

SUBURBAN LIBRARY COOPERATIVE
44750 Delco Blvd
Sterling Heights, Michigan 48313
(586) 685-5750

COUNCIL MINUTES

Warren Civic Center Library
May 8, 2008

I. The meeting was called to order at 9:38 a.m. at the Warren Civic Center Library.

Present: Smith (Armada), Neal (Clinton-Macomb), Price(Eastpointe),Slivka (Fraser), Parus (Harper Woods), Reghi (Lois Wagner), Thomas (MacDonald), Labelle (Macomb), Graham (Ray), Harper (Romeo), Chambers (Shelby), Orlando (St. Clair Shores), Turgeon (Sterling Heights), Russ (Troy), Henderstein (Warren), Paquette (SLC), Woodford (SLC)

Absent: Cross (Center Line), Lusardi (Chesterfield), Hoffmeyer (Lenox), Worrell (Mount Clemens), Valade (Roseville), Doege (Utica),

II. Approval of the Agenda.

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

III. Approval of the Minutes.

Add/change to library announcements:

HPW- Add - The library's Green Building Award ceremony for April 26th is at 1 p.m. and invitations were given to all SLC libraries.

MCL – Change to “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.”

SHL – Change to “Since we started accepting charge cards, 19% of our fines collected were from charge cards.”

TPL – Remove “Troy Plans for new library.”

WPL – Change to “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 14th.”

Motion made by Russ to approve minutes of the April 10, 2008 meeting as amended, supported by Parus. Motion carried.

IV. Suburban Library Cooperative Business.

A. Automation

Frezza sent an email to inform Directors of the next system upgrade on Thursday, 5/29/08. The upgrade is just a patch and should run smoothly, but SLC staff will be on hand Friday, 5/30/08 in case there is a glitch in the upgrade. Upgrade days are scheduled when SLC has the most staff available to answer questions after an upgrade is complete. Computer orders that were received from member libraries have been ordered and are being drop shipped directly to the libraries within a week. SLC will start scheduling installation site visits.

B. Cooperative Directors Meeting

The State Librarian attended the Cooperative Director's Meeting on April 18th, in Lansing and informed the Coop Directors that her proposed model has been withdrawn from further consideration, and that she is waiting for the dust to settle before she starts drafting a “Plan B.” A special Cooperative Director/Cooperative Board of Trustee Meeting is being held on Monday, May 19, 2008 in Saginaw. The topic is “Where Cooperatives need to go and how do we need to get there.” Trustees Black, Wollenweber and Brown have volunteered to attend the meeting with Woodford.

C. SLC Director Position

The state librarian has withdrawn her proposed model and it appears that any changes to the structure of Cooperatives and the distribution of state aid are several years away. Woodford has informed the Personnel Committee and the SLC Board that it is time for SLC to start the process to hire a permanent full-time Director. Woodford will stay on through the completion of the UCA, revamping the Personnel Policy, the 08-09 FY Budget and until another Director is hired. The position needs to be full time so SLC will have someone active in state affairs and attend meetings such as MLA, PLA, and MLC etc. The Personnel Committee suggested that a sub committee be formed for a director search. The last sub committee formed to search for a Director was comprised of two SLC board members and two library directors. Lakeland Cooperative has sought and hired a new director and TLN has not yet made a decision to fill their director position.

Motion made by Chambers to accept the Personnel Committee recommendation to proceed with the process of hiring a permanent full-time coop director as soon as possible, seconded by Smith. Motion carried.

V. Announcements and Information.

A. Urban Cooperation Act (UCA)

A newly revised SLC draft agreement is in place with changes being made from the Shared Technology Committee. The latest document is the Employee Lease draft for the SAS staff. The present question is "Can SAS leased employees' continue to participate in the SLC SEP pension plan? Woodford met with SLC's rep from Sterling Financial, Judy Betts, and found that there does not appear to be a conflict and it appears that SAS leased employees can continue in the SEP pension plan.

The next Shared Technology meeting is on May 15th. SLC will proceed with putting the draft agreement together and having it ready to go. Woodford is going to ask the Shared Technology Committee if the UCA agreement needs to be implemented when it is complete or do we file it for use at a later date when we have a better understanding of the future of cooperatives. Superiorland Cooperative has signed their UCA agreement, Lakeland Cooperative is continuing as they are, and TLN has not made a decision on an UCA agreement.

B. ProMed Delivery Report

Anne Donahue sent out an email on May 7th, introducing Sue Alt as the new delivery support person. According to Dan Gundry, the SLC sorting site was moved to a secured location within the Sterling Heights sorting facility. SLC is in the process of setting up a site visit to SLC's sorting sort in Sterling Heights. Thomas suggested that her System Administrator would like to be a part of the site visit group and Doege was recommended to be a part of the group. If you have any lost materials, please get as much paperwork as possible that tracks your lost items and sent it to Woodford so he can forward it to Anne Donohue. A RFP was sent out on April 22, 2008 to eight vendors plus Rita Valade directed two vendors to the SLC website to retrieve the RFP. The RFP deadline is May 23, 2008. TLN is the only vendor that has sent us questions thus far. Some member libraries have received an email reminder to renew your ProMed delivery subscription. Please hold off on renewing your subscription until after May 23rd. Woodford will send out an email updating you on the responses to the RFP.

C. Evanced Calendar

A new calendar system is in place. Currently you can view the calendar on the SLC website using the Continuing Education link. The calendar is for all SLC meetings and training. The "tiny url" link that was sent to you will allow you and your staff to register for classes. Registration is not needed for Committee Meetings. Paquette will send you an email for special events that need registration and will including the "tiny url" link.

D. MLA Public Policy

Neal is becoming more involved in MLA and stated the importance of "grass roots" support and how we all recently witnessed a grass root movement work. Please continue to contact your legislators regarding all library issues. The hearing for additional state aid is today and Woodford will send everyone an email when he finds out when the next state aid check is coming out.

E. MAP Letter & Statistics

Map statistics distributed. Macys has decided to extend the MAP Program through 2009. Russ proposed that SLC send out a thank you letter to Macys to show our appreciation. Woodford will compose a letter from SLC and suggested that individual libraries write a thank you letter and include any antidotes or stories from patrons that shared their museum experience. Museums are seeing an increase in new clientele.

VI. Member libraries' announcements/concerns.

Judi Chambers is retiring from the Shelby Township Library and this is her last Council meeting. Chambers thanked everyone for their help over the years and is leaving us with this saying: "Success isn't permanent and failure isn't fatal." Keep this in mind as you go throughout your career. Enjoy your successes while you can; observe your failures and move on.

Thank you to Warren Civic Center Library for hosting the meeting.

Centralized Purchasing is status quo and the current penal fine report will be forthcoming. Ted Bolak is the new director for MLP and will be attending the June Council meeting.

Steve Hamilton is the author for the OBOC and the October event is being held at the Lorenzo Cultural Center.

ARM – MeLCat question "If a book is checked out at a library and you can't request it, do we fill out an OCLC request?" Yes, if a book is checked out then an OCLC request is made.

CLL – Absent.

CHE – Absent.

CMPL – DSLRT is Friday, May 16, 2008, 9:30 am is refreshments and the meeting is from 10-12. Please bring any "sticky questions" that you have experienced so we can have an exchange, also officer nominations for next year and future topics. September 19th is the next DSLRT. The November meeting is at the Bloomfield Township Library. The salary survey is a great resource and the cost is only \$30.00 if you participate. Christine Hage was elected as the ALA council representative. MLA & PLA have passed bylaws and are going through restructuring.

EPL – No Report.

FRA - All of the Bug Programs are continuing. The Budget meeting with the City Council was not beneficial for the library. The director's position was cut to part-time, 30 hrs per week with no benefits and the budget was cut \$100,000. Jean Slivka was hired for the part-time director position starting in July. Question, "Are notes entered in patron records by staff viewable to patrons?" Yes, Patron records are viewable. Spring fling is May 10th.

HPW – Had a nice ceremony on April 26th with State Representative Ed Gaffney and Congresswoman Carolyn Kilpatrick in attendance. City Council are going through a very hard and rigorous public safety issue of going into a public safety model rather than a separate police and fire departments.

LEN – Absent.

LWM – Finishing the brochure for our Summer Reading Program.

MPL – Friends first annual plant sale is May 23. Kicking off Michigan Week with Bob Mac, a local Historian, and he will discuss Michigan and New Baltimore's history. Our Hemmingway essay contest is starting on May 19 through the middle of July for the Michigan Read Program.

MCL- Rolling out the Great Michigan Read activities with our partnership with the Lorenzo Cultural Center. The center is having "Up North with the Hemingways" traveling exhibit from May 21 – June 1, from 10 am to 4 pm. Grant from the Michigan Humanities Council was received and the funds will be used towards our Hemingway on Stage program. Labelle found a Hemingway reenactor, Brian Sinclair, and he will perform on May 29 at 7 pm. Book discussions, are being held on May 20th and June 1. Macomb County is talking about a budget deficit of twenty million in 2009.

MTC – Absent.

RAY – Found a volunteer to work on our historic building and help us find funding for the renovations.

ROG – A new shopping center is being built behind the library. Harper is looking for information on circ and librarian subs and recommendations on someone that can lead team building exercises.

RSV – Absent.

SCS – We completed the budget process and it goes to City Council in a few weeks. Nothing was cut and they gave us capital outlay money to paint the museum, the interior of the library and to put on a new roof. April 23rd was the Friends Annual Meeting with Psychic and Author Kelly Macleod and 150 people attended. SCS is happy to post other libraries functions, but please post your library name on the top and really big so patrons can see the event is at a different library.

SBL - Working on Programs and the Township is looking for a director.

SHL – Newsletter distributed and we are continuing with Programs.

TPL – A patron had a question of "Why couldn't she renew DVDs that were on hold for someone else." Russ did explain SLC's hold procedures, but needs to get the written holds procedure to share with the patron. The awards committee selected Marta Kwitkowsky for the Walter H. Kaiser Award

UPL – Absent.

WPL- Formally formed a RFP Committee for the new library and a lot of programming is going on.

VII. Public Participation.

No public participation.

VIII. Next meeting date.

The next meeting will be June 12, 2008 at the Suburban Library Cooperative at 9:30 a.m.
Continuing Education Meeting to follow.

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