

**SUBURBAN LIBRARY COOPERATIVE**  
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Sterling Heights, Michigan 48313  
(586) 685-5750

**COUNCIL MINUTES**

**Roseville Public Library**  
**April 10, 2008**

I. The meeting was called to order at 9:38 a.m. at the Roseville Public Library.

Present: Smith (Armada), Lusardi (Chesterfield), Neal (Clinton-Macomb), Sterling (Eastpointe), Slivka (Fraser), Parus (Harper Woods), Hoffmeyer (Lenox), Reghi (Lois Wagner), Thomas (MacDonald), Labelle (Macomb), Worrell (Mount Clemens), Graham (Ray), Harper (Romeo), Valade (Roseville), Chambers (Shelby), Orlando (St. Clair Shores), Turgeon (Sterling Heights), Russ (Troy), Doege (Utica), Henderstein (Warren), Paquette (SLC), Woodford (SLC)

Absent: Cross (Center Line)

II. Approval of the Agenda.

Neal made a motion to add Agenda Item IV. G. Patron Card Services for Selfridge Active Duty Military Personnel

Parus moved to approve the amended Agenda, supported by Chambers. Motion carried.

III. Approval of the Minutes.

Parus made a motion to change the date in Agenda Item IV. E. from February 15 to March 15.

Neal made a motion to change the name U2 to U Tube under CMPL Member Library Announcements.

Motion made by Turgeon to approve minutes of the March 13, 2008 meeting as amended, supported by Thomas. Motion carried.

IV. Suburban Library Cooperative Business.

A. Automation

Four staff members attended the Sirsi Super Conference in Detroit. TPL has asked for a date enhancement to the Sirsi System. Currently the system shows an "estimated timeframe" that a book may be available and TPL would like a "due date" displayed. The enhancement will be available for each library, not as a system wide enhancement.

SHL has numerous titles on the transit list. The staffs at the SHL are working on clearing up the list. Turgeon has requested that the next report run list only totals that are in transit a minimum of two weeks.

B. ProMed

All AV materials are opened when the items are checked out and when the items are checked in at the requesting library. Many libraries have found that "popular" CDs and DVDs are missing from their cases when the items are being check in from delivery. Woodford has addressed this issue with Ann Donahue at MLC who has spoken with Dan Gundry from ProMed. A possible solution is to have ProMed install security cameras in the sorting area that ProMed uses to sort SLC materials. Ann Donahue also stated that ProMed is willing to accept responsibility for lost materials. Please continue to track items that are missing and follow the new delivery procedures. The ProMed contract ends on June 30<sup>th</sup>, 2008 and the new rate is going up to \$13.00 per stop. Council agreed to have SLC send out another Delivery RFP within the next week.

C. MeLCat and OCLC

The Standards and Procedures Committee is recommending that SLC put in writing a policy that all materials outside our network must be picked up at the library where the card was issued. OCLC and MeLCat are extended services that are provided free by your local library. The policy date to go into effect is September 1, 2008.

Motion made by Chambers to accept the Committees recommendation to add a MeLCat and OCLC Standards and Procedures policy that all materials outside our network must be picked up at the library where the card was issued. The policy date to go into effect is September 1, 2008, seconded by Turgeon. Motion carried.

D. Dell Computer

Quotes were received from Dell and Gateway as they are our standard vendors. SLC is making a recommendation to go with Dell PCs at a cost of \$787.02. The PCs come with a 4 year warranty and the SLC service policy is 5 years. The libraries pay for parts during the last year. Gateway is no longer providing educational discounts.

**Dell OptiPlex 755 - \$787.02**

Specs – Intel Core 2 Duo 2.2GHz processor, 2 GB RAM, 80 gig Hard drive, 17” Flat Panel Monitor, 3.5” Floppy drive, Dell USB Optical scroll mouse, Dell USB keyboard, 16X DVD+/-RW, No speakers, Integrated video and audio card, 4 year warranty, Windows XP Pro.

Please contact Frezza with your PC order by April 30<sup>th</sup>.

Motion made by Turgeon to accept the quote for the Dell OptiPlex 755 for \$787.02, seconded by Parus. Motion carried.

E. Proposed Changes to State Aid Rules and Regulations

Woodford is writing a letter regarding the Proposed Changes to State Aid Rules and Regulations to the Library of Michigan per Council direction and approval from the SLC Board. A timeline from Nick Bolten, Library of Michigan, is three years for the new rules to be effective.

F. State Librarian Proposed Model for State Funding

Dr. Anderson acknowledged our response to the State Librarian’s Proposed Model for State Funding with a letter.

April 5<sup>th</sup>, Nancy Robertson wrote a comment on her blog spot thanking everyone for their comments and informing us that *“no efforts have been undertaken to implement the recommendations of the model or to pass legislation.”*

Appropriation news for state aids for FY09 is very positive.

G. Patron Card Services for Selfridge Active Duty Military Personnel

Selfridge Field is closing their base housing and Neal is asking the Council if we can extend patron card services to active duty military personnel living off base. CHE and many other libraries have had this policy with Selfridge active duty personnel for many years.

Motion made by Neal to extend full SLC library services to Active Duty Military Personnel as a system wide Standard & Procedures policy, seconded by Worrell. Motion carried.

V. Announcements and Information.

A. Urban Cooperation Act (UCA)

The Shared Technology Committee is meeting after the Council Meeting today to review an Employee Lease Agreement for the new Shared Automation System (SAS).

Urban Cooperation Act (UCA) *(continued)*

Even with the State Librarian's change in withdrawing her proposed model, SLC will continue to move forward with the Urban Cooperation Act.

B. MLA Public Policy

If anyone has an issue that you want addressed by MLA, please write them a letter. Larry Neal is running for MLA President. Elections are in the month of May.

VI. Member libraries' announcements/concerns.

Thank you to Roseville Public Library for hosting the meeting.

ARM – Has anyone received a letter from Adam Warig in Petaluma California asking for budget records?

CLL – Absent.

CHE – Marta Kwitkowsky is retiring on April 11<sup>th</sup>. CHE will have an open house in her honor this summer. Completed internal interviews and Paulette Moran is our new Assistant Director, and Holy Kirsten is the Head of Children Services. This leaves us with one full-time open position.

CMPL – Met with Jennifer Callans, director of the Anton Art Center who is proposing the formation of the Macomb Arts and Culture Alliance. The first step will be to work on an inventory of cultural institutions in Macomb County. Will begin accepting online payment of fines via credit card.

EPL – Working on programming.

FRA - Working on the Budget. Summer Children's Programs are geared toward Bug Programs. Many of the programs are already filled. We have new lighting in the building which is helping a lot. Fraser Public Library is closed April 21<sup>st</sup>.

HPW – Friends book sale is April 12 – 14<sup>th</sup>. The library's Green Building Award ceremony for April 26th is at 1 p.m. and invitations were given to all SLC libraries.

LEN – Working on Programs for National Library Week.

LWM – Gearing up for National Library Week with two programs presented by Mad Science called "Up, Up and Away."

MPL – Preparing for National Library Week with the Anchor Bay Art Club showing art at the library. Every year we purchase a new piece of art.

MCL- New Literacy Director, Theodore Bolak, has experience working with 501(c) 3 non-profit organizations. He has worked as Stewardship Director of the Clinton River Watershed Council and as Coordinator for the Rouge Education Project. The radio announced a website where patrons can get around paying library late fees. Has anyone received a request for information from inmates? The Macomb County Correctional Services Facility has library services and they do provide ILL services to inmates. Please refer any requests that are received from inmates to the librarian at the Correctional Facility."

MTC – April 2<sup>nd</sup>, one of our staff members was on Jeopardy.

RAY – Cataloging is ongoing. We are looking for a volunteer to work on our historic building.

ROG – Newsletter distributed. Paid off Graubner building on April 1<sup>st</sup>. Working on union contracts and budget. We are Celebrating National Library Week with Author, Karen Rose Wilson on April 12<sup>th</sup> and Author, Maris Soule on April 19<sup>th</sup>. May 17<sup>th</sup> is our annual Victorian Day Teddy Bear Tea Party.

RSV - Getting ready for our fundraiser on Friday April 18<sup>th</sup>. The tickets re \$18.00 and we will provide food and entertainment. We have been working with a local sculpture to create a sculpture that we can unveil at our fundraiser. A meeting is scheduled with Pewabic Pottery to help us create an acknowledgement for endowment

donors.

SCS – Budget hearings at the end of April. In the new budget, we will be able to complete Capital improvements: painting and a possible new roof. Upcoming Programs: April 10<sup>th</sup>, Jim Conway co-author of “Historic Detroit’s Fort Wayne,” April 16<sup>th</sup> is a Drummunity Music Program, and April 23<sup>rd</sup> is the Friends Annual Meeting with Pyschic and Author Kelly Macleod. Our new Film Movement Series started in March and was a huge success. This is a free program one Thursday a month and we will show a new independent or foreign film. The fee to purchase the program for Public Performance Rights is \$300.00

SBL - Kids Tea Party Program was filled. The Macomb Area Chambers of Commerce is coming on April 17<sup>th</sup> to discuss the pros and cons of the proposed County Executive.

SHL – Newsletter distributed. Mary Lou Metzger is retiring. Budget Hearing is Tuesday, April 15<sup>th</sup>. Since we started accepting charge cards, 19% of our fines collected were from charge cards.”

TPL – We have 9-10 candidates being interviewed for Circulation Supervisor position. Our website now has a “Troy Public Library Value Calculator.” Patrons enter information like how many books or movies they borrowed from the library and the calculator computes their savings.

UPL – Thinking about setting up a Wii gaming system in our meeting room in the basement.

WPL-“It is official that Warren will be opening a new library around the 9 Mile and Van Dyke area. Whitman sale to purchase starts on May 14<sup>th</sup>.”

VII. Public Participation.

No public participation.

VIII. Next meeting date.

The next meeting will be May 8, 2008 at the Warren Civic Center at 9:30 a.m.  
Public Relations Meeting to follow.

IX. Chambers moved to adjourn at 11:20 a.m., supported by Orlando. Motion carried.