

**Northland Library Cooperative
Advisory Council Meeting Minutes
October 30, 2024 10:30 a.m.
Harrisville Branch - Alcona County Library**

Introduction of Members:

Members Present:

Amber Alexander (Presque Isle District Library)
Michele Howard (Traverse Area District Library)
Ryan Deery (Charlevoix Public Library)
Val Meyerson (Petoskey District Library)
Cindi Place (Crooked Tree District Library)
Cheyenne Wilcox (Fife Lake Public Library)
Nellie Danke (Suttons Bay-Bingham District Library)
Linda Adams (Northland Library Cooperative)
Denise Bearre (Alcona County Library)
Kat McCracken (Alcona County Library)
Jennifer Thomet (Interlochen Public Library)
Amy Knepp (Oscoda County District Library)
John Roberts (Kalkaska County Library)
Monica Peck (Boyne District Library)
Brice Bush (Cheboygan Area Public Library)

Call to Order:

The meeting was called to order at 10:33 a.m. by President, Monica Peck.

Approval of Agenda:

A. Knepp made a motion to approve the agenda as presented. R. Deery seconded the motion.

Motion carried.

Approval of Minutes:

V. Meyerson made a motion to approve the September 26, 2024 minutes. C. Place seconded the motion. **Motion carried.**

Approval of Financial Reports:

September 2024 Financial Report: L. Adams presented the financials. The budget is on target for the end of the fiscal year. The audit has begun. M. Howard made a motion to approve the September financial reports. A. Knepp seconded the motion. **Motion carried.**

Directors Report:

Linda Adams reviewed her report emailed in the meeting packet.

Business:

- **Plan of Service:** Discussion of the Plan of Service included consensus of the NLC Director's time considered part of cost recovery for a non-public library member. A. Alexander made a motion to accept the plan as presented. C. Place seconded the motion. **Motion carried.**
- **Services Update:** Linda pointed to the FY 24-25 NLC Services Update document included in the packet for members to review at their convenience.
- **Annual Report:** Linda presented the Annual Report. At the December meeting she plans to have a Co-op costs and benefits breakdown for each member.
- **Ambassador Toolkit:** Monica presented the toolkit created by library staff as a result of the strategic planning process most recently accomplished at Boyne District Library. The Ambassador Toolkit document was included in the meeting packet. Discussion about the toolkit's development and applications, as well as huge compliments to Monica and Boyne District staff ensued.
- **Strategic Planning for NLC:** A committee of Linda, Amber, Michele, and Nellie was formed through discussion of strategic planning. The committee will begin by creating and implementing a survey for all members to be completed by the April 2025 meeting.

What's happening at your library?

John (Kalkaska County): Super busy with the schools. They are just beginning programming at the branches. The Halloween book giveaway (with candy of course) had 40 people in attendance. John shares compiled statistics with County Commissioners as an attempt to make them aware of the value of the Library.

Ryan (Charlevoix Public): Working on state aid. Reviewed past numbers to see they've had their busiest year since 2017. The increased activity can be felt especially in the Children's Area and the board just approved a new full time library assistant position for that department. The space near the new books has been rearranged and the extra shelving is going to Kalkaska.

Jen (Interlochen Public): Jen recounted her experience talking over the phone with AI. She was asked to research book titles and repeat pronouncing those titles over and over. The takeaway is to be suspicious of phone voices who continually ask for repetition if you do not want to be a voice for AI.

Amy (Oscoda County District): Things are quiet at the library. She just finished the audit process and will begin state aid reporting. An employee left the library for another opportunity at \$22/per hour and she left feeling as though there is nothing she can do about it because the library can't compete with that hourly wage.

Denise (Alcona County): FY 25 budget is finished. The new building in Hubbard Lake has broken ground. Denise is consulting with Demco for help with interior design. The bridging classes with Au Sable Audubon organization were very popular and they have begun planning for next year.

Cheyenne (Fife Lake): Working on school libraries, taking tips from John in Kalkaska. The elementary school library in Fife Lake is not very functional so she has been working on updating in many facets. The building expansion project is also a major focus.

Cindy (Crooked Tree District): A new director has been hired, Jen Mikesell. Jen will start in early December and Cindy plans to be there for the first half of the month. When Cindy joined the library they were seeing an average of 4 - 5 people coming into the library per day. Those numbers have dramatically increased to 20 - 30 people per day with an average of 2 programs per week. At the Boyne Falls location there are new lamps, rugs, and an overall lighter feeling to the space. Staffing levels are improving with an increase to 2 part-time and 2 full time staff to accompany the director.

Michele (TADL): State aid was completed October 8! The budget for FY25 was passed in October.

Nellie (Suttons Bay-Bingham District): There has been movement of personnel and two new board members with another vacancy on the board in the coming Spring. Working through reviewing policies with the board, state aid, and beginning the strategic planning process. The board allocated more money for programming so programs will increase over the next few months. Accessibility has been a focus of some much needed updating to the bathroom facilities with the addition of adult sized changing tables. Grant money is available through ALA for ADA compliance.

Amber (Presque Isle): The Mad Hatter film festival had over 200 attendees. It has really grown over the years. Staff is busy working on programming through the fall months. Amber is helping the city and county move forward with a new millage for the History Museum located in Rogers City.

Brice (Cheboygan Area Public): Outreach into the community through October was a major focus with the Tractors & Treats festival. The library set up a Little Blue Truck themed reading area that was very well received. We also participated in the Cheboygan Children's Trail trick or treat event.

Monica (Boyne District): They are putting the finishing touches on the newly updated children's area and everything is going really well.

Adjournment:

The meeting was adjourned by consensus at 12:10 p.m.

The next Advisory Board meeting is scheduled for the Boyne District Library on Thursday, December 5 at 10:30 a.m.

Respectfully submitted,
Brice Bush, Cheboygan Area Public Library