

Southwest Michigan Library Cooperative
Council Meeting Minutes
April 14, 2016
2:00 pm at the Cass District Library

1. Call to Order & Introductions

Vice President Weessies called the meeting to order at 2:04 pm.

Roll Call:

Augusta – Ann Rapp

Battle Creek - Leah Dodd

Benton Harbor - Kat Boyer

Berrien Springs - Kristina Knezic

Bridgman – Gretchen Evans

Cass - Jennifer Ray (Board Treasurer)

Cass – Tim Wiggins

Climax – Ralph Weessies (Board Vice President)

Dowagiac - Matt Weston

Eau Claire – Ann Greene

Kalamazoo Public Schools – Patsy

Richardson

Lawton – Kayla Hampton

Lincoln Township - Mary Hill

New Buffalo – Julie Grynowich (Board Secretary)

Otsego – Andrea Estelle

Parchment – Teresa Stannard

Paw Paw - John Mohney (SMLC Director)

Portage – Christy Klien

Richland – Dennis Kreps (Board President)

South Haven – Jim France

Three Rivers - Melissa McPherson

Vicksburg – John Sheridan

Watervliet – Lois Hartman

Willard – Leah Dodd

Guest – Shannon White

2. Approval of Agenda

Vice President Weessies added “OverDrive” to New Business.

3. Approval of October Council Minutes

The [Council meeting minutes of October 8, 2015](#) were approved on a motion from Green with support from Ray.

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4. Speaker: [Shannon White, Library of Michigan](#)

Highlights:

- The 2016 Loleta Fyan Small and Rural Libraries Conference will be held on Mackinac Island May 4-6, 2016. Although registration is closed, you can still sign up, and there are other hotels available on the island. We have 550 people registered, and there will be about 80 sessions. Because the state has a bid process, we will most likely be in Traverse City in 2018. The Grand Lodge in Traverse City and The Grand Hotel on Mackinac are our only two options, as they can accommodate such a large group.
- There are three new staff members at the Library of Michigan: Evette Adkin, will replace Shannon White as the Continuing Education Coordinator. Evette is currently working on the Rural Library Conference and on the Beginning Workshop. The next person coming on board is Clare Membiela – Library Law Consultant. The position will be a little different than last time as she will be part of the Library Services Department, she will not only be a library law consultant, but will be integrated into other programs and services. She will be available to speak at workshops and board meetings, if invited. And finally, Cathy Lancaster – Coordinator of Youth Services, replacing Karen Reish, who has been juggling two positions for some time.
- Shannon spoke about continuing education programs that are available to our libraries. The programs are:
 - ALA Libraries Transform at www.librariesransform.org for marketing your library to your community.
 - Reading Redefined: Deep Reading, Learning and the Impact of Digitization. Understand the ways libraries are changing. <http://www.mcls.or/raining-events/readin-redefinded/>
 - Library Continuing Education Program www.Michigan.gov/libraryce offers stipends for continuing education. Awards are up to \$1500 per year, per person for professional development and training.
 - Every Child Ready to Read www.everychildreadytoread.org/ This program teaches parents and caregivers how to support early literacy.

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- Membership in United for Libraries with access to Trustee training
www.ala.org/united/michian

5. Financial Report

Jennifer Ray presented the financial report for February and March. The balance in the checking account is \$186,259.51. The \$400 in current assets is prepaid expense for Secant and \$366.75 in accounts payable for accountant fees. The unrestricted retained earnings, \$187,026.26 is money left from the sale of the Co-op building plus State Aid funds from previous years. The total Liabilities & equity is \$186,659.51.

Income: \$103,965.02 is from State Aid, our only source of income. We are beginning to pay out grant allocations, memberships, salaries, food for the last meeting and accounting fees for the audit, totaled \$13,931.74 at this time. Net income as of March is \$90,033.28.

Jennifer reminded everyone to submit their grant requests soon and explained that the purchase of Fregal could be offset with the technology grant.

The question was asked about when movie licensing is paid. Mohny explained that this has been paid already, and will come due next fiscal year. When he gets the invoice, he pays it then gives out the certificates.

6. Director's Report

- a. Mohny introduced a subscription called SCOLA, which offers language & culture, and travel information. Nine coops are participating at a cost of \$750, which would be \$83.33 per coop. Mohny needed to make the decision for the free trial, so he said we would participate. Now any library in our coop can subscribe for \$100, but we have to deal with SCOLA directly.
- b. Mohny proposes a Director's meeting on the months we do not have a Council or Board meeting. There is no commitment to attend the meetings, this will be for networking and discussion.
- c. Mohny will begin taking registrations for Black Belt Librarian workshop, possibly next month. More information will be coming. The date for the workshop is Tuesday September 13th.

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- d. Mohney will meet with library coop directors tomorrow and will discuss Rides and MCLS memberships. We can renew our membership to Rides for a 2 day delivery, but if we want more than 2 days we will have to pay for it, as the funding is running out. Kreps asked about the cost of the 3rd day, but John did not have that information. Sheridan asked if one of our coop grants could be used to pay for the 3rd day of delivery, Mohney wasn't sure, but this would be something the board could discuss.

Shannon White explained that we had the subsidy as a study to see if more delivery days improved delivery time, but it did not. Everyone was given the three days for the purpose of the study, but the study is now over.

Mohney reminded the members to renew their MLA and MCLS subscriptions, and the coop will pay the invoices. Kreps asked if we should wait until after Mohney meets with the coop directors, and Mohney said that would be a good idea.

- e. John reminded the members that they have until July to get the SMLC grants submitted to Lawrence Kapture. Please do not wait until the last minute. All are eligible for two \$1000 grants. You can submit for collections and technology.

7. Old Business

a. Committee Reports:

- Sunshine: Andrea Estelle asked if there were any new directors or retirements. Nothing to report.

Comments:

Mohney reminded everyone that the next meeting will be in Climax on August 11th. Our speaker will be Denise Hooks, Librarian of the year, and she will speak about coops.

The upcoming meeting will be the last of the fiscal year. We will have to think about a new board and a new budget. The last meeting of the year will be in Paw Paw with some new board members.

New Business

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- a) Gretchen Evans shared that the OverDrive committee met in March. Evans said that there is a direct correlation between circulation and active purchasing, so make sure you purchase every month. The best sellers group is doing a fantastic job, and some libraries have kicked in extra money toward this group. If you are not actively purchasing please consider putting your money toward the best sellers group so they can purchase for us. Evans brought handouts on how to transfer your credit to the bestsellers group. Shannon White asked if libraries can still join the OverDrive group. Gretchen said that yes, we are open to new members, in fact Benton Harbor just joined OverDrive.
- b) Ann Green mentioned that they just finished their Station 11 book group yesterday, so she has extra books if someone would like them. She also wanted to promote her cousin's book "Love That Boy" by Ron Fournier.
- c) Jennifer Ray shared that they are having Douglas Anderson speak tonight at their library. He is the author of the annotated Hobbit and will bring items to show during the presentations. Kreps asked where he is from and Ray explained that Douglas is from Chicago, but has family near their library, so will be speaking at their library at 7 pm.
- d) Kat Boyer told the group that they will have a 1 day makerspace program given by U of M, at the Benton Harbor Library. Boyer will send out a registration for this if anyone is interested. They will also have a Lord of the Rings reading program, in addition to their Summer Reading Program. Patrons will be able to log miles, taking them from the Shire to Mordor. Anyone in neighboring communities can participate. The program will be end with a fun run in September.

8. Adjournment

The meeting was adjourned at 3:20 pm on a motion from Sheridan with support from Green.

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