

LAKELAND LIBRARY COOPERATIVE

Board Meeting

Kent District Library Service Center

July 12, 2018

Official

MINUTES

Board Present: Shirley Bruursema, Sharon Engelsman, Martha Ferriby, Teresa Kline, Diane Kooiker, Kelly Richards, Lance Werner

Board Absent: John McNaughton

Call to order The meeting was called to order at 9:34 a.m. by President Kline. The roll-call sign-up sheet was circulated.

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

Questions From Members with Board President/Cooperative Director Answers

There were no questions submitted before the meeting.

Public Comment No public comment.

Minutes

-- *June 14, 2018 Minutes*

Motion by Werner to approve the minutes of the June 14, 2018 meeting. Seconded by Engelsman. Motion carried.

Financial Report

-- *June Balance Sheet & Budget vs. Actual*

-- *May Investment Report*

There were no questions about the financial reports. The reports were received and filed.

Cooperative Director's Report

-- *Written Report*

There were no questions about the written report. Carol reported that the Board Development topic in August will be a presentation about the new online filing system for court documents. John Martin from Loutit District Library is planning that presentation with the Ottawa County court administrator. The online filing system will eventually be used in every county in Michigan.

Committee Reports

-- *Finance Committee* – The committee met on July 10, 2018. Diane Kooiker gave a verbal report. The

budget process has been simplified. She reminded everyone that Carol had sent out the projected cost to libraries for draft two of the budget which will be sent to the Advisory Council for approval at the September 13, 2018 meeting. The committee recommended that the continuing education grants to each library be discontinued. The Continuing Education committee has been granted a regular budget for their activities. There will be continuing education grant monies available for those who need assistance. The budget also has additional staff hours included for two staff members. If members have questions, please contact Carol or Diane.

--*Personnel Committee* – Minutes of the June 28, 2018 meeting were included in the packet. Kline read a letter from Carol requesting that she not be given a salary increase for the next year or two.

--*ILS Council* – Unofficial minutes of the June 14, 2018 meeting were included in the packet.

Unfinished Business – No unfinished business

New Business There was no new business, but Carol encouraged everyone to stay for the Niche Academy demo at the Advisory Council meeting.

Board Development Carol provided information on the annual joint workshop with the Michigan Cooperative Directors, Library of Michigan and MCLS. This year's workshop is Removing Barriers: A Library Accessibility Workshop and will be held on November 9, 2018 at Grand Valley State University, L.V. Eberhard Center in downtown Grand Rapids. She encouraged Lakeland libraries to attend. She also provided information offered by the Library of Michigan on Public Library Financial Management. There are several webinars that are available to libraries for use with their staff and boards.

Public Comment Richard Schneider, interim director at the Henika District Library announced that Henika has hired a new director, Nicole Gray who will begin on Monday, July 16. She comes from Michigan City, IN.

Board Comments Shirley Bruursema noted that there are several upcoming millage votes scheduled for the August 7 elections. Three of those are in Lakeland (Hastings, Dorr and Saugatuck) and there are seven others around the state. She attended ALA in New Orleans.

Adjournment The meeting was adjourned at 9:45 a.m.

The next meeting will be held on Thursday, August 9, 2018 at 9:30 a.m. at the Kent District Library Service Center.

Minutes submitted by,

Sheryl VanderWagen
ILS Manager