

Northland Library Cooperative (NLC) Advisory Council Meeting Minutes
10:30am, August 18, 2022
Railroad Square, Kalkaska

Members Present:

Linda Adams (Northland Library Cooperative)
Val Meyerson (Petoskey District Library)
Monica Peck (Boyne District Library)
Audrie Fournier (Otsego County Library)
Ryan Deery (Charlevoix Public Library)
Amber Alexander (Presque Isle District Library)
Kendall Spratt (Fife Lake Public Library)
Denise Bearre (Alcona County Library)
Dawn LeVanway (Jordan Valley District Library)
Susan Warner (Wolverine Community Library)
John Roberts (Kalkaska County Library)
Leanne Milliman (Crooked Tree District Library)
Nellie Danke (Suttons Bay Bingham District Library)
Michelle Howard (Traverse Area District Library)
Kelsey Rutkowski (Indian River Area Library)

Call to Order:

The meeting was called to order at 10:39am by President, V. Meyerson.

Approval of Agenda:

The Agenda was approved by consensus.

Approval of Minutes:

M. Peck made a motion to accept the Minutes of the April 21, 2022 NLC Advisory Council meeting, seconded by S. Warner. Motion carried.

Financial Reports: The July 2022 Financial Reports were emailed to members prior to the meeting; no questions from members.

Director's Report:

L. Adams noted the following points contained in the NLC Director's Report, which was emailed to members prior to the meeting:

- Welcome to Jaqueline Lafreniere, the new Director of the Beaver Island District Library.
- State Aid payment details are available on the Library of Michigan (LM) website.

- State Aid to Libraries increased in the MI state budget. With this increase the 1977 goal of \$0.50 per capita for library funding was met.
- The state budget also includes \$25 million for out-of-school time grants. The MLA worked to include libraries as recipients of this grant funding. For more information, watch for webinars and requests for statements of intent in late August.
- Individual libraries are responsible for the fuel surcharge for May and June per RIDES contract. Expect invoices in mid-August.
- Price increases for Consumer Reports Online and BookPage have been included in NLC FY 22-23 Budget.
- Tell your Board members about Trustee trainings available through LM this fall.
- Reminder to submit outstanding invoices for enhancement and CE grants to NLC by August 30.
- There will be a brainstorming session for ideas to extend digital literacy to people throughout Northern MI through libraries with the Connect MI Task Force on August 25 at 2pm at the Charlevoix Public Library.
- Four sessions of the MeL eResources training are coming up at Northland libraries in September. For details on the training contact the director of the host library.
- OverDrive's purchase of Kanopy has resulted in new package pricing that is more beneficial to larger, not smaller, libraries. New group orders will also result in saved information being lost that could confuse patrons.
- Linda will compile information for NLC members in a monthly Northland News email newsletter.
- CE grants are available and registration is now open for the MLA Annual Conference held in Port Huron on October 19-22.
- Webinars and other training materials are available on the new MLA Connect learning management system.
- The MLA's MI Right to Read website with intellectual freedom information has launched. A review of the information on this site is suggested to prepare for challenges to library materials, displays and programs.
- MI Library Appreciation Month is coming up in October. LM is collecting 5 second videos from libraries statewide on the theme, "MI library is now..." highlighting unique resources.
- LM staff are in the building at least 2 days per week.
- LM new hires are Heather Wood-Gramza as MeL Coordinator, Eric Kennedy as Law Reference Librarian.
- The first financial management cohort for libraries is done. Northland participants said it was a worthwhile experience.

- LM will be offering 75 complimentary seats for directors and trustees to attend the Library Advocacy & Funding online conference. L. Adams attended the last conference and highly recommends it.
- MI Minimum Wage Law is still under consideration, but by February 2023 the statewide minimum wage could be \$12-13 per hour. Wages of current employees should be considered now.
- Reminder that LM CE stipends are available.
- Library millage information should be sent to Joe Hamlin, and are recorded on LM website.
- LM website includes information sheets on information freedom. Clare Membiela is also working to get out information concerning campaigning in a library.
- Per LM CE committee, the Small & Rural Libraries Conference will be in 2024 at the soonest, and may not happen at all. Discussion by members about the benefits of this conference: price, location and topics covered have made it accessible, particularly for library staff. Discussion about Small Libraries, Big Impact conference being an alternative.

Business:

FOIA & Investment Policies Discussion: Per L. Adams, these policies are required for NLC. A standard template of these policies drafted by Anne Seuryneck was emailed to members prior to the meeting. A short discussion determined that both draft policies seemed workable and the FOIA policy contained reasonable timelines and expectations for requests. A. Alexander made a motion to recommend to the NLC Board that the FOIA Policy be approved; this motion was seconded by M. Howard. Motion carried. M. Howard made a motion to recommend to the NLC Board that the Investment Policy be approved; this motion was seconded by R. Deery. Motion carried.

Director Evaluation: M. Howard stated that NLC Director L. Adams should receive a COLA raise per her contract, that the evaluation committee will be surveyed and will perform a review at a later date. M. Howard made a motion to recommend the COLA raise pending the COLA release closest to the October 1 renewal of the Director's contract; motion seconded by A. Alexander. Motion carried.

FY 21-22 Budget Amendments & FY 22-23 Budget Proposal: Copies of the current year's budget amendments and upcoming year's budget proposal were emailed to members prior to the meeting. L. Adams outlined changes contained in these documents for members.

What's happening at your library?

Monica Peck (Boyne District Library): Summer Reading is winding down. A new

children's librarian, Mary Grayson, was hired this summer. BDL served as a food pantry distribution site. The bookmobile will be visiting schools soon. The library is working on its collection development policy and the strategic planning process.

Audrie Fournier (Otsego County Library): OCL is updating its strategic plan.

Ryan Deery (Charlevoix Public Library): There were 12,000 visitors in July, a high from the previous 3 years, and a well-attended Summer Reading program. Fall programs will include authors Bruce Cameron and Angeline Boullay. This is a strategic planning year for CPL. Half the Board is new, so they are working on Board training including materials challenge training.

Amber Alexander (Presque Isle District Library): The library received a bequest of \$98,000. There is impending turnover on the library Board. New shelving was purchased through an enhancement grant. Due to hail damage and an insurance settlement, a new roof was installed on the Grand Lake branch library. Summer Reading was phenomenal, with minutes read increasing from 93K to 124K and 200 attendees at the mermaid program.

Kendall Spratt (Fife Lake Public Library): There has been an increase in the number of teens using the library. More involvement at the school by the library and responding to requests for programming (Yi-Gi-Oh!, Magic the Gathering) is helping to reach this group. Working on becoming an Americorps VISTA site sponsor; VISTA position would increase library presence at school. Also working to build support with the Board to hire an Assistant Director.

Kelsey Rutkowski (Indian River Area Library): IRAL partnered with Great Start to sponsor an area book walk. New shelves for the children's area were delivered on the 4th of July weekend (months ahead of schedule) and installed with the help of volunteers and the Parks Dept. Meeting with the new township clerk to smooth the transition and create a good working relationship. A Pride heritage month display resulted in a verbal complaint from the public and a support letter to the Board from the public, as well as an ongoing discussion between the director and the Board.

Denise Bearre (Alcona County Library): Summer Reading went well. In the process of establishing a district library to include Curtis Township. Hiring a new circulation clerk. Discussion with Board about wages in light of Minimum Wage Law in progress.

Dawn LeVanway (Jordan Valley District Library): Felt like the best Summer Reading ever with good organization, work with schools, support and donations. New registration cards and going through old registrations to delete patrons no longer in the area or deceased. The community is changing with new people moving in. There's a housing shortage for workers. New laptops from ARPA grants are in and being set up. 23 year-old carpet in staff area is being replaced.

Susan Warner (Wolverine Community Library): Phenomenal Summer Reading program this year. WCL negotiated with the village and the Village Board voted to approve the sale of the local community center to the library so the library can expand.

75% of the building sale will be paid for by the county with an underserved population grant.

John Roberts (Kankaska County Library): KCL has a new library funding request in process. Summer Reading went well with 350 attendees at the opener; Railroad Square and outdoor space was used. The school/library multi-year partnership is growing stronger and is receiving more support, including enough financial support to hire a new staff person.

Michelle Howard (Traverse Area District Library): The Summer Reading Club went well. TADL put out an RFP for a sign in front of the library. The East Bay branch was repainted and new shelves were purchased through an enhancement grant.

Leanne Milliman (Crooked Tree District Library): There were 200 participants in the Summer Reading program. Weeding was done at both locations. The outdoor space has been revamped at the Boyne Falls location. At the Walloon location there were summer concerts on the deck and yoga classes. CTDL is hiring a PT library assistant at Walloon.

Nellie Danke (Suttons Bay Bingham District Library): Starting work on an entry remodel project on August 22 that includes a covered walkway and a new drop box. Hired Martha Topol as youth coordinator in May; she led a successful summer reading program. N. Danke is participating in MLA Leadership Cohort.

Val Meyerson (Petoskey District Library): The Summer Reading program went well. PDL is overhauling its website and several staff participated in a writing for the web class; the process of rewriting and making sure all pages are accessible is time consuming. In having conversations with the community on the topic of library materials PDL is being mindful of terms, ex. 'Books Unite Us' vs. 'Banned Books Week'.

Adjournment: The meeting was adjourned by consensus at 11:59am.

Respectfully submitted,

Danielle 'Nellie' Danke, Director, Suttons Bay Bingham District Library