

**Northland Library Cooperative  
Advisory Council Meeting Minutes  
Virtual Meeting  
October 15, 2020**

**Introduction of Members:**

**Members Present:**

Val Meyerson (Petoskey District Library),	Denise Bearre (Alcona County Library),
Dawn LaVanway (Jordan Valley District Library),	John Roberts (Kalkaska County Library),
Michele Howard (Traverse Area District Library),	Jacqueline Skinner (Otsego County Library),
Amber Alexander (Presque Isle District Library),	Helen Miller (Indian River Area Library),
Monica Kroondyk (Boyne District Library),	Dion Mindykowski (Tahquamenon Area Library),
Tanya Procknow (Mackinaw Area Public Library)	Nellie Danke (Suttons Bay – Bingham District Library)
Ryan Deery (Charlevoix Public Library)	Julie Kintner (Fife Lake Public Library)
Linda Adams (Northland Library Cooperative Director)	

**Call to Order:**

The meeting was called to order at 10:31am by President, Amber Alexander.

**Approval of Agenda:**

R. Deery made a motion to accept the Agenda, seconded by M. Kroondyk. Motion carried.

**Approval of Minutes:**

M. Howard made a motion to accept the September 17, 2020 Minutes seconded by J. Skinner. Motion carried.

**Financial Reports:**

Statements 2020 Financial Report: L. Adams reporting.

- These reports include the last month of fiscal year
- End of the year budget overage in the expected amount of @\$49,000 to go into fund balance

M. Howard made a motion to recommend to the NLC Board to accept the Financial Report, seconded by M. Kroondyk. Motion carried.

mBank Resolution: D. Bearre made a motion to recommend to the NLC Board to approve a resolution for L. Adams to obtain a credit card through mBank for the purpose of purchases for the NLC. Seconded by D. LaVanway. Motion carried.

**FY20/21 Budget - State Aid Increase:**

- NLC will have an increase in the state aid in the amount of @\$16,000.
- Linda asked for suggestions on how to disperse the extra funds. Immediate suggestions were for a marketing campaign and increased amounts to the enhancement grants. Linda will include more details of how the funds will be dispersed in the 2020/2021 Budget Amendment presented in December. The group suggested the following topics: school support, need for broadband, regional read, etc.. John and Monica will assist Linda with the marketing campaign.

**Directors Report:**

Linda reviewed her presented report, noting the following:

- Welcome Tanya Procknow, Director, Mackinaw Area Public Library
- The budget will be ready for review at the December meeting
- State Aid reporting is open
- Audit has been ordered and should be ready at December meeting

- Unused funds from enhancement and continuing ed grants will be rolled into fund balance
- There is a trustee training available in November and recommended as it may be part of state aid report in the future
- Updates to the Library Privacy Act are moving forward including changes to how library surveillance can be used
- Updates to Open Meetings Act Bill, more details to come

### **Business:**

Review of board changes for next fiscal year

- Leaving Members: J. Kintner (Fife Lake), M. Kroondyk (Boyne), Dan Welihan (Cheboygan) New members: Patricia King (Topinabee), J. Roberts (Kalkaska), Amy Knepp (Oscoda)

Locations for 2020-21 Advisory and Board Meetings

- April Meeting in Petoskey, September meeting in Alcona, the rest via zoom

Director Evaluation:

- M. Howard will contact A. Knepp regarding how it was handled last year and will send a survey to members to have evaluation ready for the December meeting.

### **What's happening at your library?**

Ryan: Back to full hours, limited programming with senior programming most popular, staffing challenges, installed wifi broadcasters outside.

John: Busy with school project, noting the condition of the school collection is very shockingly dreadful.

Helen: Enjoyed Linda's visit! "Frightful Month of Reading" program, starting to host smaller group programs, Has been giving many books away, Rudy will not be returning and she will continue as Manager for the time being.

Denise: Donation from local donor will be used for a community center that will include the library, installed wifi extenders and starting in person story hour.

Monica: Going well, has expanded hours and increased programming, , reminder of Leading Big in Small Places Conference, she will send a link.

Jackie: started in person programming including story hours, tween and adult programs, working on a millage campaign.

Val: Will start regular hours in January, expanding clubs for kids (chess is popular), encouraging socializen and they have been getting busier and the clubs have been very popular. They have postponed the Holocaust Exhibit, starting Readers Together tutoring program and many virtual programs.

Dion: Working through the changing and adapting!

Nellie: Back to full hours and going well, offering limited space for groups, training new staff, updated the FOIA policy and doing a community read with the Leelanau area libraries.

Michele: All good, adding in person programs including community groups and hosting in person board meeting. Installed an ionization HVAC system, Friends created a variety of grab bags as a fundraiser and raised over \$1,000 in a walk a thon.

Tanya: Back to normal hours, opened community room for small groups and classes of students (5-10 kids per group)

Julie: All is going well, updating the community room to include new floor and divider wall, working on a pilot program partnering with the school.

Dawn: Many new permanent residents creating many new patrons, community room open, working on weeding and beginning thoughts on 2021 summer reading program and will be revisiting their hours.

Linda: MMLL performers showcase will be virtual and will send more information as she knows more.

Amber: Back to full staff November 2, hosting a live zoom at the theater holding about 70 people, Jonathan Rand will be there for a Halloween program, hosting family holiday movies, doing take home crafts and looking forward to 2021!

**Adjournment:**

D. Bearre made a motion to adjourn the meeting at 11:42am, seconded by M. Howard. Motion carried.

The next scheduled Advisory Board meeting is scheduled for December 17, 2020 virtually at 10:30am.

Respectfully Submitted,

Julie Kintner, Fife Lake Public Library