

**LAKELAND LIBRARY COOPERATIVE
BOARD MINUTES – Official
Thursday, December 13, 2018 at 9:30 a.m.
Kent District Library Service Center, Comstock Park, MI**

Present: Diane Kooiker, Carol Dawe, Teresa Kline, Shirley Bruursema, Mattie Cook, Sharon Engelsman, John McNaughton, Lance Werner

Arrived at 9:32 a.m. – John Martin

Absent – Kelly Richards

- 1) **CALL TO ORDER AND ROLL CALL:** The meeting was called to order at 9:31 a.m. by Diane Kooiker.
- 2) **APPROVAL OF AGENDA:** Lance Werner moved, supported by John McNaughton, to approve the agenda as presented - *motion carried*.
- 3) **QUESTIONS FROM MEMBERS:** There were no questions from members.
- 4) **PUBLIC COMMENTS:** There were no public comments.
- 5) **APPROVAL OF MINUTES:** Sharon Engelsman moved, supported by Mattie Cook, to approve the board minutes from November 8, 2018 as presented – *motion carried*.
- 6) **FINANCIAL REPORT:**
 - a) November Financials: There were no questions. Lance Werner moved, supported by Mattie Cook, to approve the November Financials as presented - *motion carried*.
 - b) Monthly Check Register: There were no questions. Lance Werner moved, supported by Teresa Kline, to approve the Monthly Check Register as presented - *motion carried*.
 - c) October Investment Report: There were no questions and the report will be filed.
- 7) **PRESIDENT’S REPORT:** There was nothing to report from the Board President.
- 8) **DIRECTOR’S REPORT:** Carol Dawe mentioned that the RIDES issue has been resolved and normal delivery will continue. Teresa Kline added her thanks for the change to no fees for the basic library passthrough supplies.
- 9) **COUNCIL/COMMITTEE REPORTS:**
 - a) Advisory Council: There were no comments.
- 10) **UNFINISHED BUSINESS:** There were no comments.
- 11) **NEW BUSINESS:**
 - a) Review of the Advisory SWOT Plan: Carol reiterated that the Advisory Council SWOT Analysis and ILS Strategic Plan will be reported on in alternating board meetings. The SWOT Analysis is also on the website with additional detail as progress occurs. Lakeland staff has been busy and is moving forward. Thom and Sheryl have done a lot of work on getting the i-tiva switchover completed. Please let Carol know if you have any questions.
- 12) **PUBLIC COMMENTS:** There were no public comments.
- 13) **BOARD MEMBER COMMENTS:**
 - a) Shirley Bruursema mentioned that KDL delivered baskets to their branches to show appreciation for and meet with staff. They are also working on end of year reports.
 - b) John McNaughton mentioned that GRPL was working with Margaret Sullivan Studio and touring different places as they look to do some re-design for user experience. The staff is excited.

c) Diane Kooiker talked about Herrick going fines free for juvenile materials (not users/cards) in January. They will do a six-month trial and are working on metrics. Carol Dawe (LL) mentioned there would be further discussion at the ILS Council meeting. Claire Sheridan (OS) asked if Diane could share their metrics later. She also commented that it may be difficult to go back once patrons are accustomed to it. Diane said there will be many things to consider as they determine metrics, such as increase in circulation or changes in fines and how to track this. John McNaughton (GRPL) said they had thought about it and the resulting implications of accessibility and denying use to patrons. Carol said that Oak Park in IL saw circulation go up. Lance Werner (KDL) said that they tried fines free for a short time, but now only do kids materials that way. A question was asked on the expense of money to collect these fines [and if it was worth it]. Lance said that 2-4% of every collection goes out the door every year. They had to consider the effect on those of lower socio-economic means and the negative impact of denying services. Diane also commented that there is consideration for kids who have to rely on parents for transportation or returning items. Shirley Bruursema (KDL) commented on getting the board's acceptance.

d) There were no other comments from board members.

14) **NEXT MEETING:** Thursday, January 10, 2019, 9:30 a.m. at Kent District Library Service Center

15) **ADJOURNMENT:** Lance Werner moved, supported by John McNaughton, to adjourn at 9:44 a.m. - *motion carried.*