

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

**COUNCIL MINUTES**

**Clinton-Macomb Public Library**  
**April 12, 2007**

I. The meeting was called to order at 10:38 p.m. at the Suburban Library Cooperative.

Present: Smith (Armada), Lusardi (Chesterfield), Neal (Clinton-Macomb), Parus (Harper Woods), Hoffmeyer (Lenox), Reghi (Lois Wagner), Thomas (MacDonald), Labelle (Macomb), Gunter (Romeo), Orlando (St. Clair Shores), Chambers (Shelby), Lingeman (Sterling Heights), Henderstein (Warren), Frezza (SLC), Turgeon (SLC)

Absent: Cross (Center Line), Sterling (Eastpointe), Schmidli (Fraser), Worrell (Mount Clemens), Valade (Roseville), Stoutenburg (Troy), Doege (Utica)

II. Approval of the Agenda.

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

III. Approval of the Minutes of the last meeting.

Chambers moved to approve Minutes of the last meeting, supported by Orlando. Motion carried.

IV. Suburban Library Cooperative Business.

A. Gale Virtual Reference Demo

Demo started at 9:30 am.

B. My Library DV Demo

Demo started at 10:00 am. My Library DV will send out pricing and a password so directors can demo the software.

C. Automation

Directors held a discussion regarding both demonstrations to decide if SLC should purchase one database or both. SLC does have approximately \$20,000 to spend on either one or some on both. Usage per library for My Library DV would be unknown, but yearly reports would give the overall usage for SLC. Council recommended starting a committee to help decide if we should choose both or one database and then to help choose books. More information will be available at the May Council Meeting

The final version of the Strategic Planning for Technology report was received from Joe Ford. It is recommended that SLC set up a subset of the Shared Technology committee to work with a subset of the TLN Ex-Comm to tackle reciprocal borrowing.

Lissa Potter is leaving April 23<sup>rd</sup> for a position in Baltimore.

Quotes were received from Dell and Gateway as they are our standard vendor. SLC is recommending the Dell OptiPlex 745 for a cost of \$1021.60 for member libraries' replacement PCs. Dell is offering Chris Frezza and Ken Valyi-Hax the opportunity to be Dell Certified technicians so they can go online to process SLC orders and use a new pilot program called Image Direct. Image Direct will allow Chris and Ken to design a computer online and Dell will drop ship it to the library. Call Chris at 685-5760, if you would like a custom configuration or to purchase a laptop.

D. Delivery RFP

Delivery has had some problems, but ProMed has worked hard to correct them. ProMed has changed their sorting process, are tracking items, allowing SLC to change our delivery labels to help reduce our cost, and ProMed may purchase bins for our AV materials if the state contract goes through. The price will go up in July if ProMed does get the state contract. Metro Expediting responded to our last RFP and is still interested in bidding if another RFP goes out, but they do not have an area to sort. There are also other local companies to send the RFP to that did not respond to the last one. The SLC Board is not interested in SLC being in the delivery business and would rather have delivery be outsourced. Can ProMed give SLC a quote on a closed delivery system? Turgeon will discuss this with ProMed.

E. Director Position at SLC/TLN

Turgeon has accepted the position of Director for the Sterling Heights Library and her last day at TLN is April 27<sup>th</sup> and SLC is June 4<sup>th</sup>. TLN is posting for an Interim Director. The SLC Personnel Committee met April 11<sup>th</sup> and Turgeon recommended Kristen Valyi-Hax to act as Interim Director for SLC as Kristen has held this position in the past. The Personnel Committee recommended that SLC explore more possibilities, along with Kristen, for an Interim Director and post the position as soon as possible. Whoever holds the Interim Director position is not guaranteed the Director position. The Committee is recommending a process for the hiring of a Director. The position will be posted for 1 month, and be extended if no qualified applications are received. The position will be posted in Library Hotline, MLA, TLN, SLC, Publib and michlib-l. Applicants will be prescreened by the Personnel Committee and the current Director. The interview panel should consist of two Member Library Directors and two SLC Board Members. The Committee also worked on a list of interview questions.

The Directors recommended that a write up be added to the director job description stating the financial standings of SLC and the collegial atmosphere that has been created within.

Motion made by Lusardi to follow through on the Personnel Committee's recommendations as stated, seconded by Smith. Motion Carried

V. Announcements and Information.

Comment [s1]:

A. MLA Public Policy.

Turgeon attended the hearing on Bloomfield Township's Michigan Supreme Court case. There were questions as to what does "availability of a public library" mean, what a fair non-resident fee would be, and whether this case is a legislative issue and should not be decided by the Supreme Court.

No news from the House HAL appropriations subcommittee. After July 1<sup>st</sup>, we hope to find out what cuts are being made at the state level.

VI. Member libraries' announcements/concerns.

Macy's is promoting a program called "Museum Adventure Pass" which will allow patrons to sign out a free pass to local museums and zoos. The patron can sign the pass out for seven days. All libraries in the seven counties in the metro Detroit area must participate in the program. Macy's will cover the entire public relations for the program. The program would start in September or October.

Motion made by Chambers to participate in the Museum Adventure Pass Program, seconded by Orlando. Motion carried.

Welcome Suzanne Graham, Ray Township Library, to the Council of Directors Meeting.

ARM – We are having a Victorian mother/daughter tea in May and received American Girl dolls for the event. Roscoe the clown came out for the first time and we had a lot of fun.

CLL - Absent.

CHE – Our library campaign is ongoing and we are encouraging patrons to vote on the upcoming ballot.

CMPL- Everyone's Reading Author Visit with Kevin Boyle is Monday, April 16<sup>th</sup> at 1:00 p.m. Channel 4 is inquiring into any police incidents at libraries over the last few years. This would be a good time to go over media procedures with your staff.

EPL- Absent.

FRA - Absent.

HPW – On April 16<sup>th</sup>, we are having an author visit by Patricia Gussin, Author of "Shadow of Death." Author P.J. Parrish is coming to the library Tuesday, May 22 at 7 p.m. for a book signing. The visit is part of the 2007 Michigan Notable Authors Tour. We are having a Gleaners food drive during National Library Week.

LEN – Roscoe the Clown came out and we had a great turn out.

LWM – During National Library Week we are doing a Dinosaur and Fossil Program.

MPL – During National Library Week we are going to create Read posters. April 21<sup>st</sup>, Anchor Bay Art work is being displayed

MCL – We are hoping our renovations will be completed by next Tuesday. Steve Lehto, author of "Death's Door" is coming for our Author Visit and Book Signing during the 2007 Michigan Notable Books Author Tour on Tuesday April 17<sup>th</sup> at 7:00 p.m.

MTC - Absent.

RAY – Roscoe the Clown is coming out on April 21<sup>st</sup> and 12 kids have signed up. We also have Mothers Day and Fathers Day Programs planned.

ROG – New Branch Librarian will be starting at the Kezar Branch. Strategic plan survey and a patron survey are starting this Saturday. Building issues are taking a lot of our Board's time. There is a large payment due to Ford soon. A Focus Group will meet in June and July to decide on three-year plan issues.

RSV – Absent.

SCS – We have three full-time clerical positions that will be available in June. The City has approved to replace the following positions: circulation, processing and account clerk. Ladies of the Light Program is tonight. Our Friends Annual Meeting is April 19<sup>th</sup> and Linda Wells, vice-president of Student and Community Relations for Macomb Community College, is the guest speaker. On May 2<sup>nd</sup>, Michigan notable book author and poet, Keith Taylor, will do readings from his book *Guilty at the Rapture: A Collection of Poetry, Short Stories and Essays*.

SBL- All of our programming is on our website, visit: <http://www.libcoop.net/shelby>

SHL – This is Carol Lingeman's last Director's meeting. Carol thanked everyone for making SLC such a great cooperative to be in and for her retirement gift.

TPL – Absent

UPL – Absent.

WPL – An Eagle Scout completed a Book Drive and collected 800 books and \$1,400. Today we are doing a program called "Drop Everything and Read Day."

VII. Public Participation.

No public participation.

VIII. Next meeting date.

The next meeting will be May 17, 2007 at the Warren Civic Center at 9:30 a.m.  
Public Relations meeting to follow.

IX. Meeting adjourned at 12:20 p.m.