

LAKELAND LIBRARY COOPERATIVE
BOARD MINUTES – Official
Thursday, April 11, 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, Sharon Engelsman

Absent: Kelly Richards

- 1) **CALL TO ORDER AND ROLL CALL:** The meeting was called to order at 9:31 a.m. by Diane Kooiker. Maggie McKeithan is the new director at Spring Lake. Introductions were made.
- 2) **APPROVAL OF AGENDA:** Teresa Kline moved, supported by Sharon Engelsman, to approve the agenda as presented - *motion carried*.
- 3) **QUESTIONS FROM MEMBERS:** There were no questions from the members.
- 4) **PUBLIC COMMENTS:**
 - a) Jackie Roseberry (UM) spoke on behalf of Kelly Richards (UM) and offered up congratulations to Lance for his campaign for ALA President.
 - b) Lance Werner (KDL) introduced Randy Goble, KDL Director of Marketing Communications. Randy spoke about the Next Nexus: Equity, Diversity and Inclusion Summit. He stated that it was such an important topic that they opened it up statewide and it isn't just for librarians. They have provided a workbook for attendees, which the KDL staff use personally, as well as to facilitate interactions with others. It is being held May 2 and is an all-day event. John Martin asked if every person had to register, or if they could register once as a group for his staff. Randy clarified that only registrants will get the workbook, but it was fine to do one registration for the group to watch.
- 5) **APPROVAL OF MINUTES:** Lance Werner moved, supported by Shirley Bruursema, to approve the board minutes from March 14, 2019 as presented – *motion carried*.
- 6) **FINANCIAL REPORT:**
 - a) March Financials: Carol Dawe said we are in good shape and at the halfway point. She is working on the new budget. Janet has been transitioning budget spreadsheets, etc. on the back end to help keep things as clear as possible. This will make it easier to work with and simplify the budget. Carol expressed gratitude to Janet and Terry for working together on this. John McNaughton moved, supported by Sharon Engelsman, to approve the March Financials as presented - *motion carried*.
 - b) Monthly Check Register: Carol mentioned truck repairs and that Terry, and the drivers, are good about keeping up with vehicle maintenance. Lance Werner moved, supported by John McNaughton, to approve the Monthly Check Register as presented - *motion carried*.
 - c) February Investment Report: There were no further questions and the report will be filed.
- 7) **PRESIDENT'S REPORT:** Diane thanked the CE Committee for the March leadership programs and said that lifelong learning was a good practice.
- 8) **DIRECTOR'S REPORT:** Carol mentioned that she will be doing six-month reviews for the Lakeland staff and that they would be informal conversations. She wants the staff to have the tools they need to succeed. Everyone is working together on the budget. She made another remark that sometimes our colleagues are struggling, so please extend a hand to one another when we can.
 - a) LLC Monthly Snapshot: Carol mentioned how good it was to be able to include KDL and GRPL stats in the Monthly Snapshot. Diane (HO) asked what the delivery numbers represented. Carol clarified that it was for bags and bins. Carol then asked the group if the infographic was helpful and there were positive responses.
 - b) Continuing Education Opportunities: Diane drew attention to the continuing education opportunities included in the packet. Lance mentioned that he can answer any questions about the Next Nexus: Equity, Diversity and Inclusion Summit. He stated that libraries can set the bar

for equity and inclusion and are in a position to change lives. He feels lucky to be working on this. John (GRPL) expressed it to be more movement and not just buzz words. Lance talked about the need for accountability partners (like you would with a gym buddy) and encouraged everyone to find a “buddy.”

9) **COUNCIL/COMMITTEE REPORTS:**

- a) Advisory Council Official January 10, 2019 Minutes: Carol pointed out that the minutes contained some handouts that were brought to that meeting and are there so those not in attendance can have access to the same information for the sake of transparency.

10) **UNFINISHED BUSINESS:**

- a) Advisory Council SWOT Analysis: Carol commented that it is truly remarkable what can be accomplished when you work as a team. We are assessing options for ILS and Public Access Catalogs. Once Herrick goes live with BiblioCommons' BiblioCore, we can further assess that option for Lakeland. John (GRPL) added that they are also moving forward with BiblioCommons and will probably go live this fall.

11) **NEW BUSINESS:**

- a) Board Development
 - i) Friends of the Library Discussion
 - (1) Carol previously sent out an e-mail with the questions gathered from the survey. There were twelve responses. She then asked if anyone had any positive experiences to share.
 - (a) A common theme was recruiting ideas. Carol asked about people using Meetup. Other ideas brought up were working with your local Chamber, National Honors Society, etc.
 - (b) LaVonne (OC) asked if a friends group needs to get 501(3)(c) status. Shirley (KDL) said that they don't need it, but it's nice to have because it helps with major donations. She also talked about the Friends of Michigan Libraries organization and the events and information they provide. The most important thing is to work together. She suggested that everyone explains roles and attend one another's meetings.
 - (c) Carol asked if anyone had advice for libraries whose friends groups want to send their money elsewhere and if “no” was ever an appropriate answer. Shirley and others agreed that it was. Shirley said to be sure you have bylaws set up. There need to be policies, procedures, and a mission statement in place. Communication is key. A couple personal stories were then shared.

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

13) **BOARD MEMBER COMMENTS:**

- a) Lance (KDL) congratulated everyone that has gone fines-free for juvenile materials. He said that KDL will go completely fines-free, including past fines, in June. Regarding the run for ALA President, he is sincerely filled with gratitude and was honored to tell our stories from West Michigan. He thanked everyone for their support.
- b) John (GRPL) commended Lance and his team for their hard work and effort.
- c) Diane (HO) said Herrick is excited to launch BiblioCore on May 24th. Their Create Lab Coordinator started Monday and they are excited. Carol asked about the person's background. Diane said they were looking for someone who could deal with uncertainty, was entrepreneurial, could create a plan, and do outreach in the community. They also wanted someone who can find collaboration opportunities. The person they hired has had three or four business start-ups.
- d) There were no other comments from board members.

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

15) **ADJOURNMENT:** Lance Werner moved, supported by John McNaughton, to adjourn the meeting at 10:18 a.m. - *motion carried.*