

**Lakeland Library Cooperative
Continuing Education Committee
Official August 24, 2017 Minutes**

Call to Order: 1:02 pm

Present: Carol DeBoer (AW), Pam Myers (OG), Roxanne Landin (NF), Janet Cornell (LL), Sandie Enders (UM), Mattie Cook (IL), Teresa Kline (AF), Tim Gleisner (HO), Britney Dillon (IB)

Absent: Jocelyn Shaw (SM), Laura Powers (MG), Lindsey Dorfman (KU)

Minutes of June 29, 2017 as presented

Finance Report: Balance in CE account is \$3,294.21

Workshop/Interest Group Evaluations:

IT Interest Group: Laura sent information via e-mail before the meeting. We don't do formal evaluations at these meetings so response is per the facilitator. Suggestions were to have topic to be discussed announced in advance and to meet quarterly rather than twice a year.

Upcoming Workshops Status Reports

- **September 1, 2017 Social Media** (Jocelyn Shaw) Hackley Public Library with 2 sessions. Registration is closed. There are 15 people signed up for morning and 16 for afternoon.
- **October 13, 2017 Create Lists Roundtable** (Sandie Enders) Flyer is ready to go out for this workshop. Sandie will get to Sheryl for LLC website and send out an e-mail to announce. Venue is Hudsonville.
- **October 17, 2017 Readers' Advisory** (Carol DeBoer) Jessica Trotter from CADL with full day workshop in two sessions. Venue is Herrick. Topics: Diverse Books for Adults, Audiobooks, Graphic Novels. Morning session will be discussion on each of these genres and afternoon will be discussion of specific books listed on flyer. Registration is open now.

Adult Services Round Table: The CE Committee will no longer organize these meetings. Pam Myers may offer them through her library (OG) at a later date.

Interest Groups Status Reports

- **August 24, 2017 Book Discussion** (Tim Gleisner & Lindsey Dorfman) The first book to be discussed is *Five Dysfunctions of a Team* by Patrick Lencioni at 6:30 at KDL Service Center. Refreshments are on your own. Further books to be discussed are *Start with Why* by Simon Sinek and *Purpose Based Library* by John Huber. Tim will report back next meeting on its success.
- ~~September 7, 2017~~ **TO BE RESCHEDULED Interest Group HR** (Tim Gleisner/Lindsey Dorfman) KDL Service Center, 9:30am – 11:30am. Brian Mortimore to lead, short

presentation, then Q&A. Everything is set for this meeting. So far only 3 people are signed up. Tim will get out another reminder.

- **March 1, 2018 Interest Group Legal** (Tim Gleisner/Laura Powers) KDL Service Center, 9:00am – 11:30am. Contacting Clare Membiela at Library of Michigan to lead.

LLC Special Speakers

- **February 19, 2018 Spring Speaker** (Laura Powers/Teresa Kline/Lindsey Dorfman) Miguel Figueroa from ALA's Center for the Future of Libraries will speak in the morning. Samantha Minnis from GVSU's library and Lindsey Dorfman from KDL will speak in the afternoon on customer service. Location TBD.

Youth Services Report: No report. Next meeting in October.

Other Business:

Facebook Group: We now have about 60 members but would like more discussion on the site. Committee members are especially charged with participation.

Budget: As of October 1, 2017, the CE Committee will have a dedicated LLC budget of \$20,000. This is a result of the LLC Strategic Plan objectives. This budget is to cover regular workshops, Interest Groups, book discussions, special speakers and the YS Summer Reading workshop. The CE Committee decided that for most workshops we will still charge a nominal fee of \$10 to help assure attendance and help defray the cost of the food. Any monies taken in will go into LLC's General Fund.

Officers for next year: Due to Carol DeBoer's retirement, effective October 1, 2017 we elected Tim Gleisner as Chair of the Committee. Sandie Enders will stay on as Secretary.

Distribution of Duties: Since there are so many new members on the committee, Carol reminded us of the previous Distribution of Duties document. She will distribute to all members for discussion at the September meeting.

Cancellation of workshops: We discussed when it is appropriate to cancel a workshop due to low registration. We decided not to make a formal decision but treat it on a case by case basis. However, we also decided that cancelling a workshop would be the exception not the rule for low registration.

Meetings for next year: CE Committee meetings are the 4th Thursday of the month with the exception of November (5th Thursday) and December (no meeting). These will be posted on the LLC Event calendar. All meetings will be at the Georgetown Township Library (OG) at 1:00pm.

Meeting adjourned at 2:30 pm.

Next Meeting: September 28, 2017 at 1pm at Georgetown Township Library

Respectfully Submitted, Sandie Enders, Secretary