

LAKELAND LIBRARY COOPERATIVE
Board Meeting
Kent District Library Service Center (KU)
April 13, 2017
Official

MINUTES

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

Board Absent: Lance Werner

Call to order The meeting was called to order at 9:36 a.m. by President Krupar. The roll-call sign-up sheet was circulated.

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

Questions From Members with Board President/Cooperative Director Answers

There were no questions submitted.

Public Comment No public comment.

Minutes

-- *March 9, 2017 Minutes*

Motion by Walker to approve the minutes of the March 9, 2017 meeting as corrected. Seconded by Martin. Motion carried.

There was a spelling correction to Williams name on page one in the approval of the agenda.

Financial Report

-- *March Balance Sheet & Verbal report*

-- *February 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.

--*Strategic Plan Action Report*

Wilson provided an update to the Strategic Plan Action report. This was sent out in

the agenda packet.

Committee Reports

--*Finance Committee*: None

--*Personnel Committee*: None

--*PPS Committee*: None

--*Advisory Council*: Minutes of the March 9, 2017 meeting were included in the packet.

--*ILS Council*: Minutes of the March 30, 2017 meeting were included in the packet.

Unfinished Business None

New Business

Internet Circuit Connectivity RFP Proposals

A summary of the five proposals was distributed with the packet and presented to the Board. Thom Riley was present to answer questions and review the proposals. The Board considered the two lowest cost proposals from Comcast and Trivalent.

Motion by Kooiker to award the network contract bid to Comcast. Seconded by Martin. Motion carried (one opposed).

Copier RFP Proposals

A summary of the six proposals was distributed with the packet and presented to the Board. Terry Cross was present to answer questions and review the proposals.

Motion by Warner to purchase the RICOH MP C3504 from RICOH USA along with the 3-year maintenance plan. Seconded by Bruursema. Motion carried.

Board Development

Ray Arnett demonstrated the new Visualizing Funding for Libraries database which is new from the Foundation Center. The project goal is to help libraries find funding opportunities, increase understanding of funding sources, and track funding trends through a data visualization tool and capacity-building training. The database can be found at <http://libraries.foundationcenter.org>. The resource is free. Libraries do not have to have a Foundation Directory subscription to use this database.

Laura Ortiz from the Hastings Public Library will discuss the MCLS Library Match program at the May meeting.

Public Comment

Claire Sheridan reported that she contacted the Michigan Treasury Department to receive clarification on the check Spring Lake received for PPT reimbursement. She reported that Treasury clarified for her that her reimbursement was for the past five years.

Board Comments

Shirley Bruursema reminded everyone to stay on top of the federal funding legislation as it moves through Congress. ALA has the biggest turnout ever scheduled for ALA Legislative Day in Washington DC.

John Martin asked about the Lakeland notification process for network problems on Sundays when the helpdesk is not available. VanderWagen reported that Riley is migrating a version of the new text messaging service to a server on the outside of the network. That will allow staff access to the notification system when we cannot work through the internal network.

VanderWagen reported on behalf of Kelly Richards that MADL Director of Public Services, Richard Schneider will retire on April 29, 2017. There will be a party for Schneider after work on April 27, 2017 in honor of his retirement. Lakeland member library staffs are invited to attend to wish Richard well.

Adjournment

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

The next meeting will be held on Thursday, May 11, 2017 at 9:30 a.m. at the Kent District Library Service Center.

Minutes submitted by,
Sheryl VanderWagen
ILS Manager