

LAKELAND LIBRARY COOPERATIVE
BOARD MINUTES – Official
Thursday, March 14, 2019 at 9:30 a.m.
Kent District Library Service Center, Comstock Park, MI

Present: Diane Kooiker, Teresa Kline, Mattie Cook, John Martin, John McNaughton, Shirley Bruursema, Lance Werner, Kelly Richards

Absent: Sharon Engelsman

- 1) **CALL TO ORDER AND ROLL CALL:** The meeting was called to order at 9:37 a.m. by Diane Kooiker.
- 2) **APPROVAL OF AGENDA:** Teresa Kline moved, supported by Shirley Bruursema, to approve the agenda as presented - *motion carried*.
- 3) **QUESTIONS FROM MEMBERS:** Heather Wood-Gramza reminded everyone about registration for the leadership workshops March 22 & 23.
- 4) **PUBLIC COMMENTS:** There were no public comments.
- 5) **APPROVAL OF MINUTES:** Lance Werner moved, supported by John Martin, to approve the board minutes from February 14, 2019 as presented – *motion carried*.
- 6) **FINANCIAL REPORT:**
 - a) February Financials: Carol Dawe says the budget is at 49.9% and spoke a bit about the CDs maturing, their rates, and how Janet Cornell is keeping an eye on them. She said that RBdigital budget says \$3,000, but that is split between the regular pricing and they cost for the extra titles. Also, some Syndetics updates were made to get book jackets in Sierra. John McNaughton moved, supported by Lance Werner, to approve the February Financials as presented - *motion carried*.
 - b) Monthly Check Register: Lance Werner moved, supported by John McNaughton, to approve the Monthly Check Register as presented - *motion carried*.
 - c) January Investment Report: There were no further 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 thanked everyone for updating links and link details for RBdigital. She had the raffle prizes for Leighton Township Library and Dorr Township Library. Mark Haley of RBdigital helped put this together. Carol also invited people to stay for the MeL Database Training/Overview after the meetings at 11:00 a.m. Carol mentioned she is working on the budget. She also asked everyone to move to the Encore OPAC, as only 16 libraries currently link to it. Lakenet (classic catalog) is sluggish due to numerous item records added (digital collections). It is also not being updated/supported as we move forward and possible new OPACs look and work more like Encore. More information at the ILS Council meeting in April.
- 9) **COUNCIL/COMMITTEE REPORTS:**
 - a) ILS Council Official Minutes – December 13, 2018: There were no comments and they will be filed.
- 10) **NEW BUSINESS:**
 - a) Budget Preparation for FY2019-2020: Carol said the plan is to save money where we can, as well as make the report shorter and simpler. A Finance Committee meeting will be scheduled soon. Lakeland staff has some ideas regarding not charging for e-mails, web hosting, and digital signatures. She’d also like to streamline the annual Member

Service Agreement process (members responded positively). Carol is not sure yet what to expect from State Aid and that will affect the budget. She is suggesting that everyone plan for a 3%-3.5% increase for the next fiscal year. If anyone has questions or concerns, please contact Carol.

11) **PUBLIC COMMENTS:** There were no public comments.

12) **BOARD MEMBER COMMENTS:**

- a) Lance Werner (KDL) asked everyone to vote [for ALA elections] by April 3rd. He says it has been interesting and should know the results on the 15th.
- b) Shirley Bruursema (KDL) reminded everyone about the FOML Alliance of Trustees workshop in April and also that members will need to renew their membership. She talked a bit about contacting federal legislators and suggested that directors talk to their trustees, as they often have contacts with political leaders in the community, etc.
- c) Teresa Kline (AF) told everyone about MLA's Executive Summit at Library of Michigan and the focus will be on succession planning. She also thanked everyone for their votes so far on the Allegan County Community Foundation hometown projects grant that Fennville has applied for. Voting is until March 31st and you can vote daily.
- d) John McNaughton (GRPL) announced that their board has voted to go fines free for juvenile materials. They will make an announcement soon with information and details.
- e) Diane Kooiker (HO) said Herrick has added BiblioCore and it looks promising. Staff is learning. She also said that Herrick hosted naturalization ceremonies and there were 154 new citizens. The USCIS has asked to have more ceremonies there in April and May.
- f) There were no other comments from board members.

13) **NEXT MEETING:** Thursday, April 11, 2019, 9:30 a.m. at Kent District Library Service Center

14) **ADJOURNMENT:** Diane adjourned the meeting at 9:57 a.m.