



**Northland Library Cooperative  
Advisory Council Meeting Minutes  
April 21, 2022 10:30 a.m.  
Charlevoix Public Library**

**Introduction of Members:**

**Members Present:**

Val Meyerson (Petoskey District Library)	Ryan Deery (Charlevoix Public Library)
John Roberts (Kalkaska County Library)	Monica Peck (Boyne District Library)
Michele Howard (Traverse Area District Library)	Leanne Milliman (Crooked Tree District Library)
Tanya Procknow (Mackinaw Area Public Library)	Linda Adams (Northland Library Cooperative)
Amber Alexander (Presque Isle District Library)	Sue Warner (Wolverine Community Library)
Nellie Danke (Suttons Bay-Bingham District Library)	Amy Knepp (Oscoda County Library)
Denise Bearre (Alcona County Library)	Dawn LaVanway (Jordan Valley District Library)
Jackie Skinner (Otsego County Library)	

**Call to Order:**

The meeting was called to order at 10:30 am by President, Val Meyerson.

**Approval of Agenda:**

The Agenda was approved by consensus.

**Approval of Minutes:**

M. Peck made a motion to accept the December 16, 2022 Minutes seconded by J. Roberts. **Motion carried.**

**Approval of Financial Reports**

- **March 2022 Financial Report** . L. Adams presented the financials. We under budget on every line item. A budget amendment will need to be approved at the August meeting when increased State Aid figures are finalized. Reports approved by consensus.

**Directors Report:**

Linda reviewed her report emailed to us in the board packet, noting the following updates:

- Northland Library Cooperative added 9500 to its population in the 2020 census.
- Library of Michigan Law Consultant, Clare Membiela, is extremely busy, so she may not be able to get back to libraries as quickly as everyone would prefer.
- Don't forget to establish your UEI Identification number. This number is replacing the DUNS number for federal grant funding.
- ReadSquared is now available thru the Library of Michigan for online summer reading programs.
- Digitization kits are available for checkout thru Biz Gallo at the Library of Michigan.
- Openings for the Zing Training are still available on May 11, 2022.
- BLOOM Creative has been hired to help market all the services and/or equipment purchased thru ARPA funding.
- UpNorth Digital could use more selectors to purchase materials with ARPA funds. Contact Val Meyerson if interested.
- Nannette Miller retired from her position as director at the Elk Rapids District Library. The director's position has not yet been posted.
- MLA Advocacy Day was held March 1, 2022 and done entirely online which went very well. A bill to change the election cycle has no movement, and the Open Meetings Act Bill that would allow library boards to meet virtually doesn't look like it will pass this legislative cycle.

- Linda fielded 119 inquiries from Library Directors/Staff/Trustees in October 2021– March 2022

#### **Business:**

- **Fund Balance Discussion:** Linda surveyed other cooperatives to see if they had fund balance policies; the only cooperatives who had any sort of policy are: Superiorland, Woodlands and Mid-Michigan. There was a discussion of what financial policies are required. Linda is to attend a Library of Michigan training on required financial policies, and she will report back to the board at the next meeting. Members thought it advisable to have at least one year's operating expenses in Northland's fund balance. Auditor made no recommendations regarding fund balances.
- **Services Review Committee:** The committee came up with 3 options to spend the \$45,000 State Aid surplus. 1) Increase Enhancement Grants by 10% 2) Pay for eMagazines for UpNorth Digital and TADL 3) Engage Publishers Consulting in a "Smartest Card" campaign. A. Alexander made a motion to increase the amount of the enhancement grants as well as pay for members e-magazines up to the amount of the State Aid increase. M. Howard seconded the motion. **Motion carried.**
- **Date Changes for 2022 Advisory and Board Meetings:** Locations for the 2022 Advisory and Board Meetings are as follows:
  - August 18, 2022: Kalkaska County Library
  - September 15, 2022: Otsego County Library
  - **New Date - November 3, 2022:** Cheboygan Area Public Library - **New Date.** Linda will confirm the date with Mark Bronson.

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

**Linda (Northland):** She attended PLA in Portland. The conference was very scaled back but useful. She brought conference vendor samples to share!

**Michelle (TADL):** TADL shared its online local history collection's metadata with the Digital Public Library of America ([Digital Public Library of America \(dp.la\)](https://www.dp.la/)) The TADL Library Board will be issuing a statement regarding the need for a day shelter for the homeless in the community. The number of behavioral issues at TADL have astronomically increased. In March alone, the police were called 44 times.

**John (Kalkaska County Library):** The Library's building fund has reached closed to \$3 million in donations. He and the board are working with the legislature to possibly use ARPA funding for the building project which is desperately needed. Their Library's model for operating their local school's libraries is working wonderfully.

**Ryan (Charlevoix Public Library):** He is working on the Library's budget and dealing with the difficulties caused by the increased costs of everything. Their Community Read of The Women of Copper Country was a great success.

**Nellie (Sutton's Bay – Bingham District Library):** A staff member had a personal tragedy which caused trauma for the entire staff. The cross-training she had focused at the start of her tenure proved essential during this difficult time. The Library will be building a covered entryway, and they have an employment opening for a youth/family services coordinator.

**Leanne (Crooked Tree District Library):** The library is now fully staffed and open. She has been weeding the collection. She is also starting book discussions of The Women of Cooper Country. Her library will also start utilizing their deck for programming including yoga and concerts.

**Dawn (Jordan Valley District Library):** The library has added a record number of new cards in the past months, and have been weeding thru old registrations. They are having a mermaid, Brittany Adams, come for summer reading. She will perform in an inflatable pool that will be given away as a prize.

**Denise (Alcona County Library):** The library has begun the district library formation process. Inventory of the Glennie branch has been completed (This will help establish costs of adding collection to PAC2), and the building housing the Caledonia branch is having issues.

**Amy (Oscoda County Library):** Their district library agreement has been sent to state librarian, Randy Riley, for approval. They are pulling out of MERS; no retirement benefit replacement has been located.

**Tanya (Mackinaw Area Public Library):** Maple River Township has been added to the Library's service area. They have purchased a scanner with grant funding in order to digitize their Mackinaw Bridge collection. Their modified Summer Reading theme is: Great Lakes. Great Tales. A sturgeon will be built inside the library. A

Friend's group has been challenging.

**Sue (Wolverine Community Library):** She is gearing up for Summer Reading. She is also giving out an astounding number of new library cards. The library is moving towards becoming a member of the UpNorth Digital Library. The library board is still looking to increase its size.

**Val (Petoskey District Library):** Their NEA Big Read (American Sunrise by Joy Harjo) has begun. A capital campaign is starting to cover the costs of engineering a new heating/cooling system. Last Night at the Telegraph Club will be the summer community read title.

**Amber (Presque Isle District Library):** She has also booked the mermaid, Brittany Adams, for her summer reading program. A world music concert series will also be coming. Entrance fee will be a donation towards the restoration of the North wall. They will also be offering a program featuring the Dowkers from Nautical North Family Adventures and their discovery of 95-year-old message in a bottle.

**Adjournment:**

The meeting was adjourned by consensus at 12:34 pm.

The next Advisory Board meeting is scheduled for Thursday, August 18, 2022 at the Kalkaska County Library at 10:30 am

Respectfully Submitted,

Jackie Skinner, Director, Otsego County Library

