

# Northland Library Cooperative Services

## 2022-23



### Administrative/Consultant Services/Communications

1. Maintaining a website (TADL) which has links to the Member Directors, Board and Advisory Council minutes, Board and Advisory Council meeting schedule.
2. Assistance with USF filing (e-rate). Northland will contract with a service to file for e-rate discounts for the Internet consortium. Cost to be determined.
3. Internet access. NLC is a Merit Affiliate and assist libraries with connectivity to the Internet via Merit.
4. Consultant service: The Director is available to the member libraries to help solve library issues related to services, staffing, board relations, cataloging, e-rate and advocacy.
5. Discussion lists: NLC maintains discussion lists on the Internet for directors, board and libraries in the cooperative. The lists are meant to be avenues of communication for the director as well as among board and library staff.
6. Facebook Group: Open to all member library staff and other interested individuals. The goal of the group is to share information and activities of member libraries.
7. IT Service: NLC has an arrangement with TADL to provide NLC member libraries access to the TADL IT Staff for assistance with IT problems at their library. The service does not include visits to libraries, but rather is advice oriented. Libraries needing counsel on what equipment to purchase, simple fixes that can be done over the phone, assistance with participation in Evergreen ILS. Initial contact of less than 30 minutes will be done at no charge. If the situation warrants more time/research, then NLC would be billed by TADL at the rate of \$40 per hour.

### ILL/Melcat: Resource Sharing.

1. NLC will pay for OCLC Worldshare for three member libraries. Libraries that need ILL service from OCLC may send their requests to their partner library. NLC will pay the partner library \$5.00 for each ILL request.
2. Libraries that need assistance in getting ready to join MeLCat may contact NLC for help.
3. Access to the program is on the Northland website.

### Delivery:

NLC pays the cost of delivery (RIDES) for its member libraries based on library size.

**Class VI: 5 days delivery to the main location, and 3 days to branches.**

**Class III, IV: 5 day delivery paid.**

**Class II: 3 day delivery paid.**

**Class I: 2 day delivery paid.**

Libraries with branches: NLC pays for 2 day delivery. If a library does their own delivery to their branches, **NLC will reimburse that library for the actual costs for delivery in their respective locations up to the RIDES pricing for two day delivery.**

### Continuing education:

1. The cooperative will provide continuing education opportunities for its members in this fiscal year in the form of a \$500 grant to each library member. The grant is to be used to assist the library in sending staff to an approved continuing education offering such as the Rural Libraries Conference, MLA, ALA, MCLS conferences and

workshops including workshops offered by other Michigan Cooperatives. The grant can also be used for inservice training at member libraries. Library will bill Northland for reimbursement and the invoice shall include evidence of payment to library conference or workshop for registration and/or expenses related to attendance.

2. Seed money in the amount of \$3,000 will be added to the budget in the next fiscal year to help fund a Mini-Rural Library Conference.

### **Library Enhancement Program:**

Grants to member libraries will be awarded to assist the library in providing added service to its public. Grants may be used to purchase materials, provide for programming, add technology (software and hardware), enhance the facility in order to meet the mission of the library.

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| 1. Class I: \$ 2194 (there are 4 class I libraries) | Class III: \$ 5203 (there are 5 class III libraries) |
| Class II: \$ 4106 (there are 9 class II libraries)  | Class IV: \$ 6584 (there are 5 class IV libraries)   |
|   | Class VI: \$ 9062 (there is 1 class VI library)      |

### **Discount Program:**

1. NLC participates in the Cooperative Directors' discount program. Check out this on the NLC website and see if you are getting the best discounts on books and a/v materials.
2. All member libraries are eligible for Amazon Business Prime membership.  
For more info: [mplib-customeradvisor@amazon.com](mailto:mplib-customeradvisor@amazon.com)
3. NLC will also use the power of economy of scale to get a discount on specific items that members may need. Computers, scanners, digital cameras, office supplies, etc.

### **Up North Digital Consortium**

1. NLC coordinates services and is the billing entity for Overdrive to area libraries who are part of the UND Consortium. This service includes better pricing, collection development teams, and consolidated billing. Each member library will be billed in January based on population served and usage the previous year.

**eMagazines via Overdrive:** Full access to all member libraries in the Up North Digital Consortium and TADL Consortium.

### **Subscriptions**

1. Consumer Reports Online
2. BookPage
3. Amazon Business Prime

### **Advocacy:**

NLC plays a role in advocating for libraries in Lansing and Washington. The cooperative Director has a charge to keep the members informed on legislation and issues that affect libraries and library services. Utilizing the internet lists the members and board are kept informed and asked to contact legislators.

MLA Advocacy Day will be held in the Spring of 2023. All NLC member libraries are encouraged to attend.

ALA Legislative Day, Washington D.C., Spring 2023. The Library of Michigan for a number of years has assisted in getting a delegation together of Michigan librarians and trustees to participate in the American Library Association's Legislative Day held in the Spring in Washington D.C. The event includes a briefing day and then the following day visits to our Senators and Congressmen, to discuss the issues facing libraries nationally and also in our state. NLC will send two representatives from our area to join the delegation. Our director will also attend if funds are available. The costs covered will be airfare, transfers, meals, hotel and ALA registration. Cost for sending two individuals is budgeted at \$3,500.