchase options.

Motion by Richards to continue with the Lakeland delivery service as recommended by staff including the purchase of new trucks. Seconded by Bruursema. Motion carried.

Board meeting location

Wilson asked the Board if they wanted to continue to meet at the KDL Service Center even though the parking situation is crowded. KDL had offered to move the meetings to a branch if members were concerned about the parking. KDL will be expanding their parking area in spring 2017 so the situation will improve in the future. The Board consensus was to continue to meet at the Service Center in the mean time.

Issue Paper on Group C Representatives – From PPS Committee

Motion by Martin to recommend the proposed change to the Lakeland Plan of Service to the Advisory Council regarding the election of the Group C Board representative. Seconded by Williams. Motion carried.

Underfunded Contract Service Area Policy – From PPS Committee

This was the first reading on the proposed change to the policy. It was noted that the change alters the intent of the policy. The Board asked Wilson to get clarification from Beth O'Grady at the Carson City Public Library before the next meeting. O'Grady had

asked for a consideration of the change at the PPS Committee meeting.

Board Development

Michelle Boisvenue-Fox joined the meeting to talk about Design Think. This is a planning process that can be applied to many areas of library service which KDL has been using for the last two years. Michelle discussed how they have applied the process to tech training in their branches and how they are using it currently to resolve an issue with their patron self registration program. The process depends on staff involvement for both research and observation to resolve the problem at hand. In some cases they are able to prototype a solution before spending money to develop solutions. She reported many KDL staff members have participated in the Design Think projects they have had over the last two years and that it has changed the culture of decision making at KDL. She reported that she greatly underestimated the enthusiasm from KDL staff who participated in various Design Think projects.

She initially took at class on the topic but now has been offering instruction to others interested in learning about the process. The Chicago Public Library has also used the process and recently offered a workshop. Pam Myers asked if she is available to conduct a Lakeland workshop on the topic. She is currently working on an online class with MCLS on this topic which will be available in the near future.

Krupar will check with Werner about doing the 501(c)3 Charitable Claim on Local Taxes in Dispute at the Michigan Tax Tribunal at the January meeting.

Public Comment

Laura Powers thanked Cross and VanderWagen for the issue papers presented at today's meeting.

Deb Bose reported that this was her last board meeting before her retirement. She thanked everyone for their support over the years.

Board Comments

None

Adjournment

The meeting was adjourned at 10:37 a.m.

The next meeting will be held on Thursday, January 12, 2017 at 9:30 a.m. at the Kent District Library Service Center.

Minutes submitted by,
Sheryl VanderWagen
ILS Manager